

RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-1

Passed Jan. 4

1993

RESOLUTION APPROVING  
CONSULTING SERVICES CONTRACT

WHEREAS, Village Council deems it necessary to employ the services of a consultant for the purpose of assisting the Clerk-Treasurer in bringing the Village records into compliance with standards established by the State Auditor; and

WHEREAS, Charles E. Jones has submitted a proposal to the Village for the provision of such services as set forth hereinabove; and

WHEREAS, Village Council deems it to be in the best interest of the Village to contract with Charles E. Jones for the services as set forth in his proposal of December 16, 1992.

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO that the proposal for consulting services to be provided by Charles E. Jones as set forth in his proposal of December 16, 1992 be, and is hereby, approved; and further

RESOLVED, that the Village Mayor and President of Village Council be, and are hereby, authorized and empowered for and on behalf of the Village to execute the agreement of December 16, 1992 with Charles E. Jones.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 6 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

**CERTIFICATE OF FISCAL OFFICER**

It is hereby certified that the amount of One Thousand Eight Hundred Dollars (\$1,800.00) required to meet the contract, agreement, obligation, payment or expenditure of the attached, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or is in process of collection to the credit of the General Fund free from any obligation or certification now outstanding.

BY: Cheri Norman  
Cheri Norman, Clerk-Treasurer  
Village of Amanda  
Fairfield County, Ohio

Dated this 4<sup>th</sup> day of January, 1993.

CAM-TUT BOND  
HAS CONTENT

058.900

LAW OFFICES

THOMAS J. CORBIN  
842 NORTH COLUMBUS

LANCASTER, OHIO

43130

(614) 687-1450

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-2

Passed Feb. 1 1993

**RESOLUTION OF STATEMENT OF  
SERVICES TO BE PROVIDED BY  
THE VILLAGE TO TERRITORY  
PROPOSED FOR ANNEXATION**

**WHEREAS**, a petition for annexation has been filed with the Fairfield County Board of Commissioners for the annexation of 41.095 acres of land situated in the Township of Amanda; and

**WHEREAS**, in accordance with Ohio Revised Code 709.031(B), the Village Council, prior to the public hearing on the issue of annexation, must indicate what services, if any, the Village will provide to the territory proposed for annexation; and

**WHEREAS**, Village Council deems it not to be in the best interest of the Village to provide municipal services to the proposed annexed territory.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that pursuant to Ohio Revised Code 709.031(B), the Village will not provide any municipal services to the proposed territory upon annexation.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-3

Passed Feb. 1 1993

**RESOLUTION ESTABLISHING  
EXPENSE LINE ITEMS WITHIN  
THE GENERAL FUND AND  
SANITARY SEWER REVENUE  
FUND AND DECLARING AN  
EMERGENCY**

**WHEREAS**, by previous resolution the Village of Amanda, Ohio has established a General Fund and a Sanitary Sewer Revenue Fund; and

**WHEREAS**, it is necessary to establish additional expense line items within the General Fund and the Sanitary Sewer Revenue Fund for the purpose of accounting for payments for assistance to the needy and storm sewers and drains in the General Fund and first mortgage debt service, other expenses and debt service reserve in the Sanitary Sewer Revenue Fund; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following expense line items within the General Fund be, and are hereby, established:

Expenses: A1-7-X-234 -	Other assistance to the needy - Professional Service
A1-5-E-234 -	Storm Sewers & Drains - Professional Service

that the following expense line items within the Sanitary Sewer Revenue Fund, be and are hereby, established:

Expenses: E2-5-X-270 -	Other - Transfers & Reimbursements
E6-5-X-190 -	First Mortgage Debt Service - other
E7-5-A-190 -	Debt Service Reserve - Transfers

that the Council of the Village of Amanda, Ohio instruct the Clerk-Treasurer of the Village to establish and create these expense line items for the purpose of accounting for such expenses; and, further

# RECORD OF RESOLUTIONS

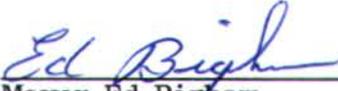
Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

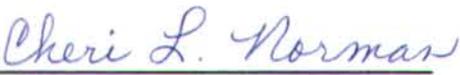
19 \_\_\_\_\_

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after its passage and approval by the Mayor, which resolution was adopted by a vote of two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

ATTEST:

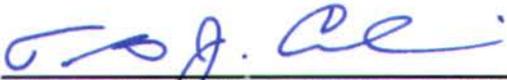
  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 6 Nays: 0

Clerk: Cheri L. Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-4

Passed Feb. 1 19 93

**RESOLUTION AUTHORIZING THE  
CLERK-TREASURER TO EFFECT  
CERTAIN APPROPRIATION CHANGES**

**WHEREAS**, it is necessary for the Clerk-Treasurer of the Village of Amanda to make certain changes in the appropriations for 1993.

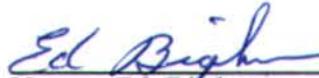
**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the Clerk-Treasurer be, and is hereby, authorized to change appropriations as follows:

**GENERAL FUND**

Transfer from A1-5-E-211 Storm Sewers & Drains - Salary & Wages - Nine Hundred Sixty Dollars (\$960.00) to A1-5-E-234 Storm Sewers & Drains/ Professional Services

Transfer from A1-1-~~A~~-230 Other Security of Persons & Property/Contractual Services - One Thousand Two Hundred Ten Dollars (\$1,210.00) to A1-~~2~~-~~D~~-234 Other Assistance to the Needy

This Resolution shall take effect at the earliest time as allowed by law.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 1

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 1

Clerk: Cheri L. Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-5

Passed Feb. 1 1993

**RESOLUTION APPROVING CONTRACT  
WITH AMANDA TOWNSHIP FOR  
FIRE FIGHTING SERVICES**

**WHEREAS**, the Legislative Authority of the Village of Amanda has determined it to be in the best interest of the Village to contract with Amanda Township of Fairfield County, Ohio for fire fighting services, and

**WHEREAS**, the Amanda Township Trustees has submitted a contract for such services to Village Council for its approval,

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF AMANDA, OHIO:**

that the contract with Amanda Township for fire fighting services for the period from January 1, 1993 through December 31, 1993 be, and is hereby, approved; and further

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the fire fighting services contract with Amanda Township for and on behalf of the Village.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

ATTEST:

Cheri L. Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 6 Nays: 0

Clerk: Cheri L. Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-6

Passed Feb. 1 1993

## RESOLUTION ELECTING PRESIDENT OF COUNCIL

**WHEREAS**, the Ohio Revised Code provides that the members of the Village Council shall annually elect one of its members as its President Pro Tempore; and

**WHEREAS**, the Legislative Authority of the Village of Amanda has nominated and elected one of its members as President Pro Tempore.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF AMANDA, OHIO:**

that Donald Simpson be, and is hereby, elected to the position of President Pro Tempore of Council for the calendar year 1993.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman,  
Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 6 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

RESOLUTION

93-7

IN THE MATTER OF: District Fees

WHEREAS the Policy Advisory Committee resolved to reduce the tiered district fees from \$3.25/\$6.50/\$9.75 to \$2.70/\$5.40/\$8.10 on December 18, 1992 and

WHEREAS it is our best judgement that the lower fees will be sufficient to meet the revised budget for 1993 which was unanimously approved by both the Board of Directors and Policy Advisory Committee in general session on November 6, 1992, and,

WHEREAS public hearings were held in all four counties of the district to provide public input to this reduction and the Policy Advisory Committee has considered this input.

NOW THEREFORE BE IT RESOLVED BY the Council of Amanda, County of Fairfield, State of Ohio, a majority of its members concurring:

Section 1. District tiered fees shall be lowered to \$2.70 for waste generated within the district, \$5.40 for waste generated outside the district but within the state, and \$8.10 for waste generated outside the state of Ohio. The revised fee schedule will be effective upon completion of the reratification procedure. These fees will be used to support the solid waste district programs as outlined in the revised 1993 budget.

Section 2. The clerk of this legislative authority is hereby authorized and directed to mail or otherwise deliver promptly a certified copy of this resolution to the Policy Advisory Committee.

DATE PASSED: 2-1-93

ATTEST: Cheri L. Norman  
Clerk of Council

Ed Bigha  
Mayor

DATE FILED WITH MAYOR: 2-1-93

DATE APPROVED BY MAYOR: 2-1-93

FORM APPROVED: \_\_\_\_\_

1993 APPROVED BUDGET

Plan Implementation

District Operating Expenses \$124,443  
Set Aside for Five-Year Plan Revision 20,000

Recycling/Reduction Programs

Recycling/Composting/Litter Prevention Programs \$700,000  
Household Hazardous Waste Education 10,000

Assistance to Health Departments

Staff (Sanitarians) \$280,000  
Training for Certification 3,500  
Open Dump Clean-up Fund 105,000  
Well Testing 45,000

TOTAL BUDGET \$1,287,943

IN THE MATTER OF Prisoner Housing Contract - Village of Amanda

**WHEREAS**, the Fairfield County Board of Commissioners desires to enter into a contract with the Village of Amanda for the purpose of housing prisoners, and

**WHEREAS**, the contract with the Village of Amanda was inadvertently attached to Resolution 93-07.13.d which approved a prisoner housing contract with the Village of Millersport, **NOW THEREFORE**

**BE IT RESOLVED** by the Board of County Commissioners, County of Fairfield, State of Ohio:

**SECTION 1:** that the Fairfield County Board of Commissioners hereby ratifies the attached contract which was previously signed with the Village of Amanda for the purpose of housing prisoners in the Fairfield County Jail for a period of May 1, 1993 until April 30, 1994.

**SECTION 2:** that the Clerk of the Fairfield County Board of Commissioners send one executed contract to the Village of Amanda and one copy to the Fairfield County Sheriff.

Motion by Judith Shupe seconded by Steven Goodyear

that the resolution be adopted was carried by the following vote:

YEAS: Shupe, Goodyear and Kessler NAYS: NONE

ABSTENTIONS: NONE

cc:

Lisa M. Kessler

Steve S. Goodyear

Judith K. Shupe

BOARD OF COUNTY COMMISSIONERS

ADOPTED August 3, 1993

Mary K. Webb

MARY K. WEBB, CLERK

## CONTRACT

This agreement, made at Lancaster, Ohio, this 7<sup>th</sup> day of June, 1993, between the Fairfield County Board of Commissioners and the Village of Amanda, Ohio.

**SECTION 1.** The Fairfield County Board of Commissioners, in consideration of the promises and agreements of the Village of Amanda, Ohio, hereby promises and agrees with the Fairfield County Board of Commissioners, to incarcerate, care for, and maintain the prisoners in the Fairfield County Jail that are prosecuted in the Common Pleas Court of Fairfield County, Ohio and the Lancaster Municipal Court, for the violation of the Ordinances of the Village of Amanda, Ohio for the sum of Fifty Dollars (\$50.00) per each twenty-four (24) hour day that such a prisoner is incarcerated in the Fairfield County Jail.

**SECTION 2.** The Village of Amanda, Ohio, in consideration of the promises and agreements of the Fairfield County Board of Commissioners hereby promises and agrees that it will pay the Board of County Commissioners of Fairfield County, Ohio, the sum of Fifty Dollars (\$50.00) per day for each twenty-four (24) hour day that a prisoner is incarcerated in the Fairfield County Jail under a sentence imposed in the Common Pleas Court of Fairfield County, Ohio or the Lancaster Municipal Court, for the violation of an Ordinance of the Village of Amanda, Ohio.

**SECTION 3.** It is mutually agreed between the Fairfield County Board of Commissioners and the Village of Amanda, Ohio that the Fairfield County Board of Commissioners will incarcerate and maintain prisoners under the following terms and conditions for the period of this contract:

a. The prisoners incarcerated under this contract shall be subject to the same rules and regulations as those prescribed by the Common Pleas Court of Fairfield County, Ohio, for the Fairfield County Jail.

b. The Sheriff of Fairfield County, Ohio, shall receive and incarcerate all prisoners that have been prosecuted and have been found guilty in the Common Pleas Court of Fairfield County, Ohio, and the Lancaster Municipal Court for the violations of ordinances of the Village of Amanda, Ohio, and shall detain them according to the sentence imposed by the appropriate Court, or until otherwise released according to law.

c. The Village of Amanda, Ohio, shall pay all reasonable and necessary expenses incurred by the Fairfield County Board of Commissioners in habeas corpus proceedings brought by or against prisoners committed under this contract.

d. The Village of Amanda, Ohio, shall pay all medical and hospital bills for prisoners committed to the Fairfield County Jail by reason of this contract.

e. The Sheriff of Fairfield County, Ohio, shall present his vouchers on the 10th day following the end of each month or before, for the number of days the prisoners have been confined to his jail by reason of this contract to the Clerk of the Village of Amanda, Ohio, who shall certify as to the correctness of the vouchers and shall take the appropriate steps to process payment to the Fairfield County Board of Commissioners, in accordance with the vouchers presented. All bills must be current before Fairfield County will house prisoners.

f. The term "twenty-four (24) hour day" as used in this contract is hereby defined to mean that the Fairfield County Board of Commissioners shall be paid by pro-rating the time which will be pro-rated from 0001 hour until 1200 hour (1/2 day) and any person held past 1200 hour will be charged a full day's fee of \$50.00.

g. The Fairfield County Board of Commissioners shall include in the cost of incarceration and detention, transportation of any individual prisoner incarcerated or detained pursuant to this contract to and from the Hall of Justice, East Main Street, Lancaster, Ohio, 43130 for arraignment purposes by an officer or deputy of the Fairfield County Sheriff's Department. This provision shall not be construed as providing transportation to and from the Lancaster Municipal Court, however, for purposes of arraignment.

h. This contract shall continue for a period of one (1) year beginning May 1, 1993 and ending April 30, 1994, and may be terminated by either party prior to the expiration of this contract with thirty (30) days notice to the other party.

OK-REH

IN WITNESS WHEREOF, the Mayor of the Village of Amanda, Ohio, under authority vested in said person by Resolution Number 93-17 and the Fairfield County Board of Commissioners, under authority of Resolution 93-19 passed on the 7<sup>th</sup> day of June, 1993, as recorded in Fairfield County Commissioners Journal \_\_\_\_\_ hereunto set their hands on the day and year first above written.

**VILLAGE OF AMANDA, OHIO**

By: Ed Bigham  
Mayor Ed Bigham

**ATTEST:**

Cheri Norman  
Cheri Norman,  
Clerk-Treasurer

**APPROVED AS TO FORM:**

Thomas J. Corbin  
Thomas J. Corbin,  
Attorney at Law & Solicitor for  
the Village of Amanda, Ohio.

**FAIRFIELD COUNTY BOARD OF COMMISSIONERS**

Steve L. Woodruff

Lisa M. Kessel

Judith K. Shupe

**APPROVED AS TO FORM:**

Roy Hart  
Roy Hart, Assistant  
Prosecuting Attorney

Customer Copy

LANCASTER COMPUTER CENTER  
154 WEST MAIN STREET  
LANCASTER, OHIO 43130  
(614) 654-7667

#### SERVICE AGREEMENT

FOR THE PURPOSE OF HELPING TO MAINTAIN EQUIPMENT, LISTED ON FOLLOWING PAGE, IN EFFICIENT OPERATING CONDITION, WE HEREBY AUTHORIZE THE ABOVE LISTED PARTY TO FURNISH SERVICE, WHICH IS SUBJECT TO THE FOLLOWING TERMS:

NORMAL SERVICE CENTER HOURS OF OPERATION ARE FROM 9:00 AM UNTIL 5:00 PM MONDAY THROUGH FRIDAY, EXCLUDING HOLIDAYS.

