City of PIQUA

PIQUA CITY COMMISSION REGULAR MEETING
TUESDAY, SEPTEMBER 16, 2025
5:00 PM
COMMISSION CHAMBER - 2ND FLOOR
201 WEST WATER STREET
PIQUA, OHIO 45356

CALL TO ORDER

THE PLEDGE OF ALLEGIANCE

ROLL CALL

ADJOURNMENT TO EXECUTIVE SESSION

EXECUTIVE SESSION
The Executive Session is to discuss pending or imminent litigation.

ADJOURNMENT FROM EXECUTIVE SESSION

ROLL CALL

MOTION TO APPROVE BUSINESS AGENDA

1) Rules of Conduct for City Commission Meetings

CONSENT AGENDA

1) **Approval of Minutes**
   Approval of the Minutes from the September 02, 2025 Regular City Commission Meeting

2) **Proclamation**
   National Adult Education and Family Literacy Week September 15 through 19, 2025

OLD BUSINESS

1) **Ordinance No. O-9-25 (Third Reading)**
   An Ordinance Enacting And Adopting A Supplement To The Code Of Ordinances For The City Of Piqua.

2) **Ordinance No. O-11-25 (Third Reading)**
   An ordinance to amend Chapter 32: Boards and Commissions

3) **Ordinance No. O-12-25 (Third Reading)**
   An amended Ordinance to make appropriations for the City of Piqua, Ohio for the year 2025

4) **Ordinance No. O-13-25 (Third Reading)**

An ordinance authorizing the issuance of not to exceed two million eight hundred thirty thousand dollars ($2,830,000) of notes in anticipation of bonds for the purpose of paying the costs of construction, acquisition and equipping of, park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes previously issued in anticipation of such bonds and paying the related costs of issuance thereof, and declaring an emergency.

5) **Ordinance No. O-14-25 (Third Reading)**
An ordinance authorizing the establishment of the 2025 Bonds Capital Projects Fund.

6) **Ordinance No. O-15-25 (Second Reading)**
An ordinance to amend Chapter 56: Stormwater Management

NEW BUSINESS

1) **Resolution No. R-104-25**
A resolution authorizing the purchase of a grass truck chassis for the Piqua Fire Department

CITY MANAGER'S REPORT

COMMISSIONERS COMMENTS

ADJOURNMENT

NON-AGENDA PUBLIC COMMENT
(This is an opportunity for citizens to address the City Commission on Non-agenda items after the adjournment of the Business Agenda. Comments will be limited to seven (7) minutes.)

PROCEDURAL RULES AND RULES OF CONDUCT FOR CITY COMMISSION MEETINGS

BUSINESS AGENDA

1. Commission meetings shall be called to order by the mayor or presiding officer of the meeting. The clerk shall call the roll of the Commissioners.

2. The mayor or presiding officer shall thereafter lead the Commission in the Pledge of Allegiance.

3. Upon roll call being completed, the Business Meeting of the Commission shall commence.

4. The Commission shall, if necessary, add or remove items to the Business Agenda and approve the agenda once it is established.

5. After approval of the agenda, the Commission shall vote on approval of the minutes of prior meetings.

6. After the establishment of the agenda, the Commission shall permit public comment by the citizens of Piqua as required by Section 4 of the Piqua Charter on any approved agenda item. Any person providing public comment shall provide his or her name and street address prior to making any comments.

7. Any non-citizen may also participate in public comment if an ordinance or resolution made part of the agenda affects his or her business located within the city of Piqua or utility service they receive within the city of Piqua. Any non-citizen shall state his or her name and either what business he or she operates that is being affected by an ordinance or resolution, or what property address inside the city limits that he or she is receiving utility service.

8. Any person providing public comment may speak once for up to a total of five minutes on each resolution and ordinance made part of the agenda. No person shall be permitted to comment twice on an agenda item.

9. Once public comment is completed, the Commission shall immediately begin debate and deliberate on each agenda item. No public comments from the public shall be permitted during the debate and/or deliberation of ordinances and resolutions by the commission.

10. After deliberation on ordinances and resolutions, votes on ordinances shall be recorded by roll call and votes on resolutions may be recorded by voice vote; if a commissioner wishes to have a roll call vote on a resolution, any commissioner may request the clerk to call the roll to record the vote. The Clerk of Commission shall record the vote tally for each ordinance and resolution.

11. During the Business Agenda, only city employees including department heads and guests of department heads to discuss matters affecting the city, the Piqua Chamber Director, the Main Street Piqua Director, may make presentations during the Business Agenda part of the meeting.

12. At the completion of the Business Agenda, the mayor may or may not permit commissioners to address the community for the good of the city. Afterwards, the commissioners shall call the business meeting of the commission to a close and city staff may be excused.

NON-AGENDA PUBLIC COMMENT

13. Non-agenda public comment sessions may, upon the discretion of the Commission, commence after the regular business meeting of the commission adjourns.

14. Any non-agenda public comment shall not begin after 9 p.m. and shall not continue after 9 p.m.

15. Comments by the public shall be addressed to the Commission and mayor and shall be limited to a seven-minute period per person. Under no circumstances should the Commission or mayor interrupt any person's seven-minute time period unless the individual violates the Rules of Conduct or the individual commenting requests interactive dialogue. If a Commission member or the mayor comment during an individual's allotted time, the time taken for any comment by Commission members or the mayor shall not be deducted from the individual's allotted seven minutes so that they receive their full allotted time to speak. No person may speak more than one time during any non-agenda public comment session.

16. All comments shall be related to city business or activities.

17. The Clerk of Commission shall not be under any obligation to keep minutes of the non-agenda public comment session.

18. Public comment time shall be only afforded to persons who live within the City of Piqua city limits, Springcreek Township, Washington Township and/or Miami County or_own property within the city or own a business within the city limits.

19. Any person providing public comment shall provide his or her name and street address prior to making any comments.

20. Any individual attending the Non-Agenda Public Comment period of the City Commission meeting may have signs that do not exceed 8 ½ x 11 in size. Such signs shall not be displayed in a way that obstructs the view of any other individual attending the meeting or any camera recording the meeting.

RULES OF CONDUCT

Recognizing that the city has a compelling and significant interest in conducting its meetings in an efficient manner, the following Rules of Conduct shall be enforced during the Commission Business Meeting and the Non-Agenda Public Comment session:

1. Obscene comments, physically threatening remarks, and disruptive conduct are prohibited;

2. Profanity that is disruptive is prohibited;

3. Racist and hate-filled epithets are prohibited;

4. Loud and boisterous conduct or comments are prohibited;

5. Cheering, jeering or clapping, unless for ceremonial purposes as determined by the mayor, are prohibited;

6. Noisemakers are prohibited;

7. All persons shall remain seated during commission meetings unless they are leaving the Commission Chambers or are addressing the Commission from the podium;

8. Any person desiring to make a public comment shall complete a public comment request card provided by the Clerk of Commission and shall deposit the card in the public comment request box. The box will be monitored throughout public comment

sessions and cards will be given to the mayor or presiding officer by the commission's designee during public comment sessions;

9. The mayor shall call the persons requesting to make public comment during the appropriate public comment periods;
10. When called by the mayor to address the Commission, the individual called shall address the Commission from the commission podium unless the person so called has a medical condition that prevents the individual from doing so; in such case, the mayor will make every attempt to accommodate the individual so his or her comments are heard by the public;
11. If during the non-agenda public comment session, the public comment cards have not all been called prior to the end of the meeting, the individuals not called will be placed at the top of the list for presenting comments at the next scheduled meeting;
12. If during the non-agenda public comment session, the public comment cards have been exhausted and the meeting has not been concluded, individuals who have not spoken may request to do so until the conclusion of the meeting.

Any individual violating a commission rule shall be warned by the mayor or presiding officer of the violation, and if such individual does not cease the activity so warned, he or she shall be asked to leave city hall. If an individual refuses to comply with the mayor or presiding officer's directive to leave city hall, the individual may be charged criminally for his or her conduct.

City of
PIQUA

PIQUA CITY COMMISSION REGULAR MEETING MINUTES
TUESDAY, SEPTEMBER 2, 2025

CALL TO ORDER

THE PLEDGE OF ALLEGIANCE

ROLL CALL

MOTION TO APPROVE BUSINESS AGENDA

Commissioner Hohman made a motion to approve the Business Agenda. Commissioner Simmons Seconded. Motion passed.

1) Rules of Conduct for City Commission Meetings

CONSENT AGENDA

Commissioner Vetter made a motion to approve the Consent Agenda i.e, the Minutes from the August 19, 2025 Regular Commission Meeting. The motion was seconded by Commissioner Hohman. Motion carries.

1) **Approval of Minutes**
   Approval of the Minutes from the August 19, 2025, Regular City Commission Meeting

OLD BUSINESS

1) **Ordinance No. O-9-25 (Second Reading)**
   An Emergency Ordinance Enacting And Adopting A Supplement To The Code Of Ordinances For The City Of Piqua.

Commissioner Hohman again thanked the legal department for working to get the Charter Book updated as this was a request he had made last year. Commissioner DeBrosse suggested the Ordinance be amended to remove "emergency". Kim Heisler suggested that the book should be updated twice yearly. Commissioner Simmons made a motion to strike the word "emergency" from the Ordinance. Seconded by Commissioner Hohman. Roll was called and all in agreement. the

motion carries. This is a second reading of the Ordinance.

2) **Ordinance No. O-11-25 (Second Reading)**
An ordinance to amend Chapter 32: Boards and Commissions

This is a second reading. This Ordinance is to modify and update the language to make all boards similar. Removing the Health Board as it is no longer needed and combining the Energy and Utility Boards.
Mayor Lee: Will the Board have minutes and will they be uniform in their reporting?
Amy Welker: All are required to keep minutes of public meetings.
Commissioner Hohman asked that all agendas for all of the boards be available on the website and Ms. Welker replied she believes most are now using Civic Plus to publish to the website.
Kim Heisler: Trying to find a flow chart showing current boards. Only found newest from 2022. Where can that be found? Please post to next agenda packet.
Mayor Lee: Do we know where this flow chart may be?
Commissioner Simmons: This will update the chart of commissions and boards should this pass.
Commissioner DeBrosse: At last meeting the language energy/utility board language regarding reports be taken out. Does this board produce an annual report? Amy Welker answered it was removed. The City Managers office produce reports based off the information provided by the various departments or boards.
Commissioner Hohman: Asked that any amended items be brought back before the commission. Jonathan Wessel asked if the Park Board language report would be kept in. Commissioner DeBrosse feels that is very important to keep.
This is a second reading.

3) **Ordinance No. O-12-25 (Second Reading)**
An amended Ordinance to make appropriations for the City of Piqua, Ohio for the year 2025

There have been changes made to this ordinance. Those changes are highlighted. Mayor Lee asked why there would be changes. Jerry answered that it was a matter of certain things being brought to his attention that need addressing. Commissioner Hohman asked how would you describe recurring line item, non-government transfers and funds? Jerry explained that is a classification that existed already and they continued to use.
Kim Heisler: Section 1 What is planning project for future improvements? Piqua battery property project? 123 W Water property acquisition? Is this the green room? 30,000 for loft activity expenses? Section 11 staff determined need for more meters. How did staff determine that? Section 14 increase in stormwater fund? How is it different than wastewater?
Paul answered Section 1 future improvements are to the building. Piqua battery property is building development in the works but not finalized. 123 W Water is the garage on other side of Town and Country.
Jerry: 123 W Water is not the green room.
Kevin spoke to the meter replacement. The meters are 8 years due. Stormwater fund increase is for upcoming resolution.
Commissioner Hohman: Remembered that this information has been previously been mentioned.
This is a second reading.

4) **Ordinance No. O-13-25 (Second Reading)**
An ordinance authorizing the issuance of not to exceed two million eight hundred thirty thousand dollars ($2,830,000) of notes in anticipation of bonds for the purpose of paying the costs of construction, acquisition and equipping of, park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes previously issued in anticipation of such bonds and paying the related costs of issuance thereof, and declaring an emergency.

Ordinance that reissues the note to pay back Lock 9. Commissioner Hohman: reiterated that this notes has been half repaid and has done for Piqua what Country Concert has done for Sidney but spread out over time and boosting local business. Kim Heisler she as a citizen feels frustration that these funds could be used to pay for improvements elsewhere. Commissioner Hohman disagreed. Feels the majority of the 16 parks in Piqua are in great shape and the ones that have been identified as needing improvement have a plan or discussion already in play.
This is a second reading.

5) **Ordinance No. O-14-25 (Second Reading)**
An ordinance authorizing the establishment of the 2025 Bonds Capital Projects Fund.

Jerry just establishes a fund for upcoming projects. Commissioner DeBrosse: Is this to create just an account to have someplace to put the funds when they are received? Jerry: yes.
This is a second reading.

NEW BUSINESS

Commissioner Vetter made a motion to add Resolution No. R-103-25 to the Agenda as it was a late addition. Commissioner Simmons seconded. Commissioner DeBrosse did not have a chance to review and voted no.

1) **Ordinance No. O-15-25 (First Reading)**
An ordinance to amend Chapter 56: Stormwater Management

Kevin Krejny presented this last three years ago. This is a proposal to updated the language and rates decrease over the next three years.
Mayor Lee: Is this a decrease? Yes over time.
Commissioner DeBrosse: This ordinance decreases the rates?
Kim Heisler asked if this is similar to the deal with Rumpke? With the proposed increase in infrastructure how will that be effected? Kevin replied that was taken into account by looking at the fact the potential new developments will have people paying into this as well. This is a fluid situation and if there have to be changes those will be brought before commission just like they are now.
This is a first reading.

2) **Resolution No. R-100-25**
A Resolution Authorizing a Contract with Fifth Third Bank, N.A., JP Morgan Chase Bank, N.A., U. S. Bank, N.A., Park National Bank and Mutual Federal to Serve as a Depository for Public Funds

Jerry: The city is required by law to have depository agreements in place to deposit public funds. This is just to renew those agreements.
Commissioner Vetter: Do we just pick and choose? Jerry sort of. We use the bank offering the best return.
No public comment.
Commissioner made a motion to approve. Commissioner Hohman seconded. All in favor. Motion carries.

3) **Resolution No. R-101-25**
A Resolution to levy assessments to pay for the cost of nuisance abatements.

Jerry: This is brought forth each fall. This is usually for mowing grass or other maintenance that goes unpaid. Those go to the auditor and added to their taxes. This year is about $33,000.
Commissioner Vetter asked if the list is shorter and it is but the dollar amount remains the same. Are more citizens taking care of their lawns? Jerry was unsure but the dollar amount is almost the same.
Kim Heisler asked if the people are elderly and if so does the city reach out to them? Offer help?
Commissioner Vetter: It is my understanding that is something that the City does do.
Paul: Code Enforcement does try reaching out, but the city is only allowed to do so much with city funds.
Commissioner Hohman asked how much contact is there before the city brings a lawnmower out. Paul replied that there are a number of attempts but most complaints are generated by the neighbors. Commissioner Vetter commented that it is his understanding that quite a few of the nuisance properties are actually owned by folks that do not live in Piqua. Paul confirmed that to be true.
Commissioner Hohman made a motion to approve. Commissioner DeBrosse seconded. All in favor approved. Motion carries.

4) **Resolution No. R-102-25**
A Resolution approving the Tax Rates for the City as determined by the Miami County Budget Commission.

Jerry: This document was returned by the Tax Budget County Commission of Miami County.
Kim Heisler: Can you explain the tax rate vs property tax?
Jerry: The county looks at total taxes of all the county then divides them up. From that the County determines what Piqua can collect. The rate did not change since last year.
Commissioner Simmons made a motion to approve. Mayor Lee seconded. Commissioner Hohman voted against. Motion carries.

5) **Resolution No. R-103-25**
A resolution amending R-82-23, authorizing extending the agreement for Engineering Services for the Great Miami River Low Dam Removal and Modification Project

Kevin: this was to have been added to the 8/19 meeting. Extends the ongoing project and prepares it to be sent out for bidding.
Commissioner Hohman: Is this the dam by the old Power Plant? Has it become a safety hazard?
Kevin: Yes. It is no longer operational and there was a kayaker that had a medical emergency a year

or so ago. Mayor Lee: Is this money coming out of taxpayer pockets?
Kevin:Initially it will but then there are three grants that have been applied for that will hopefully fund this. Commissioner Hohman: Builkding dams is something that alot of cities did years ago and have come to regret and are now left having to deal with.Commissioner Vetter: We are not the only city doing this. Locally, Troy is as well. Kim Heisler: What happens if the funding gets cut off? What is the cost? $239,000 this far. Asking for additional $259,000.
Commissioner Vetter made a motion to approve. Commissioner Simmons seconded.
Commissioner DeBrosse voted against. Motion carries.

CITY MANAGER'S REPORT

Labor Day was yesterday no trash delays.
Zach Attach this week at Lock 9. There will be two more weekly concerts.

COMMISSIONERS COMMENTS

Commissioner Simmons: Wife stayed for public comments last week.
Commissioner Hohman: no comments
Commissioner Vetter: Hoping for a report on use of facilities. Would like to see how the Plaza is being used. End of season for Lock 9 all costs associated.
Commissioner DeBrosse: Thank you to Shelly Mitchell for back to school bash at Lock 9.
Mayor Lee: Also spoke on back to school project at Lock 9. Hope all had a great weekend.

ADJOURNMENT

Commissioner Hohman made a motion to adjourn. Seconded by Commissioner DeBrosse. All in favor. Motion carries.

NON-AGENDA PUBLIC COMMENT

(This is an opportunity for citizens to address the City Commission on Non-agenda items after the adjournment of the Business Agenda. Comments will be limited to seven (7) minutes.)

KRIS LEE, MAYOR

PASSED: 9-16-2025
ATTEST: Kimberly Hughes
COMMISSION CLERK

PROCLAMATION

National Adult Education & Family Literacy Week
(September 15 – 19, 2025)

WHEREAS *more than 43 million Americans can't read or write at the most basic level while 62.7 million lack basic math skills, as well as the credentials and skills necessary to succeed in post-secondary education; and*

WHEREAS, *every year, one in three young adults drops out of high school; and*

WHEREAS *American Action Forum estimates that America is short an estimated 7.5 million private sector workers across all skill levels; and*

WHEREAS, *Adult Education programs contribute to solving these challenges by helping Americans move along the continuum in their educational journey to achieve basic skills and get prepared for career and college; and*

WHEREAS, *Adult Education programs in high schools and adult schools, community colleges and community centers offer low cost, high value programs that upgrade the skill set of our citizens; and*

WHEREAS, *our City of Piqua celebrates Adult Education and Family Literacy Week as a proud participant in the national Educate & Elevate Campaign which helps our citizens learn about all of their Adult Education options to attain their professional and personal goals.*

NOW, THEREFORE, I, Kris Lee, Mayor, proclaim September 15 – 19, 2025 as

ADULT LITERACY WEEK

in the City of Piqua.

***IN WITNESS WHEREOF**, I have hereunto set my hand and caused to be affixed the Seal of the City of Piqua, Ohio, this 16th day of September 2025.*

X

KRIS LEE, MAYOR

Ordinance No. O-9-25 (Third Reading)

An Ordinance Enacting And Adopting A Supplement To The Code Of Ordinances For The City Of Piqua.

