

THIS IS AN
IN PERSON
MEETING

VILLAGE OF OAKWOOD
COUNCIL MEETING
October 12, 2021
7:00 p.m.
AGENDA

1. Call Meeting to Order

2. Pledge of Allegiance

3. Roll Call

Council President	Johnnie A. Warren	Mayor	Gary V. Gottschalk
Council-At-Large	Elaine Y. Gaither	Law Director	James Climer
Ward 1 Councilman	Chris C. Callender	Finance Director	Brian L. Thompson
Ward 2 Councilperson	Eloise Hardin	Service Director	Tom Haba
Ward 3 Councilperson	Melanie Sanders	Chief of Fire	Jim Schade
Ward 4 Councilperson	Patricia Rogers	Police Chief	Mark Garratt
Ward 5 Councilperson	Candace S. Williams	Building Inspector	Daniel Marinucci
		Housing Inspector	N / A
		Engineer	Ed Hren
		Recreation Director	Carlean Perez

4. MINUTES – September 28, 2021, Finance Meeting
September 28, 2021, Regular Council Meeting

5. Correspondence to Clerk

6. Departmental Reports

MAYOR - GARY GOTTSCHALK	FIRE CHIEF - JIM SCHADE
LAW DIRECTOR – JAMES CLIMER	BUILDING INSPECTOR – DANIEL MARINUCCI
FINANCE DIRECTOR – BRIAN THOMPSON	HOUSING INSPECTOR – N / A
SERVICE DIRECTOR - TOM HABA	POLICE CHIEF – MARK GARRATT
ENGINEER REPORT- ED HREN	RECREATION DIRECTOR – CARLEAN PEREZ

7. Floor Open for Comments from Village Residents on meeting agenda and comments in general *Village residents, please state your name, address and the subject you wish to discuss for the record. Please limit your comments to five (5) minutes. Thank you! Please sign-in to speak*

Executive Session – to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

8. Legislation

Ord 2021-57	AN EMERGENCY ORDINANCE AUTHORIZING THE REAPPOINTMENT OF LILLIE HICKS, CLAUDIO ABBOMERATO, DEBBIE STOFFL AND CAROLYN JONES TO EMPLOYMENT WITH THE VILLAGE OF OAKWOOD
Introduced 8/24/2021 by	
Mayor & Council as a whole	
Tabled	

Ord 2021-63
Introduced by Mayor &
Council as a whole
1st Reading

AN EMERGENCY ORDINANCE ADOPTING AN AMENDED EMPLOYEE HANDBOOK
FOR PERSONNEL OF THE VILLAGE OF OAKWOOD OTHER THAN FIRE AND
NON-AUXILIARY-POLICE

Ord 2021-68
Introduced by Mayor &
Council as a whole
1st Reading

A RESOLUTION DECLARING THE WEEK OF OCTOBER 17-23, 2021, AS
STORMWATER AWARENESS WEEK

9. Adjournment

**VILLAGE OF OAKWOOD
WORK SESSION
AGENDA
October 12, 2021**

1. Call Meeting to order
2. Discussion by Mayor and Department Heads of matters to be brought to the attention of Council if present.
3. Questions of Mayor and Department Heads concerning Legislation or potential Legislation to be considered at future Council meetings.
4. Discussion of items of draft Legislation or potential Legislation to be considered at future Council meetings.

Legislation:

Fiscal Officers Certificate Present

Ord 2021-WS-05 Introduced 1-29-2021 by Mayor & Council as a whole 2021-09 Moved to WS 2-23-21	AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF AN EXTERIOR HOME REPAIR ASSISTANCE PROGRAM FOR SINGLE FAMILY PROPERTIES LOCATED IN THE VILLAGE
Ord 2021-WS-06 Introduced 1-26-2021 by Mayor & Co 2021-10 Moved to WS 2-23-21	AN ORDINANCE AMENDING ORDINANCE 2019-22 AUTHORIZING THE ESTABLISHMENT OF AN EXTERIOR HOME REPAIR ASSISTANCE PROGRAM
Ord 2021-WS-24 Introduced by Mayor & Council as a whole	AN ORDINANCE ENACTING A NEW CHAPTER 510 “FLYING MODEL AIRCRAFT/UNMANNED AERIAL VEHICLES (UAVs)” OF THE CODIFIED ORDINANCES OF THE VILLAGE OF OAKWOOD AND DECLARING AN EMERGENCY

New Resident Packets Procedure

Municipal Complex	Hardin
Disaster Recovery Plan	Hardin
Human Resources	Hardin
Five-Year Plan	Hardin

Employee Service Awards (every five years)

Council Committee Assignments

5. Matters Deemed Appropriate
6. Adjournment

VILLAGE OF OAKWOOD
COUNCIL FINANCE MEETING MINUTES
September 28, 2021

ATTENDED

Johnnie A Warren – Council President
Elaine Gaither – Council-at-Large (late)
Eloise Hardin-Ward 2
Melanie Sander-Ward 3
Patricia Rogers-Ward 4
Candace Williams-Ward 5

Brian Thompson-Finance

ABSENT

Chris Callender-Ward 1

Gary Gottschalk-Mayor
Jim Climer-Law Director

Meeting opened at 6:10 by Warren.

Pledge of Allegiance recited, and attendance taken.

Thompson: Thank you, Mr. Chairman. Tonight, will be discussing the summary form in your big packet of financials a couple weeks ago. The summary, in front of you, shows the ratios where we should be after 8 months of the year. That ratio is a 66%. The sheet summarizes where we are year to date with revenue and expenses. Through 8/31/2021, we were at \$5.9 million which is at a 6.3 ratio. Pretty close to our favorable ratio for the year. As we look down to our expenditures, I normally have these highlighted in yellow but didn't get to put it for the areas that were above ratio or at ratio. Overall, we had a .62 for all categories. I looked through the summary of each category. We were falling in line as I moved throughout the end of September which will pretty much end my quarter as we approach the last quarter of the year, I am evaluating the contract of utilities which is .7. Robert's Disposal which is at .76. **Hardin:** Can we go right to the 3 big ones? **Thompson:** The 3 big ones which will be the utilities. I am going to have to make an adjustment as I move toward the fourth quarter of the year. The H/B Operational Contractual, that one is pretty high. As I evaluated it, it was pretty much health claims that we had incurred since 8/31/2001. I will be meeting soon with the record of agents because we are due for our quarterly meeting. We are due for a stop loss reimbursement that will impact this number and potentially offset what it is for the year. **Hardin:** How soon would you match up these figures? **Thompson:** Every close of the month. When we make our projections, you are talking about in instance of the health care? **Hardin:** Yes. **Thompson:** We make our projections at the first of the year based on claim history. That is where we set our appropriations initially. Naturally, throughout the year you will have the insurance conditions of different individuals that we cannot predict. We monitor it monthly; we have a quarterly meeting and that are the times when we will look at it. **Hardin:** Will we be entitled information on how many COVID cases we have had here? Is that public information? **Thompson:** I am thinking right away that you cannot disclose name. But I am sure they will be able to give us information in a summary form of how many cases we have had. I will check with him and see. I don't think that will be a problem to just get some general numbers for our staff and full time on the role. **Hardin:** Whatever would have affected this line. **Thompson:** I can get it to you in a summary form. **Hardin:** How soon are you going to do the stop gap adjustment? **Thompson:** I am meeting them in less than 2 weeks in the first week in October. **Hardin:** And again, why are you meeting them? **Thompson:** We keep a quarterly assessment on claims. They always come in and give me a review. A comprehensive report on where the claims are going by age, category of claims, how they fair up to our projections. They go over the discount I receive in terms of payments for the claims. It is a pretty in-depth report that they provide me. The one they give me has a lot of HIPAA information they share with me, and I am not publicly disclosing it. But we have claims every week. I have to review and approve claims in house every week. So, they send them to me every Wednesday. We look at them as a whole with the agent on a regular basis. **Hardin:** Why would you not approve a claim? What makes you the authority-I am not being smart. What's your criteria? **Thompson:** When I look at the claims, I look at the level or the expenditure. I had a claim that came in that was pretty exorbitant and I knew I shouldn't be expending that claim because it should have gone to stop loss first. So, that is the first thing I look at is those large claims that we shouldn't be expending upfront and should be paid by the stop loss carrier. So, sometimes i periodically may catch that condition. They will go back and say, "oh yeah, let me reach out to the carrier." They will make that correction, so, that is just one example I may see when reviewing claims. **Williams:** Do you have specific

criteria that you follow every time or is it on a case-by-case basis? **Thompson:** Pretty much every time. I look at the level of the claims. **Hardin:** When you say the level, is that me as an individual or the overall claims for that quarter? And if so, are you denying it? **Thompson:** I can't really deny the claim but I can deny the funding of the claim. **Hardin:** So that means it will go to stop gap? **Thompson:** If it goes over our \$35,000 threshold for one individual. **Hardin:** What if it's not? **Thompson:** If it is not, then I just evaluate the claim for its eligibility, sign off the claims eligibility list and forward the claims funding back to the company. **Warren:** Part of the eligibility is the eligible dependents or entitlements for the persons who are.... **Thompson:** You have the main primary person who is here at the Village and then you see the family. I look at some names that seem out of the ordinary, but you can have a family member that may be with the family but does not have the same last name. So, it's different criteria to look at when you are looking at the claims. **William:** Can I ask a different question? **Thompson:** Sure. **Williams:** I may be interrupting but I was just going to ask. Of these 4 that are over the .66 ratio, how many do you expect to go over budget by the end of the year? Are there any that you project that will not come back down or level out? **Thompson:** Definitely where the claims are. But I have to get that assessment on how much they are going to reimburse me on stop loss and then I can make an adjustment. What is going to happen is when I evaluate the adjustment, this is another category. A lot of the transfers in my general fund, they won't be processed because we had a lower-level transfer for our senior programs, our recreation, and things like that. So, I won't need that level of appropriations. But any changes that I make will come before council like we do every year with our budget process. Did that help? **Williams:** Yes. **Thompson:** Okay. Any more questions Ms. Hardin? **Hardin:** I am at lands and buildings. Is that not unusual that it's over or it's just at this point and time. **Thomspon:** At this point and time, I did make projections at the beginning of the year. As we go through, we reached out to the individual who manages our electric and apparently, we did have some type of surges going on our bills that we detected. They have already process party of our refund already but as we move to the next month or so as they investigate, we will be receiving some refunds back. That had an impact on it. We had a meeting, and the surges caused our bill to be out of the ordinary. They did identify them so we will be receiving some large credits. I received one for approximately \$9,000. Our bill monthly it usually \$12-\$14,000. So, I will be evaluating that as I move to close out September and move out to the final quarter of the year. **Hardin:** Mayor's court is unusual. What happened there? **Thompson:** Mayor's court has gone over slightly. The collections have been going up and when they more they started going back up, they more they started getting back in motion from COVID. So, the expense from that started going up a slight bit. It's only about 2 over, but that is a good thing because we are collecting more revenue and I have to make some adjustments for the Bedford Court costs. **Hardin:** Being back in session? **Thompson:** Yes. So, overall, you can see, we are at a .62 which is below the .66 of the favorable ratios. **Warren:** Rubbish disposal is pretty much on point because it is quarterly, and we are coming into the last quarter. It should be .75. **Thompson:** It should be in line as well, but when you look at it from that respect that is about ¾ worth with the .75. **Warren:** It doesn't have as many variables as other expenses as it relates to insurances and employees.... **Thompson:** It is pretty much set on collection and the contractual amount for the village. **Williams:** I don't follow that. It's supposed to be a .66. **Thompson:** That is the favorable ratio, but he was looking at it as a quarterly basis. So, we are moving toward three quarters of the year at .75. **Warren:** It's more of a contractual thing than some of the other ones. **Williams:** So, it will balance out. **Thompson:** At year's end. **Hardin:** The reason I am asking about this COVID, if we are here and it is not the end of the year yet, and COVID is not going away, I am wondering if there is anything we can do to offset this healthcare; this percentage as these cases continue. If in fact that is what it is, that is why I am asking. **Thompson:** You really can't really control the cases. Actually, without giving out too much information, it is really not related so much with COVID. These are some major things that happened with spouses and individuals working here that caused the expenses. **Hardin:** Oh, so you already answered me. So, this is not COVID. These is large claims. **Thompson:** Yes. And it comes into play with our stop loss reimbursement. That is why I am meeting with the record of agent the 1st of October, so we re-evaluate those reimbursement that are due back to me. We have to fund the claims up front. On the accounting method, I have to record those on the books. But as I receive those funds, then I will be able to raise those appropriations and adjust for the rest of the year to level out the total appropriations for the general fund. And it will come into play as well as evaluating the other departments. Like I said, those transfers we put to support our senior and rec programs. A lot of those didn't happen again this year because the Mayor did project the level he was going to spend, but that didn't happen due to the outplay of COVID still with us this year. **Hardin:** Without making too much out, once we go into the council meeting, I just want you to kind of remember what we are talking about right now regarding healthcare costs. Because I am going to have a question.... **Thompson:** The healthcare. **Hardin:** And maybe this will help you answer my question. **Thompson:** Okay. **Williams:** I will ask a question now. Last year we did that analysis where we offered the most generous health care plan among 79 communities. Did they break that down and show us if our-so you said, we had a max of \$35,000 and then it goes to stop loss, right? Do we if our maxes are also generous and can they give us comparison of those maxes, where we fall in the range? **Thompson:** I know they can identify for us. They call those

targeted. Not so much maxes but they can identify them for us. **Williams:** Can we get an analysis on that? **Thompson:** On the large claims? **Williams:** Yes. **Thompson:** They borrow every year, but we can put a range and very vague information that doesn't cross over into HIPAA laws. We can get that together for you. **Warren:** Question. Even though, it is not a violation of the HIPAA laws to know exactly or near about the number of insurance claims are COVID related, is it? **Thompson:** I don't think so. They give me a nice summary sheet without names showing cases. **Warren:** The question becomes to me; wouldn't it be consideration or appropriate consideration to offset those expenses with the COVID money we are getting? **Thompson:** That is a question I cannot answer right away. **Warren:** Find out about that. If we are getting COVID money in, and it identifies a lot... **Thompson:** COVID cases. **Warren:** ...the ways it could be expended, can it be expended to offset the costs for the insurance for the people who got COVID? **Thompson:** Pretty much strictly related to COVID. **Warren:** Strictly related, not pretty much. **Thompson:** I have these topics and tasks put to work with our record of agent when we meet about the healthcare issues. And I will remember the issues once I get into the council meeting. **Warren:** Will they know that particular question? **Thompson:** I will contact Ohio Budget Management for the COVID question to offset with the funds. And I will get the insurance information from our record of agent. So, I will be reaching out to two entities. I have a contact person at OBM that I talk to. **Williams:** I would like to know if there has been any recommendation on if that is a good use of public funds. The ARPA dollars or the COVID dollars. **Thompson:** For that type of usage? For the COVID related. **Williams:** Yes. I would like to see if they had any recommendations. **Thompson:** As we move to this report, I did kind of jump the gun. I provided a lot of nice literature. The National League of Cities put out something which is in front of you, in the COVID guidelines as we are dealing with what we are dealing with tonight. I provided a lot of well not a lot-some articles across the country showing about the premium pay. I didn't want to bore you but I have a whole compliance manual that Christine can provide to everybody. It's pretty thick. The NLC is really good summary sheet of COVID uses. Then, you can look at some of those articles where different communities across the country who made these types of payments. **Hardin:** If you follow through with what we have, is that taxable money? **Thompson:** They are not classifying CARES money as taxpayer money. **Warren:** She asked taxable. **Thompson:** Oh, taxable? Yes, it is through state and city, so you have to pay the taxes on it. But it is not subject to pension. Federal, state and city will be taken out of those payments. **Hardin:** And can you decline receiving these payments? **Thompson:** You know that's a good question. As I looked up the literature, they did include the range of who would get these payments and they had some individuals who opted to decline. **Hardin:** So, we can decline individually? **Thompson:** Yes. We didn't go over the second sheet, but it is pretty much the summary where your senior, recreation and SCMR funds are throughout the year. Pretty much all those ratios are in line. The SCMR funds are off by 3%. But actually, coming into this month, we have been waiting on a lot of large reimbursements from the county from our street resurfacing, maintenance, sewer projects and Dominion projects. I did start getting a lot of reimbursements back for the street projects that our engineer was working on in approximately \$125,000. I am doing another \$200,000 reimbursement that will be coming back in a couple weeks from the county. **Hardin:** What was the work they did down at Forbes at the transportation.... It's done now. Do you remember **inaudible**? **Thompson:** It was a big project. I forgot what they replaced but it was really dated. Not the transfer station but the..... I forget the name of it, Johnnie. Pump stations. **Hardin:** Yes, pump stations. **Thompson:** Pump stations, yes. **Hardin:** Remember what it did, they had to force everything in a different direction. It was a major.... **Thompson:** Yes, definitely. We get reimbursed 100% for that one. Okay, I can entertain any additional questions. I was going to go through this. I provided you literature about the premium pay. I, also, I am going to speak briefly about a couple of pieces of legislation that I have on for tonight. **Williams:** Before you go into that, our senior recreation fund. These funds can be redistributed if we need to realign to cover this.... **Thompson:** It's really not like their funds. We always support the funds the senior/rec from the transfers approved by council from general to support these funds. So, we can redirect those transfers. **Williams:** You can or cannot? **Thompson:** Can. **Williams:** Okay, because I see where we allocated, and we are nowhere near. **Thompson:** Like the street fund and the rec fund? If you remember, the Mayor kind of put funds back to where he anticipated his programs were going to be this year. Some of them didn't transpire. A couple things I had for tonight. An annual piece of business on these tax rates. It usually comes after the tax budget. I am kind of bouncing around, but you can peruse through the information I gave you on the premium pay. The NLC gave a really nice...the National League of Cities is one of trusted places, gave us some guidelines on premium pay. Tonight, is the noxious weeds legislation with the list provided by Tommy to submit for special assessments to put on properties. There is an exhibit attached with addresses and the amount of work that he was doing for those properties so I can put the assessment on there. **Williams:** Can I ask about the specific legislation for some of the lease equipment? **Thompson:** Yes. **Williams:** We already approved the whole package. Are you just giving us pieces of equipment every time you add them to this? **Thompson:** No. When we did the big pieces, there were two left off. Straightforward from Tommy, it was a power washer that heats up. Normally they don't heat up, but he had one that heats up. And the fire department had a Tahoe. Part of the protocol from the bank, we did not have that included in the initial legislations. So, those came

back to be added because we did have the threshold to include them in the lease. The way the interest rates are now, it's very, very cheap. But the straight answer is we did not have them on the initial list. **Williams:** What is the approximate amount of those two? Do you recall? **Thompson:** The Tahoe is about \$35,000 for the fire department. **Sanders:** \$37,900. **Thompson:** Okay. \$37,900 and how much on the power washers? About \$7,000?? **Sanders:** \$5,936. **Thompson:** So, what did you say, 49.... **Sanders:** \$37,900 and \$5,936. **Thompson:** Okay, so those are the two. We have some time left, but I can entertain any other questions? **Hardin:** Are you aware of any monies coming in from the Premiere project? **Thompson:** On the Premiere project? **Hardin:** Yes. **Thompson:** As always, the Mayor is optimistic. He spoke to me today and he felt they were narrowing down. I can't answer to anything particular, but this Project Crunch looks like is going to be the deal to occupy those 30 acres. I know they wanted a different company, but they seem to be ironing out the incentive package on the TIFs, the CRAs, the agreements on the schools in terms of the long-term compliment of the million dollars back to the village for the rec programs. But he seems to very optimistic on the Crunch deal. I am not sure what that will transpire as we move into winter. **Warren:** There is a good chance that 9 times out of 10 we are not going to see any revenue until 2023 at the earliest. Because by the time they construct the building and start moving the people in, and then start paying payroll taxes, it's going to be September or October of next year. Which throws any realization of significant revenue from payroll will probably 2023. **Thompson:** It will be assumption that Interstate McBee is moving much faster. So that could be a year ahead of time. Over there where John's Trailers used to be, they are moving pretty fast. **Warren:** And that is a company that is relocating.... **Thompson:** From Cleveland. **Hardin:** Is the Mayor going to be here tonight? **Thompson:** Yes. **Warren:** But the key to that if there is any key at all, they are changing the zoning of the property from residential to general business. If it was becoming residential and some development puts something in there, then those would have been more houses we would have had to service with trash, snowplow and everything else **inaudible**. **Thompson:** And the house would have provided much less and the school would have receive 60 some percent. **Warren:** And 68% of our revenue comes from payroll. The more payroll you generate, the more **inaudible**. **Thompson:** If there is nothing else, that concludes my report. **Numerous inaudible conversations** **Hardin:** Where is VET center? **Thompson:** Oh, that is the old Nappa parts place. That is where that place is going. I forgot the timeline. **Williams:** What vehicles does the fire department currently have? **Thompson:** With some of the new purchases, we already had the HAZMAT vehicles, this will be their first Tahoe. They normally have a couple Explorers. We bought them a couple new Explorers. You have two fire inspectors; they utilize the Explorers. We have a big F-250 that pulls the HAZMAT vehicles. I don't know if you guys have ever seen but we have a aquatic machine that goes in the water. We used it a couple time at Walton Hills. We had a couple residents that lost their memory and they had to rescue them in a swampy area. Other than the squads, the fire trucks and the ladder truck as well. **Hardin:** Tonight, we are going to pass legislation, hopefully, the employees handbook. What have you done to finance the **inaudible**, have we allocated money? **Thompson:** I have not had any dialog with the law director. He is pretty much on that project and completed it, right? **Hardin:** Yes. **Thompson:** Are you talking about costs of reproducing and giving it to employees? That may be able to be done internally. **Williams:** Electronically? **Thompson:** Submit to individuals? **Williams:** I would think we can do it electronically. **Thompson:** I am sure in this day and age we could. Post it to the website. **Williams:** I mean if somebody specifically requests it. **Thompson:** Give them a hard copy. Have them sign off that they got it. **Williams:** But is there going to be any type of employee training in regard to changes? **Thomspon:** As it relates to that handbook? That has not been discussed at this point, but I am sure it's going to be a great document to explore that. It has been a long time since we updated our handbook. **Hardin:** Yes, and this is how thick it is. **Thompson:** I seen it. Christine gave it to me. It's a nice piece of work. Good document. I have been perusing through it. It was definitely needed to be updated. Been a long time. **Hardin:** This council had a hand in making it happen, we want to follow through. The fact that we have it, we want to make certain that all the old information is gone, and we want to make a decision on how it will be used and disbursed. **Thompson:** What were your thoughts about costs of distribution? **Hardin:** **inaudible** **Warren:** **inaudible** We don't want anybody to challenge that have been changed that employees are not aware of. If we have some notes as it relates to the changes, each department should have a staff member review those changes in the handbook from how the handbook was before. We don't have to have employees falling back on the old. Make it their due diligence to read it but these are the highlights. **multiple voices-inaudible** **Hardin:** Well maybe we shouldn't talk about this now. It was only mentioned because of the finance. Let's wait till we are in regular session. But if we have to publish, some idea of cost and if we thought of allocating. **Warren:** Can't we run it off in the copy machine? **Williams:** Well I was going to say, I mean, in this day and age, they have this thing called 'docu-sign'. It's uploaded into this app and you can sign electronically. **Thompson:** It is probably minimal steps we are looking to take and minimal expense to do those things. **Hardin:** We can talk about it in the regular session. **inaudible** **Thompson:** Can we adjourn this meeting? **Warren:** Can I get a motion to adjourn?

