

**RITTMAN CITY COUNCIL – AGENDA
REGULAR MEETING
Monday, June 8, 2026 at 7:00 p.m.**

- 1. Invocation**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Ex. Session-Compensation of a public official ORC. 121.22**
- 4. Workshop**
 - a. Committees of Council**
- 7. Citizens Forum**
- 8. Old Business**
 - a. Res. No. 8523 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, authorizing the Finance Director to issue Blanket Certificates for purchases not to exceed the unencumbered balance in the expenditure account and declaring an emergency. Second Reading.**
 - b. Res. No. 8524 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, to provide a general election to amend the Charter of the City of Rittman by repeal of Article 9.05 and amending or adding Sections 3.01, 3.03, 3.06, 3.07, 3.09, 4.01, 4.03, 4.05, 5.01, 6.02, 6.05, 7.01, 7.02, 9.01, 9.02, 9.03, 9.04, 11.01, 12.02, 12.03, 12.06, 13.01, 13.04 and 16.01. Second Reading.**
- 9. New Business**
 - a. Res. No. 8525 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, declaring certain personal property of the city surplus property no longer need for public use and authorizing the City to sell said property on GovDeals.com and declaring an emergency. Three Readings.**
 - b. Ord. No. 8526 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, authorizing the municipal manager to solicit bids for street improvement of Hickin Avenue from Rittman Road to Sterling Avenue and declaring an emergency. Three Readings.**

- c. **Ord. No. 8527 An Ordinance of the City of Rittman, Wayne and Medina Counties, and State of Ohio, amending the provisions of the municipal income tax ordinance to provide for a permanent increase in the amount of one percent (1.0%) in the income tax rate effective January 1, 2027, for the purposes of infrastructure of the City of Rittman to be allocated to an infrastructure fund and implementing a one and one-half percent (1.5%) reciprocity tax credit and declaring an emergency. Second Readings.**
- d. **Ord. No. 8528 An Ordinance of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, amending section 993.01 rates; of the codified ordinances of the City of Rittman and declaring an emergency. Three Readings.**
- e. **Res. No. 8529 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, authorizing an amendment to the employment contract of the Finance Director and declaring an emergency. Three Readings.**
- f. **Ord. No. 8530 An Ordinance of the Council of the city of Rittman, Wayne and Medina Counties and State of Ohio amending the Annual Appropriation Ordinance No. 8492, as amended according to the attached sheet(s) and declaring an emergency. Three Readings.**
- g. **Res. No. 8531 A Resolution of the Council of the City of Rittman, Wayne and Medina Counties and State of Ohio, to enact the Downtown Main Street Overlay District (“DMSOD”) which is to preserve and enhance the safety, visual character, economic vitality, pedestrian experience, and overall appearance of the traditional downtown commercial corridor of the City of Rittman and declaring an emergency. First Reading.**

- 10. **City Manager’s Remarks**
- 11. **Finance Director’s Remarks**
- 12. **Second Citizens Forum**
- 13. **Council Remarks**
- 14. **Adjournment**

RECORD OF ORDINANCES

Ordinance No. 8523

Passed: _____, 2026

RESOLUTION NO. 8523

A RESOLUTION OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AUTHORIZING THE FINANCE DIRECTOR TO ISSUE BLANKET CERTIFICATES FOR PURCHASES NOT TO EXCEED THE UNENCUMBERED BALANCE IN THE EXPENDITURE ACCOUNT AND DECLARING AN EMERGENCY.

WHEREAS, the City of Rittman purchases numerous items throughout the year on a recurring basis; and

WHEREAS, Ohio Revised Code Section 5705.41(D)(1) provides that the City may not make any contract or give any order involving the expenditure of money unless there is attached thereto a certificate by the Finance Director that the amount required to meet the obligation has been lawfully appropriated and is in the treasury or in the process of collection free from other encumbrances; and

WHEREAS, the City of Rittman desires to formalize its procedures regarding blanket certificates in accordance with Ohio Revised Code Section 5705.41(D), and

WHEREAS, the State Auditor has recommended that the legislative authority adopt legislation in accordance with O.R.C. 5705.41.

NOW THEREFORE, be it resolved by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring.

RECORD OF ORDINANCES

Ordinance No. 8523

Passed: _____, 2026

SECTION ONE.

That the Council of the City of Rittman and the Administration intend to make purchasing as efficient as possible while maintaining internal controls.

SECTION TWO.

That the Finance Director is authorized to issue blanket certificates in an amount not to exceed the unencumbered balance in the expenditure account, which may or may not be limited to one vendor and over a period not running beyond the end of the current fiscal year.

SECTION THREE.

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council 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 Section 121.22 of the Ohio Revised Code.

SECTION FOUR.

This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, safety and welfare and for the further reason that it is immediately necessary in order to comply with the timing requirements of the program; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

RECORD OF ORDINANCES

Ordinance No. 8523

Passed: _____, 2026

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

RESOLUTION NO. 8524

A RESOLUTION OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES, STATE OF OHIO TO PROVIDE A GENERAL ELECTION TO AMEND THE CHARTER OF THE CITY OF RITTMAN BY REPEAL OF ARTICLE 9.05 AND AMENDING OR ADDING SECTIONS 3.01, 3.03, 3.06, 3.07, 3.09, 4.01, 4.03, 4.05, 5.01, 6.02, 6.05, 7.01, 7.02, 9.01, 9.02, 9.03, 9.04, 11.01, 12.02, 12.03, 12.06, 13.01, 13.04, AND 16.01.

WHEREAS, the electors of the City on May 30, 1960, adopted a Charter for the City of Rittman; and

WHEREAS, said Charter provides that it shall be reviewed by a Charter Review Commission in 2026; and

WHEREAS, to participate in the aforementioned settlement, the City must submit a Subdivision Participation and Release Form; and

WHEREAS, in order to effect such changes, it is the duty of Council to make provision for the qualified voters of the City of Rittman to vote upon said matters at the General Election on November 3, 2026.

NOW, THEREFORE, be it resolved by the Council of the City of Rittman, Wayne and Medina Counties, State of Ohio, that:

SECTION ONE

That the question of the amendment of the Charter of the City of Rittman by repealing Section 9.05 Civil Service Commission, Employees with Prior Service be submitted to a vote of the qualified

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWO

That the question of the amendment of the charter of the City of Rittman by amending Section 3.01 The Council, Number and Terms be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION THREE

That the question of the amendment of the charter of the City of Rittman by amending Section 3.03 The Council, Powers be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION FOUR

That the question of the amendment of the charter of the City of Rittman by amending Section 3.06 The Council, Meetings be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION FIVE

That the question of the amendment of the charter of the City of Rittman by amending Section 3.07 The Council, President be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

SECTION SIX

That the question of the addition to the charter of the City of Rittman of Section 3.09 The Council, Removal be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION SEVEN

That the question of the amendment of the charter of the City of Rittman by amending Section 4.01 The Mayor, Term be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION EIGHT

That the question of the amendment of the charter of the City of Rittman by amending Section 4.03 The Mayor, Legislative Powers be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION NINE

That the question of the amendment of the charter of the City of Rittman by amending Section 4.05 The Mayor, Vacancies be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TEN

That the question of the amendment of the charter of the City of Rittman by amending Section 5.01 The Municipal Manager, Appointment, Removal, and Qualifications be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

SECTION ELEVEN

That the question of the amendment of the charter of the City of Rittman by amending Section 6.02 Administrative Officers and Divisions, Division of Safety be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWELVE

That the question of the amendment of the charter of the City of Rittman by amending Section 6.05 Administrative Officers and Divisions, Law Director be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION THIRTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 7.01 Municipal Planning Commission, Composition and Terms be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION FOURTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 7.02 Municipal Planning Commission, Powers and Duties be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

SECTION FIFTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 9.01 Civil Service Commission, Civil Service Commission and System be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION SIXTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 9.02 Civil Service Commission, Composition and Terms be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION SEVENTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 9.03 Civil Service Commission, Classified and Unclassified Service be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION EIGHTEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 9.04 Civil Service Commission, Police, Fire, and EMS Chiefs be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

SECTION NINETEEN

That the question of the amendment of the charter of the City of Rittman by amending Section 11.01 Cemetery Board, Composition and Terms be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY

That the question of the amendment of the charter of the City of Rittman by amending Section 12.02 Finance, Preparation and Submission of Budget be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-ONE

That the question of the amendment of the charter of the City of Rittman by amending Section 12.03 Finance, Salaries and Bonds be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-TWO

That the question of the amendment of the charter of the City of Rittman by amending Section 12.06 Finance, Finance Director be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-THREE

That the question of the amendment of the charter of the City of Rittman by amending Section 13.01 Nominations, Elections, and Qualifications, Nominations be submitted to a vote of the qualified

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-FOUR

That the question of the amendment of the charter of the City of Rittman by amending Section 13.04 Nominations, Elections, and Qualifications, Qualifications be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-FIVE

That the question of the amendment of the charter of the City of Rittman by amending Section 16.01 Charter Review Commission, Charter Review Commission be submitted to a vote of the qualified electors of said City at the general election to be held, Tuesday, November 3, 2026, at the usual places of voting in said City.

SECTION TWENTY-SIX

That the ballots for said election shall, at the top thereof, be entitled “Proposed amendments to the Charter of the City of Rittman by addition of Section 3.09 and amendment of Sections 3.01, 3.03, 3.06, 3.07, 4.01, 4.03, 4.05, 5.01, 6.02, 6.05, 7.01, 7.02, 9.01, 9.02, 9.03, 9.04, 11.01, 12.02, 12.03, 12.06, 13.01, 13.04, and 16.01 in the Charter.” Thereunder shall be placed “A majority vote is necessary for adoption.” The questions to be submitted on said ballot shall be in words following:

“Shall the Charter of the City of Rittman be amended by the addition of Section 3.09 The Council, Removal which shall read “Notwithstanding any other provision of this Charter, Council may remove from office any member for gross misconduct, misfeasance, malfeasance or nonfeasance in or

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

disqualification for office, or for the conviction while in office of a crime involving moral turpitude, or for the violation of the oath of office, or persistent failure to abide by the rules of Council, or absence without justifiable excuse, as determined by a majority of the other members of Council, from three consecutive regular meetings of Council. Such removal shall not take place without the concurrence of at least four (4) of the other members of Council, nor until the individual shall have been notified in writing of the charge at least 15 days in advance of a public hearing upon such charge, and the individual or the individual's counsel has been given an opportunity to be heard, present evidence or examine any witness appearing in support of, or against such charge. No individual so removed shall be eligible for appointment to the vacancy created thereby.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 3.01 The Council, Number and Terms to “The Council shall consist of six (6) members, all of whom shall be elected at large for four (4) year terms. Three (3) Council members shall be elected every odd numbered year at the regular Municipal Election held in November and shall assume office on the first day of January following the election for a term expiring the last day of December four years hence.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 3.03 The Council, Powers to “All the legislative power of the Municipality and the determination of all matters of policy shall be vested in the Council including the creation of offices, boards, divisions, and commissions not

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

otherwise provided for in this Charter. Without limitation of the foregoing, the Council may, by ordinance, make provision differing from the general law with respect to:

- (a) The time and place of regular meetings of the Council.
 - (b) The method of calling and giving notice of special meetings of the Council.
 - (c) The method of giving public notice of the enactment of its ordinances and adoption of its resolutions, and of any other of its acts or proceedings which it deems proper to publish.
 - (d) The procedure for making public improvements and the levying of assessments, including the procedure for combining two or more public improvements in one proceeding if the Council finds that it will be economical and practical to undertake such improvements jointly.
 - (e) The making, advertising, and awarding of contracts except as provided in Article XII of this Charter.
 - (f) Such other general regulations as the Council may deem necessary, including regulations as to the custody and use by the Clerk of Council of an official seal which shall be the seal of the Municipality.”
- To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 3.06 The Council, Meetings to “The Council shall have an organizational meeting at the first regular meeting of each year. Thereafter the Council shall meet regularly at such times as may be prescribed by its rules, but not less frequently than once each month. All meetings of the Council shall be open to the public and shall be governed by the open meeting laws of the Ohio Revised Code.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

The members of Council may hold an executive session only after a majority of the Council determines, by a roll call vote, to hold an executive session and only at a regular or special meeting in accordance with Ohio Revised Code Section 121.22(G). If Council holds an executive session to consider any of the matters listed in this section, the motion and vote to hold that executive session shall state which one or more of the approved matters listed are to be considered at executive session.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 3.07 The Council, President to “At the organizational meeting of Council in January of each calendar year, a member of Council shall be elected by a majority of the members of Council to the office of President of Council for a term to commence immediately following his or her election and expire at the first regular meeting in January one year hence.