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 2025 supplement to the Code of Ordinances of the City of Piqua, which contains all ordinances of a general and permanent nature enacted since the prior supplement. The updated supplement contains State legislation current through June 26, 2024 and Local legislation current through March 18, 2025 referred to as 2024 S-72 and 2025 S-73 Supplement; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to the Ohio Code; and

WHEREAS, it is the intent of the City of Piqua Commission to accept these updated sections in accordance with the changes of the law of the State of Ohio and;

WHEREAS, it is necessary to provide for the usual daily operation of the City of Piqua and for the immediate preservation of the public peace, health, safety and general welfare of the City of Piqua that this ordinance take effect immediately as the City Commission has already enacted all current ordinance changes contained in the supplement.

NOW, THEREFORE, BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

SEC. 1: That the current 2025 supplement to the Code of Ordinances of the City of Piqua as submitted by American Legal Publishing Corporation of Cincinnati, Ohio is hereby adopted by reference 2024 S-72 and 2025 S-73 Supplement as is set out in its entirety.

SEC. 2: Such supplement shall be deemed published as of the day of its adoption and approval by the Piqua City Commission and the Clerk of Commission is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk of Commission.

SEC. 3: Future updates to American Legal Publishing of Cincinnati shall occur once yearly no later than March to include updates from the prior calendar year and shall occur every year thereafter.

SEC. 4: This ordinance shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

PASSED: 9-16-25

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by None, seconded by None, and on roll call the following vote ensued:

Mayor Kris Lee	Yea
Commissioner Jim Vetter	Yea
Commissioner Paul Simmons	Yea
Commissioner Thomas Hohman	Yea
Commissioner Frank DeBrosse	Yea

CITY OF PIQUA, OHIO

CODE OF ORDINANCES

VOLUME I

2024 S-72 Supplement contains:
Local legislation passed through 2-20-24
State legislation current through 6-30-23

AMERICAN LEGAL PUBLISHING
525 Vine Street ✧ Suite 310 ✧ Cincinnati, Ohio 45202
1-800-445-5588 ✧ www.amlegal.com

CITY OF PIQUA, OHIO

CODE OF ORDINANCES

VOLUME II

2024 S-72 Supplement contains:
Local legislation passed through 2-20-24
State legislation current through 6-30-23

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PIQUA, OHIO
Instruction Sheet
2024 S-72 Supplement

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kgw
3/2024

CITY OF PIQUA, OHIO

CODE OF ORDINANCES

VOLUME I

2025 S-73 Supplement contains:
Local legislation passed through 3-18-25
State legislation current through 6-26-24

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CITY OF PIQUA, OHIO

CODE OF ORDINANCES

VOLUME II

2025 S-73 Supplement contains:
Local legislation passed through 3-18-25
State legislation current through 6-26-24

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PIQUA, OHIO
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AJS
3/2025

Ordinance #	Title	Date of Meeting Introduced	Date Action Taken
O-1-22	An Emergency ordinance enacting and adopting a supplement to the Code of Ordinances for the City of Piqua	3.1.22	3.1.22
O-2-22	An ordinance amending Trees, Weeds and Vines Sections 91.35 – 91.38 of Chapter 91, Nuisances of the Piqua Code of Ordinances	4.5.22	4.5.22
O-3-22	An ordinance amending Discharge Prohibitions Section 51.17 and Wastewater Service Fees Section 51.81 of Chapter 51 Sewers of the Piqua Code of Ordinances	4.5.22	4.5.22
O-4-22	An ordinance repealing existing Chapter 33 and enacting a new Chapter 33 of the Piqua Code, relating to Employee Policy	4.5.22	4.5.22
O-5-22	An ordinance repealing Sections 39.01 and 39.03 and replacing Sections 39.01 and 39.03 of the Piqua City Code of Ordinances Municipal Tax on Motor Vehicle Licenses	5.3.22	Defeated 6.21.22
O-6-22	An ordinance abolishing the Stormwater Utility Board	5.3.22	5.3.22
O-7-22	An ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	6.7.22	6.21.22
O-8-22	An ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	7.19.22	7.19.22
O-9-22	An ordinance amending Chapter 50 of the Piqua Code, relating to Garbage and Refuse	10.4.22	11.1.22
O-10-22	An ordinance amending Chapter 51 of the Piqua Code, relating to Sewers	10.4.22	11.1.22
O-11-22	An ordinance amending Chapter 53 of the Piqua Code, relating to Water	10.4.22	11.1.22
O-12-22	An ordinance amending Chapter 56 of the Piqua Code, relating to Stormwater Management	10.4.22	11.1.22
O-13-22	An ordinance amending Chapter 94 of the Piqua Code, relating to the Municipal Golf Course and City Parks	10.4.22	11.1.22
O-14-22	An ordinance amending Chapter 150 of the Piqua Code, relating to Building Regulations Appendix Table A: Fee Schedule	10.4.22	11.1.22
O-15-22	An ordinance amending Chapter 151 of the Piqua Code, relating to Subdivision Regulations Appendix Table A: Fee Schedule	10.4.22	11.1.22
O-16-22	An ordinance amending Chapter 154 of the Piqua Code, relating to Zoning Regulations Appendix C: Fee Schedule	10.4.22	11.1.22
O-17-22	An ordinance to vacate a portion of public right-of-way	11.1.22	11.15.22
O-18-22	An ordinance to make Appropriations for the City of Piqua, Ohio, for the year 2023	11.15.22	12.13.22
O-19-22	An ordinance repealing existing Chapter 33 and enacting a new Chapter 33 of the Piqua Code	11.15.22	1.17.23
O-20-22	An ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.15.22	12.13.22
O-21-22	An ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.15.22	12.13.22
O-22-22	An Emergency ordinance to make appropriations for the City of Piqua, Ohio for the year 2022	12.13.22	12.13.22
End of YR			
O-1-23	An ordinance establishing the manner in which ordinances will be available for public inspection	3.7.23	4.4.23
O-2-23	An ordinance to repeal Title XV: Land Usage of the Code of Ordinances and adopt Title XV: Development Code, in association with the Code Piqua Project	3.21.23	4.18.23
O-3-23	An ordinance to adopt revisions of Chapter 90: Animals to permit backyard chickens	3.21.23	Defeated 4.18.23
O-4-23	An Emergency ordinance to amend Ordinance No. O-18-22 for amendment of appropriations for the City of Piqua, Ohio, for the Year 2023	5.4.23	5.8.23
O-5-23	An ordinance authorizing the submission of Proposed Amendments to Piqua Charter Section 4 Meeting of Commission	6.6.23	6.20.23
O-6-23	An ordinance to adopt Chapter 109: Rental Housing Regulations	6.20.23	9.5.23
O-7-23	An ordinance repealing Sections 39.01 and 39.03 and replacing Sections 39.01 and 39.03 of the Piqua City Code of Ordinances Municipal Tax on Motor Vehicle Licenses	6.20.23	6.20.23
O-8-23	Ordinace levying a $5.00 Motor Vehicle License Tax as authorized by Section 4504.173 of the Ohio Revised Code	6.27.23	6.27.23
O-9-23	An ordinance providing for the issuance of a note in anticipation of the issuance of bonds for the purpose of financing the construction, acquisition, and equipping of park improvements facilities and ap	9.5.23	9.5.23
O-10-23	An ordinance declaring improvements to certain parcels of real property located within the City of Piqua to be a public purpose and exempt from real property taxation; requiring the owners of those pr	9.5.23	9.5.23
O-11-23	An ordinance authorizing the issuance of not to exceed $[2,500,000] of special obligation nontax revenue bonds, in one or more series, for the purpose of acquiring land and interests in land, and all nec	9.5.23	9.5.23
O-12-23	An ordinance declaring the improvement to certain parcels of real property to be a public purpose and exempt from taxation; establishing a Tax Increment Equivalent Fund and providing for the collecti	9.19.23	10.17.23
O-13-23	An ordinance relating to Rules of Conduct for Piqua City Commission Meetings	10.17.23	REMOVED
O-14-23	An emergency ordinance to make appropriations for the City of Piqua, Ohio for the year 2023	11.21.23	11.21.2023
O-15-23	An ordinance to make appropriations for the City of Piqua, Ohio for the year 2024	11.21.23	12.12.2023
O-16-23	An ordinance amending Chapter 94 of the Piqua Code relating to Municipal Golf Course	11.21.23	12.12.2023
O-17-23	An ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.21.23	12.12.2023
O-18-23	An ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.21.23	12.12.2023
O-19-23	An ordinance to amend Chapter 32 of the Piqua Code of Ordinances	11.21.23	12.12.2023
O-20-23	An Emergency ordinance to make appropriations for the City of Piqua, Ohio, for the Year 2023	11.21.23	12.12.2023
End of YR			
O-1-24	An ordinance to amend Title XV: Land Usage, Piqua Development Code	1.16.24	2.20.24
O-2-24	An ordinance to make appropriations for the City of Piqua, Ohio, for the Year 2024	3.28.24	4.16.24
O-3-24	An ordinance to adopt Chapter 99: Piqua Historic Preservation Ordinance	4.16.24	5.21.24
O-4-24	An ordinance to amend Chapter 32: Boards and Commissions	4.16.24	5.21.24
O-5-24	An ordinance to amend Title XV (15): Land Usage, Piqua Development Code	4.16.24	5.21.24
O-6-24	An ordinance to regulate burning activities	5.7.24	5.21.24
O-7-24	An ordinance repealing and replacing Piqua Municipal Code Section 30.01	5.7.24	6.4.24
O-8-24	An amended ordinance to make appropriations for the City of Piqua, Ohio, for the year 2024	5.21.24	5.21.24
O-9-24	An ordinance allocating adult use cannabis marijuana excise tax revenue	6.18.24	7.30.24
O-10-24	An ordinance to make appropriations for the City of Piqua, Ohio, for the Year 2024	6.18.24	6.25.24
O-11-24	An ordinance permitting the Commission to remove appointed representatives from Boards created by the Commission	6.18.24	7.30.24
O-12-24	An ordinance to repeal Piqua Code 30.15 in its entirety and to adopt new rules for commission	7.16.24	8.14.24
O-13-24	An ordinance to make appropriations for the City of Piqua, Ohio for the year 2024	7.16.24	8.14.24

O-14-24	An ordinance to amend Title XV: Land Usage, Piqua Development Code	8.14.24	8.20.24
O-15-24	An ordinance to make appropriations for the City of Piqua, Ohio, for the year 2024	9.3.24	9.17.24
O-16-24	An ordinance authorizing the issuance of not to exceed five million eight hundred thousand dollars ($5,800,000) of notes in anticipation of the issuance of bonds for the purpose of paying the costs of e	9.3.24	9.17.24
O-17-24	An ordinance approving and authorizing the execution of a First Amendment to the Development Agreement between the City and Basis Piqua, LLC	10.21.24	10.23.24
O-18-24	An ordinance authorizing the City Manager and Finance Director to enter into a loan agreement on behalf of the City with the Dayton-Montgomery County Port Authority and deliver a related Special O	10.21.24	10.23.24
O-19-24	An emergency ordinance to amend procedural Rules of Conduct for City Commission	10.29.24	10.29.24
O-20-24	An ordinance authorizing the establishment of the Fire Department Ladder Truck Capital Projects Fund	11.12.24	12.3.24
O-21-24	An ordinance to approve the issuance of bonds for an Energy Improvement Project at the Fort Piqua Plaza and the Piqua Municipal Government Complex	11.19.24	12.10.24
O-22-24	An ordinance repealing Schedule A of Chapter 33 of the Piqua Code and adopting a new Schedule A of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.19.24	12.10.24
O-23-24	An ordinance repealing Schedule A-1 of Chapter 33 of the Piqua Code and adopting a new Schedule A-1 of Chapter 33 of the Piqua Code, relating to wages of certain municipal employees	11.19.24	12.10.24
O-24-24	An ordinance authorizing the redemption of a portion of the City's $2,365,000 special obligation non-tax revenue bonds, series 2023 (federally taxable) and authorizing related notices and all document	11.19.24	12.10.24
O-25-24	An amended ordinance to make appropriations for the City of Piqua, Ohio, for the year 2024	11.19.24	12.10.24
O-26-24	An ordinance to make appropriations for the City of Piqua, Ohio, for the year 2025	11.19.24	12.10.24
End of YR			
O-1-25	An ordinance to amend Chapter 50 of the Piqua Code to update Sanitation Fees	2.4.25	REMOVED
O-2-25	An ordinance to amend Chapter 50 of the Piqua Code	2.18.25	3.18.25
O-3-25	An ordinance to adopt revisions of Chapter 90: Animals to permit backyard chickens	2.18.25	3.18.25
O-4-25	An ordience authorizing the establishment of the law enforcement custodial fund	3.4.25	4.01.25
O-5-25	An Ordinance authorizing the establishment of the Federal Law Enforcement Special Revenue Fund	3.4.25	4.01.25
O-6-25	An ordinance to amend Title XV: Land Usage, Piqua Development Code	3.18.25	4.15.25
O-7-25	An amended ordinance to make appropriations for the City of Piqua, Ohio, for the year 2025	3.18.25	4.15.25
O-8-25	An ordinance authorizing the establishment of a Bond Retirement Debt Service Fund	3.18.25	4.15.25
O-9-25	An Emergency ordinance enacting and adopting a supplement to the Code of Ordinances for the City of Piqua	6.17.25	Tabled
O-10-25	An ordinance to amend Title XV: Land Usage, Piqua Development Code	6.17.25	

City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025	
REPORT TITLE	**Ordinance No. O-11-25 (Third Reading)** An ordinance to amend Chapter 32: Boards and Commissions	
SUBMITTED BY	Amy Welker, Asst. City Manager City Manager	
AGENDA CLASSIFICATION	Ordinance	
BACKGROUND	This ordinance modifies Chapter 32: Boards and Commissions. For clarity, all boards and commissions established in the chapter will follow the same organizational structure, including similar language for establishment, membership, procedures, organization, and duties. Outdated language is eliminated, including the section establishing the Health Board which is no longer needed. The update will combine the Energy Board and the Utility Board into one board for all utilities to allow for more streamlined recommendations to the city commission. In addition, the Diversity Committee will no longer be a committee of the Piqua City Commission, but rather a citywide established committee to allow more participation and preserve federal funding to the city.	
BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	N/A
	Expenditure $:	N/A
	Source of Funds:	N/A
	Narrative:	No financial impact.
ATTACHMENTS	1. Exhibit A 2. Red Line draft	

Ordinance No. O-11-25 (Third Reading)
An ordinance to amend Chapter 32: Boards and Commissions

WHEREAS, the Piqua Code of Ordinances Chapter 32 establishes Boards and Commissions; and,

WHEREAS, the language of Chapter 32 is being modified to create consistency among boards and commissions; and,

WHEREAS, Chapter 32 contains outdated information that needs updating.

NOW, THEREFORE, BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

SEC. 1: The Ordinance referencing Chapter 32: Boards and Commissions is hereby amended as described herein, and attached as exhibit A.

SEC. 2: Resolutions R-24-07 and R-28-08 are hereby repealed to allow for the preservation of federal funding.

SEC. 2: This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by ~~None,~~ Comm. Hohman seconded by ~~None,~~ Comm. Vetter and on roll call the following vote ensued:

Mayor Kris Lee	yea
Commissioner Jim Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Thomas Hohman	yea
Commissioner Frank DeBrosse	yea

Exhibit A

CHAPTER 32: BOARDS AND COMMISSIONS

Section

Planning Commission

32.001 Establishment; membership

32.002 Procedures; Organization

32.003 Duties

Energy and Utility Board

32.015 Establishment; membership

32.016 Procedures; Organization

32.017 Duties

Records Commission

32.050 City Records Commission

32.051 Procedures; Organization

Public Park Board

32.060 Establishment; membership

32.061 Procedures; Organization

32.062 Duties

32.075 [Reserved]

32.076 [Reserved]

32.077 [Reserved]

Board of Zoning Appeals

32.095 Establishment; membership

32.096 Procedures; Organization

32.097 Jurisdiction

32.098 Powers

City Historic Review Commission

32.110 Establishment; membership

32.111 Procedures; Organization

32.112 Powers

PLANNING COMMISSION

§ 32.001 ESTABLISHMENT; MEMBERSHIP.

(A) There is established a City Planning Commission.

(1) The Commission shall have seven members, consisting of the City Manager (ex-officio), City Engineer (ex-officio), and five citizens of the city to be appointed by the City Commission in accordance with section 94 of the Charter. Members shall be and shall remain residents of the city and shall be appointed, or removed, at the pleasure of the City Commission.

(2) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members.

(3) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city.

('97 Code, § 33.01)

('97 Code, § 33.02)

(B) The members of the Planning Commission shall have the qualifications and be vested with the powers as provided in section 94 of the Charter.

('97 Code, § 33.03) (Ord. C-196, passed 3-4-35; Am. Ord. 11-79, passed 2-5-79; Am. Ord. 19-23, passed 12-12-23)

§ 32.002 PROCEDURES: ORGANIZATION

(A) The Planning Commission shall meet upon there being business to discuss.

(B) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(C) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(D) A majority of the voting members appointed to the Planning Commission shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Planning Commission shall be necessary for official actions, including adopting any resolution. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(E) The Community Services Department Representative shall cause the records of the Board to be prepared and preserved.

('97 Code, § 33.04) (Ord. 20-73, passed 10-15-73; Am. Ord. 19-23, passed 12-12-23)

§ 32.003 DUTIES

(A) The Planning Commission shall have all powers and duties as confirmed within Section 94 of the Piqua City Charter.

(B) The Planning Commission shall review, recommend, and approve specific requests as defined within Title XV: Land Usage, Piqua Development Code Article 7.

ENERGY and UTILITY BOARD

§ 32.015 ESTABLISHMENT; MEMBERSHIP.

(A) (1) There is established the City Energy and Utility Board.

(2) The Board shall be composed of up to 12 members, two of which shall be City Commission members, and up to ten who shall be and remain residents of the city, and shall be appointed, or removed, at the pleasure of the City Commission.

(3) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board

members. Board Members shall serve for five years, except that two of the original appointments shall be for one year, one shall be for two years, two shall be for three years, one shall be for four years, and two shall be for five years respectively. The term of appointment for the two City Commission members shall be for two years, to terminate and begin when the City Commission reorganizes as specified by the Charter.

(4) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city. No member of the Energy and Utility Board shall have financial interest or hold any position with any private organization active as, or serving citizens of the state, as a public or quasi-public energy- related utility during his or her term. The person shall profess belief in the desirability of municipal utility ownership and operation.

(B) The citizens proposed for appointment shall be considered on their ability and educational level in the fields of engineering, accounting, administration, and management; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

('97 Code, § 33.35) (Ord. 23-81, passed 3-16-81; am. Ord. 32-81, passed 4-9-81; Am. Ord. 7-00, passed 1-17-00; Am. Ord. 19-23, passed 12-12-23)

§ 32.016 PROCEDURES; ORGANIZATION

(A) (1) The Energy and Utility Board shall meet upon there being business to discuss, but no less than once a quarter.

(2) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(3) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year.. No Board member shall serve as Chairperson for more than three consecutive years.

(4) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting

any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(5) The Power System Director shall cause the records of the Board to be prepared and preserved.

('97 Code, § 33.36) (Ord. 23-81, passed 3-16-81; Am. Ord. 2-13, passed 3-5-13; Am. Ord. 19-23, passed 12-12-23)

§ 32.017 DUTIES.

(A) The Board may make recommendations to the City Commission on the operation, management, and control of the municipal Utilities including Water, Wastewater, Underground Utilities, Stormwater, Refuse, and Electric Power. Recommendations made by the Board may relate to the following.

(1) Expenditures, revenues, and charges to the Utility systems.