ON TO ADJOURN by Rogers; Seconded by Gaither
YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams
MEETING ADJOURNED: 6:48pm

opted _____

Christine Morgan, Clerk of Council _____

Johnnie Warren, Council President _____

Revenue/Budget ratio report Month Ending August 2021

Finance Committee Meeting 8-31-21

Desired Revenue collected ratio = .66% Collected

Max Ratio Limit = .66/100%

General Fund	Projected Revenue	YTD Revenue 8/31/2021	Actual Budget/Revenue ratio
General Fund Revenue	\$ 9,387,175.00	\$ 5,936,659.01	\$ 0.63
Beginning Balance	\$ 327,611.92		
Total	\$ 9,714,786.92	\$ 5,936,659.01	

Expense/Budget ratio report Month Ending August 2021

Desired expense ratio = 66%

Max Ratio Limit = .66/100%

General Fund	100% Appropriations	YTD Expenses 8/31/2021	Actual Budget/Expenses ratio
Police	\$ 2,334,394.36	\$ 1,379,306.29	0.59
Fire	\$ 2,274,213.51	\$ 1,443,993.05	0.63
School Guard	\$ 7,650.00	\$ 5,031.52	0.66
Dog Warden	\$ 11,000.00	\$ 6,524.00	0.59
Auxiliary	\$ 50,000.00	\$ 14,076.30	0.28
Misc Contractual-utility	\$ 106,000.00	\$ 74,580.55	0.70
Building	\$ 304,700.00	\$ 139,201.40	0.46
Service Department	\$ 522,900.00	\$ 312,750.54	0.60
Rubbish Disposal	\$ 118,000.00	\$ 90,045.47	0.76
Council Clerk	\$ 57,902.00	\$ 33,857.65	0.58
Council	\$ 176,161.01	\$ 63,228.84	0.36
Mayor	\$ 262,350.00	\$ 137,369.19	0.52
Mayors Court	\$ 174,225.00	\$ 117,880.12	0.68
Finance	\$ 284,900.00	\$ 183,246.71	0.64
Legal Administration	\$ 148,700.00	\$ 93,735.10	0.63
Engineer	\$ 42,900.00	\$ 25,002.37	0.58
Pub/Lands and Building	\$ 86,300.00	\$ 65,994.10	0.76
Senior Van	\$ 66,600.00	\$ 28,854.71	0.43
Bedford Schools	\$ 85,000.00	\$ -	0.00
Summer Employment	\$ 2,400.00	\$ -	0.00
Board of Commissions	\$ 13,200.00	\$ 6,337.10	0.48
H/B Operational Contr.	\$ 1,643,663.93	\$ 1,593,411.61	0.97
Transfers Out	\$ 725,000.00	\$ 62,000.00	0.09
Total	\$ 9,498,159.81	\$ 5,876,426.62	0.62

Expense/Budget ratio report Month Ending August 2021

Desired expense ratio = 66%

Max Ratio Limit = .66/100%

Special Revenue Fund

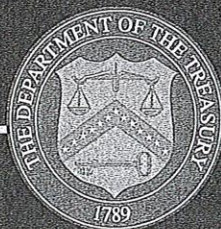
Finance Committee Meeting 9-28-2021

<u>Revenue</u>		Projected Revenue	YTD Revenue 8/31/2021	Actual Budget/Revenue ratio
Senior Fund-208	\$	124,500.00	\$ 30,000.00	0.24
Recreation Fund-204		280,500.00	\$ 43,540.00	0.16
SCMR	\$	1,270,010.00	\$ 317,213.34	0.25

<u>Expenses</u>		100% Appropriations	YTD Expenses 8/31/2021	Budget/Expenses ratio
Senior Fund-208	\$	128,899.01	\$ 46,579.42	0.36
Recreation Fund-204	\$	278,870.00	\$ 108,777.88	0.39
SCMR	\$	918,867.22	\$ 635,091.89	0.69

Compliance and Reporting Guidance

State and Local Fiscal Recovery Funds



June 24, 2021

Version: 1.1



Coronavirus State and Local Fiscal Recovery Funds Guidance on Recipient Compliance and Reporting Responsibilities

On March 11, 2021, the American Rescue Plan Act was signed into law, and established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds, which together make up the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”) program. This program is intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses.

This guidance provides additional detail and clarification for each recipient’s compliance and reporting responsibilities under the SLFRF program, and should be read in concert with the Award Terms and Conditions, the authorizing statute, the SLFRF implementing regulation, and other regulatory and statutory requirements, including regulatory requirements under the Uniform Guidance (2 CFR Part 200). Please see the Assistance Listing in SAM.gov under assistance listing number (formerly known as CFDA number), 21.027 for more information.

Please Note: This guidance document applies to the SLFRF program only and does not change nor impact reporting and compliance requirements for the Coronavirus Relief Fund (“CRF”) established by the CARES Act.

This guidance includes two parts:

Part 1: General Guidance

This section provides an orientation to recipients’ compliance responsibilities and the U.S. Department of the Treasury’s (“Treasury”) expectations and recommends best practices where appropriate under the SLFRF Program.

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Part 1: General Guidance

This section provides an orientation on recipients' compliance responsibilities and Treasury's expectations and recommended best practices where appropriate under the SLFRF program.

Recipients under the SLFRF program are the eligible entities identified in sections 602 and 603 of the Social Security Act as added by section 9901 of the American Rescue Plan Act of 2021 (the "SLFRF statute") that receive a SLFRF award. Subrecipients under the SLFRF program are entities that receive a subaward from a recipient to carry out the purposes (program or project) of the SLFRF award on behalf of the recipient.

Recipients are accountable to Treasury for oversight of their subrecipients, including ensuring their subrecipients comply with the SLFRF statute, SLFRF Award Terms and Conditions, Treasury's Interim Final Rule, and reporting requirements, as applicable.

A. Key Principles

There are several guiding principles for developing your own effective compliance regimes:

- Recipients and subrecipients are the first line of defense, and responsible for ensuring the SLFRF award funds are not used for ineligible purposes, and there is no fraud, waste, and abuse associated with their SLFRF award;
- Many SLFRF-funded projects respond to the COVID-19 public health emergency and meet urgent community needs. Swift and effective implementation is vital, and recipients must balance facilitating simple and rapid program access widely across the community and maintaining a robust documentation and compliance regime;
- SLFRF-funded projects should advance shared interests and promote equitable delivery of government benefits and opportunities to underserved communities, as outlined in Executive Order 13985, On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government; and
- Transparency and public accountability for SLFRF award funds and use of such funds are critical to upholding program integrity and trust in all levels of government, and SLFRF award funds should be managed consistent with Administration guidance per Memorandum M-21-20 and Memorandum M-20-21.

B. Statutory Eligible Uses

As a recipient of an SLFRF award, your organization has substantial discretion to use the award funds in the ways that best suit the needs of your constituents – as long as such use fits into one of the following four statutory categories:

1. To respond to the COVID-19 public health emergency or its negative economic impacts;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work;
3. For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency; and
4. To make necessary investments in water, sewer, or broadband infrastructure.



Treasury adopted an Interim Final Rule to implement these eligible use categories and other restrictions on the use of funds under the SLFRF program.¹ It is the recipient's responsibility to ensure all SLFRF award funds are used in compliance with these requirements. In addition, recipients should be mindful of any additional compliance obligations that may apply – for example, additional restrictions imposed upon other sources of funds used in conjunction with SLFRF award funds, or statutes and regulations that may independently apply to water, broadband, and sewer infrastructure projects. Recipients should ensure they maintain proper documentation supporting determinations of costs and applicable compliance requirements, and how they have been satisfied as part of their award management, internal controls, and subrecipient oversight and management.

C. Treasury's Rule

Treasury's Interim Final Rule details recipients' compliance responsibilities and provides additional information on eligible and restricted uses of SLFRF award funds and reporting requirements. Your organization should review and comply with the information contained in Treasury's Interim Final Rule, and any subsequent final rule when building appropriate controls for SLFRF award funds.

- 1. Eligible and Restricted Uses of SLFRF Funds.** As described in the SLFRF statute and summarized above, there are four enumerated eligible uses of SLFRF award funds. As a recipient of an award under the SLFRF program, your organization is responsible for complying with requirements for the use of funds. In addition to determining a given project's eligibility, recipients are also responsible for determining subrecipient's or beneficiaries' eligibility and must monitor use of SLFRF award funds.

To help recipients build a greater understanding of eligible uses, Treasury's Interim Final Rule establishes a framework for determining whether a specific project would be eligible under the SLFRF program, including some helpful definitions. For example, Treasury's Interim Final Rule establishes:

- A framework for determining whether a project "responds to" a "negative economic impact" caused by the COVID-19 public health emergency;
- Definitions of "eligible employers", "essential work," "eligible workers", and "premium pay" for cases where premium pay is an eligible use;
- A definition of "general revenue" and a formula for calculating revenue lost due to the COVID-19 public health emergency;
- A framework for eligible water and sewer infrastructure projects that aligns eligible uses with projects that are eligible under the Environmental Protection Agency's Drinking Water and Clean Water State Revolving Funds; and
- A framework for eligible broadband projects designed to provide service to unserved or underserved households, or businesses at speeds sufficient to enable users to generally meet household needs, including the ability to support the simultaneous use of work, education, and health applications, and also sufficiently robust to meet increasing household demands for bandwidth.

Treasury's Interim Final Rule also provides more information on four important restrictions on use of SLFRF award funds: recipients may not deposit SLFRF funds into a pension fund; recipients that are States or territories may not use SLFRF funds to offset a reduction in net tax revenue caused by the recipient's change in law, regulation, or administrative

¹ Treasury's Interim Final Rule is effective as of May 17, 2021, and public comments are due July 16, 2021. This guidance may be clarified consistent with the final rule.
<https://www.govinfo.gov/content/pkg/FR-2021-05-17/pdf/2021-10283.pdf>



interpretation; and, recipients may not use SLFRF funds as non-Federal match where prohibited. In addition, the Interim Final Rule clarifies certain uses of SLFRF funds outside the scope of eligible uses, including that recipients generally may not use SLFRF funds directly to service debt, satisfy a judgment or settlement, or contribute to a "rainy day" fund. Recipients should refer to Treasury's Interim Final Rule for more information on these restrictions.

2. **Eligible Costs Timeframe.** Your organization, as a recipient of an SLFRF award, may use SLFRF funds to cover eligible costs that your organization incurred during the period that begins on March 3, 2021 and ends on December 31, 2024, as long as the award funds for the obligations incurred by December 31, 2024 are expended by December 31, 2026. Costs for projects incurred by the recipient State, territorial, local, or Tribal government prior to March 3, 2021 are not eligible, as provided for in Treasury's Interim Final Rule.

Recipients may use SLFRF award funds to provide assistance to households, businesses, and individuals within the eligible use categories described in Treasury's Interim Final Rule for costs that those households, businesses and individuals incurred prior to March 3, 2021. For example,

- a. Public Health/Negative Economic Impacts: Recipients may use SLFRF award funds to provide assistance to households – such as rent, mortgage, or utility assistance – for costs incurred by the household prior to March 3, 2021, provided that the recipient State, territorial, local or Tribal government did not incur the cost of providing such assistance prior to March 3, 2021.
- b. Premium Pay: Recipients may provide premium pay retrospectively for work performed at any time since the start of the COVID-19 public health emergency. Such premium pay must be "in addition to" wages and remuneration already received and the obligation to provide such pay must not have been incurred by the recipient prior to March 3, 2021.
- c. Revenue Loss: Treasury's Interim Final Rule gives recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue. While calculation of lost revenue begins with the recipient's revenue in the last full fiscal year prior to the COVID-19 public health emergency and includes the 12-month period ending December 31, 2020, use of funds for government services must be forward looking for costs incurred by the recipient after March 3, 2021.
- d. Investments in Water, Sewer, and Broadband: Recipients may use SLFRF award funds to make necessary investments in water, sewer, and broadband. Recipients may use SLFRF award funds to cover costs incurred for eligible projects planned or started prior to March 3, 2021, provided that the project costs covered by the SLFRF award funds were incurred after March 3, 2021.

Any funds not obligated or expended for eligible uses by the timelines above must be returned to Treasury, including any unobligated or unexpended funds that have been provided to subrecipients and contractors. For the purposes of determining expenditure eligibility, Treasury's Interim Final Rule provides that "incurred" has the same meaning given to "financial obligation" in 2 CFR § 200.1.

3. **Reporting.** Generally, recipients must submit one initial interim report, quarterly or annual Project and Expenditure reports which include subaward reporting, and in some cases annual Recovery Plan reports. Treasury's Interim Final Rule and Part 2 of this guidance provide more detail around SLFRF reporting requirements.



Assistance Listing

The Assistance Listing for the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) was published May 28, 2021 on SAM.gov under Assistance Listing Number ("ALN"), formerly known as CFDA Number, **21.027**.

The assistance listing includes helpful information including program purpose, statutory authority, eligibility requirements, and compliance requirements for recipients. The ALN is the unique 5-digit number assigned to identify a federal assistance listing, and can be used to search for federal assistance program information, including funding opportunities, spending on USASpending.gov, or audit results through the Federal Audit Clearinghouse.

To expedite payments and meet statutory timelines Treasury issued initial payments under an existing ALN, 21.019, assigned to the CRF. If you have already received funds or captured the initial number in your records, please update your systems and reporting to reflect the new ALN 21.027 for the SLFRF program. **Recipients must use ALN 21.027 for all financial accounting, subawards, and associated program reporting requirements for the SLFRF awards.**

D. Uniform Administrative Requirements

The SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (the "Uniform Guidance"). In all instances, your organization should review the Uniform Guidance requirements applicable to your organization's use of SLFRF funds, and SLFRF-funded projects. Recipients should consider how and whether certain aspects of the Uniform Guidance apply.

The following sections provide a general summary of your organization's compliance responsibilities under applicable statutes and regulations, including the Uniform Guidance, as described in the 2020 OMB Compliance Supplement Part 3. Compliance Requirements (issued August 18, 2020). Note that the descriptions below are only general summaries and all recipients and subrecipients are advised to carefully review the Uniform Guidance requirements and any additional regulatory and statutory requirements applicable to the program.

- 1. Allowable Activities.** Each recipient should review program requirements, including Treasury's Interim Final Rule and the recipient's Award Terms and Conditions, to determine and record eligible uses of SLFRF funds. Per 2 CFR 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.
- 2. Allowable Costs/Cost Principles.** As outlined in the Uniform Guidance at 2 CFR Part 200, Subpart E regarding Cost Principles, allowable costs are based on the premise that a recipient is responsible for the effective administration of Federal awards, application of sound management practices, and administration of Federal funds in a manner consistent with the program objectives and terms and conditions of the award. Recipients must implement robust internal controls and effective monitoring to ensure compliance with the Cost Principles, which are important for building trust and accountability.



SLFRF Funds may be, but are not required to be, used along with other funding sources for a given project. Note that SLFRF Funds may not be used for a non-Federal cost share or match where prohibited by other Federal programs, e.g., funds may not be used for the State share for Medicaid.²

Treasury's Interim Final Rule and guidance and the Uniform Guidance outline the types of costs that are allowable, including certain audit costs. For example, per 2 CFR 200.425, a reasonably proportionate share of the costs of audits required by the Single Audit Act Amendments of 1996 are allowable; however, costs for audits that were not performed, or not in accordance with 2 CFR Part 200, Subpart F are not allowable. Please see 2 CFR Part 200, Subpart E regarding the Cost Principles for more information.

- a. Administrative costs: Recipients may use funds for administering the SLFRF program, including costs of consultants to support effective management and oversight, including consultation for ensuring compliance with legal, regulatory, and other requirements.³ Further, costs must be reasonable and allocable as outlined in 2 CFR 200.404 and 2 CFR 200.405. Pursuant to the SLFRF Award Terms and Conditions, recipients are permitted to charge both direct and indirect costs to their SLFRF award as administrative costs. Direct costs are those that are identified specifically as costs of implementing the SLFRF program objectives, such as contract support, materials, and supplies for a project. Indirect costs are general overhead costs of an organization where a portion of such costs are allocable to the SLFRF award such as the cost of facilities or administrative functions like a director's office.⁴⁵ Each category of cost should be treated consistently in like circumstances as direct or indirect, and recipients may not charge the same administrative costs to both direct and indirect cost categories, or to other programs. If a recipient has a current Negotiated Indirect Costs Rate Agreement (NICRA) established with a Federal cognizant agency responsible for reviewing, negotiating, and approving cost allocation plans or indirect cost proposals, then the recipient may use its current NICRA. Alternatively, if the recipient does not have a NICRA, the recipient may elect to use the de minimis rate of 10 percent of the modified total direct costs pursuant to 2 CFR 200.414(f).
- b. Salaries and Expenses: In general, certain employees' wages, salaries, and covered benefits are an eligible use of SLFRF award funds. Please see Treasury's Interim Final Rule for details.

3. **Cash Management.** SLFRF payments made to recipients are not subject to the requirements of the Cash Management Improvement Act and Treasury's implementing regulations at 31 CFR part 205 or 2 CFR 200.305(b)(8)-(9).

As such, recipients can place funds in interest-bearing accounts, do not need to remit interest to Treasury, and are not limited to using that interest for eligible uses under the SLFRF award.

4. **Eligibility.** Under this program, recipients are responsible for ensuring funds are used for eligible purposes. Generally, recipients must develop and implement policies and procedures, and record retention, to determine and monitor implementation of criteria for

² See 42 CFR 433.51 and 45 CFR 75.306.

³ Recipients also may use SLFRF funds directly for administrative costs to improve efficacy of programs that respond to the COVID-19 public health emergency. 31 CFR 35.6(b)(10).

⁴ 2 CFR 200.413 Direct Costs.

⁵ 2 CFR 200.414 Indirect Costs.



determining the eligibility of beneficiaries and/or subrecipients. Your organization, and if applicable, the subrecipient(s) administering a program on behalf of your organization, will need to maintain procedures for obtaining information evidencing a given beneficiary, subrecipient, or contractor's eligibility including a valid SAM.gov registration. Implementing risk-based due diligence for eligibility determinations is a best practice to augment your organization's existing controls.

