

Linda S. Burke
Mayor

Linda Allen
Councilmember

Sharon Carmack
Councilmember

Brenda Combs
Councilmember



Lisa Fedor
Councilmember

Maryan Harrison
Councilmember

Rolin Spicer
Vice-Mayor

**CITY OF SOUTH LEBANON
REGULAR MEETING OF CITY COUNCIL
AGENDA**

JANUARY 18, 2024, at 6:00 P.M.

1. Meeting Call to Order
2. Roll Call
3. Prayer/Pledge of Allegiance
4. Guest
5. Floor open to the public
6. New Business
 - Resolution 2024-03, First Reading, adopting bond schedules for the Mayor's Court of the City of South Lebanon
 - Emergency Resolution 2024-04 accepting a monetary donation and entering into an agreement with Oeder Sand and Gravel Companies and Families for park improvements at Oeder Park
 - Appointments to Boards and Commissions
 - Change in Council Meeting Date - Thursday July 4, 2024 moved to Tuesday July 2, 2024
 - Approval of Invoices
 - Authorization of Law Director's Invoice
 - Approval of Meeting Minutes:
 - Special Meeting – January 4, 2024
 - Regular Meeting – January 4, 2024
7. Old Business
 - Ordinance 2024-01, Second Reading, rescinding Ordinance 2004-07 and directing the Records Commission to develop and update all necessary records retention schedules for public records

8. Communications and reports from City Officials and Committees

- a. Mayor
- b. Director of Finance
- c. Administrator
- d. Law Director
- e. Sergeant
- f. Council Members

9. Executive Session

10. Adjournment

**CITY OF SOUTH LEBANON, OHIO
RESOLUTION 2024-03**

**A RESOLUTION ADOPTING BOND SCHEDULES FOR THE MAYOR’S
COURT OF THE CITY OF SOUTH LEBANON, OHIO.**

WHEREAS, the City of South Lebanon, Ohio (“the City”) currently conducts a Mayor’s Court pursuant to Sections 1905.01, et seq., of the Ohio Revised Code; and

WHEREAS, Warren County Court and Municipal Courts of Warren County, Ohio adopted a Uniform Bond Schedule, which is contained in Exhibit A attached to this Resolution, effective April 4, 2023; and

WHEREAS, Warren County Court adopted an updated Bond Schedule, which is contained in Exhibit B attached to this Resolution, effective December 26, 2023; and

WHEREAS, City administration is recommending to Council for the City of South Lebanon, Ohio (“City Council”) that the Bond Schedules in Exhibits A and B be adopted for use in the City’s Mayor’s Court; and

WHEREAS, City Council desires to adopted the attached Bond Schedules to create uniformity with Warren County Court and other Municipal Courts in Warren County, Ohio.

Be it **RESOLVED** by a majority of the Council of the City of South Lebanon, Ohio as follows:

Section 1. The City adopts the Bond Schedules contained in the Uniform Bond Schedule and the updated Bond Schedule (“the Bond Schedules”), which are attached as Exhibits A and B respectively, and incorporated herein.

Section 2. The City’s Mayor’s Court shall take all action necessary to implement and utilize the Bond Schedules for all offenses over which the City’s Mayor’s Court has jurisdiction under Sections 1905.01, et seq., of the Ohio Revised Code.

Section 3. All formal actions of City Council regarding this Resolution were adopted in an open meeting of City Council in compliance with all legal requirements, including, but not limited to, Section 121.22 of the Ohio Revised Code.

Section 4. The recitals contained in the Whereas clauses set forth above are incorporated by reference herein.

Adopted this ____ day of _____, 2024.

Linda S. Burke, Mayor

Resolution 2024-03 Mayor's Court Bond Schedule

Attest: _____

Petrina D. Williams, Director of Finance/Clerk

Rules Suspended:	_____ (if applicable)
First Reading:	_____
Second Reading:	_____
Vote:	____ Yeas ____ Nays
Effective Date:	_____

Prepared by and approved as to form:

Andrew P. Meier
Law Director
South, Lebanon, Ohio

By: _____
Date: _____

WARREN COUNTY COURT BOND SCHEDULE

Effective: December 26, 2023

VIOLATIONS WHERE APPEARANCE MAY NOT BE REQUIRED

For the violations listed in this section, the Defendant may pay, by mail, phone or in person, the fines listed for the respective offense(s) in lieu of court attendance, except where "Required Appearance" is indicated. Traffic offenders must show proof of insurance.

