

City of Niles, Ohio

SPONSORED BY FINANCE COMMITTEE
AUTHORIZED BY: CANTOLA

DRAFT NO. 145-21

ORDINANCE NO. _____

AN ORDINANCE APPROVING A THEN AND NOW PAYMENT REQUEST FOR BOILER REPAIR AND APPROPRIATING THE NECESSARY FUNDS, AND DECLARING AN EMERGENCY

WHEREAS, emergency work on the boiler system for the light and street department was required as the boiler heats both areas, and

WHEREAS, the invoice relating to the repair of the Boiler System is due and payable (see attached Invoice).

WHEREAS, Council desires to make payment for the repair of the Boiler System.

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

SECTION 1: Council hereby authorizes the Auditor to submit payment to Prout Boiler, Heating & Welding, Inc in the amount of twelve thousand, nine hundred fifty dollars and 00/100 cents (\$12,950.00).

SECTION 2: Council hereby authorizes the following appropriations for payment of the attached invoice representing the Street Department share of the costs of the repairs:

APPROPRIATION FROM UNAPPROPRIATED FUNDS		
Street Fund 223		
Account Number	Description	Appropriation
223-2323-53650	Building Repairs	\$6,475.00
	Total	\$6,475.00

Appropriations are not required for the light department contribution to the repairs.

SECTION 3: This Ordinance is declared to be an emergency measure in the interest of the public health, safety and welfare as the service was completed and the invoice is due and payable. As such an emergency measure, this Ordinance 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 _____, 2021 and signed by me as such Mayor on this _____ day of _____, 2021.

MAYOR

PROPOSAL

Prout Boiler, Heating & Welding, Inc.

3124 Temple Street * Youngstown, Ohio 44510 * PH: (330) 744-0293 * FAX: (330) 744-0717
Ohio License No. 16242 www.proutboiler.com



Proposal To City of Niles Proposal Date: 11/3/2021
Street 34 West State Street
City, State, Zip Niles, Ohio 44446
Attention Lynn Ruberto
Project Admin Bldg Feed Tank Replacement email: _____

Page 1 of 1

We propose to perform the following work:

- ** Demo and remove existing boiler feed pumps and piping from the pit
- ** Furnish and install a stainless steel boiler feed tank
- ** Furnish and install all pipe and fittings to reconnect to the existing piping
- ** Provide electrical disconnect and reconnect as required
- ** Fill and check operation

Price Complete Shall Not Exceed: \$ 12,950.00

ITEMS NOT INCLUDED:

- ** Premium time or shift labor
- ** Sales tax or permits if required
- ** Insulation
- ** chemical treatment
- ** Any work unless specifically listed above

ACCEPTANCE OF PROPOSAL

The above prices and scope of work are satisfactory and are hereby accepted. You are authorized to proceed.

Owner

PO#

Authorized Signature

Date

PROPOSAL SUBMITTED BY

Jason Humphrey-HVAC Superintendent

Name and Title

Jason Humphrey

Signature

11/3/2021

Date

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: CANTOLA

DRAFT NO. 146-21

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE APPROPRIATION OF FUNDS FROM THE UNAPPROPRIATED WATER FUND TO REFUNDS ACCOUNT; AND, DECLARING AN EMERGENCY

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

SECTION 1: Council hereby authorizes the following appropriation for refunds:

APPROPRIATION FROM UNAPPROPRIATED FUNDS		
Water Fund 501		
Account Number	Description	Appropriation
501-5151-57010	Refunds	\$1,000.00
	Total	\$1,000.00

SECTION 2: This Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety and welfare for the reason that the funds are needed in the recipient accounts at the earliest possible date so that refunds may be issued immediately. 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 _____, 2021 and signed by me as such Mayor on this ____ day of _____, 2021.

MAYOR

City of Niles, Ohio

SPONSORED BY FINANCE COMMITTEE
AUTHORIZED BY: CANTOLA

DRAFT NO. 147-21

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR TO CONTRACT FOR AN ELECTRIC, WATER AND SEWER RATE STUDY; AND, DECLARING AN EMERGENCY

WHEREAS, Council authorized the Service Director to issue a request for proposals for a comprehensive utility rate study.