5. **Equipment and Real Property Management.** Any purchase of equipment or real property with SLFRF funds must be consistent with the Uniform Guidance at 2 CFR Part 200, Subpart D. Equipment and real property acquired under this program must be used for the originally authorized purpose. Consistent with 2 CFR 200.311 and 2 CFR 200.313, any equipment or real property acquired using SLFRF funds shall vest in the non-Federal entity. Any acquisition and maintenance of equipment or real property must also be in compliance with relevant laws and regulations.
6. **Matching, Level of Effort, Earmarking.** There are no matching, level of effort, or earmarking compliance responsibilities associated with the SLFRF award. SLFRF funds may only be used for non-Federal match in other programs where costs are eligible under both SLFRF and the other program and use of such funds is not prohibited by the other program.
7. **Period of Performance.** Your organization should also develop and implement internal controls related to activities occurring outside the period of performance. For example, each recipient should articulate each project's policy on allowability of costs incurred prior to award or start of the period of performance. All funds remain subject to statutory requirements that they must be used for costs incurred by the recipient during the period that begins on March 3, 2021, and ends on December 31, 2024, and that award funds for the financial obligations incurred by December 31, 2024 must be expended by December 31, 2026. Any funds not used must be returned to Treasury.
8. **Procurement, Suspension & Debarment.** Recipients are responsible for ensuring that any procurement using SLFRF funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. The Uniform Guidance establishes in 2 CFR 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320, which allows for non-competitive procurements only in circumstances where at least one of the conditions below is true: the item is below the micro-purchase threshold; the item is only available from a single source; the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or after solicitation of a number of sources, competition is determined inadequate.⁶ Recipients must have and use documented procurement procedures that are consistent with the standards outlined in 2 CFR 200.317 through 2 CFR 200.320. The Uniform Guidance requires an infrastructure for competitive bidding and contractor oversight, including maintaining written standards of conduct and prohibitions on dealing with suspended or debarred parties. Your organization must ensure adherence to all applicable local, State, and federal procurement laws and regulations.
9. **Program Income.** Generally, program income includes, but is not limited to, income from fees for services performed, the use or rental of real or personal property acquired under Federal awards and principal and interest on loans made with Federal award funds. Program income does not include interest earned on advances of Federal funds, rebates, credits, discounts, or interest on rebates, credits, or discounts. Recipients of SLFRF funds

⁶ 2 CFR 200.320(c)(1)-(3) and (5)



should calculate, document, and record the organization's program income. Additional controls that your organization should implement include written policies that explicitly identify appropriate allocation methods, accounting standards and principles, compliance monitoring checks for program income calculations, and records.

The Uniform Guidance outlines the requirements that pertain to program income at 2 CFR 200.307. Treasury intends to provide additional guidance regarding program income and the application of 2 CFR 200.307(e)(1), including with respect to lending programs.

- 10. Reporting.** All recipients of federal funds must complete financial, performance, and compliance reporting as required and outlined in Part 2 of this guidance. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied. Reporting must be consistent with the definition of expenditures pursuant to 2 CFR 200.1. Your organization should appropriately maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with appropriate accounting standards and principles.

In addition, where appropriate, your organization needs to establish controls to ensure completion and timely submission of all mandatory performance and/or compliance reporting. See Part 2 of this guidance for a full overview of recipient reporting responsibilities.

- 11. Subrecipient Monitoring.** SLFRF recipients that are pass-through entities as defined under 2 CFR 200.1 are required to manage and monitor their subrecipients to ensure compliance with requirements of the SLFRF award pursuant to 2 CFR 200.332 regarding requirements for pass-through entities.

First, your organization must clearly identify to the subrecipient: (1) that the award is a subaward of SLFRF funds; (2) any and all compliance requirements for use of SLFRF funds; and (3) any and all reporting requirements for expenditures of SLFRF funds.

Next, your organization will need to evaluate each subrecipient's risk of noncompliance based on a set of common factors. These risk assessments may include factors such as prior experience in managing Federal funds, previous audits, personnel, and policies or procedures for award execution and oversight. Ongoing monitoring of any given subrecipient should reflect its assessed risk and include monitoring, identification of deficiencies, and follow-up to ensure appropriate remediation.

Accordingly, your organization should develop written policies and procedures for subrecipient monitoring and risk assessment and maintain records of all award agreements identifying or otherwise documenting subrecipients' compliance obligations.

- 12. Special Tests and Provisions.** Treasury has set a deadline of July 16, 2021, for receipt of public comment on its Interim Final Rule and will adopt a final rule responding to these comments. In addition, Treasury may add clarifications to the implementing guidance.

Across each of the compliance requirements above, Treasury described some best practices for development of internal controls. The table below provides a brief description and example of each best practice.

**Table 1: Internal controls best practices**

Best Practice	Description	Example
Written policies and procedures	Formal documentation of recipient policies and procedures	Documented procedure for determining worker eligibility for premium pay
Written standards of conduct	Formal statement of mission, values, principles, and professional standards	Documented code of conduct / ethics for subcontractors
Risk-based due diligence	Pre-payment validations conducted according to an assessed level of risk	Enhanced eligibility review of subrecipient with imperfect performance history
Risk-based compliance monitoring	Ongoing validations conducted according to an assessed level of risk	Higher degree of monitoring for projects that have a higher risk of fraud, given program characteristics
Record maintenance and retention	Creation and storage of financial and non-financial records.	Storage of all subrecipient payment information.

E. Award Terms and Conditions

The Award Terms and Conditions of the SLFRF financial assistance agreement sets forth the compliance obligations for recipients pursuant to the SLFRF statute, the Uniform Guidance, and Treasury's Interim Final Rule. Recipients should ensure they remain in compliance with all Award Terms and Conditions. These obligations include the following items in addition to those described above:

- 1. SAM.gov Requirements.** All eligible recipients are also required to have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>). To ensure timely receipt of funding, Treasury has stated that Non-entitlement Units of Government (NEUs) who have not previously registered with SAM.gov may do so after receipt of the award, but before the submission of mandatory reporting.⁷
- 2. Recordkeeping Requirements.** Generally, your organization must maintain records and financial documents for five years after all funds have been expended or returned to Treasury, as outlined in paragraph 4.c. of the Award Terms and Conditions. Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Your organization must agree to provide or make available such records to Treasury upon request, and to any authorized oversight body, including but not limited to the Government Accountability Office ("GAO"), Treasury's Office of Inspector General ("OIG"), and the Pandemic Relief Accountability Committee ("PRAC").
- 3. Single Audit Requirements.** Recipients and subrecipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements.⁸ Recipients and subrecipients may also refer to the Office of

⁷ See flexibility provided in https://www.whitehouse.gov/wp-content/uploads/2021/03/M_21_20.pdf.

⁸ For-profit entities that receive SLFRF subawards are not subject to Single Audit requirements. However, they are subject to other audits as deemed necessary by authorized governmental entities, including Treasury, the GAO, the PRAC and the Treasury's OIG.



Management and Budget (OMB) Compliance Supplements for audits of federal funds and related guidance and the Federal Audit Clearinghouse to see examples and single audit submissions.

4. **Civil Rights Compliance.** Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status.



Part 2: Reporting Guidance

There are three types of reporting requirements for the SLFRF program.

- **Interim Report:** Provide initial overview of status and uses of funding. This is a one-time report. **See Section A, page 13.**
- **Project and Expenditure Report:** Report on projects funded, expenditures, and contracts and subawards over \$50,000, and other information. **See Section B, page 15.**
- **Recovery Plan Performance Report:** The Recovery Plan Performance Report (the "Recovery Plan") will provide information on the projects that large recipients are undertaking with program funding and how they plan to ensure program outcomes are achieved in an effective, efficient, and equitable manner. It will include key performance indicators identified by the recipient and some mandatory indicators identified by Treasury. The Recovery Plan will be posted on the website of the recipient as well as provided to Treasury. **See Section C, page 23.**

Table 2: Reporting requirements by recipient type

Recipient	Interim Report	Project and Expenditure Report	Recovery Plan Performance Report
States, U.S. territories, metropolitan cities and counties with a population that exceeds 250,000 residents	By August 31, 2021, with expenditures by category	By October 31, 2021, and then 30 days after the end of each quarter thereafter ⁹	By August 31, 2021, and annually thereafter by July 31 ¹⁰
Metropolitan cities and counties with a population below 250,000 residents which received more than \$5 million in SLFRF funding		By October 31, 2021, and then annually thereafter ¹¹	Not required
Tribal Governments			
Metropolitan cities and counties with a population below 250,000 residents which received less than \$5 million in SLFRF funding			
NEUs	Not required		

The remainder of this document describes these reporting requirements. A users' guide will be provided with additional information on how and where to submit required reports.

⁹ Interim Final Rule Page 111

¹⁰ Interim Final Rule page 112

¹¹ Interim Final Rule Page 111



Comparison to reporting for the CRF

This guidance does not change the reporting or compliance requirements pertaining to the CRF. Reporting and compliance requirements for the SLFRF are separate from CRF reporting requirements. Changes from CRF to SLFRF include:

- **Project, Expenditure, and Subaward Reporting:** The SLFRF reporting requirements leverage the existing reporting regime used for CRF to foster continuity and provide many recipients with a familiar reporting mechanism. The data elements for the Project and Expenditure Report will largely mirror those used for CRF, with some minor exceptions noted in this guidance. The users' guide will describe how reporting for CRF funds will relate to reporting for the SLFRF.
- **Timing of Reports:** CRF reports were due within 10 days of each calendar quarter. SLFRF quarterly reporting will be due 30 days from quarter end.
- **Program and Performance Reporting:** The CRF reporting did not include any program or performance reporting. To build public awareness and accountability and allow Treasury to monitor compliance with eligible uses, some program and performance reporting is required.

A. Interim Report

States, U.S. territories, metropolitan cities, counties, and Tribal governments are required to submit a one-time interim report with expenditures¹² by Expenditure Category from the date of award to July 31, 2021. The recipient will be required to enter obligations¹³ and expenditures and, for each, select the specific expenditure category from the available options. See Appendix 1 for Expenditure Categories (EC).

1. Required Programmatic Data

Recipients will also be required to provide the following information if they have or plan to have expenditures in the following Expenditure Categories.

- a. Revenue replacement (EC 6.1¹⁴): Key inputs into the revenue replacement formula in the Interim Final Rule and estimated revenue loss due to the Covid-19 public health emergency calculated using the formula in the Interim Final Rule as of December 31, 2020.
 - Base year general revenue (e.g., revenue in the last full fiscal year prior to the public health emergency)
 - Fiscal year end date
 - Growth adjustment used (either 4.1 percent or average annual general revenue growth over 3 years prior to pandemic)
 - Actual general revenue as of the twelve months ended December 31, 2020
 - Estimated revenue loss due to the Covid-19 public health emergency as of December 31, 2020
 - An explanation of how revenue replacement funds were allocated to government services (Note: additional instructions and/or template to be provided in users' guide)

¹² For purposes of reporting in the SLFRF portal, an expenditure is the amount that has been incurred as a liability of the entity (the service has been rendered or the good has been delivered to the entity).

¹³ For purposes of reporting in the SLFRF portal, an obligation is an order placed for property and services, contracts and subawards made, and similar transactions that require payment.

¹⁴ See Appendix 1 for the full Expenditure Category (EC) list. References to Expenditure Categories are identified by "EC" followed by numbers from the table in Appendix 1.



In calculating general revenue and the other items discussed above, recipients should use audited data if it is available. When audited data is not available, recipients are not required to obtain audited data if substantially accurate figures can be produced on an unaudited basis. Recipients should use their own data sources to calculate general revenue, and do not need to rely on revenue data published by the Census Bureau. Treasury acknowledges that due to differences in timing, data sources, and definitions, recipients' self-reported general revenue figures may differ from those published by the Census Bureau. Recipients may provide data on a cash, accrual, or modified accrual basis, provided that recipients are consistent in their choice of methodology throughout the covered period and until reporting is no longer required. Recipients' reporting should align with their own financial reporting.

In calculating general revenue, recipients should exclude all intergovernmental transfers from the federal government. This includes, but is not limited to, federal transfers made via a State to a locality pursuant to the CRF or SLFRF. To the extent federal funds are passed through States or other entities or intermingled with other funds, recipients should attempt to identify and exclude the federal portion of those funds from the calculation of general revenue on a best-efforts basis.

Consistent with the broad latitude provided to recipients to use funds for government services to the extent of reduction in revenue, recipients will be required to submit a description of services provided. This description may be in narrative or in another form, and recipients are encouraged to report based on their existing budget processes and to minimize administrative burden. For example, a recipient with \$100 in revenue replacement funds available could indicate that \$50 were used for law enforcement operating expenses and \$50 were used for pay-go building of sidewalk infrastructure. As discussed in the Interim Final Rule, these services can include a broad range of services but may not be used directly for pension deposits or debt service.

Reporting requirements will not require tracking the indirect effects of Fiscal Recovery Funds, apart from the restrictions on use of Fiscal Recovery Funds to offset a reduction in net tax revenue. In addition, recipients must indicate that Fiscal Recovery Funds were not used to make a deposit in a pension fund.

- b. Distributions to NEUs - States and territories only (EC 7.4): Information on SLFRF distributions to eligible NEUs. Each State and territory will be asked to provide an update on distributions to individual NEUs, including whether the NEU has (1) received funding; (2) declined funding and requested a transfer to the State under Section 603(c)(4) of the Act; or (3) not taken action on its funding. States and territories should be prepared to report on their information, including the following:
- NEU name
 - NEU DUNS number
 - NEU Taxpayer Identification Number (TIN)
 - NEU Recipient Number (a unique identification code for each NEU assigned by the State to the NEU as part of the request for funding)
 - NEU contact information (e.g., address, point of contact name, point of contact email address, and point of contact phone number)
 - NEU authorized representative name and email address
 - Initial allocation and, if applicable, subsequent allocation to the NEU (before application of the 75 percent cap)
 - Total NEU reference budget (as submitted by the NEU to the State as part of the request for funding)



- Amount of the initial and, if applicable, subsequent allocation above 75 percent of the NEU's reference budget which will be returned to Treasury
- Payment amount(s)
- Payment date(s)

For each eligible NEU that declined funding and requested a transfer to the State under Section 603(c)(4), the State must also attach a form signed by the NEU, as detailed in the Guidance on Distributions of Funds to Non-Entitlement Units of Local Government.

States with "weak" minor civil divisions (i.e., Illinois, Indiana, Kansas, Missouri, Nebraska, North Dakota, Ohio, and South Dakota) should also list any minor civil divisions that the State deemed ineligible.

B. Project and Expenditure Report

All recipients are required to submit Project and Expenditure Reports.

1. Quarterly Reporting

The following recipients are required to submit quarterly Project and Expenditure Reports:

- States, U.S. territories, and Tribal governments
- Metropolitan cities and counties that received more than \$5 million in SLFRF funding

For these recipients, the initial quarterly Project and Expenditure Report will cover two calendar quarters from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent quarterly reports will cover one calendar quarter and must be submitted to Treasury within 30 calendar days after the end of each calendar quarter. Quarterly reports are not due concurrently with applicable annual reports. The table below summarizes the quarterly report timelines:

Report	Year	Quarter	Period Covered	Due Date
1	2021	2 and 3	Award Date – September 30	October 31, 2021
2	2021	4	October 1 – December 31	January 31, 2022
3	2022	1	January 1 – March 31	April 30, 2022
4	2022	2	April 1 – June 30	July 31, 2022
5	2022	3	July 1 – September 30	October 31, 2022
6	2022	4	October 1 – December 31	January 31, 2023
7	2023	1	January 1 – March 31	April 30, 2023
8	2023	2	April 1 – June 30	July 31, 2023
9	2023	3	July 1 – September 30	October 31, 2023
10	2023	4	October 1 – December 31	January 31, 2024
11	2024	1	January 1 – March 31	April 30, 2024
12	2024	2	April 1 – June 30	July 31, 2024
13	2024	3	July 1 – September 30	October 31, 2024
14	2024	4	October 1 – December 31	January 31, 2025
15	2025	1	January 1 – March 31	April 30, 2025
16	2025	2	April 1 – June 30	July 31, 2025
17	2025	3	July 1 – September 30	October 31, 2025
18	2025	4	October 1 – December 31	January 31, 2026
19	2026	1	January 1 – March 31	April 30, 2026
20	2026	2	April 1 – June 30	July 31, 2026



Report	Year	Quarter	Period Covered	Due Date
21	2026	3	July 1 – September 30	October 31, 2026
22	2026	4	October 1 – December 31	March 31, 2027

2. Annual Reporting

The following recipients are required to submit annual Project and Expenditure Reports:

- Metropolitan cities and counties that received less than \$5 million in SLFRF funding.
- NEUs. To facilitate reporting, each NEU will need a NEU Recipient Number. This is a unique identification code for each NEU assigned by the State to the NEU as part of its request for funding.

For these recipients, the initial Project and Expenditure Report will cover from the date of award to September 30, 2021 and must be submitted to Treasury by October 31, 2021. The subsequent annual reports will cover one calendar year and must be submitted to Treasury by October 31. The table below summarizes the report timelines:

Report	Period Covered	Due Date
1	Award Date – September 30, 2021	October 31, 2021
2	October 1, 2021 – September 30, 2022	October 31, 2022
3	October 1, 2022 – September 30, 2023	October 31, 2023
4	October 1, 2023 – September 30, 2024	October 31, 2024
5	October 1, 2024 – September 30, 2025	October 31, 2025
6	October 1, 2025 – September 30, 2026	October 31, 2026
7	October 1, 2026 – December 31, 2026	March 31, 2027

3. Required Information

The following information will be required in Project and Expenditure Reports:

- a. Projects: Provide information on all SLFRF funded projects. Projects are new or existing eligible government services or investments funded in whole or in part by SLFRF funding. For each project, the recipient will be required to enter the project name, identification number (created by the recipient), project expenditure category (see Appendix 1), description, and status of completion. Project descriptions must describe the project in sufficient detail to provide understanding of the major activities that will occur, and will be required to be between 50 and 250 words. Projects should be defined to include only closely related activities directed toward a common purpose. In particular, recipients should review the Required Programmatic Data described below and define their projects at a sufficient level of granularity to report these metrics for a reasonably specific activity or set of activities in each project.

Note: For each project, the recipient will be asked to select the appropriate Expenditure Category based on the scope of the project (see Appendix 1). Projects should be scoped to align to a single Expenditure Category. For select Expenditure Categories, the recipient will also be asked to provide additional programmatic data (described further below).

- b. Expenditures: Once a project is entered the recipient will be able to report on the project's obligations and expenditures. Recipients will be asked to report:
- Current period obligation
 - Cumulative obligation
 - Current period expenditure
 - Cumulative expenditure



- c. Project Status: Once a project is entered the recipient will be asked to report on project status each reporting period, in four categories:
- Not Started
 - Completed less than 50 percent
 - Completed 50 percent or more
 - Completed
- d. Project Demographic Distribution: Recognizing the disproportionate impact of the pandemic-related recession on low-income communities, recipients must report whether certain types of projects¹⁵ are targeted to economically disadvantaged communities, as defined by HUD's Qualified Census Tract.¹⁶ Recipients will be asked to identify whether or not the project is serving an economically disadvantaged community. To minimize the administrative burden on recipients while ensuring that this important aspect of program performance is tracked, recipients may assume that the funds for a project count as being targeted towards economically disadvantaged communities if the project funds are spent on:
- A program or service is provided at a physical location in a Qualified Census Tract (for multi-site projects, if a majority of sites are within Qualified Census Tracts);
 - A program or service where the primary intended beneficiaries live within a Qualified Census Tract;
 - A program or service for which the eligibility criteria are such that the primary intended beneficiaries earn less than 60 percent of the median income for the relevant jurisdiction (e.g., State, county, metropolitan area, or other jurisdiction); or
 - A program or service for which the eligibility criteria are such that over 25 percent of intended beneficiaries are below the federal poverty line.

Recipients may use reasonable estimates to determine if a project meets one of these criteria, including identifying the intended beneficiaries of a program or service in terms of income characteristics, geographic location, or otherwise estimating the beneficiaries of a program based on its eligibility criteria. Recipients do not need to track information on each individual beneficiary to make the determination of whether or not the project is serving an economically disadvantaged community. If a recipient is unable to measure economic characteristics of the primary intended beneficiaries of a program or service due to data limitations or for other reasons, that program or service may not be counted as targeted to economically disadvantaged communities. Treasury recognizes that in some circumstances, recipients may fund eligible programs or services that benefit economically disadvantaged communities but may lack adequate data to assess conclusively that such a program or service is targeted to economically disadvantaged communities based on the criteria described above.

- e. Subawards: Each recipient shall also provide detailed obligation and expenditure information for any contracts and grants awarded, loans issued, transfers made to other government entities, and direct payments made by the recipient that are greater than or equal to \$50,000.

¹⁵ Specifically recipients must report this information for projects in the Expenditure Categories that are marked with "A" in the expenditure category listing in Appendix 1 of this guidance

¹⁶ HUD defines as a QCT as having "50 percent of households with incomes below 60 percent of the Area Median Gross Income (AMGI) or have a poverty rate of 25 percent or more." To view median income area for their jurisdiction, recipients may visit the U.S. Census [website](#) on median incomes and select the geography for their jurisdiction and relevant unit of measurement (household or individual) for the project.



Recipients do not also need to submit separate monthly subaward reports to FSRs.gov as required pursuant to the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, which is included in the SLFRF Award Terms and Conditions. Treasury will submit this reporting on behalf of recipients using the \$50,000 reporting threshold, timing, and data elements discussed in this guidance. If recipients choose to continue reporting to FSRs.gov in addition to reporting directly to Treasury on these funds, they may do so and will be asked to notify Treasury as part of their quarterly submission.