Failure to either pay the fines as described or appear in Court will result in a warrant to be issued for your arrest and/or cancellation of your operator's license.

SPEEDING VIOLATIONS

Up to 15 miles over	\$ 175.00
16 to 29 miles over	\$ 195.00
30 and over	Required Appearance
Second or Third speeding offense within 12 months (M-4)	Required Appearance
Fourth or more speeding offense within 12 months (M-3)	Required Appearance
School Zone	
First offense within 12 months (up to 14 miles over)	\$ 235.00
Second offense within 12 months <u>or</u> 15 miles and over (M-4)	Required Appearance
Failure to Stop for a school bus	Required Appearance
Reckless Operation (Disregard of Safety—1st)	\$ 285.00
Expired Registration (Reg. Violation / Fail to file for Reg.)	\$ 185.00
Fictitious Registration	\$ 285.00
No Operators License (includes No M/C Endor, Correc.Lens)	Required appearance
Expired Operators License	
Expired up to 6 months	\$ 185.00
Expired OVER 6 months	Required Appearance
Other Minor Misdemeanor <i>MOVING</i> Traffic offense without an accident	\$ 175.00
Other Minor Misdemeanor <i>NON-MOVING</i> Traffic offense without an accident	\$ 160.00
Other Minor Misdemeanor Traffic offense with accident, no injuries	\$ 205.00
Other Minor Misdemeanor Traffic offense with accident, with injuries	\$ 250.00
Unclassified Misdemeanors	Required Appearance
Driving While Texting 1 st offense	\$ 285.00
**May take distracted driving safety course (w/in 90 days of offense) to have points and fine waived	
Driving While Texting 2 nd offense within 2 years	\$385.00
Driving While Texting 3 rd offense or more within 2 years	Required appearance
**Court may impose a license suspension for 90 days	
Construction Zone (with or without workers)---for all payable traffic offenses	
The fine amount will be doubled and then costs added on.	

PARKING VIOLATIONS

Fire Lane Violation (Appearance Not Required)	\$ 135.00
Handicap Parking Violation (Appearance Not Required)	\$ 310.00
Other M-M Parking Violation (Appearance Not Required)	\$ 120.00

SAFETY VIOLATIONS (NON-MOVING VIOLATIONS)

Seat Belt	
Driver	\$ 136.00
Passenger	\$ 126.00
Child Restraint	\$ 210.00
Unsafe Vehicle	\$ 280.00
Open Container in a Motor Vehicle	\$ 225.00
Intoxicated Pedestrian on Highway	\$ 280.00
Consumption in a Motor Vehicle	\$ 320.00

DOG & KENNEL

Fail to Give Transfer of Ownership Certificate	\$ 275.00
Violation of Rabies Quarantine	\$ 275.00
Fail to Obtain License	\$ 195.00
Fail to Confine Dog(s)	
First Offense	\$ 195.00
Second (or more) Offense within one year	Required appearance
Kinder Capture of Unregistered Dog or Examination of Dog Wearing Tag	\$ 195.00
Harboring Dog Wearing Unlawful Tag	\$ 195.00