PREVENTIVE MAINTENANCE WILL BE PERFORMED ONCE PER YEAR, UNLESS OTHER ARRANGEMENTS ARE MADE.

LABOR AND TRAVEL TIME WILL BE FURNISHED AT NO ADDITIONAL COST.

UNLESS SPECIFIED PARTS ARE NOT INCLUDED WITH SERVICE AGREEMENT, IN CASES THAT PARTS ARE INCLUDED, CONSUMABLE ITEMS WILL NOT BE COVERED WITH THE SERVICE AGREEMENT, ie: RIBBONS, TONER, DRUM UNITS, FLOPPY DISKETTES, ECT...

CUSTOMER SHALL NOT MAKE ANY ATTACHMENTS OR ALTERATIONS TO COVERED EQUIPMENT WITHOUT PRIOR WRITTEN CONSENT OF THE LANCASTER COMPUTER CENTER. IF ANY SUCH ALTERATIONS OR ATTACHMENTS ARE MADE THE SERVICE AGREEMENT IS AT THAT TIME VOID.

REPAIRS DUE TO DAMAGE CAUSED BY ACCIDENT, MISUSE, ABUSE, POWER STRIKES, ACTS OF NATURE, OR OTHER INSTANCES NOT RELATED TO NORMAL WEAR OF EQUIPMENT ARE NOT COVERED BY THIS AGREEMENT.

EQUIPMENT IS TO BE REPAIRED OR ADJUSTED ONLY BY AN AUTHORIZED REPRESENTATIVE OF THE LANCASTER COMPUTER CENTER. IF UNAUTHORIZED TAMPERING IS PERFORMED, SERVICE AGREEMENT IS AT THAT TIME VOID.

PAYMENT IS DUE WITHIN 30 DAYS OF SERVICE AGREEMENT ACTIVATION.

THIS AGREEMENT IS SUBJECT TO THE APPROVAL OF THE LANCASTER COMPUTER CENTER AND IS TO REMAIN IN EFFECT UNTIL THE EXPIRATION DATE OR 30 DAY WRITTEN NOTICE FROM EITHER PARTY. SERVICE AGREEMENTS CANCELED BY THE LANCASTER COMPUTER CENTER WILL BE REFUNDED THE PRORATED AMOUNT.

THE LANCASTER COMPUTER CENTER OR REPRESENTATIVES ARE NOT RESPONSIBLE FOR THE COST OF TIME LOST, HARD OR FLOPPY DRIVE DATA, OR ANY OTHER EXPENSE DUE TO FAILURE OF EQUIPMENT.

customer copy

COVERAGE PERIOD 2-15-93 UNTIL 2-15-94

PARTS INCLUDED WITH AGREEMENT

EQUIPMENT COVERED

MAKE	MODEL	SERIAL NUMBER
80386DX	IBM COMPATIBLE	021098
VGA MONITOR	COLOR	10100774
EPSON	LQ-1170	4161002325

CUSTOMER NAME	VILLAGE OF AMANDA
ADDRESS	116 E. MAIN ST.
CITY/STATE/ZIP	AMANDA, OH 43102
PHONE	969-4771
CONTACT	CHERI NORMAN

LIST ANY ADDITIONAL COVERAGE HERE

COST OF SERVICE AGREEMENT \$300.00

CUSTOMER SIGNATURE \_\_\_\_\_

TJZ

**TECHNICAL ASSISTANCE AGREEMENT**

This Agreement is made in the Village of Amanda, County of Fairfield and State of Ohio, between the Village of Amanda, Ohio hereinafter called the "Village" and Water Specialists, Inc., an Ohio Corporation, hereinafter called the "Corporation", and shall cover the period from June 1, 1992 through May 31, 1994.

**WITNESSETH** that for the consideration of One Thousand Three Hundred Dollars (\$1,300.00) per month and other good and valuable considerations including the material promises and agreements hereinafter set forth, the Village and the Corporation do hereby agree as follows:

**SECTION I.** The Corporation shall, at its cost, provide technical assistance to the Village for the operation of the Village Wastewater Treatment Facility (the "Facility"). Such technical assistance will begin during the initial operation and start-up of the Facility and will include five (5) on-site visits per week to the Facility at times prearranged with the Village Waste Water Treatment Operator (The "Operator"); review of Facility operational records and discussion of Facility operations with the Operator during the scheduled visits; review of EPA files for the Facility to insure compliance with Ohio EPA rules; determination of sampling needs to insure that the Facility is current with sampling requirements; advising the Operator of any new sampling requirements as determined by the EPA; provision of assistance during training to the Operator, if requested by the Village, which such training would include monitoring the progress of the Operator and assistance with any problems the Operator may encounter during completion of the training; and being available via telephone most evenings to discuss problems which may occur between the scheduled visits.

**SECTION II.** All payments shall be made to the Corporation after the Corporation has submitted invoices to the Village.

**SECTION III.** This contract shall be for two (2) years beginning June 1, 1992 and ending May 31, 1994.

**SECTION IV.** Neither the Village nor the Corporation shall assign, sublet or transfer its or their interest in this Agreement without consent of the other party hereto.

**SECTION V.** This contract is terminable by either party, without cause, upon the giving of thirty (30) days written notice.

**SECTION VI.** This written agreement contains the sole and entire agreement between the parties and shall supersede any and all other agreements as may exist between the parties.

**IN WITNESS WHEREOF,** the parties hereto have signed this Agreement on the 6<sup>th</sup> day of July, 1992.

**WATER SPECIALISTS, INC.**

**VILLAGE OF AMANDA, OHIO**

BY: \_\_\_\_\_  
Bill Eitel,  
President

BY: Ed Bigham  
Mayor Ed Bigham

BY: Cheri Norman  
Cheri Norman, Clerk

Approved and to Form: **Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.**

Village of Amanda

AMANDA, OHIO 43102

August 3, 1993

To Whom it May Concern:

The following undersigned and papers included are true and correct to the best of my ability. These are copies of the originals.

Sincerely,

Cheri Norman  
Clerk-Treasurer

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-9

Passed March 1993

**RESOLUTION AUTHORIZING  
TEMPORARY VARIANCE FROM  
VILLAGE ORDINANCE 83-8**

**WHEREAS**, through the enactment of Village Ordinance 83-8 and Section III therein, Village residents are prohibited from moving a trailer from one location to another location within the Village; and

**WHEREAS**, a hardship situation has arisen with regard to the location of a trailer situated at 227 E. Church Street, Amanda, Ohio in that it is necessary for Donny Bethal, the son of Pat Bethal to temporarily relocate the trailer from the aforementioned Church Street address to 603 North School Street, Amanda, Ohio due to the ill health of Pat Bethal; and

**WHEREAS**, for humanitarian reasons the Village Council deems it proper to grant a temporary variance from Village Ordinance 83-8 to allow for the temporary relocation of the aforementioned trailer to 603 North School Street.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that a temporary variance from Village Ordinance 83-8 Section III be, and is hereby, granted to Don Bethal and Pat Bethal for the purpose of temporarily relocating a trailer from 227 E. Church Street to 603 North School Street, Amanda, Ohio; and, further

**RESOLVED**, that the relocation of the aforesaid trailer from 227 E. Church Street to 603 North School Street, Amanda, Ohio be permitted only for the period of time during which Patricia Bethel is residing therein; and, further

**RESOLVED**, that if the aforesaid trailer is vacated and no longer used for a residence for a period of thirty (30) days or more, such trailer as aforementioned must be either removed from the Village or relocated back to its original location at 227 E. Church Street, Amanda, Ohio; and, further

**RESOLVED**, that the variance granted herein is specifically for a humanitarian purpose due to a hardship situation and it is expressly set forth herein that such variance is of a temporary nature and it is not intended by this Council to grant such variance for any other reason.

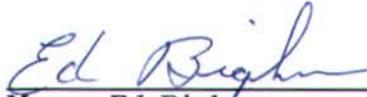
# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19 \_\_\_\_\_

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-10

Passed March 8 19 93

**RESOLUTION AUTHORIZING  
PROVISION OF OFFICE SPACE AND  
EQUIPMENT FOR THE FY 93 CDBG  
COMPREHENSIVE HOUSING PROGRAM  
AND DECLARING AN EMERGENCY**

**WHEREAS**, the Amanda Village Council is in full support of the proposed FY 93 CDBG Comprehensive Housing Program; and,

**WHEREAS**, this program, if funded, would assist greatly in providing improved housing and public facilities for the designated CDBG Improvement Area residents; and,

**WHEREAS**, an emergency situation exists for the reason that this measure is necessary to meet a CDBG Grant filing deadline to qualify the Village for such funds,

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the Village Council commits to providing the following office space and equipment for the CDBG Program, if funded:

Item	To Be Provided by Village	Consultant	To Be Provided by CDBG	Value or Est. Cost
Office Space & Utilities	<u>X</u>			\$ 3,600
Typewriter		<u>X</u>		500
2 Desks & Chairs	<u>2 desks, 2 chairs</u>			600
2-Four Drawer Legal File	<u>1-4 drawer</u>		<u>1-4 drawer</u>	400
Calculator	<u>X</u>			100
18 Months Phone Service & Installation if needed			<u>X</u>	1,200
Copy Machine	<u>X</u>			1,500
Postage			<u>X</u>	300
Paper Products, Supplies & Misc. Office Expenses			<u>X</u>	1,300
<b>TOTAL</b>				<b>\$ 9,500</b>

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19 \_\_\_\_\_

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after its passage and approval by the Mayor, which resolution was adopted by a vote of two-thirds (2/3) of all the members of Council.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-11

Passed March 8 1993

**RESOLUTION OF COMMITMENT/  
SUPPORT FOR AMANDA, OHIO  
PROPOSED FY 93 CDBG HOUSING/  
NEIGHBORHOOD REVITALIZATION  
PROGRAM AND DECLARING AN  
EMERGENCY**

**WHEREAS**, the Amanda Village Council is in full support of the proposed FY 93 CDBG Housing/Neighborhood Revitalization program, and

**WHEREAS**, this program, if funded, would assist greatly in providing improved housing and public facilities for Village residents, and

**WHEREAS**, the Village in its public hearings has discussed the possible use of Village funds, and

**WHEREAS**, an emergency situation exists for the reason that this measure is necessary to meet a CDBG Grant filing deadline to qualify the Village for such funds,

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE AMANDA, OHIO** that the following be, and is hereby, committed in support of the proposed 93CDBG Housing/Neighborhood Revitalization Program;

1. The Village of Amanda shall provide \$ 10,000.00 of its 1994 budget for the FY 93 CDBG Comprehensive Housing/Neighborhood Revitalization Program for secondary activities which may consist of street drainage, waterline, and/or curb and sidewalk improvements.   
*(34,000.00 BPA, 36,000.00 Village)*
2. In addition, the Village will assume the eventual audit cost of this program which cost is estimated to be Two Thousand Dollars (\$2,000.00) or less.
3. The Village will, with its own resources, obtain easements, as may be needed, for proposed CDBG infrastructure improvements.

**THIS COMMITMENT** is made based upon the following:

1. That the Village of Amanda is successful in its efforts to obtain a FY 93 CDBG Housing/Neighborhood Revitalization Grant.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19\_\_

**THIS COMMITMENT** is provided in support of the Village's proposed improvement program which, if funded, will provide substantial long term benefit to the residents of the Village; and, further

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after its passage and approval by the Mayor, which resolution was adopted by a vote of two-thirds (2/3) of all the members of Council.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 4 Nays: 0  
Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-12

Passed March 8 19 93

**RESOLUTION AUTHORIZING THE  
MAYOR TO PROVIDE FOR ONE-  
FOR-ONE REPLACEMENT UNITS  
AND REPLACEMENT ASSISTANCE**

**WHEREAS**, the Village of Amanda may be participating in the implementation of demolition and/or rehabilitation of dwelling units by way of funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24CFR570.496(a)(1), and

**WHEREAS**, Federal law requires that communities not convert low income housing into higher income housing, and

**WHEREAS**, the Village of Amanda does not intend to convert low income housing into higher income housing; and

**WHEREAS**, Federal requirements demand that the Village verify this as part of receiving the Community Development Block Grant Funds by executing an antidisplacement and relocation assistance plan; and

**WHEREAS**, Village Council deems it to be in the best interest of the Village to enter into such antidisplacement and relocation assistance plan; and

**WHEREAS**, an emergency situation exists for the reason that this measure is necessary to meet a CDBG Grant filing deadline to qualify the Village for such funds,

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the antidisplacement and relocation assistance plan dated the 8<sup>th</sup> day of March, 1993 be, and is hereby, approved by the Village Council and shall be complied with if the CDBG Grant is approved; and, further

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reasons set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after its passage and approval by the Mayor, which resolution was adopted by a vote of two-thirds (2/3) of all the members of council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19\_\_\_\_

ATTEST:

Cheri Norman

Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin

Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN

TABLE I-I

Residential Antidisplacement and Relocation Assistance  
Plan under Section 104(d) of the Housing and Community  
Development Act of 1974, as Amended.

Providing for One-for-One Replacement Units  
and Relocation Assistance

The Village of Amanda will replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.496 a(b)(1).

All replacement housing will be provided within three years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the Village of Amanda will make public and submit to the Office of Local Government Services the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy.
7. An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not.
8. An analysis determining whether a dwelling unit proposed to be demolished or converted is considered a low/moderate-income unit.

The Village of Amanda will provide relocation assistance, as described in 570.496 a(b)(2), to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives of activities assisted under the Act, the Village of Amanda agrees to provide substantial levels of assistance to persons displaced by HUD-assisted programs and will further seek to minimize displacement of persons as a result of assisted activities.

The effective date of this plan and certification is April 23, 1993, the date of the submission of this application.

