



**CITY OF HUBER HEIGHTS  
STATE OF OHIO  
City Council Meeting  
Regular Session  
January 9, 2023  
6:00 P.M.**

**City Hall - Council Chambers - 6131 Taylorsville Road - Huber Heights, Ohio**

1. **Call The Meeting To Order - Mayor Jeff Gore**
2. **Invocation - Pastor Randy Griffith Of The Free Methodist Church At 6875 Old Troy Pike, Huber Heights, Ohio**
3. **Pledge Of Allegiance**
4. **Roll Call**
5. **Approval Of Minutes**
  - A. City Council Special Meeting Minutes - December 15, 2022
6. **Special Presentations/Announcements**
  - A. Hu-Bear Book Presentation To The City Of Huber Heights And The Wayne Township/Huber Heights Historical Society - Mayor Jeff Gore And Mrs. Cindy Davidson, Peace And Tranquility Lake Corporation
  - B. Mayoral Proclamation Presentation To Huber Haunts - Mayor Jeff Gore
  - C. Health For Humanity Yogathon Mayoral Proclamation Presentation To Mr. Sriram Kakani Of The Hindu Swayamsevak Sangh, USA Inc. - Mayor Jeff Gore
  - D. Mayoral Proclamation Presentation To Mrs. Marva Colston – Mayor Jeff Gore

7. **Citizens Comments**

8. **Citizens Registered To Speak On Agenda Items**

9. **City Manager Report**

10. **Pending Business**

- A. An Ordinance To Approve A Rezoning From Agricultural (A) To Planned Industrial (PI) And A Lot Split For The Property Located At 9416 Taylorsville Road And Further Identified As Parcel Number P70 03902 0018 On The Montgomery County Auditor's Map And To Not Accept The Recommendation Of The Planning Commission (Case RZ 22-17). (fourth reading)

11. **New Business**

**CITY COUNCIL**

**Anthony Rodgers, Clerk Of Council**

- A. A Motion To Appoint Charles Hancock To The Military And Veterans Commission For A Term Ending December 31, 2023 And Larry Johnson, II To The Military And Veterans Commission For A Term Ending December 31, 2025.
- B. A Motion To Appoint Justus Bonnoront To The Parks And Recreation Board For A Term Ending March 31, 2026.
- C. A Motion To Appoint Christy Trotter To The Culture And Diversity Citizen Action Commission For A Term Ending December 31, 2025.
- D. A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With No Objections In Reference To New Liquor Permit #6074542 For MNIR Ventures, LLC DBA Sands Seafood And Sports Bar At 6250-6254 Chambersburg Road, Huber Heights, Ohio 45424.
- E. A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With No Objections In Reference To New Liquor Permit #3079899 For Gavin Quick Stop, LLC DBA Marathon At 7851 Old Troy Pike, Huber Heights, Ohio 45424.
- F. A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With Objections And To Request A Hearing On The Advisability Of Issuing A Transfer Of Liquor Permit In Reference To Liquor Permit #4044836 For Huber Petroleum, LLC At 5186 Brandt Pike, Huber Heights, Ohio, 45424.

G. A Motion To Appoint The City Of Huber Heights Vice Mayor For 2023.

**ADMINISTRATION**

**Bryan Chodkowski, Interim City Manager**

H. A Resolution Amending And/Or Establishing The City Of Huber Heights Organizational Chart And Authorizing The New Personnel Staffing Levels As Detailed Below.  
(first reading)

I. A Resolution Establishing And/Or Amending The Salary Ranges And Wage Levels For Employees Of The City Of Huber Heights, Ohio.  
(first reading)

J. A Resolution Authorizing The City Manager To Enter Into A Contract For The 2023 Abatement And Mowing Program.  
(first reading)

K. A Resolution Authorizing The City Manager To Enter Into A Contract For The Design Of The New Public Works Facility.  
(first reading)

L. A Resolution Authorizing The City Manager To Award A Contract To RA Consultants, LLC For The Water Survey – Phase III And Waiving The Competitive Bidding Requirements.  
(first reading)

M. A Resolution Authorizing The City Manager To Engage TEC Engineering For The Purpose Of Conducting A Traffic Analysis.  
(first reading)

N. A Resolution Authorizing The City Manager To Purchase A Street Sweeper And Appurtenant Equipment Thereto For The Public Works Division And Waiving The Formal Bidding Requirements.  
(first reading)

12. **City Official Reports And Comments**

13. **Executive Session**

14. **Adjournment**

**AI-8886**

**Minutes A.**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Approval of Minutes - 12/15/22

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** None

**Date(s) of Committee Review:** N/A

**Audio-Visual Needs:** None

**Emergency Legislation?:** No

**Motion/Ordinance/** N/A

**Resolution No.:**

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**Agenda Item Description or Legislation Title**

City Council Special Meeting Minutes - December 15, 2022

**Purpose and Background**

Approval of the minutes from the December 15, 2022 City Council Special Meeting.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

There are no financial implications to this agenda item.

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**Attachments**

Minutes

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**1. Call The Meeting To Order - Mayor Jeff Gore**

The Huber Heights City Council met in a Special Session on December 15, 2022. Mayor Jeff Gore called the meeting to order at 7:30 p.m.

**2. Invocation - Pastor Randy Griffith Of The Free Methodist Church At 6875 Old Troy Pike, Huber Heights, Ohio**

**3. Pledge Of Allegiance**

**4. Roll Call**

Present: Richard Shaw, Kathleen Baker, Mark Campbell, Nancy Byrge, Glenn Otto, Anita Kitchen, Don Webb, Jeff Gore

Absent: Ed Lyons

Mayor Gore said Ed Lyons is not present. He asked if there was a motion to excuse Mr. Lyons' absence.

Mr. Otto said he did not think it was necessary; then he made a motion to excuse Mr. Lyons' absence; Mr. Shaw seconded the motion.

Mr. Shaw asked if it was appropriate to approve an absence for a Special Session.

Mr. Rodgers said it is not necessary to excuse absences for a City Council Special Meeting.

No roll call was called on the motion to excuse Mr. Lyons' absence.

**5. Approval Of Minutes**

- A. City Council Meeting Minutes - November 28, 2022

**6. Special Presentations/Announcements**

There were no Special Presentations or Announcements.

**7. Citizens Comments**

Mr. Jeff Morford said he is from Bethel Township. He read excerpts from a newsletter titled Development Blocking Purchase. He discussed his feelings on annexation.

**8. Citizens Registered to Speak on Agenda Items**

There were no citizens registered to speak on agenda items.

**9. City Manager Report**

Interim City Manager Bryan Chodkowski announced the City would be receiving \$287,600 in additional ARPA funds for a Wellness Coordinator position for behavioral health services. He said these funds are from a grant Fire Chief Keith Knisley put together earlier in the year. He said City Staff anticipates more detailed information from the Ohio Governor's Office in late January or February.

**10. Pending Business**

- A. An Ordinance Increasing The Water Rates In Section 934.02 Of The Codified Ordinances Of Huber Heights.  
(first reading)

Mr. Chodkowski said pursuant to Council's discussion at the last Council Work Session, this legislation has been brought forward to increase the water rates by 7.5 percent which will result in approximately a \$2.66 increase to the average resident's monthly bill. He said this item is associated with the next agenda item, the 2023 City Budget. He recommended that this item be adopted.

Mr. Campbell moved to waive the second reading; Ms. Baker seconded the motion. On a call of the vote, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, and Mr. Shaw voted yea; none voted nay. The motion passes 7-0.

Mr. Campbell moved to adopt; Mrs. Byrge seconded the motion. On a call of the vote, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Shaw, and Ms. Baker voted yea; Mr. Webb voted nay. The motion passes 6-1.

- B. An Ordinance For Making Appropriations For Expenses Of The City Of Huber Heights, Ohio For The Period Beginning January 1, 2023 And Ending December 31, 2023.  
(third reading)

Mr. Chodkowski said this is the third and final reading of this legislation. He said there are a few additional amendments to this item so the ordinance would have to be amended to reflect these changes since the first reading of the legislation.

Mr. Campbell moved to amend; Mr. Otto seconded the motion. On a call of the vote, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Shaw, Ms. Baker, and Mr. Campbell voted yea; Mr. Webb voted nay. The motion passes 6-1.

Mr. Campbell moved to adopt; Mrs. Kitchen seconded the motion. On a call of the vote, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, and Mrs. Byrge voted yea; none voted nay. The motion passes 7-0.

**11. New Business**

**CITY COUNCIL**  
**Anthony Rodgers, Clerk of Council**

- A. A Motion To Reappoint Scott Davidson To The Board Of Zoning Appeals For A Term Ending January 31, 2028.

Clerk of Council Anthony Rodgers said this item is a motion for reappointment to the Board of Zoning Appeals.

Mrs. Byrge moved to adopt; Mr. Otto seconded the motion. On a call of the vote, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, and Mr. Otto voted yea; none voted nay. The motion passes 7-0.

- B. A Motion To Designate Nancy Byrge As The City Representative And Don Webb As The Alternate City Representative To The Miami Valley Regional Planning Commission (MVRPC) And To Designate Russ Bergman As The City Representative And Bryan Chodkowski As The Alternate City Representative To The Miami Valley Regional Planning Commission (MVRPC) Technical Advisory Committee For 2023.

Mr. Rodgers had no additional comments.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Ms. Baker moved to adopt; Mrs. Kitchen seconded the motion. On a call of the vote, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, and Mrs. Kitchen voted yea; none voted nay. The motion passes 7-0.

- C. A Motion To Designate Anita Kitchen And Richard Shaw As City Representatives And Glenn Otto As The Alternate City Representative To The First Suburbs Consortium For 2023.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mr. Campbell moved to adopt; Ms. Baker seconded the motion. On a call of the vote, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, and Mr. Webb voted yea; none voted nay. The motion passes 7-0.

- D. A Resolution Authorizing The City Of Huber Heights To Renew An Agreement With Pickrel, Schaeffer And Ebeling For Legal Services As Law Director For The City Of Huber Heights, Ohio For The Time Period Of January 1, 2023 Through December 31, 2023.  
(first reading)

Mr. Rodgers said this is the annual renewal of the contract with PS&E to serve as Law Director for the City.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mr. Otto moved to adopt; Mr. Campbell seconded the motion. On a call of the vote, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, and Mr. Shaw voted yea; none voted nay. The motion passes 7-0.

#### **ADMINISTRATION**

##### **Bryan Chodkowski, Interim City Manager**

- E. A Resolution To Increase The Not To Exceed Amount For Joint Venture For Marketing Services For The Kroger Aquatic Center In Calendar Year 2022.  
(first reading)

Mr. Chodkowski said this item is to provide for an extension of the vendor cap of \$25,000 for Joint Venture. He said City Staff worked with Joint Venture this summer to help bridge the gap while transitioning staff.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Ms. Baker moved to adopt; Mr. Otto seconded the motion. On a call of the vote, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, and Ms. Baker voted yea; none voted nay. The motion passes 7-0.

- F. An Ordinance Providing For The Continuation Of An Existing .25 Percent Levy On Income Effective January 1, 2025 And Expiring December 31, 2034, And To Submit This Ordinance To The Electorate For Approval Or Rejection And Contingent Upon Such Election Approval, Amend Section 192.012(B) Of Chapter 192, Income Tax, Of Title 9, Taxation Part I, Administration To Reflect The Tax Continuation.  
(first reading)

Mr. Chodkowski said this item represents Council's decision to have this levy renewed. He said in order for this legislation to take effect in advance of the May, 2023 primary election, the Council has been asked to waive the second reading of the legislation.

Mayor Gore said the Council Work Session recommendation was to waive the second reading and adopt this item.

Mr. Campbell moved to waive the second reading; Ms. Baker seconded the motion. On a call of the vote, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, and Mr. Campbell voted yea; none voted nay. The motion passes 7-0.

Ms. Baker moved to adopt; Mr. Shaw seconded the motion. On a call of the vote, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, and Mrs. Byrge voted yea; none voted nay. The motion passes 7-0.

- G. A Resolution Specifying May 2, 2023 As The Date For Submitting To The Electorate Of The City Of Huber Heights A Proposal To Provide For The Continuation Of An Existing .25% Levy On Income Effective January 1, 2025 And Expiring December 31, 2034 And Directing The Board Of Elections Of Montgomery County And Miami County, Ohio To Place The Issue On The Ballot.  
(first reading)

Mr. Chodkowski said this legislation directs the Montgomery County and Miami County Board of Elections to place the prior piece of legislation for the levy renewal on the ballot for consideration in the May, 2023 primary election.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mrs. Byrge moved to adopt; Ms. Baker seconded the motion. On a call of the vote, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, and Mr. Otto voted yea; none voted nay. The motion passes 7-0.