When the Mayor is absent or inaccessible or is unable for any cause or reason to perform his or her duties, the President of Council shall become the acting Mayor, but shall not thereby cease to be a councilman.

In the event the office of President of Council shall become vacant for any reason, Council shall elect a successor at its next regular meeting, who shall serve the unexpired term.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 4.01 The Mayor, Term to “The Mayor shall be elected at the regular Municipal election in 1997 and every fourth year thereafter.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

His or her term shall commence on the first day of January following his or her election and expire on the date of the organizational meeting four years hence.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 4.03 The Mayor, Legislative Powers to “The Mayor shall preside at all meetings of Council but shall have no vote therein except in case of a tie vote. The Mayor shall be considered a member of Council when so voting. The Mayor shall not attend Executive Sessions of Council unless invited by a majority of Council members.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 4.05 The Mayor, Vacancies to “When the Mayor is absent or inaccessible or is unable for any cause or reason to perform his or her duties, the President of Council shall become the acting Mayor, but shall not thereby cease to be a councilman.

In the event the office of Mayor shall become vacant for any reason, the President of Council shall automatically be nominated to become the Mayor. If the President of Council does not accept the nomination within 10 days, Council shall, by a vote of the majority of the members, designate one of their members to become Mayor. The Mayor shall serve for the unexpired term and his or her offices as President of Council and/or councilman shall become vacant.

When the President of Council is absent or inaccessible or for any reason unable to perform his or her duties as acting Mayor, then Council, by a vote of the majority of the remaining members of Council,

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

shall designate one of their members to act as Mayor.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 5.01 The Municipal Manager, Appointment, Removal and Qualifications to “The Municipal Manager shall be chosen by the Council solely on the basis of his or her executive and administrative qualifications with special reference to his or her actual experience in, or his or her knowledge of, accepted practice in respect to the duties of his or her office as hereinafter set forth.

A Municipal Manager shall be appointed by a vote of at least five (5) of the members of the Council and shall serve at the pleasure of the Council. A Municipal Manager who is removed shall receive at least one (1) month's salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude.

The Municipal Manager shall be reviewed by Council not less than annually unless such review is waived by a majority of Council at a regular meeting.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 6.02 Administrative Officers and Divisions, Division of Safety to “The Division of Safety shall comprise the Police Department and the Fire & EMS Department. Appointments to the Police Department and the Fire & EMS Department shall be made by the Municipal Manager after consultation with Council subject to Civil Service Articles of this Charter.” To the left of said wording, in boxes, with appropriate place for selection

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 6.05 Administrative Officers and Divisions, Law Director to “The Law Director shall be appointed annually at the organizational meeting of Council by the Municipal Manager with the concurrence of a majority of the members of Council. He or she shall be an attorney-at-law, admitted to the practice of the law in the State of Ohio, and in good standing with the state bar association or Ohio Supreme Court. He or she shall be adviser of and attorney and counsel for the Municipality and for all officers and divisions thereof in all matters relating to their official duties, and shall, when requested, give legal opinions in writing. He or she shall represent the Municipality or oversee representation in all suits or cases in which it may be a party and shall prosecute for all offenses against the ordinances of the Municipality and such offenses against the laws of Ohio as may be required of him. He or she shall on request of the Municipal Manager prepare contracts, legislation, bonds and other instruments in writing in which the Municipality is concerned and shall endorse on each his or her approval of the form and corrections thereof. He or she shall perform such other duties as the Municipal Manager or Council may impose upon him consistent with his or her office.

A vacancy during the term of the position shall be filled for the unexpired term in the same manner authorized for by the original appointment. The Municipal Manager, with the concurrence of the majority of Council, shall have sixty (60) days or three (3) meetings, whichever is greater, to make such appointment. Should the Law Director fail to be appointed in the prescribed period of time, the Mayor of the City shall have the authority to fill such vacancy.” To the left of said wording, in boxes, with

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 7.01 Municipal Planning Commission, Composition and Terms to “The Municipal Planning Commission shall consist of the Municipal Manager, one (1) member of Council to be appointed annually by the Council whose term shall begin on the first regular meeting in January, and three (3) electors of the Municipality not holding a Municipal elective office, to be appointed by the Council. The three (3) electors shall be appointed by the Council for a term of three (3) years. Said term shall begin on the first day of January. A vacancy occurring during the term of any member of the Commission shall be filled for the unexpired term in the manner authorized for an original appointment.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 7.02 Municipal Planning Commission, Powers and Duties to “The Municipal Planning Commission shall have all powers to consider and plan the location, construction, reconstruction, and vacation of public buildings, thoroughfares and public and private utilities, and the platting of developments, and such other powers as are now or may hereafter be conferred upon it by the laws of Ohio or by ordinance of Council. There shall be referred to it all ordinances pertaining to zoning and building codes, and no ordinance so referred shall be passed by Council until a report or recommendation is received from the Municipal Planning Commission. If no report or recommendation shall be filed with the Clerk of Council by the Municipal Planning Commission within thirty (30) days after a proposed ordinance has been referred to it, it shall be

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

deemed to have been approved. Any ordinance disapproved by the Municipal Planning Commission shall require the affirmative vote of at least five (5) members of Council to be approved.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 9.01 Civil Service Commission, Civil Service Commission and System to “The Council shall by ordinance provide for and establish a Civil Service Commission and a Civil Service System.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 9.02 Civil Service Commission, Composition and Terms to “The Civil Service Commission shall consist of three (3) electors of the City not holding other Municipal elective or appointive office to be appointed by Council for a term of three (3) years. Said terms shall begin on the first day of January. A vacancy occurring during the term of any member of the Civil Service Commission shall be filled for the unexpired term in the manner authorized for in the original appointment.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 9.03 Civil Service Commission, Classified and Unclassified Service to “Regular members of the Division of Safety, except the division heads, the Police Chief and the Fire and EMS Chief, shall be within the classified service. The Council after consultation with the Municipal Manager shall determine which of the other City

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

employees shall be within the classified service and which shall be within the unclassified service.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 9.04 Civil Service Commission, Police, Fire and EMS Chiefs to “For purposes of lay-off, disciplining, suspension or removal, the Police Chief and the Fire and EMS Chief shall be considered members of the classified service in the Division of Safety.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 11.01 Cemetery Board, Composition and Terms to “The Cemetery Board shall consist of three (3) electors of the Municipality not holding a Municipal elective office and one (1) member of Council to be appointed annually. The three (3) electors shall be appointed by Council for terms of three (3) years. A vacancy occurring during the term of any member of the Commission shall be filled for the unexpired term in the same manner authorized for in the original appointment.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 12.02 Finance, Preparation and Submission of Budget to “The Municipal Manager shall, in conjunction with the Finance Director, by December 31st of each year, submit to the Council a budget. For such purpose, at such date as he or she shall determine, he or she, or an appointed officer designated by him, shall obtain from the

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

head of each office, division, board, commission or authority, estimates of revenue and expenditures of that office, division, board, commission or authority, detailed by organizational units and character and object of expenditure, and such other supporting data as he or she may request, together with an estimate of all capital projects pending or which should be undertaken (a) within the succeeding fiscal year and (b) within the five (5) next succeeding years. In preparing the budget, the Municipal Manager shall review the estimates, shall hold at least one public hearing thereon, and may revise the estimates as he or she may deem advisable." To the left of said wording, in boxes, with appropriate place for selection shall appear the words, "Yes" and "No," and each voter shall indicate their vote by selecting the appropriate box.

"Shall the Charter of the City of Rittman be amended by changing Section 12.03 Finance, Salaries and Bonds to "The Council shall have the power to fix the compensation of its members and that of the Mayor and of each officer and employee of the Municipality, and shall establish bonds for the Clerk of Council, Mayor, Municipal Manager, Finance Director, police officers and other officials or employees, as may be determined by Council, for the faithful discharge of the duties of their office. The premium on any bond required by Council shall be paid by the Municipality.

The compensation of the Mayor, and each member of the Council and any other elected officer, shall be fixed at least (30) days prior to the filing date of the nominating petition for the term beginning on January 1st of the next year and shall not thereafter be changed in respect to any two (2) year period or term, except that Council may provide additional compensation for any elected official during such period as they shall or are acting as, or performing the duties of the Municipal Manager or Mayor.

The Council may authorize the payment or reimbursement of expenses incurred by any official, employee or member of any board or commission of the Municipality for travel, membership in an

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

association, or other expenditure, in the interest of the Municipality.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 12.06 Finance, Finance Director to “The Finance Director shall be appointed by a vote of at least five (5) members of the Council and shall serve at the pleasure of the Council. A Finance Director who is removed shall receive at least one (1) month's salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude. The Finance Director shall be reviewed by Council not less than annually unless such review is waived by a majority of Council at a regular meeting.

His or her duties shall be as follows:

(a) Collect all taxes, special assessments, license fees and other revenues due the Municipality or for whose collection the Municipality is responsible, and receive all money receivable by it from the County, State or Federal government or others, or from any court or from any office, department or agency of the Municipality, or any moneys payable to the Municipality from any source.

(b) Have custody of all public funds belonging to or under the control of the Municipality, or any office, department or agency thereof, and deposit or invest all funds coming into his or her hands in such manner as may be provided by ordinance; all interest resulting from deposits or investments shall be the property of the Municipality and shall be accounted for and credited to the proper account; deposit slips shall be marked with the name of the proper fund of the Municipality.

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

(c) Have custody of all investments and invested funds of the Municipality, or in its possession in a fiduciary capacity, and have safekeeping of all bonds and notes of the Municipality and the receipt and delivery of its bonds and notes for transfer, registration or exchange.

(d) Determine that all payment vouchers that are to be paid from Municipal funds are approved for payment by the Municipal Manager and other officials as required.

(e) Determine that payment vouchers submitted for payment from Municipal funds are allocated to a specific appropriated expenditure and not in excess of such appropriation except with the approval of the required vote of Council.

(f) Prepare, sign, and issue checks to cover approved payment vouchers; note payment vouchers; note payment date and check number on payment voucher.

(g) Submit to Council and the Municipal Manager a monthly report showing the condition of all funds and keep a running balance of funds available for withdrawal from the various bank accounts authorized by Council and issue a fund balance report as directed by Council.