NON-MOVING TRAFFIC VIOLATIONS

4301.632	Illegal Purchase Alcohol	4511.701	OCC Travel Trailer
4301.64	Consume Alcohol in Motor Vehicle	4511.70B	Interference with a Driver
4503.12	Registration Violation	4511.81	Failure to Use Child Restraint
4503.21	Tag/Sticker Violation	4513.03	No Headlights
4503.235	Immobilization Waiver	4513.04	One Headlight
4505.18	Title Violation	4513.05	No Rear Illumination
4507.071(D)	All Occupants Secure	4513.06	Red Reflectors Required
4507.30/163	Drivers License Misrep	4513.07	Safety Lighting of Commercial vehicle
4507.35	Display of License	4513.071	Stop Light Regulations/Brake Lights
4509.74	Fail to Report Accident	4513.08	Obscured Lights on Vehicle
4509.76	Driving Under Susp.	4513.09	Red Flag Required on Extended Load
4510.44	Immobilization Device Violation	4513.10	Lights Required on Parked Vehicle.
4511.121	Weigh Station Viol.	4513.12	Spot/Aux Lights
4511.194	Physical Control	4513.13	Viol. Of Cowl, Fender, & Back-up Lights
4511.203	Wrongful Entrustment (M1 – not payable)	4513.14	Two Headlights Required
4511.48	A Right of Way Yielded by Pedestrian	4513.15	Use of Headlight Beams
4511.49	Moving in Crosswalk	4513.16	Lights of Less Intensity on Slow M/V
4511.50	Walking on Roadway/Street	4513.17	Number of Lights Permitted
4511.51	Hitchhiking Prohibited on Highway	4513.18	Snow Removal Equip Viol
4511.51C	No Person Shall Ride on Outside of Vehicle	4513.19	Focus/Aim of Light
4511.51D	Operator Permit Passenger to hang on /Ride Outside of Motor Vehicle (M4)	4513.20	Brake Equipment
4511.51E	Riding in Bed of a Pickup Truck Under the Age of 16	4513.21	Horn Required
4511.51F	Violation of Riding in Enclosed Cargo area	4513.22	Mufflers Required
4511.52	Bicycle Travel	4513.23	Rear View Mirrors Required
4511.53	Operate Motorcycle Without Safety Equipment	4513.24	Windshields and Wipers
4511.54	Violation of Attaching Bikes to Vehicles	4513.241	Tinted Windows Viol
4511.55	Rules for Riding Bikes Abreast	4513.25	Solid Tire Required
4511.56	Lights/Signals on Bicycle	4513.26	No Safety Glass Where Glass Used
4511.611	Unattended Motor Vehicle	4513.261	Directional Signals
4511.70	Obstructed View	4513.262	Failed to Have Working Seat Belts In Motor Vehicle
		4513.263	Seat Belt Law
		4513.27	Requirement for Extra Signal Equipment Violation
		4513.27A	Equipment Violation
		4513.29	Vehicle Transport Explosive

PUCO

Operating an Out-of-Service Vehicle	Required Appearance
Out-of-Service Driver Operating A Vehicle	\$ 575.00
Possession of Intoxicating Beverage	Required Appearance
ALL OTHER PUCO VIOLATIONS (Example: Permit Viol.)	\$ 285.00
Insecure load, Overlength, Over width	\$ 285.00
Equipment Violation (1 st Offense).....	\$ 275.00
Overweight5	
0 – 2,000 lbs.	\$ 215.00
2,001 – 2,099 lbs.	\$ 255.00
2,099 – 5,000 lbs.	
(Plus \$1.00 per hundred Wt. More than 2,000 pounds) (use \$.01).....	\$ 255.00
5,001 – 5099 lbs.	\$ 365.00
5,100 – 10,000 lbs.	
(Plus \$2.00 per hundred Wt. More than 5,000 pounds) (use \$.02)	\$ 365.00
10,001 – 10,099 lbs.	\$ 595.00
10,100 – 30,000 lbs.	
(Plus \$3.00 per hundred Wt. More than 10,000 pounds) (use \$.03)	\$ 595.00

Example Formula for figuring bond amount:

If defendant is charged with 9,450 lbs. overweight:

$$9,450 \text{ lbs.} - 5,000 \text{ lbs.} = 4,450 \text{ lbs.} \times \$.02 = \$89 + \$365 = \$454.00$$

Or you can use:

$$9,450 \text{ lbs.} - 5,000 \text{ lbs.} = 4,450 \text{ lbs.} \text{ divided by } 100 = \$44.50 \times \$2.00 = \$89 + \$365 = \$454.00$$

CRIMINAL M-M PAYOUTS

Open Container	\$210.00
Disorderly Conduct	\$210.00

OTHER

Littering	\$ 275.00
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WILDLIFE LAWS

M-1 Offenses (Required Appearance).....	\$12,500.00
M-2 Offenses (Required Appearance).....	\$10,000.00
M-3 Offenses .. (Appearance Not Required*)	\$ 275.00
M-4 Fishing Violations (Appearance Not Required*)	\$ 175.00
M-4 Offenses .. (Appearance Not Required*)	\$ 225.00
M-M Offenses .. (Appearance Not Required*)	\$ 195.00
Hunting Without License (Appearance Not Required*)	\$ 275.00

*Upon requirement of the citing officer, or if serious injuries or death occurred, the Defendant must appear.