- H. A Resolution Modifying Community Reinvestment Area #5 By Reducing The Boundaries Thereof.  
(first reading)

Mr. Chodkowski said this piece of legislation and the next agenda item are companion pieces of legislation being brought forth to consider and advance the economic development interests of the City regarding Community Reinvestment Area (CRA) #5.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mr. Shaw moved to adopt; Mr. Webb seconded the motion. On a call of the vote, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, and Mrs. Kitchen voted yea; none voted nay. The motion passes 7-0.

- I. A Resolution Providing For The Second And Final Amendment Of Community Reinvestment Area #7.  
(first reading)

Mr. Chodkowski said this item is the second and final amendment to Community Reinvestment Area (CRA) #7. He said this legislation will advance the City's economic development interests and is a requirement of several different development agreements the City has in place.

Mr. Otto moved to adopt; Mrs. Byrge seconded the motion. On a call of the vote, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, and Mr. Webb voted yea; none voted nay. The motion passes 7-0.

J. A Resolution Authorizing A Moral Claim For Tire Damage.  
(first reading)

Mr. Chodkowski said this item is to address the impact of a law enforcement action on an innocent bystander.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Ms. Baker moved to adopt; Mr. Campbell seconded the motion. On a call of the vote, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, and Mr. Shaw voted yea; none voted nay. The motion passes 7-0.

K. A Resolution Amending And/Or Establishing The City Of Huber Heights Organizational Chart And Authorizing The New Personnel Staffing Levels As Detailed Below.  
(first reading)

Mr. Chodkowski said this item is annual recurring legislation and it lays out the Table Of Organization for this organization.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mr. Campbell moved to adopt; Ms. Baker seconded the motion.

Mr. Otto said he does not support this item as he feels this is a step backward with the Parks Department.

Mr. Campbell said he will be voting no on this item. He said the establishment of a Parks Manager is something he thought Council was very proud of, and he will be voting no as well.

Mr. Webb said after speaking with the Interim City Manager at length, he is of the mindset that this item is a step away from what the City intended to do with the Parks Manager and the City's park system.

On a call of the vote, none voted yea; Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, and Ms. Baker voted nay. The motion fails 0-7.

L. A Resolution Authorizing The City Manager To Enter A Real Estate Exchange Agreement With Wright Way Ohio, LLC.  
(first reading)

Mr. Chodkowski said this legislation provides for a land exchange between the City and Wright Way Ohio, LLC.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mrs. Byrge moved to adopt; Mr. Webb seconded the motion. On a call of the vote, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, and Mr. Campbell voted yea; none voted nay. The motion passes 7-0.

- M. An Ordinance Authorizing A One-Time Transfer Of Monies From The General Fund To Document An Advance Previously Made To The Community Development Block Grant Fund And Declaring An Emergency.  
(first reading)

Mr. Chodkowski said this item is to provide funds that will be reimbursed through the Community Development Block Grant. He asked that Council waive the second reading of this legislation.

Mayor Gore said the Council Work Session recommendation was to waive the second reading and adopt this item.

Ms. Baker moved to waive the second reading; Mrs. Byrge seconded the motion. On a call of the vote, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, and Mrs. Byrge voted yea; none voted nay. The motion passes 7-0.

Mr. Webb moved to adopt; Mrs. Kitchen seconded the motion. On a call of the vote, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, and Mr. Otto voted yea; none voted nay. The motion passes 7-0.

- N. An Ordinance Authorizing Advances And Transfers Between Various Funds Of The City Of Huber Heights, Ohio And Amending Ordinance No. 2021-O-2511 By Making Supplemental Appropriations For Expenses Of The City Of Huber Heights, Ohio For The Period Beginning January 1, 2022 And Ending December 31, 2022.  
(first reading)

Mr. Chodkowski said this is the final group of supplemental appropriations to the 2022 City Budget. He asked that this item be adopted.

Mayor Gore said the Council Work Session recommendation was to waive the second reading and adopt this item.

Mr. Webb moved to waive the second reading; Mr. Otto seconded the motion. On a call of the vote, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, and Mrs. Kitchen voted yea; none voted nay. The motion passes 7-0.

Ms. Baker moved to adopt; Mrs. Kitchen seconded the motion. On a call of the vote, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, and Mr. Webb voted yea; none voted nay. The motion passes 7-0.

- O. A Resolution Authorizing The City Manager To Enter Into An Agreement With Patterson Pope To Purchase New Lockers And Benches For Both Locker Rooms In The Huber Heights Police Division And Waiving The Competitive Bidding And Request For Proposals Requirements.  
(first reading)

Mr. Chodkowski said this legislation supports a donation from an anonymous giver to support improvements to the Police Division. He asked that this item be adopted.

Ms. Baker moved to adopt; Mr. Otto seconded the motion.

Mr. Otto thanked the donor for the donation.

On a call of the vote, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, and Mr. Shaw voted yea; none voted nay. The motion passes 7-0.

- P. A Resolution Authorizing The City Manager To Award Purchase Of A Fire Division Fire Engine With Sutphen Corporation Waiving The Competitive Bidding Requirements.  
(first reading)

Mr. Chodkowski said this item authorizes City Staff to enter into a contract with Sutphen to order a new fire engine for the Fire Division in 2023.

Mrs. Byrge moved to adopt; Ms. Baker seconded the motion. On a call of the vote, Mr. Campbell, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, and Ms. Baker voted yea; none voted nay. The motion passes 7-0.

- Q. A Resolution Accepting Certain Streets And Public Improvements For The Oaks Subdivision.  
(first reading)

Mr. Chodkowski said this item accepts certain streets and public improvements in The Oaks Subdivision that now meet City standards for public thoroughfares.

Mayor Gore said the Council Work Session recommendation was to adopt this item.

Mr. Webb moved to adopt; Ms. Baker seconded the motion. On a call of the vote, Mrs. Byrge, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, and Mr. Campbell voted yea; none voted nay. The motion passes 7-0.

- R. A Resolution Accepting Certain Streets And Public Improvements For The Carriage Trails Subdivision.  
(first reading)

Mr. Chodkowski said this legislation accepts certain roads and public improvements in the Carriage Trails Subdivision that now meet public standards for public roads.

Mrs. Byrge moved to adopt; Mr. Webb seconded the motion. On a call of the vote, Mr. Otto, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, and Mrs. Byrge voted yea; none voted nay. The motion passes 7-0.

- S. A Resolution Authorizing The City Manager To Enter Into A Contract For Fishburg Road/Endicott Road Storm Culvert Replacement Project And Waiving The Formal Bidding Requirements.  
(first reading)

Mr. Chodkowski said this legislation authorizes improvements to certain stormwater facilities in the area of Fishburg Road and Endicott Road. He said this project is funded by the Stormwater Fund.

Mrs. Byrge moved to adopt; Mrs. Kitchen seconded the motion. On a call of the vote, Mrs. Kitchen, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, and Mr. Otto voted yea; none voted nay. The motion passes 7-0.

- T. A Resolution Declaring Certain City Property As No Longer Required For Municipal Purposes As Surplus And Authorizing Disposal Of Said Property.  
(first reading)

Mr. Chodkowski said this item authorizes the disposal of two vehicles in the Engineering Division which were replaced by the Enterprise Fleet Program.

Mrs. Kitchen moved to adopt; Mr. Otto seconded the motion. On a call of the vote, Mr. Webb, Mr. Shaw, Ms. Baker, Mr. Campbell, Mrs. Byrge, Mr. Otto, and Mrs. Kitchen voted yea; none voted nay. The motion passes 7-0.

**12. City Official Reports and Comments**

Mayor Gore wished everyone a very safe Merry Christmas.

Mr. Otto said he has been in discussions with Bryan Chodkowski and a grant writing company about looking into how well that could work out. He said he is trying to find as many ways to bring in money as he can. He wished everyone a Merry Christmas and Happy Holidays.

Mr. Campbell said in the Water Integrity Study in Section 9 toward the bottom of the report, it indicates the company recommends the City spending \$2 million in 2023 and \$4 million in 2024 through 2029 on water infrastructure. He said that matter may be something Council wants to consider. He said in talking to Bryan Chodkowski regarding water rate increases, Council had authorized City Staff to make water rate increases as necessary.

Mr. Chodkowski spoke to that issue and the legislation that allows the City Manager to raise the water rates. He said the Consumer Price Index is 7 percent and, in theory, City Staff could raise the water rates that high.

Mrs. Byrge said there are a lot of grant opportunities available to the City through the Miami Valley Regional Planning Commission (MVRPC), and she has provided those resources to the City Manager. She thanked the City Manager, the Mayor, and Council for all the progress made this year.

Mrs. Kitchen wished everyone Happy Holidays. She said she has survived her first year on Council and is looking forward to 2023.

Ms. Baker wished everyone a Happy Hanukah, a Merry Christmas, and a Happy New Year.

Mr. Webb wished everyone a Merry Christmas and a Happy New Year. He read a paragraph from an email sent by a resident regarding the water infrastructure. He discussed the February, 2023 target date for delving into the Water Integrity Study with Mr. Chodkowski.

Mr. Shaw said through the National League of Cities (NLC), an individual has agreed to do a digital and print platform and highlight the City of Huber Heights in February, 2023 and provide a complete overall review of the economic plans and growth. He wished everyone a Merry Christmas and a Happy New Year to all.

**13. Executive Session**

There was no need for an Executive Session.

**14. Adjournment**

Mayor Gore adjourned the Special Session City Council Meeting at 8:18 p.m.

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Clerk of Council

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

AI-8920

Special Presentations/Announcements A.

City Council Meeting

City Council

Meeting Date: 01/09/2023

Hu-Bear Book Presentation

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: None

Date(s) of Committee Review: N/A

Audio-Visual Needs: None

Emergency Legislation?: No

Motion/Ordinance/  
Resolution No.: N/A

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**Agenda Item Description or Legislation Title**

Hu-Bear Book Presentation To The City Of Huber Heights And The Wayne Township/Huber Heights Historical Society - Mayor Jeff Gore And Mrs. Cindy Davidson, Peace And Tranquility Lake Corporation

**Purpose and Background**

Mrs. Cindy Davidson of Peace and Tranquility Lake Corporation will present the Hu-Bear Book based on Hu-Bear's activities during the City of Huber Heights' 40th anniversary in 2021 to the City of Huber Heights and the Wayne Township/Huber Heights Historical Society.

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**Fiscal Impact**

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

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**Attachments**

*No file(s) attached.*

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AI-8921

Special Presentations/Announcements B.

City Council Meeting

City Council

Meeting Date: 01/09/2023

Mayoral Proclamation Presentation - Huber Haunts

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: None

Date(s) of Committee Review: N/A

Audio-Visual Needs: None

Emergency Legislation?: No

Motion/Ordinance/  
Resolution No.: N/A

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**Agenda Item Description or Legislation Title**

Mayoral Proclamation Presentation To Huber Haunts - Mayor Jeff Gore

**Purpose and Background**

Mayor Jeff Gore will present a mayoral proclamation in recognition of Huber Haunts.

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**Fiscal Impact**

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

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**Attachments**

Proclamation

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# City of Huber Heights Huber Haunts Mayoral Proclamation

**WHEREAS,** Huber Haunts is a citizen-led initiative started in 2017 in response to beautifully decorated homes in the City of Huber Heights and a desire to celebrate as a community; and

**WHEREAS,** Huber Haunts is a family-friendly event that brings the community together, encourages creativity, and brings joy to the children and families of Huber Heights and the surrounding areas; and

**WHEREAS,** Huber Haunts provides a safe venue for local children to get the most out of celebrating the Halloween season; and

**WHEREAS,** the cash prizes for the winners of the Huber Haunts scavenger hunt give direct support for local families and holiday expenses; and

**WHEREAS,** the City of Huber Heights takes pride in the spirit of innovation and Huber Haunts is a terrific example of the volunteers and individuals that shape the Huber Heights community.

**NOW, THEREFORE,** I, Jeff Gore, Mayor of the City of Huber Heights, Ohio do hereby recognize:

## Huber Haunts

and thank all of the volunteers and participants involved in Huber Haunts for the outstanding contributions and continued commitment in helping bring new traditions to the City of Huber Heights.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City of Huber Heights to be affixed this ninth day of January in the Year of Our Lord, Two Thousand and Twenty-Three.

