Dwight A. Clark, President of Council, Presiding
Roll Call
Pledge of Allegiance led by David L. Tadych, Vice President of Council/ Councilman, Ward 1.

Reading of Minutes – Special Meeting of Council held September 3, 2019

ANNOUNCEMENTS

REPORTS

Mayor Koomar
Director of Law Barbour
Director of Finance Mahoney
Director of Recreation Enovitch
Director of Public Service and Properties Liskovec
Human Resources Director Demaline

Director of Community Services Selig
Police Chief Spaetzle
Fire Chief Lyons
Director of Building Tuck-Macalla

AUDIENCE

COMMUNICATIONS

COMMITTEE OF THE WHOLE

ENVIRONMENT, SAFETY & COMMUNITY SERVICES COMMITTEE –Mr. Mace

FINANCE AND CLAIMS-Mr. Tadych

Motion to acknowledge receipt of the August 2019 Financial Reports of the City of Bay Village as prepared by Finance Director Renee Mahoney.

PLANNING, ZONING, PUBLIC BUILDINGS AND GROUNDS COMMITTEE-Ms. Maier

PUBLIC IMPROVEMENTS/STREETS/SEWERS/DRAINAGE COMMITTEE-Mrs. Stainbrook

Resolution requesting that the City of Rocky River apply for financial assistance from the Ohio Public Works Commission’s State Capital Improvement Program for the funding of the Rocky River Wastewater Treatment Plant Final Clarifier Rehabilitation Project, and declaring an emergency.
Ordinance authorizing the Mayor to enter into an agreement with Pavement Technology, Inc. for street resurfacing material and services, and declaring an emergency.

RECREATION AND PARK IMPROVEMENTS COMMITTEE –Mr. Winzig

SERVICES, UTILITIES & EQUIPMENT COMMITTEE –Ms. DeGeorge

MISCELLANEOUS

Motion to adjourn to Executive Session regarding Pending Litigation Update; Purchase and Sale of Property.

ADJOURNMENT
Procedure

Section 2.14 - Effective Date
C.O. 111.10 - Council Rules for Legislation

Roll call on suspension of Charter Rules:

Every ordinance or resolution shall be read on three different days unless two-thirds (2/3) of the total number of Council members provided for in this Charter dispense with the rules.

Roll call on suspension of Council Rules:

No ordinance or resolution shall be passed unless a written copy thereof is before the Council ...at least 24 hours before any meeting of Council at which action...is contemplated.

Roll call on inclusion of the emergency.

All ordinances and resolutions shall become effective forty (40) days after their passage by Council unless a later effective date is set forth or an earlier date is established. Resolutions to initiate any public improvement shall become effective immediately upon their passage and approval by the Mayor.

It is required that two-thirds (2/3) of the total number of Council members provided for by this Charter vote affirmatively to enact with the emergency. This clause allows legislation to become effective immediately upon passage and approval by the Mayor.

NOTE: Regular and Special Meetings of Council are scheduled for 8:00 p.m. However, Council generally meets informally at 7:30 p.m. prior to a Regular or Special meeting, and said portion, usually held in the conference room, is open to the public.
CITY OF BAY VILLAGE

Council Minutes, Regular Meeting                      September 3, 2019
Council Chambers 9:30 p.m.

Dwight A. Clark, President of Council, presiding

Present:               Clark, DeGeorge, Maier, Stainbrook, Tadych, Winzig, Mayor Koomar

Excused:    Mr. Mace

Also Present:     Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Fire Chief Lyons, Police Chief Spaetzel, Recreation Director Enovitch, Community Services Director Selig, Building Director Tuck-Macalla.

AUDIENCE

The audience consisted solely of the department directors listed above.

Mr. Clark called the Regular Meeting of Council to order at 9:30 p.m. in the Council Chambers of Bay Village City Hall, with the Pledge of Allegiance led by Councilwoman-at-large Nancy Stainbrook.

Mr. Clark called for a reading of the minutes of the Special Meeting of Council held August 5, 2019.  Mr. Tadych MOVED to dispense with the reading and accept the minutes of the Special Meeting of Council held August 5, 2019, 2019 as prepared and distributed.