(2) Annual budget and appropriation ordinances in relation to the Utility systems.

(3) Relevant bond ordinances.

(4) Large scale capital improvements and expansion plans for the various systems.

(5) Utility rates and fees of the systems.

(6) Efficient management and use of the systems and the rules and regulations thereof,.

(7) Any Utility-related issue the Board may deem pertinent to the concerns and operations within the jurisdiction of the city, and adjacent customers receiving utilities through the City of Piqua .

(B) All actions, functions, and responsibilities of the Energy and Utility Board are to be directed generally to those actions, functions, and responsibilities described above, and shall be consistent with the legal requirements of the Charter, federal and state laws, or other regulatory agencies having jurisdiction over the utilities. The adopted recommendations of the Energy and Utility Board shall not be binding, but shall be given priority consideration by the City Commission. (C) The Utility Director, Power Director, the City Manager, the Law Director, and the Finance Director shall, upon the Board's

request, supply assistance and information and assist the Board in administrative, legal, and financial aspects of the Board's recommendations and areas of responsibility.

('97 Code, § 33.37) (Ord. 23-81, passed 3-16-81; Am. Ord. 19-23, passed 12-12-23)

RECORDS COMMISSION

§ 32.050 ESTABLISHMENT; MEMBERSHIP

(A) (1) There is established a Records Commission.

(2) The Commission shall be composed of the City Manager or his or her appointed representative, as Chairperson, the Finance Director, the Law Director, and a citizen appointed by and serving at the pleasure of the City Manager. The Commission shall appoint a Secretary, who may or may not be a member of the Commission, and who shall serve at the pleasure of the Commission. The Commission may employ an Archivist to serve under its direction.

(3) The members of the Commission shall serve without compensation, except Commission members may be reimbursed for expenses incurred while carrying out their duties as Commission members.

(4) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner for the remainder of the term. No citizen shall be eligible for appointment as the citizen representative herein who is an employee of the city.

(B) The citizen proposed for appointment shall be considered on their ability and educational level in the fields of administration and management; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

§32.051 PROCEDURES; ORGANIZATION.

(A) (1) The Commission shall meet at least once every six months, and upon call of the Chairperson.

(2) All meetings of the Commission shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(3) The City Manager or his or her representative shall serve as Chairperson.

(4) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(5) The City Manager or his or her appointed representative shall cause the records of the Board to be prepared and preserved.

§ 32.052 DUTIES.

(B) The functions of the Commission shall be to provide rules for retention and disposal of records of the municipal corporation and to review applications for one-time records disposal and schedules of record retention and disposition submitted by municipal offices. Records may be disposed of by the Commission pursuant to the procedure outlined in this section. The Commission may at any time review any schedule it has previously approved, and for good cause shown, may revise that schedule.

(C) When municipal records have been approved for disposal, a list of the records shall be sent to the Auditor of State. If he or she disapproves of the action by the Records Commission, in whole or in part, he or she shall so inform the Commission within a period of 60 days, and these records shall not be destroyed. Before public records are disposed of, the Ohio Historical Society shall be informed and given the opportunity for a period of 60 days to select for its custody any public records it considers to be of continuing historical value.

(Ord. 4-00, passed 1-3-00; Am. Ord. 19-23, passed 12-12-23)

PUBLIC PARK BOARD

§ 32.060 ESTABLISHMENT; MEMBERSHIP.

(A) (1) There is established a Public Park Board.

(2) The Park Board shall be composed of up to twelve members, who shall be and shall remain residents of the city, and shall be appointed , or removed , at the pleasure of the City Commission.

(3) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as a Board member. Board members shall serve for five years, and shall be appointed in the first instance to serve one, two, three, four, and five years, respectively, and thereafter their successors shall be appointed to each serve for a term of five years.

(4) Vacancies, whether by resignation, removal, or otherwise shall be filled in the usual manner by the City Commission for the remainder of the term. No resident shall be eligible for appointment herein who is an employee of the city.

(B) The residents proposed for appointment shall be considered on their ability, education level, and interest in the city parks.

('97 Code, § 33.25) (Ord. 5-73, passed 3-19-73; Am. Ord. 58-75, passed 12-15-75; Am. Ord. 51-81, passed 8-17-81; Am. Ord. 19-23, passed 12-12-23)

§ 32.061 PROCEDURES; ORGANIZATION

(A) (1) The Board shall meet upon there being business to discuss, but no less than once a quarter.

(2) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(3) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(4) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(5) The Parks Department Director shall cause the records of the Board to be prepared and preserved.

('97 Code, § 33.26) (Ord. 5-73, passed 3-19-73; Am. Ord. 51-81, passed 8-17-81; Am. Ord. 2-13, passed 3-5-13; Am. Ord. 19-23, passed 12-12-23)

§ 32.062 DUTIES.

(A) The duties of the Board shall consist generally of inspecting city public parks and playgrounds, and making recommendations and suggestions to the City Manager and Parks Director for the equipping, managing, controlling, or maintaining thereof. The Board may also recommend rules and regulations for the public use of parks, which rules and regulations must be adopted by the City Commission to take effect. They shall make effective the provisions of this subchapter.

(B) The duties of the Board shall include studying, investigating, planning, advising, reporting, and recommending to the City Manager and the various departments of the city any action, program, plan, or legislation which the Board determines to be necessary or advisable for the care, preservation, trimming, planting, replanting, removal, or disposition of trees or shrubs in the public ways, streets, alleys, and upon properties owned, leased, or in any manner controlled by the city.

('97 Code, § 33.27)

(C) On the first Monday in each year, the Board shall make a written report to the City Commission on its proceedings, and shall at the same time submit to the Commission its suggestions for the proper operation, maintenance, and use of the public parks and playgrounds.

('97 Code, § 33.28) (Ord. 5-73, passed 3-19-73; Am. Ord. 33-80, passed 5-19-80; Am. Ord. 19-23, passed 12-12-23)

§ 32.075 [RESERVED]

§ 32.076 [RESERVED]

§ 32.077 [RESERVED]

BOARD OF ZONING APPEALS

§ 32.095 ESTABLISHMENT; MEMBERSHIP.

(A) There is established a Board of Zoning Appeals (BZA).

(1) The Board shall be composed of five members, who shall be and shall remain residents of the city, and shall be appointed, or removed, at the pleasure of the City Commission. The City Planner shall be a non-voting ex-officio member of the Board of Appeals. One member of the Planning Commission shall be a member of the BZA and will be appointed by the chair of the Planning Commission annually.

(2) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members. Board members shall serve for five-years

3 The City Commission shall appoint members of the BZA and may remove any member of the Board for cause upon written charges after a public hearing.

(4) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term . No citizen shall be eligible for appointment herein who is an employee of the city.

(B) The citizens proposed for appointment shall be considered on their ability and educational level in the fields of architecture, engineering, city planning, or related disciplines; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

§ 32.096 DUTIES.

The Board shall have the duties and powers imposed by ordinance and this code. The Board shall hear appeals from decisions and adjudications under the city's zoning regulations made by the Community Services Director, City Planner, Code Compliance Coordinator, and other persons or administrative bodies authorized to administer and enforce the city's zoning regulations.

(Ord. 4-24, passed 5-21-24)

§ 32.097 PROCEDURES; ORGANIZATION.

(A) The BZA shall annually elect its own officers as well as adopt rules as necessary to allow for the efficient and effective management of meetings.

(B) Meetings shall be held at the call of the Chair and at any other times as the Board may determine.

(C) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(D) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(E) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(F) The City Planner shall cause the records of the Board to be prepared and preserved

(G) The Chair, or in his or her absence, the Vice-Chair may administer oaths and compel the attendance of witnesses.

(Ord. 4-24, passed 5-21-24)

§ 32.098 JURISDICTION.

(A) Any person, property owner, tenant, or any governmental officer, department, board, or bureau may apply for exception or variance from the strict applications of terms of the City of Piqua Development Code (Title XV), or appeal a decision of the enforcing officer to the Board of Appeals as defined within this Code.

(B) Any appeal of a ruling of the enforcing officer shall stay all proceedings unless the enforcing officer certifies that, by reason of acts pertaining to the matter in question, a stay may jeopardize the health, safety or welfare of the community thereof. When the certification is made, proceedings shall not be stayed except by a restraining order granted by the court of common pleas.

(Ord. 4-24, passed 5-21-24)

§ 32.099 POWERS.

The Board of Zoning Appeals shall have the powers and duties expressly identified in the Development Code (Title XV), specifically under Article 7.1.3.

(Ord. 4-24, passed 5-21-24)

CITY HISTORIC REVIEW COMMISSION

§ 32.110 ESTABLISHMENT; MEMBERSHIP.

(A) There is established a City Historic Review Commission (CHRC).

(1)The Commission shall be composed of six members who shall be and shall remain residents of the city; one of which shall be on the Board of the Piqua-Caldwell Historic District, as a full member, and one of which shall be a City Commission member, which will serve as an ex officio, non-voting member. The Board shall have the duties and powers imposed by ordinance and this code.

(2) Members shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members.Board members shall be appointed for a term of five years, except that of the members first appointed, one shall be for a term of one year, one for two years, one shall be for three years, one for four years, and one for five years.

(3) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city.

(B) The citizens proposed for appointment shall be considered on their ability and educational level in the fields of architecture, architectural history, history, archaeology, planning, or related disciplines; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

(C) The City Commission shall appoint members of the CHRC and may remove any member of the Commission for cause upon written charges after a public hearing.

(D) Vacancies on the CHRC shall be filled within 60 days by the City Commission unless extenuating circumstances require a longer period.

(Ord. 4-24, passed 5-21-24)

§ 32.111 PROCEDURES; ORGANIZATION.

(A) Meetings shall be held at the call of the Chair and at any other times as the Commission may determine, but at least quarterly (four times per year).

(B) All meetings of the Commission shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(C) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(D) A majority of the voting members appointed to the Commission shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Commission shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(E) The Community Services Department Representative shall cause the records of the Board to be prepared and preserved.

(F) Staff in the Community Services Department shall produce an annual report in conjunction with the CHRC that is published annually and available for public inspection.

(Ord. 4-24, passed 5-21-24)

§ 32.112 POWERS.

(G) The CHRC shall have the powers and duties expressly identified in Chapter 99 Piqua Historic Preservation Ordinance, specifically § 99.05(B).

(Ord. 4-24, passed 5-21-24)

Exhibit A

CHAPTER 32: BOARDS AND COMMISSIONS

Section

Planning Commission

32.001 Establishment; membership

32.002 Procedures; Organization

32.003 Duties

Energy and Utility Board

32.015 Establishment; membership

32.016 ~~Meetings~~ Procedures; Organization

32.017 Duties

~~Board of Health~~

~~32.030 Establishment; membership~~

~~32.031 Powers~~

~~32.032 Health Commissioner~~

~~32.033 Public Health Officers~~

~~32.034 Environmental Health and Safety Director~~

~~32.035 [Reserved]~~

~~32.036 [Reserved]~~

Records Commission

32.050 City Records Commission

32.051 Procedures; Organization

Public Park Board

32.060 Establishment; membership

32.061 ~~Meetings~~ Procedures; Organization

32.062 Duties

32.075 [Reserved]

32.076 [Reserved]

32.077 [Reserved]

~~Utility Board~~

~~32.080 Establishment; membership~~

~~32.081 Meetings~~

~~32.082 Duties~~

Board of Zoning Appeals

32.095 Establishment; membership

32.096 Procedures; Organization

32.097 Jurisdiction

32.098 Powers

City Historic Review Commission

32.110 Establishment; membership

32.111 Procedures; Organization

32.112 Powers

PLANNING COMMISSION

§ 32.001 ESTABLISHMENT; MEMBERSHIP.

(A) ~~(1)~~ There is established a City Planning Commission.

(~~1~~2) The Commission shall have seven members, consisting of the City Manager (ex-officio), City Engineer (ex-officio), and five citizens of the city to be appointed by the City ~~this~~ Commission in accordance with section 94 of the Charter. Members shall be and shall remain residents of the city and shall be appointed, or removed, at the pleasure of the City Commission.

(~~2~~2) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members.

(~~4~~3) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city.

('97 Code, § 33.01)

~~(B) The citizen members of the Planning Commission shall be appointed by this Commission, by motion, for the terms provided by the Charter of the city. Vacancies in the Planning Commission, caused by removal from the city or a refusal or inability to serve, shall be filled by appointment for the unexpired term in the office in which the vacancy occurred.~~

('97 Code, § 33.02)

(B) ~~(C)~~ The members of the Planning Commission shall have the qualifications and be vested with the powers as provided in section 94 of the Charter.

('97 Code, § 33.03) (Ord. C-196, passed 3-4-35; Am. Ord. 11-79, passed 2-5-79; Am. Ord. 19-23, passed 12-12-23)

§ 32.002 PROCEDURES~~.~~: ORGANIZATION

(A) ~~(1)~~ The Planning Commission shall meet upon there being business to discuss.

(~~2~~B) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(~~2~~C) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(~~4~~D) A majority of the voting members appointed to the Planning Commission shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Planning Commission shall be necessary ~~to~~for official actions, including ~~-~~adopting any resolution. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present~~, and, by a majority of members present, the Commission may vote to hold the roll open for a period not to exceed ten days, to allow absent members to cast a written ballot.~~

Commented [AW1]: Kyle, Add any specific qualifications.

Commented [KH2R1]: Generally, I don't think we should limit ourselves, as we don't have enough qualified people with no qualifications. Trying to find an architect or an engineer to be on the PC would be really challenging in a city of our size.

My take would be no specific qualifications required, but that we want to have people who have "qualifications or interests related to city planning, engineering, architecture or related fields".

Commented [AW3]: Is this ever done? Keep or delete?

Commented [KH4R3]: I've never seen this. If we can remove this, I would be fine with that.

(~~E~~) The Community Services Department Representative shall cause the records of the Board to be prepared and preserved.

('97 Code, § 33.04) (Ord. 20-73, passed 10-15-73; Am. Ord. 19-23, passed 12-12-23)

§ 32.003 DUTIES

(A) The Planning Commission shall have all powers and duties as confirmed within Section 94 of the Piqua City Charter.

(B) The Planning Commission shall review, recommend, and approve specific requests as defined within Title XV: Land Usage, Piqua Development Code Article 7.

Commented [AW5]: Add this section as Charter states duties can be defined by Ordinance. (Kyle)

Commented [KH6R5]: I have language for the duties within the Procedures we have them adopt annually. I can get this language.

ENERGY and UTILITY BOARD

§ 32.015 ESTABLISHMENT; MEMBERSHIP.

(A) (1) There is established ~~created~~ the City Energy and Utility Board.

(2) ~~,~~ The Board shall be composed of up to 12 members, two of which shall be City Commission members, and up to ten who shall be and remain residents of the city, and shall be appointed, or removed, at the pleasure of the City Commission.

(3) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members. ~~, and they~~ Board Members shall serve for five years, except that two of the original appointments shall be for one year, one shall be for two years, two shall be for three years, one shall be for four years, and two shall be for five years respectively. The term of appointment for the two City Commission members shall be for two years, to terminate and begin when the City Commission reorganizes as specified by the Charter.

(4) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city. No member of the Energy and Utility Board shall have financial interest or hold any position with any private organization active as, or serving citizens of the state, as a public or quasi-public energy- related utility during his or her term. The person shall profess belief in the desirability of municipal utility ownership and operation.

Commented [KK7]: Define Utilites as water, sewer and stormwater public infrastructure. And that all of the Utilities are owned, operated, and maintained by the City of Piqua.

Commented [KK8]: I suggest one commissioner and lowering the number of open members to 7. odd number if all present for tie-breaking on issues
12 total is twice as much as any other committtee

Commented [AW9]: Do we want 2 commission members? Should they be voting members??

Commented [KK10R9]: I want one commissioner and not voting - if these are during work day - getting two future commissioners might be hard - as it seems now - only Vetter goes as he is retired

Commented [RM11R9]: I'm good with two - Vetter always shows up, but Hohman has attended. But no strong opinion on this - one would be fine. Are they voting members now? I wouldn't want to 'take away' voting privileges if they are now.

(B) The citizens proposed for appointment shall be considered on their ability and educational level in the fields of engineering, accounting, administration, and management; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

('97 Code, § 33.35) (Ord. 23-81, passed 3-16-81; am. Ord. 32-81, passed 4-9-81; Am. Ord. 7-00, passed 1-17-00; Am. Ord. 19-23, passed 12-12-23)

§ 32.016 PROCEDURES; ORGANIZATION ~~MEETINGS.~~

(A) (1) The Energy and Utility Board shall meet upon there being business to discuss, but no less than once a quarter.

(2) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.~~.~~

(3) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year.~~at which all members are present following the appointment of a new Board member for a full term, but not later than the second meeting following the appointment~~. No Board member shall serve as Chairperson for more than three consecutive years. The Power System Director shall cause the records of the Board to be prepared and preserved. ~~, and shall be required to attend all meetings of the Board. Every meeting of the Board shall have at least five members in attendance to constitute a quorum, and all official actions of the Board shall require a majority vote of the members of the full Board.~~

('97 Code, § 33.36) (Ord. 23-81, passed 3-16-81; Am. Ord. 2-13, passed 3-5-13; Am. Ord. 19-23, passed 12-12-23)

§ 32.017 DUTIES.

(A) The Board ~~shall consult with and advise~~ may make recommendations to the City Commission on the operation, management, and control of the municipal Utilities including Water, Wastewater, Underground Utilities, Stormwater, Refuse, and Electric Power. ~~power or energy systems, including the operations, maintenance, and distribution~~

Commented [KK12]: If public are allowed to attend, will they be allowed to make public comments. When in meeting, how long.? I suggest not, but if we have to allow each person three minutes to speak before the business meeting starts. - keep comments off the official record if allowed.

Commented [AW13R12]: I don't think we should allow public comment.

Commented [KK14R12]: thats fine with me

Commented [RM15R12]: I recommend we do not allow public comment if it is not otherwise required.

Commented [KK16]: Group email correspondences and approvals can be an acceptable mode of communication when logistical factors limit physical meetings.

Commented [KK17]: Not sure I like that this committee has to approve resolutions that go to commission. I think they can comment and offer other solutions, but that city staff control what resolutions go to the commission. They could hold up needed resolution to conduct all types of needed services.

Commented [AW18R17]: I agree, logistically it is cumbersome if they have to recommend before going to commission on everything. For equipment or vehicles, I think we get their "recommendation" at the beginning of the year or during budget preparation.

Commented [RM19R17]: Agree - shouldn't be required.

divisions thereof, and other related energy matters. Recommendations made by the Board may relate to the following.

(1) Expenditures, revenues, and charges to the Utility power or energy systems.

(2) Annual budget and appropriation ordinances in relation to the Utility power or energy systems.

(3) Relevant power or energy systems bond ordinances.

(4) Large scale cCapital improvements and expansion plans for the power or energy various systems.

(5) Utility rates and fees of the power or energy systems.

(6) Efficient management and use of the power or energy systems and the rules and regulations thereof, including accounting and collection.

(7) Any Utilityenergy-related issue the Board may deem pertinent to the energy concerns and operations within the jurisdiction of the city, and adjacent customers receiving utilities through the City of Piqua .