(h) Assist the Municipal Manager in the preparation of an annual budget and prepare and submit annually to Council and the public a complete report on the financial activities of the Municipality as of the end of each fiscal year, using generally accepted accounting principles.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 13.01 Nominations, Elections and Qualifications, Nominations to “There shall be no primary election for Municipal offices. Nominations for elective offices of the Municipality shall be made by petition only, signed by not less

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

than twenty-five (25) electors on the standard forms for the nominations of non-partisan candidates for such office, filed with the Board of Elections at least ninety (90) days before the day of election. Each candidate shall file a separate petition; group petitions shall not be used. The signature of the candidate indicating his or her acceptance of the nomination and willingness to accept the office if elected shall appear on each copy of his or her petition. The petition may be in a number of parts, but each part shall be verified under oath by the circulator as required by law.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 13.04 Nominations, Elections and Qualifications, Qualifications to “Each elected officer of the Municipality shall be an elector of the Municipality and shall have resided therein or in a territory annexed thereto for a period of at least one (1) year immediately prior to nomination for such office and shall continue to reside therein during his or her term. He or she shall hold no incompatible office under the National, State or County government, nor shall he or she have any financial interest in any contract to which the Municipality is a party, or in any expenditure of money by the Municipality other than his or her fixed compensation and traveling or other expenses incidental to the authorized furtherance of the interests of the Municipality.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

“Shall the Charter of the City of Rittman be amended by changing Section 16.01 Charter Review Commission, Charter Review Commission to “In January, 2035, in each ten (10) years thereafter, the Council shall appoint a Commission of nine (9) electors plus three (3) alternates of the Municipality

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

holding no other Municipal elective or appointive office except on advisory bodies of the Municipality, as members of the Charter Review Commission. Such Commission shall review the Municipal Charter, and within five (5) calendar months after such appointment, recommend to Council such alterations, revisions, and amendments, if any, to this Charter, as in its judgment are desirable. The Council shall submit to the electors any such proposed alterations, revisions or amendments of this Charter in the manner provided in Article XV hereof. The members appointed to said Commission shall serve without compensation. Meetings of the Charter Review Commission shall be open to the public.” To the left of said wording, in boxes, with appropriate place for selection shall appear the words, “Yes” and “No,” and each voter shall indicate their vote by selecting the appropriate box.

SECTION TWENTY-SEVEN

That the Board of Elections of Wayne and Medina counties shall cause an appropriate notice to be duly given of the election to be held on Tuesday, November 4, 2026, on the foregoing amendments of the Charter of this City and otherwise to provide for such election in the manner provided by the general laws of the State of Ohio.

SECTION TWENTY-EIGHT

That the Clerk of Council is hereby authorized and directed promptly to forward a certified copy of this Resolution to the Boards of Elections of Wayne and Medina Counties.

SECTION TWENTY-NINE

That the Clerk of Council is hereby authorized and directed to cause the full text of the Charter amendments proposed herein to be published once a week for two consecutive weeks in a newspaper of general circulation in the City of Rittman, with the first publication to be made at least fifteen (15) days

RECORD OF ORDINANCES

Ordinance No. 8524

Passed: _____, 2026

prior to the election to be held Tuesday, November 3, 2026, as provided in Article XCIII, Section 9 of the Constitution of the State of Ohio and in Section 731.211 of the Ohio Revised Code.

SECTION THIRTY

This Resolution shall take effect and be in full force from and after the earliest date allowed by law.

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

CHARTER LANGUAGE PROPOSALS

3.01 The Council, Number and Terms

The Council shall consist of six (6) members, all of whom shall be elected at large for four (4) year terms. Three (3) Council members shall be elected every odd numbered year at the regular Municipal Election held in November and shall assume office on the first ~~Monday in December~~day of January following the election for a term expiring the ~~first Monday in~~last day of December four years hence.

3.06 The Council, Meetings

The Council shall have an organizational meeting ~~on at~~ the first ~~Monday regular meeting in December~~ of each year. Thereafter the Council shall meet regularly at such times as may be prescribed by its rules, but not less frequently than once each month. All meetings of the Council shall be open to the public and shall be governed by the open meeting laws of the Ohio Revised Code.

The members of Council may hold an executive session only after a majority of the Council determines, by a roll call vote, to hold an executive session and only at a regular or special meeting ~~for the sole purpose of the consideration of any of the following matters:~~in accordance with Ohio Revised Code Section 121.22(G).

~~(a) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual, unless the public employee, official, licensee, or regulated individual requests a public hearing. Except as otherwise provided by law, no Council shall hold an executive session for the discipline of an elected official for conduct related to the performance of the elected official's official duties or for the elected official's removal from office. If Council holds an executive session pursuant to this section, the motion and vote to hold that executive session shall state which one or more of the approved purposes listed in this section are the purposes for which the executive session is to be held, but need not include the name of any person to be considered at the meeting.~~

~~(b) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. No member of Council shall use this section as a subterfuge for providing covert information to prospective buyers or sellers. A purchase or sale of public property is void if the seller or buyer of the public property has received covert information from a member of Council that has not been disclosed to the general public in sufficient time for other prospective buyers and sellers to prepare and submit offers.~~

~~If the minutes of the Council show that all meetings and deliberations of the public body have been conducted in compliance with this section, any instrument executed by Council or its designee to convey, lease or otherwise dispose of any right, title, or interest in any public property shall be~~

~~conclusively presumed to have been executed in compliance with this section insofar as title or other interest of any bona fide purchasers, lessees, or transferees of the property is concerned.~~

~~(c) Conferences with an attorney for Council concerning disputes involving the public body that are the subject of pending or imminent court action.~~

~~(d) Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.~~

~~(e) Matters required to be kept confidential by federal law or regulations or state statutes.~~

~~(f) Specialized details of security arrangements if disclosure of the matters discussed might reveal information that could be used for the purpose of committing, or avoiding, prosecution for, a violation of the law.~~

~~If Council holds an executive session to consider any of the matters listed in this section, the motion and vote to hold that executive session shall state which one or more of the approved matters listed in those divisions are to be considered at the executive session.~~

3.07 The Council, President

At the organizational meeting of Council in ~~December-January~~ of each calendar year, a member of Council shall be elected by a majority of the members of Council to the office of President of Council for a term to commence immediately following his or her election and expire ~~at~~ the first ~~regular meeting Monday in December-January~~ one year hence.

When the Mayor is absent or inaccessible or is unable for any cause or reason to perform his or her duties, the President of Council shall become the acting Mayor, but shall not thereby cease to be a councilman.

In the event the office of President of Council shall become vacant for any reason, Council shall elect a successor at its next regular meeting, who shall serve the unexpired term.

3.09 The Council, Removal

~~Notwithstanding any other provision of this Charter, Council may remove from office any member for gross misconduct, misfeasance, malfeasance or nonfeasance in or disqualification for office, or for the conviction while in office of a crime involving moral turpitude, or for the violation of the oath of office, or persistent failure to abide by the rules of Council, or absence without justifiable excuse, as determined by a majority of the other members of Council, from three consecutive regular meetings of Council. Such removal shall not take place without the concurrence of at least four (4) of the other members of Council, nor until the individual shall have been notified in writing of the charge at least 15 days in advance of a public hearing upon such charge, and the individual or the individual's counsel has been given an opportunity to be heard, present evidence or examine any witness appearing in support of, or against such charge. No individual so removed shall be eligible for appointment to the vacancy created thereby.~~

4.01 The Mayor, Term

The Mayor shall be elected at the regular Municipal election in 1997 and every fourth year thereafter. His or her term shall commence on the first ~~Monday in December~~ day of January following his or her election and expire on the ~~first date of the organizational meeting~~ Monday in ~~December~~ four years hence.

4.03 The Mayor, Legislative Powers

The Mayor shall preside at all meetings of Council but shall have no vote therein except in case of a tie vote. The Mayor shall be considered a member of Council when so voting. The Mayor shall not ~~preside-attend at~~ Executive Sessions of Council unless invited by a majority of Council members.

4.05 The Mayor, Vacancies

When the Mayor is absent or inaccessible or is unable for any cause or reason to perform his or her duties, the President of Council shall become the acting Mayor, but shall not thereby cease to be a councilman.

In the event the office of Mayor shall become vacant for any reason, the President of Council shall ~~thereon automatically become nominated to become the Mayor. If the President of Council does not accept the nomination within 10 days, Council shall, by a vote of the majority of the members, designate one of their members to become the Mayor, and The Mayor shall~~ serve for the unexpired term and his or her offices as President of Council and/or councilman shall become vacant.

When the President of Council is absent or inaccessible or for any reason unable to perform his or her duties as acting Mayor, then Council, by a vote of the majority of the remaining members of Council, shall designate one of their members to act as Mayor.

5.01 The Municipal Manager, Appointment, Removal, and Qualifications

The Municipal Manager shall be chosen by the Council solely on the basis of his or her executive and administrative qualifications with special reference to his or her actual experience in, or his or her knowledge of, accepted practice in respect to the duties of his or her office as hereinafter set forth.

A Municipal Manager shall be appointed by a vote of at least five (5) of the members of the Council and shall serve at the pleasure of the Council. A Municipal Manager who is removed shall receive at least one (1) month's salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude.

~~The Municipal Manager shall be reviewed by Council not less than annually unless such review is waived by a majority of Council at a regular meeting.~~

6.02 Administrative Officers and Divisions, Division of Safety

The Division of Safety shall comprise the Police Department ~~and~~ the Fire ~~Department and the~~ EMS Department. Appointments to the Police Department ~~and~~ the Fire ~~Department and the~~ EMS Department shall be made by the Municipal Manager after consultation with Council subject to Civil Service Articles of this Charter.

6.05 Administrative Officers and Divisions, Law Director

The Law Director shall be appointed annually at the organizational meeting of Council by the Municipal Manager with the concurrence of a majority of the members ~~elected to~~ Council. He or she shall be an attorney-at-law, admitted to the practice of the law in the State of Ohio, and in good standing with the state bar association or Ohio Supreme Court. He or she shall be adviser of and attorney and counsel for the Municipality and for all officers and divisions thereof in all matters relating to their official duties, and shall, when requested, give legal opinions in writing. He or she shall represent the Municipality or oversee representation in all suits or cases in which it may be a party and shall prosecute for all offenses against the ordinances of the Municipality and such offenses against the laws of Ohio as may be required of him. He or she shall on request of the Municipal Manager prepare contracts, legislation, bonds and other instruments in writing in which the Municipality is concerned and shall endorse on each his or her approval of the form and corrections thereof. He or she shall perform such other duties as the Municipal Manager or Council may impose upon him consistent with his or her office.

A vacancy during the term of the position shall be filled for the unexpired term in the same manner authorized for by the original appointment. The Municipal Manager, with the concurrence of the majority of Council, shall have sixty (60) days or three (3) meetings, whichever is greater, to make such appointment. Should the Law Director fail to be appointed in the prescribed period of time, the Mayor of the City shall have the authority to fill such vacancy.

7.01 Municipal Planning Commission, Composition and Terms

The Municipal Planning Commission shall consist of the Municipal Manager, one (1) member of Council to be appointed annually by the Council whose term shall begin on the first ~~Monday~~ regular meeting in ~~December~~ January, and three (3) electors of the Municipality not holding a Municipal elective office, to be appointed by the Council. The three (3) electors shall be appointed by the Council for a term of three (3) years. Said term shall begin on the first day of January. A vacancy occurring during the term of any member of the Commission shall be filled for the unexpired term in the manner authorized for an original appointment.

7.02 Municipal Planning Commission, Powers and Duties

The Municipal Planning Commission shall have all powers to consider and plan the location, construction, reconstruction, and vacation of public buildings, thoroughfares and public and private utilities, and the platting of developments, and such other powers as are now or may hereafter be conferred upon it by the laws of Ohio or by ordinance of Council. There shall be referred to it all ordinances pertaining to zoning and building codes, and no ordinance so referred shall be passed by Council until a report or recommendation is received from the Municipal Planning Commission. If no report or recommendation shall be filed with the Clerk of Council by the Municipal Planning Commission within thirty (30) days after a proposed ordinance has been referred to it, it shall be deemed to have been approved. Any ordinance disapproved by the Municipal Planning Commission shall require the affirmative vote of at least five (5) members of Council to be approved.

9.01 Civil Service Commission, Civil Service Commission and System

~~At such time as the Municipality shall become a city, T~~he Council shall by ordinance provide for and establish a Civil Service Commission and a Civil Service System,~~to become effective on the first day of January thereafter.~~

9.02 Civil Service Commission, Composition and Terms

The Civil Service Commission shall consist of three (3) electors of the City not holding other Municipal elective or appointive office to be appointed by Council for a term of ~~six-three (63)~~ years. Said terms shall begin on the first day of January. A vacancy occurring during the term of any member of the Civil Service Commission shall be filled for the unexpired term in the manner authorized for in the original appointment.

