

City of Niles, Ohio

SPONSORED BY UTILITIES COMMITTEE
AUTHORIZED BY: MCNAUGHTON

DRAFT NO. 113-18

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS FOR ONE AND TWO YEAR(S) OF SLUDGE HAULING AND DISPOSAL AND FOR ONE AND TWO YEARS OF CHEMICALS FOR THE WASTEWATER TREATMENT PLANT; AND, DECLARING AN EMERGENCY

WHEREAS, it is necessary to obtain new contracts for sludge hauling and disposal, and for the purchase of sodium hyposulfite, liquid aluminum hypochlorite, sodium bisulfite and polymers for the Wastewater Treatment Plant; and,

WHEREAS, on the recommendation of the Wastewater Supervisor, Council desires to authorize the Safety-Service Director to advertise for bids for the sludge hauling and disposal for one and two year(s), and to advertise for alternate bids for the chemicals for one and two years.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Council hereby authorizes the Safety-Service Director to advertise for bids for one and two years of sludge hauling and disposal, and for one and two years for purchase of sodium hyposulfite, liquid aluminum hypochlorite, sodium bisulfite and polymers for the Wastewater Treatment Plant.

SECTION 2: This Ordinance is declared to be an emergency measure in the interest of the public health, safety and welfare so that contracts for the year 2019 for sludge hauling and disposal and chemicals for the Wastewater Treatment Plant can be entered into on a timely basis. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018 and signed by me as such Mayor on this _____ day of _____, 2018.

MAYOR

City of Niles

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: SMITH

DRAFT NO. 114-18

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE UNAPPROPRIATED MOTOR FUEL FUND 771 TO THE MOTOR FUEL GASOLINE ACCOUNT; AND, DECLARING AN EMERGENCY

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Council hereby authorizes the appropriation of Forty Thousand Dollars (\$40,000.00) from the Unappropriated Motor Fuel Fund 771 to the Motor Fuel Gasoline Account, Account No. 771-7171-54200.

SECTION 2: This Resolution is hereby declared to be an emergency measure in the interest of the public health, safety and welfare, for gasoline. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018 and signed by me as such Mayor this _____ day of _____, 2018.

MAYOR

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: SMITH; LASTIC

DRAFT NO. 115-18

RESOLUTION NO. _____

A RESOLUTION APPROPRIATING FUNDS FROM UNAPPROPRIATED PARK FUND 221 TO THE PARK BUILDING MAINTENANCE ACCOUNT FOR REPLACEMENT OF LED LIGHTS; AND, DECLARING AN EMERGENCY

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: That Council hereby authorizes the appropriation of up to One Thousand Two Hundred Dollars, Zero Cents (\$1,200.00) from the Unappropriated Park Fund 221 to the Park Building Maintenance Account, Account No. 221-2121-55200 for the replacement and shipping of the LED lights.

SECTION 2: This Resolution is hereby declared to be an emergency measure in the interests of the public health, safety and welfare for the reason that these funds are needed at the earliest possible date. As such an emergency measure, this Resolution shall be effective upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____

CLERK OF COUNCIL

Received by the Mayor of the City of Niles this _____ day of _____, 2018,
and approved by me as such Mayor this _____ day of _____, 2018.

MAYOR

City of Niles, Ohio

DRAFT NO. 116-18

SPONSORED BY: FINANCE and SAFETY COMMITTEES
AUTHORIZED BY: SMITH and MARCHESE

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE FIRE DEPARTMENT CHIEF and/or SAFETY DIRECTOR TO PREPARE AND SUBMIT AN APPLICATION AND ENTER IN AGREEMENTS FOR GRANT MONEY TO ASSIST WITH PURCHASE OF A DIESEL EXHAUST REMOVAL SYSTEM FOR BOTH FIRE STATIONS; AND, DECLARING AN EMERGENCY

WHEREAS, grant funds are available through the Assistance to Firefighters Grant, and

WHEREAS, council will approve the matching funds needed, if said grant is approved;

WHEREAS, the city's share is expected to be paid from The Unappropriated Police and Fire 1% Fund to the Fire Grants Fund, Account No. 217-1715-56560.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: That Fire Chief and/or Safety Director is hereby authorized to apply for grant funding through the Assistance to Firefighters Grant, for the purchase of diesel exhaust removal systems.

SECTION 2: That the Fire Chief and/or Safety Director is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3: This Resolution is declared an emergency measure in the interest of the public health, safety and welfare, and to allow for the requirements of the grant process to be completed as soon as possible. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____

CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018 and signed by me as such Mayor on this _____ day of _____, 2018.