(B) All actions, functions, and responsibilities of the Energy and Utility Board are to be directed generally to those actions, functions, and responsibilities described above, and shall not be inconsistent with the legal requirements of the Charter, federal and state laws, or other regulatory agencies having jurisdiction over. Of the utilities. The adopted recommendations of the Energy and Utility Board shall not be binding, but shall be given priority consideration by the City Commission. All policies or administrative policy pertaining to divisions (1) through (7) above shall first be referred to the Energy and Utility Board for their recommendations before being considered by the City Commission. The Board shall submit an annual report on their observations and conclusions in relation to the operation, management, and control of the municipal power or energy systems. The Board shall tour the physical facilities of the municipal power or energy systems not less than once each year and include findings of same in their annual report.

(C) The Utility Director, Power Director, and their staffs Tthe City Manager, the Law Director, and the Finance Director shall, upon the Board's request, supply assistance and information and assist the Board in administrative, legal, and financial aspects of the Board's recommendations and areas of responsibility.

('97 Code, § 33.37) (Ord. 23-81, passed 3-16-81; Am. Ord. 19-23, passed 12-12-23)

Commented [KK20]: Once again, they can comment on resolutions presented by staff, there are many purchases that are over $75,000, yearly procedure resolutions and other projects needing resolutions and getting board approval every time will be onerous and opens ups to early preview if public is allowed to attend these meetings.

Commented [RM21]: Should we soften this language similar to above to not require items be approved by this board before going to City Commission?

Commented [KK22]: I doubt this is being done and doubt the volunteers would want to produce a report each year on 4 utilities.
Is sanitation going to be a part of this??

Recommend remove this report language

Commented [AW23R22]: I'm not sure if a report is being produced.
Yes, Sanitation would be included.
I don't think the report is necessary.

Commented [RM24R22]: Agree - remove.

Commented [KK25]: take this out - it is not being done and would be impossible with adding 403/404/411

Commented [AW26R25]: I agree. Not necessary.

~~BOARD OF HEALTH~~

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~~§ 32.030 ESTABLISHMENT; MEMBERSHIP.~~

~~(A) There is established and created a Board of Health for the municipal health district constituted by the city, as the boundaries of the city now exist or as hereafter may be extended.~~

~~(B) The Board of Health shall be composed of five members, who shall be the members of the City Commission, and shall hold office as City Commissioners, and who shall serve without compensation, and a majority of whom shall constitute a quorum at any meeting. The Mayor shall be the President of the Board of Health by virtue of his or her office. The terms of office of the members of the Board of Health shall be determined by their term of office as City Commissioner.~~

~~('97 Code, § 33.10) (Ord. C-749, passed 8-4-52; Am. Ord. 19-23, passed 12-12-23)~~

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~~§ 32.031 POWERS.~~

~~The Board of Health shall have such powers as are granted by of Ohio Revised Code and shall also make any other orders, rules and regulations as deemed necessary for the prevention of diseases, for the benefit of public health and the prevention, abatement or suppression of nuisances. Orders, rules and regulations made by the Board of Health shall have the same force and effect as ordinances of the city, as provided by R.C. § 3709.20, and any person who violates or fails to comply with any such orders, rules or regulations shall be subject to the penalties provided by R.C. §§ 3707.48 to 3707.53, inclusive, and R.C. § 3707.99. The Board of Health shall also have the power to assess the cost and expenses for the prevention, abatement and suppression of nuisances, and to certify the cost and expenses to the County Auditor to become a lien against the property so assessed, and to compel proprietors and owners, agents, assignees, occupants or tenants, of the lot or property, house or building, upon or in which the nuisances may be, to abate and remove the same.~~

~~('97 Code, § 33.11) (Ord. C-749, passed 8-4-52; Am. Ord. 19-23, passed 12-12-23)~~

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~~§ 32.032 HEALTH COMMISSIONER.~~

~~There is hereby created the office of Health Commissioner who, by virtue of his or her office, shall be the City Manager, and shall be responsible to the City Commission, and shall have the powers and duties created by law and by the Ohio Revised Code, the city Charter and the ordinances and resolutions of the city and the Board of Health, and shall be charged with the administration and execution of all matters pertaining to public health and the abatement, suppression and removal of nuisances.~~

~~('97 Code, § 33.12) (Ord. C-749, passed 8-4-52; Am. Ord. 19-23, passed 12-12-23)~~

~~Cross-reference:~~

~~Public Health, see Charter, section 65~~

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~~§ 32.033 PUBLIC HEALTH OFFICERS.~~

~~(A) There is created the office of Clerk to the Health Commissioner, who shall be appointed by the City Manager and shall perform any duties as ordered by the Health Commissioner, and shall have such powers as may be delegated to the holder of this office by the Health Commissioner.~~

~~('97 Code, § 33.13)~~

~~(B) There is created the office of Public Health Nurse, who shall be appointed by the City Manager and shall perform any duties as ordered by the Health Commissioner, and shall have powers as may be delegated to the holder of this office by the Health Commissioner.~~

~~('97 Code, § 33.14)~~

~~(C) There is created the office of Sanitarian, who shall be appointed by the City Manager and shall perform any duties as ordered by the Health Commissioner, and shall have powers as may be delegated to the holder of this office by the Health Commission.~~

~~('97 Code, § 33.15) (Ord. C-749, passed 8-4-52; Am. Ord. 19-23, passed 12-12-23)~~

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~~§ 32.034 ENVIRONMENTAL HEALTH AND SAFETY DIRECTOR.~~

~~There is created the office of Environmental Health and Safety Director, appointed by the City Manager, and he or she shall perform duties as ordered by the Health Commissioner, and shall have powers as may be delegated to the holder of this office by the Health Commission.~~

~~('97 Code, § 33.16) (Ord. C-749, passed 8-4-52; Am. Ord. 4-80, passed 1-21-80; Am. Ord. 19-23, passed 12-12-23)~~

~~Cross-reference:~~

~~Public Health, see Charter section 65~~

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~~§ 32.035 [RESERVED]~~

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~~§ 32.036 [RESERVED]~~

RECORDS COMMISSION

§ 32.050 ~~CITY RECORDS COMMISSION.~~ ESTABLISHMENT; MEMBERSHIP

(A) (1) There is established ~~created~~ a Records Commission.

(2) The Commission shall be composed of the City Manager or his or her appointed representative, as Chairperson, the Finance Director, the Law Director, and a citizen appointed by and serving at the pleasure of the City Manager. The Commission shall appoint a Secretary, who may or may not be a member of the Commission, and who shall serve at the pleasure of the Commission. The Commission may employ an Archivist to serve under its direction.

(3) The members of the Commission shall serve without compensation, except Commission members may be reimbursed for expenses incurred while carrying out their duties as Commission members.

(4) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner for the remainder of the term. No citizen shall be eligible for appointment as the citizen representative herein who is an employee of the city.

(B) The citizen proposed for appointment shall be considered on their ability and educational level in the fields of administration and management; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

§32.051 PROCEDURES; ORGANIZATION.

(A) (1) The Commission shall meet at least once every six months, and upon call of the Chairperson.

(2) All meetings of the Commission shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(3) The City Manager or his or her representative shall serve as Chairperson.

(4) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(5) The City Manager or his or her appointed representative shall cause the records of the Board to be prepared and preserved.

§ 32.052 DUTIES.

Commented [AW27]: Check current Sunshine Law language. (Amy)

(B) The functions of the Commission shall be to provide rules for retention and disposal of records of the municipal corporation and to review applications for one-time records disposal and schedules of record retention and disposition submitted by municipal offices. Records may be disposed of by the Commission pursuant to the procedure outlined in this section. The Commission may at any time review any schedule it has previously approved, and for good cause shown, may revise that schedule.

(C) When municipal records have been approved for disposal, a list of the records shall be sent to the Auditor of State. If he or she disapproves of the action by the Records Commission, in whole or in part, he or she shall so inform the Commission within a period of 60 days, and these records shall not be destroyed. Before public records are disposed of, the Ohio Historical Society shall be informed and given the opportunity for a period of 60 days to select for its custody any public records it considers to be of continuing historical value.

(Ord. 4-00, passed 1-3-00; Am. Ord. 19-23, passed 12-12-23)

PUBLIC PARK BOARD

§ 32.060 ESTABLISHMENT; MEMBERSHIP.

(A) (1) There is established created a Public Park Board.

(2) (B) The Park Board shall be composed of up consist of five to twelve members, who , which members shall be and shall remain residents citizens of the city, and shall be appointed , or removed , at the pleasure of the City Commission. by the Mayor, which appointments shall be confirmed and ratified by the City Commission, and who

(3) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as a Board member. Board members shall serve for a period of five years, and shall be appointed in the first instance to serve one, two, three, four, and five years, respectively, and thereafter their successors shall be appointed to each serve for a term of five years.

(4) (C) Vacancies, whether by caused by death, resignation, removal, or otherwise shall be filled in the usual regular manner by the City Commission for the remainder of the term. No resident shall be eligible for appointment herein who is an employee of the city.

(D) If any member to the Board shall cease, during a term for which he or she is appointed, to be a citizen of the city, then his or her appointment to this Board shall be terminated as of the date of his or her change of residence, and the Commission shall proceed forthwith to appoint a new member to that Board.

(B) The residents proposed for appointment shall be considered on their ability, education level, and interest in the city parks.

('97 Code, § 33.25) (Ord. 5-73, passed 3-19-73; Am. Ord. 58-75, passed 12-15-75; Am. Ord. 51-81, passed 8-17-81; Am. Ord. 19-23, passed 12-12-23)

§ 32.061 MEETINGS. PROCEDURES; ORGANIZATION

(A) (1) The Board shall meet upon there being business to discuss, but no less than once a quarter.

(2) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(3) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(4) A majority of the voting members appointed to the Board shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Board shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(5) The Parks Department Director shall cause the records of the Board to be prepared and preserved.

~~, and shall adopt rules and regulations for the conduct of its meetings. It shall keep a complete record of its proceedings, and yeas and nays shall be collected on the passage of its resolutions or orders. Five members of the Board shall constitute a quorum for the transaction of business, but no resolution or order shall be adopted unless five members vote in its favor. The Board shall select one of its members as Chairperson and one as Clerk, who shall receive no compensation for services.~~

('97 Code, § 33.26) (Ord. 5-73, passed 3-19-73; Am. Ord. 51-81, passed 8-17-81; Am. Ord. 2-13, passed 3-5-13; Am. Ord. 19-23, passed 12-12-23)

§ 32.062 DUTIES.

(A) The duties of the Board shall consist generally of inspecting city public parks and playgrounds, and making recommendations and suggestions to the City Manager and Parks Director for the equipping, managing, controlling, or maintaining thereof. The Board may also recommend rules and regulations for the public use of parks, which rules and regulations must be adopted by the City Commission to take effect. They shall make effective the provisions of this subchapter.

(B) The duties of the Board shall include studying, investigating, planning, advising, reporting, and recommending to the City Manager and the various departments of the city any action, program, plan, or legislation which the Board determines to be necessary or advisable for the care, preservation, trimming, planting, replanting, removal, or disposition of trees or shrubs in the public ways, streets, alleys, and upon properties owned, leased, or in any manner controlled by the city.

('97 Code, § 33.27)

(C) On the first Monday in each year, the Board shall make a written report to the City Commission on its proceedings, and shall at the same time submit to the Commission its suggestions for the proper operation, maintenance, and use of the public parks and playgrounds.

('97 Code, § 33.28) (Ord. 5-73, passed 3-19-73; Am. Ord. 33-80, passed 5-19-80; Am. Ord. 19-23, passed 12-12-23)

§ 32.075 [RESERVED]

§ 32.076 [RESERVED]

§ 32.077 [RESERVED]

~~UTILITY BOARD~~

~~§ 32.080 ESTABLISHMENT; MEMBERSHIP.~~

~~There is created the City Utility Board, composed of up to eight members, two of which shall be City Commission members, and up to six who shall be and remain residents of the city, and shall be appointed, or removed, at the pleasure of the City Commission. The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members, and they shall serve for five years, except that one of the original appointments shall be for one year, one shall be for two years, one shall be for three years, one shall be for four years, and two shall be for five years respectively. The term of appointment for the City Commission members shall be for two years, to terminate and begin when the City Commission reorganizes as specified by the Charter. Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city. City staff representatives to the Board shall be the Director responsible for water and wastewater services, the Director responsible for sanitation services, and the Utility Business Office manager. Staff members shall serve as advisors to the Board.~~

~~(Ord. 4-21, passed 10-5-21; Am. Ord. 19-23, passed 12-12-23)~~

~~§ 32.081 MEETINGS.~~

~~The Utility Board shall meet upon there being business to discuss, but no less than once a quarter. All meetings of the Board shall be announced in advance and open to the public. The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting at which all members are present following the appointment of a new Board member for a full term, but not later than the second meeting following the appointment. No Board member shall serve as Chairperson for more than three consecutive years. The city staff shall cause the records of the Board to be prepared and preserved. A majority of the members shall constitute a quorum, and all official actions of the Board shall require a majority vote of the members of the full Board.~~

~~(Ord. 4-21, passed 10-5-21; Am. Ord. 19-23, passed 12-12-23)~~

~~§ 32.082 DUTIES.~~

~~(A) The Board shall consult with and advise the City Commission on the operation, management, and control of the city utilities to include the Piqua Water System, Wastewater, Stormwater and the Sanitation Department. Recommendations made by the Board may relate to the following:~~

~~(1) Expenditures, revenues, and charges to the utility systems.~~

~~(2) Annual budget and appropriation ordinances in relation to the utility systems.~~

~~(3) Relevant utility systems bond ordinances.~~

~~(4) Capital improvements and expansion plans for the utility systems.~~

~~(5) Rates for the utility systems.~~

~~(6) Efficient management of the utility systems and the rules and regulations thereof.~~

~~(7) Any utility related issue the Board may deem pertinent to the utility concerns and operations within the jurisdiction of the city.~~

~~(B) All actions, functions, and responsibilities of the Utility Board are to be directed generally to those actions, functions, and responsibilities described above, and shall not be inconsistent with the legal requirements of the Charter, state laws, or other regulatory agencies having jurisdiction. The adopted recommendations of the Utility Board shall not be binding, but shall be given priority consideration by the City Commission. All policies or administrative policy pertaining to divisions (A)(1) through (7) above shall first be referred to the Utility Board for their recommendations before being considered by the City~~

~~Commission. The Board shall submit an annual report on their observations and conclusions in relation to the operation, management, and control of the utility systems.~~

~~(C) The City Manager, the Law Director, and the Finance Director shall, upon the Board's request, supply assistance and information and assist the Board in administrative, legal, and financial aspects of the Board's recommendations and areas of responsibility.~~

~~(Ord. 4-21, passed 10-5-21; Am. Ord. 19-23, passed 12-12-23)~~

BOARD OF ZONING APPEALS

§ 32.095 ESTABLISHMENT; MEMBERSHIP.

(A) ~~(1)~~ There is ~~hereby~~ established a Board of Zoning Appeals (BZA).

~~The Board shall have the duties and powers imposed by ordinance and this code. The Board shall hear appeals from decisions and adjudications under the city's zoning regulations made by the Community Services Director, City Planner, Code Compliance Coordinator, and other persons or administrative bodies authorized to administer and enforce the city's zoning regulations.~~

(~~2~~1) ~~(A)~~ The Board shall be composed ~~consist~~ of five members, who shall be and shall remain residents of the ~~city~~ city, and shall be appointed, or removed, at the pleasure of the City Commission. The City Planner shall be a non-voting ex-officio member of the Board of Appeals. One member of the Planning Commission shall be a member of the BZA and will be appointed by the chair of the Planning Commission annually.

(~~3~~2) The members of the Board shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members. ~~and~~Board members shall serve for five-years ~~terms.~~

(~~B~~3) The City Commission shall appoint members of the BZA and may remove any member of the Board for cause upon written charges after a public hearing.

~~(C) The City Commission shall remove any member of the Board who during his or her term changes his or her residence to outside the city.~~

(~~4~~4) ~~(D)~~ Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the ~~unexpired~~ term ~~of the~~

Commented [AW28]: Is this legally required?

Commented [KH29R28]: I believe so, but we should confirm with Jessica. I have never seen a community not have the CC authorize the members.

Commented [AW30R28]: @Kyle Hinkelman I was asking about the removal for cause. All the other Boards say members serve at the pleasure of the city commission.....and can therefor be removed.

~~member affected~~. No citizen shall be eligible for appointment herein who is an employee of the city.

~~(E) One member of the Planning Commission shall be a member of the BZA and will be appointed by the chair of the Planning Commission annually.~~

~~(F) There shall not be any limit to the number of terms for a BZA member.~~

~~(G) The City Planner shall be a non-voting ex-officio member of the Board of Appeals.~~

(B) The citizens proposed for appointment shall be considered on their ability and educational level in the fields of ~~:~~ architecture, engineering, city planning, or related disciplines; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

Commented [AW31]: Need to add statement here (Kyle)

Commented [KH32R31]: I have language for this. I'll add it in on Monday.

§ 32.096 DUTIES.

The Board shall have the duties and powers imposed by ordinance and this code. The Board shall hear appeals from decisions and adjudications under the city's zoning regulations made by the Community Services Director, City Planner, Code Compliance Coordinator, and other persons or administrative bodies authorized to administer and enforce the city's zoning regulations.

(Ord. 4-24, passed 5-21-24)

§ 32.09~~76~~ PROCEDURES; ORGANIZATION.

(A) The BZA shall annually elect its own officers as well as adopt rules as necessary to allow for the efficient and effective management of meetings.

~~(A) Officers shall be the Chair and Vice-Chair.~~

~~(B)~~ (AB) ~~(1)~~ Meetings shall be held at the call of the Chair and at any other times as the Board may determine.

(2C) All meetings of the Board shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(Ord. 4-24, passed 5-21-24)

CITY HISTORIC REVIEW COMMISSION

§ 32.110 ESTABLISHMENT; MEMBERSHIP.

(A) (1) There is hereby established a City Historic Review Commission (CHRC).

(1) The Commission shall be composed of six members who shall be and shall remain residents of the city; one of which shall be on the Board of the Piqua-Caldwell Historic District, as a full member, and one of which shall be a City Commission member, which will serve as an ex officio, non-voting member. The Board shall have the duties and powers imposed by ordinance and this code.

(A) Members shall be residents of the city of Piqua.

(B) No member shall be an official or employee of the city.

(2) (C) Members shall serve without compensation, except Board members may be reimbursed for expenses incurred while carrying out their duties as Board members. and Board members shall be appointed for a term of five years, except that of the members first appointed, one shall be for a term of one year, one for two years, one shall be for three years, one for four years, and one for five years.

(3) Vacancies, whether by resignation, removal, or otherwise, shall be filled in the usual manner by the City Commission for the remainder of the term. No citizen shall be eligible for appointment herein who is an employee of the city.

(B) The citizens proposed for appointment shall be considered on their ability and educational level (D) To the extent possible, the CHRC shall include professional members in the fields of architecture, architectural history, history, archaeology, planning, or related disciplines.; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities thereof.

(E) The City Commission shall appoint members of the CHRC and may remove any member of the Commission for cause upon written charges after a public hearing.

Commented [AW33]: Is this legally required?

Commented [KH34R33]: I don't see why it would be, but SHPO may have issues if we change this language too much.

~~(F) The City Commission shall remove any member of the Commission who during his or her term changes his or her residence to outside the city.~~

(~~G~~D) Vacancies on the CHRC shall be filled within 60 days by the City Commission unless extenuating circumstances require a longer period.

(Ord. 4-24, passed 5-21-24)

Commented [AW35]: Is this required? Keep or delete?

Commented [KH36R35]: Again, I don't think it is required, but SHPO approved the language.

§ 32.111 PROCEDURES; ORGANIZATION.