Mayor Ed Bigham  
Signature of CEO

Edward Bigham  
Typed Name of CEO

Mayor  
Title

93-12                      3-8-93  
Ordinance or Resolution Number and Date

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-13

Passed April 5 19 93

**RESOLUTION ESTABLISHING  
ADDITIONAL EXPENSE LINE  
ITEM WITHIN THE VILLAGE  
ENTERPRISE FUND**

**WHEREAS**, the Village Council has determined it to be necessary to establish an additional expense line item within the Enterprise Fund.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that effective April 5, 1993 the following expense line item within the Enterprise Fund be, and is hereby, established:

Expenses: E-1-5-C-231 - Supply - Utilities

and, further

**RESOLVED**, that the Clerk-Treasurer of the Village be, and is hereby instructed to establish this expense line item within the Enterprise Fund.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

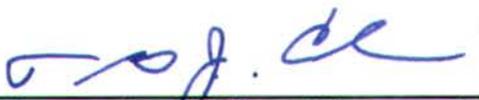
  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-14

Passed April 5 19 93

## RESOLUTION APPROVING AGREEMENT FOR ENGINEERING SERVICES

**WHEREAS**, the Village of Amanda received funds through an Issue II Grant for improvement to existing Village storm sewers; and

**WHEREAS**, Village Council has determined to use said Grant Funds to improve the existing Village's storm sewers; and

**WHEREAS**, Village Council deems it necessary to employ an engineering firm for the purpose of planning and supervising improvement of the existing Village storm sewers; and

**WHEREAS**, the engineering firm of M-E Engineering, Inc. has been selected by the village to oversee design and improvement of the Village's existing storm sewers; and

**WHEREAS**, M-E Engineering, Inc. has submitted an agreement for engineering services for consideration and approval by the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF AMANDA, OHIO:**

that the proposal submitted by M-E Engineering, Inc., dated March 1, 1993 for engineering services in connection with improving the Village's existing storm sewer system, be, and is hereby, approved contingent upon the Village's receipt of Issue II Grant Funds; and, further

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the agreement with M-E Engineering, Inc. for engineering services for and on behalf of the Village.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

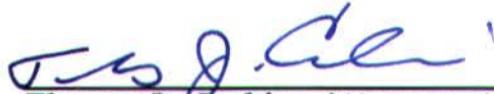
19 \_\_\_\_\_

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village  
of Amanda, Ohio.

CERTIFICATE OF FISCAL OFFICER

It is hereby certified that the amount of Fifteen Thousand Eight Hundred Sixty Five Dollars (\$15,865.00) required to meet the contract, agreement, obligation, payment of expenditure for the attached, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or is in process of collection to the credit of the Capital Improvements Fund free from any obligation or certification now outstanding.

*Cheri Norman*

Cheri Norman, Clerk-Treasurer  
Village of Amanda,  
Fairfield County, Ohio

Dated this 5<sup>th</sup> day of April, 1993.

**M-E ENGINEERING, INC.**

***PROPOSAL FOR ENGINEERING AND  
CONSTRUCTION ADMINISTRATION SERVICES***

***VILLAGE OF AMANDA  
MAIN STREET STORM WATER IMPROVEMENT PROJECT***

*Prepared for:*

*The Village of Amanda*

**M-E ENGINEERING, INC.  
500 South Front Street  
Columbus, Ohio 43215  
TEL (614) 469-4903  
FAX (614) 469-4989**

**VILLAGE OF AMANDA**  
**MAIN STREET STORM WATER IMPROVEMENT PROJECT**  
*Proposal for Engineering and  
Construction Administration Services*

I. **Project Statement:**

The proposed project will improve on an ineffective existing storm water drainage system. The intersection of Main and School Street is the high point of the street and the water drains away in both directions to existing inlets. There are a limited number of inlets on either end of main Street. All of the inlets are at least partially blocked with debris and one inlet is completely closed.

The water draining to the west has to travel approximately 1300 L.F. to the inlets. The condition of distance and dysfunctional inlets causes significant standing water on Main Street. The storm water problem is compounded further by the condition of the pavement. The existing curb is low relative to the pavement. This condition allows storm water, that has difficulty draining away, to wash onto private property during heavy rains. The project proposes to add additional inlets, especially on the west end of Main Street to capture storm water sooner and remove the hazard of standing water. It is not proposed to replace existing curb due to cost considerations. However, the inlets will be designed to be slightly higher than the existing curb to allow for a subsequent curb replacement project to take place without having to disturb or replace the new inlets.

II. **Project Manager:**

Mr. Kevin Wood, P.E., will be the assigned project manager for the Main Street Storm Sewer Improvement Project. Mr. Wood's resume is attached.

III. **Project Approach:**

A. **Design Development Phase**

1. Conduct predesign meeting with the Village of Amanda's Project Manager to discuss project site and design criteria.
2. Acquire and review all existing documents from the village that may impact design.
3. **Conduct site survey as necessary to verify/determine existing conditions, including locating all structures**

**VILLAGE OF AMANDA**  
**MAIN STREET STORM WATER IMPROVEMENT PROJECT**  
*Proposal for Engineering and  
Construction Administration Services*

III. Project Approach, continued:

4. Develop preliminary design and review design development, including maintenance of traffic/detour notes, with the village and the public at large.
5. Review need for easements (if any).
6. Submit plans to any necessary agencies for approval.
7. Review plans and specifications with the village and make required changes for approval.
8. Provide one complete set of biddable documents and specifications to the village for their records.
9. Conduct public hearings (if needed) to keep village residents informed of project.

B. Construction Administration Phase

1. Work with the village to advertise and invite bidders.
2. Accept bids and review documents.
3. Make recommendations to the village on most responsive and low bid.
4. Conduct preconstruction meeting with successful contractor(s).
5. Conduct site inspections, as needed and contractor meetings to ensure compliance and schedule maintenance throughout the construction phase.
6. Provide regular written reports to the village on the project progress including notes from meetings with the contractor and other officials.

**VILLAGE OF AMANDA**  
**MAIN STREET STORM WATER IMPROVEMENT PROJECT**  
*Proposal for Engineering and  
Construction Administration Services*

III. Project Approach, continued:

7. Review shop drawings.
8. Review and forward all contractors' pay requests.
9. Conduct a final inspection of the project and certify final payment.

M-E will coordinate with the Ohio Public Works Commission throughout the project.

**VILLAGE OF AMANDA**  
**MAIN STREET STORM WATER IMPROVEMENT PROJECT**  
*Proposal for Engineering and  
 Construction Administration Services*

Proposed Schedule	Start	Complete
<b>Preliminary Design:</b>		
Pre-Design Meeting	Week of March 15, 1993	
Survey (Field)	Week of March 15, 1993	Wk of March 22, 1993
Survey (In-house)	March 29, 1993	April 7, 1993
Preliminary Plan Design	April 12, 1993	April 30, 1993
Review Preliminary Design with village	May 3, 1993	
Detailed Design Development	May 4, 1993	June 4, 1993
Advertise for Bidders	Week of June 16, 1993	Wk of June 30, 1993
Deadline for submission of bids	July 7, 1993	
Bid opening and public reading	July 7, 1993	
Award contract	Week of July 14, 1993	
<b>Construction:</b>		
Pre-Construction meeting	July 19, 1993	
Construction	July 26, 1993	September 3, 1993

**VILLAGE OF AMANDA**  
**MAIN STREET STORM WATER IMPROVEMENT PROJECT**  
*Proposal for Engineering and*  
*Construction Administration Services*

**Proposed Engineering Fees:**

A.	Survey	\$ 2,280.00
B.	Detailed Design Development	\$ 10,020.00
C.	Construction Administration and Supervision	\$ 3,565.00
D.	Meetings, Hearings and Coordination	Included above
<b>Total Proposed Fee</b>		<b>\$ 15,865.00</b>

**Note:**

M-E Engineering has taken into account all the various factors of completing a job of this type, based on experience to create a cost effective project. When possible, M-E will advise the village of opportunities to further save on cost. Furthermore, the above cost is a firm fixed fee and will not increase unless there is a significant change in the scope of the project.

We, the Village of Amanda, agree to accept the services for the Main Street Storm Sewer Improvement Project, to be provided by M-E Engineering, Inc. as listed in this proposal, at a fee of \$15,865.00.

Mayor Ed Bigham  
 Village of Amanda  
 3-1-93

Date Cheri L. Norman, Clerk  
 Village of Amanda  
 3-1-93

Date Arnold W. Simpson  
 Village of Amanda  
 3-1-93  
 Date

Chris A. Hutubia  
 M-E Engineering, Inc.  
 March 1, 1993  
 Date

**Approved as to Form:**

Thomas J. Corbin  
 Thomas J. Corbin, Attorney at Law  
 & Solicitor for the Village of  
 Amanda, Ohio.

**KEVIN E. WOOD, P.E.**  
*Civil Engineer*

#### REPRESENTATIVE EXPERIENCE

- **Rushville Infrastructure Upgrade**  
Rushville, Ohio  
Mr. Wood was the Civil Engineer on this community development block grant project to upgrade the main street with new curbs, sidewalks, road resurfacing and guard rail.
- **Perry County District Library**  
New Lexington, Ohio  
Mr. Wood was responsible for complete site design for new district library. Design included sanitary service, waterlines, storm sewer, grading and paving. Design included preserving greenspace and stone retaining walls around trees.
- **Junction City Waste Water Treatment System**  
Junction City, Ohio  
Conducted research and developed facilities plan and detailed design for the village's waste water treatment plant. Mr. Wood also assisted the community's efforts to receive state and federal funding. Mr. Wood worked extensively with CSX and Conrail to obtain right-of-way for sanitary sewer lines.
- **McDonald Road**  
Madison Township, Fairfield County  
Project involved widening and realignment of a 2.9 mile gravel township road. The project required Mr. Wood to work closely with adjacent land owners concerning right-of-way issues. In addition, Mr. Wood prepared documents and served as liaison in public hearings on the project.
- **Thurston Waterline Improvement**  
Thurston, Ohio  
The project consisted of upgrading a portion of the village waterline by connecting several dead end stubs to create a waterline loop to improve water pressure and quality. Mr. Wood served as project manager and designer.
- **Lake Fork Road Realignment**  
Burlington Township, Licking County  
Mr. Wood provided the engineering design to relocate a portion of Lake Fork Road. Project required coordination and approval by ODOT and consideration of right-of-way issues.

#### EDUCATION

1986 -- Bachelor of Science Degree  
Civil Engineering -- Ohio University

#### REGISTRATION

Registered Professional Engineer in the State of Ohio.

#### MEMBERSHIPS

Engineers Club of Columbus



### 3.0 PROJECT FINANCIAL INFORMATION

#### 3.1 PROJECT ESTIMATED COSTS (Round to Nearest Dollar):

a)	Project Engineering Costs:	
	1. Preliminary Engineering	\$ <u>960.00</u>
	2. Final Design	\$ <u>12,300.00</u>
	3. Construction Supervision	\$ <u>3,565.00</u>
b)	Acquisition Expenses	
	1. Land	\$ <u>0</u>
	2. Right-of-Way	\$ <u>0</u>
c)	Construction Costs	\$ <u>118,136.50</u>
d)	Equipment Costs	\$ <u>0</u>
e)	Other Direct Expenses	\$ <u>0</u>
f)	Contingencies	\$ <u>11,826.95</u>
g)	<b>TOTAL ESTIMATED COSTS</b>	\$ <u>146,788.74</u>

#### 3.2 PROJECT FINANCIAL RESOURCES (Round to Nearest Dollar and Percent)

	Dollars	%
a) Local In-Kind Contributions *	\$ _____	_____
b) Local Public Revenues	\$ <u>19,788.45</u>	<u>13.5%</u>
c) Local Private Revenues	\$ _____	_____
d) Other Public Revenues		
1. ODOT	\$ _____	_____
2. FMHA	\$ _____	_____
3. OEPA	\$ _____	_____
4. OWDA	\$ _____	_____
5. CDBG	\$ _____	_____
6. Other _____	\$ _____	_____
e) OPWC Funds		
1. Grant	\$ <u>127,000.00</u>	<u>86.5%</u>
2. Loan	\$ _____	_____
3. Loan Assistance	\$ _____	_____
f) <b>TOTAL FINANCIAL RESOURCES</b>	\$ <u>146,788.74</u>	<u>100%</u>

\* If the required local match is to be 100% In-Kind Contributions, list source of funds to be used for retainage purposes:

#### 3.3 AVAILABILITY OF LOCAL FUNDS

Indicate the status of all local share funding sources listed in section 3.2(a) through 3.4(c). In addition, if funds are coming from sources listed in section 3.2(d), the following information must be attached to this project application:

- 1) The date funds are available;
- 2) Verification of funds in the form of an agency approval letter or agency project number. Please include the name and number of the agency contact person.

VILLAGE OF AMANDA  
 MAIN STREET STORM SEWER IMPROVEMENTS  
 COST ESTIMATE  
SECTION ONE = W. CORP. LINE TO JOHN ST. (BASE BID)

DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL BID PRICE
1. EX. ASPHALT, CONCRETE AND BRICK STREET REMOVED, COMPLETE	690	S.Y.	\$ 20	\$13,800.00
2. 11" ITEM 452 PORTLAND CEMENT CONCRETE BASE	211	C.Y.	120	25,320.00
3. 2" ITEM 402 ASPHALTIC CONCRETE	77	TON	40	3,080.00
4. 2" ITEM 404 ASPHALTIC CONCRETE	77	TON	40	3,080.00
5. ITEM 407 TACK COAT (0.1 GAL./S.Y.)	69	GAL.	1.50	103.50
6. ITEM 705 JOINT SEALER (0.1 GAL./S.Y.)	27	GAL.	1.50	40.50
7. SEEDING & MULCHING	127	S.Y.	0.75	95.25
8. 12" R.C.P. ASTM 706.02, CL. IV WITH CLASS B BEDDING	144	L.F.	21.50	3,096.00
9. 18" R.C.P. ASTM 706.02, CL. III WITH CLASS B BEDDING	720	L.F.	28.50	20,520.00
10. 24" R.C.P. ASTM 706.02, CL. III WITH CLASS B BEDDING	376	L.F.	38.50	14,476.00
11. ODOT CATCH BASIN, CB-3A	7	EACH	1,200	8,400.00

DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL BID PRICE
12. ODOT MANHOLE, MH-3	5	EACH	\$1,200	\$ 6,000.00
13. NEW NEENAH FRAME AND GRATE FOR EX. CURB INLETS	3	EACH	500	1,500.00

SUBTOTAL \$99,511.25

PRELIMINARY ENGINEERING SURVEY	960.00
DETAILED DESIGN	2,160.00
CONSTRUCTION SUPERVISION	9,450.00
CONSTRUCTION STAKING	1,350.00
CONTINGENCIES - 10%	2,025.00
	<u>9,951.00</u>
TOTAL	<u>\$125,407.25</u>

Kevin E. Wood  
PREPARED BY

12-29-92  
DATE



VILLAGE OF AMANDA  
 MAIN STREET STORM SEWER IMPROVEMENTS  
 COST ESTIMATE  
SECTION TWO = JOHN ST. TO SCHOOL ST. (ALTERNATE BID #1)

DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL BID PRICE
1. EX. ASPHALT, CONCRETE AND BRICK STREET REMOVED, COMPLETE	167	S.Y.	\$ 20	\$3,340.00
2. 11" ITEM 452 PORTLAND CEMENT CONCRETE BASE	51	C.Y.	120	6,120.00
3. 2" ITEM 402 ASPHALTIC CONCRETE	18.2	TON	40	728.00
4. 2" ITEM 404 ASPHALTIC CONCRETE	18.2	TON	40	728.00
5. ITEM 407 TACK COAT (0.1 GAL./S.Y.)	17	GAL.	1.50	25.50
6. ITEM 705 JOINT SEALER (0.1 GAL./S.Y.)	7	GAL.	1.50	10.50
7. SEEDING & MULCHING	31	S.Y.	0.75	23.25
8. 12" R.C.P. ASTM 706.02, CL. IV WITH CLASS B BEDDING	300	L.F.	21.50	6,450.00
9. ODOT MANHOLE, MH-3	1	EACH	\$1,200	\$ 1,200.00
			SUBTOTAL	<u>\$18,625.25</u>

SURVEY	120.00
DETAILED DESIGN	570.00
CONSTRUCTION SUPERVISION	75.00
CONSTRUCTION STAKING	115.00
CONTINGENCIES - 10%	<u>1,875.95</u>
TOTAL	\$21,381.20

Kevin E. Wood  
PREPARED BY

12-29-92  
DATE



Village of Amanda

AMANDA, OHIO 43102

December 28, 1992

M-E Engineering, Inc.  
500 South Front Street  
Columbus, Ohio 43215

Dear Ms. Hurtubise:

The Village of Amanda is currently seeking funds for the Main Street Storm Water Improvements Project from Issue 2 funding.