Motion carried 4-0-2 (Ms. Maier and Ms. Stainbrook abstained).

Mr. Clark called for a reading of the minutes of a meeting of the Cahoon Memorial Park Trustees held August 5, 2019.  Mr. Tadych MOVED to dispense with the reading and accept the minutes of a meeting of the Cahoon Memorial Park Trustees held August 5, 2019, as prepared and distributed.

Motion carried 5-0-2 (Ms. Maier and Ms. Stainbrook abstained).

REPORTS

Law Director Barbour had no report this evening.

Finance Director Mahoney reported that the post-audit conference was held this evening with representatives of the Auditor of State.  The City received an unmodified opinion, which is equivalent to an unqualified opinion in the general business world.  Mrs. Mahoney thanked her staff: Anette Oster, Jim Milton, Robin Munoz, Karen McCullough, and Kelsey Landis.  She noted that these are the people that are responsible for the day-to-day transactions, and they do a great job.
Mayor Koomar thanked Finance Director Mahoney, stating that she spends a lot of time with the auditors, having done this in a former position. He stated that Mrs. Mahoney runs a very tight ship and advocates very hard on behalf of the City.

Mrs. Mahoney stated that the audit was released today at https://www.ohioauditor.gov/auditsearch.

**Director of Recreation Enovitch** had no report this evening.

**Director of Public Service and Properties Liskovec** stated that the Hazardous Drop-Off opportunity at the Service Garage is scheduled for the last Friday of September. Leaf collection will begin on October 21, 2019.

Mr. Clark stated that he has had several calls from residents regarding the pick-up of carpeting or other materials on front tree lawns. The residents have stated that the turn-around and courtesy exhibited by the Service Department employees is second to none.

**Director of Community Services Selig** stated that historically the meals for the Meals-on-Wheels Program have come from Bay Village. Word has been received that the woman who has headed that program for many, many years is retiring the first of November. There is a non-profit organization in Westlake that services the City of Westlake Meals-on-Wheels. The food is of a higher grade and fresher than what is currently being served through the Bay Village program. The Westlake group takes care of the volunteers, packers, and the full scope of the service. The cost of the meals, lunch and dinner, will increase from $6.00 to $9.00. That may be a hardship for some residents, so Director Selig is looking at possibilities for subsidizing the cost, possibly through the emergency fund. Mayor Koomar noted that the Bay Village price was scheduled for an increase.

Ms. Selig stated that Connie Lupica, the social worker for Bay Village Community Services, is the Meals-on-Wheels coordinator and it takes an enormous amount of her time to do all of the administrative work, find volunteers, and accomplish all the coordination required, when she could be working with residents for needed social work. The program with Westlake would begin October 1, 2019.

Mr. Clark noted that it seems that the advantages of combining with Westlake would really outweigh trying to continue to do it here for the reasons mentioned. He asked the incremental cost to the City of Bay Village of providing Meals-on-Wheels, and the cost to residents. Ms. Selig stated that it is a pass through.

Mayor Koomar noted that a fair number of calls are received from residents in Bay Village who need Director Selig’s help, or Assistant Director Lupica’s help. They spend a lot of time with these people and from the Mayor’s perspective he would rather have Assistant Director Lupica, with her social work background, focusing helping someone in need, whether it be medical or financial challenges, than administrating a program when a new program with fresher, higher quality of healthier food and nutrients are available. The Mayor noted that some of these cases
have a ripple effect. Sometimes there will be a person in real need for help, and they need to be directed to the right spot.

**Police Chief Spaetzel** stated that the deer survey went out today and within two hours he received 130 responses.

Safety training for all employees will be held beginning this month. The initial focus will be on awareness and identifying a threat and an appropriate response to crisis. The Fire Department will present their “Stop the Bleed” program. Training consists of about four hours, and following the training, each department in each building will be visited to identify specifics to the employees, based on the building and their operations, and answer any questions they may have.

Chief Spaetzel reported further that last Friday, August 30, 2019 the Bay Village Police Department participated with the Bay Schools in their teacher in-service, presenting a few programs. The whole day revolved around crisis response and the training went well.