WATERCRAFT LAWS

M-1 Offenses (Required Appearance).....	\$12,500.00
M-2 Offenses (Required Appearance).....	\$10,000.00
M-3 Offenses (Required Appearance).....	\$7,500.00
M-4 Offenses	\$ 225.00
M-M Offenses .. (Appearance Not Required*)	\$ 195.00

*Upon requirement of the citing officer, or if serious injuries or death occurred, the Defendant must appear.

PARKS & RECREATION

M-1 Offenses (Required Appearance).....	\$12,500.00
M-2 Offenses (Required Appearance).....	\$10,000.00
M-3 Offenses (Required Appearance).....	\$7,500.00
M-4 Offenses (Required Appearance).....	\$5,000.00
M-M Offenses .. (Appearance Not Required*)	\$ 195.00
M-M Parking Violations (Appearance Not Required*)	\$ 135.00

*Upon requirement of the citing officer, or if serious injuries or death occurred, the Defendant must appear.

Speeding offenses within parks use SPEED Bond Schedule, above.

HOLD FOR COURT

MURDER
 RAPE
 MAJOR DRUG OFFENDERS
 DOMESTIC VIOLENCE
 VIOLATION OF TPO

OVI OFFENSES

ANY FELONY OVI.....\$ 50,000.00 (NO 10% with TAD MONITOR)
 OVI 1st in 10 years.....\$ 12,500.00
 OVI 2nd in 10 years.....\$ 15,000.00
 OVI 3rd in 10 years.....\$ 50,000.00(with SCRAM/TAD)

FELONY OFFENSES

F-1 Offenses.....\$ 200,000.00 (NO 10% PERMITTED)
 F-2 Offenses.....\$ 100,000.00 (NO 10% PERMITTED)
 F-3 Offenses.....\$ 50,000.00 (NO 10% PERMITTED)
 F-4 Offenses.....\$ 25,000.00 (10% PERMITTED)
 F-5 Offenses.....\$ 15,000.00 (10% PERMITTED)

MISDEMEANOR OFFENSES

M-1 Offense.....\$ 12,500.00
 M-2 Offense.....\$ 10,000.00
 M-3 Offenses.....\$ 7,500.00
 M-4 Offenses.....\$ 5,000.00

SPEEDING OFFENSE

30 or more MPH over posted speed limit.....REQUIRED APPEARANCE
 Any speeding offense M-3 or M-4.....REQUIRED APPEARANCE

GENERAL PROVISIONS

Pursuant to Rule 46 of the Ohio Rules of Criminal Procedure, the following bond schedule is established for use in the Warren County Court.

Bonds may be satisfied by any of the following:

- 1) A surety bond.
- 2) A bond secured by real estate or securities as allowed by law.
- 3) The sum of ten percent (10%) of the amount of the bond in cash deposited with the Court.

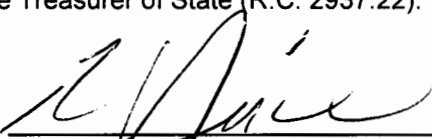
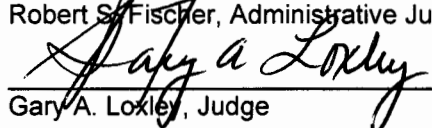
Any bond money deposited with the Court will be returned to the person who deposited the bond on behalf of the defendant upon disposition of his/her case, after full payment of fines and costs and completion of all court orders, less a 10% fee retained by the Court pursuant to CrimR. 46(2).

All bail bonds posted will have a \$25.00 bail surcharge added to the defendant's case as a cost that is assessed by the State of Ohio. If the defendant is convicted, pleads guilty, or forfeits bail, the clerk sends the \$25.00 to the Treasurer of State (R.C. 2937.22).