The Village of Amanda will participate with their local share of 13.5% of the project total cost, in the amount of \$19,788.45, to be distributed from the General Fund or Capitol Projects Fund.

The current balance of the Village of Amanda General Fund as of 12/28/92 is \$144,902.49.

Sincerely,

*Cheri L. Norman*

Cheri L. Norman  
Village Clerk/Treasurer

CLN/cln

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-15

Passed April 6 19 93

## RESOLUTION APPROVING PURCHASE OF EASEMENT

**WHEREAS**, the Village of Amanda has constructed a wastewater treatment facility; and

**WHEREAS**, for the purpose of maintaining the effluent discharge pipe from the wastewater treatment lagoons, Village Council deems it necessary to purchase an additional permanent easement from Robert W. Meister, Frank E. Meister, Marge Meister, Virginia E. Meister, C. Neil Abbott, Dorothy M. Abbott and Marjorie J. Creviston, hereinafter collectively referred to as the "Grantors"; and

**WHEREAS**, the Grantors have accepted the Village proposal for purchase of the easement for the sum of Eight Hundred Forty Dollars (\$840.00); and

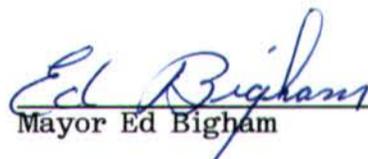
**WHEREAS**, the Grantors have executed a right of way easement wherein the Village is granted a permanent easement more fully described therein; and

**WHEREAS**, Village Council wishes to approve payment to the Grantors for purchase of the permanent easement.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the right of way easement be, and is hereby, approved and accepted; and further

**RESOLVED** that the Village Clerk-Treasurer be, and is hereby, directed to issue individual checks in the amount of One Hundred Sixty Eight Dollars (\$168.00) to each of the Grantors set forth hereinabove.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

Passed

19

The Three-Reading Requirement was waived:

Yeas: 6 Nays: 0

Clerk: Cheri Norman

Approved as to Form:



**Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.**

CERTIFICATE OF FISCAL OFFICER

It is hereby certified that the amount of Eight Hundred Forty Dollars (\$840.00) required to meet the contract, agreement, obligation, payment of expenditure for the attached, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or is in process of collection to the credit of the Capital Improvements Fund free from any obligation or certification now outstanding.

*Cheri Norman*

Cheri Norman, Clerk-Treasurer  
Village of Amanda,  
Fairfield County, Ohio

Dated this 6<sup>th</sup> day of April, 1993.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-16

Passed May 3 19 93

**RESOLUTION TO PAYOFF**  
**OWDA LOAN NO. 0923**  
**AND DECLARING AN EMERGENCY**

**WHEREAS**, in 1988 the Village of Amanda borrowed the sum of Twenty Five Thousand Four Hundred Dollars (\$25,400.00) from the Ohio Water Development Authority ("OWDA") for the purpose of financing engineering fees for the planning of the Village Wastewater Treatment Facility; and,

**WHEREAS**, said OWDA loan matures on July 1, 1993; and

**WHEREAS**, the Village Council desires to payoff OWDA Loan No. 0923 as of April 30, 1993 in the amount of Thirty One Thousand Eight Hundred Seventy Three Dollars and 11/100 (\$31,873.11) which sums includes the accumulation of interest since 1988; and,

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that OWDA Loan No. 0923 in the amount of Thirty One Thousand Eight Hundred Seventy Three Dollars and 11/100 (\$31,873.11), principle and interest, be paid by the Village from the Capital Improvements Fund; and, further

**RESOLVED**, that the Village Clerk-Treasurer be, and is hereby, directed to issue a check payable to OWDA in the aforesaid amount; and, further

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. ....

Passed .....

19 .....

ATTEST:

*Cheri Norman*

Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin, Attorney at Law  
& Solicitor of the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-17

Passed May 3 19 93

## RESOLUTION FOR TRANSFER OF ACCOUNTS AND DECLARING AN EMERGENCY

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

### **GENERAL FUND:**

\$100.00	from	A1-7-D-250 ✓	General Government, Clerk-Treasurer - Capital Outlay
	to	A1-7-D-242 ✓	Operating Supplies
\$750.00	from	A1-7-G-230 ✓	General Government, County Auditor/ Treasurer's Fees Contractual Services
	to	A1-7-E-232 ✓	Lands & Buildings - Communications
\$500.00	from	A1-1-E-230 ✓	Security of Persons & Property, Traffic Signals, Signs & Markings - Contractual Services
	to	A1-1-E-231 ✓	Utilities
\$2,000.00	from	A1-1-A-230 ✓	Security of Persons & Property, Police Law Enforcement - Contractual Services
	to	A1-7-D-230 ✓	General Government, Clerk/Treasurer - Contractual Services

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

Passed

19

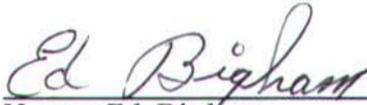
\$100.00 from A1-7-E-211 ✓ General Government/  
Lands & Buildings -  
Salaries & Wages  
to A1-7-E-230 ✓ Contractual Services

### ENTERPRISE FUND:

\$200.00 from E1-5-B-212 Billing - Employee  
Benefits  
to E1-5-A-212 Office - Employee  
Benefits

\$800.00 from E1-5-B-211 Billing - Salary/  
Wages  
to E1-5-A-211 Office - Salary/Wages

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

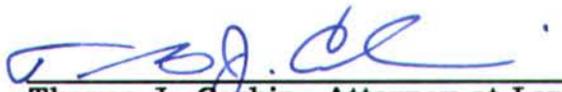
  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-18

Passed May 3 19 93

**RESOLUTION ESTABLISHING  
ADDITIONAL EXPENSE LINE  
ITEMS WITHIN THE VILLAGE  
GENERAL FUND AND DECLARING  
AN EMERGENCY**

**WHEREAS**, the Village Council has determined it to be necessary to establish additional expense line items within the general fund; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the following expense line items within the general fund be, and are hereby, established:

Expenses: A1-7-E-230 -	General Government - Lands & Buildings
A1-7-D-242 -	General Government/ Clerk-Treasurer - Operating Supplies

that the Council of the Village of Amanda, Ohio instruct the Clerk-Treasurer of the Village to establish and create these additional expense line items within the general fund; and, further

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from an after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 5 Nays: 0

ATTEST:

Cheri Norman

Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. ....

Passed .....

19 .....

Approved as to Form:



**Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.**

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-19

Passed June 7 1993

**RESOLUTION APPROVING  
CONTRACT WITH FAIRFIELD  
COUNTY BOARD OF COMMISSIONERS  
FOR INCARCERATION OF PRISONERS**

**WHEREAS**, Village Council deems it in the best interest of the Village to contract with the Fairfield County Board of Commissioners to incarcerate prisoners convicted of violations of Village Ordinances; and,

**WHEREAS**, the Fairfield County Board of Commissioners has submitted a contract to Village Council for the incarceration of prisoners which sets forth the sum of Fifty Dollars (\$50.00) per day per prisoner for incarceration in the Fairfield County Jail.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the contract with the Fairfield County Board of Commissioners and the Village for the incarceration of prisoners for the period beginning May 1, 1993 and ending April 30, 1994 be, is hereby, approved; and, further

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the contract with the Fairfield County Board of Commissioners for and on behalf of the Village.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 6 Nays: 0

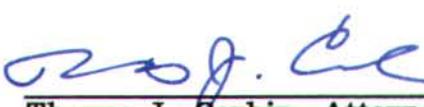
ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 6 Nays: 0

Clerk: Cheri Norman

Approved as to Form:   
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

**CONTRACT**

This agreement, made at Lancaster, Ohio, this 7<sup>th</sup> day of June, 1993, between the Fairfield County Board of Commissioners and the Village of Amanda, Ohio.

**SECTION 1.** The Fairfield County Board of Commissioners, in consideration of the promises and agreements of the Village of Amanda, Ohio, hereby promises and agrees with the Fairfield County Board of Commissioners, to incarcerate, care for, and maintain the prisoners in the Fairfield County Jail that are prosecuted in the Common Pleas Court of Fairfield County, Ohio and the Lancaster Municipal Court, for the violation of the Ordinances of the Village of Amanda, Ohio for the sum of Fifty Dollars (\$50.00) per each twenty-four (24) hour day that such a prisoner is incarcerated in the Fairfield County Jail.

**SECTION 2.** The Village of Amanda, Ohio, in consideration of the promises and agreements of the Fairfield County Board of Commissioners hereby promises and agrees that it will pay the Board of County Commissioners of Fairfield County, Ohio, the sum of Fifty Dollars (\$50.00) per day for each twenty-four (24) hour day that a prisoner is incarcerated in the Fairfield County Jail under a sentence imposed in the Common Pleas Court of Fairfield County, Ohio or the Lancaster Municipal Court, for the violation of an Ordinance of the Village of Amanda, Ohio.

**SECTION 3.** It is mutually agreed between the Fairfield County Board of Commissioners and the Village of Amanda, Ohio that the Fairfield County Board of Commissioners will incarcerate and maintain prisoners under the following terms and conditions for the period of this contract:

a. The prisoners incarcerated under this contract shall be subject to the same rules and regulations as those prescribed by the Common Pleas Court of Fairfield County, Ohio, for the Fairfield County Jail.

b. The Sheriff of Fairfield County, Ohio, shall receive and incarcerate all prisoners that have been prosecuted and have been found guilty in the Common Pleas Court of Fairfield County, Ohio, and the Lancaster Municipal Court for the violations of ordinances of the Village of Amanda, Ohio, and shall detain them according to the sentence imposed by the appropriate Court, or until otherwise released according to law.

c. The Village of Amanda, Ohio, shall pay all reasonable and necessary expenses incurred by the Fairfield County Board of Commissioners is habeas corpus proceedings brought by or against prisoners committed under this contract.

d. The Village of Amanda, Ohio, shall pay all medical and hospital bills for prisoners committed to the Fairfield County Jail by reason of this contract.

e. The Sheriff of Fairfield County, Ohio, shall present his vouchers on the 10th day following the end of each month or before, for the number of days the prisoners have been confined to his jail by reason of this contract to the Clerk of the Village of Amanda, Ohio, who shall certify as to the correctness of the vouchers and shall take the appropriate steps to process payment to the Fairfield County Board of Commissioners, in accordance with the vouchers presented. All bills must be current before Fairfield County will house prisoners.

f. The term "twenty-four (24) hour day" as used in this contract is hereby defined to mean that the Fairfield County Board of Commissioners shall be paid by pro-rating the time which will be pro-rated from 0001 hour until 1200 hour (1/2 day) and any person held past 1200 hour will be charged a full day's fee of \$50.00.

g. The Fairfield County Board of Commissioners shall include in the cost of incarceration and detention, transportation of any individual prisoner incarcerated or detained pursuant to this contract to and from the Hall of Justice, East Main Street, Lancaster, Ohio, 43130 for arraignment purposes by an officer or deputy of the Fairfield County Sheriff's Department. This provision shall not be construed as providing transportation to and from the Lancaster Municipal Court, however, for purposes of arraignment.

h. This contract shall continue for a period of one (1) year beginning May 1, 1993 and ending April 30, 1994, and may be terminated by either party prior to the expiration of this contract with thirty (30) days notice to the other party.

IN WITNESS WHEREOF, the Mayor of the Village of Amanda, Ohio,  
under authority vested in said person by Resolution Number 93-19 and  
the Fairfield County Board of Commissioners, under authority of Resolution  
93-19 passed on the 7<sup>th</sup> day of June, 1993, as  
recorded in Fairfield County Commissioners Journal \_\_\_\_\_ hereunto  
set their hands on the day and year first above written.

VILLAGE OF AMANDA, OHIO

FAIRFIELD COUNTY BOARD OF  
COMMISSIONERS

By: Ed Bigham  
Mayor Ed Bigham

\_\_\_\_\_

ATTEST:

\_\_\_\_\_

Cheri Norman  
Cheri Norman,  
Clerk-Treasurer

\_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Thomas J. Corbin  
Thomas J. Corbin,  
Attorney at Law & Solicitor for  
the Village of Amanda, Ohio.

\_\_\_\_\_  
Roy Hart, Assistant  
Prosecuting Attorney

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-20 Passed Aug. 2 19 93

**RESOLUTION ACCEPTING  
APPLICATION FOR ANNEXATION  
OF 41.095 ACRES INTO THE  
VILLAGE**

**WHEREAS**, a petition for annexation has been filed with the Fairfield County Board of Commissioners for the annexation of 41.095 acres of land situated in the Township of Amanda; and

**WHEREAS**, the Village Council deems it to be in the best interest of the Village to accept the application for annexation.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the application submitted by Charles Kinser, Eva M. Kinser, Debbie S. Abner and Wanda L. Grover for annexation of 41.095 acres of land which is more fully described in Exhibit "A" attached hereto and incorporated herein by this reference and which is situated in Amanda Township, be, and is hereby, accepted; and further,

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered for and on behalf of the Village to execute any documents, certificates or other instruments deemed necessary to effect the foregoing resolution.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney At Law  
& Solicitor for the Village  
of Amanda, Ohio.

CERTIFICATE TO COPY

ORIGINAL ON FILE

The State of Ohio, Fairfield County, ss.

I, Cheri Norman, Clerk of the Council of the Village of Amanda, within and for said County, and in whose custody the Files and Records of said Council are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing is taken and copied from the original \_\_\_\_\_

Jay Budget

now on file, that the foregoing has been compared by me with said original document, and that the same is a true and correct copy thereof.

WITNESS my signature, this 4th day of October, 19 93

Cheri L. Norman

Clerk of Council

1. A copy of this Resolution must be certified to the County Auditor before the first day of October in each year, or at such later date as may be approved by the Board of Tax Appeals.

No. 93-28

COUNCIL OF THE VILLAGE OF

Amanda

Fairfield County, Ohio

RESOLUTION

ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

(Village Council)

Adopted Oct 4, 19 93

Cheri L. Norman

Clerk of Council

Filed \_\_\_\_\_, 19 \_\_\_\_\_

County Auditor

By \_\_\_\_\_ Deputy

**SCHEDULE A**

**SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION,  
AND COUNTY AUDITOR'S ESTIMATED TAX RATES**

FUND	Amount to Be Derived from Levies Outside 10 Mill Limitation				Amount Approved by Budget Commission Inside 10 Mill Limitation				County Auditor's Estimate of Tax Rate to be Levied	
									Inside 10 Mill Limit	Outside 10 Mill Limit
	Column II				Column IV				V	VI
General Fund							13600		2.40	
General Bond Retirement Fund										
Park Fund										
Recreation Fund										
Fund										
Fund										
TOTAL										

**SCHEDULE B**

**LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES**

FUND	Maximum Rate Authorized to Be Levied	County Auditor's Estimate of Yield of Levy (Carry to Schedule A, Column II)			
<b>General Fund:</b>					
Current expense levy authorized by voters on , 19 ,					
for not to exceed years.					
Current expense levy authorized by voters on , 19 ,					
for not to exceed years.					
<b>Total General Fund outside 10 m. Limitation.</b>					
<b>Park Fund: Levy authorized by voters on , 19 ,</b>					
for not to exceed years.					
<b>Recreation Fund: Levy authorized by voters on , 19 ,</b>					
for not to exceed years.					
<b>Fund: Levy authorized by voters on , 19 ,</b>					
for not to exceed years.					