On Saturday, September 14, 2019, the annual Touch-a-Truck will be held at the Police and Fire Safety Complex. The Service Department, Fire Department and Police Department will conduct the program from Noon to 3 p.m.

Chief Spaetzel expressed appreciation to everyone in the community for their patience with the summer road detours. Complaints were received, but the situation was not as bad as anticipated. In mid-September, the traffic patterns should be back to normal.

An entry level police officer examination will be held on Wednesday, October 16. Applications must be filed by Friday, October 11, 2019.

**Fire Chief Lyons** advised that as part of the employee safety training, the “Stop the Bleed” program is a nationwide campaign to give people the tools, training, equipment and empowerment necessary to stop a bleeding emergency until professionals arrive. The training is 45 minutes in length, and volunteers will be on hand from University Hospitals to assist with the training.

Fire Chief Lyons encouraged everyone to stop by and see the Fire Department at their open house to be held in conjunction with the Touch-a-Truck event on September 14, 2019.

A Civil Service examination for entry level firefighters will be held on Wednesday, September 11, 2019, a fitting date to welcome new members to Safety-Services forces. Almost 170 applications have been received with additional applications coming through the mail under the deadline for filing of August 30, 2019. Only 44 applications were received for the examination held two years ago, and recently most surrounding suburbs have only received approximately 50 applications for the firefighter position. The City of Warrensville Heights had only 11 applications for their last test. Chief Lyons credited an extensive advertising campaign by Bay Village for the good response.
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Chief Lyons reported that the new fire ladder truck has been received and the department is very pleased, and very grateful. It is a great truck, of top notch quality. The only down side is that elevator rescue training is scheduled this week with the Fire Chief of Gates Mills, whose previous career was in elevator and escalator training, and the fire department personnel are unable to turn their attention to the new truck. Everyone is looking forward to putting the new truck into service, and plans are being made for Council to view the truck prior to the September 16 Council meeting.

Mayor Koomar expressed kudos to Fire Chief Lyons who reached out to Bay High School for use of their video production unit, which was helped by funding from the Bay Education Foundation. Chief Lyons had the entire training of the new truck filmed so when new firefighters and paramedics come on board they will be able to view the video of the training of the new truck. Chief Lyons expressed appreciation to Principal Jason Martin and the Bay High School students and staff for their assistance.

Building Director Tuck-Macalla reported that this month the Building Department implemented the vacant property program, based on the new Vacant Property Ordinance. Fifteen properties have been identified as being vacant. Letters have been sent informing them of the ordinance and the requirements for registration and inspection. Deadline for registration is September 16, 2019.

Director Tuck-Macalla reported further that they have inspected 170 rental homes in the City of Bay Village, and probably will go up above 200 rentals this year, due to coming across rentals that have not been registered through the years.

Mayor Koomar commented that the number of complaints from residents regarding rental properties has dropped dramatically due to the efforts of Director Tuck-Macalla and his staff.

AUDIENCE

There were no comments from the audience this evening.

COMMUNICATIONS

There were no communications to report this evening.

COMMITTEE OF THE WHOLE

ENVIRONMENT, SAFETY & COMMUNITY SERVICES COMMITTEE –Ms. DeGeorge

Motion by Ms. DeGeorge to confirm the appointment of Frank Merecicky by Mayor Koomar to the Community Services Advisory Board for a three year term expiring September 3, 2022.

Motion carried 6-0.
FINANCE AND CLAIMS-Mr. Tadych

Motion by Tadych to acknowledge receipt of the July 2019 Financial Reports of the City of Bay Village as prepared by Finance Director Renee Mahoney.

Motion carried 6-0.

Mr. Tadych introduced and read Resolution No. 19-79 accepting the amounts and rates as determined by the Budget Commission, authorizing the necessary tax levies and certifying them to the County Fiscal Officer, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-79.

Roll Call on Suspension of the Charter Rules:
   Yeas- Clark, DeGeorge, Maier, Stainbrook, Tadych, Winzig.
   Nays- None.

