

## **ORDINANCE NO. 3-21**

### **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE BOARD OF MEDINA COUNTY COMMISSIONERS ALLOWING THE VILLAGE OF SPENCER TO PURCHASE MATERIALS FROM THE MEDINA COUNTY ENGINEER, IF NECESSARY, FOR THE CONSTRUCTION, MAINTENANCE, OR REPAIR OF ANY VILLAGE STREET OR MUNICIPAL BUILDING AND DECLARING AN EMERGENCY**

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Spencer, Ohio, three-fourths (3/4) of its members concurring herein as follows:

1. That Ohio Revised Code 307.15 grants permission to the Village of Spencer to enter into an agreement with the Board of Medina County Commissioners ("the Board"), whereby the Board or any county official designated by the Board, may purchase, at the request of the Village of Spencer, any materials for construction, maintenance, or repair of any Village street or any materials for the maintenance or repair of any municipal building as set forth in the Medina County Engineer Policy of Procedure for Sale of Materials attached hereto and incorporated herein as "Exhibit A."
2. That the Mayor is hereby authorized to enter into a contract, subject to approval of the Village Solicitor, with the Board of Medina County Commissioners, which agreement is attached hereto as "Exhibit B."
3. That this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the health, safety, and welfare of the Village of Spencer, Ohio, and for the specific reason that the current contract with the Board of Medina County Commissioners will

expire on December 31, 2020, and that this Ordinance shall be in full force and effect from and after its passage.

PASSED: January 20, 2021

  
\_\_\_\_\_  
DAN DeROSSETT, Mayor

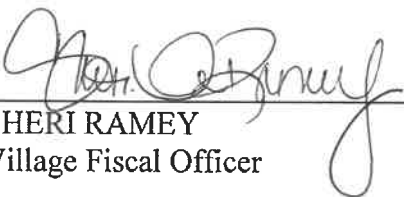
ATTEST:

  
\_\_\_\_\_  
SHERI RAMEY, Village Fiscal Officer

**CERTIFICATE**

The undersigned, Sheri Ramey, Spencer Village Fiscal Officer, hereby certifies that the foregoing is a true and exact copy of Ordinance No. 3-21 duly passed by Council for the Village of Spencer, Ohio, on the 20<sup>th</sup> day of January, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal at Spencer, Ohio, on this 20<sup>th</sup> day of January, 2021.

  
\_\_\_\_\_  
SHERI RAMEY  
Village Fiscal Officer

**MEDINA COUNTY ENGINEER**  
**POLICY OF PROCEDURE FOR SALE OF MATERIALS**

Section 307.12 (A) of the Ohio Revised Code grants permission to the Board of County Commissioners to sell materials to the Federal Government, State or any political subdivision of the State.

Section 307.15 grants permission to the Board of County Commissioners to enter into an agreement with the legislative authority of any township or municipal corporation within the County, whereby the Board or any County official designated by the Board, purchases at the request of the township or municipal corporation, any materials for construction, maintenance, or repair of any township or municipal road, for the maintenance or repair of any township or municipal corporation building, and sells materials to township or municipal corporation at the cost to the County, which cost shall include the purchase price and any expense incurred in such purchase, providing the amount involved does not exceed, in the case of a township, One Thousand Dollars (\$1,000.00). The Medina County Commissioners have adopted Resolution No. 20-1000 authorizing the County Engineer to sell materials and supplies to the various townships or municipal corporations within Medina County. The sale of any materials to townships or municipal corporations will be dependent on availability of supply to the seller.

The agreement with the townships or municipal corporations will expire at the end of each calendar year and will have to be renewed on a yearly basis at the end of each calendar year. Legislative authorities that do not enter into this agreement will not be able to purchase materials from the County Engineer.

Because of the increased demands for materials, the more predominant of these being traffic signs and salt, the Medina County Engineer has established a procedure to be used by all governments and their departments. In all instances where materials are to be purchased, an estimate of cost will be agreed on by the Medina County Engineer and the department making the purchase. Purchase orders signed by department head, administrator, or clerk must



Policy (continued)

be presented to the County Engineer prior to or at the time of pickup of materials. A blanket or "more to go" purchase order will be acceptable, but townships must not exceed One Thousand Dollars (\$1,000.00). A list of the names of those personnel authorized to pick up materials for a department must be furnished to the County Engineer. Those picking up materials will be required to sign a slip acknowledging that they received the materials indicated.

When purchasing materials that are stored at the Highway Garage, no loading will be permitted without the knowledge and approval of the Highway Superintendent or his authorized representative. Loading times will be limited to those hours when the Highway Garage is operating.

Billing will be done on a monthly basis by the Medina County Engineer.

**POLICY EFFECTIVE: NOVEMBER, 1997**

## AGREEMENT

The Parties hereto intend to enter into this agreement, pursuant to the authority granted in Ohio Revised Code 307.15.

The Board of Township Trustees/Village Council agrees to purchase and the Board of Commissioners of Medina County agrees to sell such materials as from time to time may be required for the construction, maintenance, or repair of any township/village road or building.

The price of the aforementioned materials to the Township/Village shall be the purchase price and any expenses incurred in such purchase by the Board of Commissioners.

The Board of Commissioners hereby authorizes the Medina County Engineer to handle the purchase and sale of such materials to the Township/Village as specified above.

This agreement shall become effective on the 1st day of January, 2021 following the signing by both parties, and will expire on the 31st day of December, 2021.

VILLAGE OF SPENCER

Village Authorized Representatives:

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Board of Commissioners of Medina County, Ohio

Commissioners:

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EXHIBIT

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TO TOWNSHIP CLERK OR VILLAGE OFFICIAL:

Please be sure to complete the following and return with the signed agreements to our office:

Names of Persons Authorized to Pick Up Materials: (Please include **DRIVER'S CONTACT**  
**TELEPHONE NUMBER** for salt pickup use.)

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Name of Township or Village:

VILLAGE OF SPENCER

Please indicate if you will be using a purchase order:

\_\_\_\_\_ (yes)      \_\_\_\_\_ (no)

RETURN FORMS TO

Medina County Highway Department  
Attn: Christine Staten  
6100 Wedgewood Road  
Medina, Ohio 44256