In general, recipients will be asked to provide the following information for each Contract, Grant, Loan, Transfer, or Direct Payment greater than or equal to \$50,000:

- Subrecipient identifying and demographic information (e.g., DUNS number and location)
- Award number (e.g., Award number, Contract number, Loan number)
- Award date, type, amount, and description
- Award payment method (reimbursable or lump sum payment(s))
- For loans, expiration date (date when loan expected to be paid in full)
- Primary place of performance
- Related project name(s)
- Related project identification number(s) (created by the recipient)
- Period of performance start date
- Period of performance end date
- Quarterly obligation amount
- Quarterly expenditure amount
- Project(s)
- Additional programmatic performance indicators for select Expenditure Categories (see below)

Aggregate reporting is required for contracts, grants, transfers made to other government entities, loans, direct payments, and payments to individuals that are below \$50,000. This information will be accounted for by expenditure category at the project level.

As required by the 2 CFR Part 170, Appendix A award term regarding reporting subaward and executive compensation, recipients must also report the names and total compensation of their five most highly compensated executives and their subrecipients' executives for the preceding completed fiscal year if (1) the recipient received 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards), and received \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act (and subawards), and (2) if the information is not otherwise public. In general, most SLFRF Recipients are governmental entities with executive salaries that are already disclosed, so no additional information must be reported. The recipient is responsible for the subrecipients' compliance with registering and maintaining an updated profile on SAM.gov.

- f. Civil Rights Compliance: Treasury will request information on recipients' compliance with Title VI of the Civil Rights Act of 1964 on an annual basis. This information may include a narrative describing the recipient's compliance with Title VI, along with other questions and assurances.



- g. Required Programmatic Data (other than infrastructure projects): For all projects listed under the following Expenditure Categories (see Appendix 1), the information listed must be provided in each report.
1. Payroll for Public Health and Safety Employees (EC 1.9):
 - Number of government FTEs responding to COVID-19 supported under this authority
 2. Household Assistance (EC 2.1-2.5):
 - Brief description of structure and objectives of assistance program(s) (e.g., nutrition assistance for low-income households)
 - Number of individuals served (by program if recipient establishes multiple separate household assistance programs)
 - Brief description of recipient's approach to ensuring that aid to households responds to a negative economic impact of Covid-19, as described in the Interim Final Rule
 3. Small Business Economic Assistance (EC 2.9):
 - Brief description of the structure and objectives of assistance program(s) (e.g., grants for additional costs related to Covid-19 mitigation)
 - Number of small businesses served (by program if recipient establishes multiple separate small businesses assistance programs)
 - Brief description of recipient's approach to ensuring that aid to small businesses responds to a negative economic impact of COVID-19, as described in the Interim Final Rule
 4. Aid to Travel, Tourism, and Hospitality or Other Impacted Industries (EC 2.11-2.12):
 - If aid is provided to industries other than travel, tourism, and hospitality (EC 2.12), a description of pandemic impact on the industry and rationale for providing aid to the industry
 - Brief narrative description of how the assistance provided responds to negative economic impacts of the COVID-19 pandemic
 - For each subaward:
 - Sector of employer (Note: additional detail, including list of sectors to be provided in a users' guide)
 - Purpose of funds (e.g., payroll support, safety measure implementation)
 5. Rehiring Public Sector Staff (EC 2.14):
 - Number of FTEs rehired by governments under this authority
 6. Education Assistance (EC 3.1-3.5):
 - The National Center for Education Statistics ("NCES") School ID or NCES District ID. List the School District if all schools within the school district received some funds. If not all schools within the school district received funds, list the School ID of the schools that received funds. These can allow evaluators to link data from the NCES to look at school-level demographics and, eventually, student performance.¹⁷

¹⁷ For more information on NCES identification numbers see <https://nces.ed.gov/ccd/districtsearch/> (districts) and <https://nces.ed.gov/ccd/schoolsearch/> (schools).



7. Premium Pay (both Public Sector EC 4.1 and Private Sector EC 4.2):

- List of sectors designated as critical to the health and well-being of residents by the chief executive of the jurisdiction, if beyond those included in the Interim Final Rule (Note: a list of sectors will be provided in the forthcoming users' guide).
- Number of workers to be served
- Employer sector for all subawards to third-party employers (i.e., employers other than the State, local, or Tribal government) (Note: a list of sectors will be provided in the forthcoming users' guide).
- For groups of workers (e.g., an operating unit, a classification of worker, etc.) or, to the extent applicable, individual workers, for whom premium pay would increase total pay above 150 percent of their residing State's average annual wage, or their residing county's¹⁸ average annual wage, whichever is higher, on an annual basis:
 - A brief written narrative justification of how the premium pay or grant is responsive to workers performing essential work during the public health emergency. This could include a description of the essential workers' duties, health or financial risks faced due to COVID-19, and why the recipient government determined that the premium pay was responsive to workers performing essential work during the pandemic. This description should not include personally identifiable information; when addressing individual workers, recipients should be careful not to include this information. Recipients may consider describing the workers' occupations and duties in a general manner as necessary to protect privacy.

8. Revenue replacement (EC 6.1):

Under the Interim Final Rule, recipients calculate revenue loss using data as of four discrete points during the program: December 31, 2020, December 31, 2021, December 31, 2022, and December 31, 2023. Revenue loss calculated as of December 31, 2020 will be reported in the Interim Report, as described above. For future calculation dates, revenue loss will be reported only in the Quarter 4 reports due January 31, 2022, January 31, 2023, and January 31, 2024. Reporting on revenue loss should include:

- General revenue collected over the past 12 months as of the most recent calculation date, as outlined in the Interim Final Rule (for example, for the January 31, 2022 report, recipients should provide 12 month general revenue as of December 31, 2021);
- Calculated revenue loss due to the Covid-19 public health emergency; and
- An explanation of how the revenue replacement funds were allocated to government services (note: additional instructions and/or template to be provided in user guide).

In calculating general revenue and the revenue loss due to the COVID-19 public health emergency, recipients should follow the same guidance as described above for the Interim Report.

- h. Required Programmatic Data for Infrastructure Projects (EC 5): For all projects listed under the Water, Sewer, and Broadband Expenditure Categories (see Appendix 1), more detailed project-level information is required. Each project will be required to report expenditure data as described above, but will also report the following information:

¹⁸ *County* means a county, parish, or other equivalent county division (as defined by the Census Bureau). See 31 CFR 35.3.



1. All infrastructure projects (EC 5):

- Projected/actual construction start date (month/year)
- Projected/actual initiation of operations date (month/year)
- Location (for broadband, geospatial location data)
- For projects over \$10 million:
 - a. A recipient may provide a certification that, for the relevant project, all laborers and mechanics employed by contractors and subcontractors in the performance of such project are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed, or by the appropriate State entity pursuant to a corollary State prevailing-wage-in-construction law (commonly known as "baby Davis-Bacon Acts"). If such certification is not provided, a recipient must provide a project employment and local impact report detailing:
 - The number of employees of contractors and sub-contractors working on the project;
 - The number of employees on the project hired directly and hired through a third party;
 - The wages and benefits of workers on the project by classification; and
 - Whether those wages are at rates less than those prevailing.¹⁹Recipients must maintain sufficient records to substantiate this information upon request.
 - b. A recipient may provide a certification that a project includes a project labor agreement, meaning a pre-hire collective bargaining agreement consistent with section 8(f) of the National Labor Relations Act (29 U.S.C. 158(f)). If the recipient does not provide such certification, the recipient must provide a project workforce continuity plan, detailing:
 - How the recipient will ensure the project has ready access to a sufficient supply of appropriately skilled and unskilled labor to ensure high-quality construction throughout the life of the project;
 - How the recipient will minimize risks of labor disputes and disruptions that would jeopardize timeliness and cost-effectiveness of the project; and
 - How the recipient will provide a safe and healthy workplace that avoids delays and costs associated with workplace illnesses, injuries, and fatalities;
 - Whether workers on the project will receive wages and benefits that will secure an appropriately skilled workforce in the context of the local or regional labor market; and
 - Whether the project has completed a project labor agreement.
 - c. Whether the project prioritizes local hires.
 - d. Whether the project has a Community Benefit Agreement, with a description of any such agreement.

¹⁹ As determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the "Davis-Bacon Act"), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed.

VILLAGE OF OAKWOOD
COUNCIL MEETING MINUTES
SEPTEMBER 28, 2021

ATTENDED

Johnnie A Warren III, Council President
Elaine Gaither-Council-at-large
Eloise Hardin – Ward 2
Melanie Sanders-Ward 3
Patricia Rogers-Ward 4
Candace Williams-Ward 5

Jim Climer-Asst Law Director
Gary Gottschalk, Mayor-Late
Tom Haba-Service
Daniel Marinucci-CBO
Brian Thompson-Finance-Late
Ed Hren-Engineer
Capt. Freeman-Police
James Schade-Fire

ABSENT

Chris Callender-Ward 1

Carlean Perez-Recreation

Meeting opened by Warren at 7:02pm
Pledge of Allegiance recited; Attendance taken.

Motion to approve minutes from September 14, 2021, Regular Council Meeting made by Gaither; Seconded by Rogers
VOTE YES: Warren, Hardin, Gaither, Sanders, Rogers, Williams,

MOTION PASSED

Open Floor:

Correspondence from Clerk: **Morgan:** I wanted to thank everyone who appeared at Shred Day on the 18th. We had 50 cars to show up. President Warren was there. Councilperson Sanders was there. Deb and her husband were there. A big thank you for the help. We are going to turn all that in so we can apply for the grant to do it all again next year.

Departmental Report

Warren: May we begin with our departmental reports? And since Tommy asked me to let him go first. **Haba:** I didn't know you were there since she missed my name for being at the Shred Day. **Morgan:** Oh Tommy, I'm sorry.

laughter **Haba:** Ms. Hardin asked me to look into some trees from one of our vendors. Mayor is looking into that. He has the inside line. Maybe some pine trees, that's all they got right now. But by this side on that corner, the two crab trees aren't dead but they are in pretty bad shape. The don't match the other slenders. We happen to have a couple of slenders back there and we can use those to replace. Within a couple weeks, we will remove those crabs out and replace them with the slenders. Ms. Sanders, we did email ODOT and they said they would be out as soon as they could. That's all I have. **Hardin:** Thank you for picking the sign up ***inaudible*** and thank you for moving the sign over by the ***inaudible***. ***inaudible*** the tree over by John Freeman's house? Lincolnville. **Haba:** Oh, the Cotton property.

Hardin: Oh, yes. **Haba:** They have another one that is hurting next to it. I don't know if Mayor noticed it talking to her. We will make a decision on that one. The one we took out is totally dead. The other one ***inaudible*** **Hardin:** Thank you. **Haba:** Thank you, Mr. President.

Warren: May we hear from our Captain? **Freeman:** I only have a couple of things. We have been getting a lot of complaints from residents about speeding, stop signs, parking in our neighborhoods. Just wanted to let everybody know we are on top of it. We have been issuing a lot of parking citations. We have towed a couple of vehicles. Let family or friends know that we are going to be pulling speeders over. Any type of traffic enforcement we are going to be hitting the residential neighborhoods pretty good right now. They are not stopping for stop signs. I go by my mom's house and sit out there, and they just go right by. So, we are going to be handling that. Also, there is going to be a drug take back at Sam's Club next month. That will be October 23rd. It will be our 3rd year. It's just like our drop box that we have. Old or unused drugs; prescription drugs to bring them in and drop them off. They will also be getting education of the potential use of that type of medication. That is all I have. Any questions? **Hardin:** Can you give permission for parking? This is a person. The parking encompasses the entire side of the street and we get our mail-probably not even delivered yet. We are the last ***inaudible***. Our mail is delivered very late. If you give permission to park and the mailbox is blocked, do they go out and get the mail or do we miss a delivery that day? I have never had that happen. **Freeman:** No, with

parking permission like you stay away from mailboxes, stay away from fire plugs, things like that. **Hardin:** But there is no room to get.... They cover the whole one side. **Warren:** It's pretty difficult not to be parked near a mailbox where it won't be a ride in accessibility. **Hardin:** So, what's supposed to happen. **Freeman:** We don't have that many situations. Sometimes with funeral when everybody and the whole family comes, it's going to be difficult. Usually, the mailperson is supposed to get out and deliver the mail. **Williams:** Yes, they are. **Hardin:** Okay. **Freeman:** Part of their job is to deliver the mail. **Hardin:** Okay, I just wanted to make certain cause I have been getting the calls that they are concerned they would not be getting their mail. I personally looked out the window to see what happened. **Freeman:** They are supposed to get it. **Hardin:** Okay, thank you.

Warren: May we hear from our building inspector? **Marinucci:** Thank you, Mr. President. I don't have any report, but I am here for questions. **Hardin:** There is a resident coming in that has a question and if you are still here, I will let her ask. **Marinucci:** I am sorry, I did not hear. **Hardin:** There is a resident coming in that has a question of your department. I am giving her that courtesy but if she doesn't come, I will ask later if that is okay with you? **Marinucci:** Yes. **Hardin:** Thank you. **Williams:** Do you have an update on Ms. Dusak (sp)? **Marinucci:** You know, I will in touch with Jim on it. I went out to the property. I think everything has been how it was when we agreed to that piece of property. Understanding the largest law firm in Sandusky was involved. Our legal department was involved. Andy Sparks was involved. The building department was involved and maybe service was involved, too. A whole mess of things. A lot of permits were issued. When I went out and looked at it, to me it looks the same as what we agreed to way back when. I want you know to know I did call Diana and I did talk to her for a lengthy period of time. I represented to her that she has an issue.... She wants the driveway between the two lots. I told her that property is up for sale and I told her that I would talk to the new owner once the sale is complete to see if I could push the sale on it. I do not know there was a tree cutting plant or all that kind of stuff associated with that project. I think it is the same as it was. I went out and I could not see a difference. **Williams:** And the water issue? **Marinucci:** I talked to Ed Hren and we talked about drainage. I think yesterday or within the last couple of days, he responded that the ponding issue is different. She was talking drainage, but the ponding issue would be between the landowners. But the drain he was talking about the slop of the land and the way the water flows. We had a discussion on that. So, I don't know the answer to that portion of it. **Williams:** So, is it a homeowner issue? **Marinucci:** I don't know. **Warren:** If it's on the homeowner's property, it is the homeowner's issue. If it's a right of way, it's the Village's responsibility. **Williams:** So, we didn't advise her of anything? **Marinucci:** The only thing I talked to her.... She didn't really talk about much of the ponding when I talked to her in my particular phone call. I know it's in the email. **Williams:** Okay. **Marinucci:** I don't know if the result of what was granted to Harper affected the drainage. I don't know that. When I look at the property, she is correct, there was work done there. **Williams:** Okay. **Warren:** Since she isn't here, concerning Ms. Butler's home. Did you go by there and look at the neighbor to see what he did? **Marinucci:** What we did, Mr. President, we are not allowed on the property. I called over to service department. We were able to get ladders and we went over to Ms. Butler's property where we could get on top of a ladder. Visibility you can see it. We photographed and I sent you copies of everything and Christine. We cited him. He has been served. After he got served-and I think the owner of the property is a female. It must be her boyfriend that showed up at the building department and he asked what he could do. We gave him a list of contractors. He said he was going to contact a plumber. Basically, Aaron told him that it has to be done before we go to court, and we have a court date. We sent all the evidence to Ross. If he gets it done before the court date, I told him I wanted to inspect it and then we will dismiss it out of court. **Warren:** Okay, because it is still coming out and the rock that he put along the side of the driveway was just a smoke screen. But it was raining cats and dogs about Wednesday and Thursday and the water was coming out of that corrugated pipe. He tried to create the illusion that he had pipe running under that stone and he doesn't. He just built the stone up to the divert the water from going onto her property. But it is coming out, it is with that rust color, and it is coming out of that pipe. So, it isn't connected underground at all. Plus, you don't see any disturbances. **Marinucci:** I'm sorry, what? **Warren:** You don't see the ground being disturbed. **Marinucci:** Part of it I saw when it wasn't raining, I thought that some of it was disturbed. But it didn't really look like it was dug up. **Warren:** Wednesday. This is the thing. From where that black pipe is coming out and the water is coming out of that pipe. First of all, if it was connected, the water would be coming out of that pipe. That pipe is connected to the sub pump. There is no disturbance of soil from the downspout to the stone. Now you may have seen disturbance when he excavated and did whatever he did but there is no disturbance at all. No trenching or anything from the house where the downspout is to the driveway where that stone begins. That ground has not been touched. **Marinucci:** Yes sir. **Warren:** So, that needs to be resolved. **Marinucci:** It's in court and the specs I provided and put together that was sent to him was given to Ross. I also told Ross that I want to be there at the trial when he goes. **Warren:** Please let him know that if he

decides to do it, you should send him an email or let him know that he needs to get an inspection of the connection so that you can see that the pipe is being ran. So, he has to get an inspection. **Marinucci:** And he has to get a registered contractor. **Warren:** Right. Now can you get a homeowner's permit? **Marinucci:** Yes, he can get a homeowner's permit, but he sounded like he didn't want to do the work. He sounded like he wanted to call a plumber. **Warren:** Sounds like he doesn't want to do anything because it's been going on so long. But, anyway, that is the issue with that. Mr. Jackson, he showed me in his backyard where the hole is and it's filling up with water. I went back in the back, and I saw the drains that were running perpendicular or parallel with the back of his yard. I explained to him the Village cannot excavate and run the drain to the manhole that is back in the back in the catch basin that is on the easement property. We have to have an easement in order to run those ***inaudible***. Bottom line, he knows the Village cannot do it. One of the things when I talked to Ed the same day or the next day, is to suggest to him to fill the hole with stone. It won't accumulate like it was. It won't do a whole lot, but it won't be muddy water coming up through when it is filled. Fill it up with stone and then back fill. Because he has the hole open, and he's had it open for a while. ***Unknown speaker-inaudible*** **Warren:** Oh, well it's open and he understands that we can't do anything. But he also understands that the more practical thing-if he decides to do it himself-he isn't contemplating doing this. He feels that the Village should have done it because it wasn't inspected, or it wasn't connected when they built the house. I told him there are things that people see in the homes after they have been there 10-15 years that come about after you lived in them that could have been done better. But the Village could not be accountable for the violation. But don't know if there is an ordinance that prohibits it to be ***inaudible***. You know what I mean? Is there an ordinance that says it has to be connected to the nearest drain? We have houses where you got the splash blocks, and it just runs right on the ground. **Hardin:** That area of the backyards of Blackwell and Raynham are ***inaudible***. The topography of that land slopes all the way down and once it gets to Mr. Jackson's property, that's where it sits. So, when you say it is on the easement, is it up to the homeowners to communicate with each other if he chooses to rather than put the rocks in there? **Warren:** If he decides he wants to make a connection, it's on an easement but the neighbor knows him very well because she came out and started talking. She said whatever he wanted to know was fine with her. **Hardin:** But the fact it's on an easement.... **Warren:** Prohibits him from doing a connection. **Hardin:** So, he would have to get a permit. **Warren:** He will have to get a permit so we will see that the work is done and yes, he needs a permit. **Hardin:** You see Ms. Butler just came in. We have to repeat everything that was said. Ms. Butler, everything that has been said by the building department. The resolution and the fact that the courts are involved now. I would like for them to give you all that in writing, so you know where you are. And there is no reason to communicate any of that with your neighbor. No reason for dialogue so there is no argument. Not that there will be but it is in the hands of the Village so there is no reason for you to interact with them at all. **Resident Butler:** ***inaudible*** **Marinucci:** I went to your house and knocked on your door. Does your doorbell work? **Resident Butler:** No, I never use my front door. I haven't in years and don't intend to. **Warren:** She called me, and I was back on Forbes. She was down the basement. She had been washing. Couldn't hear her phone. So, she called me. I was almost back on 271. I came back around. **Marinucci:** I was on the front porch twice. **Warren:** You can come back up when we open up the floor but just to let you know, the person they are taking them to court, and he has until the court date to make those corrections. They have to be inspected by the building department. Mr. Commissioner, please send the homeowner a letter so that we can document that it has to be inspected, so he doesn't do anything haphazardly. **Resident Butler:** Can I ask one question? So, the drain from that sub pump it will go down to the sewer in my yard? Because he does not have a sewer in his yard. It is in my yard. **Warren:** She is talking about the catch basin. **Resident Butler:** Yes, the catch basin in my yard. My neighbor on the right side but the one on the left side doesn't have one. **Warren:** Isn't the storm ditch there? **Haba:** Yes. You have pipe in your yard, and he doesn't have pipe in his yard, is that what you're saying? **Resident Butler:** Correct. **Haba:** Yes, he will have to run it to your pipe. **Marinucci:** He is going to run it to the underground, to the ditch in front of the yard. **Resident Butler:** Okay. And I will be notified when that happens. **Warren:** Well, we don't know when he starts to work, but he has to notify the building department when he puts the pipe in so that they can verify he connected it to the ejection point of the sub pump. And then they can also see how it will be carried out to the street. **Resident Butler:** Thank you. **Sanders:** Thank you for having Aaron sent out that report or violation that are currently being worked on. Obviously, he has not been working on those; Debbie has been working on those in the past. Is she still working on those or is he taking over? **Marinucci:** Debbie has done some and I may have included Robert. And Robert has done some. I'll send them out so you can see what they have on them. But Aaron you can what I have Aaron doing. **Sanders:** And what is the for follow up once the initial violation is written? **Marinucci:** It varies. Grass cutting, we want done in 5 days. And I don't want to send a certified letter for grass cutting because it takes too long. For instance, property maintenance 30 days, maybe 90 days depending on the extent and sometimes they get a homeowner's permit, and they have a year to do it. Let me clarify that. Even if they pull

a homeowner's permit, I do not let them go that long on the outside. If it needs a garage door, I want a garage door. I am not going to wait for you to put that in. Broken windows I won't allow. The electric or the plumbing on the inside of the house, we are getting a lot of these right now. They have a year. **Sanders:** And the report, are we adding those updates as well as we get them. **Marinucci:** Aaron's you see all the updates on his. When he goes out a second time or if I go out like I had the meeting with the Macedonia people in your Ward, it is put in. You will see that on the next go round because that was a 2:30 meeting I had. **Sanders:** So, we are updating as we go along? **Marinucci:** I think that is the only way to do it with the we have Aaron set up because you have all the data. It's just easy to insert a line item. You will have a date out of sequence because it was inserted after the fact, but it stays together. You can follow the chain.