Roll Call on Suspension of the Council Rules:
   Yeas –Clark, DeGeorge, Maier, Stainbrook, Tadych, Winzig.
   Nays –None.

Roll Call on Inclusion of the Emergency Clause:
   Yeas – Clark, DeGeorge, Maier, Stainbrook, Tadych, Winzig.
   Nays – None.

Roll Call on Adoption:
   Yeas– Clark, DeGeorge, Maier, Stainbrook, Tadych, Winzig.
   Nays –None.

Mr. Barbour announced adoption of Resolution No. 19-79, an emergency measure, by a vote of 6-0.

Mr. Tadych introduced and read Resolution No. 19-80 authorizing the Director of Finance to request tax advancements before settlement dates for Fiscal Year 2020, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-80.

Roll Call on Suspension of the Charter Rules:
   Yeas- DeGeorge, Maier, Stainbrook, Tadych, Winzig, Clark.
   Nays- None.

Roll Call on Suspension of the Council Rules:
   Yeas –DeGeorge, Maier, Stainbrook, Tadych, Winzig, Clark.
   Nays –None.

Roll Call on Inclusion of the Emergency Clause:
   Yeas –DeGeorge, Maier, Stainbrook, Tadych, Winzig, Clark.
Minutes of Regular Meeting  
Bay Village City Council  
September 3, 2019

Nays – None.
Roll Call on Adoption:
Yeas – DeGeorge, Maier, Stainbrook, Tadych, Winzig, Clark.
Nays – None.

Mr. Barbour announced adoption of Resolution No. 19-80, an emergency measure, by a vote of 6-0.

Mr. Tadych introduced and read Resolution No. 19-81 accepting donation to the City of Bay Village, and declaring an emergency, and moved for adoption. Mr. Clark commented that the painting being donated for display at Bay Village City Hall is the work of resident Joseph King, who has served the City as a school guard for many years.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-81.

Roll Call on Suspension of the Charter Rules:
Yeas – Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays – None.

Roll Call on Suspension of the Council Rules:
Yeas – Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays – None.

Roll Call on Inclusion of the Emergency Clause:
Yeas – Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays – None.

Roll Call on Adoption:
Yeas – Maier, Stainbrook, Tadych, Winzig, Clark, DeGeorge.
Nays – None.

Mr. Barbour announced adoption of Resolution No. 19-81, an emergency measure, by a vote of 6-0.

Mr. Tadych introduced and read Resolution No. 19-82 accepting donation to the City of Bay Village Service Department, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 19-82.

Roll Call on Suspension of the Charter Rules:
Yeas – Stainbrook, Tadych, Winzig, Clark, DeGeorge, Maier.
Nays – None.

Roll Call on Suspension of the Council Rules:
Yeas – Stainbrook, Tadych, Winzig, Clark, DeGeorge, Maier.
Nays – None.

Roll Call on Inclusion of the Emergency Clause:
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Yeas –Stainbrook, Tadych, Winzig, Clark, DeGeorge, Maier
Nays – None.

Roll Call on Adoption:
Yeas– Stainbrook, Tadych, Winzig, Clark, DeGeorge, Maier.
Nays –None.

Mr. Barbour announced adoption of Resolution No. 19-82, an emergency measure, by a vote of
6-0.

Mayor Koomar stated that this donated television will be used in the supervisor’s office for work
on projects. Director Liskovec is doing a good job with technology and will find the large screen
helpful.

PLANNING, ZONING, PUBLIC BUILDINGS AND GROUNDS COMMITTEE-Ms.
Maier

Ms. Maier had no report this evening.

PUBLIC IMPROVEMENTS/STREETS/SEWERS/DRAINAGE COMMITTEE-Mrs.
Stainbrook

Ms. Stainbrook had no report this evening.

Mr. Clark commented that an informative Capital Project Update report was heard at the
Committee meeting of Council held earlier this evening. He noted that many of the projects will
close in September.

RECREATION AND PARK IMPROVEMENTS COMMITTEE –Mr. Winzig

Mr. Winzig had no report this evening.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE –Ms. DeGeorge

Electricity Aggregation Update.