WHEREAS, New Gen Strategies and Solutions (New Gen) was the only company that responded to the request.

WHEREAS, New Gen's proposal included a ten year (10) cash flow forecast. The study is estimated to be completed within twelve weeks of notice to commence project. The price is quoted as not to exceed fifty eight thousand, six hundred eighty dollars and 00/100 cents (\$58,680.00)

WHEREAS, Council desires to engage New Gen Strategies to commence the comprehensive rate study under the proposed material terms.

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

SECTION 1: Council hereby authorizes the Service Director to contract with New Gen for a comprehensive rate study for electric, water and sewer rates. The price of the contract for the study shall not exceed fifty eight thousand, six hundred eighty dollars and 00/100 cents (\$58,680.00).

SECTION 2: This Ordinance is declared to be an emergency measure in the interest of the public health, safety, and welfare to receive the rate analysis at the earliest possible date so that rates are adjusted as necessary to ensure proper revenue for the City. As such an emergency measure, this Ordinance 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 _____, 2021 and signed by me as such Mayor on this ____ day of _____, 2021.

MAYOR

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: CANTOLA

DRAFT NO. 148-21

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE SERVICE DIRECTOR TO EXECUTE AN AGREEMENT FOR RESIDENTIAL SOLID WASTE COLLECTION AND DISPOSAL; AND, DECLARING AN EMERGENCY

WHEREAS, The City's current agreement for Residential Solid Waste Collection and Disposal is set to expire on December 31, 2021; and,

WHEREAS, Council authorized a request for proposal for a new contract beginning January 1, 2022 through December 31, 2024.

WHEREAS, Republic Services was the only vendor that responded to the request for proposal.

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

SECTION 1: That the Service Director is hereby authorized to execute an Agreement for Residential Solid Waste Collection and Disposal with Republic Services, which Agreement is to commence January 1, 2022 and conclude December 31, 2024.

SECTION 2: The new rates for this service are \$11.74 per month for standard curbside service and \$10.68 per month for Senior Citizen curbside service once per week for first year of the contract. For the second and third year of the contract the rate shall be adjusted in accordance with the Water-Sewer-Trash index of the Consumer Price Index.

SECTION 3: That this Ordinance is hereby declared to be an emergency measure in the interest of the public health, safety, and welfare for the reason that the existing Residential Solid Waste Agreement is to expire on December 31st. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor. If not so passed as an emergency measure, it shall become effective at the earliest date allowed by law.

PASSED: _____

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL

Filed with the Mayor of the City of Niles, Ohio on the _____ day of _____, 2021 and signed by me as such Mayor on the _____ day of _____, 2021.

MAYOR

City of Niles, Ohio

SPONSORED BY: TECHNOLOGY/ FINANCE COMM. DRAFT NO. 149-21
AUTHORIZED BY: JULIAN/CANTOLA

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE DISPOSAL OF AN OBSOLETE UPS AND TRANSFER SWITCH, AND DECLARING AN EMERGENCY

WHEREAS, the following technology equipment are no longer needed for any municipal purpose:

- 1 Libert Infinity UPS
- 1 transfer switch

WHEREAS, Council desires to dispose of the equipment through internet auction at the earliest possible opportunity.

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

SECTION 1: That Council finds that the Liebert Infinity UPS and transfer switch no longer have a municipal purpose.

SECTION 2: That pursuant to Ohio Revised Code Section 721.15(D), the City is authorized to sell or dispose of such property by internet auction and if no bids are received then the equipment is authorized to be discarded pursuant to Ohio Revised Code Section 721.15(C).

SECTION 3: That this Ordinance is hereby declared to be an emergency measure in the interests of the public health, safety, and welfare because the immediate sale of such obsolete municipal property is necessary to ensure the best possible value of the equipment given current market price fluctuations. As such an emergency measure, this Ordinance shall take effect upon passage by Council and approval by the Mayor.

PASSED: _____

ATTEST: _____

PRESIDENT OF COUNCIL

CLERK OF COUNCIL

Received by the Mayor of the City of Niles this _____ day of _____, 2021,
and approved by me as such Mayor this _____ day of _____, 2021.