Sanders: Thank you. **Warren:** May I suggestion. I know that you said you send out a regular letter for grass cutting or whatever. May I suggest that after the 5-day grace period that you give them, that you send out the next letter certified so that this way you can make reference to the letter that you sent regular mail. **Marinucci:** Mr. President, what we do is at the end of the 5 days, we contact Tommy with the telephone number. This has been effective. He goes out to cut it. I don't know what he charges like \$150 or whatever the amount is. But a phone call he may give them 2 extra days and then he cuts it and charges. It has been working out pretty good. We have been getting a lot of grass cutting pretty fast. Oh, and Councilperson Gaither, the one property you have been talking about, I learned today. Every time I go by it, the grass is cut perfectly. The taxes are paid perfectly. Found out today we are cutting the grass, not the homeowner. So, that through me for a loop. **Gaither:** If you look at the house, all across the house is weeds. **Marinucci:** Yes, they are weeds, so we are send.... **Gaither:** You can't even get to the stairs. **Marinucci:** I wish I could get inside the house. Because the outside doesn't look condemnable, but I can't get to the to make that decision or not. **Haba:** Right next door to Brenda Dixon. ***multiple voices inaudible*** She passed away a few years ago. I was in the house shortly after she passed away. The house was not in that bad a shape when she was living in it. **Gaither:** Been about at least 4 years. **Marinucci:** This is a shame because I made an application to take down two houses in Oakwood and if that was condemnable, I could have added it. It doesn't look that bad from the outside. **Gaither:** The problem is summer/winter, summer/winter. The inside starts to crumble and crack. **Warren:** The biggest challenge is the foundation. **Marinucci:** I can check and see if can condemn it just from it being vacant. Then I can start a condemnation proceeding on it. **Warren:** If not, we may want to come up with something in an ordinance that if a house is sitting empty for a certain period of time.... **Marinucci:** Typically, two years. **Warren:** Is that it?

Warren: May we hear from our Fire Chief? **Schade:** Thank you Mr. President. Everything is running good. Unless there are any questions, I don't have anything to report. **Warren:** Any questions for the Fire Chief?

Warren: May we hear from our finance director? **Thompson:** Thank you, Mr. Chairman. Just to recap, we had a finance committee meeting today. I had reported our revenues through August 31st which is approximately \$5.9, expenses at \$5.8. Pretty much in line holistically with our ratios where we should be. I am evaluating through the last part of the year and the final quarter in all departments and areas. Just a quick reminder, I did put out to all employees, we are coming upon that budget hearing time. I put out the letter to put your budgets in to finance. We can communicate as we go but we will start some budget hearings probably in October and I will advise department heads of those dates. That's all I have to report, Mr. President. Thank you. **Gaither:** ***inaudible*** **Thompson:** I did put it in this year for some initial potential renderings of architectural plans. But I did put something in there. That's it, Mr. Chairman. Thank you. **Sanders:** Brian, as we have been talking about the CARES Act funds coming in and how to allocate some of those funds, are we taking into consideration having that to the residents of the Village for input on how those funds are to be allocated? **Thompson:** It was.... ***light chattering*** **Williams:** I sent him complimentary information to review but.... **Thompson:** She did send me some information. No action taken at this time of course. It was just in the review mode of the information that Ms. Williams had sent me. I think we need to look at it holistically as to how that project may transpire to put everything in place to get the input from residents or different people to get that going. **Sanders:** Like a committee or offering possibilities.... **Thompson:** Yes, input. **Sanders:** Right. **Thompson:** She did give me some good information. Probably the logistics. There was a piece in there of the logistics of how they were putting that together and it definitely seems like a nice project that requires a lot of input. So, we get the response back from individuals or people from the Village. **Williams:** So, they are the few basic options. You can do a forum. You can do a google forum. ***inaudible*** You can make it something. **Thompson:** I don't know if that was coming. We have to evaluate it from finance departments or if it's coming from a council as a body from different communities. We can continue to dialogue to put together some kind of action plan. **Warren:** Maybe the mayor could, or I don't know how you guys want to do it. If you want to do it virtually or in person but that is something that.... First, we have to be

concrete as far as the eligible expenditure for the funds. So, then this way when there is a suggestion, it can be immediately responded to based on the criteria and outlines set forth by the State as it relates to the COVID. **Williams:** How many times have we received the funding so far? **Thompson:** We received the new funding. We are due \$379,000 and I received half on September 1st. We are due the other half in the next 12 months. **Williams:** Are we somewhat clear on acceptable uses at this point since we have already received some and spent it? **Thompson:** Yes. We have had a lot of dialogue with the Office of Budget Management for Ohio. **Williams:** So, we are in a position to communicate that to the community? **Thompson:** Yes. It is a very vague expansive use compliance manual. It is accessible to anyone that wants to go to the treasury departments website. We can kind of analyze that and put it in review. But it accessible to anyone that wants to go out to the website. **Sanders:** Do we have 12 months after **inaudible** to use them? Is that correct? **Thompson:** They gave me the timeframe for when they were distributed. I didn't see a deadline on when they should be expended. But they told me a timeline of when we will receive. That is something I will check into it. **Williams:** I thought it was 2024. **Thompson:** Okay. I can reconfirm it. **Sanders:** If we can come up with some kind of agreement obviously, before too long and other expenditures come up. **inaudible** **Williams:** Because we allocated September 1, right? Those funds we received September 1? **Thompson:** We booked them in the fund, yes. **Williams:** So, those are all.... **Warren:** Committed she is asking. **Thompson:** The total of \$179,000, no there is no total committed at this point. **Williams:** Okay. **Thompson:** Any other questions? Thank you.

Warren: May we hear from our engineer? **Hren:** Good evening, everyone. I am here to report on 2021-64 which is our annual application to the Ohio Public Works Commission. So, I missed-it was a last-minute scratch at the last council meeting, so I apologize for that. But I am here to answer any questions you may have. I can do it now or I can wait until the legislation comes up. I will leave it up to you. **Warren:** Anybody have any questions? Well, let's wait till the legislation comes up because we are going to open up the floor to public comment. So, we won't have the public **inaudible**. **Williams:** I do have a question. My question was more not toward so much the project specifics, but all of the different allocations of funding, the grants, the loans, the percentage rates. Do we have that in a spreadsheet? **Hren:** Yes, I actually have it in the actual application. So it references the local contributions. Any outside funding such as County grants, ODOT grants and then Public Works Commission's applications for both loan and grant. And it will break it down into a percentage. **Williams:** Can you forward us that? **Hren:** Sure, I will forward to the Council Clerk and she can distribute it. It is in an electronic version. It's a large file. It includes all the application material but will be happy to forward it. **Williams:** Thank you. **Warren:** In addition to that, it also leaves room for us to apply for other funding too with certain grant applications... **Warren and Hren-inaudible** **Warren:**...which isn't going to come up until next year, I think. **Hren:** Right and that is typically what we do as you know, we have worked on these together, is we will dovetail other grants as additional funds become available from other sources. We are always open until the actual construction starts, you keep securing other sources of funding. **Gaither:** The sign that we are erecting on Cambridge. Do you have me the dimensions so whether it was on the homeowner's property or not? **Mayor:** The Holiday Hills on the corner.... **Hren:** It was on it. When Mayor called me initially, I sent someone out and we did a real rough survey. We call it swing tie where we had that area surveyed before. We take a tape measure, and we will measure from 3 different points we know are within the right of way. It was on the right of way line. **Mayor:** The problem is it's going to be framed with stone and that will not be on the right of way. Actually, see where the right of way is.... **Hren:** We will stake out the right of way for you. **Warren:** Mayor, may I suggest because Andy Sparks is going to be doing the other part of it.... **Mayor:** He was there with Elaine and 6 of the residents.... **Warren:** I understand. My point is maybe Andy can show the engineer the maximum area of where the stone or whatever other beautification, mulch or whatever. So that he can put the sign in an area where it will compliment whatever landscaping you will be doing. **Hren:** We can work it out. **Warren:** It will be better for you. Rather than move the sign and find out that should have moved it another foot. We need Andy out there and he can tell you the maximum metes and bounds where you can place the sign. **Rogers:** Where is that again where you're talking about? **Gaither:** On the corner of Cambridge and Richmond. **Rogers:** I have a question. Did you notice how the car is parked in front of the place where the wheelchair ramp? **Hren:** I'm sorry? **Rogers:** When I came in tonight, there was a car parked blocking the ramp? **Hren:** Yes. **Rogers:** When are going to put those.... **Hren:** So, part of the road program this year, we incorporated the resurfacing of that area and the restriping which includes some signage and bumper stops. We were going to do that last year and we got kind of late in the season. So, what we did, we put that portion of the project and we rolled it over into the road program. So, it will be done probably within the next month. **Rogers:** Okay, thank you. **Hren:** Thank you.

Warren: Law director? **Climer:** Thank you Mr. President. You all should have received the copies of the final version of the employment manual as well as some recommendations for revisions **inaudible** changes in the employment manual. **inaudible** if council is to act on it now or discuss further **inaudible**. My apologies to Ms. Rogers. The signed ordinances got held up. Ami and I were in trials the week before last **inaudible** so I suspect that is the hold up. I know that she and Ross were meeting on that this week **inaudible** **Rogers:** Thank you. **Climer:** That is all I got. **Hardin:** So, what we discussed previously, I guess it will be an administrative decision **inaudible** with the new handbook. Rather than print out a whole bunch of handbooks and hand them out, it was suggested that we handle it electronically and save the Wards lot of money. But, again, if you want to go through H.R. on how to handle it. And one of the thoughts versus going through the whole manual with the employee, just go through the changes, that would save a lot of time. So, what's your pleasure, Mayor? You think about it. **Mayor:** I will think about it. **Hardin:** Reason I asked, we are not going to pass it tonight, so that will give you time to think about it. **Warren:** One of the things, just to let you know, is that we suggested that to highlight things for the existing employees that have changed. It is very important that they know some of the changes that are not grandfathered in. And, if that is the case, at least they can't say they were not aware of it. **Mayor:** Might we yellow felt that. **Warren:** That is why it is important they document receipt of the most current version of the handbook. **Hardin:** **inaudible** **Climer:** Or we could highlight it. **Mayor:** It's more expressive if it's yellow felted. **Warren:** Well, we would like the acknowledgment just like you do have for the new employees to sign receipt of the book. **Hardin:** Thank you. **Warren:** Okay, that it, law director? **Climer:** Yes sir. **Warren:** Questions?

Warren: Mayor? **Mayor:** I'm not illustrious anymore? Thank you, Mr. Chairman, members of council, staff and residents. First, I want to give kudos to our law director and chief building official when it came to my attention that a vaping shop was coming into Oakwood in the little area is right there next to Sunoco where you have the Subway and the Double Dragon, which is Chinese takeout. Initially it was going to be a pure vaping shop. We were able to stop that. Then, they tried to get cute and have it as a retail shop with vaping inside of it. That is when our building inspector every week, would go in and take pictures and see exactly as they were putting other items in there where this thing would fit in. They finally made it to the planning commission where it was rejected. They were going to go before the zoning board and at the same time threatening to go to court. And now, they put up the white flag. The store is empty again. This vaping is something. Dr. Linda Seiter, Ph.D., head of computer science for our students in the summertime, she noticed in computer classes when it was live session at John Carroll, that at least a third of the students were absolutely in a fog because of vaping. You can't believe how many vaping shops are already opening, leading to medicinal pot shops and then pure pot. But it's not happening in Oakwood. So, again I thank our law directed and our chief building official. I had mentioned that Hawthorne Valley Shopping Center will be sold by the middle next month. The owners of Legacy Village had owned it for 30 years. They are consolidating, getting rid of their smaller investments, and keeping the larger ones. It's being bought by a major, major firm in Texas. Prior to that, Sam's Club had renewed their lease for 10 years and now they are wanting to do some renovations. They include mostly interior work in the grocery area and a fenced enclosure on the exterior to house refrigerated weather packs for the added refrigeration. Interior sales floor will have a new shop in dairy produce cooler. This is a nationwide program that Sam's has been innovating and rolling out since late 2020. Other stores that will be receiving this are in Warren, Dayton, Fairlawn and Zanesville. Several of the old, outdated meat and deli cases are being replaced with similar cases in order to refrigerate the new cooler, the store will be again adding these weather pack cooling units on steel framing on the left side of the store. Their renovation will be about \$1.2 million. Additionally, ViewRay and for those not familiar with ViewRay, they moved in from Florida to Oakwood about 10 years ago. They hold an exclusive worldwide license for its patented combination MRI-Guided Gamma Ray Radiation Therapy. It has been named as one of the 50 most promising tech companies in the world. They will be partitioning off some of their test rooms from office and conference to electrical, mechanical, and finishing work where they will be performing what they are doing there. We are looking at about \$450,000 there. Thirdly, I handed out to you the Vet Center what was their initial submission and I asked them to upgrade it. You see the upgrade and we can all agree it's a nice rendition relative to the basic store. This is right opposite General Title and Insurance on Broadway. Anyway, what is the Vet center? By the way, they will be looking at \$1.75 million in renovation. The Vet centers are a community-based counseling centers that provide a wide range of social and physiological services including professional readjustment counseling to eligible Veterans, active-duty service members including National Guard and Reserve components and their families. Readjustment counseling is offered to make a successful transition from military to civilian life or after a traumatic event experienced in the military. Individual, group, marriage and family counseling is offered in addition to referral in connection to other VA or community benefits and services. The Vet center counselors

and outreach staff, many of whom are Veterans themselves, are experienced and prepared to discuss the tragedies of war, loss, grief and transition after trauma. It couldn't be at a better time after some of our Vets have had to readjusting after the fiasco in Afghanistan. **Warren:** Question? Is this a VA operation or is this a private operation with.... **Mayor:** VA approval, exactly. **Warren:** Okay. **Mayor:** Again, it couldn't be at a better time. There are many VFW halls in the area; one in Solon, one in Maple Heights, one in Bedford. But there is nothing like this. I am pleased they have chosen Oakwood to be the site and look forward. **Hardin:** Is this a 24-hour operation? **Mayor:** No. But look at the renderings and see the difference from what the building originally looked like and what I asked them to do. They did a nice job of revamping it. We had a Vitamin D program a few months ago and it just got tied up with UH doing the actual bloodwork. But going through that issue, it is resolved. We had 57 people take the test. Those who were significantly deficient were 12%. Insufficient was 45% and the balance of 55% is sufficient. All I am saying is this, studies are coming out and more are coming out all the time which underscore the low Vitamin D who get COVID, have a greater risk of dying, have a greater risk of developing a hyperinflation, (an overreaction of the immune system), have a greater tendency of getting on ventilators that have been found to cause potential lung damage to COVID patients. Recent studies have indicated that 9 out of 10 COVID deaths may have been prevented if people had adequate Vitamin D levels. Interestingly enough, as I was saying 45% of the people were insufficient or significantly deficient. Half of them were taking Vitamin D capsules. Like I was saying, they don't do you any good unless you first a D serum test. And if you are not at the adequate level to begin with, you can take all the capsules you want from the store or your doctor at 500 I.U. to 2500 I.U., you need boosters of at least 100,000 I.U. daily for 3-4 days to get that adequate level. Then, you can take your capsules. Many of your doctors don't even know that. So, because of all this and because the studies are even more significant than ever as more data is coming out, we are going to re-enact this program.... By the way, those that did take the test are going to be on capsules now *inaudible* products. Fantastic. 2500 I.U. twice a day that has not only Vitamin D-3, it has Zinc, Magnesium and Kiersten. Why Kiersten? Particularly as you get older, your cells aren't as effective, and it opens up the cell tissues to be able to absorb the minerals Zinc and Magnesium to work with the Vitamin D. So, our residents that participated are going to get a 3-month supply of this bottle. We will then be having a new test going on in February and I would expect at least 100 people will be taking this one because particularly with no sunshine at all, your levels are going to start dropping unless you were significant to begin with and taking the capsules. But if you are insufficient, they are not doing you any good, so you have to take the serum test. Anyway, this will be implemented in February of this coming year. Lastly, we did get a little proclamation from the State. Frank LaRose, Secretary of State for the State of Ohio, proclaiming that Oakwood Village in Cuyahoga County, Ohio, will be known as a village since our population is at 3,572. And with that, that concludes my report. **Hardin:** Did you say how much the renovation for the Vet center was? What is the tax *inaudible*? **Mayor:** We are going to have many tiffs on this, so I will have this for you in the next month. **Warren:** I think she is asking about revenue. How much revenue are they going to have? **Mayor:** Actually, it's a very needed service. I don't expect.... I think the renovations are \$450; payroll a half million. So, it's not bringing in a whole lot of money, but it is provided an incredible service which is very, very needed and in this case, that is the important thing. **Hardin:** Thank you. **Warren:** It's almost like having the Oakwood Hardware. Only this is a social *inaudible* **Mayor:** Exactly. **Warren:** We need a hardware; we have a hardware. We have restaurants that don't have any tables, but they provide a service *inaudible* **Mayor:** And I mentioned this to a couple of our resident Vets, as well as head of the Rolling Thunder that was at the big Elvis show, where there was a 1,000 people there. They are thrilled about the Rolling Thunder. I think there are 15-20 on motorbikes, so they are quite excited over this prospect as well. It is well there is counseling women whose husband's have been lost and going through various issues, this is a very needed service. **Warren:** Okay. Does that conclude your report? **Mayor:** Yes.

Warren: I will open up the floor for public comment. This is where a resident comes to the podium, sign their name and address, offer their name and address to the Council Clerk as a matter of record. They are able to express any concerns or accolades or whatever the case name be. **Resident 1:** Hi, Deb Hladky; 25983 Garden Road, Oakwood. Thank you, Mayor, for doing that program with the Vitamin D. Joel and I were exposed to COVID and we did get COVID. But we had very minor symptoms because of the Vitamin D, because of the Vitamin C, Zinc and Magnesium. So, we can testify that it works. The reason why I am here is I want to say kudos to council on entertaining the Coronavirus local fiscal recovery fund for the employees. Although, I will not benefit, which is fine with me as I am no longer an employee here. I was talking to a neighbor who works for the VA and as a federal employee, the federal government is giving each one of the employees who currently work there and who worked through COVID, a \$1,000 bonus to assist them and just saying, 'kudos for hanging in there and dealing with all this craziness.' So, just wanted to say kudos to council for offering that to the current employees. I just wanted to say thank you. **Warren:** Part of the kudos or the majority of the kudos goes to

the finance director who proposed it to council. **Resident 1:** Good job, Brian. **Thompson:** Thank you. We had input from different departments, but I'll pat myself and pass it on. **Resident 1:** Thank you for letting me speak. I love retirement. It's awesome. I love working with the dogs like I said I was going to do. Thank you for hearing me.

Hardin: *inaudible* **Resident 1:** I am sorry, I didn't hear you. **Hardin:** What is it? The rain garden that you started. **Haba:** That's Monday from 3:30-5:30. **Hardin:** Make sure that the general public knows that our clerk started this program and again, Mr. Service Director, when is it? **Haba:** October 4th, Monday from 3:30-5:30. I don't think it will take that long. It's really not that much room to put a lot of new stuff in. **Hardin:** The general public is invited.