9.03 Civil Service Commission, Classified and Unclassified Service

Regular members of the Division of Safety, except the division heads, the Police Chief ~~and~~ the Fire ~~Chief~~ and ~~the~~ EMS Chief, shall be within the classified service. The Council after consultation with the Municipal Manager shall determine which of the other City employees shall be within the classified service and which shall be within the unclassified service.

9.04 Civil Service Commission, Police, Fire, and EMS Chiefs

For purposes of lay-off, disciplining, suspension or removal, the Police Chief ~~and~~; the Fire ~~Chief~~ and ~~the~~ EMS Chief shall be considered members of the classified service in the Division of Safety.

9.05 Civil Service Commission, Employees with Prior Service

~~Council shall provide that all persons who have been continuously employed in the service of the Municipality in the same or similar position included in the classified service for at least thirty (30) days preceding the effective date of the ordinance referred to in Section 9.01 hereof shall retain their position without examination until discharged, reduced, promoted or transferred in accordance with the rules and regulations of the Civil Service Commission.~~

11.01 Cemetery Board, Composition and Terms

The Cemetery Board shall consist of three (3) electors of the Municipality not holding a Municipal elective office ~~and one (1) member of Council to be appointed annually, all to serve without compensation.~~ They ~~three (3) electors~~ shall be appointed by Council for terms of three (3) years. A vacancy occurring during the term of any member of the Commission shall be filled for the unexpired term in the same manner authorized for in the original appointment.

12.02 Finance, Preparation and Submission of Budget

The Municipal Manager shall, in conjunction with the Finance Director, by ~~January-December~~ 31st of each year, submit to the Council a budget ~~message~~. For such purpose, at such date as he or she shall determine, he or she, or an appointed officer designated by him, shall obtain from the head of each office, division, board, commission or authority, estimates of revenue and expenditures of that office, division, board, commission or authority, detailed by organizational units and character and object of expenditure, and such other supporting data as he or she may request, together with an estimate of all capital projects pending or which should be undertaken (a) within the succeeding fiscal year and (b) within the five (5) next succeeding years. In preparing

the budget, the Municipal Manager shall review the estimates, shall hold at least one public hearing thereon, and may revise the estimates as he or she may deem advisable.

12.03 Finance, Salaries and Bonds

The Council shall have the power to fix the compensation of its members and that of the Mayor and of each officer and employee of the Municipality, and shall establish bonds for the Clerk of Council, Mayor, Municipal Manager, Finance Director, police officers and other officials or employees, as may be determined by Council, for the faithful discharge of the duties of their office. The premium on any bond required by Council shall be paid by the Municipality.

The compensation of the Mayor, and each member of the Council and any other elected officer, shall be fixed at least (30) days prior to the filing date of the nominating petition for the term beginning on ~~the next succeeding Monday of December~~ January 1st of the next year and shall not thereafter be changed in respect to any two (2) year period or term, except that Council may provide additional compensation for any elected official during such period as they shall or are acting as, or performing the duties of the Municipal Manager or Mayor.

The Council may authorize the payment or reimbursement of expenses incurred by any official, employee or member of any board or commission of the Municipality for travel, membership in an association, or other expenditure, in the interest of the Municipality.

Formatted: Font: (Default) Times New Roman, Superscript

12.06 Finance, Finance Director

The Finance Director shall be appointed by a vote of at least five (5) members of the Council and shall serve at the pleasure of the Council. A Finance Director who is removed shall receive at least one (1) month's salary from the date of such removal, unless such removal is due to conviction of a felony or other crime involving moral turpitude. The Finance Director shall be reviewed by Council not less than annually unless such review is waived by a majority of Council at a regular meeting.

His or her duties shall be as follows:

(a)

Collect all taxes, special assessments, license fees and other revenues due the Municipality or for whose collection the Municipality is responsible, and receive all money receivable by it from the County, State or Federal government or others, or from any court or from any office, department or agency of the Municipality, or any moneys payable to the Municipality from any source.

(b)

Have custody of all public funds belonging to or under the control of the Municipality, or any office, department or agency thereof, and deposit or invest all funds coming into his or her hands in such manner as may be provided by ordinance; all interest resulting from deposits or investments shall be the property of the Municipality and shall be accounted for and credited to the proper account; deposit slips shall be marked with the name of the proper fund of the Municipality.

(c)

Have custody of all investments and invested funds of the Municipality, or in its possession in a fiduciary capacity, and have safekeeping of all bonds and notes of the Municipality and the receipt and delivery of its bonds and notes for transfer, registration or exchange.

(d)

Determine that all payment vouchers that are to be paid from Municipal funds are approved for payment by the Municipal Manager and other officials as required.

(e)

Determine that payment vouchers submitted for payment from Municipal funds are allocated to a specific appropriated expenditure and not in excess of such appropriation except with the approval of the required vote of Council.

(f)

Prepare, sign, and issue checks to cover approved payment vouchers; note payment vouchers; note payment date and check number on payment voucher.

(g)

Submit to Council and the Municipal Manager a monthly report showing the condition of all funds and keep a running balance of funds available for withdrawal from the various bank accounts authorized by Council and issue a fund balance report as directed by Council.

(h)

Assist the Municipal Manager in the preparation of an annual budget and prepare and submit annually to Council and the public a complete report on the financial activities of the Municipality as of the end of each fiscal year, using generally accepted accounting principles.

13.01 Nominations, Elections, and Qualifications, Nominations

There shall be no primary election for Municipal offices. Nominations for elective offices of the Municipality shall be made by petition only, signed by not less than twenty-five (25) electors on the standard forms for the nominations of non-partisan candidates for such office, filed with the Board of Elections at least ~~seventy-five~~ninety (~~90~~75) days before the day of election. Each candidate shall file a separate petition; group petitions shall not be used. The signature of the candidate indicating his or her acceptance of the nomination and willingness to accept the office if elected shall appear on each copy of his or her petition. The petition may be in a number of parts, but each part shall be verified under oath by the circulator as required by law.

13.04 Nominations, Elections, and Qualifications, Qualifications

Each elected officer of the Municipality shall be an elector of the Municipality and shall have resided therein or in a territory annexed thereto for a period of at least ~~two-one~~ (12) years immediately prior to nomination for such office and shall continue to reside therein during his or her term. He or she shall hold no incompatible office under the National, State or County government, nor shall he or she have any financial interest in any contract to which the Municipality is a party, or in any expenditure of money by the Municipality other than his or her fixed compensation and traveling or other expenses incidental to the authorized furtherance of the interests of the Municipality.

16.01 Charter Review Commission, Charter Review Commission

In January, ~~2035~~1966, in each ten (10) years thereafter, the Council shall appoint a Commission of nine (9) electors plus three (3) alternates of the Municipality holding no other Municipal elective or appointive office except on advisory bodies of the Municipality, as members of the Charter Review Commission. Such Commission shall review the Municipal Charter, and within five (5) calendar months after such appointment, recommend to Council such alterations, revisions, and amendments, if any, to this Charter, as in its judgment are desirable. The Council shall submit to the electors any such proposed alterations, revisions or amendments of this Charter in the manner

provided in Article XV hereof. The members appointed to said Commission shall serve without compensation. Meetings of the Charter Review Commission shall be open to the public.

RECORD OF ORDINANCES

Ordinance No. 8525

Passed: _____, 2026

RESOLUTION NO. 8525

A RESOLUTION OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, DECLARING CERTAIN PERSONAL PROPERTY OF THE CITY SURPLUS PROPERTY NO LONGER NEEDED FOR PUBLIC USE AND AUTHORIZING THE CITY TO SELL SAID PROPERTY ON GOVDEALS.COM AND DECLARING AN EMERGENCY.

WHEREAS, Ohio Revised Code §721.15 authorizes this Council to adopt a resolution to authorize the sale by internet auction of personal property owned by the City, including motor vehicles, referenced in §721.15 which are no longer needed for public use or obsolete or unfit for the use for which they were acquired; and

WHEREAS, this Council has reviewed the list of personal property attached hereto and incorporated herein as “Exhibit A” and has determined that said property is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired, and thus is surplus property; and

WHEREAS, this Council desires to sell said surplus property on Govdeals.com; and

NOW, THEREFORE, be it resolved by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE.

This Council hereby declares the personal property identified in the inventory attached hereto and incorporated herein as Exhibit A to be unneeded, obsolete, or unfit for the use for which it was acquired, and expresses its intent to sell said property on Govdeals.com at the earliest possible time.

SECTION TWO.

This Resolution shall take effect and be in force from and after the earliest period allowed by law.

RECORD OF ORDINANCES

Ordinance No. 8525

Passed: _____, 2026

SECTION THREE.

This Ordinance is hereby declared to be an emergency measure necessary for the public peace health and safety and shall go into immediate force and effect upon its passage.

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8525

Passed: _____, 2026

EXHIBIT A

Case 580SN-WT Backhoe

2013 Ford Transit Connect van

Toro groundsmaster 360

Kubota ZD326 zero turn mower

Kubota zd321

RECORD OF ORDINANCES

Ordinance No. 8526

Passed: _____, 2026

ORDINANCE NO. 8526

AN ORDINANCE OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AUTHORIZING THE MUNICIPAL MANAGER TO SOLICIT BIDS FOR STREET IMPROVEMENT OF HICKIN AVENUE FROM RITTMAN ROAD TO STERLING AVENUE AND DECLARING AN EMERGENCY.

WHEREAS, the proposed improvement is within the planned schedule for improving the streets of the City of Rittman;

NOW THEREFORE, be it ordained by the Council of the City of Rittman Counties of Wayne and Medina and State of Ohio, two thirds of all members elected or appointed thereto concurring:

SECTION ONE.

That the Municipal Manager be and is hereby authorized and directed to solicit bids for the street improvement of Hickin Avenue from Rittman Road to Sterling Avenue.

SECTION TWO.

That the Municipal Manager be and is hereby authorized to award a contract for the Hickin Avenue Improvement Project to the lowest and best bidder.

SECTION THREE.

That in order to remain on schedule of improving Hickin Avenue, this Ordinance is hereby declared to be an emergency measure necessary for the public peace health and safety and shall go into immediate force and effect upon its passage.

RECORD OF ORDINANCES

Ordinance No. 8526

Passed: _____, 2026

Passed: _____,

Mayor

Attest:

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8527

Passed: _____, 2026

ORDINANCE NO. 8527

AN ORDINANCE OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES, AND STATE OF OHIO, AMENDING THE PROVISIONS OF THE MUNICIPAL INCOME TAX ORDINANCE TO PROVIDE FOR A PERMANENT INCREASE IN THE AMOUNT OF ONE PERCENT (1.0%) IN THE INCOME TAX RATE EFFECTIVE JANUARY 1, 2027, FOR THE PURPOSES OF INFRASTRUCTURE OF THE CITY OF RITTMAN TO BE ALLOCATED TO AN INFRASTRUCTURE FUND AND IMPLEMENTING A ONE AND ONE-HALF PERCENT (1.5%) RECIPROCITY TAX CREDIT AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the City of Rittman deems it necessary to increase said income tax from the rate of one and one-half percent (1.5%) per annum to the rate of two and one-half percent (2.5%) per annum to improve infrastructure of the City of Rittman, and;

WHEREAS, the allocation of the proposed increase shall be entirely to an infrastructure fund, and;

WHEREAS, a credit of up to 1.5% of the Rittman income tax should be granted to residents that work and pay municipal taxes in another municipality.

NOW THEREFORE, be it ordained by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE.