MAYOR

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: ALL MEMBERS

DRAFT NO. 150-21

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE TRANSFER OF MONIES FROM VARIOUS ACCOUNTS TO THE UNCLAIMED FUND 663 AS SEVERAL CHECKS REMAIN UNCASHED FOR MORE THAN ONE HUNDRED AND EIGHTY DAYS (180), AND, DECLARING AN EMERGENCY

Whereas, the Treasurer identified numerous stale checks that remain uncashed for more than six months; and,

Whereas, the amount of the checks uncashed is Six Thousand Five Hundred Twenty-Six dollars and 82/100 cents (\$6,526.82) from various City funds; and,

Whereas, the Ohio Revised Code 9.39 requires unclaimed funds to be held in a Trust Fund until claimed by the owner. If the monies remain unclaimed for five years, then the money shall revert into the General Fund; and,

Whereas, Council desires to authorize transfer of the unclaimed funds in the Unclaimed Fund 663 Trust Fund.

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

SECTION 1: That Council hereby authorizes the transfer of the sum of Six Thousand Five Hundred Twenty-Six dollars and 82/100 cents (\$6,526.82) from various City funds to the Unclaimed Fund 663.

SECTION 2: That Council directs that prior to the expiration of the five-year period listed in ORC 9.39, that the Treasury Department use best efforts to notify the owners of the funds that monies owed to them from the City remain unclaimed.

SECTION 3: That this Ordinance is hereby declared to be an emergency measure in the interests of the public health, safety, and welfare, so that the City may comply with the Ohio Revised Code 9.39. 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

Received by the Mayor of the City of Niles this _____ day of _____, 2021,
and approved by me as such Mayor this _____ day of _____, 2021.

Mayor

City of Niles, Ohio

SPONSORED BY: FINANCE COMMITTEE
AUTHORIZED BY: CANTOLA

DRAFT NO. 151-21

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 54-21, KNOWN AS THE AUTHORIZED STRENGTH ORDINANCE, AND DECLARING AN EMERGENCY

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

SECTION ONE: Council hereby authorizes the authorized strength positions and compensations sources as attached hereto.

SECTION TWO: This Ordinance repeals all previously existing authorized strength ordinances and any other ordinances regarding compensation sources or pay rates in conflict with this Ordinance.

SECTION THREE: This Ordinance is hereby declared to be an emergency measure in the interests of the public health, safety and welfare for the reason that it is necessary to be in effect prior to the effective dates. As such an emergency measure this Ordinance 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 _____, 2021 and signed by me as such Mayor on the ____ day of _____, 2021.