Resident 2: Shirley Stevens. Good afternoon, everybody. I would like to thank everybody for indulging us at the last council meeting. I would like to thank Mayor for staying over. When we had some concerns, I'd like to thank the building inspector for working up with my council person diligently. And I would like to thank you for sending me those announcements. And I thank the finance director because I have some questions on that I would like to follow up on. One of the questions I have is, how many dogs are allowed per house? I don't know where I can get that information at. I would like to know can we get together and do a residents' handbook? So, when people move into our.... They love it here. They are bringing their boats. They are bringing their RVs. They are bringing their doggies. They are bringing their trailers. **Warren:** We have one. **Resident 2:** If they don't see any of things here already, they should be given something, so when they come in.... ***Numerous individuals*** We have one. **Resident 2:** Can we dig that up because we are giving one.... she will find it for me, I know she will. This is what *inaudible* in our area, so everyone is on the same page. Also, *inaudible* a sign. I think I spoke about it briefly. We already have our nice little entrance ways in our development. I could be wrong. But I did think I saw money appropriated for a sign they were just talking about. I want to know if our development qualifies for some of the funds so we can get some of that signage in Cape Cod. I think that is my little list for today. Anybody can answer my questions. How many dogs? Let's start with that. **Warren:** That is in an ordinance. Do you know off hand Mr. Building inspector? ***inaudible voices*** **Hardin:** She will give it to you, Shirley. **Mayor:** What you can help us with Shirley, is this. You mentioned backyards. We can't trespass and go in somebody's backyard. It will have to be a resident or neighbor to call the building department, through the legal department to be able to look in a backyard. **Resident 2:** I'll help. I'll help. Again, that sign. I don't *inaudible* \$1400 allocation. I think that will help *inaudible* **Thompson:** On the sign, I am not sure if it's under beautification. **Resident 2:** The Holiday Hills sign? **Thompson:** Holiday Hills. Is this the one you are working on, Ed? ***multiple voices*** **Resident 2:** ...appropriations. And does every community qualify for those funds. Like my brother said, 'if I have a cookie, I want everybody to have a cookie.' It's not right for just me to have a cookie. Everybody should have a cookie. And on that Afghanistan. It was a tragedy. But this is the first time we have not been in war. This is the first time that America is not at war. **Mayor:** We didn't have any fatalities for the last 18 months. It was just to maintain civility over there. It was not war. **Resident 2:** We are in a better place I believe, and I will leave it at that. Thank you. **Marinucci:** You can have 2 dogs. It's an exception if you have puppies. So, I guess if they dogs has puppies, it's the exception. But it's two. ***multiple voices-inaudible*** **Hardin:** So, Mr. Law Director, I have 4 or 5, what is the process? **Climer:** ***inaudible*** It's a 3rd degree misdemeanor. **Hardin:** Really? **Climer:** Yes. **Hardin:** This is important, would you repeat that sir? **Climer:** A 3rd degree misdemeanor. **Hardin:** Did you hear that, Shirley? **Warren:** Is there any preference to.... **Climer:** The puppies or kittens have to be less than 3 months old. **Hardin:** And if you have 3 or 4 dogs and it's reported, how long do you have to get rid of the other 2? **Climer:** There is not a specific.... **Hardin:** You are just expected to get rid of them. **Climer:** Yes. **Williams:** Law director, can I verify? It's built into our ordinance that if you have more than 2, it's a misdemeanor? **Climer:** Correct, the limit is 2 dogs or cats. **Williams:** Is there some increasing penalty or we just go straight to the misdemeanor? **Climer:** It appears to be straight to misdemeanor. I can give you the Code citation. It's 505.14. **Warren:** But it's one thing to cite them but you don't have to take them to court. It becomes a misdemeanor after you take them to court. **Climer:** That is just the maximum.... **Warren:** Penalty, right. So, all you really do is cite them for having more than 1 dog. I mean more than 2 dogs. **Climer:** I assume the Captain is not going to go out unless it's an aggravating situation and needs to.... **Mayor:** Is there a difference having house dogs and you just take them out to do their business? They are in the house versus dogs that are outside. **Climer:** The ordinance does not make that distinction. **Williams:** It doesn't clarify that it's a maximum violation either. Or a maximum penalty. **Climer:** That's the nature of a criminal penalty is that it's stated. In other words, a 3rd degree misdemeanor carries a certain maximum amount of jail time and a certain maximum fine with it. **Williams:** What I am asking is where does it say in our ordinance that we go from more than 2 dogs to you got this misdemeanor? **Climer:** The in between is left to the discretion of the people enforcing the ordinance. So, I am assuming Captain Freeman may go out. We got a complaint there are 4 dogs running around. We got a 2 maximum and you have to make an arrangement within a certain period of time or we will be back. **Williams:** I am just making sure we don't go straight to because that carries a lot of

implications. So, I wanted to make sure because it appears that whoever violates, this is what you get. **Climer:** The way every criminal statute is written, there is a good deal of discretion built into the criminal laws that are vested to the law enforcement people about whether to charge somebody whether to warn them. **Williams:** So, if we so chose, we could say 'you got more than 2 dogs, we are going to charge you.' **Climer:** Sure, you can go straight to the charge. **Freeman:** In a lot of cases like that, we usually warn people. Like with your car on the street, 'move your car or you're going to get cited or towed.' Usually, we just try to warn people. **Warren:** That is in everything that we do. That is in the building code. Rather than the CBO taking someone directly to court for a violation, he sends them a violation and give them so many days to comply. Then, when they don't comply. Then if they comply, he can choose to give them another extension. But either way, it can still end up in court. It's only when you are enforcing it that the penalty take consideration. **Williams:** Captain Freeman, is there a specific process for if you have more than 2 dogs and you go to warn, do you give them a specific number of days for the first warning? **Freeman:** We haven't done this for dogs. But usually with a dog it will take a little bit of time **inaudible**. A couple weeks I would say because they will have to find the dog a new home and things like that. It's a little easier with a car. "Hey, move your car; like right now." **Warren:** It is also a little different with the nuisance. That's when you use your discretion. If these dogs are running around and barking and housing complaints, then the response would be a little more aggressive. But it always begins with a warning no matter what. **Freeman:** Unless one of those dogs get out or something, then we will cite them right then.

Warren: Okay, Mr. Law director, I will close the floor for public comment.

Climer: 2021-57. There has been a request to hold that until the end for executive session.

Ord 2021-60

Introduced by Mayor &

Council as a whole

2nd Reading

AN ORDINANCE APPROVING PREMIUM PAY FOR EMPLOYEES OF THE VILLAGE OF OAKWOOD, TO BE PAID OUT OF THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND CREATED BY H.R. 1319-225 AND AUTHORIZED UNDER OHIO H.B. 168

Hardin: For the record, some cases in the research I have done, the money was going to first responders **inaudible**.

Warren: Yes. **Hardin:** Thank you. **Warren:** I guess you have a discretionary. They have some that can go as far as They want to. But some from Mr. Thompson has sent us, different communities are doing it different ways. Me, myself, I would say that I will decline the \$500 as a public official. As a public official I will **inaudible**. Although we did meet, the thing is that the due diligence of our employees, service department, police department, fire department, building department, housing department, operations. **Hardin:** Mr. President, I think all of us **inaudible** and it also should be in the legislation that we should have the ability to decline it or is that not necessary. **Warren:** I don't think that is necessary. **Climer:** It's not. **Hardin:** No problem. Let's move on.

Motion to Suspend by Rogers; Seconded by Gaither

Hardin: For the record, I also will not accept the money. **Warren:** But she wants to know if you suspend. **Hardin:** Oh I'm sorry.

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to Adopt by Gaither; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers

Williams: I would like to decline payment. (No vote by Williams)

Gaither: **inaudible**

Thompson: Mr. Law Director, they are declining, maybe formally should they just ultimately send me an email since it is on record now? **Warren:** We are on record, but we will send you an email and to council clerk.

MOTION PASSED.

Ord 2021-61

Introduced by Mayor &

Council as a whole

1st Reading

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE/PURCHASE AGREEMENT WITH FNB COMMERCIAL LEASING FOR THE ACQUISITION OF A PRESSURE WASHER AND PROVISIONS RELATED TO ITS OPERATION FOR THE SERVICE DEPARTMENT THROUGH THE STATE OF OHIO, DEPARTMENT OF ADMINSTRATIVE SERVICES, STATE PURCHASING PROGRAM AND DECLARING AN EMERGENCY

Warren: Not to make Mayor feel bad, our illustrious service director. I mean our illustrious finance director mentioned the purpose in the use of this machine, so I would just go to a motion to suspend

Motion to Suspend by Hardin; Seconded by Gaither

VOTE YES: Warren, Gaither, Hardin, Sanders Rogers, Williams

Motion to Adopt by Hardin; Seconded by Gaither

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

MOTION PASSED

Ord 2021-62

Introduced by Mayor &

Council as a whole

1st Reading

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE/PURCHASE AGREEMENT WITH FNB COMMERCIAL LEASING FOR THE ACQUISITION OF A 2021 CHEVROLET TAHOE AND DECLARING AN EMERGENCY

Hardin: This is for what department? **Warren:** Police **Climer:** Fire **Hardin:** Thank you

Motion to suspend by Gaither; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to adopt by Hardin; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

MOTION PASSED

Ord 2021-64

Introduced by Mayor &

Council as a whole

1st Reading

AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR TO APPLY TO THE OHIO PUBLIC WORKS COMMISSION OF A POTENTIAL GRANT FOR THE FUNDING OF CAPITAL INFRASTRUCTURE IMPROVEMENT PROJECTS

Warren: This is the one that engineer went over with us in the finance meeting.

Motion to suspend by Hardin; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to adopt by Hardin; Seconded by Gaither

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Ord 2021-65

Introduced by Mayor &

Council as a whole

1st Reading

AN EMERGENCY ORDINANCE CERTIFYING EXPENSES FOR THE CUTTING AND DESTROYING OF NOXIOUS WEEDS UPON LANDS WITHIN THE VILLAGE OF OAKWOOD TO THE COUNTY AUDITOR FOR COLLECTION.

Motion to suspend by Gaither; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to adopt by Hardin; Seconded by Sanders

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

MOTION PASSED

Williams: Law director can I ask a quick question because I was talking to Brian about 57 so I apologize.

57, I thought we had a deadline specifically for one of the personnel. **Climer:** I'm sorry. **Williams:** For 57? **Warren:**

We are going into executive session. **Climer:** We are passed that. **Williams:** Well, I see where they are all grouped

together. Okay, whatever. 63, it says administrative in front of personnel, but it's going out to all of the employees,

correct. **Climer:** I believe for everyone that worked through the pandemic. **Williams:** No, 63. **Warren:** 63, that's the

emergency handbook. We skipped the handbook. Eloise said there was some more tweaking to do on the handbook.

Williams: Is there a reason why it says administrative in front of personnel? **Climer:** It's distinct from police and fire.

Williams: So, everybody that is not police and fire is administrative? **Climer:** We can strike it. **William:** Yeah, because

I thought we classified that within the handbook. I thought we made specific categories. **Climer:** It applies to everybody

except police and fire. **Williams:** Is there a different way you can word that? Because I remember us having categories

about administrative and to me, that seems like we are excluding. **Warren:** You said the police and fire do not get this

handbook. **Williams:** They do not. I know that because they have a contract. I am clear on that. But this doesn't say

police or fire. It says administrative *inaudible* that's what I'm saying. **Climer:** I understand. I'll clarify that.

Williams: Okay.

Ord 2021-66
Introduced by Mayor &
Council as a whole
1st Reading

AN EMERGENCY RESOLUTION ADOPTING THE RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Motion to suspend by Hardin; Seconded by Rogers

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to adopt by Hardin; Seconded by Sanders

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

MOTION PASSED

Res 2021-67
Introduced by Mayor &
Council as a whole
1st Reading

A RESOLUTION OF CONDOLENCES TO THE FAMILY OF FRANK Q. JACKSON

Motion to suspend by Hardin; Seconded by Sanders

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Motion to adopt by Hardin; Seconded by Gaither

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Warren: Can I get a Motion to Adjourn and go into executive session?

MOTION TO ADJOURN INTO EXECUTIVE SESSION by Williams; Seconded by Gaither

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

MEETING ADJOURNED @ 8:23pm

RETURN FROM EXECUTIVE SESSION

MOTION TO ADJOURN EXECUTIVE SESSION by Hardin; Seconded Rogers

Warren: Vote was unanimous

Warren: We are back to the regular agenda for September 28, 2021. We had two items that we did not address. But one item we will address and that's 2021-57. Law director, can you read that please?

Ord 2021-57
Introduced by Mayor &
Council
Tabled

AN AMENDED EMERGENCY ORDERING AUTHORIZING THE REAPPOINTMENT OF LILLIE HICKS, CLAUDIO ABBGOMERATO, DEBBIE STOFFL AND CAROLYN JONES TO EMPLOYMENT WITH THE VILLAGE OF OAKWOOD.

Warren: Can I get a motion to table?

Motion to table by Gaither; Seconded by Sanders

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

Climer: That mercifully concludes our agenda. **Warren:** Can I get a motion to adjourn? **Williams:** I just want to make sure the clerk is getting the support she needs. I know Debbie was here for quite some time and she had started doing our legislation and resolutions. Is somebody getting a second eye on this? Does legal get this after we draft this agenda, because there is a lot of typos and that looks off to the community. **Climer:** I have not seen everything on the agenda, but I am happy to give it a second eye. **Morgan:** It was one agenda that I don't know what happened. **Williams:** It's okay. Everybody needs a second set of eyes because after you look at that writing for so long, words. That's the support that you need. That's not anything you are doing wrong. Somebody needs to put a second set of eyes on it. **Climer:** *inaudible* charging. Get in contact with Karen Culver. **Hardin:** I think that is a standard. Debbie sent everything to him. **Williams:** No, she didn't. **Warren:** She didn't send everything.... **Climer:** There were routine things that she....

Morgan: I have been sending the agenda every Friday morning. We had this resolution come up at the last minute that we were scrambling to get done and get this packet out the door. That is the ONLY time I have not sent it out for other people to see. **Hardin:** Oh. **Morgan:** Friday was a wild day. **Warren:** And don't worry about it because we all still have our learning curves. Mine is still not 360; more 180. I know you hate to hear this, but do I have a motion to adjourn. **Hardin:** I am going back to what I used to do. I am on the calendar every second and fourth Wednesday down at the community center. I think you notice; a lot of people are without **inaudible**. You are getting a lot of my constituents coming, so I am going to go back to them having access to me after the meetings on Wednesdays. And, before we spend the rest of that other money, I am on the record. I think we need to have some public input. That's my opinion. That money.... **Thomson:** I am going to call the lady that created the website. I think that is going to be the most effective way to put a template on there with about 4 or 5 questions and they can respond. Then, we can start to accumulate the information. **Hardin:** We need to do something to get some input. That's a lot of money to just spend it. Anyway, any second or fourth Wednesday, if any of you want to do a combined Ward meeting, Mr. President and Madam President. Those are the day for the Ward meetings Pat; Candace so we can combine it and have more than one Ward there. Sometimes, these Ward meetings are very beneficial. Especially if you have a great agenda. **Williams:** Well, I apologize because I jumped ahead of you and invited everybody. **Hardin:** Absolutely. **Williams:** When I joined yours. I sent out an email. **Warren:** Before we leave, I have a question that has been bugging me all day long. So, I need you all's input. **Hardin:** You got an itch, scratch it. Let's go. **Warren:** Which one of these is the one he said.... **Sanders:** It's the brown one that is the updated one. **multiple voices-inaudible** **Warren:** I thought it was me.

Morgan: Can we get the vote to adjourn? **Warren:** Can we get a vote to adjourn?

MOTION TO ADJOURN by Sanders; Seconded by Williams

VOTE YES: Warren, Gaither, Hardin, Sanders, Rogers, Williams

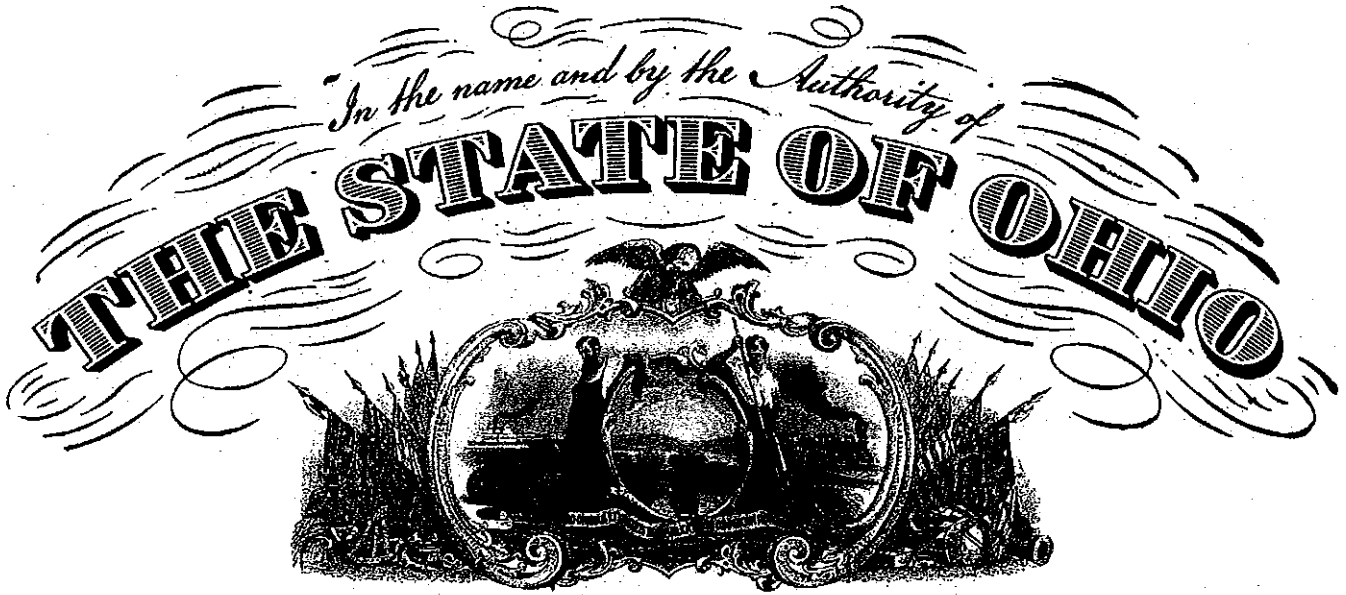
MEETING ADJOURNED @ 9:37pm

Adopted _____

Christine Morgan, Clerk of Council

Johnnie Warren, Council President

9/17/2021	AS	5	795-02-029	7280 Free Ave	Car parked in front yard, garage door needs to be scraped and painted				9/21/2021
9/21/2021	AS	5	795-02-029	7280 Free Ave	Car parked in front yard, garage door needs to be scraped and painted		9/17/2021	Computer Problem regarding notice	
9/17/2021	AS	5	795-02-038	7299 Free Ave	Car parked in grass in front yard		9/22/2021	Computer Problem regarding notice	
9/17/2021	AS	5	795-02-038	7299 Free Ave	Car parked in grass in front yard		9/22/2021	Computer Problem regarding notice	
9/17/2021	AS	5	795-02-040	7309 Free Ave	High Grass		9/22/2021	Computer Problem regarding notice	
9/17/2021	AS	5	795-01-012	7268 Free Ave	Empty Lot needs grass cut		9/17/2021		9/21/2021
9/22/2021	AS	4	795-31-009	7677 Macedonia Rd	Business use in a Residential area		9/22/2021	9/27/2021	
9/22/2021	AS	5	795-01-027	7249 Wright Ave	Roof damage, gutter damage, High Grass, Siding damage, backyard needs to be cleaned up		9/22/2021		
9/23/2021	AS	3	795-08-016	7215 Lamson Rd	High Grass		9/23/2021		
9/23/2021	AS	5	795-08-083	25210 Arbutus Rd	High grass and mailbox filled up with mail		9/23/2021		
9/23/2021	AS	2	795-08-102	7209 Blackwell Dr	Commercial truck parked in driveway		9/23/2021		
9/23/2021	AS	5	795-10-083	25152 Booker Ave	High Grass		9/23/2021		
9/23/2021	AS	2	795-11-041	7236 Glenshire Rd	Non mobile truck parked in the front driveway		9/23/2021		
9/27/2021	AS	2	795-12-089	7210 Lynbrook Dr	Approved inspection of driveway including proper permit				9/27/2021
9/27/2021	AS	1	791-13-027	6000 Richmond Rd	Approved inspection of driveway including proper permit				9/27/2021
9/27/2021	AS	2	795-11-063	7229 Hyannis Dr	Inspection not approved for Steps, land area, patio		9/27/2-21		
9/24/2021	AS	2		7430 Richmond Rd	Checked exposed drainage ditch and it was covered by dirt				9/24/2021
9/24/2021	AS	4	795-29-027	24696 Graden Rd	High Grass		9/24/2021		
9/24/2021	AS	4	795-30-035	25338 Garden Rd	Car parked on grass		9/24/2021		
9/24/2021	AS	4	795-31-011	7687 Macedonia Rd	Yard maintenance, Roof/gutter repair, garage repair		9/24/2021		
9/24/2021	AS	4	795-16-049	23300 Drake Rd	Yard maintenance, high grass		9/24/2021		



PROCLAMATION

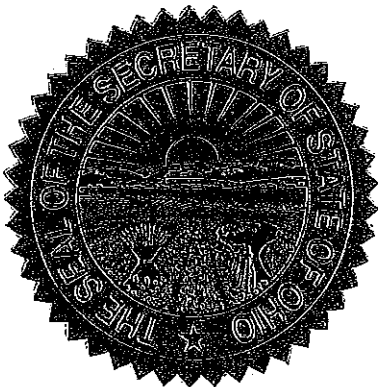
AS A RESULT OF the Federal Census of Two Thousand Twenty for the State of Ohio and the various political subdivisions having been officially made known to me, I, Frank LaRose, Secretary of State of the State of Ohio, complying with the provisions of Section 703.06 of the Revised Code of the State of Ohio, do hereby make proclamation that the municipality of

Oakwood in Cuyahoga County, Ohio

according to said Federal Census of Two Thousand Twenty has a population of

3,572

and shall, from and after thirty days from date of this proclamation be known as a **Village** by virtue of and in accordance with said Section 703.06 of the Revised Code of the State of Ohio.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the State of Ohio to be affixed. Done at the City of Columbus this 21st day of September in the year of our Lord two thousand and twenty-one, and of the Independence of the United States of America the two hundred forty-fifth and of the statehood of Ohio the two hundred eighteenth.