Subject to the approval of this Ordinance by the electors of the City, there is adopted a one percent (1.0%) additional levy on income effective January 1, 2027 to provide for a permanent increase in the income tax rate for the purposes of funding infrastructure of the City of Rittman, there shall be levied a tax on salaries, wages, commissions, other compensations, and net profits as provided in this chapter, but

RECORD OF ORDINANCES

Ordinance No. 8527

Passed: _____, 2026

will not tax social security benefits, pensions, and other items excluded by the City of Rittman municipal income tax ordinance.

SECTION TWO

The following section of Chapter 193.012(b) of the Municipal Income Tax Ordinance shall be amended; to read as follows:

193.012 PURPOSES OF TAX; RATE.

(b) The rate of tax levied upon earnings is two and one-half (2.5) percent.

SECTION THREE

The allocation of the proposed increase shall be 100% to an infrastructure fund to be allocated as follows:

10% to sidewalk maintenance, repair, and replacement;

60% to road maintenance, repair, and replacement and the management of storm water including storm sewers and ditches;

20% to downtown revitalization and improvements including making grants available to property owners;

10% to outdoor park infrastructure projects and maintenance.

SECTION FOUR

A reciprocity credit of up to 1.5% shall be granted to residents that work and pay municipal income tax to another municipality. Such credit shall be amendable or revocable only by passage by majority vote of a ballot measure at any election.

RECORD OF ORDINANCES

Ordinance No. 8527

Passed: _____, 2026

SECTION FIVE

All other sections of Chapter 193 that are not amended by this Ordinance shall remain in full force and effect.

SECTION SIX

The Clerk of Council is hereby directed to forward a certified copy of this ordinance to the Wayne County and Medina County Board of Elections immediately upon its passage to meet filing requirements of the law. The board of elections is directed to place this measure on the November 3, 2026, ballot. The ballot language shall read:

Shall the Ordinance providing for a one per cent levy on income for the purposes of funding infrastructure and the implementation of a one and one-half percent reciprocity credit be passed?

FOR THE INCOME TAX AND CREDIT

AGAINST THE INCOME TAX AND CREDIT

The approval of a majority of those voting on the issue is required for passage.

SECTION SEVEN

That this ordinance is declared to be emergency legislation, necessary for the immediate preservation of the public peace, health, and safety, for the reason that the issue needs to be placed on the ballot for November 3, 2026, and shall be effective upon passage.

Passed: _____, 2026

RECORD OF ORDINANCES

Ordinance No. 8527

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8528

Passed: _____, 2026

ORDINANCE NO. 8528

AN ORDINANCE OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AMENDING SECTION 993.01 RATES; OF THE CODIFIED ORDINANCES OF THE CITY OF RITTMAN AND DECLARING AN EMERGENCY.

WHEREAS, section 993.01 of the Codified Ordinances of the City of Rittman, the ordinance governs the rates for emergency medical services provided by the city; and

WHEREAS, rates and the amounts paid by insurance companies, Medicaid, and Medicare fluctuate annually; and

WHEREAS, the City infrequently collects the discrepancy between the rate listed in the ordinance and payments received from insurance companies, Medicaid, and Medicare and wishes to align the rates charged with the amounts typically received.

NOW THEREFORE, be it ordained by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE

That section 993.01(a)(1) be amended to read:

- (1) The fee for the transport from any location by Emergency medical Service shall be the usual, reasonable, and customary fees for such services.
- (2) Usual, reasonable, and customary fees are defined as the fees established by the Medicare operations and other insurance carriers, as revised from time to time.

SECTION TWO

RECORD OF ORDINANCES

Ordinance No. 8528

Passed: _____, 2026

This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public health, peace, safety, and welfare of the City for the reason that the update to the rates billed and received by the Fire & EMS department are necessary for the functioning of the department.

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

RECORD OF ORDINANCES

Resolution No. 8529

Passed: _____, 2026

RESOLUTION NO. 8529

A RESOLUTION OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AUTHORIZING AN AMENDMENT TO THE EMPLOYMENT CONTRACT OF THE FINANCE DIRECTOR AND DECLARING AN EMERGENCY.

WHEREAS, the Finance Director's employment with the City of Rittman is pursuant to a contract; and

WHEREAS, the Council of the City of Rittman wishes to increase the base pay contained in that contract.

NOW, THEREFORE, be it resolved by the Council of the City of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE.

An amendment to the employment contract of the Finance Director reflecting an increase in base rate of pay of twelve percent (12%) is hereby approved.

SECTION TWO.

This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety, and welfare of the City and for the reason that the Finance Director's role is vital to the operations of the City; wherefore, this Resolution shall be in full force and effect immediately upon its adoption.

Passed: _____, 2026

RECORD OF ORDINANCES

Resolution No. 8529

Passed: _____, 2026

Attest:

Mayor

Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 8530

Passed: _____, 2026

ORDINANCE NO. 8530

AN ORDINANCE OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, AMENDING THE ANNUAL APPROPRIATION ORDINANCE NO. 8492, AS AMENDED ACCORDING TO THE ATTACHED SHEET(S) AND DECLARING AN EMERGENCY.

WHEREAS, certain appropriations are necessary for the continued operations of Municipal Services; and

WHEREAS, this Ordinance will provide for the efficient and lawful appropriations to fund Municipal Services; and

NOW THEREFORE, be it ordained by the Council of the city of Rittman, Counties of Wayne and Medina and State of Ohio, two-thirds of all members elected and appointed thereto concurring:

SECTION ONE.

That the annual Appropriation Ordinance is amended pursuant to the attached Exhibit.

SECTION TWO.

That a certified copy of this Ordinance be delivered to the Wayne County Auditor.

SECTION THREE.

That because of the immediate need for the appropriation of said funds, this Ordinance is hereby declared to be an emergency measure necessary for the public peace, health and safety and shall go into immediate force and effect upon its passage.

RECORD OF ORDINANCES

Ordinance No. 8530

Passed: _____, 2026

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

2026 APPROPRIATIONS AMENDMENT #4

Fund	Department	Amount	Description
100 General	Patrolmen	\$55,000	Personal Services
100 General	Sergeants	(\$55,000)	Reallocation
100 General	Pest and Animal Control	\$1,000	Personal Services
100 General	Public Health	\$300	Personal Services
100 General	Public Health	(\$1,300)	Reallocation
400 Capital	Fire	\$714,299	Capital
681 Storm Sewer	Storm Sewer	\$25,000	Contractual Services

2026 ESTIMATED RESOURCES AMENDMENT #1

Fund	Department	Amount	Description
-------------	-------------------	---------------	--------------------

2026 Budget

		2026	2026	
		Budget	Budgeted	
FUND		Revenues	Expenses	
100 General Fund		3,439,814	3,653,414	
101 Budget Stabilization		0	0	
205 Safety Services		1,252,910	978,840	
210 Emergency Med. Serv.		669,268	770,958	
220 Street Maint. & Repair		410,548	409,452	
225 State Highway		33,484	30,000	
228 American Rescue Plan Act		0	2,026	
230 Permissive Tax		50,000	50,000	
235 Permissive Tax II		53,584	95,000	
240 Police Pension		46,700	45,821	
250 Law Enforcement & Educ.		200	0	
251 Law Enforcement		7,801	17,000	
252 OneOhio Opioid		500	0	
256 Cont Professional Training		5,845	0	
257 K-9		1,498	500	
270 Educ. & Recreation Assist.		0	0	
271 Baseball Field Maintenance		0	0	
280 SAFER Grant		0	0	
400 Capital Improvements		648,807	1,439,545	
410 Fire Dept. Capital Impr.		201,700	279,728	
500 Debt Retirement		157,852	167,861	
600 Water		1,512,000	1,480,783	
603 Water Bond Retirement		0	0	
650 Sewer		7,323,744	4,467,335	
655 Sewer Surplus		0	294,929	
656 Sewer Revenue Bond Ret.		0	0	
657 Sewer Revenue Bond Reserve		0	0	
680 Solid Waste		604,068	605,048	
681 Storm Sewer		184,508	203,964	
700 Cemetery		9,000	5,000	
710 Recreation Trust		5,750	0	
801 Returnable Bonds		0	14,219	
802 DARE		0	2,500	
803 Police Association		0	1,000	
		<u>\$16,619,681</u>	<u>\$15,014,920</u>	

		Personal	Other	
		Services	Expenses	Total
General Fund				
Safety Service	Police	906,608	205,249	1,111,858
Safety Service	St. Lighting	0	28,579	28,579
Public Health & Welfare	Cemetery	108,440	27,998	136,438
Public Health & Welfare	County Health	0	22,502	22,502
Public Health & Welfare	Public Health	2,181	0	2,181
Public Health & Welfare	Pest & Animal Control	300	13,146	13,446
Leisure Time	Parks	100,682	49,345	150,027
Leisure Time	Recreation Center	276,029	202,207	478,236
Leisure Time	Nature Preserve	72,623	25,100	97,723
Transportation	Street Maint. & Repair	174,187	11,789	185,976
Transportation	Veh. Maint.	0	0	0
General Govt	City Council & Mayor	45,258	0	45,258
General Govt	Administration	226,135	737,375	963,510
General Govt	Finance & Income Tax	187,565	82,500	270,065
General Govt	Lands & Buildings	0	12,392	12,392
General Govt	Law	42,456	60,217	102,673
General Govt	Other General	4,000	28,548	32,548
	Other Uses			0
Total General Fund		2,146,465	1,506,948	3,653,414
Other Funds				
101 Budget Stabilization		0	0	0
205 Safety Services		978,840	0	978,840
210 EMS		472,095	298,863	770,958
220 Street Maint. & Repair		329,495	79,957	409,452
225 State Highway		0	30,000	30,000
228 American Rescue Plan Act		0	2,026	2,026
230 Permissive Tax		0	50,000	50,000
235 Permissive Tax II		0	95,000	95,000
240 Police Pension		45,000	821	45,821
250 Law Enforcement & Educ.		0	0	0
251 Law Enforcement		17,000	0	17,000
252 OneOhio Opioid		0	0	0
255 Law Enforcement Assist. Grant		0	0	0
256 Cont Professional Training		0	0	0
257 K-9		0	500	500
270 Educ. & Recreation Assist.		0	0	0
271 Baseball Field Maintenance		0	0	0
280 SAFER Grant		0	0	0
400 Capital Improvements		0	1,439,545	1,439,545
410 Fire Dept. Capital Impr.		153,259	126,469	279,728
500 Debt Retirement		0	167,861	167,861
600 Water		541,309	939,474	1,480,783
650 Sewer		588,401	3,878,934	4,467,335
655 Sewer Surplus		0	294,929	294,929
680 Solid Waste		84,888	520,160	605,048
681 Storm Sewer		53,389	150,575	203,964
700 Cemetery		0	5,000	5,000
710 Recreation Trust		0	0	0

RECORD OF ORDINANCES

Ordinance No. 8531

Passed: _____, 2026

RESOLUTION NO. 8531

RES. NO. 8531 A RESOLUTION OF THE COUNCIL OF THE CITY OF RITTMAN, WAYNE AND MEDINA COUNTIES AND STATE OF OHIO, TO ENACT THE DOWNTOWN MAIN STREET OVERLAY DISTRICT (“DMSOD”) WHICH IS TO PRESERVE AND ENHANCE THE SAFETY, VISUAL CHARACTER, ECONOMIC VITALITY, PEDESTRIAN EXPERIENCE, AND OVERALL APPEARANCE OF THE TRADITIONAL DOWNTOWN COMMERCIAL CORRIDOR OF THE CITY OF RITTMAN AND DECLARING AN EMERGENCY. FIRST READING.