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JEFF GORE  
MAYOR

AI-8918

Special Presentations/Announcements C.

City Council Meeting

City Council

Meeting Date: 01/09/2023  
Health For Humanity Yogathon Proclamation Presentation

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: None

Date(s) of Committee Review: N/A

Audio-Visual Needs: None      Emergency Legislation?: No

Motion/Ordinance/ Resolution No.: N/A

**Agenda Item Description or Legislation Title**

Health For Humanity Yogathon Mayoral Proclamation Presentation To Mr. Sriram Kakani Of The Hindu Swayamsevak Sangh, USA Inc. - Mayor Jeff Gore

**Purpose and Background**

Mayor Gore will be presenting a mayoral proclamation to designate January 14, 2023 to January 29, 2023 in recognition of the Health For Humanity Yogathon to representatives of the Hindu Swayamsevak Sangh, USA Inc.

**Fiscal Impact**

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

**Attachments**

Proclamation



# City of Huber Heights Mayoral Proclamation

**WHEREAS**, Yoga is an ancient Hindu practice developed thousands of years ago in the Indian subcontinent for maintaining spiritual, mental, and physical wellbeing; and

**WHEREAS**, Surya Namaskara, or Sun Salutation, is a traditional yogic practice combining a sequence of postures with breathing exercises; and

**WHEREAS**, Hindu Swayamsevak Sangh, or HSS, is a non-profit charitable organization with over 250 branches in 171 cities and in 34 states including 6 branches in the State of Ohio; and

**WHEREAS**, HSS conducts a Hindu values education program for the Hindu families and offers community service activities such as food drives providing hot meals to shelters and other service activities in several cities across Ohio; and

**WHEREAS**, HSS is organizing its annual Health For Humanity Yogathon with the goal of having 20,000 individual participants practice Surya Namaskar to promote the spiritual, mental and physical well-being of all members of the community; and

**WHEREAS**, yoga enthusiasts, yoga studios, local schools and other community organizations are participating in the HSS Health For Humanity Yogathon; and

**WHEREAS**, Huber Heights acknowledges HSS for organizing its annual Health For Humanity Yogathon to promote the spiritual, mental, and physical wellbeing of all members of the community.

**NOW, THEREFORE**, I, Jeff Gore, Mayor of the City of Huber Heights, Ohio do hereby proclaim the period of January 14, 2023 to January 29, 2023 in the City of Huber Heights in recognition of:

## **Surya Namaskar Yajna (Yoga for Health, Health for Humanity)**

and encourage the residents of Huber Heights to contact the nearest HSS Center to participate.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Huber Heights to be affixed this ninth day of January in the Year of Our Lord, Two Thousand Twenty-Three

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JEFF GORE  
MAYOR

AI-8919

Special Presentations/Announcements D.

City Council Meeting

City Council

Meeting Date: 01/09/2023

Mayoral Proclamation Presentation - Marva Colston

Submitted By: Anthony Rodgers

Department: City Council

Council Committee Review?: None

Date(s) of Committee Review: N/A

Audio-Visual Needs: None

Emergency Legislation?: No

Motion/Ordinance/  
Resolution No.: N/A

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**Agenda Item Description or Legislation Title**

Mayoral Proclamation Presentation To Mrs. Marva Colston – Mayor Jeff Gore

**Purpose and Background**

Mayor Jeff Gore will present a proclamation to Mrs. Marva Colston to acknowledge her lifelong contributions to cultural and diversity issues and service to the Huber Heights community. This recognition proclamation was a recommendation of the Huber Heights Culture and Diversity Citizen Action Commission.

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**Fiscal Impact**

Source of Funds: N/A

Cost: N/A

Recurring Cost? (Yes/No): N/A

Funds Available in Current Budget? (Yes/No): N/A

Financial Implications:

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**Attachments**

Proclamation

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# City of Huber Heights Mayoral Proclamation

## SPECIAL RECOGNITION FOR SIGNIFICANT ACHIEVEMENT

**WHEREAS**, the City of Huber Heights wishes to express its sincere appreciation for the dedicated and distinguished lifelong service of Mrs. Marva Colston at the recommendation of the Culture and Diversity Citizen Action Commission; and

**WHEREAS**, in 1975, when Huber Heights was Wayne Township, Mrs. Colston became the first African American female Zoning and Code Enforcement Administrator, and she retired after 29 years of loyal and dedicated service; and

**WHEREAS**, Mrs. Colston is active in the community and her church, St. Luke Missionary Baptist Church, and under her leadership, \$1,000,000 in scholarships have been awarded to graduating seniors; and

**WHEREAS**, Mrs. Colston is a Life Member of the National Council of Negro Women and she has received Distinguished Service Awards from the Huber Heights Chamber of Commerce, the Huber Heights Jaycees, Huber Heights City Schools, and the Knights Of Columbus; and she was recognized as a Woman of the Year in 2021 by the American Business Women's Association; and

**WHEREAS**, Mrs. Colston graduated from Howard University with a Bachelor of Science degree in Education; received a Master's degree in Business and Public Administration from George Washington University; and completed a Zoning and Code Enforcement certification program at the University of Wisconsin Urban Planning and Development School.

**NOW, THEREFORE**, I, Jeff Gore, Mayor of the City of Huber Heights, Ohio do hereby extend our very best wishes for health, happiness, and continued success to:

## **Mrs. Marva Colston**

**BE IT FURTHER RESOLVED**, that this recognition is sealed by presenting to this honored individual a key to the City of Huber Heights as a token of our esteem.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Huber Heights to be affixed this ninth day of January in the Year of Our Lord, Two Thousand and Twenty-Three.

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JEFF GORE  
MAYOR

**AI-8909**

**Pending Business A.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Case RZ 22-17 - Michael Skilwies - Rezoning/Replat - 9416 Taylorsville Road

**Submitted By:** Geri Hoskins

**Department:** Planning

**Division:** Planning

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 07/05/2022 and 07/19/2022 and 09/06/2022 and 01/03/2023

**Audio-Visual Needs:** SmartBoard

**Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

**Agenda Item Description or Legislation Title**

An Ordinance To Approve A Rezoning From Agricultural (A) To Planned Industrial (PI) And A Lot Split For The Property Located At 9416 Taylorsville Road And Further Identified As Parcel Number P70 03902 0018 On The Montgomery County Auditor's Map And To Not Accept The Recommendation Of The Planning Commission (Case RZ 22-17).  
(fourth reading)

**Purpose and Background**

The applicant, Michael Skilwies, is requesting a replat and rezoning of 3.55 acres from Agriculture (A) to Planned Industrial (PI).

The ordinance to approve a replat and rezoning in Case RZ 22-17 had a third reading at the September 12, 2022 City Council Meeting. At the September 12, 2022 City Council Meeting, the City Council postponed action on this ordinance to a fourth reading at the January 9, 2023 City Council Meeting.

In the interim, City Staff have been working on text amendments to the Planning Commission and the City Council for consideration to address the issues in Case RZ 22-17.

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

**Attachments**

Ordinance

CITY OF HUBER HEIGHTS  
STATE OF OHIO

ORDINANCE NO. 2022-O-

TO APPROVE A REZONING FROM AGRICULTURAL (A) TO PLANNED INDUSTRIAL (PI) AND A LOT SPLIT FOR THE PROPERTY LOCATED AT 9416 TAYLORSVILLE ROAD AND FURTHER IDENTIFIED AS PARCEL NUMBER P70 03902 0018 ON THE MONTGOMERY COUNTY AUDITOR'S MAP AND TO NOT ACCEPT THE RECOMMENDATION OF THE PLANNING COMMISSION (CASE RZ 22-17).

WHEREAS, the citizens of Huber Heights require the efficient and orderly planning of land uses within the City; and

WHEREAS, the City Planning Commission has reviewed Case RZ 22-17 and on May 24, 2022, opposed approval by a vote of 4-1 of the Rezoning from Agricultural (A) to Planned Industrial (PI) and a Lot Split; and

WHEREAS, the City Council has considered the issue.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Huber Heights, Ohio that:

Section 1. The application requesting approval of a Rezoning from Agricultural (A) to Planned Industrial (PI) and a Lot Split (Case RZ 21-17) is hereby approved in opposition to the Planning Commission's recommendation of denial by a vote of 4-1 with the following conditions:

1. The applicant shall obtain all necessary zoning and business licenses required by the City of Huber Heights.
2. All business and repair operations shall occur indoors, consistent with the requirements of the Planned Industrial District.
3. No outdoor storage of equipment, parts, inoperable or junk vehicles, or other materials associated with the truck and equipment repair business shall be permitted.
4. Repaired vehicles shall be stored on site no longer than five consecutive days.
5. The applicant shall comply with the Huber Heights Fire Division regarding the onsite storage of hazardous and/or industrial materials.
6. Hours of operation shall be limited to 8:00 a.m. – 6:00 p.m., Monday through Friday.
7. The applicant shall pave and widen the driveway to minimum width of 35'.
8. The applicant shall install screening along west property line, subject to detailed development plan approval.

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 of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2022;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8913**

**New Business    A.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Military And Veterans Commission Appointments - C. Hancock/L. Johnson

**Submitted By:** Karen Powell

**Department:** City Council

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None                      **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Motion To Appoint Charles Hancock To The Military And Veterans Commission For A Term Ending December 31, 2023 And Larry Johnson, II To The Military And Veterans Commission For A Term Ending December 31, 2025.

**Purpose and Background**

The City's interview panel recommends the appointment of Charles Hancock to the Military and Veterans Commission for a term ending December 31, 2023 and Larry Johnson, II to the Military and Veterans Commission for a term ending December 31, 2025. Background checks were completed on Mr. Hancock and Mr. Johnson by Human Resources.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Application - C. Hancock

Application - L. Johnson

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 Huber Heights, Ohio 45424  
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 Fax: (937) 233-1272  
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# Application For City Boards and Commissions

RECEIVED ON:

OCT 12 2022

CLERK OF COUNCIL

Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, marital or veteran status, or disability.

**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION COMPLETELY AND ACCURATELY**

<b>Board or Commission Applied For:</b> Military & Veterans Review Culture & diversity Citizen action, personnel Appeals, Planning Commission	<b>Date Applied:</b> 11 OCT 2022
--	-------------------------------------

Last Name	First Name	Middle Name	
HANCOCK	Charles	M W	
Address	City	State	Zip Code
1234 Waterside Circle	Tipp City	OH	45371
Home Phone Number	Daytime Phone Number	E-mail Address	
	937 672 7597		

## EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	WAYNE	Diploma
COLLEGE	N/A	N/A
GRADUATE SCHOOL	N/A	N/A
OTHER (Specify)	MVCTC	Diploma

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.

Organization	Dates of Service
Tierrasanta Cougars	2017-2022
Rock Church	2019-2022

Candace Margolis H @ yahoo.com

## EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
UNITED States NAVY	Military police <sup>Officer</sup> Antiterrorism	2012 - 2022

## REFERENCES

Melissa Sheek	Chesapeake Virginia	757 839 2524
Name	Address	Telephone Number
NICK Turner	PENSACOLA Florida	864 363 5207
Name	Address	Telephone Number
Courtney Purvis	Huber Heights Ohio	937 266 4599
Name	Address	Telephone Number

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission

Giving back to the community is something that I enjoy doing. Making sure that Huber Heights is there to support its residents is a big part of that. Come grow with us, to me is more than getting people to move here. Its about taking a big community & making it small, its about making sure that those who do come are supported by a community thats growing them its very best and to do that we need people who care. thats why I want to be a part of the board or commission of Huber Heights

# REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age?  Yes  No

Do you currently reside in the City of Huber Heights?  Yes  No

Have you resided in the City of Huber Heights for at least one year prior to making this application?  Yes  No

Are you a registered voter?  Yes  No

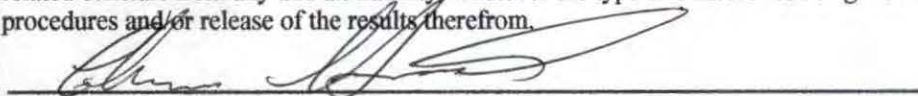
Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check?  Yes  No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

In addition, I also hereby understand that the City of Huber Heights cannot guarantee the confidentiality of the results of, or information obtained through the aforementioned screening procedures. Decisions of the Ohio Supreme Court regarding the Ohio Public Records Act indicate that, with certain enumerated exceptions, records maintained by a governmental entity are a matter of public record and, should a proper request be made by a member of the public for such records, the governmental entity would be required to make such records available to that member of the public within a reasonable time. Additionally, all information furnished in this application is subject to disclosure under the Ohio Public Records Act.

Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.



**Signature**

11 OCT 2022

**Date**



NOV 14 2022

CLERK OF COUNCIL

# Application For City Boards and Commissions

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**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION COMPLETELY AND ACCURATELY**

<b>Board or Commission Applied For:</b> <i>Military and Veterans Commission Board</i>	<b>Date Applied:</b> <i>11/14/2022</i>
--	---

<i>Johnson II</i>	<i>LARRY</i>	<i>Lee</i>
Last Name	First Name	Middle Name
<i>6637 Charlesgate Rd.</i>	<i>Huber Heights</i>	<i>OH</i>
Address	City	State
<i>45424</i>	<i>937-825-3316</i>	<i>11johnson2@outlook.com</i>
Zip Code	Home Phone Number	Daytime Phone Number
		E-mail Address

## EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
<b>HIGH SCHOOL</b>	<i>Henderson County High School</i>	<i>High School Diploma</i>
<b>COLLEGE</b>	<i>American Military University</i>	<i>BA - Intelligence Studies (Intelligence Analysis)</i>
<b>GRADUATE SCHOOL</b>	<i>American Military University</i>	<i>MA - Homeland Security (Counter-Terrorism Studies)</i>
<b>OTHER (Specify)</b>	<i>Professional Military Training</i>	<i>PME, NCOA, SNCOA (Coir), FSA</i>

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.

Organization	Dates of Service
<i>InFraGard, DAYTON Chapter</i>	<i>2019 - Present</i>
<i>DAYTON THINK TANK</i>	<i>2019 - Present</i>
<i>Homeland Security Network</i>	<i>2015 - Present</i>
<i>Alpha Phi Sigma, Criminal Justice Society</i>	<i>2014 - Present</i>
<i>Personnel Appeals Board, Huber Heights</i>	<i>2019 - 2022</i>

## EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
Riverside Research	Technical Project Manager (NASIC)	Oct 2022 - Present
SRC, Inc.	Intelligence Analyst	Apr 2018 - Oct 2022
Azimuth Corp	Industrial Base Analyst	May 2013 - Apr 2018
ATIC (2X)	Consultant, Open Source Analyst	Jun 2012 - May 2013
U.S. Air Force	SIGINT Analyst / First Sergeant	Jul 1984 - Aug 2007

## REFERENCES

LARA BROWN	5972 Deer Park Place, Huber Heights, OH 45424	937-689-9329
Name	Address	Telephone Number
Henry Lee	6647 Charlesgate Rd, Huber Heights, OH 45424	937-962-4480
Name	Address	Telephone Number
Steve James	6627 Charlesgate Rd, Huber Heights, OH 45424	937-626-1316
Name	Address	Telephone Number

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission

As a retired U.S. Air Force servicemember, I feel it is both crucial and important to maintain a strong and consistent relationship with not only our community's military veterans, but also those still serving and their families. Wright-Patt AFB is one of the largest employers of military, DoD civilians, and contractors in the state of Ohio. A large majority of the DoD civilian/contractor population are military veterans and live in Huber Heights and neighboring cities and counties. The leadership, commitment, and loyalty these veterans bring to Huber Heights is immeasurable. We, as a community, must embrace these qualities and always remember the sacrifices each veteran has made. The nexus between Huber Heights and its veterans is something I want to help continue to grow and cultivate.

## REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age?  Yes  No

Do you currently reside in the City of Huber Heights?  Yes  No

Have you resided in the City of Huber Heights for at least one year prior to making this application?  Yes  No

Are you a registered voter?  Yes  No

Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check?  Yes  No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

In addition, I also hereby understand that the City of Huber Heights cannot guarantee the confidentiality of the results of, or information obtained through the aforementioned screening procedures. Decisions of the Ohio Supreme Court regarding the Ohio Public Records Act indicate that, with certain enumerated exceptions, records maintained by a governmental entity are a matter of public record and, should a proper request be made by a member of the public for such records, the governmental entity would be required to make such records available to that member of the public within a reasonable time. Additionally, all information furnished in this application is subject to disclosure under the Ohio Public Records Act.

Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.

Signature

Date

11/14/2022

**AI-8915**

**New Business B.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Parks And Recreation Board Appointment - J. Bonnoront

**Submitted By:** Karen Powell

**Department:** City Council

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

---

**Agenda Item Description or Legislation Title**

A Motion To Appoint Justus Bonnoront To The Parks And Recreation Board For A Term Ending March 31, 2026.

**Purpose and Background**

The City's interview panel recommends the appointment of Justus Bonnoront to the Parks and Recreation Board for a term ending March 31, 2026. A background check on Mr. Bonnoront was completed by Human Resources.

---

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

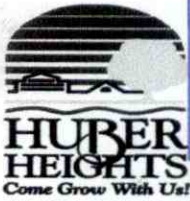
**Financial Implications:**

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**Attachments**

Application - J. Bonnoront

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RECEIVED  
NOV 30 2022

# Application For City Boards and Commissions

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**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION COMPLETELY AND ACCURATELY**

<b>Board or Commission Applied For:</b> Parks and Recreation Board	<b>Date Applied:</b> 11/30/2022
---	------------------------------------

Bonneront	Justus	Jon
Last Name	First Name	Middle Name
7126 Mandrake Dr	Huber Heights	OH
Address	City	State
		45424
		Zip Code
(937) 489-6831	(937) 489-6831	jbonnoront@gmail.com
Home Phone Number	Daytime Phone Number	E-mail Address

## EDUCATION

	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
HIGH SCHOOL	Anna High School	Gen Ed
COLLEGE	Wright State University	Bachelor's Degree in Language Art - French
GRADUATE SCHOOL		
OTHER (Specify)		

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.

Organization	Dates of Service
Cub Scouts - Pack 169 - St. Peter	August/2021 to present
Huber Heights Soccer	September/2021 to Present

## EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
Synchrony Financial	Various - Current: <sup>New Client</sup> Implementation	September/2009 to present

## REFERENCES

Bryan Detty		(937) 608-6707
Name	Address	Telephone Number
Liza Conklin		(937) 270-0699
Name	Address	Telephone Number
Cathy Reinard		(570) 854-9356
Name	Address	Telephone Number

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission

I have lived in this community for 10 plus years. I love it here, it's a wonderful town that offers so much. Huber is constantly growing and changing. I want to be a part of that change. I have 3 young kids and I want their town to be the very best for them, and all who choose to make Huber Heights their home. For me, it is an opportunity to give back to my community, and to help make the amenities provided the best that they can be.

## REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age?  Yes  No

Do you currently reside in the City of Huber Heights?  Yes  No

Have you resided in the City of Huber Heights for at least one year prior to making this application?  Yes  No

Are you a registered voter?  Yes  No

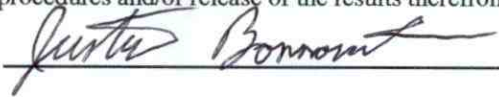
Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check?  Yes  No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

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Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.



11/30/2022

**Signature**

**Date**

**AI-8914**

**New Business C.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Culture And Diversity Citizen Action Commission Appointment - C. Trotter

**Submitted By:** Karen Powell

**Department:** City Council

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

---

**Agenda Item Description or Legislation Title**

A Motion To Appoint Christy Trotter To The Culture And Diversity Citizen Action Commission For A Term Ending December 31, 2025.

**Purpose and Background**

The City's interview panel recommends the appointment of Christy Trotter to the Culture and Diversity Citizen Action Commission for a term ending December 31, 2025. A background check was completed on Ms. Trotter by Human Resources.

---

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

---

**Attachments**

Application - C. Trotter

---

RECEIVED ON:

NOV 30 2022

**Rodgers, Anthony**

---

**From:** WriterChicky <clstrotter@gmail.com>  
**Sent:** Wednesday, November 30, 2022 3:54 PM  
**To:** Rodgers, Anthony  
**Subject:** Attached application for the CD Citizen Action Commission  
**Attachments:** Trotter CDCAC app.docx

CLERK OF COUNCIL

CAUTION EXTERNAL EMAIL: This message originated from a non Huber Heights email server. DO NOT CLICK ANY LINKS or OPEN ANY ATTACHMENTS unless you have contacted the sender to verify its legitimacy or confirmed you were expecting it. Contact the IT Department if you need assistance.

Hello Mr. Rodgers,

I've attached my application for the Culture and Diversity Citizen Action Commission vacancy for your consideration.

Thank you for your time.

Sincerely,

Christy Lynne Trotter



# Application For City Boards and Commissions

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Qualified applicants are considered for all positions without regard to race,  
color, religion, sex, national origin, marital or veteran status, or disability.

**PLEASE COMPLETE ALL SECTIONS AND EACH QUESTION  
COMPLETELY AND ACCURATELY**

<b>Board or Commission Applied For:</b> Culture and Diversity Citizen Action Commission	<b>Date Applied:</b> 11/30/2022
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<b>Trotter, Christy Lynne</b>			
Last Name	First Name	Middle Name	
5451 Bellefontaine Road, Huber Heights, OH 45424			
Address	City	State	Zip Code
815-822-4514 937-496-8584 <a href="mailto:clstrotter@gmail.com">clstrotter@gmail.com</a>			
Home Phone Number	Daytime Phone Number	E-mail Address	

EDUCATION		
	SCHOOL	COURSE OF STUDY OR DEGREE EARNED
<b>HIGH SCHOOL</b>	Fairborn High School	Academic
<b>COLLEGE</b>	Sinclair/Wright State University	Fine Arts/Mass Communications
<b>GRADUATE SCHOOL</b>	Antioch	Creative Writing
<b>OTHER (Specify)</b>		

## COMMUNITY INVOLVEMENT

Please list all civic, community, or non-profit organizations to which you have belonged or currently do belong, and your dates of service.	
Organization	Dates of Service
Champion City Scholars (Springfield)	2016 and 2017
Yellow Springs Street Fair	2018, 2019, and 2022

## EMPLOYMENT HISTORY

Name of Employer	Position(s) Held	Dates of Employment
Dayton Metro Library	External Relations Content Writer	2/28/21 to present
Sinclair Community College	English Instructor	Fall term 2016 to present
Clark State Community College	English Instructor	Fall term 2013 to end of year 2018
Antioch College	Literature Instructor	Summer term 2017

## REFERENCES

Claudine Bennett, [cbennett@daytonmetrolibrary.org](mailto:cbennett@daytonmetrolibrary.org), 937-3070593

Name	Address
Caitlin Wissler, <a href="mailto:cwissler@daytonmetrolibrary.org">cwissler@daytonmetrolibrary.org</a> , 937-496-8671	
Cynthia Woodruff, <a href="mailto:cwoodruff@daytonmetrolibrary.org">cwoodruff@daytonmetrolibrary.org</a> , 937-215-8500	

## STATEMENT OF INTEREST

Please tell us why you are interested in serving on this board or commission

Having lived in Huber Heights since 2011 (and having grown up in Fairborn), I enjoy spending what free time I have within our community. I enjoy the small, hidden nugget places and the people. With my work experience and background alone, I not only have a huge interest in the ideology of culture and diversity, but I also embrace and work within the realm of culture and diversity in the work I do on a daily basis.

During my time teaching and working at the Library, I have served on a variety of committees over the years and have participated in a volunteer capacity for several events and programs. My most recent endeavor is being a writer for someone in the community who has a story to share about the eviction and housing crisis in Dayton. Stories will be collected and placed in an anthology through the Facing Project and Sinclair Community College, which will also correlate with an exhibit that the Library will be hosting in February, called "Evicted," which Sinclair will put together. My participation is strictly voluntary – I just happen to work for both the Library and Sinclair.

I'll be honest – I'd like to see MORE culture and diversity exemplified in our community. I'd like to see people in Huber Heights embrace a little bit more of what we have to offer as a community other than the new Starbucks. We have a decent amount of local business owners from all different walks of life representing the same different walks of life who live here, so the events we can do within our community, if we put forth the effort to do it, would be amazing – and I think I could help with that.