Frank LaRose
51st Ohio Secretary of State



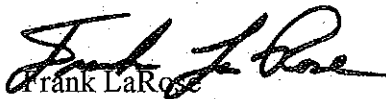
September 21, 2021

Dear Oakwood Village Officials:

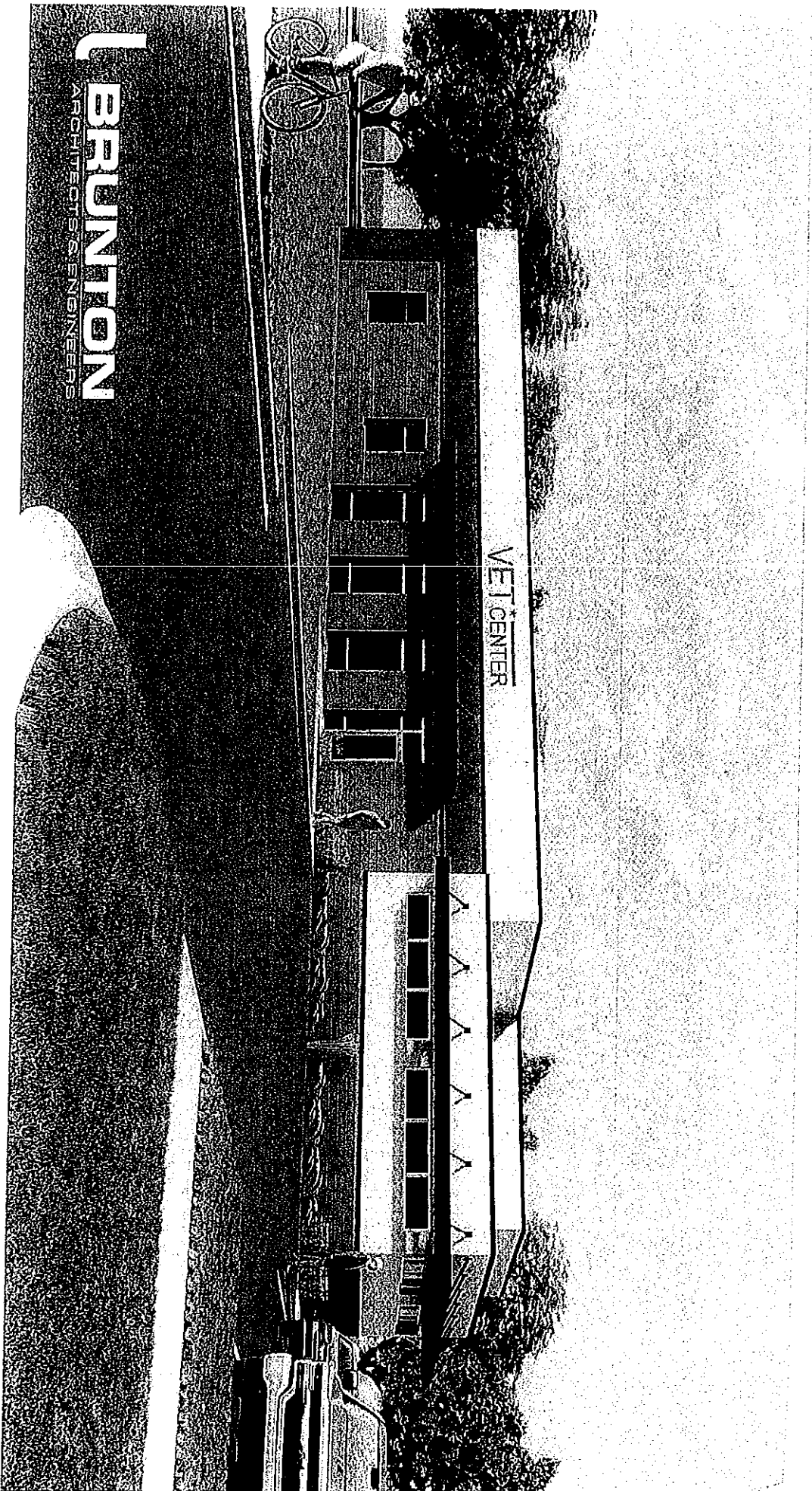
The official 2020 Federal Census results indicate that your municipality has a population of less than 5,000 persons. Accordingly, I am sending you a proclamation of Village status, as required by Ohio Revised Code 703.06.

Please accept my best wishes for your community's prosperity and development during this decade. If my office may be of assistance to you, please contact us at 614-466-2585.

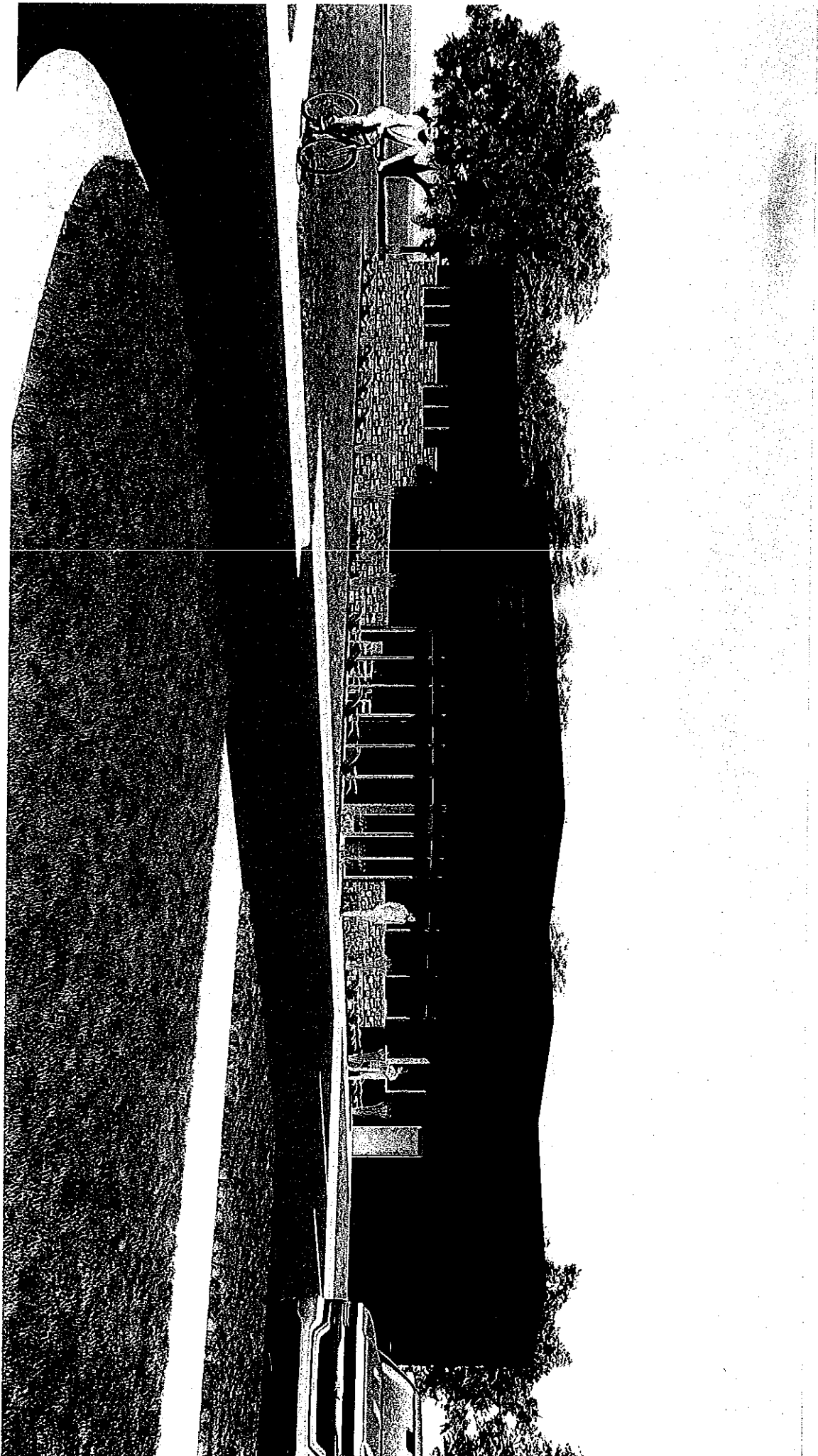
Yours in service,


Frank LaRose
Ohio Secretary of State

Enclosure: Proclamation of Population Certificate



BRUNTON
ARCHITECTS & ENGINEERS



OCCUPANCY FOR SEPTEMBER 2021

Type	Number	Address	Modified By	Modified On	Collected By	Date Paid
Occupancy	21-000064	7570 HICKORY RD 44146	DStoffl	09/28/2021	DStoffl	09/28/2021
Occupancy	21-000063	7603 FIRST PLACE SUITE B-12 44146	LHicks	09/24/2021		09/24/2021
Occupancy	21-000062	26164 PETTIBONE RD 44146	DStoffl	09/21/2021	DStoffl	09/21/2021
Occupancy	21-000061	7619 MACEDONIA RD 44146	LHicks	09/16/2021		09/16/2021
Occupancy	21-000060	6240 SPARROWHAWK WAY 44146	DStoffl	09/02/2021	DStoffl	09/02/2021
Occupancy	21-000058	7270 WRIGHT AVE 44146	LHicks	09/01/2021	LHicks	09/01/2021
Occupancy	21-000059	7407 OAKHILL RD 44146	DStoffl	09/01/2021	DStoffl	09/01/2021
Occupancy	21-000057	23387 DRAKE RD 44146	DStoffl	09/01/2021	DStoffl	09/01/2021

POINT OF SALE SEPTEMBER 2021

Type	Number	Address	Modified By	Modified On	Collected By	Date Paid
Point of Sale	21-000042	21941 FORBES RD. 44146	LHicks	09/24/2021	LHicks	09/24/2021
Point of Sale	21-000041	21568 ALEXANDER ROAD 44146	DStoffl	09/21/2021	DStoffl	09/21/2021
Point of Sale	21-000040	7221 HYANNIS DR 44146	DStoffl	09/20/2021	DStoffl	09/20/2021
Point of Sale	21-000039	6130 GAILWAY DR 44146	DStoffl	09/20/2021	DStoffl	09/20/2021
Point of Sale	21-000038	26298 DENNISPORT DR 44146	DStoffl	09/02/2021	DStoffl	09/02/2021

Eulibit

POINT OF SALE SEPTEMBER 2021

Type	Number	Address	Modified By	Modified On	Collected By	Date Paid
Point of Sale	21-000042	21941 FORBES RD. 44146	LHicks	09/24/2021	LHicks	09/24/2021
Point of Sale	21-000041	21568 ALEXANDER ROAD 44146	DStoffl	09/21/2021	DStoffl	09/21/2021
Point of Sale	21-000040	7221 HYANNIS DR 44146	DStoffl	09/20/2021	DStoffl	09/20/2021
Point of Sale	21-000039	6130 GAILWAY DR 44146	DStoffl	09/20/2021	DStoffl	09/20/2021
Point of Sale	21-000038	26298 DENNISPORT DR 44146	DStoffl	09/02/2021	DStoffl	09/02/2021

Exhibit

OCCUPANCY FOR SEPTEMBER 2021

Type	Number	Address	Modified By	Modified On	Collected By	Date Paid
Occupancy	21-000064	7570 HICKORY RD 44146	DStoffl	09/28/2021	DStoffl	09/28/2021
Occupancy	21-000063	7603 FIRST PLACE SUITE B-12 44146	LHicks	09/24/2021		09/24/2021
Occupancy	21-000062	26164 PETTIBONE RD 44146	DStoffl	09/21/2021	DStoffl	09/21/2021
Occupancy	21-000061	7619 MACEDONIA RD 44146	LHicks	09/16/2021		09/16/2021
Occupancy	21-000060	6240 SPARROWHAWK WAY 44146	DStoffl	09/02/2021	DStoffl	09/02/2021
Occupancy	21-000058	7270 WRIGHT AVE 44146	LHicks	09/01/2021	LHicks	09/01/2021
Occupancy	21-000059	7407 OAKHILL RD 44146	DStoffl	09/01/2021	DStoffl	09/01/2021
Occupancy	21-000057	23387 DRAKE RD 44146	DStoffl	09/01/2021	DStoffl	09/01/2021

June 9, 2021

Coronavirus Local Fiscal Recovery Fund Guidance:

Premium Pay

American Rescue Plan Act (ARPA) Local Fiscal Recovery Funds may be used to provide premium pay to eligible workers performing essential work during the COVID-19 public health emergency or to provide grants to third-party employers with eligible workers performing essential work

These are workers who have been and continue to be relied on to maintain continuity of operations of essential critical infrastructure sectors, including those who are critical to protecting the health and wellbeing of their communities.¹

Workers who are covered by premium pay include:²

- Staff at nursing homes, hospitals, and home care settings;
- Workers at farms, food production facilities, grocery stores, and restaurants;
- Janitors and sanitation workers;
- Truck drivers, transit staff, and warehouse workers;
- Public health and safety staff;
- Childcare workers, educators, and other school staff; and
- Social service and human services staff.

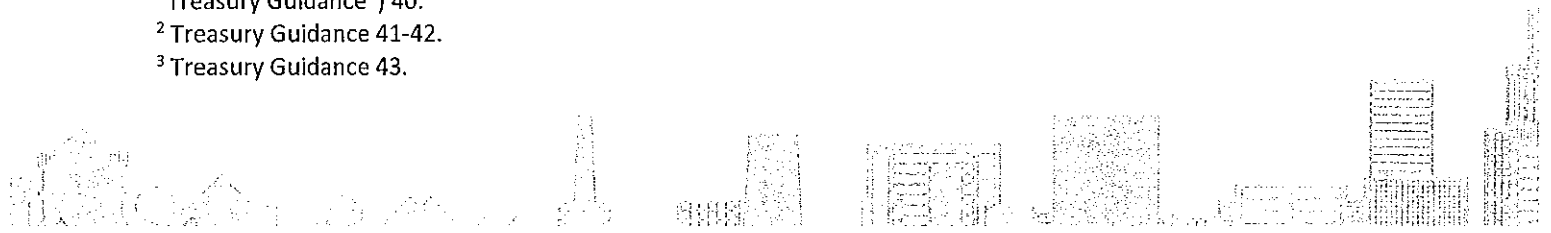
The Interim Final Rule defines essential work as work involving regular in-person interactions or regular physical handling of items that were also handled by others. A worker would not be engaged in essential work and, accordingly may not receive premium pay, for telework performed from a residence.³

The definition of eligible worker is "those workers needed to maintain continuity of operations of essential critical infrastructure sectors and additional sectors as each Governor of a State or territory, or

¹ Interim Final Rule: Coronavirus State and Local Fiscal Recovery Funds, U.S. Department of Treasury (hereinafter "Treasury Guidance") 40.

² Treasury Guidance 41-42.

³ Treasury Guidance 43.



#NLCDelivers

each Tribal government, may designate as critical to protect the health and well-being of the residents of their State, territory, or Tribal government.”⁴

Governor of each state has discretion to add additional sectors to this list, so long as additional sectors are deemed critical to protect the health and well-being of residents.⁵

Premium pay means an amount up to \$13 per hour in addition to wages or remuneration the worker otherwise receives and in an aggregate amount not to exceed \$25,000 per eligible worker.⁶

The Interim Final Rule provides that any premium pay or grants provided should prioritize compensation of those lower income eligible workers that perform essential work.⁷

Premium pay must be entirely additive to a worker’s regular rate of wages and other remuneration and may not be used to reduce or substitute for a worker’s normal earnings. The definition of premium pay also clarifies that premium pay may be provided retrospectively for work performed at any time since the start of the COVID-19 public health emergency, where those workers have yet to be compensated adequately for work previously performed.⁸

The Treasury Department encourages local governments to prioritize providing retrospective premium pay where possible, recognizing that many essential workers have not yet received additional compensation for work conducted over the course of many months.⁹

Essential workers who have already earned premium pay for essential work performed during the COVID-19 public health emergency remain eligible for additional payments, and an essential worker may receive both retrospective premium pay for prior work as well as prospective premium pay for current or ongoing work.¹⁰

Finally, a grant provided to an employer may also be for essential work performed by eligible workers pursuant to a contract. For example, if a municipality contracts with a third party to perform sanitation work, the third-party contractor could be eligible to receive a grant to provide premium pay for these eligible workers.¹¹

If you have general questions about the Coronavirus State and Local Fiscal Recovery Funds, please email the U.S. Department of Treasury at SLFRP@treasury.gov or call 844-529-9527.

The information contained here is not legal advice. It will be subject to change based on updates from the U.S. Department of the Treasury, and any recipients should confirm applicability to their specific situation.

⁴ *Ibid.*

⁵ *Ibid.*

⁶ *Ibid.*

⁷ *Ibid.*

⁸ Treasury Guidance 45.

⁹ *Ibid.*

¹⁰ *Ibid.*

¹¹ Treasury Guidance 46.



2. Water and sewer projects (EC 5.1-5.15):

- National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable; for projects aligned with the Clean Water State Revolving Fund)
- Public Water System (PWS) ID number (if applicable; for projects aligned with the Drinking Water State Revolving Fund)

3. Broadband projects (EC 5.16-5.17):

- Speeds/pricing tiers to be offered, including the speed/pricing of its affordability offering
- Technology to be deployed
- Miles of fiber
- Cost per mile
- Cost per passing
- Number of households (broken out by households on Tribal lands and those not on Tribal lands) projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to service of at least 25 Mbps download and 3 Mbps upload
 - Number of households with access to minimum speed standard of reliable 100 Mbps symmetrical upload and download
 - Number of households with access to minimum speed standard of reliable 100 Mbps download and 20 Mbps upload
- Number of institutions and businesses (broken out by institutions on Tribal lands and those not on Tribal lands) projected to have increased access to broadband meeting the minimum speed standards in areas that previously lacked access to service of at least 25 Mbps download and 3 Mbps upload, in each of the following categories: business, small business, elementary school, secondary school, higher education institution, library, healthcare facility, and public safety organization
 - Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps symmetrical upload and download; and
 - Specify the number of each type of institution with access to the minimum speed standard of reliable 100 Mbps download and 20 Mbps upload

i. Distributions to NEUs - States and territories only (EC 7.4): Information on SLFRF distributions to eligible NEUs. Each State and territory will be asked to provide an update on distributions to individual NEUs, including whether the NEU has (1) received funding; (2) declined funding and requested a transfer to the State under Section 603(c)(4) of the Act; or (3) not taken action on its funding. States and territories should be prepared to report on their information, including the following:

- NEU name
- NEU DUNS number
- NEU Taxpayer Identification Number (TIN)
- NEU Recipient Number (a unique identification code for each NEU assigned by the State to the NEU as part of the request for funding)
- NEU contact information (e.g., address, point of contact name, point of contact email address, and point of contact phone number)
- NEU authorized representative name and email address
- Initial allocation and, if applicable, subsequent allocation to the NEU (before application of the 75 percent cap)
- Total NEU reference budget (as submitted by the NEU to the State as part of the request for funding)
- Amount of the initial and, if applicable, subsequent allocation above 75 percent of the NEU's reference budget which will be returned to Treasury
- Payment amount(s)
- Payment date(s)

https://www.annistonstar.com/the_st_clair_times/moody-council-approves-hazard-pay-possible-vaccine-incentives-for-city-employees/article_a459fd3c-0507-11ec-a4aa-b703e3bdde7f.html

Moody council approves hazard pay, possible vaccine incentives for city employees

By Josie Howell, Times Assistant Editor, jhowell@thestclairtimes.com

Aug 24, 2021



Moody City Hall

moodyalchamber.com

MOODY — The Moody City Council has approved the compensation of city employees in relation to the COVID-19 pandemic during its regular meeting Monday.

This includes hazard pay and possible incentives for getting the vaccine if not already. Both will be paid through American Rescue Funds and not taxpayer funds.

The council approved what it referred to as “premium pay” for city employees who have not only helped navigate each respective department during the pandemic, but have faced certain risks likewise. This will amount to a one-time payment of \$2,000 per employee

City Attorney James Hill said the American Rescue Plan specifically authorizes premium pay for city employees and other essential workers who have not been compensated for working throughout the course of the COVID-19 pandemic.

“Our employees are forced largely to work regardless of the circumstances to ensure the continued operations of government,” Hill said. “This act and these funds specifically authorize us to compensate them for those additional risks and those additional services they provided.”

The attorney added all city employees have continued to serve the citizens of Moody while other industries have not been able to do so.

The resolution was approved unanimously by the council.

The council also considered a resolution offering vaccine incentives for employees who receive the COVID-19 vaccine.