APPROVED:

Date: 12/28/23

Date: 12-28-2023


 Robert S. Fischer, Administrative Judge

 Gary A. Loxley, Judge

FILED
DEC 28 2023
 WARREN COUNTY COURT

**WARREN COUNTY COURT AND MUNICIPAL COURTS
OF WARREN COUNTY, OHIO**

**Uniform Bond Schedule
Effective April 4, 2023**

This uniform bond schedule is established pursuant to Rule 5.02(B) of the Rules of Superintendence for the Courts of Ohio. This uniform bond schedule supersedes the bond amounts for the offenses listed on any previous bond schedules. For offenses not listed in this uniform bond schedule, refer to the bond schedule for each court's jurisdiction.

HOLD FOR COURT

MURDER
RAPE
MAJOR DRUG OFFENDERS
DOMESTIC VIOLENCE
VIOLATION OF TPO

OVI OFFENSES

ANY FELONY OVI	\$ 50,000.00 (NO 10% with TAD MONITOR)
OVI 1 st in 10 years	\$12,500.00
OVI 2 nd in 10 years	\$15,000.00
OVI 3 rd in 10 years	\$ 50,000.00(with SCRAM/TAD)

FELONY OFFENSES

F-1 Offenses	\$ 200,000.00 (NO 10% PERMITTED)
F-2 Offenses	\$ 100,000.00 (NO 10% PERMITTED)
F-3 Offenses	\$ 50,000.00 (NO 10% PERMITTED)
F-4 Offenses	\$ 25,000.00 (10% PERMITTED)
F-5 Offenses	\$ 15,000.00 (10% PERMITTED)

MISDEMEANOR OFFENSES

M-1 Offense	\$ 12,500.00
M-2 Offense	\$ 10,000.00
M-3 Offenses	\$ 7,500.00
M-4 Offenses	\$ 5,000.00

WILDLIFE LAWS

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M-2 Offenses (Required Appearance)	\$10,000.00
M-3 Offenses (Required Appearance)	\$ 275.00
M-4 Fishing Violations (Required Appearance)	\$ 175.00
M-4 Offenses (Required Appearance)	\$ 225.00
M-M Offenses (Appearance Not Required)	\$ 195.00
Hunting Without License (Required Appearance)	\$ 275.00

*Upon requirement of the citing officer the Defendant must appear

SPEEDING OFFENSES

30 or more MPH over posted speed limit.....Required Appearance
Any speeding offense M-3 or M-4.....Required Appearance

WATERCRAFT LAWS

M-1 Offenses (Required Appearance).....\$12,500.00
M-2 Offenses (Required Appearance).....\$10,000.00
M-3 Offenses (Required Appearance).....\$7,500.00
M-4 Offenses.....\$ 225.00
M-M Offenses (Appearance Not Required).....\$ 195.00

*Upon requirement of the citing officer, or if serious injuries or death occurred, the Defendant must appear.

PARKS & RECREATION

M-1 Offenses (Required Appearance).....\$12,500.00
M-2 Offenses (Required Appearance).....\$10,000.00
M-3 Offenses (Required Appearance).....\$7,500.00
M-4 Offenses (Required Appearance).....\$5,000.00
M-M Offenses (Appearance Not Required).....\$ 195.00
M-M Parking Violations (Appearance Not Required).....\$ 135.00

*Upon requirement of the citing officer, or if serious injuries or death occurred, the Defendant must appear.

Approved:

Warren County Court:



Judge Gary A. Loxley

3-16-23

Date



Judge Robert S. Fischer

3/16/23

Date

Franklin Municipal Court:

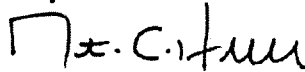


Judge Ronald W. Ruppert

3-17-2023

Date

Lebanon Municipal Court:



Judge Martin E. Hubbell

3-17-2023

Date

Mason Municipal Court



Judge D. Andrew Batsche

3-22-2023

Date

**CITY OF SOUTH LEBANON, OHIO
RESOLUTION NO. 2024-04**

**A RESOLUTION ACCEPTING A MONETARY DONATION AND ENTERING INTO
AN AGREEMENT WITH OEDER SAND AND GRAVEL COMPANIES AND
FAMILIES FOR PARK IMPROVEMENTS AT OEDER PARK AND DECLARING AN
EMERGENCY**