## REQUIREMENTS AND APPLICANT STATEMENT

Are you at least 18 years of age?  Yes  No

Do you currently reside in the City of Huber Heights?  Yes  No

Have you resided in the City of Huber Heights for at least one year prior to making this application?  Yes  No

Are you a registered voter?  Yes  No

Are you willing to sign a release to allow the City of Huber Heights to perform a background screening and criminal records check?  Yes  No

I certify that all of the information furnished in this application and its addenda are true and complete to the best of my knowledge. I understand that the City of Huber Heights may investigate the information I have furnished and I realize that any omissions, misrepresentation or false information in this application and/or its addenda may lead to revocation of any volunteer appointment.

I hereby acknowledge that I, voluntarily and of my own free will, have applied for a volunteer position with the City of Huber Heights with the understanding that the City may use a variety of screening procedures to evaluate my qualifications and suitability for appointment. I have been advised that these screening procedures might include, but are not limited to, interviews, criminal record checks, driving records checks and reference checks. I also acknowledge that any such screening procedures, as reasonably required by the City of Huber Heights, are prerequisites to my appointment to a volunteer position with the City of Huber Heights.

In addition, I also hereby understand that the City of Huber Heights cannot guarantee the confidentiality of the results of, or information obtained through the aforementioned screening procedures. Decisions of the Ohio Supreme Court regarding the Ohio Public Records Act indicate that, with certain enumerated exceptions, records maintained by a governmental entity are a matter of public record and, should a proper request be made by a member of the public for such records, the governmental entity would be required to make such records available to that member of the public within a reasonable time. Additionally, all information furnished in this application is subject to disclosure under the Ohio Public Records Act.

Therefore, in consideration of my application being reviewed by the City of Huber Heights, under no legal disability, and on behalf of my heirs and assigns, hereby release and agree to hold harmless the City of Huber Heights and any of its agents, employees, or related officials from any and all liability, whatever the type and nature resulting from the administration of any such screening procedures and/or release of the results therefrom.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**AI-8910**

**New Business D.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Liquor Permit #6074542 - Sands Seafood And Sports Bar - 6250-6254 Chambersburg Road

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Type of** New

**Liquor Permit:**

**Motion/Ordinance/**

**Resolution No.:**

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**Agenda Item Description**

A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With No Objections In Reference To New Liquor Permit #6074542 MNIR Ventures, LLC DBA Sands Seafood And Sports Bar At 6250-6254 Chambersburg Road, Huber Heights, Ohio 45424.

**Review and Comments - Police Division**

The Police Division has no objections to the approval of this liquor permit.

**Review and Comments - Fire Division**

The Fire Division has no objections to the approval of this liquor permit.

---

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Memorandum - Fire Division

Liquor Permit

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# Huber Heights Fire Division

TO: Anthony Rodgers, Clerk of Council

FROM: Keith Knisley, Fire Chief

DATE: 12/29/2022

RE: Liquor Permit # 6074542

I am writing to inform you that there are no outstanding Fire Code Violations for the Old DeRoma's building located at 6250-6254 Chambersburg Road.

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
6806 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43088-9005  
(614)644-2380 FAX(614)644-3166

TO

6074542 <small>PERMIT NUMBER</small>		NEW <small>TYPE</small>	MNIR VENTURES LLC DBA SANDS SEAFOOD & SPORTS BAR 6250- 6254 CHAMBERSBURG RD HIBER HGTS OH 45424	
ISSUE DATE				
11 25 2022 <small>FILING DATE</small>				
D1 D2 D3 D3A <small>PERMIT CLASSES</small>				
57 <small>TAX DISTRICT</small>	083	A	D61251 <small>RECEIPT NO.</small>	

FROM

11/29/2022

PERMIT NUMBER		TYPE	
ISSUE DATE			
FILING DATE			
PERMIT CLASSES			
TAX DISTRICT		RECEIPT NO.	

MAILED 11/29/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN.

12/29/2022

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.  
REFER TO THIS NUMBER IN ALL INQUIRIES A NEW 6074542

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

CLERK OF HUBER HGTS CITY COUNCIL  
6131 TAYLORSVILLE RD  
HUBER HGTS OH 45424

Clerk of City Council

Township Fiscal Officer

**AI-8911**

**New Business E.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Liquor Permit #3079899 - Marathon - 7851 Old Troy Pike

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Type of** New

**Liquor Permit:**

**Motion/Ordinance/**

**Resolution No.:**

---

**Agenda Item Description**

A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With No Objections In Reference To New Liquor Permit #3079899 For Gavin Quick Stop, LLC DBA Marathon At 7851 Old Troy Pike, Huber Heights, Ohio 45424.

**Review and Comments - Police Division**

The Police Division has no objections to the approval of this liquor permit.

**Review and Comments - Fire Division**

The Fire Division has no objections to the approval of this liquor permit.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Memorandum - Fire Division

Liquor Permit

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# Huber Heights Fire Division

TO: Anthony Rodgers, Clerk of Council

FROM: Keith Knisley, Fire Chief

DATE: 12/29/2022

RE: Liquor Permit # 3079899

I am writing to inform you that there are no outstanding Fire Code Violations for the Marathon Station located at 7851 Old Troy Pike.

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

3079899		NEW	GAVIN QUICK STOP LLC	
PERMIT NUMBER		TYPE	DBA MARATHON 7851	
ISSUE DATE		7851 OLD TROY PIKE		
12 01 2022		HUBER HGTS OH 45424		
FILING DATE				
C1		PERMIT CLASSES		
57	083	A	D61328	
TAX DISTRICT			RECEIPT NO.	

FROM 12/05/2022

PERMIT NUMBER		TYPE		
ISSUE DATE				
FILING DATE				
PERMIT CLASSES				
TAX DISTRICT			RECEIPT NO.	



MAILED 12/05/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN. 01/05/2023

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.  
REFER TO THIS NUMBER IN ALL INQUIRIES **A NEW 3079899**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF HUBER HGTS CITY COUNCIL**  
6131 TAYLORSVILLE RD  
HUBER HGTS OHIO 45424

**AI-8912**

**New Business F.  
City Council**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Liquor Permit #4044836 - Double Deuce - 5186 Brandt Pike

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Type of** Transfer

**Liquor Permit:**

**Motion/Ordinance/**

**Resolution No.:**

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**Agenda Item Description**

A Motion To Direct The Clerk Of Council To Respond To The Ohio Division Of Liquor Control With Objections And To Request A Hearing On The Advisability Of Issuing A Transfer Of Liquor Permit In Reference To Liquor Permit #4044836 For Huber Petroleum, LLC At 5186 Brandt Pike, Huber Heights, Ohio, 45424.

**Review and Comments - Police Division**

The Police Division has no objections to the transfer of this liquor permit.

**Review and Comments - Fire Division**

The Fire Division has no objections to the transfer of this liquor permit.

---

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Memorandum - Fire Division

Liquor Permit

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# Huber Heights Fire Division

TO: Anthony Rodgers, Clerk of Council

FROM: Keith Knisley, Fire Chief

DATE: 12/29/2022

RE: Liquor Permit # 4044836

I am writing to inform you that there are no outstanding Fire Code Violations for the building located at 5186 Brandt Pike.

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

4044836		TRFO	HUBER PETROLEUM LLC	
PERMIT NUMBER		TYPE	5186 BRANDT PIKE & PATIO	
06	01	2022		
ISSUE DATE				
12	09	2022		
FILING DATE				
D5	D6	PERMIT CLASSES		
57	083	A	F28830	
TAX DISTRICT		RECEIPT NO.		

FROM 12/13/2022

60766850005			MODERN FOOD & GAS LLC	
PERMIT NUMBER		TYPE	DBA DOUBLE DUECE	
06	01	2022		
ISSUE DATE				
12	09	2022		
FILING DATE				
D5	D6	PERMIT CLASSES		
57	083			
TAX DISTRICT		RECEIPT NO.		



MAILED 12/13/2022

RESPONSES MUST BE POSTMARKED NO LATER THAN. 01/13/2023

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **A TRFO 4044836**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)-  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF HUBER HGTS CITY COUNCIL  
6131 TAYLORSVILLE RD  
HUBER HGTS OHIO 45424**

AI-8916

New Business G.  
City Council

**City Council Meeting**

**Meeting Date:** 01/09/2023

2023 Vice Mayor

**Submitted By:** Anthony Rodgers

**Department:** City Council

**Council Committee Review?:** Council Work Session

**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None                      **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

**Agenda Item Description or Legislation Title**

A Motion To Appoint The City Of Huber Heights Vice Mayor For 2023.

**Purpose and Background**

The City Charter dictates that Council select a Vice Mayor each year. This agenda item is an opportunity for Councilmembers to present to Council their desire to serve as Vice Mayor or their desire for another Councilmember to seek that position.

**SECTION 4.04 - MAYOR AND VICE MAYOR.**

(B) Vice Mayor. Council shall, at the first regular meeting in January following its election and every year thereafter, choose, by a vote of no less than five (5) members of Council, one of its members as Vice Mayor, who shall act as Mayor during the absence or disability of the Mayor. If a vacancy in the Mayor's office occurs, the Vice Mayor shall serve as Mayor until the next regular municipal election. At such election a Mayor shall be elected to serve for the unexpired or a full term, as appropriate. At least ten (10) days prior to the date for filing for the office of Mayor at such election, the Vice Mayor who assumed the office of Mayor shall file with the Clerk of Council a written statement indicating whether such person will become a candidate for Mayor at such election or will reassume office of Councilmember, and such person shall be bound by such decision. If such decision is made in favor of reassuming the office of Councilmember, then upon the election of a Mayor and upon the assumption of the office by the person so elected, the Vice Mayor shall reassume the office previously held as councilmember for the remainder of the unexpired term to which elected. In the event of a vacancy in the office of Mayor whereby the Vice Mayor assumes the office of Mayor under this Section, the Council shall select a person to fill the vacancy in Council as provided in Section 4.07 of this Charter; however, the person so chosen to fill the vacancy in Council shall serve only until a Mayor is elected as provided herein, if the Vice Mayor elects to reassume office as a Councilmember for the remainder of the unexpired term as provided for in this Section.

**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

*No file(s) attached.*

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**AI-8907**

**New Business H.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Staffing Levels/Table Of Organization

**Submitted By:** Katie Knisley

**Department:** Human Resources

**Council Committee Review?:** Council Work Session  
**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None  
**Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Amending And/Or Establishing The City Of Huber Heights Organizational Chart And Authorizing The New Personnel Staffing Levels As Detailed Below.  
(first reading)

**Purpose and Background**

This legislation amends and establishes the staffing levels and the table of organization for the City of Huber Heights. Discussion was held at the previous City Council Meeting to keep the position of Parks Manager within the staffing levels and the Table of Organization; therefore, amendments have been made to reflect the position of Parks Manager. All other amendments to the legislation remain as recommended.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Resolution

Table Of Organization

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AMENDING AND/OR ESTABLISHING THE CITY OF HUBER HEIGHTS ORGANIZATIONAL CHART AND AUTHORIZING THE NEW PERSONNEL STAFFING LEVELS AS DETAILED BELOW.

WHEREAS, the citizens of Huber Heights require the efficient and effective delivery of municipal services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The attached organizational chart, personnel staffing levels, and position control numbers as established hereafter is hereby adopted and effective December 18, 2022.

Section 2. The authorized personnel staffing levels for the Clerk of Council are as follows.