~~The CHRC shall annually elect its own officers as well as adopt rules as necessary to allow for the efficient and effective management of meetings.~~

~~(A) Officers shall be the Chair and Vice-Chair.~~

~~(B)~~ (A) ~~(1)~~ Meetings shall be held at the call of the Chair and at any other times as the Commission may determine, but at least quarterly (four times per year).

(~~2~~B) All meetings of the Commission shall be announced in advance and open to the public, with public meeting minutes being adopted formally.

(~~3~~C) The members shall elect a Chairperson and a Vice-Chairperson annually. An election of officers of the Board shall be held at the first regular meeting of the year. No Board member shall serve as Chairperson for more than three consecutive years.

(~~4~~D) A majority of the voting members appointed to the Commission shall constitute a quorum to do business. The affirmative vote of a majority of the voting members appointed to the Commission shall be necessary for official actions, including adopting any resolution or recommendation to the City Commission. However, in the absence of a quorum, a vote to adjourn may be adopted by a majority of the members present.

(~~5~~E) The Community Services Department Representative shall cause the records of the Board to be prepared and preserved.

~~(C) Three members of the CHRC shall constitute a quorum for the conducting of business.~~

~~(D) All meetings and records shall be open to the public, with public meeting minutes being adopted formally.~~

(~~E~~F) Staff in the Community Services Department shall produce an annual report in conjunction with the CHRC that is published annually and available for public inspection.

(Ord. 4-24, passed 5-21-24)

§ 32.112 POWERS.

(G) The CHRC shall have the powers and duties expressly identified in Chapter 99 Piqua Historic Preservation Ordinance, specifically § 99.05(B).

(Ord. 4-24, passed 5-21-24)

Ordinance No. O-12-25 (Third Reading)

An amended Ordinance to make appropriations for the City of Piqua, Ohio for the year 2025

WHEREAS, enter text here; and

WHEREAS, enter text here.

NOW, THEREFORE, BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

KRIS LEE, MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by None, seconded by None, and on roll call the following vote ensued:

Mayor Kris Lee	yea
Commissioner Jim Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Thomas Hohman	yea
Commissioner Frank DeBrosse	yea

City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025
REPORT TITLE	**Ordinance No. O-12-25 (Third Reading)** An amended Ordinance to make appropriations for the City of Piqua, Ohio for the year 2025
SUBMITTED BY	Jerry O'Brien, Director Finance
AGENDA CLASSIFICATION	Ordinance
BACKGROUND	The changes to the appropriations are due to changes in plans and unforeseen circumstances at the time the 2025 budget was completed. There are some changes from the first reading and these are marked as CHANGED FROM FIRST READING. SECTION 1: CHANGED FROM FIRST READING Capital budget is being moved from Planning and Zoning to City Building for improvements to the Commission Chamber and to operations and maintenance for a planning project for future improvements. CHANGED FROM FIRST READING The Commissioner's operating and maintenance account is being increased to pay for the attorney's fees for the Fire Committee. The increase in General Government operations and maintenance is to pay property taxes for Springcreek and Washington Townships according to the agreements with those entities. The increase in capital outlay is to fund the Piqua Battery property project and the property acquisition at 123 W. Water Street. The increase in transfers out from the General Fund is for debt service payments CHANGED FROM FIRST READING The transfer was changed to an advance. The debt service amount will be advanced to the Scott Drive Redevelopment Fund and then will be transferred from that fund to the debt service fund. The

	advance will be paid back to the General Fund when TIF funds become available in the Scott Drive Redevelopment Fund. Advances are not appropriated but must be approved by Commission. A separate resolution will be presented to Commission for that purpose. SECTION 2: In the Street Maintenance Fund (101), $95,000 is being reclassified from operations and maintenance to capital for message boards and a striping machine. There is an increase of $500,000 in operations and maintenance for additional street resurfacing. The $405,000 is the net of the increase for resurfacing and the decrease of the reclassification to capital. SECTION 3: The decrease in operations and maintenance is to move funds to capital outlay for the ADA ramp project. The remainder of the increase in capital outlay is a payment to ODOT to close out the GMR trail bridge project. SECTION 4: The increase in the Parks Fund is to fund the activity for the Loft rentals. SECTION 5: Appropriations in the Fire Department budget are being reduced to bring them into line with estimated revenues. Appropriations in the Police Department budget are being reduced to bring them into line with estimated revenues. There is an increase in the Police capital outlay due to the donation of a trailer. The donation was recorded as a memo entry with an equal increase to revenues and expenditures. SECTION 6: This reclassifies appropriations from capital to operations and maintenance to pay for legal fees related to economic development. SECTION 7: This increase is to pay debt service obligations. SECTION 8: The increase is to reissue the bond anticipation note in the Lock 9 Fund and pay down the principal as well as current year interest. SECTION 9:

	These funds are being transferred from the Scott Drive Redevelopment Fund to the Debt Service Fund to be used to pay debt service payments on the 2023 Nontax Revenues Bonds and Port Authority Loan. SECTION 10: The increase in the Power Fund is for a study for AMP. SECTION 11: The increase in the Water Fund is to fund our on-going effort to upgrade meters. CHANGED FROM FIRST READ – Staff determined the need for more meters sooner than expected. The appropriations request was increased from $120,000 to $170,000. SECTION 12: The increase in the Wastewater Fund is to fund our on-going effort to upgrade meters. CHANGED FROM FIRST READ – Staff determined the need for more meters sooner than expected. The appropriations request was increased from $120,000 to $170,000. SECTION 13: The increase in the Golf Fund is for the door system upgrade. SECTION 14: CHANGED FROM SECOND READING The increase in the Stormwater Fund is for equipment repair and replacement and project design work. All of the funds for this portion of the project were moved to operations and maintenance from capital. This part of the project should not be capitalized as an asset. The total appropriations requested decreased by $9,563 from the first reading.	
BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	$3,993,790 net increase in appropriations
	Expenditure $:	
	Source of Funds:	various funds
	Narrative:	
ATTACHMENTS	1. Reappropriation - August 19 2025 Sept 16 meeting	

ORDINANCE NO. O-12-25

AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CITY OF PIQUA, OHIO FOR THE YEAR 2025

BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected or appointed thereto concurring:

SEC. 1: That there be appropriated from the GENERAL FUND (001)

ACCOUNT	2025 BUDGET	INCREASE (DECREASE)	2025 REVISED BUDGET
City Building			
Operation and Maintenance	$421,676	$9,500	$431,176
Capital Outlay (including labor)	$120,000	$4,900	$124,900
Allocated Expenses	($18,758)	$0	($18,758)
TOTAL	$522,918	$14,400	$537,318
City Commission			
Personal Services/Administrative Support	$59,126		$59,126
Operation and Maintenance	$44,538	$3,000	$47,538
TOTAL	$103,664	$3,000	$106,664
Planning & Zoning			
Personal Services/Administrative Support	$610,340		$610,340
Operation and Maintenance	$89,336		$89,336
Capital Outlay (including labor)	$50,000	($14,400)	$35,600
TOTAL	$749,676	($14,400)	$735,276
General Government			
Operation and Maintenance	$1,081,930	$120,843	$1,202,773
Capital Outlay (including labor)	$0	$485,000	$485,000
TOTAL	$1,081,930	$605,843	$1,687,773

SEC. 2: That there be appropriated from the STREET DEPARTMENT FUND (101)

Personal Services/Administrative Support	$1,889,748		$1,889,748
Operation and Maintenance	$2,606,267	$405,000	$3,011,267
Capital Outlay (including labor)	$1,267,500	$95,000	$1,362,500
TOTAL	$5,763,515	$500,000	$6,263,515

SEC. 3: That there be appropriated from the STREET INCOME TAX FUND (103)

Operation and Maintenance	$1,477,541	($250,000)	$1,227,541
Capital Outlay (including labor)	$3,005,000	$1,395,124	$4,400,124
TOTAL	$4,482,541	$1,145,124	$5,627,665

SEC. 4: That there be appropriated from the PARK AND RECREATION FUND (105)

Personal Services/Administrative Support	$840,284		$840,284
Operation and Maintenance	$995,344	$30,000	$1,025,344
Capital Outlay (including labor)	$650,000		$650,000
TOTAL	$2,485,628	$30,000	$2,515,628

SEC. 5: That there be appropriated from the PUBLIC SAFETY FUND (106)

009 Fire Department			
Personal Services/Administrative Support	$4,834,881	($15,300)	$4,819,581
Operation and Maintenance	$1,140,580		$1,140,580
Capital Outlay (including labor)	$579,901	($12,000)	$567,901
Transfer to Fire Department Ladder Truck 344	$300,000		$300,000
TOTAL	$6,855,362	($27,300)	$6,828,062
014 Police Department			
Personal Services/Administrative Support	$5,690,126	($15,300)	$5,674,826
Operation and Maintenance	$963,287		$963,287
Capital Outlay (including labor)	$223,049	$6,525	$229,574
TOTAL	$6,876,462	($8,775)	$6,867,687

SEC. 6: That there be appropriated from the COMMUNITY DEVELOPMENT FUND (135)

Personal Services/Administrative Support	$344,331		$344,331
Operation and Maintenance	$277,665	$150,000	$427,665
Capital Outlay (including labor)	$925,000	($150,000)	$775,000
Allocated Expenses	($1,546,996)		($1,546,996)
TOTAL	$0	$0	$0

SEC. 7: That there be appropriated from the NONTAX REVENUE BONDS '23 DEBT SERVICE FUND (263)

Non Government/Transfers/Refunds	$166,157	$112,563	$278,720
TOTAL	$166,157	$112,563	$278,720

SEC. 8: That there be appropriated from the LOCK 9 PARK IMPROVEMENTS FUND (342)

Operation and Maintenance	$20,000	$5,000	$25,000
Capital Outlay (including labor)	$0		$0
Non Government/Transfers/Refunds	$132,631	$970,000	$1,102,631
TOTAL	$152,631	$975,000	$1,127,631

SEC. 9: That there be appropriated from the SCOTT DR REDEVELOPMENT FUND (343)

Non Government/Transfers/Refunds	$20,000	$127,335	$147,335
TOTAL	$20,000	$127,335	$147,335

SEC.10: That there be appropriated from the POWER SYSTEM FUND (401)

Personal Services/Administrative Support	$2,812,170		$2,812,170
Operation and Maintenance	$37,279,301	$10,000	$37,289,301
Capital Outlay (including labor)	$1,989,825		$1,989,825
Overhead Transfers	($175,000)		($175,000)
TOTAL	$41,906,296	$10,000	$41,916,296

SEC. 11: That there be appropriated from the WATER SYSTEM FUND (403)

Personal Services/Administrative Support	$1,821,858		$1,821,858
Operation and Maintenance	$4,255,463	$170,000	$4,425,463
Capital Outlay (including labor)	$2,488,358		$2,488,358
Non Government/Transfers/Refunds	$2,665,135		$2,665,135
TOTAL	$11,230,814	$170,000	$11,400,814

SEC. 12: That there be appropriated from the WASTEWATER SYSTEM FUND (404)

Personal Services/Administrative Support	$1,689,876		$1,689,876
Operation and Maintenance	$2,846,209	$170,000	$3,016,209
Capital Outlay (including labor)	$2,420,358		$2,420,358
Non Government/Transfers/Refunds	$2,563,418		$2,563,418
TOTAL	$9,519,861	$170,000	$9,689,861

SEC. 13: That there be appropriated from the GOLF COURSE FUND (409)

Operation and Maintenance	$930,364		$930,364
Capital Outlay (including labor)	$170,064	$31,000	$201,064
TOTAL	$1,100,428	$31,000	$1,131,428

SEC. 14: That there be appropriated from the STORMWATER UTILITY FUND (411)

Personal Services/Administrative Support	$286,062		$286,062
Operation and Maintenance	$643,335	$150,000	$793,335
Capital Outlay (including labor)	$270,608	$0	$270,608
Non Government/Transfers/Refunds	$80,295		$80,295
TOTAL	$1,280,300	$150,000	$1,430,300

SEC. 15: That the sum appropriated are actual expenditures for goods and services or other government functions performed in the calendar year 2025. Future commitments representing encumbrances of fund balance or future receipts will be appropriated in the future year when those services or goods are rendered to the city.

SEC. 16: That the sums expended from the appropriations and which are proper charges against any other department or against any person, firm or corporation which are repaid with the period covered by such appropriations shall be considered reappropriated for such original purposes; provided, that the net total of expenditures under any item of said appropriations shall not exceed the amount of the item.

SEC. 17: That the Director of Finance is hereby authorized and directed to draw his warrant upon the City Treasury for the amounts appropriated in this order when claims are properly presented and approved, the same to be chargeable to the appropriations for the year 2025 when passed and legally contracted for in conformity by law.

SEC. 18: That the Finance Director at the discretion of the City Manager make temporary advances from the General Fund to any Fund to cover temporary shortages of cash until revenues or permanent transfers become available to repay that temporary advance. That these advances may not exceed $1,000,000 in the aggregate nor extend past December 31, 2025; except those that are to be reimbursed by federal, state or other grant programs that were previously approved by this Commission.

SEC. 19: That all ordinances, or parts of ordinances, inconsistent with this ordinance be and they are hereby repealed.

KRIS LEE, MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by Commissioner Hohman

seconded by Commissioner Vetter and on roll call the following vote ensuded:

Mayor Kris Lee	yea
Commissioner Thomas Hohman	yea
Commissioner James Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Frank DeBrosse	yea

City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025	
REPORT TITLE	**Ordinance No. O-13-25 (Third Reading)** An ordinance authorizing the issuance of not to exceed two million eight hundred thirty thousand dollars ($2,830,000) of notes in anticipation of bonds for the purpose of paying the costs of construction, acquisition and equipping of, park improvements, facilities and all appurtenances relating thereto, refunding outstanding notes previously issued in anticipation of such bonds and paying the related costs of issuance thereof, and declaring an emergency.	
SUBMITTED BY	Jerry O'Brien, Director Finance	
AGENDA CLASSIFICATION	Ordinance	
BACKGROUND	Ordinance O-9-23 passed by Commission September 5, 2023, authorized the issuance of a note in anticipation of the issuance of bonds for the purpose of financing the construction of park improvements in Lock 9 Park. This note was an internal borrowing of funds in which the Lock 9 Capital Improvement Fund borrowed $5.8 million from the Wastewater Fund. The note was a one year note and matured on September 26, 2024. The note was refunded as a new note in the amount of $3,800,000 with a principal payment of $2,000,000 and an interest payment of $226,738.44 to the Wastewater Fund. The note will mature on September 25, 2025, and will be refunded as a new note with an outstanding principal balance of $2,830,000. We will pay $970,000 principal and $132,630.56 interest to the Wastewater Fund. The funds used to pay the principal and interest are funds remaining after completing the Lock 9 Park project.	
BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	$1,102,630.56
	Expenditure $:	
	Source of Funds:	

	Narrative:	
ATTACHMENTS	1.	City of Piqua - 2025 Park Impr Internal Ref BANS - Renewal Ordinance

CERTIFICATE OF ESTIMATED LIFE AND MAXIMUM MATURITY

To: The Commission of the
City of Piqua, Ohio

The undersigned Finance Director of the City of Piqua, Ohio (the "City") as the fiscal officer of the City, hereby certifies as follows:

1. The estimated life or period of usefulness of the permanent improvements described as follows (the "Improvements") exceeds five (5) years:

   Financing the construction, acquisition and equipping of park improvements, facilities and appurtenances related thereto; and refunding outstanding notes previously issued for such purposes

The maximum maturity of the bonds proposed to be issued to pay the cost of the Improvements, calculated in accordance with Ohio Revised Code Section 133.20 is twenty-seven (27) years; provided that if notes are issued in anticipation of the issuance of such bonds, the maximum maturity of such notes being eighteen (18) years.

Dated: September 16, 2025

_____
Finance Director
City of Piqua, Ohio

ORDINANCE NO. O-13-25

AN ORDINANCE AUTHORIZING THE ISSUANCE OF NOT TO EXCEED THE SUM OF TWO MILLION EIGHT HUNDRED THIRTY THOUSAND DOLLARS ($2,830,000) OF NOTES IN ANTICIPATION OF THE ISSUANCE OF BONDS FOR THE PURPOSE OF PAYING THE COSTS OF CONSTRUCTION, ACQUISITION, AND EQUIPPING OF PARK IMPROVEMENTS, FACILITIES AND ALL APPURTENANCES RELATING THERETO, REFUNDING OUTSTANDING NOTES PREVIOUSLY ISSUED IN ANTICIPATION OF SUCH BONDS AND PAYING THE RELATED COSTS OF ISSUANCE THEREOF, AND DECLARING AN EMERGENCY.

WHEREAS, the City Commission (the "Commission") of the City of Piqua, Ohio (the "City") issued its "Park Improvement Notes, Series 2023" dated September 27, 2023 in the amount of $5,800,000 (the "2023 Outstanding Notes") in anticipation of the issuance of the Bonds described and defined herein, which 2023 Outstanding Notes matured on September 26, 2024; and

WHEREAS, the Commission of the City issued its "Park Improvement Refunding Notes, Series 2024" dated September 26, 2024 in the amount of $3,800,000 (the "Outstanding Notes") in anticipation of the issuance of the Bonds described and defined herein, which Outstanding Notes refunded the 2023 Outstanding Notes and will mature on September 25, 2025; and

WHEREAS, the City anticipates that it will pay down principal of the Outstanding Notes in the amount of $970,000 and interest in the amount of $132,630.56 on the Outstanding Notes; and.

WHEREAS, it is advisable in lieu of issuing the Bonds at this time to issue new notes in anticipation of the issuance of said Bonds and to retire the Outstanding Notes; and

WHEREAS, the Finance Director of the City of Piqua, Ohio (the "City") has certified to this Commission that the estimated life of the improvements stated in the title of this Ordinance that are to be financed with the proceeds of bonds and notes hereinafter referred to exceeds 5 years, the maximum maturity of bonds being twenty (27) years and notes being eighteen (18) years;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSION OF THE CITY OF PIQUA, STATE OF OHIO, THAT:

SEC. 1: It is hereby declared necessary to issue bonds (the "Bonds") of the City in the amount of not to exceed the sum of $2,830,000, for the purpose described in the title of this Ordinance.

SEC. 2: The Bonds shall be dated prior to the maturity date of the Notes (as defined in Section 3 hereof), shall bear interest at the maximum average annual interest rate presently estimated to be five per centum (5.00%) per annum, payable semiannually until the principal sum is paid or provision for payment has been duly made therefor. The Bonds shall mature in twenty-seven (27) annual installments. Debt service payments on the Bonds in years in which principal of the Bonds is payable shall be substantially equal.

SEC. 3: It is necessary to issue and this Commission hereby determines that notes (the "Notes") in the principal amount of not to exceed the sum of $2,830,000 shall be issued in anticipation of such Bonds. Such anticipatory note shall bear interest at a rate not to exceed four percent, 4.0%, per annum, payable annually. Such Note shall be dated September 24, 2025 or such other date as determined by the Finance Director, and shall mature September 23, 2026, or such date as determined by the Finance Director. The Notes shall be designated as "Park Improvement Refunding Notes, Series 2025" or as otherwise determined by the Finance Director, along with other terms that are not inconsistent with this Ordinance, that may be provided in a Certificate of Fiscal Officer Relating to Terms of Notes ("Certificate of Fiscal Officer") executed by the Finance Director.

SEC. 4: The Finance Director is hereby authorized and directed to execute the Certificate of Fiscal Officer setting forth and determining such final terms and other matters pertaining to the Notes, including, but not limited to, the principal amount of the Notes, as required by, and is consistent with, the terms of this Ordinance.