WHEREAS, the City Council finds that the downtown commercial corridor serves as the historic, cultural, civic, and economic center of the City of Rittman; and

WHEREAS, the Council further finds that preserving and enhancing the traditional character, appearance, and functionality of the downtown area promotes the general health, safety, and welfare of the residents, businesses, and visitors of the City; and

WHEREAS, the Council recognizes the importance of encouraging quality development, redevelopment, and property maintenance standards that are consistent with the established character of the downtown district while supporting continued economic investment and growth; and

WHEREAS, the establishment of a Downtown Main Street Overlay District will provide additional zoning and design standards intended to improve pedestrian safety, strengthen the visual identity of the downtown corridor, enhance property values, and promote a vibrant business environment; and

RECORD OF ORDINANCES

Ordinance No. 8531

Passed: _____, 2026

WHEREAS, the Council has determined that the adoption of the Downtown Main Street Overlay District is in the best interests of the City and is consistent with the City's planning and development objectives;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Rittman, Wayne and Medina Counties, Ohio:

SECTION ONE.

That the City Council hereby enacts the Downtown Main Street Overlay District ("DMSOD"), as set forth in the City of Rittman Codified Ordinances and accompanying zoning regulations, for the purpose of preserving and enhancing the safety, visual character, economic vitality, pedestrian experience, and overall appearance of the traditional downtown commercial corridor. The DMSOD shall apply to those properties identified within the official zoning map and accompanying district regulations adopted by the City.

SECTION TWO.

That the purpose of the Downtown Main Street Overlay District shall be to supplement existing zoning requirements by establishing standards and guidelines relating to building design, site development, signage, streetscape improvements, pedestrian-oriented development, property maintenance, and other features deemed necessary to promote a cohesive and attractive downtown environment while encouraging continued economic development and reinvestment.

RECORD OF ORDINANCES

Ordinance No. 8531

Passed: _____, 2026

SECTION THREE.

This Ordinance is hereby declared to be an emergency measure necessary for the public peace health and safety and shall go into immediate force and effect upon its passage.

Passed: _____, 2026

Mayor

Attest:

Clerk of Council

CHAPTER ~~XXXX~~1164

DOWNTOWN MAIN STREET OVERLAY DISTRICT (DMSOD)

~~XXXX~~1164.01 PURPOSE AND INTENT.

The purpose of the Downtown Main Street Overlay District (“DMSOD”) is to preserve and enhance the safety, visual character, economic vitality, pedestrian experience, and overall appearance of the traditional downtown commercial corridor of the City of Rittman.

The regulations established herein are intended to:

- (a) Promote reasonable standards of exterior property maintenance within the downtown district;
- (b) Encourage reinvestment and revitalization of downtown commercial properties;
- (c) Protect public safety and welfare through the maintenance of buildings, sidewalks, storefronts, and related improvements;
- (d) Support economic development, tourism, public events, and business activity within the downtown corridor;
- (e) Preserve an attractive and welcoming environment for residents, visitors, businesses, and patrons.

It is the intent of this Chapter to establish minimum standards for maintenance and appearance while avoiding undue hardship upon property owners and business operators.

Nothing herein shall be construed to require historical reconstruction, restoration to a specific architectural period, mandatory façade redesign, or approval of paint colors, architectural style, or business identity, except where otherwise required by law. The intent of this Chapter is to encourage reasonable maintenance, downtown vitality, and visual compatibility while preserving flexibility for property owners and business operators.

~~XXXX~~1164.02 APPLICABILITY.

- (a) The provisions of this Chapter shall apply only to parcels designated within the Downtown Main Street Overlay District as shown upon the Official Zoning Map of the City of Rittman.
- (b) The Overlay District shall include designated parcels fronting North Main Street and South Main Street within the traditional downtown commercial core, together with adjacent parcels determined by Council to substantially affect the downtown character, pedestrian environment, or economic vitality of the district.
- (c) Where provisions of this Chapter conflict with underlying zoning regulations, the more restrictive provision shall govern.

~~(d) Existing lawful uses shall not become nonconforming solely by reason of adoption of this Chapter.~~

~~(e) Publicly Owned Property.~~

~~City-owned properties located within the Downtown Main Street Overlay District shall endeavor to comply with the standards established herein to the greatest extent reasonably practicable.~~

~~Maintenance concerns involving publicly owned property may be addressed through administrative review, budgeting, capital improvement planning, departmental action, or other corrective measures deemed appropriate by the City.~~

~~Enforcement remedies, citations, and monetary penalties established under this Chapter shall not apply to City-owned property.~~

~~Nothing herein shall prohibit the City from voluntarily correcting conditions inconsistent with the purpose and intent of this Chapter.~~

(f) Residential Properties Within the Overlay District.

Residential dwellings located within the Downtown Main Street Overlay District, including single-family, duplex, multi-family, and mixed-use residential structures, shall be subject only to the provisions of this Chapter relating to:

1. Exterior property maintenance and structural safety;
2. Sidewalk maintenance, snow, and public right-of-way obligations;
3. Refuse, sanitation, and outdoor storage requirements;
4. Vegetation maintenance affecting sidewalks or public safety;
5. Exterior deterioration creating blighting conditions or safety concerns.

Residential properties shall not be subject to provisions specifically governing:

1. Commercial storefront maintenance;
2. Vacant storefront display requirements;
3. Commercial window transparency requirements;
4. Business display standards;
5. Downtown commercial operational requirements.

For mixed-use buildings containing both commercial and residential occupancy, commercial portions of the property shall comply with all applicable provisions of this Chapter, while residential portions shall be governed pursuant to this subsection where applicable.

XXXX1164.03 DEFINITIONS.

For purposes of this Chapter:

BLIGHTING CONDITION means visible exterior deterioration which materially detracts from the safety, appearance, or economic vitality of surrounding properties, including but not limited to broken glass, collapsed awnings, loose building materials, rotted surfaces, unsecured openings, or visible structural deterioration.

DOWNTOWN STOREFRONT means any building façade fronting a public street intended for retail, office, restaurant, service, mixed-use, or commercial occupancy.

EXTERIOR DETERIORATION means conditions including chipped or peeling paint, rotted wood, cracked or missing masonry, broken windows, failing mortar, exposed structural elements, damaged awnings, or visibly deteriorated façade materials.

PRIMARY PUBLIC VIEW means visibility from a public street, sidewalk, alley, parking area regularly accessible to the public, or pedestrian corridor within the Downtown Main Street Overlay District.

VACANT COMMERCIAL PROPERTY means a commercial space unoccupied for a period exceeding sixty (60) consecutive days.

XXXX1164.04 MINIMUM EXTERIOR PROPERTY MAINTENANCE STANDARDS.

All buildings and premises located within the Downtown Main Street Overlay District shall be maintained in a safe, weather-resistant, and structurally sound condition.

The following minimum standards shall apply:

(a) Exterior Walls and Façades.

Exterior walls, storefronts, and façade elements visible from any public street, sidewalk, alley, or public area shall be maintained free from:

1. Loose or falling materials;
2. Significant cracking, deterioration, or structural instability;
3. ~~Excessive p~~Peeling paint or exposed deteriorated surfaces;
4. Missing siding, masonry, trim, cornice features, or façade components;
5. Conditions reasonably likely to permit water intrusion.

Ordinary weathering, historic patina, or minor cosmetic aging shall not constitute a violation of this Chapter.

(b) Windows and Doors.

1. Broken or cracked exterior glass visible from public right-of-way shall be repaired or replaced within thirty (30) days of notice.
2. Doors, frames, and storefront systems shall be maintained in operable condition.
3. Plywood boarding of windows or doors shall be prohibited except as a temporary emergency measure.
4. Temporary boarding shall not remain in place longer than ninety (90) days without written approval from the ~~Zoning Inspector or Code Official~~ City Manager or their designee upon demonstration of hardship or active repair efforts.
5. Street-facing commercial storefront windows shall remain substantially transparent and reasonably visible where practicable. Excessive opaque coverings, foil, paper coverings, permanent obstructions, or conditions intended to obscure storefront visibility shall be prohibited except during active renovation, temporary vacancy transitions, approved displays, or circumstances authorized by the City.

Nothing herein shall prohibit temporary seasonal displays, promotional signage, privacy screening reasonably necessary for business operations, or temporary renovation materials.

(c) Roofs and Drainage.

All structures shall maintain:

1. Weather-tight roofs;
2. Functional gutters and downspouts where applicable;
3. Drainage systems preventing hazardous runoff onto sidewalks or adjoining property.

(d) Awnings, Canopies, and Exterior Features.

All awnings, signs, canopies, decorative lighting, handrails, and architectural elements shall be securely maintained and free from dangerous deterioration.

Security grilles, bars, shutters, or protective devices visible from a public street shall, where installed or substantially modified after adoption of this Chapter, be maintained in a safe condition and integrated in a manner reasonably minimizing adverse visual impacts upon the downtown streetscape.

Decorative grilles, interior-mounted security measures, transparent security treatments, or alternatives reducing visual obstruction are encouraged where practicable.

Nothing herein shall prohibit reasonable security measures necessary for lawful business operations.

(e) Maintenance by Neglect.

No property owner shall permit deterioration through prolonged neglect where deferred maintenance results in preventable façade damage, unsafe conditions, water intrusion, structural instability, or visible blighting conditions substantially detracting from the safety, appearance, or economic vitality of the Downtown Main Street Overlay District.

Ordinary weathering, aging, temporary vacancy, financial hardship, or conditions subject to an approved Corrective Action Plan shall not alone constitute a violation under this subsection.

(f) Exterior Lighting.

Exterior building, storefront, and pedestrian-oriented lighting fixtures intended for safety, business identification, or public access shall be maintained in operable condition where installed.

~~Decorative lighting, seasonal lighting, pedestrian-scale lighting, and downtown-oriented lighting enhancements are encouraged where safely maintained and compliant with applicable electrical and safety codes.~~

~~Nothing herein shall require installation of new lighting where none currently exists.~~

~~XXXX~~1164.05 VACANT STOREFRONT MAINTENANCE REQUIREMENTS.

(a) Vacant commercial storefronts shall be maintained in a clean, secure, and orderly condition.

(b) Property owners of vacant commercial spaces exceeding ninety (90) days vacancy shall:

1. Maintain transparent, clean storefront windows;
2. Prevent accumulation of trash, debris, or visible storage;
3. Secure all doors and openings;
4. Maintain exterior lighting fixtures in operable condition where feasible;
5. Display one or more of the following:
 - o business leasing information;
 - o community or downtown promotional displays;
 - o decorative coverings approved by the City;
 - o seasonal or historical displays.
6. Maintain vacant storefronts in a manner preventing unauthorized access, vandalism, unsafe conditions, or nuisance activity.

(c) Downtown Storefront Presentation.

~~Commercial storefronts fronting Main Street are encouraged to maintain an active, welcoming, and visually maintained street presence contributing positively to the pedestrian environment and overall downtown character.~~

~~Examples of encouraged storefront presentation may include:~~

- ~~1. Window displays;~~
- ~~2. Seasonal decorations;~~
- ~~3. Business branding or informational displays;~~
- ~~4. Community event participation displays;~~
- ~~5. Interior visibility where reasonably practicable;~~
- ~~6. Decorative, artistic, or beautification elements.~~

Commercial storefronts fronting Main Street shall maintain a reasonably active and maintained exterior street presence consistent with downtown character.

Where a commercial space is not regularly open to the public, property owners or occupants ~~are encouraged to~~shall maintain storefront presentation through window displays, branding, informational signage, business identification, decorative treatments, or other measures reducing the appearance of vacancy or abandonment.

~~Nothing herein shall require specific business hours, public access, or mandatory retail operations.~~

This subsection is intended as an encouragement toward downtown vitality and shall not be interpreted as requiring costly renovations, mandatory storefront redesign, or uniform business appearance.

(d) The following shall be prohibited:

1. Newspaper-covered windows;
2. Opaque coverings intended to obscure storefront visibility, except during renovation;
3. Visible junk, storage, or abandoned materials observable from the public right-of-way.
4. Street-facing storefront conditions creating a prolonged appearance of abandonment or vacancy, including substantially inactive or obscured storefront presentation where reasonable business identification, informational signage, or storefront treatment could be maintained.