<u>City Council</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Clerk of Council	1	504-101-2-2-01-F	50
Deputy Clerk of Council	1	504-202-1-2-01-F	25
Public Records Technician	1	504-213-1-2-01-P/H	20

Section 3. The authorized personnel staffing levels for the City Manager's Office are as follows:

<u>City Manager's Office</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
City Manager	1	505-100-2-2-01-F	per contract
Assistant City Manager/Director of Public Services	1	505-117-2-2-01-F	75
Assistant to City Manager	1	505-618-2-2-01-F	40
Administrative Assistant III	1	505-209-2-2-01-F	25
Community Engagement Specialist	1	505-615-2-1-01-F	40

Section 4. The authorized personnel staffing levels for the Department of Public Safety are as follows:

<u>Department of Public Safety</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Safety	1	505-116-2-2-01-F	75
<u>Division of Fire</u>			
Fire Chief	1	102-401-2-2-01-F	70
Medical Director/Wellness Coordinator	1	102-406-2-2-01-F	60
Battalion Chief	4	102-403-1-1-01-- 04F	PS
Captain	2	102-402-1-1-01—02F	PS
Fire Lieutenant	10	102-404-1-1-01--10-F	Contract
Firefighter/Paramedic	42	102-405-1-1-01—42-F	Contract
Administrative Assistant III	2	102-200-1-2-01--02-F	25
Administrative Assistant I	1	102-200-1-2-01-P/H	10
Fire Inspector	1	102-501-1-2-01-F	30
Fire Inspector	3	102-501-1-2-01- 03-P/H	30
Fire-Prevention Manager/Plans Review	1	102-502-1-2-01-P/H	50
Fire Fleet/Facility Mgt. Clerk	1	102-503-1-2-01-P/H	10
Auxiliary \$1.00 per year	30	102-411-3-0-01--30-V	V
Chaplains – Fire	2	102-601-3-0-01--02-V	V
Medical Advisor	1	102-604-3-0-01-V	V

Division of Police

Police Chief	1	101-406-2-2-01-F	70
Police Lieutenant	3	101-408-1-1-01--03-F	Contract
Police Sergeant	8	101-409-1-1-01--08-F	Contract
Police Officer	43	101-410-1-1-01--43-F	Contract
Administrative Assistant III	1	101-200-1-2-01-F	25
Administrative Assistant II	1	101-213-1-2-01-F	20
Police Accreditation Technician	1	101-515-1-1-01-F	30
Police Records Clerks	2	101-204-1-1-01--02-F	Contract
Police Evidence/Fleet Mgt. Clerk	2	101-205-1-2-02-P/H	20
Communications/Records Manager	1	101-611-2-1-01-F	45
Communications/Records Supervisor	1	101-613-1-1-01-F	35
Communications Officer	14	111-502-1-1-01-14-F	Contract
Chaplain – Police	3	101-601-3-0-01—03-V	V

Division of Code Enforcement

Code Enforcement Manager	1	310-621-2-1-01-F	45
Code Enforcement Officer II	1	310-513-1-1-01-01-F	35
Code Enforcement Officer I	4	310-513-1-2-01-04-P/H	20
Seasonal Laborer	2	310-305-1-2-01-02-S	S

Section 5. The authorized personnel staffing levels for the Department of Information Technology are as follows:

<u>Department of Information Technology</u>		<u>Position Control No.</u>	<u>Pay Grade</u>
Information Technology Director	1	509-105-2-2-01-F	60
Information Technology Systems Analyst	2	509-609-1-2-02-F	45
Information Technology Systems Analyst	1	509-609-1-2-01-P/H	45
GIS Technician	1	509-510-1-1-01-F	35

Section 6. The authorized personnel staffing levels for the Department of Finance are as follows:

<u>Department of Finance</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Finance	1	506-102-2-2-01-F	65

Division of Accounting

Deputy Director of Finance	1	506-602-2-2-01-F	50
Accounting Generalist	2	506-603-2-2-02-F	40
Accounts Payable Technician	1	506-504-1-1-01-F	25
Payroll Technician	1	506-505-1-1-01-F	30
Account Technician	1	506-206-1-1-01 F	25

Division of Taxation

Tax Administrator	1	507-104-2-2-01-F	50
Assistant Tax Administrator	1	507-612-2-2-01-F	45
Tax Analyst	2	507-506-1-1-01--02-F	30
Tax Technician	6	507-507-1-1-01 -06-F	20
Administrative Assistant I	3	507-212-1-2-01- 03P/H	10

Section 7. The authorized personnel staffing levels for the Department of Public Services are as follows:

<u>Department of Public Services</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Director of Public Services	1	505-114-2-2-01-F	75

Division of Engineering

City Engineer	1	320-106-2-2-01-F	65
Assistant City Engineer	1	320-119-2-2-01-F	55
Civil Engineer	1	320-605-2-2-01-01-F	50
Engineering Technician	2	320-509-1-1- 02-F	35

Administrative Assistant III	1	320-200-1-2-01-F	25
<u>Division of Public Works</u>			
Public Works Manager	1	401-108-2-2-01-F	60
Public Works Supervisor	2	401-109-1-1-02-F	50
Public Works Crew Leader	2	401-302-1-1-02-F	Contract
Vehicle & Equipment Mechanic	3	401-300-1-1-03-F	Contract
Maintenance Technician	20	401-301-1-1-20-F	Contract
Administrative Assistant III	1	401-200-1-2-01-F	25
Custodian	1	401-305-1-2-01-F	10
Custodian	1	401-305-1-2-01-P/H	10

Section 8. The authorized personnel staffing levels for the Department of Economic Development are as follows:

<u>Department of Economic Development</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Economic Development Director	1	305-111-2-2-01-F	60
Economic Development Coordinator	1	305-614-2-1-01-F	40

Section 9. The authorized personnel staffing levels for the Department of Planning and Zoning are as follows:

<u>Department of Planning &amp; Community Dev.</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Planning & Community Dev. Director	1	310-121-2-2-01-F	60
City Planner	1	310-118-2-2-01-F	55
Administrative Assistant III	1	310-200-1-2-01-F	25
Administrative Assistant I	1	310-207-1-1-01-F	10
Administrative Assistant I	1	310-207-1-2-01-P/H	10

Section 10. The authorized personnel staffing levels for the Department of Human Resources are as follows:

<u>Department of Human Resources</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Human Resources Director	1	510-120-2-2-01-F	60
Human Resources Specialist	1	510-617-1-1-01-F	40
Human Resources Assistant	1	510-514-1-2-01-P/H	30

Section 11. The authorized personnel staffing levels for the Department of Parks and Recreation Facilities are as follows:

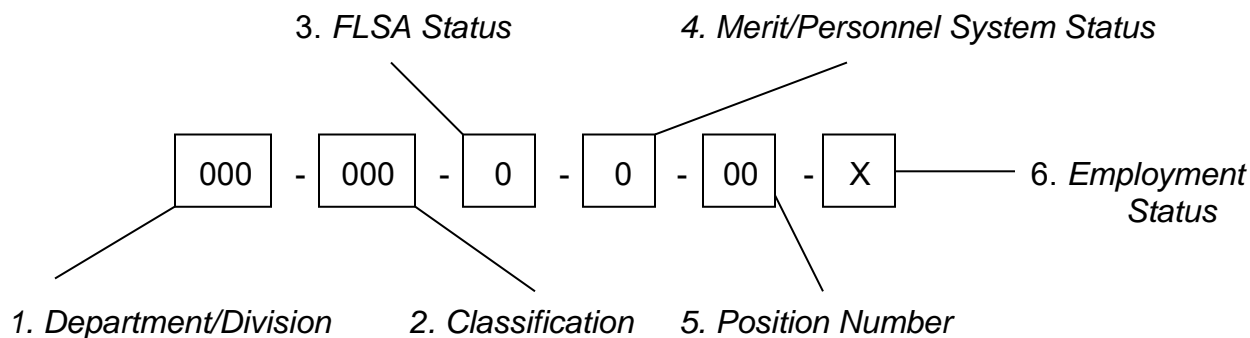
<u>Department of Parks and Recreation Facilities</u>	<u>No.</u>	<u>Position Control No.</u>	<u>Pay Grade</u>
Parks Manager	1	216-616-2-2-01-F	45
Senior Center Program Coordinator	1	215-110-2 -2 -01-P/H	25
Seasonal Laborer – Music Center	125	219-306-1-2-01--125-S	S
Seasonal Laborer	4	216-303-1-2-01--04-S	S

Section 12. Council further ratifies and affirms any and all previous legislation of Council that established, abolished or altered the functions and structures of any administrative department.

Section 13. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 14. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Section 15. Position Control Number Explanation:



1. Department/Division: Number represents Fund Number in General Ledger:

- |                        |                       |                  |           |
|------------------------|-----------------------|------------------|-----------|
| 101-Police             | 305-Economic Dev.     | 401-Public Works | 507-Tax   |
| 102-Fire               | 310 Planning & Zoning | 505-City Mgr.    | 509-I. T. |
| 215-Senior Center      | 320-Engineering       | 506-Accounting   | 510-H.R   |
| 219 Parks & Recreation |                       |                  |           |

2. Classification: Number for classification or rank to which position is assigned, divided into defined series as shown below:

- |                    |                  |                  |
|--------------------|------------------|------------------|
| 100-Administrative | 300-Labor        | 500-Technical    |
| 200-Clerical       | 400-Sworn Safety | 600-Professional |

3. FLSA Status:

- 01-Non-exempt from minimum wage/overtime rules of FLSA (hourly)
- 02-Exempt from minimum wage/overtime rules of FLSA (salaried)
- 03-Unpaid Volunteer

4. Merit & Personnel System Status:

- 01-Position is in Non-exempt service of city per Section 8.02 of Charter
- 02-Position is in Exempt service of city per Section 8.02 of Charter

5. Position Number:

Unique two-digit number for each employment position authorized by this Resolution.

6. Employment Status:

- F-Full-time Position
- P-Part-time Position
- H-Hourly Position
- T-Temporary (created for specific time)
- S-Seasonal Position
- V-Volunteer Position

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023;  
 \_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
 Clerk of Council

\_\_\_\_\_  
 Mayor

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date



**AI-8908**

**New Business I.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Salary Ranges/Wage Levels

**Submitted By:** Katie Knisley

**Department:** Human Resources

**Council Committee Review?:** Council Work Session  
**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None  
**Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Establishing And/Or Amending The Salary Ranges And Wage Levels For Employees Of The City Of Huber Heights, Ohio.  
(first reading)

**Purpose and Background**

This legislation establishes the salaries and wage levels of all non-union employees of the City of Huber Heights. Discussion at the previous City Council Meeting included the position of the Parks Manager and this legislation has now been amended on the salary legislation. All other amendments remain as previously recommended.

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**Fiscal Impact**

**Source of Funds:** N/A

**Cost:** N/A

**Recurring Cost? (Yes/No):** N/A

**Funds Available in Current Budget? (Yes/No):** N/A

**Financial Implications:**

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**Attachments**

Resolution

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

ESTABLISHING AND/OR AMENDING THE SALARY RANGES AND WAGE LEVELS FOR EMPLOYEES OF THE CITY OF HUBER HEIGHTS, OHIO.

WHEREAS, the citizens of Huber Heights require efficient and effective delivery of municipal services.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The pay ranges, compensation procedures, and administrative rules for non-bargaining employees as established hereafter shall be effective for the pay period beginning December 18, 2022 through the pay period ending December 16, 2023.

Section 2. City Council shall be responsible for establishing the actual salaries for the City Manager, the Clerk of Council, and the Deputy Clerk of Council. The salary ranges of the City Manager, the Clerk of Council, and the Deputy Clerk of Council are set forth in the following plan document.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

**THE CITY OF HUBER HEIGHTS**

**PERFORMANCE COMPENSATION PLAN FOR NON-BARGAINING EMPLOYEES**

**1. Compensation Philosophy**

It is the city's philosophy to support and enhance organizational performance through a fair, objective, and equitable merit-based pay plan which will attract, retain, and motivate high performing non-bargaining employees.

**2. General Administrative Responsibilities**

The Human Resources Director, under the direction of the City Manager is responsible for the administration of the Performance Compensation Plan, including the processing of pay rate increases, the adjustment of pay for promotions, re-employments and reassignments, and the initiation of necessary revisions in pay ranges. The Human Resources Director is responsible for interpreting the application of the program to all pay issues which are not specifically covered by this ordinance, using the principles expressed herein as a policy guide.

**3. Plan Administration**

- A. Market Surveys. The Human Resources Director shall conduct market surveys every three years or from time to time in order to collect updated comparable and competitive salary data, recommend revised pay structures and pay ranges as necessary, and recommend revised merit-based pay procedures. Such surveys and recommendations shall be conducted as positions become vacant, or upon request of a department/division head, or upon the initiation of the Human Resources Director when it is determined necessary for the effective administration of the Performance Compensation Plan.
- B. Structure Adjustments. Periodically, the Human Resources Director may recommend pay range adjustments to the City Manager in keeping with labor market trends, who in turn may make appropriate recommendations to City Council. Pay ranges (except

for seasonal positions) shall include a minimum and maximum amount stated either as an annual salary or hourly rate.

- C. Assignment of Positions to Pay Ranges. The Human Resources Director shall be responsible for assigning each city employment position to a pay range based on market data and the City Manager’s determination of the strategic value of positions and/or employees to the organization. Strategic value considerations may involve turnover, skill needs, attraction and retention issues, supply and demand for qualified applicants for particular positions, the impact of specific positions and employees on the organization’s mission, and/or other relevant factors.