MAYOR

City of Niles Authorized Strength

10-6-2021

DEPARTMENT	NOT TO EXCEED	POSITION	Annual/ Hourly	COMPENSATION
COUNCIL	1	Clerk (GF 61%; Water 13%; Light 13%; Sewer 13%)	Annually	\$5,500.00
MAYOR	1	Executive Secretary (GF 60%; Water 6%; Light 23%; Sewer 11%)	Annually	\$43,900.00
	1	IT Director (Light 1/3; Water 1/3; Sewer 1/3)	Annually	\$79,200.00
	1	Director of Public Service (GF 20%; Water 12%; Light 46%; Sewer 22%)	Annually	\$59,900.00
COURT	1	Director of Public Safety (Part-time)	Annually	\$20,150.00
	1	Chief Clerk (City 3/5; County 2/5)	Annually	\$55,350.00
	1	Stenographer (Court 75%; Computer 25%)	Annually	\$45,000.00
	1	Court Administrator (Court 50%; Computer 25%; Probation 25%)	Annually	\$45,000.00
	1	Chief Criminal Deputy Clerk (Court 50%; Probation 50%)	Annually	\$40,945.00
	1	Chief Traffic Deputy Clerk	Annually	\$40,945.00
	1	Chief Civil Deputy Clerk	Annually	\$39,075.00
	1	Floating Deputy Clerk (Court 50%; Probation 50%)	Annually	\$39,075.00
	1	Bailiff/Probation Officer (\$35,036.00 Bailiff- City 3/5; County 2/5) (\$7,184.00 Probation)	Annually	\$42,220.00
	1	Bailiff-Part-Time (City 3/5; County 2/5)	Hourly	\$20.00
	1	Probation Officer (Probation 100%)	Annually	\$42,075.00
AUDITOR	1	Deputy Auditor (GF 50%; Water 12%; Light 27%; Sewer 11%)	Annually	\$56,300.00
	1	Human Resource Generalist (GF 60%; Water 9%; Light 19%; Sewer 12%)	Annually	\$45,400.00 to \$55,400.00
	1	Accountant (GF 29%; Water 15%; Light 46%; Sewer 10%)	Hourly	*PER CBA
	1	Payroll Administrator (GF 60; Water 9%; Light 19%; Sewer 12%)	Hourly	*PER CBA
	1	Accounting Specialist (GF 52%; Water 15%; Light 23%; Sewer 10%)	Hourly	*PER CBA
LAW	1	City Prosecutor (GF 100%)	Annually	\$25,950.00
	1	Legal Assistant (GF 61%; Water 13%; Light 13%; Sewer 13%)	Annually	\$25,400.00 - \$43,900.00
BILLING (LIGHT)	1	Billing Manager (Light 1/3; Water 1/3; Sewer 1/3)	Annually	\$55,225.00
	1	Assistant Billing Manager (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
	2	Billing Clerk (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
	5	Meter Reader (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
	1	Cashier (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
	1	Delinquent Accounts Clerk (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
	1	Application Clerk (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA

*Collective Bargaining Agreement

City of Niles Authorized Strength

10-6-2021

	1	Cashier Clerk/Floater (Light 1/3; Water 1/3; Sewer 1/3)	Hourly	*PER CBA
LIGHT	1	Superintendent	Annually	\$74,200.00
	1	Assistant Superintendent	Annually	\$73,675.00
	1	Foreman	Annually	\$65,775.00
	1	Assistant Foreman	Annually	\$64,500.00
	1	Electrical Equipment Technician	Hourly	*PER CBA
	1	Assistant Electrical Equipment Technician	Hourly	*PER CBA
	4	Group Leader	Hourly	*PER CBA
	7	Linemen	Hourly	*PER CBA
	5	Apprentice Linemen	Hourly	*PER CBA
	1	Groundman	Hourly	*PER CBA
		Intermediate Lineman (When no vacancy occurs)	Hourly	*PER CBA
	1	Special Equipment Operator	Hourly	*PER CBA
	1	Storekeeper	Hourly	*PER CBA
	1	Customer Service	Hourly	*PER CBA
	1	Head Auto Mechanic (Water 16.7%; Light 16.7%; Sewer 16.7%; Street 16.6%; Police 16.7%; Fire 16.6%)	Hourly	*PER CBA
	1	Assistant Auto Mechanic (Water 16.7%; Light 16.7%; Sewer 16.7%; Street 16.6%; Police 16.7%; Fire 16.6%)	Hourly	*PER CBA
	1	Laborer/Maintenance Grounds Keeper	Hourly	*PER CBA
	2	Laborer Class A	Hourly	*PER CBA
	2	Laborer Class C	Hourly	*PER CBA
	1	Maintenance Grounds Keeper	Hourly	*PER CBA
	1	Custodian	Hourly	*PER CBA
	1	Secretary	Hourly	*PER CBA
	3	Part-Time Laborer (Not to exceed 28 Hrs./week)	Hourly	\$11.50
	1	Tree Trimmer	Hourly	*PER CBA
	1	Tree Trimmer Leader	Hourly	*PER CBA
	0	Tree Trimmer Apprentice	Hourly	*PER CBA
WATER	1	Water Superintendent/ Public Infrastructure Coordinator (Water 50%; Light 25%; Sewer 25%)	Annually	\$71,055.00
	1	Foreman-Water	Annually	\$54,000.00
	1	Operator Work Leader	Hourly	*PER CBA
	1	Customer Service	Hourly	*PER CBA
	2	Special Equipment Operator	Hourly	*PER CBA
	2	Laborer Class A	Hourly	*PER CBA
	3	Laborer Class C	Hourly	*PER CBA
SEWER/WATER	1	Secretary (Water 50%; Sewer 50%)	Hourly	*PER CBA
	1	Improvements Inspector (Water 50%; Sewer 50%)	Hourly	*PER CBA
SEWER	1	Superintendent- WWTP/Sewer w/ EPA Class IV	Annually	\$75,000.00 - \$85,000
	5	Wastewater Operator	Hourly	*PER CBA
		Wastewater Operator w/ Class 1 License	Hourly	*PER CBA
		Wastewater Operator w/ Class 2 License	Hourly	*PER CBA
		Wastewater Operator w/ Class 3 License	Hourly	*PER CBA
	1	Lab Technician / Assistant Superintendent	Hourly	*PER CBA
	1	Foreman-Sewer	Annually	\$54,000.00
	1	Operator Work Leader	Hourly	*PER CBA
	1	Special Equipment Operator	Hourly	*PER CBA