Ms. DeGeorge advised that a report of the Electricity Aggregation program was given at the
Committee meeting of Council this evening. There will be a public meeting on October 7, 2019,
at 7:30 p.m., with Laura Sherman of SES Energy providing information concerning the
aggregation program.

Motion by Ms. DeGeorge to sell by auction nine Service Department vehicles, and one Police
Department vehicle as follows:

(2) 2006 Ford F350 4WD
(1) 2006 Ford F250 Super Cab 4WD
(1) 2006 Ford Explorer AWD
Minutes of Regular Meeting
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(1) 2006 Ford F550 Superduty Dump
(1) 2007 GMC 1500 4WD EXT Cab
(2) 2011 Ford Crown Victoria
(1) 2014 Ford Explorer Utility AWD
(1) 2001 Toyota Camry

Mr. Clark noted that City Council approval is required for the sale of equipment that individually has a value of over $5,000. An update on the totality of the value of the settlement will be received after the sale.

Motion carried 6-0.

MISCELLANEOUS

Mayor Koomar stated that Council is welcome to attend the aforementioned safety training being offered by the Police Department. The information regarding the training will be sent to Council. Chief Lyons added that CPR training will also be offered to city employees and Council will be made aware of those dates and times.

Ms. Maier advised that a Watershed meeting will be held on September 17 at the Police Station Community Room which will include a creek tour and clean-up. This is based on the Watershed Plan that was done by the Cuyahoga County Soil and Water District for Cahoon Creek. Ms. Maier asked that this meeting information be posted on the City’s website.

Mr. Clark stated that as the final quarter of the year approaches it is important to sequence committee meetings to clear Matters Pending before the end of the year.

Mr. Tadych stated that he would like to bring up the matter of trees at the next meeting of Council.

The next meeting of Council will be held September 16, 2019.

There being no further business to come before Council this evening, the meeting adjourned at 9:57 p.m.

Dwight A. Clark, President of Council
Joan Kemper, Clerk of Council
RESOLUTION NO.
INTRODUCED BY:

A RESOLUTION
REQUESTING THAT THE CITY OF ROCKY RIVER APPLY FOR FINANCIAL ASSISTANCE FROM THE OHIO PUBLIC WORKS COMMISSION’S STATE CAPITAL IMPROVEMENT PROGRAM FOR THE FUNDING OF THE ROCKY RIVER WASTEWATER TREATMENT PLANT FINAL CLARIFIER REHABILITATION PROJECT, AND DECLARING AN EMERGENCY

WHEREAS, the State Capital Improvements Program under the Ohio Public Works Commission (“OPWC”) provides financial assistance to political subdivisions for capital improvements to public infrastructure and,

WHEREAS, the City of Rocky River is planning to make capital improvements via the project known as the WWTP Final Clarifier Rehabilitation Project which will replace/repair aging equipment and structures within the Rocky River WWTP and,

WHEREAS, it has been determined by the WWTP Long Term Capital Improvements plan submitted with the annual WWTP budget that it is necessary for the City of Rocky River to submit applications for financial assistance for the management of the Rocky River Wastewater Treatment Plant on behalf of all member Cities, including Bay Village, Fairview Park and Westlake and,

WHEREAS, the infrastructure improvements described herein are considered to be an environmental priority need for the City of Rocky River Wastewater Treatment Plant and is a qualified project under the OPWC programs and,

WHEREAS, the application for said infrastructure improvements must be submitted by September 15, 2019,

NOW, THEREFORE, be it resolved by the Council of the City of Bay Village, Ohio:

SECTION 1. That the City of Rocky River is hereby requested to apply to the Ohio Public Works Commission’s State Capital Improvement Program for financial assistance for capital infrastructure improvements projects for the management of the Rocky River Wastewater Treatment Plant on behalf of the City Of Bay Village.

SECTION 2. That the Mayor is further authorized to enter into any agreements as may be necessary and appropriate for the City of Rocky River to obtain this financial assistance in a form approved by the Director of Law.