**4. Applicability**

This resolution and Performance Compensation Plan shall apply to and is the sole authority for setting rates of pay for the following categories of positions and employees: All regular full-time, regular part-time, provisional full-time, provisional part-time, hourly, temporary, and seasonal employees of the City of Huber Heights, Ohio except: the Mayor; members of City Council, the City Law Director; and all employees who are members of a collective bargaining unit recognized by the State Employment Relations Board.

**5. Positions and Pay Ranges**

<i>Pay Grade</i>	<i>Minimum Pay</i>	<i>Maximum Pay</i>
10	\$15.2400	\$22.2264
Custodian Administrative Assistant I Fire Fleet/Facility Management Clerk	\$31,699.20	\$46,230.91
20	\$17.5000	\$26.8920
Administrative Assistant II Public Records Technician Tax Technician Police Evidence/Fleet Management Clerk Senior Center Program Coordinator Code Enforcement Officer I	\$36,400.00	\$55,935.36
25	\$20.2900	\$29.5812
Account Technician Accounts Payable Technician Administrative Assistant III Deputy Clerk of Council	\$42,203.20	\$61,528.90
30	\$20.7500	\$31.0339
Police Accreditation Technician Payroll Technician Tax Analyst Fire Inspector Human Resources Assistant	\$43,160.00	\$64,550.51
35	\$24.0000	\$34.1755
GIS Technician Engineering Technician Code Enforcement Officer II Communications/Records Supervisor	\$49,920.00	\$71,085.04
40	\$26.5534	\$37.1727
Accounting Generalist Assistant to City Manager Community Engagement Specialist Economic Development Coordinator Human Resources Specialist	\$55,231.07	\$77,319.22

45	\$25,313.1	\$39,700.0
Code Enforcement Manager Assistant Tax Administrator IT Systems Analyst Communications/Records Manager Parks Manager	\$52,651.25	\$82,576.00
50	\$33,540.0	\$47,183.0
Deputy Director of Finance Fire Prevention Manager/Plans Review Tax Administrator Public Works Supervisor Clerk of Council Civil Engineer	\$69,763.20	\$98,140.64
55	\$37,440.0	\$52,420.0
Assistant City Engineer City Planner	\$77,875.20	\$109,033.60
60	\$41.18	\$57,650.0
Human Resources Director IT Director Public Works Manager Economic Development Director Planning & Community Dev. Director Medical Director/ Wellness Coordinator	\$85,654.40	\$119,912.00
65	\$45,300.0	\$65,322.6
City Engineer Director of Finance	\$94,224.00	\$135,871.01
70	\$52,100.0	\$72,940.0
Fire Chief Police Chief	\$108,368.00	\$151,715.20
75	\$47,363.7	\$80,230.0
Assistant City Manager/Director of Public Services Director of Public Safety	\$98,516.50	\$166,878.40
80		
City Manager		Per Contract

<i>Position</i>	<i>Minimum Pay</i>	<i>Mid-point Pay</i>	<i>Maximum Pay</i>
Seasonal Laborer	N/A	N/A	\$20.00
<b>Public Safety (PS)</b>			
	<b>Step 1</b>		<b>Step 2</b>
Battalion Chief	2% below Step 2		14% above top step Fire Lieutenant
Fire Captain	2% below Step 2		6% above top step Fire Lieutenant

Employees are paid bi-weekly on an hourly or salary basis. The bi-weekly pay rate for salaried employees is a calculation of the annual pay rate divided by 26 and the bi-weekly amount for hourly employees is a calculation of the annual pay rate divided by 2080 hours, to include those budget years with 27 pay periods. The bi-weekly amount for part-time/hourly

employees, working less than a 40-hour week in a 2080 work year, is a calculation of the annual pay rate multiplied by the number of hours worked.

## 6. Compensation Adjustments

All of the following pay rate adjustments are subject to funding by City Council based upon the availability of funds and economic and budget projections and priorities.

- A. New Hires. Newly hired employees shall be hired at a rate of pay between the minimum and maximum of the applicable pay range. The exact pay rate shall be based on the employee's education, experience, knowledge, skills, and abilities. Prior to the making of a conditional offer of employment to a prospective new or newly promoted employee, the department/division head shall recommend a starting rate of pay which shall be forwarded to the Human Resources Manager for review and then to the City Manager for final action.
- B. Completion of Probation. Department/division heads may recommend a pay increase, not to exceed 2%, for newly hired or promoted employees upon the successful completion of probation or one year of employment. The department/division head should consider the employee's starting rate as related to their pay range, the pay of other employees in the position and in the employee's division, and the employee's performance in making this decision. Any such increase, upon approval by the City Manager, shall be paid from the division's regular payroll budget.
- C. Promotion. Employees who are promoted to positions with a higher level of duties and responsibilities shall be placed at a rate of pay between the minimum and maximum of the applicable pay range.
- D. Demotion. Employees who are demoted to positions with a lower level of duties and responsibilities because of less than satisfactory performance, failure to meet job requirements, or for disciplinary reasons shall be placed at the minimum of the new range, or receive a pay decrease not to exceed 10%, whichever results in the least loss of pay.
- E. Reassignment. Employees who are reassigned to positions with a lower pay grade through no fault of their own (i.e., reorganization, job abolishment, reduction-in-force, or market/technological factors, etc.), shall remain at their current rate of pay, or shall be placed at the maximum of the pay range, whichever is less. An employee who voluntarily requests and is granted a reassignment to a position with a lower pay grade will have their pay adjusted between the minimum and maximum of the lower pay grade.
- F. Temporary Upgrade to a Higher Position. Employees who are temporarily assigned (for a minimum of 7 consecutive calendar days) to perform all of the duties and assume all of the responsibilities of a position due to a position vacancy or an approved leave of absence of a position incumbent shall be receive a pay increase not to exceed 5%. Temporary upgrades shall be recommended to the Human Resources Manager and approved by the City Manager in advance.
- G. Modification of Pay Ranges. When a position's pay range is modified upward, based on market data and/or strategic value, and the position is occupied, the incumbent shall retain his/her existing pay rate or be placed at the minimum of the new pay range, whichever is greater. When a position's pay range is modified downward, and the position is occupied, the incumbent shall remain at his/her current rate of pay.
- H. Transfers. Employees who transfer to another job in an identical pay range or to an identical position in another division in the same pay range, there will be no change in the employee's rate of pay.
- I. Transitional and Paid Intern Positions: In cases deemed necessary and appropriate by the City Manager, an appointment to a position in the non-exempt service which is not yet vacated, but which position incumbent has provided the City Manager with a written notice of resignation or retirement on a date certain, which date is within 90 days following the date of such appointment. In cases deemed necessary and appropriate by the City Manager, an appointment of a student intern may be made based on skill, experience, and the scope of the project to be completed.

**7. Compensation Increases**

The compensation of each employee shall be reviewed annually by the department director/division manager, or Mayor and Council, for the purpose of determining which employees may be entitled to a performance-based increase. All personnel records, performance, and experience shall be considered in making recommendations with major emphasis placed on the evaluation. The City Manager or Mayor and Council is authorized to pay non-union employees a performance-based increase provided that said increase is within the approved salary range for the respective position. The performance-based increase may also be provided in the form of a bonus. The annual performance-based increase is determined upon the availability of funds and economic and budget projections and priorities.

Providing the Collective Bargaining Agreements receive an annual increase, the City shall adjust the compensation of all non-union employees, to include employees of the City Council, to reflect the same annual increase within the respective year.

To be eligible for a performance-based increase, an employee must be employed with at least six months of continuous service before the merit award date.

An employee whose pay is at the maximum of the compensation range may not be granted an increase that would cause the base compensation to exceed the maximum of the range for that position. The employee would continue to be eligible for an annual increase and performance bonus, with a lump sum increase based upon the percentage increase. The pay range, however, does not change until a new market study is conducted, every three years, and a recommendation is made to revise pay structures and pay ranges as necessary.

Passed by Council on the \_\_\_\_ day of \_\_\_\_\_, 2023;  
\_\_\_\_ Yeas; \_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8903**

**New Business J.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

2023 Abatement/Mowing Program - Award Contract

**Submitted By:** Geri Hoskins

**Department:** Planning **Division:** Planning

**Council Committee Review?:** Council **Date(s) of Committee Review:** 01/03/2023  
Work  
Session

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Authorizing The City Manager To Enter Into A Contract For The 2023 Abatement And Mowing Program.  
(first reading)

**Purpose and Background**

This legislation will authorize the City Manager to enter into a contract with T&W General Services, LLC, for the 2023 Abatement and Mowing Program at a cost not to exceed \$36,000.00. T&W General Services, LLC, has proven themselves to be a very reliable contractor when doing work for the City of Huber Heights. The contractor responds quickly and completes all work in a timely fashion. The Private Property Nuisance Abatement Fund will be utilized for this program.

---

**Fiscal Impact**

**Source of Funds:** Private Property Nuisance Abatement Fund

**Cost:** \$36,000

**Recurring Cost? (Yes/No):** No

**Funds Available in Current Budget? (Yes/No):** Yes

**Financial Implications:**

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**Attachments**

Bid Results  
Resolution

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2:00



**CITY OF HUBER HEIGHTS  
2023 ABATEMENT AND MOWING PROGRAM  
BID RESULT  
BID DATE: DECEMBER 21, 2022**

CONTRACTOR'S NAME	GRASS MOWING	ABATEMENT
Top Flight Junk Removal	\$ N/A \$	vehicle batt 20/hr. \$ TRASH 299.00/hr. bed bugr 175.00/hr TIRE 60.00/hr AC 40.00/hr
TJW General Services	\$ grass 40.00 \$ bush 80.00 hogging	\$ 70.00/hr.
Oz Scapes	\$ grass 50.00 \$ N/A	\$ 70.00/hr.
Ebony Brinson	\$ grass 38.90 \$ N/A	\$ 69.98/hr.



**CITY OF HUBER HEIGHTS**  
**2023 ABATEMENT AND MOWING PROGRAM**  
**BID RESULT**  
**BID DATE: DECEMBER 21, 2022**

CONTRACTOR'S NAME	GRASS MOWING	ABATEMENT
Greentech	\$ grass 75./hr \$ bush . 95/hr hogging	\$ 75/hr.
	\$ \$	\$
	\$ \$	\$
	\$ \$	\$

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE 2023 ABATEMENT AND MOWING PROGRAM.

WHEREAS, City Council under Resolution No. 2022-R-7182 has previously authorized the securing of bids for the 2023 Abatement and Mowing Program; and

WHEREAS, abatement and mowing bids were received by the City on December 21, 2022; and

WHEREAS, T&W General Services, LLC has been determined to have the lowest and best proposal for this work; and

WHEREAS, funds are available to cover the cost of this work.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into a contract for the 2023 Abatement and Mowing Program with T&W General Services, LLC at a cost not to exceed \$36,000.00 on the terms and conditions as substantially set forth in the bid documents.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8904**

**New Business K.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Public Works Division Facility - Design Work - Award Contract

**Submitted By:** Hanane Eisentraut

**Department:** Engineering **Division:** Engineering

**Council Committee Review?:** Council **Date(s) of Committee Review:** 01/03/2023  
Work  
Session

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Authorizing The City Manager To Enter Into A Contract For The Design Of The New Public Works Facility.  
(first reading)

**Purpose and Background**

City Staff solicited a Request For Qualifications and Proposals from various engineering/architecture firms regarding the design of the new Public Works Facility. City Staff analyzed the submitted proposals and selected three prospective firms to interview and present their qualifications and scope for performing this task. One of the three selected firms did not respond to the City's request for an interview. Kueny Architects showed to be the most qualified firm for this project.

This legislation will authorize the City Manager to enter into a contract with Kueny Architects, a qualified architectural firm, to design this needed improvement. The Capital Improvements Fund will be utilized for this project at a cost not to exceed \$650,000.

---

**Fiscal Impact**

**Source of Funds:** Capital Improvements Fund

**Cost:** \$650,000

**Recurring Cost? (Yes/No):** No

**Funds Available in Current Budget? (Yes/No):** Yes

**Financial Implications:**

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**Attachments**

Bid Results

Resolution

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**CITY OF HUBER HEIGHTS  
NEW PUBLIC WORKS FACILITY  
PROPOSAL RESULT  
BID DATE: NOVEMBER 23, 2022**

<b>CONSULTANT / ARCHITECT'S NAME</b>	<b>PROPOSAL AMOUNT</b>
<b>KUENY ARCHITECTS</b>	<b>\$558,800</b>
<b>PCA ARCHITECTURE</b>	<b>\$565,000</b>
<b>LWC</b>	<b>\$609,519</b>
<b>MSP DESIGN</b>	<b>\$625,000</b>
<b>JPA</b>	<b>\$648,700</b>
<b>REW</b>	<b>\$697,986</b>
<b>RUETSCHLE</b>	<b>\$798,000</b>

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE DESIGN OF THE NEW PUBLIC WORKS FACILITY.