City of Niles Authorized Strength

10-6-2021

	2	Laborer Class A	Hourly	*PER CBA
	2	Laborer Class C	Hourly	*PER CBA
	1	Laborer Class B	Hourly	*PER CBA
	1	Maintenance Mechanic	Hourly	*PER CBA
CEMETERY	1	Sexton	Hourly	*PER CBA
	1	Special Equipment Operator	Hourly	*PER CBA
	2	Part-Time Laborer (Not to exceed 28 Hrs./week)	Hourly	\$11.50
PARK & REC	1	Director	Annually	\$55,400.00
	1	Park Chief Maintenance Man	Hourly	*PER CBA
	1	Park Crew Leader	Hourly	*PER CBA
	1	Laborer Class A	Hourly	*PER CBA
	1	Secretary (Park 50%; Cemetery 50%)	Hourly	*PER CBA
	2	Part-Time Laborer (Not to exceed 28 Hrs./week)	Hourly	\$11.50
POLICE	1	Chief	Annually	5% ABOVE CPT YOS
	5	Captain	Annually	*PER CBA
	4	Lieutenants	Annually	*PER CBA
	26	Patrol Officer	Annually	*PER CBA
FIRE	1	Chief	Annually	5% ABOVE CPT YOS
	3	Captain	Annually	*PER CBA
	6	Lieutenant	Annually	*PER CBA
	23	Firefighter	Annually	*PER CBA
CIVIL SERVICE	3	Commissioner	Annually	\$1,356.00
	1	Clerk	Annually	\$4,380.00
TREASURER	1	Lead Treasury Clerk (GF 29%; Water 15%; Light 46%; Sewer 10%)	Hourly	*PER CBA
	1	Treasury Clerk (GF 29%; Water 15%; Light 46%; Sewer 10%)	Hourly	*PER CBA
SAFETY SERVICE	1	Maintenance/Ground Keeper	Hourly	*PER CBA
	5	Dispatcher (GF 47.7%; Water 7.8%; Light 44.1%; Sewer 0.4%)	Hourly	*PER CBA
	1	Records Clerk	Hourly	*PER CBA
	6	Part-time Dispatcher (GF 47.7%, Water 7.8%, Light 44.1%, Sewer 0.4%) First 100 hrs. of training @ \$10.00/Hr. \$13.00/hr. upon completion of training, not to exceed 28 hrs./week)	Hourly	\$13.00
BUILDING/ ZONING	1	Police Department Secretary (Part-time)	Hourly	\$12.50
	1	Housing & Zoning Officer	Annually	\$54,850.00
	1	Building Inspector	Annually	\$54,850.00
	1	Secretary	Hourly	*PER CBA
	1	Building & Zoning Inspector (Part-Time)	Hourly	\$15.00 - \$22.00
	1	Housing Inspector (Part-Time)	Annually	\$15.00 - \$22.00
STREET	1	Superintendent	Annually	\$58,100.00
	1	Operator Work Leader	Hourly	*PER CBA
	6	Truck Driver/Operator	Hourly	*PER CBA