SEC. 5: Such Note shall be executed by the City Manager and Finance Director and shall bear the seal of the City, if any. It shall be payable at Piqua, Ohio and shall express upon its face the purpose for which it is issued and that it is issued pursuant to this Ordinance.

SEC. 6: Said Note shall be offered to the officer in charge of the Bond Retirement Fund for investment in such fund and if not taken by said fund shall be offered to the officers in charge of the treasury investment account for purchase, and if said Note is not so taken, it shall be sold by the treasurer at private sale for not less than par and accrued interest and at the interest rate specified in the offer of the purchaser which shall not exceed the rate mentioned in section three hereof. Proceeds of said sale shall be paid into the Park Improvements Project Fund.

SEC. 7: The City of Piqua hereby covenants that it will restrict the use of the proceeds of the Note in such manner and to such extent, if any, as may be necessary, after taking into account reasonable expectations at the time the debt is incurred, so that they will not constitute arbitrage bonds under section 103(c) of the Internal Revenue Code and the regulations prescribed under that section. The fiscal officer or any other officer including the Clerk of Commission having responsibility with respect to the issuance of these Notes is authorized and directed to give an appropriate certificate on behalf of the City of Piqua, for inclusion in the transcript of proceedings, setting forth the facts, estimates and circumstances and reasonable expectations pertaining to said section 103(c) and regulations thereunder.

SEC. 8: Said Note shall be the full general obligation of the City and the full faith, credit and revenue of said City are hereby pledged for the prompt payment of same. The par value to be received from the sale of the bonds anticipated by said Note and any excess funds resulting from the issuance of said Note shall to the extent necessary be used only for the retirement of said Note at maturity, together with interest thereon and is hereby pledged for such purpose.

SEC. 9: During the year or years while such Note runs there shall be levied on all taxable property in said City in addition to all other taxes, a direct tax annually not less than that which would have been levied if bonds had been issued therefore without the prior issue of said Note. Said tax shall be and is hereby ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers, in the same manner and at the same time that taxes for general purposes for each of said years are certified, extended and collected. Said tax shall be place before and in preference to all other items and shall be for the full amount thereof. The funds derived from said tax levies hereby required shall be placed in a separate and distinct

fund, which, together with interest collected on the same, shall be irrevocably pledged for the payment of the principal and interest of said Notes or Bonds in anticipation of which they are issued when and as the same falls due.

SEC. 10: It is hereby determined and recited that all acts, conditions and things necessary to be done, precedent to and in the issuing of said Note in order to make it legal, valid and binding obligation of the City of Piqua have happened, been done and performed in regular and due form and as required by law; and that no limitation of indebtedness or taxation, either statutory or constitutional, will have been exceeded in the issuance of said Note.

SEC. 11: It is found and determined that all formal actions of this Commission concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Commission and that all deliberation of this Commission and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements including Revised Code Section 121.22

SEC. 12: This Ordinance shall take effect and be in force from and after the earliest period allowed by law.

Mayor

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF THE COMMISSION

The Motion to adopt the foregoing Ordinance was offered by Commissioner Vetter and seconded by Commissioner Debrosse and on roll call the following vote ensued:

Mayor Kris Lee	yea
Commissioner Frank DeBrose	yea
Commissioner Thomas Homan	yea
Commissioner Paul Simmons	nay
Commissioner James Vetter	yea

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City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025	
REPORT TITLE	**Ordinance No. O-14-25 (Third Reading)** An ordinance authorizing the establishment of the 2025 Bonds Capital Projects Fund.	
SUBMITTED BY	Jerry O'Brien, Director Finance	
AGENDA CLASSIFICATION	Ordinance	
BACKGROUND	The City wishes to proceed with several capital projects in 2025 and 2026. Staff will be bringing legislation to Commission for their consideration to issue bonds to fund the projects. This ordinance establishes the bond capital projects fund so that it will be in place when the bonds are issued.	
BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	$0
	Expenditure $:	
	Source of Funds:	bond proceeds
	Narrative:	
ATTACHMENTS	1. Ordinance Establishing the 2025 Capital Projects Fund	

ORDINANCE NO. O-14-25

AN ORDINANCE AUTHORIZING THE ESTABLISHMENT OF THE 2025 BONDS CAPITAL PROJECTS FUND

WHEREAS, Ohio Revised Code Section 5705.09(E) authorizes the City to establish a capital projects fund for the purpose of receiving the proceeds of a bond issue, and

WHEREAS, The City of Piqua intends to issue bonds in 2025 to fund various capital improvement projects, and

WHEREAS, The City Commission wishes to create a capital projects fund to account for the proceeds of the bond issuance according to the requirements in the debt covenant.

NOW, THEREFORE, BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

SEC. 1: The City Commission authorizes the creation of the 2025 Bonds Capital Projects Fund.

SEC. 2: The Fund shall be used to account for the 2025 Capital Improvement Bonds issuance. Expenditures of the bond proceeds shall be restricted to the allowable expenditures described in the bond issuance documents. Any proceeds remaining after the completion of all projects shall be transferred out of the fund according to the Ohio Revised Code and bond covenant requirements.

SEC. 4: This ordinance shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by Commissioner Hohman seconded by Commissioner Vetter, and on roll call the following vote ensued:

Mayor Kris Lee	yea
Commissioner Jim Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Thomas Hohman	yea
Commissioner Frank DeBrosse	yea

City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025	
REPORT TITLE	**Ordinance No. O-15-25 (Second Reading)** An ordinance to amend Chapter 56: Stormwater Management	
SUBMITTED BY	Kevin Krejny, Director Water	
AGENDA CLASSIFICATION	Ordinance	
BACKGROUND	Three-year review of Chapter 56: Stormwater Management Ordinance. A few minor changes and clarifications were made. SW ERU fees are set for 2026, 2027, and 2028. The current 2025 rate is $7.43 per ERU, 2026 will be $7.40 per ERU, 2027 will be $7.35 per ERU, and 2028 will be $7.30 per ERU. Proposed amended document attached.Also attached 10 year projection of 411 Fund.	
BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	NA
	Expenditure $:	NA
	Source of Funds:	411
	Narrative:	Three-year review of Stormwater Management Ordinance and fee setting for 2026-2028.
ATTACHMENTS	1. 411 cash reserve 2. Screenshot 2025-08-18 121131 3. Ch 56 Storm (2)	

Ordinance No. O-15-25 (Second Reading)
An ordinance to amend Chapter 56: Stormwater Management

WHEREAS, This chapter establishes a stormwater management user fee to fund and support the city's efforts to address issues presented in the recital provisions of the National Pollutant Discharge Elimination System Phase II Stormwater permit and required operation, maintenance and replacement costs.; and

WHEREAS, This is a three-year review of Chapter 56: Stormwater Management Ordinance. The current 2025 rate is $7.43 per ERU: and

WHEREAS, The fees for 2026 will be $7.40 per ERU, 2027 will be $7.35 per ERU and 2028 will be $7.30 per ERU.

NOW, THEREFORE, BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

SEC. 1: Chapter 56 of the Piqua Code is hereby updated as presented in attachments "411 Cash Reserve, Screenshot 2025-08-18 121131 and Ch 56 Storm (2)".

SEC. 2: This ordinance shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

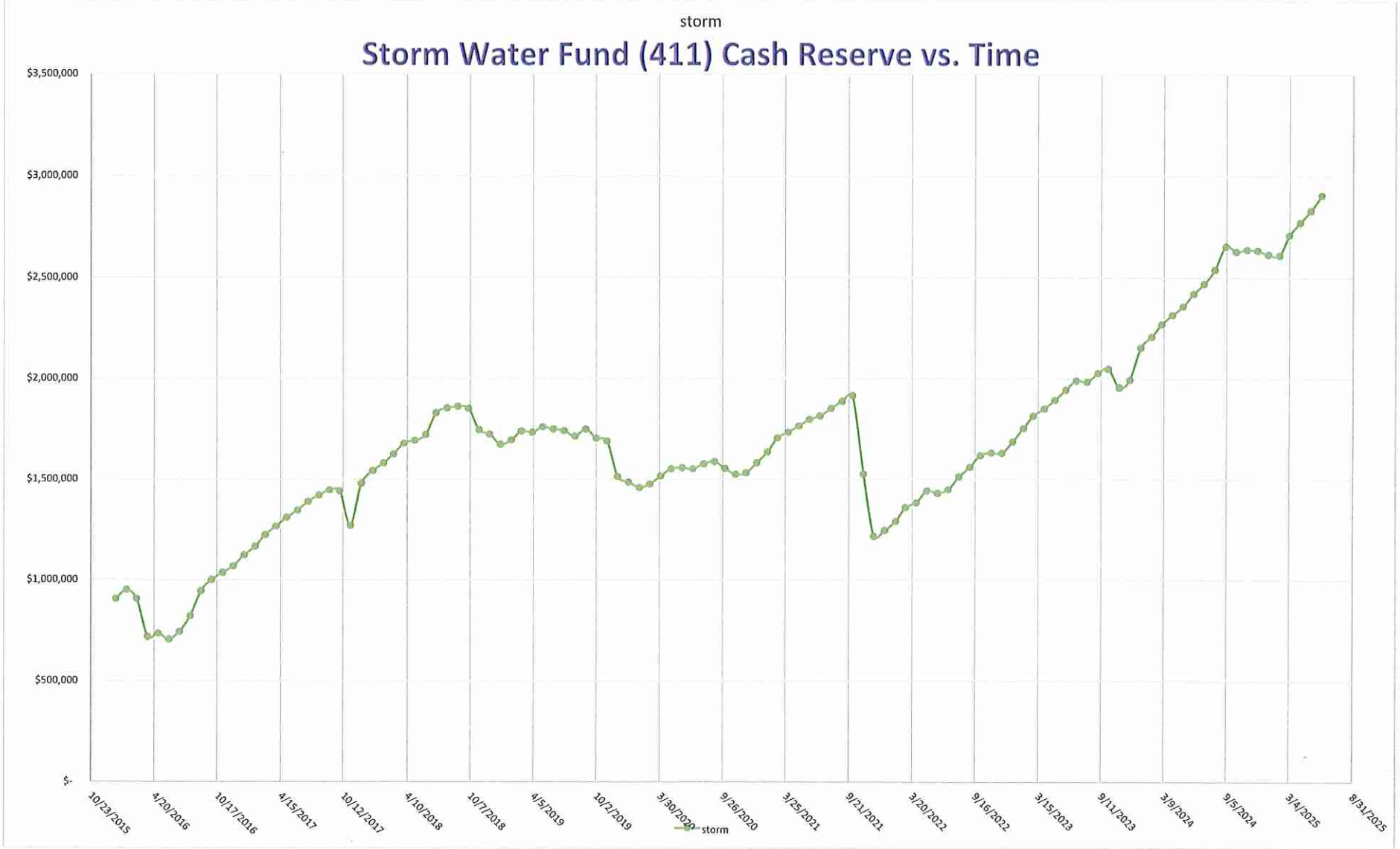
PASSED: 9-16-25

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Ordinance was offered by None, seconded by None, and on roll call the following vote ensued:

Mayor Kris Lee yea

Commissioner Jim Vetter	yea
Commissioner Paul Simmons	Yea
Commissioner Thomas Hohman	Yea
Commissioner Frank DeBrosse	yea


storm
Storm Water Fund (411) Cash Reserve vs. Time
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4/5/2019
10/2/2019
3/30/2020
9/26/2020
3/25/2021
9/21/2021
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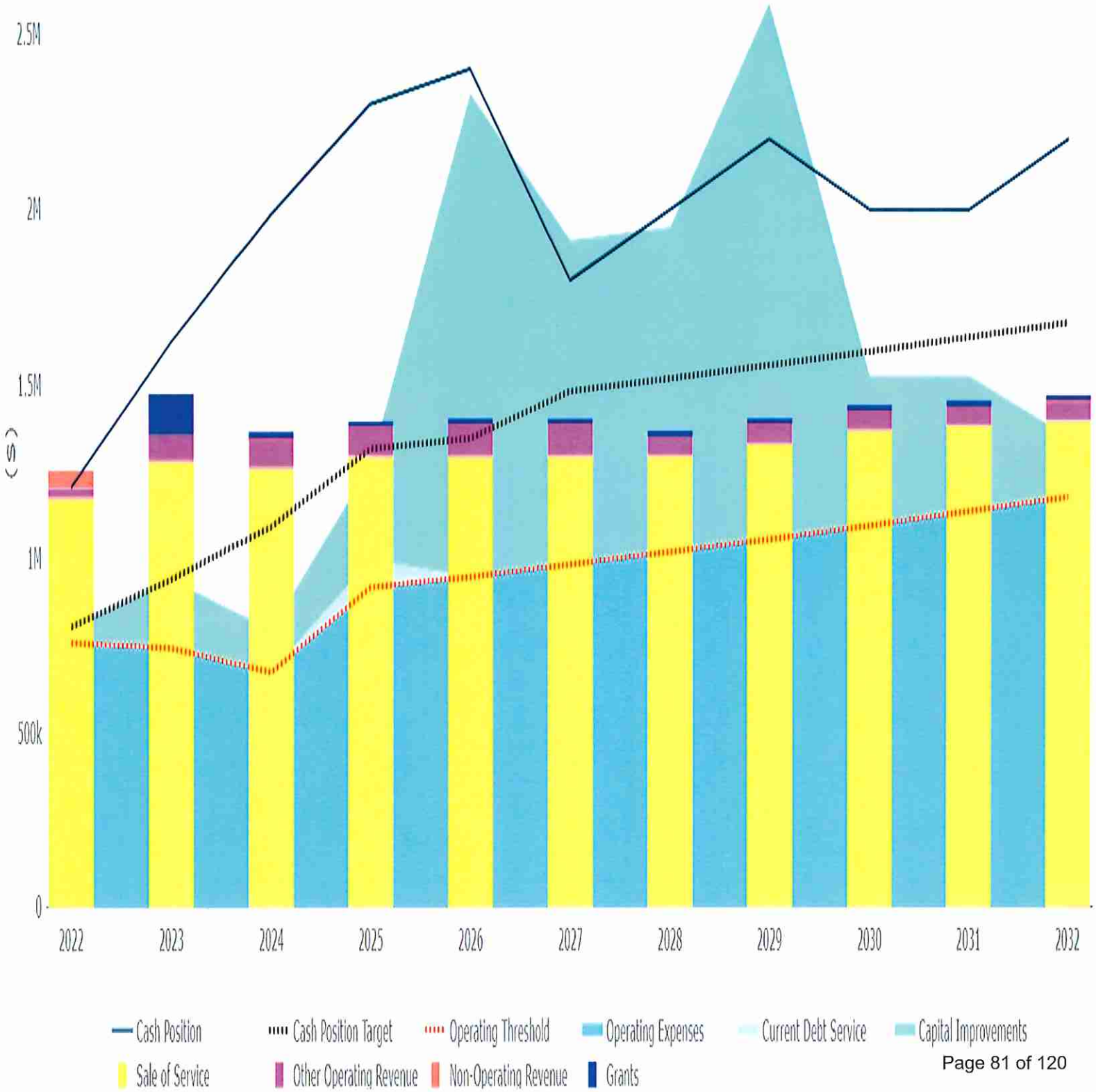
3/4/2025
8/31/2025
storm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2022
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Cash Position
Cash Position Target
Operating Threshold
Operating Expenses
Current Debt Service
Capital Improvements
Sale of Service
Other Operating Revenue
Non-Operating Revenue
Grants

CHAPTER 56: STORMWATER MANAGEMENT

Section

General Provisions

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56.02 Definitions

56.03 Powers of the Director

Organization, Facilities and Maintenance

56.05 Organization of the utility

56.06 Stormwater facilities

56.07 Erosion, siltation and sedimentation

56.08 Illicit discharge prohibited

56.09 Construction projects

56.10 Routine and remedial maintenance and right of entry

56.11 Property affected

Fees

56.30 Stormwater charges

56.31 Fees established

56.32 Collection

56.33 Enterprise fund requirements

Enforcement; Appeals; Nonliability

56.50 Enforcement

56.51 Appeals

56.52 No liability

56.99 Penalty

Appendix: Rates and Fees

GENERAL PROVISIONS

§ 56.01 PURPOSE.

This chapter establishes a stormwater management user fee to fund and support the city's efforts to address the issues presented in the recital provisions of the National Pollutant Discharge Elimination System (NPDES) Phase II stormwater permit and required operation, maintenance and replacement costs. Ohio Environmental Protection Agency (OEPA) NPDES Permit No.; OHQ000004, issued on April 1, 2021 and expiring on March 31, 2026, or the most current version of Ohio EPA Stormwater permit, offers the baseload of requirement for the City's Stormwater requirements. ~~S~~ The user fees include general public (institutional, agency, federal, state and local government and the like) and/or property owner user fees. The purpose of the Stormwater Code contained in this chapter is to provide for effective management and financing of a stormwater system utility within the city. To effectively accomplish the management of a stormwater utility, this code shall:

(A) Provide for administration, operation, maintenance and inspection of existing and future stormwater management facilities;

(B) Protect the public health, safety and welfare by providing a mechanism for mitigating the damaging effects of uncontrolled and unplanned stormwater runoff.

(C) Establish and maintain fair and reasonable stormwater management service charges for each lot or parcel in the city which bear a substantial relationship to the cost of providing stormwater management services and facilities.

(D) Ensure that similar properties pay similar stormwater management service charges which reflect each property's quantity of impervious area, because this factor bears directly on the quantity and quality of stormwater runoff generated from developed areas. Charges for single-family detached dwelling units, two-family dwelling units and each housekeeping unit within a multi-family dwelling unit shall reflect the relatively uniform effect that such development has on runoff. Charges for all other properties shall be calculated based on their equivalency of impervious surface compared to single-family detached dwelling units, two-family dwelling units and each housekeeping unit within a multi-family dwelling unit.

(E) Provide a mechanism for consideration of specific or unusual service requirements of some non-residential properties accruing to or from properties as a result of providing their own stormwater management facilities.

(F) Provide to non-residential property owners a service charge adjustment process to review stormwater charges when unusual circumstances exist which alter runoff characteristics, when service varies from a normal condition or is of greater significance than contribution to runoff.

(G) Utilize stormwater management funds for the construction, operation, and maintenance of city stormwater facilities, except where activities or facilities are clearly unusual and in excess of normal level of service city-wide, and that developers are responsible for providing any stormwater facilities required for their project.

(H) In order to maintain the effectiveness of the stormwater code, this code shall:

(1) Establish a mechanism for appeals and amendments to its provisions.

(2) Provide for a procedure for abatement of conditions or activities that are not in the interest of public health, safety or welfare.

(3) Provide for its continuous validity through severability of its various provisions.

(4) Provide for penalties for violations of its provisions.

(I) The Stormwater Utility Department (STWUD) shall establish rules and regulations consistent with this chapter to ensure the effective enforcement and maintenance of the stormwater utility.

(J) The STWUD shall have enforcement authority for violations of this chapter and the rules and regulations.

(K) Determine if historical, current or future stormwater infrastructure is part of the City of Piqua public infrastructure or private stormwater infrastructure. When applicable and needed obtain easements (temporary, construction or permanent) to facilitate future operations or maintenance, associated with said public stormwater infrastructure.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

BEST MANAGEMENT PRACTICE (BMP). The schedule of activities, prohibitions or practices, maintenance procedures, and other management practices to prevent or reduce the pollution of waters. BMPS also include treatment requirements, operating procedures, and practices to control facility site runoff, spillage and leaks, sludge and waste disposal or drainage from raw materials storage.