WHEREAS, Oeder Sand and Gravel Companies and Oeder family members (“Donors”) desire to make a charitable donation in the amount of \$25,000 to the City of South Lebanon, Ohio (“the City”); and

WHEREAS, Donors and the City desire to enter into an agreement as outlined in the attached memorandum of understanding; and

WHEREAS, the Director of Finance recommends that the donation be deposited into the City’s Special Revenue Park Fund and earmarked for park improvements to the South Lebanon park known as Oeder Park; and

WHEREAS, immediate action is required to expedite the acceptance of the donation, and such action is necessary in order to preserve the public peace, health, safety, or welfare of the City.

Be it **RESOLVED** by a majority of the Council of the City of South Lebanon, Ohio, as follows:

Section 1. City Council approves and authorizes the Mayor to execute the memorandum of understanding attached hereto.

Section 2. The recitals contained in the Whereas clauses set forth above are incorporated by reference herein.

Section 3. All formal actions of City Council regarding this Resolution were adopted in an open meeting of City Council in compliance with all legal requirements, including, but not limited to, Section 121.22 of the Ohio Revised Code.

Section 4. This Resolution is hereby declared to be an emergency measure in accordance with Section 731.30 of the Ohio Revised Code for the immediate preservation of the public peace, health, safety, and general welfare; and, this Resolution shall be in full force and effective immediately upon its passage.

Adopted this ____ day of _____, 2024.

Linda S. Burke, Mayor

Attest: _____
Petrina D. Williams, Director of Finance/Clerk

Rules Suspended:	_____ (if applicable)
First Reading:	_____
Second Reading:	_____
Vote:	____ Yea ____ Nay
Effective Date:	_____

Prepared by and approved as to form:

Andrew P. Meier
Law Director
South Lebanon, Ohio

By: _____
Date: _____

MEMORANDUM OF UNDERSTANDING

FOR USE OF A CHARITABLE \$25,000 DONATION FOR PARK IMPROVEMENTS AT OEDER PARK IN SOUTH LEBANON, OHIO

It is hereby acknowledged, understood and agreed, by and among the City of South Lebanon, Ohio (the City), and by the Oeder Sand and Gravel Companies, Oeder family members, (the Donors), and others to whom it may concern, that their charitable donation in the amount of \$25,000, made by the Donors at year-end 2023 is earmarked to be used for improvements to the South Lebanon Park known as Oeder Park, to enhance and improve the Oeder Park's recreational use and value to the public; and that the donors may continue to be recognized as supporters, stewards, and patrons of Oeder Park on a plaque or sign located at the Park.



City of South Lebanon, Ohio Date _____

Oeder Sand and Gravel Companies and Families Date: 12-29-23



City of South Lebanon
10 N. High Street, South Lebanon, Ohio 45065
513-494-2296 fax: 513-494-1656
www.southlebanonohio.org

MEMORANDUM

To: City Council

From: Linda Burke, Mayor

CC: Jerry Haddix, City Administrator
Tina Williams, Director of Finance
Andrew Meier, Law Director

Date: January 16, 2024

Subject: Appointments to Boards & Committees for 2024

Attached is the 2024 Committee list for the various Council committees.

Also, per Section 7.02(B) of the City Charter, the Mayor shall recommend appointments and removals to all Boards & Commissions (except as provided in the Charter). Currently, there are multiple boards and commissions with vacancies, as well as members who need to be appointed and/or re-appointed. At this time, I, along with Staff, are currently reviewing the various boards & commissions memberships with recommendations planned for the February 1st meeting.

In addition, the City Council is responsible to appoint a Council member to the following boards/committees:

- City Planning Commission (1 member)
- Board of Control (1 member)
- OKI Regional Council of Governments (1 Council member or Mayor)
- Warren County Municipal League (1 Council member or Mayor)
- Warren County Regional Planning Commission (1 member, 1 alternate)

I will be requesting nominations for these vacancies at Thursday night's meeting and can discuss these positions, if necessary.