~~(e) Ongoing Maintenance Responsibility for Vacant Property.~~

~~Owners of vacant commercial properties shall remain responsible for reasonable ongoing exterior maintenance, storefront appearance, sanitation, structural safety, and timely response to conditions affecting public safety or downtown appearance.~~

~~Prolonged vacancy shall not exempt a property owner from compliance with this Chapter.~~

~~Property owners shall demonstrate reasonable efforts to maintain vacant properties in a condition consistent with the safety, visual character, and economic vitality objectives of the Downtown Main Street Overlay District.~~

XXXX1164.06 PROPERTY OWNER RESPONSIBILITIES.

(a) Property owners shall remain responsible for compliance with this Chapter regardless of occupancy status or lease arrangements.

(b) No lease provision shall exempt a property owner from responsibility for:

1. Exterior building maintenance;
2. Roofs and structural systems;
3. Storefront condition;
4. Sidewalk safety;
5. Exterior lighting and safety hazards;
6. Vacant building maintenance.

(c) For mixed-use buildings containing residential occupancy, owners shall additionally comply with all applicable provisions of Ohio landlord-tenant law and applicable housing codes.

(d) Responsible Local Contact.

Owners of commercial, mixed-use, vacant, or rental property located within the Downtown Main Street Overlay District who do not reside within Wayne County or an adjoining county shall maintain current contact information reasonably capable of receiving notices and communications from the City and, where reasonably necessary, designate a responsible local contact capable of responding to maintenance concerns.

The responsible local contact may include:

1. A property manager;
2. An authorized agent;
3. A management company;
4. A designated local representative.

The owner shall provide and maintain current contact information with the City, including mailing address, telephone number, and electronic mail address where reasonably available.

Failure to maintain a responsible local contact shall not excuse compliance with this Chapter or invalidate enforcement proceedings.

~~XXXX~~1164.07 SIDEWALKS, SNOW, AND PUBLIC RIGHT-OF-WAY.

(a) Purpose.

The purpose of this Section is to ensure safe pedestrian access, maintain the appearance of the downtown district, and minimize hazards affecting public travel and downtown activity.

(b) Sidewalk Maintenance.

Property owners whose parcels abut a public sidewalk, alley, or pedestrian access area within the Downtown Main Street Overlay District shall maintain such areas in a reasonably safe and passable condition.

Required maintenance shall include:

1. Removal of debris, litter, and obstructions;
2. Maintenance of clear pedestrian passage;
3. Trimming of vegetation encroaching upon sidewalks or public walkways;
4. Prevention of hazardous conditions caused by adjoining property maintenance or neglect.

No property owner or occupant shall permit conditions that materially interfere with safe pedestrian movement.

(c) Snow and Ice Removal.

The owner, occupant, or business operator of any property adjoining a public sidewalk shall remove snow and ice from sidewalks abutting such property.

1. Snow and ice shall be removed within twenty-four (24) hours following cessation of snowfall or freezing precipitation.
2. Where complete removal is impracticable due to ice accumulation, abrasive materials, salt, or treatment sufficient to provide safe pedestrian passage shall be applied until removal can reasonably occur.
3. Snow shall not be deposited in a manner obstructing:
 - o sidewalks;
 - o curb ramps;
 - o crosswalks;
 - o fire hydrants;
 - o accessible parking areas;

- public streets or alleys.

(d) Sidewalk Obstructions.

No person shall place or maintain materials, merchandise, refuse, equipment, temporary structures, or obstructions upon sidewalks or public rights-of-way in a manner that:

1. Impedes pedestrian travel;
2. Creates a tripping hazard;
3. Interferes with accessibility requirements;
4. Creates a public safety hazard.

Nothing herein shall prohibit:

- approved sidewalk dining;
- temporary permitted displays;
- City-authorized events;
- downtown beautification installations;
- temporary loading or unloading activities of reasonable duration.

(e) Damage to Sidewalks.

Property owners shall not permit conditions originating from their property which result in damage to sidewalks, including but not limited to drainage issues, vegetation overgrowth, or encroaching structures.

Where sidewalk damage creates an unsafe condition, the City may require repair or corrective action pursuant to applicable ordinances.

~~XXXX~~1164.08 OUTDOOR STORAGE, REFUSE, AND PROPERTY APPEARANCE.

(a) Purpose.

The purpose of this Section is to preserve the visual character, economic vitality, and pedestrian environment of the Downtown Main Street Overlay District through reasonable standards governing outdoor storage, refuse handling, and exterior appearance while recognizing the practical operational needs of lawful businesses.

(b) Prohibited Visible Outdoor Storage.

Except as otherwise permitted herein, no person shall permit outdoor storage that is ~~clearly~~ visible from a public street, sidewalk, or primary pedestrian area and which creates a blighting condition or materially detracts from the appearance of the Downtown District.

Prohibited visible outdoor storage may include, but is not limited to:

1. Accumulations of scrap materials;
2. Construction debris unrelated to active permitted work;
3. Discarded furnishings or abandoned materials;
4. Inoperable equipment or machinery not actively utilized in business operations;
5. Loose or disorganized pallets not associated with active business use;
6. Junk, refuse, or materials creating a visibly neglected appearance.

Ordinary business operations and temporary loading, unloading, or active project staging shall not constitute violations under this Section.

(c) Permitted Business Operational Storage.

Outdoor storage reasonably associated with the lawful operation of a business, including but not limited to contractor, maintenance, landscaping, or service-related activities, shall be permitted when:

1. Located to the rear or side of a structure where reasonably practicable;
2. Maintained in an orderly and safe condition;
3. Not constituting a nuisance, safety hazard, or unlawful dumping condition;
4. Reasonably screened from primary public view through building placement, fencing, landscaping, or similar visual barriers where feasible.

Materials commonly associated with lawful business activity, including pallets, supplies, equipment, tools, bulk materials, or staging items, shall not constitute prohibited outdoor storage when maintained in compliance with this Section.

(d) Permitted Outdoor Displays.

The following shall be permitted provided they are maintained in a clean, orderly, and safe manner:

1. Retail merchandise displays associated with an operating business;
2. Seasonal merchandise;
3. Outdoor seating areas;
4. Decorative planters or beautification elements;
5. Temporary displays, tents, seating, signage, staging, vendor areas, beautification elements, or installations associated with approved festivals, Chamber events, Downtown Rittman Beautification Initiative activities, markets, or City-sponsored activities.

All permitted displays shall maintain adequate pedestrian clearance and shall not obstruct visibility, accessibility, or public safety.

(e) Refuse and Waste Containers.

All refuse, waste, and recycling materials shall be maintained in a sanitary condition.

1. Refuse containers and dumpsters shall be maintained free from overflow.
2. Lids and covers shall remain closed except during active use.
3. Where feasible, dumpsters and refuse collection areas shall be screened from primary public view through fencing, landscaping, or enclosure.
4. No accumulation of loose trash, litter, or debris shall be permitted.

(f) Property Appearance and General Maintenance.

Properties within the District shall be maintained free from conditions constituting a blighting or visibly neglected appearance, including:

1. Excessive litter accumulation;
2. Dead vegetation not seasonally appropriate;
3. Unmaintained exterior storage areas;
4. Visible deterioration of fencing or screening;
5. Conditions substantially detracting from the appearance of the Downtown District.

Ordinary seasonal conditions, temporary construction activity, or approved downtown events shall not constitute violations under this Section.

(g) Temporary Exceptions.

The ~~Zoning Inspector, Code Official~~City Manager, or authorized designee may grant temporary exceptions for:

1. Seasonal business operations;
2. Active construction or renovation;
3. Festival and community event operations;
4. Temporary deliveries or maintenance activities;
5. Exceptional hardship circumstances demonstrating active efforts toward compliance.

~~(h) Downtown Beautification Encouragement.~~

~~Property owners and business operators are encouraged to contribute toward downtown beautification efforts through landscaping, planters, façade improvements, decorative~~

~~features, seasonal displays, public art, or participation in approved downtown beautification initiatives.~~

~~Nothing herein shall require mandatory participation in beautification efforts; however, voluntary participation supporting the appearance and vitality of the Downtown District is encouraged.~~

~~XXXX~~1164.09 ENFORCEMENT AND NOTICE PROCEDURES.

(a) Authority to Enforce.

The provisions of this Chapter shall be administered and enforced by the Zoning Inspector, Code Enforcement Officer, Building Official, or other authorized designee of the City.

The City may investigate complaints, conduct inspections, and issue notices of violation where conditions exist that do not comply with the requirements of this Chapter.

(b) Complaint-Based and Proactive Enforcement.

Enforcement under this Chapter may occur:

1. Upon citizen complaint;
2. Upon observation by an authorized City official;
3. Through periodic downtown district inspections conducted by the City.

Nothing herein shall require the City to inspect all properties or relieve any owner from responsibility for compliance.

(c) Uniform Application.

The provisions of this Chapter shall be administered in a fair, reasonable, and substantially consistent manner. Nothing herein shall require simultaneous enforcement against all properties; however, enforcement efforts should be undertaken in a manner reasonably related to public safety, visible deterioration, blighting conditions, complaint response, downtown revitalization priorities, and available administrative resources.

(c) Notice of Violation.

Where a violation of this Chapter is determined to exist, the City shall provide written notice to the property owner and, where applicable, the occupant or business operator.

The Notice of Violation shall include:

1. Property address;
2. Description of the condition constituting the violation;
3. Reference to applicable ordinance section(s);
4. Required corrective action;
5. Time period for compliance;

6. Appeal information.

Notice may be delivered by:

- regular mail;
- certified mail;
- personal service;
- posting upon the property where necessary.

Failure to receive notice shall not invalidate enforcement proceedings when reasonable attempts at delivery have been made.

(d) Opportunity to Cure.

Except where an immediate public safety hazard exists, no citation or penalty shall be issued until the responsible party has been afforded a reasonable opportunity to correct the violation.

Voluntary compliance is the preferred method of enforcement under this Chapter.

(e) Immediate Hazards.

Where conditions present an immediate threat to public safety, including but not limited to falling materials, dangerous structural instability, hazardous obstructions, or unsafe conditions affecting public travel, the City may require immediate corrective action.

Failure to promptly remedy an immediate hazard may result in emergency action by the City as permitted by law, with costs assessed as permitted by applicable ordinance or Ohio law.

(f) Corrective Action Plans.

Where repairs require substantial financial investment, contractor scheduling, permitting, insurance claims, phased improvements, or other circumstances making immediate compliance impracticable, a property owner, business operator, or responsible party may submit a written Corrective Action Plan Request upon a form prescribed by the City.

The Corrective Action Plan Request shall include, at minimum:

1. Property and contact information;
2. Description of the condition(s) requiring correction;
3. Explanation of why immediate compliance is not reasonably practical;
4. Proposed corrective measures;
5. Estimated timeline for completion;

6. Supporting documentation where available, including contractor estimates, photographs, insurance documentation, permit applications, or other evidence of good-faith efforts toward compliance.

The City may approve, approve with conditions, deny, or request additional information regarding a Corrective Action Plan.

Approval of a Corrective Action Plan may:

1. Extend compliance deadlines;
2. Establish phased correction schedules;
3. Require periodic progress updates;
4. Include reasonable conditions necessary to ensure continued progress toward compliance.

Failure to demonstrate reasonable progress toward an approved Corrective Action Plan may result in revocation of the extension and continuation of enforcement proceedings.

The City shall make available a Corrective Action Plan Request Form for use by affected property owners and business operators.

(g) Failure to Comply.

Where violations remain uncorrected after expiration of the required compliance period and no approved extension exists, the City may pursue one or more of the following:

1. Civil citation;
2. Administrative enforcement remedies;
3. Prosecution pursuant to applicable municipal code provisions;
4. Emergency abatement where legally authorized;
5. Other remedies available under Ohio law.

(h) Good Faith Compliance.