BUFFER. A designated transition area around water resources or wetlands that is left in a natural, usually vegetated, state so as to protect the water resources or wetlands from runoff pollution.

DIRECTOR. The Utilities Director of the City of Piqua or designee.

DISCHARGE. Any addition or introduction of any pollutant, stormwater, or any other substance whatsoever into the MS4 or into water of the United States.

DESIGN SPECIFICATIONS. Design Specifications are issued by the City Engineer and govern all construction projects. Design Specifications are kept on file in the City Engineer's Office.

EARTH-DISTURBING ACTIVITY. Any demolition, grading, excavating, filling, grubbing, or other alteration of the earth's surface or surface vegetation where natural or man-made cover is destroyed and that may result in or contribute to erosion, flooding and sediment pollution, except that such term does not apply to agricultural activities.

ENFORCEMENT OFFICER. The enforcement officer shall be the City Manager, the City Engineer or the employee responsible for stormwater management.

ERU (EQUIVALENT RESIDENTIAL UNIT). An ERU shall be equivalent to 5,400 square feet of impervious area. The~~s~~ square feet of this unit may periodically be adjusted based on changing conditions in the city.

ILLICIT DISCHARGE. Any discharge to an MS4 that is not composed entirely of stormwater except those authorized by a state or federal NPDES permit.

IMPERVIOUS AREA. Surface areas of residential and non-residential properties which water will not penetrate and from which stormwater runoff will be produced. This includes, but is not limited to, rooftops, sidewalks, parking lots, pavements, concrete, asphalt and compacted gravel.

INDUSTRIAL WASTES. Any liquids, gaseous or solid substances, or wastewaters (including, but not limited to those from commercial carpet cleaning, exterior building cleaning, paint related activities, floor washing, and commercial washing of vehicles) resulting from any process of industry, manufacture, trade or business; or from the development, processing, or recovery of any natural resource.

LATERAL. Pipe that connects private storm drainage to the municipal MS4.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4). All conveyances and control structures including, but not limited to, municipal street, catch basins, curbs, gutters, ditches, man-made channels, dry-wells, infiltration devices, or storm drains owned and operated by the city that are designed or used or collecting, controlling or conveying stormwater.

NON-RESIDENTIAL DEVELOPED PROPERTY. All tracts of real property either zoned or developed for (i) residential use intended for occupancy by more than three families per residential structure (e.g., apartment houses with four or more units under a single roof), (ii) commercial uses, (iii) non-profit non-residential uses (e.g., governmental organizations, churches, and fraternal organizations), and (iv) industrial uses.

NPDES. National Pollutant Discharge Elimination System.

ODNR. Ohio Department of Natural Resources.

OWNER. The person or persons who legally own private property, or the designated party operating on behalf of the owner, with facilities that discharge to the MS4.

RESIDENTIALLY DEVELOPED PROPERTY. All tracts of real property either zoned or developed for residential use in structures designed and permitted for habitation by one or

two families (i.e., single-family homes, two-family homes (duplex units) or three-family homes (triplex units)).

SFR (SINGLE-FAMILY RESIDENTIAL). All tracts of real property with improvements intended for occupancy by one, two, or three families for residential purposes (i.e., single-family homes or duplex units), regardless of the number of sewer taps and fees it incurs.

STWUD. The Stormwater Utility Department of the city, or any duly authorized officials acting in its behalf.

STORMWATER SYSTEM. A system of constructed and naturally occurring above ground and below ground facilities or infrastructure intended to collect, treat, convey, and otherwise manage runoff from rain, snow, and other precipitation including, but not limited to, drains, inlets, conduits, culverts, storm sewers, manholes, pump stations, channels, ditches, swales, drainage easements, retention and detention basins, infiltration facilities, constructed best management practices (BMP's), lakes, ponds, streams, creeks, rivers and other related components.

SWALE. A long, narrow, usually shallow, trough that carries water mainly during precipitation events.

VACANT/UNIMPROVED PROPERTY. All tracts of real property that are wholly vacant and unimproved (no impervious area), regardless of the zoning classification assigned to the property or the uses permitted thereon by applicable law, rules, and regulations.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.03 POWERS OF THE DIRECTOR.

The Director of Utilities, on behalf of the City Manager, shall administer, implement, and enforce the provisions found in Chapter 56 of this Code. The Director of Utilities shall have the power to propose and make rules for the management and protection of the MS4 and to prevent pollution thereof. The Director shall propose rates and fees, to the City Commission, for adoption that will allow the municipality through the Stormwater Fund to comply with the current and future provisions of the MS4 permit, along with any needed capital expenses related to the Stormwater Utility Department (STWUD).

(Ord. 12-22, passed 11-1-22)

ORGANIZATION, FACILITIES AND MAINTENANCE

§ 56.05 ORGANIZATION OF THE UTILITY.

(A) The Utility shall be administered and managed by the City Manager or his or her designee(s) who shall have the responsibility for planning, developing, and implementing stormwater management and sediment control plans; financing, constructing, maintaining, rehabilitating, inspecting, and managing stormwater facilities; collecting fees and charges for the Utility; implementing and enforcing the provisions of this code; promoting public awareness of the progress and activities of the utility; making recommendations regarding proposals for amendments to this chapter, including, but not limited to, service charges, rules, and regulations; and other related duties.

(B) For the protection of the public health, safety, welfare, and economic equality of the city and its inhabitants a Sstormwater Utility manages, maintains, operates, repairs, constructs, reconstructs and enlarges the city's MS4. The Sstormwater Utility is administered by the Utilities Director. The City of Piqua Utility and Energy Board also will be made aware and comment on stormwater related issues, as needed, and on long term planning and financial topics.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18-; Am. Ord. 12-22, passed 11-1-22)

§ 56.06 STORMWATER FACILITIES.

(A) The Utility shall monitor the design, operation, maintenance, inspection, construction and use of all storm sewers, storm drains, and stormwater facilities in the city. The utility shall be responsible for the design and construction of public stormwater facilities in the city and shall inspect, operate, and maintain them as prescribed in the stormwater rules and regulations.

(B) The Utility shall provide oversight and approval to private development stormwater infrastructure on lands, with the corporation limit of Piqua, and greater than one acre in size, and on properties that may encounter potential stormwater related issues, as set forth in MS4 permit, in their development and construction. Size of less than one acre in size, can be reviewed, if an above average chance of erosion and sedimentation are probable.

(C) The Utility may accept overriding responsibility for permanent maintenance of stormwater facilities designed to control erosion when the benefitting area involves two or more property owners. The Utility may require facilities to be designed to reduce maintenance cost and will require adequate easements.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.07 EROSION, SILTATION AND SEDIMENTATION.

The Utility shall be responsible for controlling erosion, siltation and sedimentation that will adversely affect storm sewers, drainage ditches, watercourses and other drainage facilities. The Utility will also be able to have an enforceable option, for private

development and construction practices that do not follow MS4 guidelines and present the potential for sediment runoff to occur. These measures should be enacted to promote the use of Best Management Practices on all earth-disturbing activities.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.08 ILLICIT DISCHARGE PROHIBITED.

(A) There shall be no illicit discharge permitted as defined in § 56.02 from any property.

(B) Illegal dumping is prohibited. A minimum fine of $250 and up to $1000 depending on severity of dumping. may be assessed to the property owner or person(s) performing the illegal dumping.

(C) Upon discovery of illicit discharge or illegal dumping, the enforcement officer shall notify the property builder/owner of the violation and issue a cease-and-desist order. The enforcement officer shall develop a plan and timeline with the property owner to eliminate the violation. Should the illicit discharge and/or illegal dumping not be eliminated within the timeline issued, the property builder/owner~~homeowner~~ shall be fined $250 for the violation.

(1) Should the property builder/owner not correct the violation after the fine is issued, the city shall remedy the issue and assess the costs to the property owner.

(2) Should the same property have a subsequent violation, the property builder/owner on all subsequent violations shall be assessed a civil fine of up to $1,000 if not remedied within the issued timeline.

(3) Should the same builder have multiple violations for the same issue, or combination of issues, the builder may be barred from construction activities within the city for a period of time determined by the City Manager.

(Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.09 CONSTRUCTION PROJECTS.

(A) The City shall oversee construction, new or modified, that promotes good stormwater design and construction.

(1) All construction projects shall have an erosion control plan as governed by the Design Specifications issued by the City of Piqua Engineer and administered by Community Services staff. Stormwater specific plans will be uploaded into the electronic permit application, being used by the city at that time.

(2) Should the property owner fail to submit an erosion control plan, a cease-and-desist order from any further construction shall be issued until an erosion control plan is submitted. The specifics of the plan shall be governed by the Design Specifications issued by the City of Piqua Engineer.

(B) The rate of run-off leaving a completed construction site shall be controlled in accordance with the Design Specifications issued by the City of Piqua Engineer.

(1) Should the enforcement officer determine that the post construction run-off rate is in violation of the Design Specifications, a cease-and-desist order shall be issued. The property owner shall immediately notify the enforcement officer of the remedy.

(2) Should the run-off rate not be corrected within the timeline issued by the enforcement officer, the property owner shall be fined $250 for the violation.

(3) Should the same property have a subsequent violation, the property owner on all subsequent violations shall be assessed a civil fine of $500 if not remedied within the issued timeline.

(4) Should the same builder/developer/customer have multiple run-off rate issue, or combination of run-off and other stormwater issues, they may be barred from construction activities within the city for a period of time determined by the City Manager.

(C) The civil fine does not prohibit the City of Piqua from pursuing other remedies or exercising its rights with regards to the construction project not being completed in accordance with the Design Specifications.

(Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.10 ROUTINE AND REMEDIAL MAINTENANCE AND RIGHT OF ENTRY.

(A) The Utility shall provide for inspection and routine maintenance of facilities that have been accepted for maintenance by the utility. Maintenance may include catch basin cleaning, grating and casting repair, bridge surface drainage systems cleaning, channel clearing, erosion repair, and other incidentals. The Utility shall provide for remedial maintenance of facilities based upon the severity of stormwater problems and potential hazard to the public. Remedial maintenance of bridge surface drainage systems shall remain the responsibility of agencies, that are responsible for the bridge operations and maintenance, other than the Utility.

(B) Upon notice, the City Manager or his or her designee(s), including contractors and their employees or consultants and other employees, may enter upon lands within the city to make surveys and examinations to accomplish the necessary findings for planning and engineering studies or for inspection or maintenance of stormwater facilities. The City Manager or his or her designee(s) shall maintain records of all inspections made.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.11 PROPERTY AFFECTED.

(A) Except as provided in this chapter, all residentially developed property and non-residential developed property located within the corporation limits of the city shall be subject to the stormwater service charges established by this chapter regardless of whether the properties are privately or publicly owned. ~~Vacant/unimproved property shall not be subject to the stormwater service charges.~~

(B) The utility shall be responsible for stormwater drainage facilities and watercourses on all streets, boulevards, sidewalks, curbing, street and other municipal property and public easements, and highway structures and appurtenances belonging to the city.

(C) Where public facilities and watercourses are located in easements on private property, the owner of the property is responsible for aesthetic maintenance such as lawn mowing, litter pick-up, etc. The owner shall neither place nor allow structures or plantings that interfere with the operation and maintenance of such drainage facilities and watercourses.

(D) The Utility may authorize the construction of curbs, pavements, channels, watercourses, conduits, culverts, or other structures necessary to properly operate and maintain new and existing stormwater facilities.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

FEES

§ 56.30 STORMWATER CHARGES.

(A) All owners of real property in the city shall be charged for the use of the stormwater system based on an estimate of the amount of stormwater and rate of flow of stormwater that is projected to discharge into the stormwater system from the property.

(B) By this chapter, which may be amended from time to time by resolution of the Commission, the city hereby sets and establishes a system of fees that is intended to assess users their fair and equitable share of the costs for use of the stormwater system for each property within the city. These fees shall be established in an amount sufficient to defray the reasonable costs for federal stormwater permit requirements, operation, maintenance, and construction of necessary improvements or additions to the stormwater system. The subsequent amendments or adjustments shall take into consideration the amount of funds reasonably necessary to meet the level and cost of service required to manage and operate

the stormwater system, including any previously unforeseen inflationary pressures, system expansion, increases in state and federal program mandates, or related issues that may necessitate management program expansion.

[C] For large newly construction facilities (calculation over one thousand ERU, after January 1, 2026, the STWUD may reduce the ERU for these large properties, that demonstrates advanced stormwater infrastructure, a reduction, of not to exceed 25%.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.31 FEES ESTABLISHED.

(A) Subject to the provisions of this chapter, each and every owner and/or operator of residentially developed property and non-residential developed property shall have imposed upon them a stormwater user fee. The stormwater user fee shall be a monthly service charge and shall be determined by the provisions of this chapter and the applicable equivalent residential unit (ERU) and ERU rate established hereunder, which provisions may be amended from time to time in accordance with the provisions of this chapter or by resolution of the Commission. The established rate shall be contained within the Stormwater Management User Fee Policy. ~~Effective with the initiation of the Storm Water Utility and prior to January 1, 2014, one ERU is equivalent to $5.20. Effective January 1, 2014, the Storm Water Utility rate of one ERU is equivalent to $5.70 or up to 5,400 square feet. Effective January 1, 2015, the effective Storm Water Utility rate will be, one ERU is equivalent to $6.20 or up to 5,400 square feet for the year 2015. Effective January 1, 2016, the effective Storm Water Utility rate will be, one ERU is equivalent to $6.70 or up to 5,400 square feet for the year 2016. Effective January 1, 2023, the effective Storm Water Utility rate will be, one ERU is equivalent to $7.00 or up to 5,400 square feet, and a 3% annual increase on the first day of each year.~~ **Effective January 1, 2026 to December 31, 2026 the effective rate will be, one ERU is equivalent to 5,400 square feet, being $7.40 per ERU per month. Effective January 1, 2027 to December 31, 2027 the effective rate will be, one ERU is equivalent to 5,400 square feet, being $7.35 per ERU per month. Effective January 1, 2028 to December 31, 2028 the effective rate will be, one ERU is equivalent to 5,400 square feet, being $7.30 per ERU per month.**

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See Appendix: Rates and Fees, for updated yearly rates and fees.

(B) The City Manager shall make recommendations to the Commission to adjust this definition of ERU from time to time by resolution to reflect development trends within the city or further equitably divide the costs of supporting the operation and maintenance of the stormwater system. In adjusting this definition, the Commission shall take into consideration the source of the data from which the subject ERU is to be established, the general acceptance and use of the source on the part of other stormwater systems, and the reliability and general accuracy of the source. The Commission may also utilize information

obtained from property tax assessor's rolls or site examination, mapping information, aerial photographs, and other reliable information in order to determine impervious surface areas.

(1) Single-family properties shall be billed on a per unit basis at one ERU per month and duplexes will be billed on a per unit basis of one-half an ERU per month.

(2) The fee for all other properties not specified in division (B)(1) shall be calculated based on the total impervious area of the property divided by the then-effective average impervious area for an ERU multiplied by a rate of one ERU per month at the rate established for an ERU. The impervious area estimate shall be based on ~~ortho-rectified~~ aerial photography, GIS aerial mapping systems and/or as-built plans as approved through the building permit process, or other sources at the discretion of the City Manager or his or her designee(s)~~ity Engineer~~.

(3) Notwithstanding any other provision of this chapter, the STWUD shall assess the need for rate increases and report findings to the Commission.~~.~~

(C) Rates and charges incurred under this section shall be prepared and collected by the city in accordance with those provisions regulating the preparation and issuance of bills for utility service. The monies collected under this section shall be used expressly for the benefit of the stormwater system.

(D) The Utilities Director or his or her designee(s) ~~Commission~~ shall ~~yearly~~ review the ERU and the fee assessed to determine whether the rate and fee are sufficiently permitting the city to meet the requirements of the MS4 permit issued by the EPA and any other needed planning, design and construction costs associated with stormwater, in the city of Piqua, or waters running through the city of Piqua.

(E) A credit program shall be available to non-residential customers only as established by the STWUD.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 15-10, passed 7-6-10; Am. Ord. 1-13, passed 2-19-13; Am. Ord. 18-13, passed 1-7-14; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.32 COLLECTION.

(A) The billing and collection of stormwater user fees shall be administered by the city utilities billing office. The stormwater user fees for residentially developed properties and non-residential developed properties shall be billed as frequently as monthly with payment due as of the date stated in the billing.

(B) For billings and collections administered directly by the city, in the event a partial payment is received, the payment shall be applied according to established procedures. All bills for stormwater user fees shall become due and payable in accordance with the rules and regulations in effect, or subsequently adopted by, the Commission.

(C) All charges not under appeal and not paid by bill date of billing statement shall be considered delinquent. All charges delinquent shall be subject to penalty and/or interest as established by Commission and could constitute a lien or an assessment upon the real property affected from the date charges are incurred as determined by the City Manager or the City Manager's designee. The City Manager may withhold other services, including water and electric, until such time as any outstanding charges are paid in full or a payment schedule acceptable to the City Manager by the delinquent party is agreed to.

(D) The city shall have authority to annually place tax liens on properties in default of fees required by this chapter. The city shall provide notice of any intended tax liens subject to the provisions of applicable Ohio law. Removal of the property tax lien will only occur upon full payment of the stormwater user fees or other payment arrangements approved by the Commission. In the alternative, the city may take appropriate legal action to collect unpaid charges.

(E) The threshold for retroactive billing shall be six billing cycles. Omitted or previously unidentified property containing impervious surface that has not been charged stormwater user fees may be billed retroactively up to six billing cycles.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.33 ENTERPRISE FUND REQUIREMENTS.

(A) The Stormwater Utility Fund shall be used for the following purposes:

(1) Acquisition of property by gift, purchase, or condemnation necessary to construct, operate, and maintain stormwater management facilities.

(2) Costs of administration and implementation of the stormwater management program.

(3) Engineering and design; debt service and related financing expenses; planning and construction costs for new stormwater facilities; and inspection, enlargement, or improvement of existing facilities.

(4) Operation and maintenance of the stormwater system, including the monitoring and inspection of stormwater control devices and facilities.

(5) Water quality monitoring and water quality programs.

(6) Inspection and enforcement activities.

(7) Elected official, appointed official, stakeholder, and general public education and outreach relating to stormwater.

(8) Billing, revenue collection, and associated administrative costs.

(9) Other activities that are reasonably required to manage and operate the stormwater system.

(B) Funding for the utility shall include, but not be limited to:

(1) Stormwater user fees;

(2) Direct charges. This charge will be collected from owners, developers or others for the cost of designing and constructing stormwater facilities and administrative costs and related expenses where the utility designs and/or constructs or contracts for the construction of such facilities, including costs associated with abatement procedures undertaken by the utility;

(3) Direct assessment. This charge will be collected from owners/users in localized areas that desire stormwater drainage facilities not considered a part of the regional development or where an improvement is desired ahead of the priority status;

(4) Fees as set forth in this chapter; and

(5) Other income obtained from federal, state, local and private grants or revolving funds.

(C) All revenues generated by or on behalf of the Utility including stormwater management service charges and interest earnings on those revenues shall be deposited in the stormwater utility fund and used exclusively for stormwater utility purposes.

(D) When a public improvement is funded by other funds of the city and/or by other agencies or organizations, the utility may assume financial responsibility for any storm drainage improvement costs associated with the overall project.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

ENFORCEMENT; APPEALS; NONLIABILITY

§ 56.50 ENFORCEMENT.