WHEREAS, it is necessary to obtain outside engineering/architecture services to design the new Public Works Facility; and

WHEREAS, Kueny Architects has been determined to have the lowest and best proposal for this project; and

WHEREAS, Council has determined to proceed with this project; and

WHEREAS, the Capital Improvements Fund is available to cover the cost of this work.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio, that:

Section 1. The City Manager is hereby authorized to enter into a contract for the design of the new Public Works Facility with Kueny Architects at a cost not to exceed \$650,000.00.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 3. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8906**

**New Business L.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Water Survey - Phase III - Award Contract

**Submitted By:** Hanane Eisentraut

**Department:** Engineering **Division:** Engineering

**Council Committee Review?:** Council **Date(s) of Committee Review:** 01/03/2023  
Work  
Session

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Authorizing The City Manager To Award A Contract To RA Consultants, LLC For The Water Survey – Phase III And Waiving The Competitive Bidding Requirements.  
(first reading)

**Purpose and Background**

This legislation will authorize the City Manager to enter into a contract with RA Consultants, LLC and waive the competitive bidding requirements for the Water Survey Project - Phase III. The scope of this water asset inventory is to survey fire hydrants, main valves, service valves and pinpoint their permanent geographic locations. The Water Fund will be utilized for this project at a cost not to exceed \$50,000.

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**Fiscal Impact**

**Source of Funds:** Water Fund

**Cost:** \$50,000

**Recurring Cost? (Yes/No):** No

**Funds Available in Current Budget? (Yes/No):** Yes

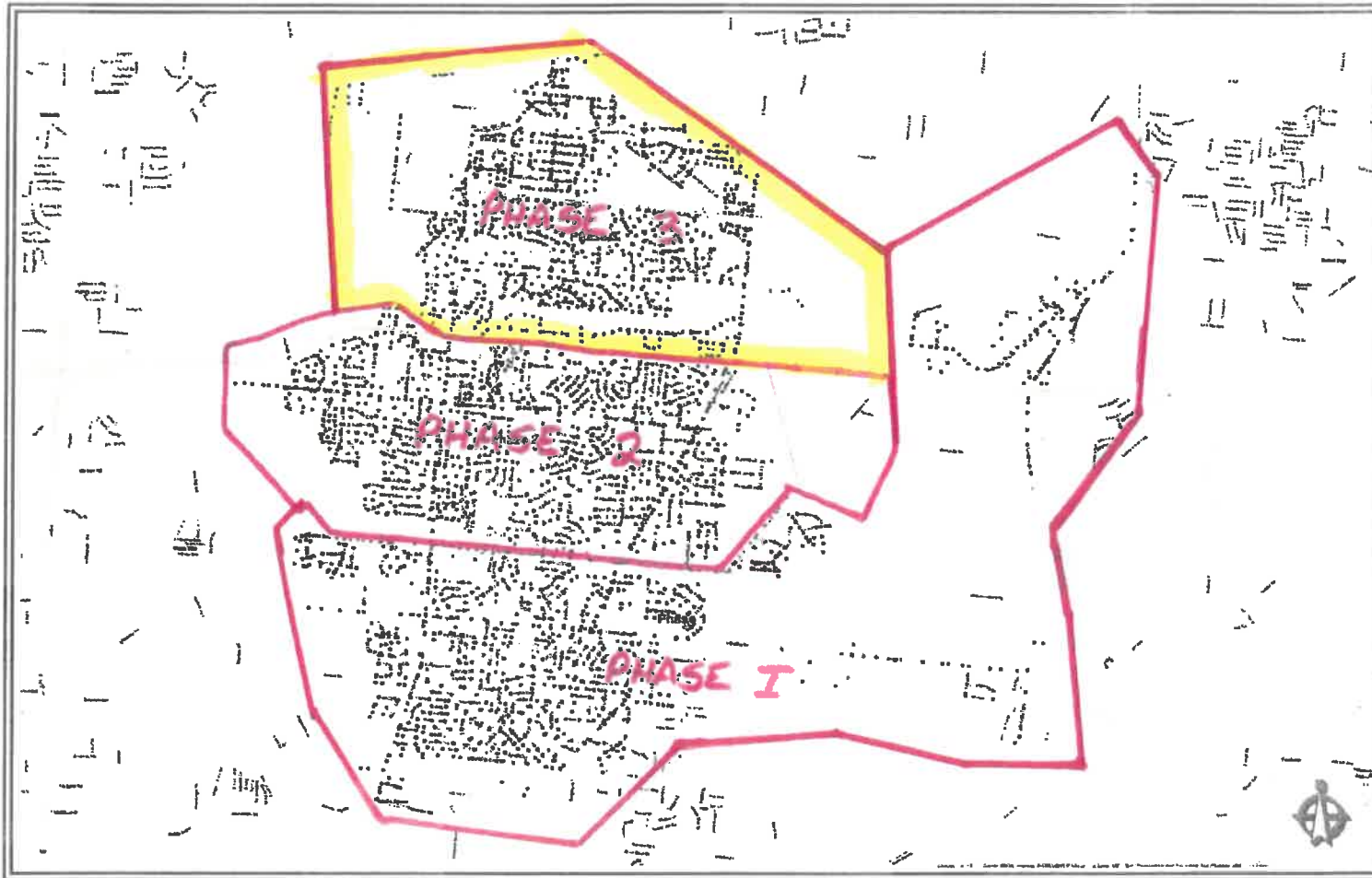
**Financial Implications:**

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**Attachments**

Map  
Resolution

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Project Location Map  
WATER MAIN SURVEY – PHASE III  
Huber Heights, Ohio

CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO AWARD A CONTRACT TO RA CONSULTANTS, LLC FOR THE WATER SURVEY – PHASE III AND WAIVING THE COMPETITIVE BIDDING REQUIREMENTS.

WHEREAS, Engineering Staff desires to survey the water system; and

WHEREAS, completing this project will help the City’s different departments/divisions in tasks and increased productivity and services to the citizens; and

WHEREAS, RA Consultants, LLC is a uniquely qualified firm to perform this type of service; and

WHEREAS, RA Consultants, LLC already performed the Water Survey - Phase I and Phase II and the Sanitary Sewer Survey and have been assisting the City in implementing the GIS program; and

WHEREAS, the project includes services and designs which involve proprietary knowledge and special skills as defined in Section 171.12(a)(4) in the Codified Ordinances of Huber Heights, and which are linked to the specifics of the existing and original GIS system.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City Manager is hereby authorized to enter into a contract with RA Consultants, LLC for the Water Survey – Phase III at a cost not to exceed \$50,000.00.

Section 2. Consistent with the provisions of the City of Huber Heights Codified Ordinances, the competitive bidding requirements are hereby waived.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023.  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8917**

**New Business M.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

TEC Engineering Traffic Study/Analysis - Old Troy Pike (State Route 202) Intersection With Merily Way/Waynetown Boulevard

**Submitted By:** Bryan Chodkowski

**Department:** Engineering

**Council Committee Review?:** Council Work Session  
**Date(s) of Committee Review:** 01/03/2023

**Audio-Visual Needs:** None  
**Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Authorizing The City Manager To Engage TEC Engineering For The Purpose Of Conducting A Traffic Analysis.  
(first reading)

**Purpose and Background**

The City of Huber Heights has the responsibility of providing and maintaining safe, effective, and efficient public streets and thoroughfares. The intersection of Old Troy Pike (State Route 202) and Merily Way/Waynetowne Boulevard has been identified as developing into an unsafe, ineffective, and inefficient segment of that street and thoroughfare infrastructure. The City Manager and the City Engineer are recommending a traffic study and analysis be conducted by TEC Engineering to identify and cost-estimate long-term improvements to restore this intersection to a safe, effective, and efficient state.

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**Fiscal Impact**

**Source of Funds:** General Fund

**Cost:** \$80,000

**Recurring Cost? (Yes/No):** No

**Funds Available in Current Budget? (Yes/No):** Yes

**Financial Implications:**

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**Attachments**

Resolution

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO ENGAGE TEC ENGINEERING FOR THE PURPOSE OF CONDUCTING A TRAFFIC ANALYSIS.

WHEREAS, the City of Huber Heights (“City”) has the responsibility of providing and maintaining safe, effective, and efficient public streets and thoroughfares; and

WHEREAS, an unsafe, ineffective, and inefficient condition has been identified at the intersection of Old Troy Pike (State Route 202) and Merily Way/Waynetowne Boulevard; and

WHEREAS, it is the recommendation of the City Manager and the City Engineer that a traffic study and analysis be conducted to identify and cost-estimate long-term improvements to restore this intersection to a safe, effective, and efficient state; and

WHEREAS, it is this recommendation of the City Manager and the City Engineer to engage the services of TEC Engineering, a consulting firm specializing in transportation, traffic, and Intelligent Transportation Systems engineering.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. The City Manager is hereby authorized and directed to execute an agreement with TEC Engineering for the purpose previously described herein and approved as to form and content by the Law Director. The value of this agreement shall not exceed \$80,000.00.

Section 2. This legislation is adopted in accordance with Section 171.03(2) and Section 171.12(a)(1) of the City Code of the City of Huber Heights, Ohio.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**AI-8905**

**New Business N.  
City Manager**

**City Council Meeting**

**Meeting Date:** 01/09/2023

Purchase - Street Sweeper - Public Works Division

**Submitted By:** Linda Garrett

**Department:** Public Works **Division:** Public Works

**Council Committee Review?:** Council **Date(s) of Committee Review:** 01/03/2023  
Work  
Session

**Audio-Visual Needs:** None **Emergency Legislation?:** No

**Motion/Ordinance/  
Resolution No.:**

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**Agenda Item Description or Legislation Title**

A Resolution Authorizing The City Manager To Purchase A Street Sweeper And Appurtenant Equipment Thereto For The Public Works Division And Waiving The Formal Bidding Requirements.  
(first reading)

**Purpose and Background**

The Public Works Division requests authorization to purchase a new street sweeper.

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**Fiscal Impact**

**Source of Funds:** Storm Water Funds

**Cost:** \$345,000.00

**Recurring Cost? (Yes/No):** No

**Funds Available in Current Budget? (Yes/No):** No

**Financial Implications:**

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**Attachments**

Resolution

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CITY OF HUBER HEIGHTS  
STATE OF OHIO

RESOLUTION NO. 2023-R-

AUTHORIZING THE CITY MANAGER TO PURCHASE A STREET SWEEPER AND APPURTENANT EQUIPMENT THERETO FOR THE PUBLIC WORKS DIVISION AND WAIVING THE FORMAL BIDDING REQUIREMENTS.

WHEREAS, the City of Huber Heights Public Works Division recognizes its obligation and need to safely maintain City properties and for efficient operations; and

WHEREAS, pricing for a Tymco 600 Street Sweeper meeting the specifications of the Public Works Division is available through the 2023 State of Ohio, Department of Administrative Services, State Term Schedule OHIO STS, CONTRACT #800936, TYMCO MODEL 600 through Best Equipment Company, Inc., 5550 Poindexter Drive, Indianapolis, IN 46235, FEDERAL ID 35-1097778: and

WHEREAS, the funds for the purchase are available within the Public Works Division Capital Fund for Fiscal Year 2023.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Huber Heights, Ohio that:

Section 1. In accordance with Section 171.09 of the City's Codified Ordinances, Council hereby waives the requirements to formally bid the purchase of one (1) Tymco 600 Street Sweeper and appurtenant equipment; and in accordance with Section 171.12(a)(1) of the City's Codified Ordinances, Council hereby waives the requirements to formally bid the purchase of one (1) Tymco 600 Street Sweeper.

Section 2. The City Manager is hereby authorized to purchase one (1) Tymco 600 Street Sweeper thereto for the Public Works Division with Best Equipment Company, Inc., 5550 Poindexter Drive, Indianapolis, IN, for Fiscal Year 2023 in an amount not to exceed \$345,000.00.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any of its Committees that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution shall go into effect upon its passage as provided by law and the Charter of the City of Huber Heights.

Passed by Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2023;  
\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

Effective Date:

AUTHENTICATION:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date