

ORDINANCE NO. 3000

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THIS VILLAGE BY DELETING PROVISIONS WHICH ARE INCONSISTENT WITH THE VILLAGE FORM OF GOVERNMENT; ENACTING AN INVENTORY SYSTEM; AND CREATING A CHAPTER FOR THE FISCAL OFFICER, INCLUDING AN INVESTMENT POLICY AND DISHONORED CHECK FEE.

WHEREAS, due to the results of the 2010 decennial census, the City of Crestline became the Village of Crestline, and

WHEREAS, R.C. 703.07 provides that ordinances not inconsistent with the new form of government shall continue in force, and

WHEREAS, most provisions of the Codified Ordinances are not inconsistent with the Village form of government and remain in force, but certain ones apply only to the City form of government and are no longer effective, and

WHEREAS, in order to avoid any confusion, this Ordinance removes from the Codified Ordinances those provisions which are no longer in effect and enacts certain provisions necessary for the Village form of government.

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

SECTION 1. That Part One – Administrative Code, Title Five – Administrative, of the Codified Ordinances is hereby amended by repealing the following:

Chapter 125 – Auditor
Chapter 126 – Treasurer
Chapter 129 – Safety-Service Director
Chapter 134 – Civil Service Commission

SECTION 2. That the following provisions are hereby enacted as part of Title Five – Administrative:

Chapter 128 – Village Administrator

128.03 INVENTORY OF VILLAGE PROPERTY.

(a) Within sixty days of the effective date of this section, the following Village employees and officials shall complete and deliver to the Village Administrator an inventory of all Village property in their department as follows:

Fire Department	Fire Chief
Police Department	Police Chief
Service Department	Service Superintendent
Water/Sewer Department	Water & Sewer Superintendent
Administration & all Departments not listed above	Village Administrator

(1) These inventories shall include all motor vehicles, tools, equipment, computers, radios, and any other equipment or machinery with a purchase price of one hundred dollars (\$100.00) or more and each item shall be identified by a brief description including serial numbers where available. Those items with no serial number shall be assigned a Village department number.

(2) The Village Administrator shall compile the inventories received and provide to the Mayor and Council and make available upon request a total Village inventory compiled from the documents submitted under this Section.

(b) During the month of March beginning in 2012 and each year thereafter, the officials and employees listed in subsection (a) hereof shall revise their department inventory and deliver a copy of the revised inventory to the Village Administrator by no later than March 31 who shall then compile a revised Village-wide inventory. This list shall be provided to the Mayor and each member of Council.

(c) No item listed on the inventory or left off of the inventory but belonging to the Village shall be disposed of except as follows:

(1) Personal property not needed by the Village for municipal purposes as determined by the Village Administrator and having an estimated value of less than one thousand dollars (\$1,000.00) may be disposed of by the department head by private sale.

(2) Personal property not needed by the Village for municipal purposes and having a value of one thousand dollars (\$1,000.00) or more shall be sold:

A. Upon authorization by Ordinance to the highest and best bidder after advertising once a week for two consecutive weeks in a newspaper of general circulation in the Village;

B. By trading vehicles, equipment or machinery to the seller of vehicles, equipment or machinery as part of the purchase price of new vehicles, equipment or machinery of the same type if authorized by Resolution of Council;

C. Pursuant to the procedure provided in the annual Resolution adopted by Council authorizing sale by internet auction.

(3) Any municipal property which is obsolete or unfit for the use for which it was acquired and has no value may be discarded or salvaged at the discretion of the department head upon whose inventory it appears.

(d) The procedures set forth in subsection (c) hereof do not apply to property in the possession of the Police Department which is unclaimed or forfeited. This property shall be disposed of in accordance with Ohio R.C. Chapter 2981.

(e) No real property or interest in real property shall be sold or encumbered except as directed by an ordinance of Council.

SECTION 3. That the following provisions are hereby enacted as part of Title Five – Administrative:

Chapter 130 – Fiscal Officer

130.01 INVESTMENT POLICY.

(a) It is the policy of the Village of Crestline to invest money in:

(1) Time deposits, certificates of deposit or savings accounts which qualify as interim deposit as defined in Ohio R.C. 135.01 with eligible depositories with which this Village has valid depository contracts under Chapter 135 Revised Code.

(2) The Ohio Subdivision Trust Fund (STAR OHIO).

(3) Treasury bills, notes, bonds, agency bonds or other obligations with a maturity date of five years or less which are issued by or guaranteed as to principal and interest by the U.S. Treasury.

(b) Under the guidelines of this policy, no security will be purchased that has a remaining term to final maturity of more than five years.

(c) To maintain the portfolio's desired characteristics, swapping (the simultaneous selling of one security and buying another) will be permitted.

(d) All portfolio transactions will be performed on a competitive basis when practical. Each bid or offer will be received from three providers. Each price will be recorded and the best price selected for execution.

(e) At no time will the safety of the portfolio's principal investment be impaired or jeopardized. Safety is herein defined as the certainty of receiving full par value plus accrued interest, at the security's legal final maturity.

(f) The Fiscal Officer will provide a report of all transactions regarding investments to the finance committee on a monthly basis.

130.02 DISHONORED CHECK FEE.

There is hereby established a fee of thirty dollars (\$30.00) for each check payable to this Village which is dishonored and returned by the drawee bank for any reason. Each Village employee responsible for the collection of the original payment shall assess the thirty dollar (\$30.00) fee established by this section and collect the same from the person who owes the principal obligation in addition to that underlying amount.

SECTION 4. That this Ordinance shall be in full force and effect from and after the earliest period allowed by law.

DATE: _____

Aye_____ Nay_____ Abstain_____

David Sharrock, Mayor

Attest:

Annette Johnston, Clerk of Council

Approved as to form:

Harry M. Welsh, Law Director