MAYOR

City of Niles, Ohio

DRAFT NO. 117-18

SPONSORED BY: FINANCE and SAFETY COMMITTEES
AUTHORIZED BY: SMITH and MARCHESE

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE FIRE DEPARTMENT CHIEF and/or SAFETY DIRECTOR TO PREPARE AND SUBMIT AN APPLICATION AND ENTER IN AGREEMENTS FOR GRANT MONEY TO ASSIST WITH PURCHASE OF COMMUNICATION EQUIPMENT; AND, DECLARING AN EMERGENCY

WHEREAS, grant funds are available through the Assistance to Firefighters Grant, and

WHEREAS, council will approve the matching funds needed, if said grant is awarded;

WHEREAS, the city's share is expected to be paid from The Unappropriated Police and Fire 1% Fund to the Fire Grants Fund, Account No. 217-1715-56560.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: That Fire Chief and/or Safety Director is hereby authorized to apply for grant funding through the Assistance to Firefighters Grant for the purchase of communication equipment.

SECTION 2: That the Fire Chief and/or Safety Director is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3: This Resolution is declared an emergency measure in the interest of the public health, safety and welfare, and to allow for the requirements of the grant process to be completed as soon as possible. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____

CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018 and signed by me as such Mayor on this _____ day of _____, 2018.

MAYOR

City of Niles, Ohio

DRAFT NO. 118-18

SPONSORED BY: FINANCE and TECHNOLOGY COMMITTEES
AUTHORIZED BY: SMITH, LASTIC and CANTOLA

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE MAYOR and/or SERVICE DIRECTOR TO NEGOTIATE AND ENTER INTO CONTRACT WITH IWORQ SYSTEMS FOR CODE ENFORCEMENT AND COMMUNITY DEVELOPMENT SOFTWARE; AND DECLARING AN EMERGENCY

WHEREAS, the City of Niles Building and Zoning Departments needs updated software; and

WHEREAS, the IWorq Systems will allow for more efficient code enforcement and community development; and

WHEREAS, the City of Niles has investigated options for the code enforcement and community development software.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: Council hereby authorizes the Mayor and/or Service Director to negotiate with and enter into contract for the IWorq Systems, for purchasing code enforcement and community development software.

SECTION 2: This Resolution is hereby declared to be an emergency measure in the interest of the public health, safety and welfare, and to allow the City to make improvements to the Building and Zoning Departments at the earliest possible date. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

ATTEST: _____
CLERK OF COUNCIL

PRESIDENT OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018 and signed by me as such Mayor on the _____ day of _____, 2018.

MAYOR

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: SMITH, LASTIC

DRAFT NO. 119-18

RESOLUTION NO. _____

A RESOLUTION APPROVING THE ADOPTION OF THE INVESTMENT POLICY FOR PUBLIC FUNDS; AND, DECLARING AN EMERGENCY

WHEREAS, Ohio Revised Code Section 135.14 requires political subdivisions to adopt a policy regarding investments of funds, prior to making any investment or deposit; and

WHEREAS, it is further required that the policy be reviewed and approved on an annual basis;

WHEREAS, Council desires to take action to formally approve the investment policy.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NILES, STATE OF OHIO:

SECTION 1: That Council hereby approves the "Investment Policy" for the City of Niles, a copy of which is on file with the Treasurer.

SECTION 2: This Resolution is hereby declared to be an emergency measure in the interests of the public health, safety and welfare, for the reason that the immediate implementation of this legislation is needed to comply with the Ohio Revised Code and Auditor of the State. As such an emergency measure, this Resolution shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2018, and signed by me as such Mayor on this _____ day of _____, 2018.

MAYOR



OFFICE OF THE TREASURER
The City of Niles, Ohio
Stephen A. Telego, Sr., Treasurer
34 West State Street
Niles, Ohio 44446-5036
330-544-9000 Ext. 1133
stelego@thecityofniles.com

INVESTMENT POLICY

The City of Niles, Ohio

October 15, 2018 Draft 2:35 PM (Reviewed by Merlo, Telego)

Statement of Purpose

The purpose of this Investment Policy Statement is to establish the investment objectives of the City of Niles. These policies are designed to ensure the prudent management of public funds, conformance to the Ohio Revised Code, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices. This should be used as a guideline for overseeing all investments of the City and to serve as a notice of restrictions for all entities conducting investment business with the City.

Objective of the Portfolio

The City of Niles Portfolio shall be managed to accomplish the following hierarchy of objectives:

1. Preservation of Principal – The single most important objective of the portfolio is the Preservation of principal of those funds within the portfolio.
2. Maintenance of Liquidity – The portfolio shall be managed in such a manner that assures that funds are available as needed to meet those immediate and/or future operating requirements of the City.
3. Maximiz Return – The portfolio shall be managed in such a fashion as to attain a market-average rate of return throughout budgetary and economic cycles.