SECTION 3. That this Council finds and determines that all formal actions of this Council concerning and relating to the passage of this resolution were taken in an open meeting of this Council, and that all deliberations of this Council and of any committee that resulted in those formal actions were in meetings open to the public in compliance with law.
SECTION 4. That this resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that services referred to above must be expedited due to deteriorating conditions of the WWTP and NPDES requirements, wherefore this resolution shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

__________________________
PRESIDENT OF COUNCIL

__________________________
CLERK OF COUNCIL

APPROVED:

__________________________
MAYOR

08.30.19 jt
ORDINANCE NO.
INTRODUCED BY:

AN ORDINANCE
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH
PAVEMENT TECHNOLOGY, INC. FOR STREET RESURFACING MATERIAL AND
SERVICES, AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Bay Village, Ohio:

SECTION 1. That the Mayor is hereby authorized to enter into an agreement
with Pavement Technology, Incorporated for the purchase of Asphalt Rejuvenating Agent -
RECLAMITE materials and services for the following:

<table>
<thead>
<tr>
<th>Street</th>
<th>From</th>
<th>To</th>
<th>Gallons</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clairwood Dr</td>
<td>Powell Dr</td>
<td>Pellett Dr</td>
<td>36</td>
<td>$810.00</td>
</tr>
<tr>
<td>Powell Dr</td>
<td>Clairwood Dr</td>
<td>Wolf Rd</td>
<td>157</td>
<td>$3,532.50</td>
</tr>
<tr>
<td>Pellett Dr</td>
<td>Clairwood Dr</td>
<td>Wolf Rd</td>
<td>157</td>
<td>$3,532.50</td>
</tr>
<tr>
<td>Eagle Cliff Dr</td>
<td>Lake Rd</td>
<td>End</td>
<td>60</td>
<td>$1,350.00</td>
</tr>
<tr>
<td>Douglas Dr</td>
<td>Wolf Rd</td>
<td>Knickerbocker Rd</td>
<td>267</td>
<td>$6,007.50</td>
</tr>
<tr>
<td>Jefferson Ct</td>
<td>Douglas Dr</td>
<td>End</td>
<td>110</td>
<td>$2,475.00</td>
</tr>
<tr>
<td>Normandy Rd</td>
<td>Dover Center</td>
<td>Glen Park Dr</td>
<td>221</td>
<td>$4,972.50</td>
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<tr>
<td>Normandy School Zone</td>
<td></td>
<td></td>
<td>26</td>
<td>$585.00</td>
</tr>
<tr>
<td>Midland Rd</td>
<td>Dover Center</td>
<td>Glen Park Dr</td>
<td>227</td>
<td>$5,107.50</td>
</tr>
<tr>
<td>Osborn Rd</td>
<td>Douglas Dr</td>
<td>Glen Park Dr</td>
<td>123</td>
<td>$2,767.50</td>
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<td>Henry Rd</td>
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<td>98</td>
<td>$2,205.00</td>
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<td>Wolf Rd</td>
<td>Knickerbocker Rd</td>
<td>298</td>
<td>$6,705.00</td>
</tr>
</tbody>
</table>

Total 1,780 $40,050.00

the bid of said Company being hereby determined to be the lowest and best bid received after
advertising according to law. The agreement shall be in a form approved by the Director of Law,
and the Director of Finance is hereby authorized and directed to pay said contract price from
funds appropriated for the purpose.

SECTION 2. That this Council finds and determines that all formal actions of
this Council concerning and relating to the passage of this ordinance were taken in an open
meeting of this Council, and that all deliberations of this Council and of any committee that
resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this ordinance is hereby declared to be an emergency
measure immediately necessary for the preservation of the public peace, health, safety and
welfare, and for the further reason that it is immediately necessary to provide road surface
treatments, wherefore this ordinance shall be in full force and take effect immediately upon its
passage and approval by the Mayor.
Ordinance – Pavement Technology, Inc. purchase of RECLAMITE

PASSED:

____________________________
PRESIDENT OF COUNCIL

____________________________
CLERK OF COUNCIL

APPROVED:

____________________________
MAYOR

jt 09.12.19