19 , for not to exceed years.

Fund: Levy authorized by voters on

19 , for not to exceed years.

and be it further

RESOLVED, That the Clerk of this Council be, and he is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

Mrs Susan Wenderly seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

- Mr. Don Simpson , yea
- Mrs Betty Folk , yea
- Mrs Susan Wenderly , yea
- Mr. \_\_\_\_\_ , \_\_\_\_\_

Adopted the 4th. day of October , 19 93

Attest:

Cheri L. Norman  
Clerk of Council

Donald Simpson  
President of Council

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(VILLAGE COUNCIL)

Rev. Code, Secs. 5705.34, 5705.35

The Council of the Village of Amanda,  
County, Ohio, met in Regular session on the 4th day of October,  
1993, at the office of Municipal Building with the following members present:

- Don Simpson
- Betty Folk
- Susan Henderly
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Ms Betty Folk moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 1994; and

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

RESOLVED, By the Council of the Village of Amanda, Fairfield County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

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

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

93-21

Passed

Aug 2

19 93

## RESOLUTION APPROVING AGREEMENT WITH CONTRACTOR

**WHEREAS**, pursuant to a solicitation for bids by the Village of Amanda, Ohio the bid of Tom Mayle & Sons Construction Company in the amount of One Hundred Twenty One Thousand, Seven Hundred Thirteen Dollars and 25/100 (\$121,713.25) was accepted by the Village; and

**WHEREAS**, Tom Mayle & Sons Construction Company has submitted to Village Council for its approval an agreement for the provision of contractors services for the construction of Main Street storm sewer improvements for the aforesaid bid amount.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF AMANDA, OHIO**, that the agreement dated the 2<sup>nd</sup> day of August, 1993 between the Village and Tom Mayle & Sons Construction Company be, and is hereby, approved; and, further

**RESOLVED** that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the agreement with Tom Mayle & Sons Construction Company for and on behalf of the Village.

  
\_\_\_\_\_  
Mayor Ed Bigham

### ATTEST:

  
\_\_\_\_\_  
Cheri Norman  
Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney At Law  
& Solicitor for the Village  
of Amanda, Ohio.

CERTIFICATE OF FISCAL OFFICER

It is hereby certified that the amount of One Hundred Twenty One Thousand Seven Hundred Thirteen Dollars and 25/100 (\$121,713.25) required to meet the contract, agreement, obligation, payment or expenditure of the attached, has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or is in process of collection to the credit of the Capital Improvements Fund free from any obligation or certification now outstanding.

BY: Cheri L. Norman  
Cheri Norman, Clerk-Treasurer  
Village of Amanda  
Fairfield County, Ohio

Dated this 2<sup>nd</sup> day of August, 1993.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-22

Passed August 2 1993

## RESOLUTION FOR TRANSFER OF ACCOUNTS AND DECLARING AN EMERGENCY

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds between accounts is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

**GENERAL FUND:**

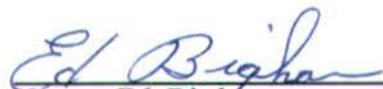
\$500.00 from A1-7-E-211

Lands & Buildings

to A1-7-E-230

Lands & Buildings -  
Professional Services

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

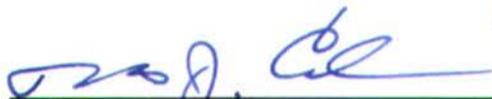
19 \_\_\_\_\_

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:



Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

93-23

Passed

Aug. 2

1993

## RESOLUTION FOR TRANSFER OF ACCOUNTS AND DECLARING AN EMERGENCY

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds between accounts is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

### **GENERAL FUND:**

\$3,069.00 from A1-1-A-230 ✓	Security of Persons & Property - Police Law Enforcement Contractual Services
to A1-7-E-230 ✓	General Government Lands & Buildings - Contractual Services
\$ 500.00 from A1-5-E-211 ✓	Basic Utility Program - Storm Sewers & Drains
to A1-7-D-230 ✓	Clerk, Treasurer - Contractual Services
\$ 25.00 from A1-7-C-230 ✓	Mayor's Court - Contractual Services
to A1-7-B-237 ✓	Legislative Activities - Advertising

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after

# RECORD OF RESOLUTIONS

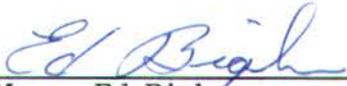
Dayton Legal Blank Co., Form No 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19 \_\_\_\_\_

passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

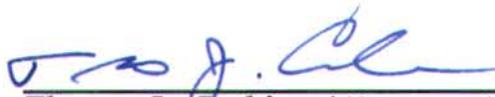
  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-24

Passed Aug. 19

19 93

**RESOLUTION APPROVING  
FY, 93 COMPREHENSIVE  
HOUSING/NEIGHBORHOOD  
REVITALIZATION GRANT  
AGREEMENT**

**WHEREAS**, the Ohio Department of Development has submitted to the Village for its approval an FY, 93 Comprehensive Housing/ Neighborhood Revitalization Grant Agreement (the "Agreement"); and

**WHEREAS**, through the execution of the Agreement the Village will receive the sum of Five Hundred Thousand Dollars (\$500,000.00) in block grant funds for community and economic development activities; and

**WHEREAS**, Village Council deems it to be in the best interest of the Village to enter into the Agreement with the Ohio Department of Development.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the Village enter into the Agreement with the Ohio Department of Development; and, further

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the Agreement for and on behalf of the Village.

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form: Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-25

Passed Aug. 30 1993

**RESOLUTION FOR TRANSFER  
OF ACCOUNTS AND FUNDS  
PURSUANT TO OHIO REVISED  
CODE 5705.14, AND DECLARING  
AN EMERGENCY**

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

**STREET FUND:**

\$12,557.00 from B1-6-B-230 Street Maintenance/  
Repair -  
Contractual Services  
to B1-6-X-250 Other - Capital  
Outlay

\$ 500.00 from B1-6-B-230 Street Maintenance/  
Repair -  
Contractual Services  
to B1-6-B-240 Supplies/Materials

\$ 1389.00 from B1-6-B-230 Street Maintenance/  
Repair -  
Contractual Services  
to B1-6-B-242 Operating Supplies

**GENERAL FUND:**

\$3617.81 from A1-1-E-230 Security of Persons  
& Property - Contractual  
Services  
to D1A-5-A-250 Capital Projects Fund -  
Capital Outlay

\$1774.76 from A1-6-B-211 Transportation -  
Salaries & Wages

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

Passed

19

\$ 814.76 to D1A-5-A-~~244~~<sup>243</sup> Capital Projects Fund -  
Professional Services

\$ 960.00 to D1A-5-A-250 Capital Outlay

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

  
\_\_\_\_\_  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

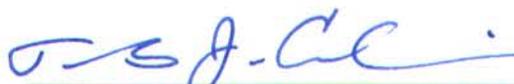
  
\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

  
\_\_\_\_\_  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-24

Passed Aug. 30 19 93

**RESOLUTION ESTABLISHING STORM  
SEWER CAPITAL PROJECT FUND AND  
DECLARING AN EMERGENCY**

**WHEREAS**, a proper accounting must be maintained with regard to funds relative to the Village Storm Sewer Project; and,

**WHEREAS**, an emergency exists in that the funds require immediate disbursement;

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that a fund is created and entitled the "Capital Project Fund"; and, further

**RESOLVED**, that a Professional Services Account is established, D1A-5-A-243, reflecting a balance of Sixteen Thousand Eight Hundred Twenty Five Dollars (\$16,825.00); and, further

**RESOLVED**, that a Capital Outlay Account is established, D1A-5-A-250, reflecting a balance of One Hundred Sixteen Thousand Four Hundred Fourty Six Dollars (\$116,446.00).

Ed Bigham  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-27 Passed Oct. 4 19 93

RESOLUTION ESTABLISHING  
ADDITIONAL EXPENSE LINE  
ITEM WITHIN THE VILLAGE  
STREET FUND

WHEREAS, the Village Council has determined it to be necessary to establish an additional expense line item within the Street Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:

that the following expense line item within the Street Fund be, and is hereby, established:

Expenses: B1-6-X-250 - Other - Capital Outlay  
and, further

RESOLVED, that the Clerk-Treasurer of the Village be, and is hereby instructed to establish this expense line item within the Street Fund.

*Ed Bigham*  
Mayor Ed Bigham

Vote: Yeas: 3 Nays: 0

ATTEST:

*Cheri Norman*  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 3 Nays: 0

Clerk: *Cheri Norman*

Approved as to Form:

*Thomas J. Corbin*  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

## AGREEMENT

This agreement is entered into by and between the **Board of Commissioners of Fairfield County, Ohio**, hereinafter referred to as "the County", and the **Village of Amanda, Ohio**, hereinafter referred to as "the Village".

WITNESSETH that in consideration of One Dollar and other good and valuable consideration including the material promises and agreements hereinafter set forth, the County and the Village hereby agree as follows:

Section 1. The County shall, at its cost, furnish all personnel and equipment necessary to perform police services as ordered by the Mayor or Council of the Village. The operation and maintenance of any motor vehicles and performance of said services, including gas, maintenance, insurance, and related expenses, shall be the cost of the County.

Section 2. The Village agrees to pay the County compensation for services performed as required by Section 1 herein in accordance with the following:

- (A) All personal service payments shall be payable directly to the Fairfield County Sheriff's Office for such service in the sum of Eleven Dollars (\$11.00) per hour, payable within ten (10) days of the date of invoice.
- (B) All motor vehicle and overhead operational expenses shall be paid by the Village to the Fairfield County Sheriff's Office for such service in the sum of Two Dollars (\$2.00) per hour, payable within ten (10) days of the date of invoice.

Section 3. The Term of this contract shall be for a period of one (1) year commencing upon the execution of this agreement by all parties hereto. It is the intention of the parties to automatically renew this agreement for like periods of one (1) year until terminated by either party upon thirty (30) days advance written notice to the other.

Section 4. Neither the Village nor the County shall assign, sublet, or transfer its interest in this agreement to any third party without the consent of the other party hereto.

Section 5. This written agreement contains the sole and entire agreement between the parties and shall supersede any and all other agreements heretofore made between the parties.

IN WITNESS WHEREOF, the parties have hereunto executed this agreement on

this 1<sup>st</sup> day of November, 1993.

Signed and acknowledged  
in the presence of:

Cheri L. Norman

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Village of Amanda, Ohio

By: Donald Simpson  
Acting, Mayor

Board of Commissioners  
of Fairfield County, Ohio

By: \_\_\_\_\_  
Steven L. Goodyear, Commissioner

By: \_\_\_\_\_  
Lisa Kessler, Commissioner

By: \_\_\_\_\_  
Judith Shupe, Commissioner

APPROVED AS TO FORM:

[Signature]

Roy E. Hart  
Assistant Prosecuting Attorney  
for Fairfield County, Ohio

APPROVED AS TO FORM:

[Signature]

Thomas J. Corbin  
Attorney at Law & Solicitor for the  
Village of Amanda, Ohio.

THIS INSTRUMENT WAS PREPARED BY: Roy E. Hart, Assistant Prosecuting Attorney,  
323 East Main Street, Lancaster, Ohio 43130

# CORBIN LAW OFFICES

THOMAS J. CORBIN  
ATTORNEY AT LAW

842 NORTH COLUMBUS STREET  
LANCASTER, OHIO 43130  
(614) 687-1450  
(614) 687-1475  
FAX (614) 687-9384  
COLUMBUS  
(614) 837-0396

TO: Cheri Norman  
Clerk-Treasurer  
Village of Amanda  
P.O. Box 267  
Amanda, Ohio 43102

DATE: January 12, 1993

RE: Resolution and Agreement

DOCUMENTS ENCLOSED: Original, executed Resolution Approving Police  
Contract; Original, executed Agreement by and  
between the Village and the Board of Commissioners

The foregoing enclosures are provided for the purposes indicated below:

These were mixed in with the copies of Resolutions and Ordinances which you supplied to me to update our books.

Donna Anderson

Receipt acknowledged by: N/A

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-29

Passed Nov. 1

19 93

## RESOLUTION APPROVING POLICE CONTRACT

WHEREAS, the Village desires to contract for police services through the Fairfield County Sheriff; and

WHEREAS, said Sheriff has presented a contract which is suitable as to form;

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO that the contract attached hereto is hereby approved, and the Mayor is authorized to execute the same in the name of the Village of Amanda;

That services shall be performed pursuant to said contract, not to exceed a total of 40 hours in any two calendar weeks.

Donald W. Simpson  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form: [Signature]  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-29 Passed Nov. 1 19 93

## RESOLUTION APPROVING POLICE CONTRACT

WHEREAS, the Village desires to contract for police services through the Fairfield County Sheriff; and

WHEREAS, said Sheriff has presented a contract which is suitable as to form;

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO that the contract attached hereto is hereby approved, and the Mayor is authorized to execute the same in the name of the Village of Amanda;

That services shall be performed pursuant to said contract, not to exceed a total of 40 hours in any two calendar weeks.

Acting Donald Simpson  
Mayor ~~Ed Bigham~~  
Donald Simpson

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form: Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-30

Passed Nov. 1 19 93

## RESOLUTION TO APPLY FOR ISSUE 2 GRANT MONIES

**WHEREAS**, the Legislative Authority of the Village of Amanda, Ohio has determined it to be in the best interest of the Village to prepare and submit an application for Issue 2 Grant funds authorized pursuant to House Bill 704.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF AMANDA, OHIO:**

that the application for financial assistance for Issue 2 Grant funds be prepared and submitted to obtain funding for Village improvements; and, further

**RESOLVED**, that the Village Mayor and Village Clerk-Treasurer be, and are hereby, authorized and empowered to execute the application for financial assistance for Issue 2 Funds for and on behalf of the Village.

Donald W. Bigham  
Acting Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman,  
Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 4 Nays: 0

Clerk Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney At Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 93-31

Passed Nov. 1 19 93

**RESOLUTION ADOPTING  
VILLAGE OF AMANDA  
FY 93 CDBG HOUSING  
REHABILITATION PROGRAM**

**WHEREAS,** the Village of Amanda has been awarded a Five Hundred Thousand Dollar (\$500,000.00) Community Development Block Grant for the Federal Fiscal Year 1993; and

**WHEREAS,** the Village Council desires to adopt the necessary policies and guidelines;

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO** that the Policies and Guidelines as submitted to the Village by Hurley, Schnauffer and Associates are hereby adopted as the governing rules for the FY 93 CDBG Housing Rehabilitation Program, and the Mayor and Clerk-Treasurer are hereby authorized to execute the same.