While the resolution was originally to be voted on in an earlier special called meeting, the council put the brakes on the idea. It eventually came to the conclusion to consider the resolution contingent upon a supporting opinion from Attorney General Steve Marshall.

The resolution passed with a 4-1 vote. If Marshall shows support for the resolution, each city employee who gets the vaccine will receive \$500.

In other matters, the council:

- Recognized the new Moody Chamber of Commerce ambassadors;
- Approved fire pump monitoring from Automatic Fire Systems at a cost of \$550;
- Approved the purchase of Akron Intake Valves for fire truck No. 4 from NAFECO at a cost of \$5,000;
- Approved the purchase of two front tires and alignment for police car No. 357 from Velcan at a cost of \$410.57;

- Approved the annual payment to the Virtual Academy for police training;
- Purchased Citizen Police Academy shirts from Big Daddy Stitches at a cost of \$480;
- Renewed the yearly school resource officer job posting to run through Aug. 2022;
- Approved the donation of \$500 to Moody High School for the inaugural season of the girls flag football team and \$500 to the boys and girls varsity soccer teams;
- Adopted an ordinance to maintain the existing form of government within the city;
- Approved the 2021-22 contract with the St. Clair County Commission for central dispatching at a cost of \$103,268.76 and for the Emergency Management Agency at a cost of \$3,250;
- Approved the city of Moody holiday resolution;
- Adopted the 2022 transportation plan pursuant to the Rebuild Alabama Act;
- Approved \$3,000 to be allotted to the chamber for Oktoberfest expenses;
- And, authorized a grant up to \$50,000 for each Moody school with the St. Clair County Schools system for the purpose of mitigating or responding to the COVID-19 pandemic.

Assistant Editor Josie Howell: 205-884-3400.

Tags

Employee Premium Hazard Pay Council Economics Work Politics Law Moody City Council
Vaccine James Hill

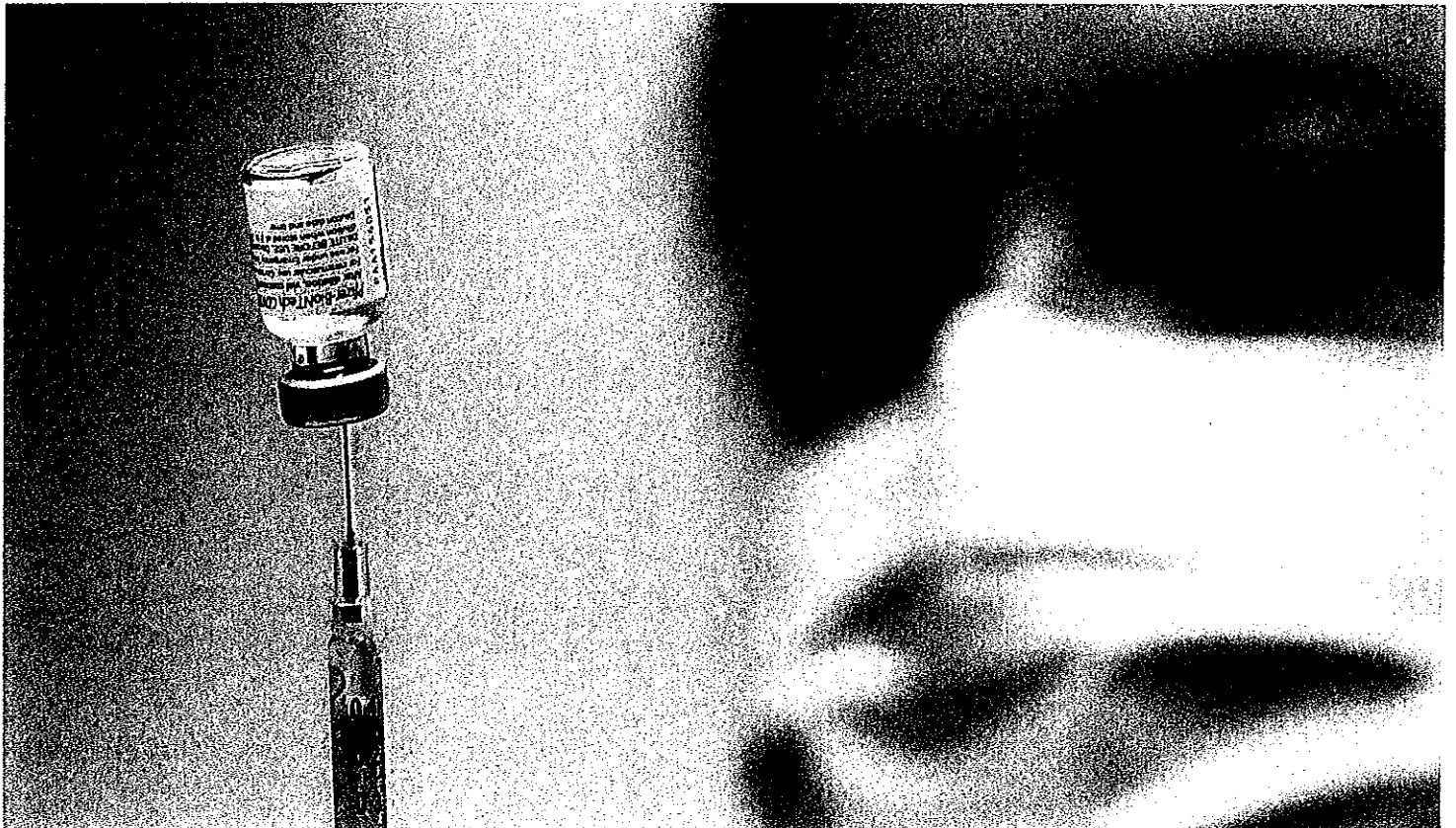


LOCAL

Columbia passes COVID hazard pay for workers; sets date for employee vaccine mandate

BY CHRIS TRAINOR

UPDATED SEPTEMBER 10, 2021 10:45 AM



The U.S. gave full approval to Pfizer's COVID-19 vaccine on Aug. 23, the first country to do so. BY JOSHUA BESSEY

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-03:35

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Columbia City Council has approved hazard pay for city workers who have toiled through the COVID-19 pandemic.

Meanwhile, the city plans to make COVID vaccines mandatory for city employees beginning Nov. 1, but will pay employees a bonus if they get vaccinated before that date.

The council passed the hazard pay measure during a Tuesday meeting at the Busby Street Community Center. Through the move, frontline workers at the city, such as police officers, firefighters, public works, etc., will get a \$2,500 one-time stipend. Other workers will get a \$1,250 one-time stipend. Additionally, city workers who get the COVID-19 vaccine will receive a one-time \$500 bonus if they are vaccinated by Nov. 1.

Funding for those hazard pay stipends, also referred to as “premium pay” in city paperwork, is coming from the federal American Rescue Plan COVID relief funding that was signed into law in March by President Joe Biden. The total will be about \$5.2 million.

Additionally, council also approved a 3% cost of living increase for city workers on Tuesday, and that funding will come from the city’s budget, per Mayor Steve Benjamin. That cost of living increase will go into effect in February 2022.

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CLAIM OFFER

The city also is planning to make vaccinations mandatory for employees after Nov. 1. City manager Teresa Wilson implored city workers to get their vaccinations, and noted the nature of working for the city calls on employees to provide essential services to the populace.

“It’s about being able to provide the services from picking up the trash to keeping the water clean to keeping people safe,” Wilson said. “Those are the jobs we signed up for when we work for an municipality. We can’t do it without the people. What I’m seeing and witnessing on a daily basis, at times, is troublesome.”

Mayor Steve Benjamin called the \$500 bonus for employees who get vaccinated before Nov. 1 “the carrot.”

“We are taking a methodical and data-driven approach that recognizes the challenge we are all facing together, and we are trying to bring everyone along at a pace that is meaningful to the greater good, but is also meaningful to them individually,” Benjamin said.

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The city council's hazard pay move came after [Richland County Council recently approved](#) a similar maneuver.

County council passed a measure in late July authorizing county administration to make the hazard pay stipends to some county employees. The funding also is coming from the federal American Rescue Plan COVID relief funding.

According to county records, about 1,470 employees will receive the one-time stipend, and the total amount paid will be about \$6.9 million.

Some county employees are getting a \$5,000 stipend. Those include sheriff's deputies, coroner's office personnel, EMS workers, utility workers and others whose jobs often take them into direct contact with other people in unpredictable scenarios.

Other county workers will get a \$2,500 stipend. Those would include employees who worked daily in county offices and had interactions with the public and other employees, but had some level of control over the risk they encountered.

Mayfield Heights considers using American Rescue Plan money to give bonuses to city employees who worked during pandemic: Stimulus Watch

Updated: Jul. 11, 2021, 11:51 p.m. | Published: Jul. 11, 2021, 5:00 a.m.



Mayfield Heights City Council, pictured during a May 24 meeting, is considering how the city should spend its American Rescue Plan stimulus money, which could include \$4,000 bonuses for essential city employees.

Birmingham council approves one-time premium payments to all city employees

WVTM13

Updated: 5:29 PM CDT Jun 1, 2021

Infinite Scroll Enabled



WVTM 13 Digital

Magdala Louissaint   

Reporter

BIRMINGHAM, Ala. — Birmingham City Council on Tuesday approved a one-time premium payment to all city employees to thank them for their work during the COVID-19 pandemic.

Mayor Randall Woodfin presented the bonus payment proposal to the council Tuesday morning. Woodfin recommended full-time city workers get a one-time \$5,000 payment while part-time workers would get \$2,500. The payments will be paid with federal coronavirus aid.

USE OF FUNDS

The Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, and more equitable economy as the country recovers. Recipients may use these funds to:

- **Support public health expenditures**, by, for example, funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic
- **Provide premium pay for essential workers**, offering additional support to those who have and will bear the greatest health risks because of their service in critical infrastructure sectors
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet

Within these overall categories, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities.

ORDINANCE NO. 2021 - 57

INTRODUCED BY MAYOR AND COUNCIL AS A WHOLE

AN EMERGENCY ORDINANCE AUTHORIZING THE RE-APPOINTMENT OF LILLIE HICKS, CLAUDIO ABBOMERATO, DEBBIE STOFFL AND CAROLINE JONES TO EMPLOYMENT WITH THE VILLAGE OF OAKWOOD

WHEREAS, the Lillie Hicks, Clauddio Abbomerato, Debbie Stoffl and Carolyn Jones desire to take their PERS retirement to which they are currently entitled, and continue to work for the Village of Oakwood in their current positions; and,

WHEREAS, said employees bring invaluable and irreplaceable skill and experience to their positions and their continued employment confers substantial benefits upon the Village and its citizens;

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

SECTION 1. The re-appointment by the Mayor of the following employees to their respective positions be and the same is hereby confirmed immediately upon their respective retirement dates:

Lillie Hicks – Building Secretary

Claudio Abbomerato – Laborer

Debbie Stoffl – Building Secretary

Carolyn Jones – Clerk of Mayor's Court

SECTION 2. The said employees shall be re-appointed at their rates of pay in effect at the time of their respective retirements, shall be entitled to retain to their credit with the Village of Oakwood of all unused but accrued sick and vacation time that they may have previously earned while employed by the Village of Oakwood and shall be entitled to such other employment benefits as are afforded other full-time Village employees, except that any entitlement to longevity payments shall be calculated from the date of re-hire after taking their PERS retirements.

SECTION 3. All provisions of all other Ordinances and Resolutions which are inconsistent with the provisions contained herein shall be modified accordingly.

SECTION 5. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village, the reason for the emergency being that the same relates to the daily operation of a

municipal department and the ability to provide uninterrupted services to the citizens of the Village, therefore, provided it receives the two-thirds vote of all members of Council elected thereto, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: _____

Christine Morgan, Clerk of Council

Johnnie A. Warren, President of Council

Presented to the

Mayor _____

Approved: _____

Mayor, Gary V. Gottschalk

I, Dionna Hammett, Interim Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that the foregoing Ordinance No. 2021- 57 was duly and regularly passed by this Council at the meeting held on the _____ day of _____, 2021.

Christine Morgan, Clerk of Council

POSTING CERTIFICATE

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that the foregoing Ordinance No. 2021-57 was duly posted on the ____ day of _____, 2021, and will remain posted for a period of fifteen (15) days thereafter as provided in the Village Charter.

Christine Morgan, Clerk of Council

DATED: _____

ORDINANCE NO. 2021- 63

INTRODUCED BY MAYOR AND COUNCIL AS A WHOLE

**AN EMERGENCY ORDINANCE ADOPTING AN AMENDED
EMPLOYEE HANDBOOK FOR ADMINISTRATIVE PERSONNEL OF
THE VILLAGE OF OAKWOOD**

WHEREAS, Council has revised certain provisions in the Employee Handbook upon the recommendation of certain Department heads and further desires to provide for the specific procedures to be utilized in the dissemination of such handbooks to current and future employees of the Village;

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

SECTION 1. The Council hereby adopts the amended Employee Handbook for Administrative Personnel, a copy of which is attached hereto and incorporated herein as Exhibit "A".

SECTION 2. The Mayor be and he is hereby authorized and directed to issue sufficient copies of the applicable handbook to each Director and Department Head for dissemination to all employees working under their respective jurisdictions. All current employees shall sign a receipt acknowledging receipt of their handbook and all receipts shall be kept on file in the office of the Director of Finance. The Director of Finance shall require new employees of the Village to execute a receipt acknowledging receipt of his or her handbook at the time of the commencement of employment with the Village. All such receipts shall likewise be kept in the Office of the Director of Finance.

SECTION 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the Village, the reason for the emergency being that the same relates to the daily operation of a municipal department and is necessary to provide for the continued good order of Village operations, therefore, provided it receives two-thirds (2/3) of the vote of all members of the Council elected thereto, said Ordinance shall be in full force and effect immediately upon its adoption by this Council and approval by the Mayor, otherwise from and after the earliest period allowed by law.

PASSED: _____

Johnnie A. Warren, President of Council

Christine Morgan, Clerk of Council

Presented to the
Mayor _____

Approved: _____

Mayor, Gary V. Gottschalk

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that the foregoing Ordinance No. 2021-63 was duly and regularly passed by this Council at the meeting held on the _____ day of _____, 2021.

Christine Morgan, Clerk of Council

POSTING CERTIFICATE

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that Ordinance No. 2021-63 was duly posted on the _____ day of _____, 2021, and will remain posted for a period of fifteen (15) days thereafter as provided by the Village Charter and ordinances.

Christine Morgan, Clerk of Council

DATED: _____

RESOLUTION NO. 2021 - 68

INTRODUCED BY MAYOR AND COUNCIL AS A WHOLE

**A RESOLUTION DECLARING THE WEEK OF OCTOBER 17-23, 2021, AS
STORMWATER AWARENESS WEEK**

WHEREAS, urban stormwater runoff impacts water quality in Tinker's Creek Watershed in Oakwood Village; and

WHEREAS, population growth, residential and commercial development, and the resulting changes to the landscape will only increase stormwater quality and quantity concerns throughout Cuyahoga County; and,

WHEREAS, these impacts cannot be entirely avoided or eliminated but can be minimized; and,

WHEREAS, it is currently recognized that control of stormwater quantity and quality is most effectively implemented when people and organizations understand the related causes and consequences of polluted stormwater runoff, flooding, and the actions they can take to control these; and,

WHEREAS, the need arises not only from the regulatory requirements of EPA General Construction and Municipal Stormwater rules, but also from the recognition that citizens and local decision makers will benefit from a greater awareness of how the cumulative impacts of decisions at home, at work and through local policies impact our water quality, stream corridors and flooding; and,

WHEREAS, the development and implementation of effective, outcome-based stormwater education and outreach programs will meet the related federal stormwater pollution control requirements and those of the communities they serve so that Cuyahoga County and the Greater Cleveland region continues to be a green city on a blue lake.

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

SECTION 1. That Oakwood Village joins with the Cuyahoga Soil and Water Conversation District in recognizing the week of October 17-23, 2021, as Stormwater Awareness Week.

SECTION 2. This Resolution shall take effect from and after the earliest period allowed by law.

PASSED: _____

Johnnie A. Warren, President of Council

Christine Morgan, Clerk of Council

Presented to the
Mayor _____

Approved: _____

Mayor, Gary V. Gottschalk

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio, do hereby certify that the foregoing Resolution No. 2021 -68 was duly and regularly passed by this Council at the meeting held on the _____ day of _____, 2021.

Christine Morgan, Clerk of Council

POSTING CERTIFICATE

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio, do hereby certify that Resolution No. 2021 - 68 was duly posted on the _____ day of _____, and will remain posted for a period of fifteen (15) days thereafter as provided by the Oakwood Village Charter.

Christine Morgan, Clerk of Council

DATED: _____



Ohio Stormwater Awareness Week

October 17th - 23rd 2021

Clean Streams Start With You!

What we do at home and work affects water quality. You can help keep water clean by:

- Planting native plants and trees.
- Properly disposing of chemicals and hazardous waste.
- Keeping storm drains clear of debris like leaves and litter.
- Always picking up and throwing away pet waste.
- Volunteering at or organizing a socially distanced stream cleanup.

Stormwater Awareness Week is a regional effort that encourages communities (and the groups that care about them) to raise stormwater awareness via newsletters and social media posts, or with fun and educational events.

Visit our website to learn more about events and for ideas on how your community can get involved.



ohiostormwaterweek.org



ORDINANCE NO. 2021-WS-24

INTRODUCED BY MAYOR AND COUNCIL AS A WHOLE

AN ORDINANCE ENACTING A NEW CHAPTER 510 “FLYING MODEL AIRCRAFT/UNMANNED AERIAL VEHICLES (UAVs)” OF THE CODIFIED ORDINANCES OF THE VILLAGE OF OAKWOOD AND DECLARING AN EMERGENCY

WHEREAS, the Village of Oakwood desires to enact a codified chapter that defines the regulations as they apply to the operation of any model aircraft, unmanned aircraft, drone, or other unmanned aerial vehicle within the Village of Oakwood;

NOW THEREFORE, BE IT ORDAINED by the Council of the Village of Oakwood, County of Cuyahoga, and State of Ohio that:

SECTION 1. The Village of Oakwood hereby enacts a new Chapter 510 “Flying Model Aircraft/Unmanned Aerial Vehicle (UAV’s)” of the Codified Ordinances of the Village of Oakwood:

CHAPTER 510

FLYING MODEL AIRCRAFT/UNMANNED AERIAL VEHICLES (UAVs)

510.01 Operation

- (a) No person shall operate, within the village limits of Oakwood, any model aircraft, unmanned aircraft, drone, or other unmanned aerial vehicle (collectively, “UAVs”) which is controlled by radio, electronic, or similar free flight operation, by a person, computer, or machine on the ground or otherwise, in a manner such that the UAV flies within 1,000 feet of any of the following:
 - (1) Public or private school property, without the express written consent of the individual authorized to grant said consent. This would include all athletic facilities located on school property as well as all school buildings;
 - (2) All Village owned buildings, without the express written consent of the Mayor or Police Chief;
 - (3) Village owned water towers;
 - (4) Utility power sub stations;
 - (5) Active crime scenes;
 - (6) Active fire or accident scenes; and
 - (7) Cell towers.

- (b) In addition to the above, the following shall govern the use of said UAVs;
- (1) Sustained operation above any roadway is prohibited where such operation could impair drivers' line of sight, distract drivers, or come into contact with motor vehicles operating within said roadways;
 - (2) Operation to capture images of people on private property that would otherwise not be visible without the use of the UAV is prohibited;
 - (3) Operation before dawn and after dusk is prohibited, unless prior authorization has been given by the Chief of Police, or his or her designee; and
 - (4) No person shall equip any drone with any weapon such as a firearm, explosive device, incendiary device, ballistic knife, knife, zip gun or any other dangerous ordinance as described in sections 2923.11 or 2923.24 of the Ohio Revised Code or any similar device; and
 - (5) No person shall operate or control a UAV without the ability to see and maintain the unmanned aircraft in his or her line of sight throughout the duration of the flight.

510.02 Penalty.

- (a) Whoever violates this section is guilty of a misdemeanor of the first degree.

SECTION 2. 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 applicable legal requirements.

SECTION 3. The Codifier is hereby instructed to insert the adopted Chapter 510 in the Oakwood Codified Ordinances.

SECTION 4. This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health and safety of the Village including the fact that the irresponsible operation of unmanned aircraft poses a threat to public safety and therefore this Ordinance shall take effect and be in force immediately upon its adoption and approval by the Mayor provided it receives at least five affirmative votes of the members of Council; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: _____

Johnnie A. Warren, President of Council

Christine Morgan, Clerk of Council

Presented to the Mayor _____

Approved: _____

Mayor, Gary V. Gottschalk

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that the foregoing Ordinance No. 2021 - was duly and regularly passed by this Council at the meeting held on the _____ day of _____, 2021.

Christine Morgan, Clerk of Council

POSTING CERTIFICATE

I, Christine Morgan, Clerk of Council of the Village of Oakwood, County of Cuyahoga and State of Ohio, do hereby certify that Ordinance No. 2021 - was duly posted on the _____ day of _____, 2021, and will remain posted for a period of fifteen (15) days thereafter in the Council Chambers as provided by the Oakwood Village Charter and Ordinances.

Christine Morgan, Clerk of Council

DATED: _____