The City Manager or his or her designee is authorized to take appropriate legal action to require compliance with this chapter.

(A) Assess fines and costs to property owner, through County Auditor, if fees or fines are not paid with 45 days.

(B) In addition to fines and costs, violators may be charged with a First Degree Misdemeanor, from unlawful activities.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18 ; Am. Ord. 12-22, passed 11-1-22)

§ 56.51 APPEALS.

(A) Any person, firm, corporation, or organization notified of non-compliance with this chapter, who, or that is required to perform monitoring, analyses, reporting and/or corrective actions that is aggrieved by a decision of a City employee or contractor issuing such decision, may appeal the decision in writing to the City Manager within ten days following the effective date of the decision. The appeal must include all necessary documents, including, but not limited to, a survey, all structures or improvements, total property area, impervious area, drainage structures, drainage patterns and any features that contain, retain, or detain storm runoff on their own property, and diminish the quantity of stormwater as handled by the city.

(B) Upon receipt of the request, the City Manager or designee shall request a report and recommendation from the subject city employee or contractor and shall set the matter for administrative hearing at the earliest practicable date.

(C) At the hearing, the City Manager or his designee may hear additional evidence, and may revoke, affirm, or modify the earlier decision. Such decision shall be final, subject to appeal to a court of competent jurisdiction.

(D) The threshold for retroactive credits and adjustments shall be three billing cycles prior to appeal application and/or the date of property owner transfer, with exception to vacant/unimproved or unidentified property that has not been charged stormwater user fees.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.52 NO LIABILITY.

Floods and stormwater runoff may occasionally occur which exceeds the capacity of the system. This chapter does not imply nor create a duty on the city to insure that property subject to fees and charges established herein will always be free from flooding or flood damage, or that stormwater systems capable of handling all storm events can be cost effectively constructed, operated, or maintained. Nor shall this chapter create a liability on the part of, or cause of action against, the city, or any of their elected officials, officers, or employees for any flood damage or any damage that may result from storms or runoff thereof.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

§ 56.99 PENALTY.

Any person, business, or entity found in violation of any provision of this chapter shall be assessed a civil penalty as stated herein.

(Ord. 18-09, passed 11-2-09; Am. Ord. 5-10, passed 3-16-10; Am. Ord. 3-18, passed 3-20-18; Am. Ord. 5-18, passed 4-17-18; Am. Ord. 12-22, passed 11-1-22)

~~APPENDIX: RATES AND FEES~~

(Ord. 12-22, passed 11-1-22)

City of PIQUA

COMMISSION AGENDA STAFF REPORT

MEETING DATE	September 16, 2025
REPORT TITLE	**Resolution No. R-104-25** A resolution authorizing the purchase of a grass truck chassis for the Piqua Fire Department
SUBMITTED BY	Lee Adams, Fire Chief Fire
AGENDA CLASSIFICATION	Resolution
BACKGROUND	SEC. 1: The Piqua Fire Department plans to replace the 1993 4x4 pickup chassis of the grass truck. This 1 ton pickup truck is used for grass, brush, or wildland fires and allows the Fire Department to respond to off-road fires. Additionally, it provides a lighter, more maneuverable option for responding to fires in alleyways, congested areas, or other hard to reach locations. SEC. 2: The pickup truck currently in use is in critical need of replacement. It regularly fails to operate properly and is difficult to secure parts and repairs for due to its age. The bed and outfitting with lights and sirens will be purchased after the chassis is ordered. The skid unit was purchased in 2024 due to the failure of the pumping engine on the 1993 skid unit. SEC. 3: This resolution shall take effect and be in force from and after the earliest period allowed by law.

BUDGET/FINANCIAL IMPACT (Project costs and funding sources)	Budgeted $:	$64,000
	Expenditure $:	$45,360
	Source of Funds:	106-009-836-8805
	Narrative:	This expenditure is included in the 2025 budget.

ATTACHMENTS	1. Ram 3500 Build Sheet and Invoice - Sherry 2. Fire Dept. Apparatus Maintenance and Repair Log

Resolution No. R-104-25

A resolution authorizing the purchase of a grass truck chassis for the Piqua Fire Department

WHEREAS, The Piqua Fire Department desires to replace the chassis of the grass truck,

WHEREAS, the City of Piqua provided for the purchase of a grass truck chassis in the 2025 budget appropriations,

NOW, THEREFORE, BE IT RESOLVED by the Commission of the City of Piqua, Miami County, Ohio, the majority of all members elected thereto concurring that:

SEC. 1: Purchase orders are hereby authorized for the purchase of a grass truck chassis according to the specifications and quotes received;

SEC. 2: The Finance Director certified that funds are available or anticipated to come into the City treasury and is hereby authorized to draw his warrant from time to time on the appropriate account of the City treasury in payment according to contract terms, not exceeding a total of $64,000;

SEC. 3: This resolution shall take effect and be in force from and after the earliest period allowed by law.

KRIS LEE, MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by ~~None,~~ Comm. Debrosse seconded by ~~None~~ Comm. Hohman, and on roll call the following vote ensued:

Mayor Kris Lee	yea
Commissioner Jim Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Thomas Hohman	yea

Commissioner Frank DeBrosse _____yea_____

SHERRY CHRYSLER, DODGE, JEEP, INC.
8645 NORTH COUNTY ROAD 25A
PIQUA, OH 453569512

Configuration Preview

Date Printed:	2025-09-10 1:36 PM	**VIN:**		**Quantity:**	1
Estimated Ship Date:		**VON:**		**Status:**	BA - Pending order
				FAN 1:	01B70 City of Piqua Ohio
				FAN 2:	
				Client Code:	
				Bid Number:	TB6084
				PO Number:	

Sold to:
SHERRY CHRYSLER, DODGE, JEEP, INC. (67302)
8645 NORTH COUNTY ROAD 25A
PIQUA, OH 453569512

Ship to:
SHERRY CHRYSLER, DODGE, JEEP, INC. (67302)
8645 NORTH COUNTY ROAD 25A
PIQUA, OH 453569512

Vehicle: **2026 3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box) (D28L62)**

	Sales Code	Description	MSRP(USD)	FWP(USD)
Model:	D28L62	3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	49,655	46,900
Package:	2UA	Customer Preferred Package 2UA	0	0
	ESL	6.4L V8 HEMI HD Engine	0	0
	DFX	8-Spd Auto 8HP75-LCV Transmission	0	0
Paint/Seat/Trim:	PR4	Flame Red Clear Coat	0	0
	APA	Monotone Paint	0	0
	*V9	Cloth 40/20/40 Bench Seat	0	0
	-X9	Black	0	0
Options:	XAW	Rear Backup Alarm	145	133
	MDA	Front License Plate Bracket	0	0
	LNC	Clearance Lamps	95	88
	LHL	Auxiliary Switches - I/P Mounted	255	235
	CK9	Delete Carpet	0	0
	4DH	Prepaid Holdback	0	-1,585
	TCP	LT275/70R18E OWI On/Off Road Tires	295	272
	4ES	Delivery Allowance Credit	0	-496
	DMF	4.10 Axle Ratio	145	133
	MAF	Fleet Purchase Incentive	0	0
	AGS	Commercial Features Package	0	0
	XXS	Upfitter Electronic Module (VSIM)	345	317
	A7B	Tradesman Level 1 Equipment Group	2,295	2,112
	XBC	Delete Pickup Box	-400	-368
	5N6	Easy Order	0	0
	4FM	Fleet Option Editor	0	0
	4FT	Fleet Sales Order	0	0
	142	Zone 42-Detroit	0	0
	4EA	Sold Vehicle	0	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0	0
Bid Number:	TB6084	Government Incentives	0	-6,500
Discounts:	YG2	5.2 Additional Gallons of Gas	0	17
Destination Fees:			2,095	2,095
		Total Price:	54,925	43,353

Order Type:	Fleet	**PSP Month/Week:**	
Scheduling Priority:	1-Sold Order	**Build Priority:**	99

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Deal #
60747

Max Vernau
Contact Sales: MV

Fire Dept
+1-(937) 778 - 2014
124 N WAYNE ST, PIQUA, OH 45356

Payment Detail

MSRP	$54,925.00
Discount	$9,987.00
Selling Price	$44,938.00
Documentation Fee	$387.00
Temp Tag	$20.00
Title Fee	$15.00
Taxes 0	$0.00
Unpaid Cash Balance	$45,360.00

X _____
Customer Signature & Date

X _____
Mason Clark | Manager Signature & Date

Payments offered here are all subject to final credit approval from the lending institution. Vehicle Price does not include accessories and is before Taxes and/or applicable fees. Leases in some cases require additional cash for Security Deposit, and at Lease's End, Lessee is responsible for $0.25 per Mile over 12000 Miles per year and a Disposition Fee of $495.00. Wear and tear guidelines apply. All prices, specifications, and availability subject to change without notice.

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PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**L 21**
Apparatus Type	Ladder
Vin	4EN3ABA8x11003588
Year	2001
Years in Service	1
Miles	46,885
Hours	4807.1
Vehicle Number	F-024

Repairs in 2025

01/31/25	$23,514.33	Extension Cylinder
02/11/25	$5,141.95	Front Tip Lights
04/11/25	$12,089.12	Waterway Seal
06/19/25	$1,722.44	Tank Pump Valve
06/19/25	$1,816.68	R&R Warning Light
7/24/2025	$1,550.00	Aerial Ladder Test
09/10/25	$147.09	Tire repair
Estimate	$5,000.00	Steering Repair
Estimate	$3,800.00	Spring Repair
Estimate	$3,500.00	Service
Estimate	$825.00	Kussmal Repair
Total	**$59,106.61**	

Additional Notes
Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Eng 21**
Apparatus Type	Engine
Vin	4P1CJ01A19A009399
Year	2009
Years in Service	16
Miles	32,924
Hours	3631
Vehicle Number	F-021

Repairs in 2025

04/25/25	$809.31	B Service, Replace Filters
04/30/25	$995.80	TAK 4 Inspection and Adjust Steer
06/16/25	$3,400.36	A/C Compressor Leaking, Windshield Washer Nozzle Weakly/Not Spraying, Driver Side Steer Axle Hub Cap Leaking
06/25/25	$1,858.06	Front Shocks
07/07/25	$362.99	A/C works in rear vents only, front vents producing water
Total	**$7,426.52**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Eng 22**
Apparatus Type	Engine
Vin	4S7CT1096WC024253
Year	1998
Years in Service	27
Miles	7,062
Hours	4747
Vehicle Number	F-002

Repairs in 2025

04/10/25	$833.73	B Service, Air Filter, Air Dryer Cartridge
04/17/25	$534.25	Broken Internal Spring, Rubber Caps on Tie Rod Ends Deteriorating, Tighten Loose A/C Belt, Replace/Tighten Bolts on Front Grill & Steering U Joint Yoke
Total	**$1,367.98**	

Additional Notes
Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Eng 23**
Apparatus Type	Engine
Vin	4P1BAAFF6LA021495
Year	2020
Years in Service	5
Miles	19,332
Hours	1843
Vehicle Number	F-003

Repairs in 2025

2/6/2025	$8,549.92	Rear Ladder Repair- Insurance Claim
04/30/25	$995.80	TAK 4 Inspection and Adjust Steer
05/09/25	$766.83	B Service, Air Dryer Cartridge, Hydraulic Hoses Rubbing Along Frame Rail
06/19/25	$861.80	Foam Tank Valve
07/18/25	$982.61	Pump engage Switch
Total	**$12,156.96**	

Additional Notes
Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Med 21**
Apparatus Type	Medic
Vin	
Year	2004
Years in Service	24
Miles	188,420
Hours	14150
Vehicle Number	F-001

Repairs in 2025

02/19/25	$559.96	B Service, Air Filter
Total	**$559.96**	

Additional Notes

Retired in 2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Med 21**
Apparatus Type	Medic
Vin	3ALACWFC5SDVP2129
Year	2025
Years in Service	2 months
Miles	4,483
Hours	284
Vehicle Number	F-252

Repairs in the Last Year

Total	**$0.00**

Additional Notes

Purchased in 2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Med 22**
Apparatus Type	Medic
Vin	1FVACWDT9EHFU2300
Year	2014
Years in Service	9
Miles	143,864
Hours	10723.2
Vehicle Number	F-022

Repairs in 2025

02/18/25	$684.02	B Service, Air Filter, Turn Signal Bulbs, Air Leak in Firewall
04/07/25	$605.01	Remove And Replace 3 Batteries with High Reserve Ones
06/18/25	$1,247.00	Key Secure
09/09/25	$71.18	Hub Cap
10/13/25	$642.18	Knox Box/ Hub Cap
Total	**$3,249.39**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Med 23**
Apparatus Type	Medic
Vin	1FVACWDTOHHJC2437
Year	2017
Years in Service	8
Miles	133,702
Hours	9688.5
Vehicle Number	F-023

Repairs in 2025

02/05/25	$1,747.36	#2 Intake Valve, Crankcase Filter, Change Oil and Filter
03/25/25	$2,566.48	Cracked Radiator
03/12/25	$69.34	Screw in Tire
03/07/25	$670.70	B Service, Air Filter, Air Dryer Cartridge
08/10/25	$112.88	Chassis Lube
Total	**$5,166.76**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Med 24**
Apparatus Type	Medic
Vin	3ALACWFC1MDMN5098
Year	2021
Years in Service	4
Miles	120,546
Hours	9340.8
Vehicle Number	F-204

Repairs in 2025

01/09/25	$2,390.80	Replace Passenger Side Headlight, Replace Bad Intake NOX Sensor
01/09/25	$773.54	Replace 2 Tires
02/25/25	$124.41	Hub Cover
03/25/25	$723.92	B Service, Air Filter, Air Dryer Cartridge
04/08/25	$2,638.84	Brake Shoes,Power Steer Leak
05/24/25	$299.97	12 Volt Battery (3)
07/22/25	$348.42	Door repair
08/10/25	$2,203.11	Multiple engine repairs
07/13/25	$1,826.43	Light repairs
08/15/25	$223.71	Air repair
08/13/25	$1,211.31	Collant repairs
Estimate	$6,000.00	Dash repair
Total	**$18,764.46**	

Additional Notes
Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**R22**
Apparatus Type	Rescue
Vin	1FV6HLCB9YHA86995
Year	2000
Years in Service	25
Miles	9,721
Hours	1534
Vehicle Number	F-012

Repairs in the Last Year

6/11/2025	$538.23	B Service, Air Filter
09/10/25	$941.39	Batteries
Total	**$1,479.62**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**G 21**
Apparatus Type	Grass
Vin	4S7AT9K04PC007375
Year	1993
Years in Service	32
Miles	22,322
Hours	NA
Vehicle Number	F-007

Repairs in 2025

01/16/25	$887.28	B Service Light Duty, Pump Service, Front Differential Leaking/ Failed seal Around Housing, Brake Light Switches Corroded
Total	**$887.28**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Utility 21**
Apparatus Type	Pickup Truck
Vin	1FTNF21528EB25011
Year	2008
Years in Service	27
Miles	70,040
Hours	NA
Vehicle Number	F-020

Repairs in the Last Year

01/10/25	$141.18	Lube Oil and Filter Service with Tire Rotation
07/11/25	$98.46	Lube Oil and Filter Service with Tire Rotation
Total	**$239.64**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Utility 22**
Apparatus Type	Pickup Truck
Vin	3C6UR5CJ4LG243536
Year	2020
Years in Service	5
Miles	13,418
Hours	NA
Vehicle Number	F-208

Repairs in the Last Year

01/09/25	$165.54	Lube Oil and Filter Service with Tire Rotation and Battery Test
07/10/25	$123.77	Lube Oil and Filter Service with Tire Rotation
07/23/25	$900.85	Driveshaft Repair
Total	**$1,190.16**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Car 21**
Apparatus Type	SUV
Vin	1C4RDJFG4JC372673
Year	2018
Years in Service	7
Miles	30,339
Hours	NA
Vehicle Number	F-011

Repairs in the Last Year

1/8/2025	138.14	Lube Oil and Filter Service with Tire Rotation and Battery Test
03/14/25	$893.79	Replace 4 Tires
07/24/24	$65.49	Oil Service
Total	**$1,097.42**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Car 22**
Apparatus Type	SUV
Vin	1C4RDJFG67C372674
Year	2018
Years in Service	7
Miles	41,181
Hours	NA
Vehicle Number	F-018

Repairs in the Last Year

1/8/2025	138.14	Lube Oil and Filter Service with Tire Rotation and Battery Test
03/06/25	$818.08	Replace 4 Tires
07/11/25	$93.04	Lube Oil and Filter Service with Tire Rotation
Total	**$1,049.26**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Car 23**
Apparatus Type	SUV
Vin	1C4NJRBB5CD588531
Year	2012
Years in Service	13
Miles	46,023
Hours	NA
Vehicle Number	F-015

Repairs in the Last Year

01/08/25	$127.74	Lube Oil and Filter Service with Tire Rotation and Battery Test
01/23/25	$640.00	Replace 4 Tires and Passenger Front Boot
07/10/25	$85.14	Lube Oil and Filter Service with Tire Rotation
Total	**$852.88**	

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**UTV21**
Apparatus Type	UTV
Vin	4XARR399058781212
Year	2025
Years in Service	6 months
Miles	113
Hours	11.9
Vehicle Number	F-251

Repairs in the Last Year

Total **$0.00**

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Boat 21**
Apparatus Type	Boat
Vin	IMGHSA31J122
Year	2023
Years in Service	
Miles	
Hours	
Vehicle Number	

Repairs in the Last Year

Total	**$0.00**

Additional Notes

Updated September 12,2025

PIQUA FIRE DEPARTMENT
APPARATUS INFORMATION SHEET

Unit Number	**Boat 22**
Apparatus Type	Boat
Vin	SEA315310585
Year	1985
Years in Service	
Miles	
Hours	
Vehicle Number	

Repairs in the Last Year

Total	**$0.00**

Additional Notes

Updated September 12,2025

RESOLUTION NO. R-105-25

A RESOLUTION ACCEPTING THE SUSPENSION OF THE COMMISSIONERS COMMITTEE ON THE FIRE TRAINING FACILITY

BE IT ORDAINED by the Commission of the City of Piqua, Miami County, Ohio the majority of all members elected or appointed thereto concurring:

SEC 1: That the Commission does hereby accept the decision by the advisory committee, the Commissioners Committee on the Fire Training Facility, to suspend activity.

SEC. 2: Due to the suspension of the Commissioners Committee on the Fire Training Facility, it is no longer necessary for the Committee to have appointed Counsel and therefore the City Commission will suspend the appointment of the Counsel for the Commissioners Committee on the Fire Training Facility.

SEC. 3: The Commissioners Committee on the Fire Training Facility was previously authorized to spend up to $10,000 on the Attorney. Costs have exceeded $10,000. The Commission approves paying the final invoice of the Attorney for the Commissioners Committee on the Fire Training Facility and approves spending an amount of up to $19,000.

SEC. 4: The Resolution shall take effect and be in force from and after the earliest period allowed by law.

MAYOR

PASSED: 9-16-2025

ATTEST: Kimberly Hughes
CLERK OF COMMISSION

The Motion to adopt the foregoing Resolution was offered by Commissioner Debrosse

seconded by Commissioner Hohman and on roll call the following vote ensued:

Commissioner James Vetter	yea
Commissioner Paul Simmons	yea
Commissioner Kris Lee	yea
Commissioner Thomas Hohman	yea
Commissioner Frank DeBrosse	yea