Acting Donald W. Simpson  
Mayor Ed Bigham

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman  
Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blnk Co. Form No. 30045

Resolution No. 93-32

Passed

Dec. 6

1993

## RESOLUTION FOR TRANSFER OF ACCOUNTS AND DECLARING AN EMERGENCY

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

### **GENERAL FUND:**

\$2195.00 from A1-7-G-230 ✓ General Government -  
Treasurer's Fees

to A1-1-A-230 ✓ Security of Persons  
and Property -  
Contractual Services

\$ .48 from A1-1-C-231 ✓ Security of Persons  
and Property -  
Utilities

to A1-1-B-230 ✓ Security of Persons  
and Property -  
Contractual Services

\$1100.00 from A1-6-B-230 ✓ Transportation -  
Contractual Services

to A1-7-B-234 ✓ General Government -  
Professional Services

\$ 590.04 from A1-7-C-211 ✓ General Government -  
Salaries and Wages

to A1-7-B-234 ✓ General Government -  
Professional Services

\$ 400.00 from A1-2-B-230 ✓ Public Health -  
Contractual Services

to A1-7-E-234 ✓ General Government -  
Professional Services

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

*Resolution No.*

*Passed*

*19*

- \$ 500.00 from A1-6-B-212 ✓ Transportation -  
Employee Benefits

to A1-7-E-234 ✓ General Government -  
Professional Services
  
- \$ 342.14 from A1-7-G-230 ✓ General Government -  
Contractual Services

to A1-7-E-234 ✓ General Government -  
Professional Services
  
- \$ 200.00 from A1-7-F-230 ✓ General Government -  
Contractual Services

to A1-5-E-211 ✓ Basic Utility -  
Salaries and Wages
  
- \$ 400.00 from A1-7-D-250 ✓ General Government -  
Capital Outlay

to A1-5-E-211 ✓ Basic Utility -  
Salaries and Wages
  
- \$ 300.00 from A1-7-D-240 ✓ General Government -  
Supplies and Materials

to A1-5-E-211 ✓ Basic Utility -  
Salaries and Wages
  
- \$ 85.51 from A1-5-E-240 ✓ Basic Utility -  
Supplies and Materials

to A1-5-E-211 ✓ Basic Utility -  
Salaries and Wages
  
- \$ 275.00 from A1-1-E-240 ✓ Security of Persons  
and Property -  
Supplies and Materials

to A1-7-E-230 ✓ General Government -  
Contractual Services
  
- \$ 435.00 from A1-5-E-243 ✓ Basic Utility -  
Repair & Maintenance

to A1-7-E-230 ✓ General Government -  
Contractual Services
  
- \$ 228.00 from A1-7-D-238 ✓ General Government -  
Printing & Reproduction

to A1-7-E-230 ✓ General Government -  
Contractual Services
  
- \$ 400.00 from A1-6-B-240 ✓ Transportation -  
Supplies and Materials

to A1-7-B-211 ✓ General Government -  
Salaries and Wages

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

*Resolution No.*

*Passed*

*19*

\$ 383.00	from A1-7-C-211 ✓	General Government - Salaries and Wages
	to A1-7-B-211 ✓	General Government - Salaries and Wages
\$ 57.00	from A1-7-G-230 ✓	General Government - Contractual Services
	to A1-7-B-211 ✓	General Government - Salaries and Wages
\$ 10.00	from A1-7-D-238 ✓	General Government - Printing & Reproduction
	to A1-7-B-211 ✓	General Government - Salaries and Wages
\$ 172.00	from A1-7-C-240 ✓	General Government - Supplies and Materials
	to A1-1-E-230 ✓	Security of Persons and Property - Contractual Services
\$ 104.00	from A1-7-C-212 ✓	General Government - Employee Benefits
	to A1-1-E-230 ✓	Security of Persons and Property - Contractual Services
\$ 100.00	from A1-1-A-240 ✓	Security of Persons and Property - Supplies and Materials
	to A1-7-B-237 ✓	General Government - Advertising
\$ 100.00	from A1-5-E-230 ✓	Basic Utility - Contractual Services
	to A1-7-B-237 ✓	General Government - Advertising
\$ 50.00	from A1-2-X-230 ✓	Community Environment - Contractual Services
	to A1-7-B-237 ✓	General Government - Advertising
\$ 2.29	from A1-5-E-240 ✓	Basic Utility - Supplies and Materials
	to A1-7-B-237 ✓	General Government - Advertising
\$ 75.00	from A1-7-C-230 ✓	General Government - Contractual Services
	to A1-7-B-212 ✓	General Government - Employee Benefits

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

*Resolution No.*

*Passed*

19

- \$ 141.34 from A1-6-B-240 ✓ Transportation -  
Supplies and Materials

to A1-7-E-211 ✓ General Government -  
Salaries and Wages
- \$ 40.00 from A1-7-E-240 ✓ General Government -  
Supplies and Materials

to A1-7-A-212 ✓ General Government -  
Employee Benefits
- \$ 50.00 from A1-1-E-211 ✓ Security of Persons  
and Property -  
Salaries and Wages

to A1-7-A-212 ✓ General Government -  
Employee Benefits
- \$ 12.00 from A1-7-D-238 ✓ General Government -  
Printing & Reproduction

to A1-7-A-212 ✓ General Government -  
Employee Benefits
- \$ 16.26 from A1-1-E-212 ✓ Security of Persons  
and Property -  
Employee Benefits

to A1-7-A-212 ✓ General Government -  
Employee Benefits

**FROM GENERAL FUND  
TO PARK FUND:**

- \$ 154.00 from A1-7-B-230 ✓ General Government-  
Contractual Services

to B4-3-B-230 ✓ Leisure Time -  
Contractual Services
- \$ 25.24 from A1-6-B-211 ✓ Transportation -  
Salaries and Wages

to B4-3-B-230 Leisure Time -  
Contractual Services
- \$ 19.00 from A1-7-C-212 ✓ General Government -  
Employee Benefits

to B4-~~3~~-B-230 ✓ Leisure Time -  
Contractual Services
- \$ .59 from A1-7-C-211 ✓ General Government -  
Salaries and Wages

to B4-3-B-230 ✓ Leisure Time -  
Contractual Services

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19\_\_

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 6 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 6 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 93-33 Passed Dec. 27 19 93

## RESOLUTION FOR TRANSFER OF ACCOUNTS AND DECLARING AN EMERGENCY

**WHEREAS**, certain accounts of the Village of Amanda are currently without sufficient funds to pay obligations which must be drawn therefrom; and

**WHEREAS**, transfer of funds is deemed necessary by the Village Clerk-Treasurer and the members of the Village Legislative Authority; and

**WHEREAS**, this legislation constitutes an emergency measure for the reason that the public welfare requires timely payment of Village obligations.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

that the following transfers between accounts be effected by the Village Clerk-Treasurer;

### **WATER OR ENTERPRISE FUND:**

\$ 100.00	from	E1-5-C-212 ✓	Supply - Employee Benefits
	to	E1-5-A-211 ✓	Office - Salaries/Wages
\$ 25.00	from	E1-5-A-242 ✓	Office - Operating Supplies
	to	E1-5-A-211 ✓	Office - Salaries/Wages
\$ 30.00	from	E1-5-A-242 ✓	Office - Operating Supplies
	to	E1-5-A-220 ✓	Office - Travel Transportation
\$ 150.00	from	E1-5-B-238 ✓	Billing - Printing & Reproduction
	to	E1-5-C-211 ✓	Supply - Salaries/Wages
\$ 900.00	from	E1-5-A-212 ✓	Office - Employee Benefits
	to	E1-5-B-211 ✓	Billing - Salaries/Wages

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

Passed

19

\$ 400.00	from E1-5-A-241 ✓	Office - Office Supplies
	to E1-5-B-211 ✓	Billing - Salaries/Wages
\$ 70.00	from E1-5-B-238 ✓	Billing - Printing & Reproduction
	to E1-5-B-211 ✓	Billing - Salaries/Wages
\$ 25.00	from E1-5-B-238 ✓	Billing - Printing & Reproduction
	to E1-5-B-270 ✓	Billing - Transfer
\$ 5.00	from E1-5-A-242 ✓	Office - Operating Supplies
	to E1-5-E-211 ✓	Pumping - Salaries/Wages
\$ 5.00	from E1-5-B-238 ✓	Billing - Printing & Reproduction
	to E1-5-E-211 ✓	Pumping - Salaries/Wages
\$ 700.00	from E1-5-C-232 ✓	Supply - Communications
	to E1-5-B-212 ✓	Billing - Employee Benefits

## SEWER FUND:

\$3643.02	from E2-5-C-230	Pumping - Contractual
	to E2-5-C-240	Pumping - Supplies/Materials

**RESOLVED**, that this resolution is hereby declared to be an emergency measure for the reason set forth in the preamble hereto, which is made a part hereof, and shall take effect and be in force from and after passage and approval by the Mayor, which resolution was adopted by a vote of at least two-thirds (2/3) of all the members of Council.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 5 Nays: 0

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. \_\_\_\_\_

Passed \_\_\_\_\_

19\_\_\_\_

ATTEST:

Cheri Norman

Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin

Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 94-1

Passed Mar. 7 19 94

## RESOLUTION DESIGNATING PRESIDENT PRO TEMPORE

**WHEREAS**, Ohio law provides that the Village legislative authority shall elect from among its membership a President Pro Tempore, to fulfill the terms of said office; and

**WHEREAS**, the Amanda Village council has done so;

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE  
AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

That Gary Hacker is elected and confirmed as President Pro Tempore of Council for and during the calendar year 1994, and until a successor is duly elected.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 5 Nays: 0

ATTEST:

Cheri L. Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 5 Nays: 0

Clerk: Cheri L. Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney At Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No. 94-2 Passed April 28 19 94

**RESOLUTION AUTHORIZING  
CONTRACT WITH AMANDA TOWNSHIP  
FOR FIRE SERVICE AND  
PROTECTION, AND DECLARING AN  
EMERGENCY**

**WHEREAS**, the Village desires to maintain fire protection for its residents therein; and

**WHEREAS**, the Village contracts with Amanda Township for fire protection; and

**WHEREAS**, immediate legislative action is necessary to ensure that fire protection service is uninterrupted.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:**

1. That the contract agreement attached hereto and incorporated herein by reference is hereby approved;
2. That the Mayor and Clerk-Treasurer are authorized to bind the Village contractually by affixing their signatures thereto.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman,  
Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co., Form No. 30045

Resolution No.

94-3

Passed

May 2

19 94

## RESOLUTION RETAINING VILLAGE SOLICITOR

**WHEREAS**, the Legislative Authority of the Village of Amanda has retained Attorney Thomas J. Corbin, to act as Legal Counsel and Solicitor for the Village for the fiscal years 1994 and 1995.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE OF AMANDA, OHIO:**

that the Retainer Agreement dated March 1, 1994 with Corbin Law Offices for services as Legal Counsel and Solicitor to the Village for the period from March 1, 1994 through February 28, 1996, be, and is hereby, approved; and further

**RESOLVED**, that the Mayor and Clerk-Treasurer be, and are hereby, authorized to execute the Retainer Agreement between the Village, and Corbin Law Offices, for and on behalf of the Village.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived:

Yeas: 4 Nays: 0

Clerk: Cheri L. Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio.

RETAINER AGREEMENT

\*\*\*\*\*

By and Between: The Village of Amanda, Ohio, and  
Thomas J. Corbin, Attorney at Law,  
842 North Columbus Street, Lancaster, Ohio.

This instrument is to confirm the terms under which this office is retained by the Village Council of Amanda, Ohio, to serve as Counsel and Solicitor in and for the following matters:

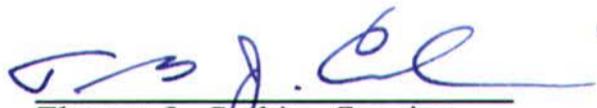
- advise Village Council in the regular conduct of official Village business;
- attend regular council meetings as requested and as needed;
- conduct office conferences and telephone conversations as needed;
- review contract and other legal documents;
- prepare all ordinances and resolutions;
- provide written opinions concerning matters within regular conduct of Village business.

For said services, the Village will allocate the sum of N/A from the 1994 budget.

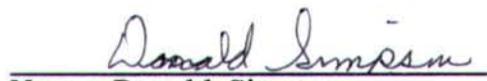
All services shall be billed at the hourly rate of One Hundred Twenty Five Dollars (\$125.00) per hour for attorney services, and will be billed on approximately a monthly basis.

In addition to the above-stated terms, the Village hereby agrees that any and all costs, including court costs, filing fees, postage expenses, long distance telephone charges and copy costs, will be paid separate and apart from fees.

This contract covers the period of March 1, 1994 through February 28, 1996.

  
 \_\_\_\_\_  
 Thomas J. Corbin, Esquire  
 842 North Columbus Street  
 Lancaster, Ohio 43130  
 Phone: (614) 687-1450

Accepted and agreed on the 2<sup>nd</sup> day of May, 1994.

  
 \_\_\_\_\_  
 Mayor Donald Simpson

  
 \_\_\_\_\_  
 Cheri Norman, Clerk-Treasurer

CERTIFICATE OF FISCAL OFFICER

\*\*\*\*\*

As Fiscal Officer of the Village of Amanda, I hereby certify that funds in the amount of \_\_\_\_\_ have been lawfully appropriated for the purpose of meeting the obligations of the contract with Thomas J. Corbin, duly authorized by Resolution No. \_\_\_\_\_ and are in the Treasury or in the process of collection to the credit of the General Fund, free from any previous encumbrances.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 1994.

\_\_\_\_\_  
Cheri Norman, Clerk-Treasurer  
Village of Amanda

# RECORD OF RESOLUTIONS

Dayton Legal Blank Co. Form No. 30045

Resolution No. 94-4

Passed

June 7 1994

**RESOLUTION ACCEPTING BID  
OF ENGINEERING FIRM  
REGARDING CURB, SIDEWALK,  
STREET AND WATERLINE  
IMPROVEMENTS/FY 93 CDBG  
PROGRAM**

WHEREAS, the Village of Amanda has solicited bids for engineering services, in compliance with federal procurement requirements; and

WHEREAS, bids have been submitted and received;

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE AUTHORITY OF THE VILLAGE OF AMANDA, OHIO:

That the bid of McE Engineering is hereby accepted, in the amount of \$21,845.00, it being the lowest and best bid after review of all relevant considerations; and the Village Mayor and Clerk-Treasurer are authorized to enter into a contract in said amount, after review and approval of said contract by the Village Solicitor.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 4 Nays: 1

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 1

Clerk: Cheri Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney At Law  
& Solicitor for the Village of  
Amanda, Ohio.