CITY OF SOUTH LEBANON
COMMITTEES OF COUNCIL 2024

Linda S. Burke, Mayor

FINANCE AND BUDGET COMMITTEE

Linda Allen (Chair)
Rolin Spicer (Vice-Chair)
Lisa Fedor
Mayor/ City Administrator
Director of Finance

ANNEXATION

Rolin Spicer (Chair)
Linda Allen (Vice-Chair)
Lisa Fedor
Mayor/ City Administrator

PARKS AND RECREATION

Rolin Spicer (Chair)
Lisa Fedor (Vice-Chair)
Brenda Combs
Mayor/ City Administrator

NEW HOUSING AUTHORITY REVIEW COMMITTEE

Linda Allen (Chair)
Maryan Harrison (Vice-Chair)
Lisa Fedor
Mayor/ City Administrator

PERSONNEL

Linda Allen (Chair)
Rolin Spicer (Vice-Chair)
Sharon Carmack
Mayor/ City Administrator

ECONOMIC DEVELOPMENT

Rolin Spicer (Chair)
Linda Allen (Vice-Chair)
Sharon Carmack
Mayor/ City Administrator

PUBLIC WORKS (STREETS)

Rolin Spicer (Chair)
Brenda Combs (Vice-Chair)
Maryan Harrison
Mayor/ City Administrator

EVENTS COMMITTEE

Linda Allen (Chair)
Sharon Carmack (Vice-Chair)
Lisa Fedor
Mayor/ City Administrator

PUBLIC UTILITIES (WATER, SEWER, SANITATION)

Linda Allen (Chair)
Maryan Harrison (Vice-Chair)
Brenda Combs
Mayor/ City Administrator

RULES OF COUNCIL (AD-HOC COMMITTEE)

Linda Allen (Chair)
Rolin Spicer (Vice-Chair)
Sharon Carmack

OLD BUSINESS

**CITY OF SOUTH LEBANON, OHIO
ORDINANCE 2024-01**

**AN ORDINANCE RESCINDING ORDINANCE 2004-07 AND DIRECTING
THE RECORDS COMMISSION OF THE CITY OF SOUTH LEBANON,
OHIO TO DEVELOP AND UPDATE ALL NECESSARY RECORDS
RETENION SCHEDULES FOR PUBLIC RECORDS.**

WHEREAS, the City of South Lebanon, Ohio (“the City”) currently has an Ordinance (Ordinance 2004-07) in effect that established a recommended records retention schedule for public records maintained by the City; and

WHEREAS, the City Records Commission recently convened for a public meeting and determined that the recommended records retention schedule is outdated and no longer applicable to public records maintained by the City; and

WHEREAS, the City Records Commission is recommending to Council for the City of South Lebanon, Ohio (“City Council”) that Ordinance 2004.07 be rescinded and that it be given the authority to develop and implement updated records retention policies for all public records maintained by the City; and

WHEREAS, City Council desires to update the City’s records retention schedule so that all public records are maintained by the City in compliance with all applicable laws and regulations.

Be it **ORDAINED** by a majority of the Council of the City of South Lebanon, Ohio as follows:

Section 1. Ordinance 2004-07 shall be and is hereby rescinded in its entirety.

Section 2. The City Records Commission shall have the authority to develop and update all necessary records retention schedules for all public records maintained by the City as contemplated by Section 149.39 of the Ohio Revised Code and all other applicable laws.

Section 3. All formal actions of City Council regarding this Ordinance were adopted in an open meeting of City Council in compliance with all legal requirements, including, but not limited to, Section 121.22 of the Ohio Revised Code.

Section 4. The recitals contained in the Whereas clauses set forth above are incorporated by reference herein.

Passed this ____ day of _____, 2024.

Linda S. Burke, Mayor

Attest: _____

Petrina D. Williams, Director of Finance/Clerk

Rules Suspended:	_____ (if applicable)
First Reading:	_____
Second Reading:	_____
Vote:	_____ Yeas _____ Nays
Effective Date:	_____

Prepared by and approved as to form:

Andrew P. Meier
Law Director
South Lebanon, Ohio

By: _____

Date: _____