

INTERNAL MEMORANDUM

Office of the Assistant City Administrator

Springdale, Ohio

February 1, 2019

To: Mr. Thomas Vanover
President
Springdale City Council

From: Amanda Zimmerlin
Assistant City Administrator

Re: Report on Pending and Future Legislation

Item I

An Ordinance to Amend Ordinance 58-2018 to Amend the Pay Table for Part-Time and Seasonal Employees and Declaring an Emergency

The City of Springdale hires various part-time positions. In the Tax Department, the City of Springdale employs the position of Part-Time Account Clerk. Even though the position is part-time, it was on Pay Table I – Hourly Rates at Grade 9. This was inadvertently changed in 2016 to the pay range of \$14-19 an hour. This error will need to be corrected. This correction will not result in a wage increase for any employees.

An ordinance, with an emergency clause, approving the amendment to Ordinance No. 58-2018 to amend the pay table for Part-Time and Seasonal Employees will be presented to City Council at the **02/06/2019** meeting.

Item II

An Ordinance Authorizing the Mayor and Clerk of Council/Finance Director to Enter Into an Agreement to Provide for Mutual Aid Police Protection and Declaring an Emergency

In January 2012, the City adopted legislation amending the Hamilton County Mutual Aid Agreement for Police Departments. The amendments to the agreement at that time primarily addressed the following items: 1) clarified that the “Employing Agency” is responsible for the actions of its officer (employee) and any costs associated with the officer’s actions when in another participating jurisdiction; 2) incorporated the previous separate “SWAT addendum document” as part of the overall mutual aid agreement; and 3) clarified the definition of what constitutes a serious traffic violation.

At the time the new language was adopted, there were several insurance carriers and jurisdictions expressing concerns with some of the revised wording in the agreement. The jurisdictions agreed to sign-off on the 2012 version in order to have a more updated agreement available. As a result, the Hamilton County Police Association worked on the agreement, and a new version was brought before Council and passed in October 2013.

The agreement has again gone through a thorough review process. The amendments to the agreement are as follows: 1) removal of several agencies that no longer exist, and 2) incorporation of the Mobile Field Force Team into Section IV. Specialized Law Enforcement Operations. The new proposed language does not have a major impact on our operations. The City's Police Chief as well as our insurance provider (Miami Valley Risk Management Association or MVRMA) have reviewed the final draft and are supportive of the same. At this time, all reviews of the document have been concluded, and the Hamilton County Police Association is recommending all participating jurisdictions adopt the agreement.

An ordinance, with an emergency clause, authorizing the execution of the revised agreement for mutual aid police protection is scheduled to be before Council at the **02/20/2019** meeting.

Item III

An Ordinance Authorizing the City to Enter Into a Lease/Purchase Agreement to Finance the Purchase of the 2018 Vermeer Wood Chipper and Declaring an Emergency

The 2019 Annual Budget provided for the replacement of the 2001 Woodsman Chipper in the amount of \$60,103. The 2001 Woodsman Chipper has experienced maintenance issues that cannot be resolved. Not only was Woodsman bought out by another company and no longer being represented in this area, but also the Woodsman line is being phased out and parts are no longer available. The Woodsman Chipper was taken completely out of service in November 2018. Since that time, the department has been limited to only one (1) wood chipping machine, a 2013 Bandit Wood Chipper. The 2013 Bandit Wood Chipper has performed well, however, unless a second unit is obtained, the extra wear and tear may soon take a toll on it as well.

The Public Works Department reviewed state contract and tested two chippers. At the conclusion of their assessment, they are recommending the purchase of a new 2018 Vermeer Wood Chipper in the amount of \$60,103. In addition to purchasing the new chipper, the City was offered \$4,000 from Vermeer on the trade-in of the 2001 Woodsman Chipper. A separate ordinance declaring the chipper as surplus property and authorizing its trade-in as a condition of the purchase will also be presented for consideration.

An ordinance, with an emergency clause, authorizing the City to enter into a lease/purchase agreement to finance the purchase of the 2018 Vermeer Wood Chipper is scheduled before City Council for consideration at the **02/20/2019** meeting.

Item IV

An Ordinance Declaring the 2001 Woodsman Chipper as Surplus Property and Authorizing its Trade-in as a Condition of Purchase of a New Chipper and Declaring an Emergency

As mentioned in the above item, the 2001 Woodsman Chipper has experienced maintenance issues that cannot be resolved. Woodsman was bought out by another company and is no longer represented in this area. The Woodsman line is being phased out and parts are no longer available. The Woodsman Chipper was taken completely out of service in November 2018.

The 2019 Annual Budget provided for the replacement of the 2001 Woodsman Chipper in the amount of \$60,103. The Public Works Department reviewed state contract and tested two chippers. At the conclusion of their assessment, they are recommending the purchase of a new 2018 Vermeer Wood Chipper in the amount of \$60,103. In addition to purchasing the new chipper, the City was offered \$4,000 from Vermeer on the trade-in of the 2001 Woodsman Chipper.

An ordinance, with an emergency clause, declaring the 2001 Woodsman Chipper as surplus property and authorizing its trade-in as a condition of the purchase of a new chipper is scheduled to appear before Council at the **02/20/2019** meeting.

Item V

A Resolution Adopting the Hamilton County Multi-Hazard Mitigation Plan

The City of Springdale previously adopted the Hamilton County Multi-Hazard Mitigation Plan by Resolution R17-2003 on November 5, 2003; Resolution R16-2007 on October 3, 2007; and R11-2013 on October 16, 2013. It is essential for the County to have a collective Natural Hazard Mitigation Plan in place, as it is a requirement for Federal disaster relief funding.

Every five (5) years, FEMA requires each Multi-Hazard Mitigation Plan be reviewed and updated. The City of Springdale participated in the review of the Hamilton County Plan which has now been accepted and approved by FEMA. Now that FEMA has approved the Plan, each participating Hamilton County Community is asked to formally adopt the Plan. If a community does not participate and formally adopt the County's Plan, that community will be required to develop their own plan or they will not be eligible for Federal Mitigation Funding.

A resolution adopting the Hamilton County Multi-Hazard Mitigation Plan will be presented for Council's consideration at the **02/20/2019** City Council meeting. The number of pages for the Plan is considerably large, therefore a hard copy has not been attached to the legislation. Instead, a link to the Plan can be accessed [HERE](#). A hard copy will be available for review in the office of the Clerk of Council/Finance Director.

Item VI

Other Items of Interest

- 1) Swearing-In/Introduction of New Employee: Jamison Kuenkel, Patrol Officer, Police Department – **02/06/2019**;
- 2) Swearing-In/Introduction of New Employee: Mark Martin, Patrol Officer, Police Department – **02/06/2019**;
- 3) Introduction of New Employee: Amy Ellis, Public Health Nurse, Health Department – **02/20/2019**.

Mayor
Clerk of Council/Finance Director
City Council
City Administrator
Law Director
City Engineer
Department Directors
Recording Secretary
Reading File