RESOLUTION NUMBER 94-5 PASSED: 7-11-94

**A RESOLUTION ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN PARTICIPATION PLAN**

**WHEREAS**, the Village of Amanda participates in the Community Development Block Grant Program (CDBG) as administered by the Ohio Department of Development, and

**WHEREAS**, the Village of Amanda wishes to encourage citizen input and participation in the Community Development Block Grant Program;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the Village of Amanda, Ohio; adopts and will enforce the following Citizen participation Plan:

**AMANDA CDBG CITIZEN PARTICIPATION PLAN**

**SECTION 1. CITIZEN PARTICIPATION IN CDBG APPLICATION**

- A. Before submitting an application for a Community Development Block Grant, the Village shall hold a minimum of two public hearings to receive comments, suggestions and questions concerning the program and the Village's proposed participation. The public meetings shall be held at least ten days apart and their times and locations shall be appropriate to broad citizen participation. Notice shall be given to local news media at least ten days in advance of each meeting.

**SECTION 2 CITIZEN PARTICIPATION IN CDBG PROGRAM**

- A. Citizen participation shall be solicited periodically during the course of the program for information and assistance. Amanda's meetings will be used as a forum for open public discussion of all related program matters. The Village shall maintain an up-to-date file of all information on the administration and execution of the program, excluding any confidential data solicited in surveys of residents, and the file shall be reasonably available for public inspection. All reasonable requests to copy program

records and information shall be allowed, and handouts of frequently requested information shall be prepared and made available. Affirmative efforts shall be made to get adequate information to citizens, especially persons of low and moderate income.

- B. The Village shall notify the public of any program amendment which requires State approval. A public hearing shall be held for any amendments that will change the scope of the program or alter the outcomes of any projects included in the CDBG program. The public hearing shall be held to consider the merits of the amendment, to answer questions, and to receive comments prior to its submission. Amendments not requiring prior State approval, budget revisions, and minor changes to the Community Development Program shall be made without such public hearing.

### **SECTION 3. PUBLIC FILES, QUESTIONS AND COMPLAINTS, FOREIGN LANGUAGES, HEARING IMPAIRED AND HANDICAPPED**

- A. Amanda shall maintain an up-to-date file for all information on the Community Development Block Grant Program, as received from the U.S. Department of Housing and Urban Development, which shall be available for public inspection.
- B. The Village encourages the ideas, comments and questions of all local citizens. Any questions, complaints or proposals addressed to the Village in writing will be responded to in writing generally within fifteen working days and shall be included in the public file.
- C. All public hearings and meetings will be conducted at a location that is accessible to the handicapped.
- D. The Village will comply (to the extent reasonably possible) with requests for translations of meeting notices, meetings, minutes, or contents of the file into a foreign language.
- E. The Village will comply (to the extent reasonably possible) with requests from the hearing impaired to use sign language at meetings or to give them written minutes and notices of the meetings.



RESOLUTION NUMBER: 94-6

PASSED: 7-11-94

**A RESOLUTION FOR PROMOTING FAIR HOUSING OPPORTUNITIES AND ADOPTION OF A FAIR HOUSING PLAN**

**WHEREAS**, the population of the Village of Amanda, Ohio, includes people of different races, sexes, religious beliefs, handicaps, family status and national origins; and

**WHEREAS**, the Village Council of Amanda believes in the principal of equal rights and privileges for all citizens; and

**WHEREAS**, the United States Congress has adopted as the national policy to provide, within constitutional limitations, for fair housing throughout our country; and

**WHEREAS**, Amanda is participating in the Community Development Block Grant (CDBG) Program under the provisions of the Housing and Community Development Act of 1974; and

**WHEREAS**, Amanda is desirous of promoting fair housing opportunities in accordance with said act and program and national policy;

**NOW, THEREFORE**, be it resolved by the Village Council of Amanda, Fairfield County, Ohio:

That it is hereby designated to be the continuing policy of Amanda to do all things necessary and proper to secure for all its citizens their right to equal housing opportunities regardless of their race, color, sex, religious belief, national origin, handicap, or family status; and

**FURTHER BE IT RESOLVED**

That the Village Council of Amanda adopts a Fair Housing Plan, which is incorporated herein by reference and made a part hereof, the same as though rewritten here in full, for purposes of establishing a Fair Housing Policy; and

**FURTHER BE IT RESOLVED**

That the Village Council of Amanda appoints Larry Kennedy as Fair Housing Officer who is charged with implementing the Fair Housing Plan and administering all Fair Housing Program activities (with assistance from CDC of Ohio) of the Village in accordance with federal and state housing laws for the duration of the CDBG program.

Motion by: *Folk*  
Seconded by: *Fauble*  
Vote:           Yeas *6*  
                  Nays *0*

*Donald Simpson*  
Donald Simpson, Mayor  
Village of Amanda, Ohio

**ATTEST:**

*Cheri Norman*  
Cheri Norman, Clerk-Treasurer  
Village of Amanda, Ohio

*Harold Huber*  
President of Council  
Village of Amanda, Ohio

**VILLAGE OF AMANDA  
FAIR HOUSING PLAN AND IMPLEMENTATION PROGRAM**

The Village of Amanda, having designated a policy to promote equal housing opportunities for all its citizens; and having agreed to take affirmative actions toward this end, have set forth the following objectives and specific action steps which collectively make up the Village's Fair Housing Plan.

**A. INCREASE PUBLIC AWARENESS OF FAIR HOUSING LAWS AND HOW TO ASSURE EQUAL ACCESS TO HOUSING**

1. Submit articles to newspapers about fair housing laws, complaint procedures, benefits of promoting fair housing, etc. No less than three (3) articles shall be submitted each program year.
2. Develop and provide fair housing information and materials (posters/brochures) to ten (10) area agencies, organizations, public buildings or events (county fair, etc.). Keep records on the number of materials developed and distributed.

**B. PROVIDE SERVICE AND INFORMATION TO VICTIMS OF DISCRIMINATION, ASSISTING THEM IN ASSERTING THEIR HOUSING RIGHTS**

1. Designate person to be fair housing officer in charge of receiving complaints.
2. Inform public of phone numbers to call for complaints (via brochures, posters, newspaper articles).
3. Provide training for fair housing officer to familiarize him/her with fair housing laws, how to receive complaints, how to refer complaint, realistic conciliation/investigation efforts, keeping records, etc.
4. Once training is completed, the fair housing officer will be responsible for:
  - a. receiving fair housing complaints
  - b. providing complainant with an opinion of whether he/she is a victim of discrimination
  - c. informing the complainant of his/her alternatives (file complaint with HUD or CCRC, going to court, etc.)
  - d. assisting complainant in filing discrimination complaint
  - e. attempting reconciliation, if possible, and if desired by complainant
  - f. keeping records of all complaints received

Resolution Number:  
Page 2

This plan shall take effect as of the date first shown below.

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio  
Date: 7-11-94

RESOLUTION NUMBER: 94-7 PASSED: 7-11-94

**A RESOLUTION TO PROMOTE AFFIRMATIVE ACTION PLAN FOR CDBG FINANCED EMPLOYMENT AND CONTRACTS**

WHEREAS, the Village of Amanda is participating in the Community Development Block Grant (CDBG) Program under the provisions of the Housing and Community Development Act of 1974, and

WHEREAS, it is a requirement of the CDBG program to practice affirmative action policies in the hiring of employees and letting of CDBG financed contracts;

NOW THEREFORE, be it resolved by the Village Council of Amanda, Fairfield County, Ohio:

That it is hereby designated to be the continuing policy of Amanda to undertake affirmative action steps in hiring and contracting under the CDBG program; and

**FURTHER BE IT RESOLVED:**

That the Village Council of Amanda adopts an Affirmative Action Plan for CDBG Financed Employment and Contracts, which is incorporated herein by reference and made a part hereof, the same as though rewritten here in full, for purposes of establishing an Affirmative Action Policy.

Motion by: Fauble

Seconded by: Racker

Vote: Ye s 6

Na s 0

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio

**ATTEST:**

Cheri Norman  
Cheri Norman, Clerk-Treasurer  
Village of Amanda, Ohio

Samuel H. Hark  
President of Council  
Village of Amanda, Ohio

**VILLAGE OF AMANDA**  
**AFFIRMATIVE ACTION PLAN**  
**FOR**  
**CDBG FINANCED EMPLOYMENT AND CONTRACTS**

**THE EQUAL OPPORTUNITY CLAUSE.** An important tool to promote equal employment opportunity is requiring the contractors and subcontractors to take affirmative action. The following clauses shall be included in each contract:<sup>1</sup>

- 1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
  
- 2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
  
- 3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the Department's contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order 11246 of September 24,

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<sup>1</sup>Transactions of \$10,000 or under are exempted from this requirement. The amount of such contract or subcontract, rather than the amount of federal financial assistance, governs. Also, no party may procure supplies or services in less-than-usual quantities as a means of avoiding applicability of the equal opportunity clause.

1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

- 4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- 5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- 6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contract may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
- 7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the Department may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event the contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the Department, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

### RECRUITMENT

One or more of the following recruitment procedures shall be employed to assure nondiscriminatory recruiting and hiring of personnel.

**Advertising** - employment advertising shall be inserted in newspapers reaching the largest number of minority group persons in the region. Newspapers of general circulation in the region will be utilized in personnel recruitment and in notices for bidders on contracts.

**Colleges and Universities** - when a position requires specialized or formal training, schools and universities, particularly those with minority enrollment, will also be utilized for job recruitment.

**EO Statement** - any advertisements for employment shall contain the following: "An equal opportunity employer. Minority, handicapped and woman applicants are encouraged to apply."

**Other Human Relations Agencies** - established human relations organizations such as the NAACP, Urban League, etc. will be enlisted to assist in recruiting and in the referral of qualified applicants.

**Referral from Present Employees** - employees are encouraged to refer minority applicants for vacancies or new positions when additional staff is required.

**Assurance of Nondiscriminatory Hiring** - staff members participating in hiring decisions shall be instructed that this policy must be an integral part of every aspect of their personal practice in the hiring, training, upgrading and treatment of employees. All staff who make hiring decisions shall insure that applicants for all jobs are considered without discrimination.

## **EMPLOYMENT RECORDS**

A crucial aspect of promoting equal employment opportunity is the availability of adequate data on the effectiveness of the entire program. This is also important and necessary for use in both judicial review of the recipient's equal opportunity efforts and for reporting requirements of the Small Cities Program.

**Records** - The following employee records will be maintained in the administrative section for a minimum period of three (3) years and made available for inspection and transcription by appropriate authorities:

- a. Name
- b. Address (last address reported during employment)
- c. Date of birth
- d. Position
- e. Rates of pay and dates of adjustments
- f. Race/sex/age
- g. Promotions, demotions, transfers, discharges, disciplinary actions, or any other changes in classification or pay status.

The following records will be kept for one (1) year from the date of personnel action referred to in these areas:

- a. Job application, resume submittal (race/sex/age), source of referral, position applied for;
- b. Failure or refusal to hire an individual, and person responsible for making the decision;
- c. Any adds or notices to the public or to an employer relating to job openings, promotions, training programs, or opportunities for overtime work.

### **CAREER ADVANCEMENT AND EQUAL PAY**

The need for upward mobility programs in local government, as elsewhere, cannot be disputed. The affirmative action program requires periodic self-evaluation of all positions to assure equal pay and career advancement opportunities for equivalent duties.

**Opportunity for Further Training** - The Village will maintain a policy of motivating and encouraging minority employees and youths to enter subprofessional and professional training. Such training opportunities will be made available to the maximum extent feasible. Participation in available training and education programs, including on-the-job training and counseling, will be made available to all employees to encourage their skills and job potential.

**Placement and Promotion** - The Village is responsible to see that placement and promotion decisions are considered without discrimination. All employees who have increased their skills and job potential will be promoted without discrimination consistent with government needs.

**Pay and Other Working Conditions** - To assure nondiscriminatory pay, other compensation and working conditions, rates of pay and fringe benefits will be periodically examined to assure equal consideration for all employees with equivalent duties.

**Maintaining Control and Effectiveness** - The procedures will be continually monitored with respect to recruitment, training, promotions and compensation. Reviews, analyses and evaluations shall be made periodically to assure that the staff understands the responsibility to implement the policies. Adjustments, changes or additions in procedures designed to accomplish the overall objectives shall be instituted as deemed necessary.

APPROVED. Donald Simpson 7-11-94  
Donald Simpson, Mayor Date

**VILLAGE OF AMANDA**  
**AFFIRMATIVE ACTION PLAN**  
**FOR**  
**CDBG FINANCED EMPLOYMENT AND CONTRACTS**

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- 2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
  
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- 6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contract may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
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**EO Statement** - any advertisements for employment shall contain the following: "An equal opportunity employer. Minority, handicapped and woman applicants are encouraged to apply."

**Other Human Relations Agencies** - established human relations organizations such as the NAACP, Urban League, etc. will be enlisted to assist in recruiting and in the referral of qualified applicants.

**Referral from Present Employees** - employees are encouraged to refer minority applicants for vacancies or new positions when additional staff is required.

**Assurance of Nondiscriminatory Hiring** - staff members participating in hiring decisions shall be instructed that this policy must be an integral part of every aspect of their personal practice in the hiring, training, upgrading and treatment of employees. All staff who make hiring decisions shall insure that applicants for all jobs are considered without discrimination.

## **EMPLOYMENT RECORDS**

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**Records** - The following employee records will be maintained in the administrative section for a minimum period of three (3) years and made available for inspection and transcription by appropriate authorities:

- a. Name
- b. Address (last address reported during employment)
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- d. Position
- e. Rates of pay and dates of adjustments
- f. Race/sex/age
- g. Promotions, demotions, transfers, discharges, disciplinary actions, or any other changes in classification or pay status.

The following records will be kept for one (1) year from the date of personnel action referred to in these areas:

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- b. Failure or refusal to hire an individual, and person responsible for making the decision;
- c. Any adds or notices to the public or to an employer relating to job openings, promotions, training programs, or opportunities for overtime work.

### **CAREER ADVANCEMENT AND EQUAL PAY**

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**Opportunity for Further Training** - The Village will maintain a policy of motivating and encouraging minority employees and youths to enter subprofessional and professional training. Such training opportunities will be made available to the maximum extent feasible. Participation in available training and education programs, including on-the-job training and counseling, will be made available to all employees to encourage their skills and job potential.

**Placement and Promotion** - The Village is responsible to see that placement and promotion decisions are considered without discrimination. All employees who have increased their skills and job potential will be promoted without discrimination consistent with government needs.

**Pay and Other Working Conditions** - To assure nondiscriminatory pay, other compensation and working conditions, rates of pay and fringe benefits will be periodically examined to assure equal consideration for all employees with equivalent duties.

**Maintaining Control and Effectiveness** - The procedures will be continually monitored with respect to recruitment, training, promotions and compensation. Reviews, analyses and evaluations shall be made periodically to assure that the staff understands the responsibility to implement the policies. Adjustments, changes or additions in procedures designed to accomplish the overall objectives shall be instituted as deemed necessary.