Operating Procedures

The Treasurer is responsible for the prudent investment of the City's funds. The Investment Board shall consist of the Mayor, the Auditor, the Law Director, and the Treasurer of the City of Niles. The Investment Board is responsible to annually review the Investment Policy.

Investment Income:

It is the policy of the City of Niles, Ohio to invest public funds in a manner which will provide the highest investment return with maximum security, safety and preservation of principal, while meeting the daily cash flow demands of the City of Niles subject to the Ohio Municipal Depository Law governing the investment of public funds.

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Investment Policy

Interest earned on deposits comprises investment income. This source of income fluctuates depending on fund balances and interest rates.

Allocation of Interest, Motor Vehicle License & Fuel Taxes, Street or State Highway Special Revenue Funds: On a monthly basis, the Niles City Treasurer will prepare an allocation of interest report and file it with the Auditor's Office. As required by Article XII, Section 5a, Ohio Constitution the use of Motor Vehicle License and Fuel Taxes are restricted. No moneys derived from fees, excises, or license taxes relating to registration, operation or use of vehicles on public highways, or to fuels used for propelling such vehicles, shall be expended for other than costs of administering such laws, statutory refunds and adjustments provided therein, payment of highway obligations, costs for construction,

reconstruction, maintenance and repair of public highways and bridges and other statutory highway purposes, expense of state enforcement of traffic laws, and expenditures authorized for hospitalization of indigent persons injured in motor vehicle accidents on public highways.

Therefore the City shall post interest to the street or state highway special revenue funds as required by Article XII, Section 5a, and Ohio Constitution. The City shall allocate interest to the required funds on a monthly basis.

Interest Allocation

The Allocation Formula will be as follows: the Interest from city funds cash balances are all pooled to the city's general account and placed into the city's sweep account. On a monthly basis, the Treasurer will prepare an allocation interest report based upon the overall Cash Balance percentages for each of the special revenue funds for street and state highway. For example, if the street fund cash balance at the end of the month is 2% of the city's sweep account monthly cash balance at months end, the treasurer will report an allocation 2% of total interest earned from such account for that month to each specific fund to the Auditor for booking.

Allocation of Interest for all other funds:

On a monthly basis, the Niles City Treasurer will prepare an allocation of interest report for all other funds and file it with the Auditor's Office. Interest other than street or state highway special revenue funds, shall be booked, by the Auditor, into the General Fund.

Authorized Investments

The Treasurer is authorized to invest funds as described in the Ohio Revised Code (Sections 135.143), as summarized as follows:

- A. United States Treasury bills, notes, bonds, or any other obligations or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States.
- B. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality.

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- C. Certificate of Deposits or savings or deposit accounts in eligible depositories.
- D. Bonds and other obligations of this state or the political subdivisions of this state.
- E. Commercial Paper. Unsecured short-term debt of corporations incorporated under the laws of the United States or a state if all of the following conditions are met:
 - 1. The maturity is no greater than one hundred-eighty (180) days;
 - 2. The total holding of an issuer's paper does not represent more than ten percent (10%) of the issuing corporation's total outstanding commercial paper.
 - 3. The short-term debt rating, at the time of purchase, is at least "A1" or equivalent by at least two nationally recognized standard rating services.
- F. State Treasury Asset Reserve of Ohio (STAR Ohio).

Diversification

Each Portfolio shall be structured to diversify investments to reduce risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer or a specific type of security. The maximum percentage of the Total Average Portfolio permitted in each eligible security is as follows:

U.S. Treasury	100%
Federal Agency (Fixed Rate)	100%

Federal Agency (Callable)	50%
Commercial Paper	25%
Certificate of Deposits	100%
STAR Ohio	100%
Municipal Obligations	50%

Cash Change Fund

The City has written policies and procedures for Change Funds. Written procedures are on file with the Treasurer’s Office and dissemination is made to those department(s), the individual designated as the custodian of the cash, the generation of a daily balancing of cash drawer report to be filed with the Treasurer’s Office, and the custodian’s duties and responsibilities.

Investment Education

The Treasurer shall complete the required annual continuing education as required by Ohio State law.

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Conflict of Law

In the event that any portion of this policy is in conflict with any State of federal law, that law will prevail.

This policy is adopted this ____ day of _____, 2018

Steven Mientkiewicz - Mayor

Giovanna Merlo – Auditor

Stephen A, Telego, Sr. – Treasurer

Attorney Terry Swauger, Law Director