APPROVED: Donald Simpson 7-11-94  
Donald Simpson, Mayor Date

RESOLUTION NUMBER: 94-6

PASSED: 7-11-94

**A RESOLUTION FOR PROMOTING FAIR HOUSING OPPORTUNITIES AND ADOPTION OF A FAIR HOUSING PLAN**

**WHEREAS**, the population of the Village of Amanda, Ohio, includes people of different races, sexes, religious beliefs, handicaps, family status and national origins; and

**WHEREAS**, the Village Council of Amanda believes in the principal of equal rights and privileges for all citizens; and

**WHEREAS**, the United States Congress has adopted as the national policy to provide, within constitutional limitations, for fair housing throughout our country; and

**WHEREAS**, Amanda is participating in the Community Development Block Grant (CDBG) Program under the provisions of the Housing and Community Development Act of 1974; and

**WHEREAS**, Amanda is desirous of promoting fair housing opportunities in accordance with said act and program and national policy;

**NOW, THEREFORE**, be it resolved by the Village Council of Amanda, Fairfield County, Ohio:

That it is hereby designated to be the continuing policy of Amanda to do all things necessary and proper to secure for all its citizens their right to equal housing opportunities regardless of their race, color, sex, religious belief, national origin, handicap, or family status; and

**FURTHER BE IT RESOLVED**

That the Village Council of Amanda adopts a Fair Housing Plan, which is incorporated herein by reference and made a part hereof, the same as though rewritten here in full, for purposes of establishing a Fair Housing Policy; and

**FURTHER BE IT RESOLVED**

That the Village Council of Amanda appoints Larry Kennedy as Fair Housing Officer who is charged with implementing the Fair Housing Plan and administering all Fair Housing Program activities (with assistance from CDC of Ohio) of the Village in accordance with federal and state housing laws for the duration of the CDBG program.

Motion by: *Folk*  
Seconded by: *Fauble*  
Vote:           Yeas *6*  
                  Nays *0*

*Donald Simpson*  
Donald Simpson, Mayor  
Village of Amanda, Ohio

**ATTEST:**

*Cheri Norman*  
Cheri Norman, Clerk-Treasurer  
Village of Amanda, Ohio

*Gayle Huber*  
President of Council  
Village of Amanda, Ohio

RESOLUTION NUMBER: 94-7 PASSED: 7-11-94

**A RESOLUTION TO PROMOTE AFFIRMATIVE ACTION PLAN FOR CDBG FINANCED EMPLOYMENT AND CONTRACTS**

WHEREAS, the Village of Amanda is participating in the Community Development Block Grant (CDBG) Program under the provisions of the Housing and Community Development Act of 1974, and

WHEREAS, it is a requirement of the CDBG program to practice affirmative action policies in the hiring of employees and letting of CDBG financed contracts;

NOW THEREFORE, be it resolved by the Village Council of Amanda, Fairfield County, Ohio:

That it is hereby designated to be the continuing policy of Amanda to undertake affirmative action steps in hiring and contracting under the CDBG program; and

**FURTHER BE IT RESOLVED:**

That the Village Council of Amanda adopts an Affirmative Action Plan for CDBG Financed Employment and Contracts, which is incorporated herein by reference and made a part hereof, the same as though rewritten here in full, for purposes of establishing an Affirmative Action Policy.

Motion by: Fauble

Seconded by: Dacker

Vote: Yeas 6

Nays 0

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio

**ATTEST:**

Cheri Norman  
Cheri Norman, Clerk-Treasurer  
Village of Amanda, Ohio

Gary A. Hark  
President of Council  
Village of Amanda, Ohio

**VILLAGE OF AMANDA  
FAIR HOUSING PLAN AND IMPLEMENTATION PROGRAM**

The Village of Amanda, having designated a policy to promote equal housing opportunities for all its citizens; and having agreed to take affirmative actions toward this end, have set forth the following objectives and specific action steps which collectively make up the Village's Fair Housing Plan.

**A. INCREASE PUBLIC AWARENESS OF FAIR HOUSING LAWS AND HOW TO ASSURE EQUAL ACCESS TO HOUSING**

1. Submit articles to newspapers about fair housing laws, complaint procedures, benefits of promoting fair housing, etc. No less than three (3) articles shall be submitted each program year.
2. Develop and provide fair housing information and materials (posters/brochures) to ten (10) area agencies, organizations, public buildings or events (county fair, etc.). Keep records on the number of materials developed and distributed.

**B. PROVIDE SERVICE AND INFORMATION TO VICTIMS OF DISCRIMINATION, ASSISTING THEM IN ASSERTING THEIR HOUSING RIGHTS**

1. Designate person to be fair housing officer in charge of receiving complaints.
2. Inform public of phone numbers to call for complaints (via brochures, posters, newspaper articles).
3. Provide training for fair housing officer to familiarize him/her with fair housing laws, how to receive complaints, how to refer complaint, realistic conciliation/investigation efforts, keeping records, etc.
4. Once training is completed, the fair housing officer will be responsible for:
  - a. receiving fair housing complaints
  - b. providing complainant with an opinion of whether he/she is a victim of discrimination
  - c. informing the complainant of his/her alternatives (file complaint with HUD or CCRC, going to court, etc.)
  - d. assisting complainant in filing discrimination complaint
  - e. attempting reconciliation, if possible, and if desired by complainant
  - f. keeping records of all complaints received

Resolution Number:  
Page 2

This plan shall take effect as of the date first shown below.

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio  
Date: 7-11-94

RESOLUTION NUMBER: 94-8 PASSED: 7-11-94

**A RESOLUTION OF APPOINTMENT OF LABOR COMPLIANCE OFFICER (LCO) FOR DURING OF FY 93 CDBG COMPREHENSIVE HOUSING/NEIGHBORHOOD REVITALIZATION PROGRAM**

WHEREAS, the Village of Amanda has awarded a Community Development Block Grant for the entire Village and

WHEREAS, it is a requirement of a Grantee entering into Ohio CDBG Small Cities financed construction contracts shall designate a Labor Compliance Officer (LCO) to administer Federal Labor Standards requirements, and

WHEREAS, the Village of Amanda may select an outside consultant to assist its LCO in the performance of his or her labor compliance duties;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Amanda, that Betty Folb is appointed as the LCO for the duration of the CDBG program, and CDC of Ohio are selected to assist the LCO in the performance of his or her labor compliance duties.

Motion by: Fauble

Seconded by: Hacker

Vote: Yeas 6

Nays 0

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio

ATTEST:

Cheri Norman  
Cheri Norman, Clerk-Treasurer  
Village of Amanda, Ohio

David Hacker  
President of Council  
Village of Amanda, Ohio

RESOLUTION NUMBER: 94-9 PASSED: 7-11-94

**A RESOLUTION ADOPTING A MINORITY/WOMEN BUSINESS PLAN FOR THE VILLAGE OF AMANDA FY 93 COMMUNITY DEVELOPMENT BLOCK GRANT COMPREHENSIVE HOUSING PROGRAM**

**WHEREAS**, the Village of Amanda, Ohio, has applied for and received a Community Development Block Grant, and;

**WHEREAS**, Amanda wishes to take affirmative action in accordance with Federal Management Circular 74-7 relative to encouraging the participation of minority and women owned businesses in the Block Grant Program;

**NOW, THEREFORE**, be it resolved by the Amanda Village Council that the following actions are hereby established in an effort to take affirmative action for Minority/Women Entrepreneurship for the Village's Community Development Block Grant Program:

**AMANDA CDBG MINORITY/WOMEN BUSINESS ENTERPRISE PLAN:**

**Section 1:** The Village shall establish a goal of awarding 10 % or more of the total grant to minority business. According to the 1990 census of population, less than 1% of the population of the County are minorities.

**Section 2:** The minority and women owned businesses operating in the Village of Amanda and surrounding area will be identified by local officials and listed for easy reference when soliciting bids for services, materials or supplies. The list will be reviewed and updated on an as needed basis to reflect the current status of minority and women owned businesses in the Village, County, and adjacent counties. Known local and applicable minority and women owned businesses will be solicited for bid work, as appropriate to their line of services offered, under the Village's CDBG Program.

**Section 3:** The minority and women businesses will be informed of opportunities for their participation in providing services, materials, and supplies by telephone, written notice, or through public advertising in the local newspaper.

**Section 4:** Minority and women businesses will be considered in alternate, noncompetitive bid procurement. Primary contractors will be encouraged to sub-contract work to minority and women businesses when appropriate.

**Section 5:** A record keeping system will be established. The records will include contacts which are not bid, or are less than \$5,000.00, which have been awarded to minority and women businesses.

Motion by: Folb

Second by: Muck

Vote: Yeas 6

Nays 0

Donald Simpson  
Donald Simpson, Mayor  
Village of Amanda, Ohio

**ATTEST:**

Cheri Norman  
Cheri Norman, Clerk-Treasurer

Sam H. Huber  
President of Council  
Village of Amanda, Ohio

# RECORD OF ORDINANCES

Dayton Legal Blank Co.

Form No. 30043

Ordinance No. 94-9

Passed Dec. 22 1994

**AN ORDINANCE AMENDING ORDINANCE NUMBER 93-9, TO MODIFY RATE PER THOUSAND GALLONS OF WATER USED, TO MODIFY DEBT SERVICE CHARGE, AND DECLARING AN EMERGENCY**

WHEREAS, the Village, per recommendation of Ohio Environmental Protection Agency, desires to revise certain rates established by previous ordinance 92-6; and

WHEREAS, this ordinance constitutes an emergency measure for the immediate preservation of the public peace, property, health or safety, such emergency arising out of the necessity to meet EPA requirements, to receive the balance of funding monies, and to meet debt and maintenance costs;

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE OF AMANDA, OHIO:

That all users of the Village sewer system shall be charged at the rate of one dollar and fifteen cents (\$1.15) for every thousand (1000) gallons of water used, which sum is intended to cover costs of operating, maintaining, and repairing the system (O.M. & R.);

That all users shall be charged fifteen dollars (\$15.00) per month, by way of debt service charges with the exception that Midwest Fabricating Company shall be charged a monthly debt service fee of two hundred dollars (\$200.00), and the Amman-Clearcreek School System shall be charged a monthly debt service fee of four hundred and fifty dollars (\$450.00);

That all prior legislation inconsistent herewith is hereby repealed.

Donald Simpson  
Mayor Donald Simpson

Vote: Yeas: 4 Nays: 0

ATTEST:

Cheri L. Norman  
Cheri Norman, Clerk-Treasurer

The Three-Reading Requirement was waived/not waived:

Yeas: 4 Nays: 0

Clerk: Cheri L. Norman

Approved as to Form:

Thomas J. Corbin  
Thomas J. Corbin, Attorney at Law  
& Solicitor for the Village of  
Amanda, Ohio

**PROCUREMENT POLICY**  
for  
**VILLAGE OF AMANDA, OHIO**

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The following Procurement Policy was adopted 7-11-94 by the Amanda Village Council by Resolution No. 94-10.

**PROCUREMENT PROCEDURES**

To determine which purchase approach would be the most economical and provide a satisfactory product or service, Village officials, agents, or employees shall:

- Review proposed procurement actions to avoid the purchase of unnecessary or duplicative items or services.
- Consider consolidation or breaking out to obtain a more economical purchase; and
- Where appropriate, analyze lease versus purchase alternatives.

**CONTRACTING WITH SMALL AND MINORITY FIRMS, WOMEN'S BUSINESS ENTERPRISE, AND LABOR SURPLUS AREA FIRMS**

To assure that small and minority businesses and women's business enterprises are utilized when possible as sources of supplies, equipment, construction, and services' the following affirmative action steps shall be undertaken:

The Village will:

- Obtain a list of small, minority, and women's businesses in the area from the Small Business Administration and the Office of Minority Business Enterprise.
- Solicit supplies and services from potential sources of this list.
- When economically feasible, divide total requirements into smaller tasks or quantities so as to permit maximum small and minority business participation.
- Where possible, establish delivery schedules which will encourage participation by small and minority businesses.
- When possible, procure goods and services from labor surplus areas.
- When possible, procure goods and services located within (1) the Village and (2) County.
- Miscellaneous supplies (less than \$50 each, i.e. paper, folders, etc.) which in aggregate cost less than \$1,000 may be purchased without obtaining and documenting price quotes. Every attempt should be made to purchase at the lowest price and from local vendors.

**I. PROCUREMENT OF CONSTRUCTION**

**SELECTION PROCEDURE**

All procurement transactions shall be conducted in a manner which provide open and free competition:

- 1) Solicitation of offers, whether by competitive sealed bids or competitive negotiation, shall:
  - a. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description shall not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to

be procured, and when necessary, shall set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "Brand name or Equal" description may be used as a means to define the performance or other salient requirements of a procurement. The specific features of the named brand which must be met by offers shall be clearly stated.

- b. Clearly set forth all requirements which offerers must fulfill and all other factors to be used in evaluating bids or proposals.
- 2) Awards shall be made only to responsible contractors or professionals that possess the potential ability to perform successfully under the terms and conditions of a proposed procurement. Consideration shall be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

## **METHOD OF PROCUREMENT**

Procurement shall be made by one of the following methods:

- 1) Small purchase procedures are those relatively simple and informal procurement methods which are appropriate for a procurement of services, supplies, or their property, costing in the aggregate not more than \$5,000. Price or rate quotations shall be obtained from a reasonable number of qualified sources.
- 2) Competitive sealed bids (formal advertising) shall be utilized when the estimated procurement exceeds \$5,000.

Informal advertising, sealed bids are publicly solicited and a firm-fixed price contract awarded to the responsible bidder whose bid conforms to conditions of the invitation for bid and is lowest in price. If the lowest bid exceeds the construction estimate by more than 10% the Village shall rebid the project. If formal advertising is used for procurement, notice thereof shall be given in the following manner:

- a. Notice shall be published once a week for not less than two nor more than four consecutive weeks preceding the day of the opening of bids in a newspaper of general circulation in the Village for a procurement in excess of \$5,000. It shall also be posted as in (b) below.
- b. Notice for procurement in the excess of \$5,000 shall be posted one time in a public place for at least two weeks prior to the day of the opening of bids.

Notice shall contain:

- a. A general description of the subject of the proposed contract and the time and place where the plans and specifications may be obtained.
- b. The time and place where the bids will be opened.
- c. The time and place for filing bids.
- d. The terms of the proposed purchase.
- e. Conditions under which the bids will be received.

## **II. PROCUREMENT OF PROFESSIONAL SERVICES**

All procurement of professional services must be competitively procured regardless of the dollar value of the contract.

**METHOD OF PROCUREMENT**

The Village shall solicit proposals from a least three different firms offering the desired professional service or services. The Village shall use either a Request for Qualifications (RFQ), (non publicized) and negotiate fair and reasonable compensation or use a Request for Proposals (RFP), (publicized).

The RFQ shall seek qualification statements to provide the services. These qualification statements will be rated in a fair and even manner. The top choice(s) should then submit a proposal outlining a scope of services and estimated costs. These are to be evaluated on the basis of experience, capability of firm to perform the service, past record of performance, timeliness and familiarity of firm with the type of project, and experience with federal compliance. Negotiations on reasonable compensation shall be made with the successful firm.

The RFP shall request similar information as the RFQ and shall be generally evaluated by the same criteria as the RFQ before a contract is awarded.

**III. PROCUREMENT RECORDS**

The Village shall maintain records sufficient to detail the history of a procurement. The records shall include:

- a. Rationale for the method of procurement.
- b. Rationale for contractor/supplier rejection or selection.
- c. Basis for cost of price.

Donald Simpson  
Mayor

NOTE: YEAS 6 NAYS 0

ATTEST:

Cheri Norman  
Clerk-Treasurer

Ray P. Fisher  
President of Council