In determining enforcement actions, the City may consider:

1. Good-faith efforts toward compliance;
2. Financial hardship;
3. Historic nature or complexity of repairs;
4. Contractor availability;
5. Whether the violation is active, worsening, or creating a blighting condition.

(a) General Standard.

Unless otherwise specified herein or determined necessary for public safety, violations of this Chapter shall be corrected within the timeframes established in this Section.

(b) Minor Maintenance Violations — Fourteen (14) Days.

The following conditions shall generally be corrected within fourteen (14) calendar days of written notice:

1. Excessive litter or debris;
2. Minor outdoor storage violations;
3. Refuse container issues;
4. Vegetation maintenance;
5. Minor storefront cleaning or appearance issues;
6. Temporary obstructions;
7. Snow and ice violations.

(c) Moderate Property Maintenance Violations — Thirty (30) Days.

The following conditions shall generally be corrected within **thirty (30) calendar days** of written notice:

1. Broken windows or storefront glass;
2. Deteriorated awnings;
3. Peeling paint or exterior deterioration;
4. Minor façade repairs;
5. Exterior lighting deficiencies;
6. Sidewalk hazards not requiring major reconstruction;
7. Screening or enclosure improvements.

(d) Major Repairs and Capital Improvements.

Where corrective work reasonably requires substantial financial investment, permitting, insurance processing, structural repair, contractor scheduling, or phased construction, the City may authorize compliance periods exceeding ninety (90) days.

Examples include:

1. Roof replacement;
2. Structural façade repair;
3. Masonry restoration;

4. Sidewalk replacement;
5. Major drainage improvements;
6. Building stabilization.

Such repairs may be completed pursuant to an approved Corrective Action Plan, provided visible progress toward completion is demonstrated.

(e) Immediate Hazards.

Conditions posing an immediate risk to public health or safety shall be corrected immediately or within a timeframe established by the City based upon severity of the hazard.

Such conditions may include:

1. Falling debris;
2. Unsafe structures;
3. Dangerous sidewalk obstructions;
4. Exposed electrical hazards;
5. Conditions presenting imminent danger to pedestrians or the public.

(f) Extensions.

The Zoning Inspector, Code Official, or authorized designee may grant reasonable extensions where:

1. Weather conditions delay repairs;
2. Contractor scheduling prevents timely completion;
3. Materials are unavailable;
4. Insurance claims are pending;
5. Good-faith efforts toward compliance are evident.

No extension shall be granted where a condition presents an immediate danger to public safety.

~~XXXX~~1164.11 APPEALS.

(a) Right to Appeal.

Any property owner, business operator, occupant, or responsible party receiving a Notice of Violation pursuant to this Chapter may appeal the determination to the Board of Zoning Appeals.

Appeals shall be limited to:

1. Whether a violation exists;

2. Whether the required corrective action is reasonable;
3. Whether the compliance timeline is reasonable;
4. Whether circumstances justify modification or extension of compliance requirements.

(b) Filing Deadline.

An appeal shall be submitted in writing to the City within ten (10) calendar days following issuance of the Notice of Violation.

Failure to timely file an appeal shall constitute waiver of the right to appeal.

(c) Effect of Appeal.

Filing of a timely appeal shall temporarily stay enforcement proceedings unless the City determines an immediate threat to public health or safety exists.

Immediate hazards may still require corrective action pending appeal.

(d) Appeal Review.

Appeals shall be reviewed by:

- ~~the City Manager or designee;~~
- the Board of Zoning Appeals, ~~if applicable; or~~
- ~~another hearing authority designated by Council.~~

Form:

The reviewing authority may:

1. Affirm the Notice of Violation;
2. Modify required corrective action;
3. Extend compliance deadlines;
4. Approve alternative corrective measures;
5. Reverse the determination where no violation exists.

(e) Decision.

A written decision shall be issued within a reasonable period following review of the appeal and shall constitute the final administrative determination of the City.

~~XXXX1164.12~~ HARSHIP EXTENSIONS AND CORRECTIVE ACTION PLANS.

(a) Purpose.

The purpose of this Section is to encourage voluntary compliance while recognizing that certain repairs, improvements, or corrective actions may require additional time due to

financial hardship, contractor availability, permitting, insurance claims, seasonal limitations, or other reasonable circumstances.

(b) Hardship Extensions.

A property owner or responsible party may request a reasonable extension of compliance deadlines where immediate correction is not reasonably practical.

Grounds for hardship extensions may include:

1. Contractor scheduling delays;
2. Insurance claims or settlement delays;
3. Material shortages or availability issues;
4. Seasonal or weather-related limitations;
5. Financial hardship;
6. Permit or regulatory approval delays;
7. Structural, engineering, or technical complexities.

(c) Corrective Action Plan Request.

Where additional time is requested, the property owner, business operator, or responsible party shall submit a Corrective Action Plan Request Form prescribed by the City.

The Corrective Action Plan Request shall include:

1. Description of the condition(s) requiring correction;
2. Explanation of why immediate compliance is not practical;
3. Proposed corrective measures;
4. Estimated timeline for completion;
5. Supporting documentation where available.

Corrective Action Plans may prioritize stabilization, safety, weatherproofing, and prevention of worsening deterioration prior to aesthetic improvements.

(d) Approval Authority.

The City may:

1. Approve the request;
2. Approve with conditions;
3. Modify requested timelines;
4. Require periodic progress updates;

5. Deny the request where insufficient justification exists.

(e) Good-Faith Progress.

Approved extensions shall remain valid only where the applicant demonstrates continued good-faith efforts toward compliance.

Failure to demonstrate reasonable progress may result in revocation of the extension and continuation of enforcement proceedings.

(f) Limitation.

No hardship extension shall be granted for conditions constituting an immediate threat to public health or safety.

~~XXXX1164~~.13 PENALTIES.

(a) Intent.

The intent of this Chapter is to encourage voluntary compliance and downtown revitalization through reasonable standards and corrective opportunities prior to punitive enforcement.

Penalties shall be utilized only where voluntary compliance efforts have failed or where violations are repeated, willful, or substantially detrimental to the public welfare.

(b) First Violation.

For a first violation, the City shall generally issue written notice and provide opportunity to cure pursuant to Section ~~XXXX1164~~.10.

(c) Continued Noncompliance.

Where violations remain uncorrected following expiration of applicable compliance periods, approved extensions, or appeal determinations, the City may issue civil citations or pursue enforcement remedies as authorized by law.

(d) Civil Penalties.

Unless otherwise provided by law:

1. First offense: written warning or fine not exceeding \$100.00;
2. Second offense within twelve (12) months: fine not exceeding \$250.00;
3. Third and subsequent offenses within twelve (12) months: fine not exceeding \$500.00.

Each separate violation may constitute a separate offense.

(e) Continuing Violations.

Each day a violation continues following expiration of compliance deadlines may constitute a separate offense; however, the City is encouraged to consider good-faith compliance efforts prior to imposing additional penalties.

(f) Emergency Abatement.

Where a violation presents an immediate threat to public safety and responsible parties fail to act, the City may take emergency corrective measures as authorized by law and assess reasonable costs against the property where permitted.

~~**(g) Alternative Resolution.**~~

~~The City may, in lieu of penalties, enter into voluntary compliance agreements, corrective schedules, or mutually agreed remedial measures.~~

(h) Recovery of Administrative Costs.

Where repeated violations, continued noncompliance, emergency corrective action, repeated inspections, or substantial administrative enforcement efforts are required, the City may recover reasonable administrative costs to the extent authorized by law.

Recoverable costs may include:

1. Repeat inspection costs;
2. Emergency abatement expenses;
3. Costs incurred securing unsafe conditions;
4. Contractor or remediation expenses incurred by the City;
5. Administrative processing or enforcement costs reasonably related to compliance efforts.

Nothing herein shall prohibit the City from pursuing liens, assessments, cost recovery, or other remedies authorized by Ohio law.

~~XXXX~~**1164.14 SEVERABILITY AND EFFECTIVE DATE.**

(a) Severability.

If any section, subsection, sentence, clause, phrase, or provision of this Chapter is held invalid, unconstitutional, or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity of the remaining provisions of this Chapter.

The City Council hereby declares that it would have adopted this Chapter and each provision hereof irrespective of the invalidity of any portion thereof.

(b) Effective Date.

This Chapter shall take effect and be in force from and after the earliest period allowed by law following passage and approval by Council.

(c) Existing Conditions.

Properties existing at the time of adoption shall be afforded reasonable opportunity to comply pursuant to the timelines, hardship provisions, and corrective action procedures established herein.

(d) Education Period

For the first six (6) months following adoption of this Chapter, the City may prioritize education, voluntary compliance, and corrective action planning prior to formal penalties except in cases involving immediate public health or safety hazards.

City Manager's Report June 5th 2026

ODOD Grant

The city was informed that we will receive a grant for demolition of old city hall. The cost, including asbestos removal, is approximately \$100,000. We are grateful to the ODOD (Ohio Department of Development) and Jenn Kiper of the Wayne County Planning Department for assisting with submitting this grant. We will have one year to demo the building but will first look to auction items, discard what is surplus and bring in the Historical Society to see what they would like to keep for their museum.

State Grant through Rep. Merdith Craig/Senator AL Landis

The city applied for and received a grant for \$65,000 to put in a basketball court and playground at State Street Park (Morton Salt Park). \$25,000 came from Rep. Craig's office, while the remainder came from Senator Al Landis's office. The additional \$40,000 was previously granted to the city in 2020 from Senator Christina Roegner's office, which Senator Landis graciously agreed to allocate these funds for our playground.

S Main Waterline improvement bid

The city opened bids for the S Main waterline improvement project. This line will be replaced from Erie Street to Ohio Avenue. Sidewalks will be replaced where work will be completed on the east side of S Main, with additional improvements on the west side sidewalks in the downtown area. The lowest and best bid came in at \$539,722. The engineer's estimate was \$620,000. The engineer will not make a recommendation until the company with the lowest bid is thoroughly vetted.

GLO (Get the Lead Out)

Mike Brown, Todd Hardgrove, Tyler Boreman and I met with representatives from GLO who work in conjunction with the USEPA in their initiative to replace all lead water lines by 2037. The meeting was insightful and helpful in how we can engage our resident/businesses in providing much needed information to identify what types of lines they have to their homes/businesses. GLO will also help the city with technical assistance. The GLO initiative will help water systems nationwide address barriers to lead pipe removal by providing tools and resources that share best practices. Thank you to Tyler for reaching out to GLO. In the days, weeks and years ahead, GLO reps will be at city events to start engaging with the residents on the importance of Getting the Lead out and identifying lead lines. There is no cost to the city and GLO will provide all marketing materials to assist the city.

Hickin Street resurfacing project

We will be going out to bid for the Hickin Street resurfacing project between Sterling Avenue and Rittman Road. We received an OPWC grant for this project.

AMATS Connecting Communities Grant meeting

Representatives from the city, business community and I met for our kickoff meeting for our downtown mobility study on Friday, June 5th at 2 pm.

Sgt. Mike Mascolo - Retirement

Again, congratulations to Sgt. Mike Mascolo on 31 years of amazing service to the citizenry of Rittman. Mike has been an exemplary police officer over the years and respected by his peers as he has been honored as officer of the year on more than one occasion. Mike will be missed but has agreed to become an auxiliary police officer so you will see him in town and for that, we are very grateful. Wishing the best to Sgt. Mascolo in his well-deserved retirement.

Rittman Fire – New Truck

After 40 months of anticipation, the new engine is to be inspected and brought back from the Columbus manufacturer this Friday June 12th. This unit will be replacing our 1993 and 1999 models. By replacing our two older units, we will incur less maintenance costs without sacrificing our ISO rating. This unit was designed as a dual-purpose unit with both firefighting and rescue capabilities.

From Garrick Di Salvo: Parks and Rec Director

1) Health Department Grant

a) The Pickleball court has been delivered.

2) It will be located on the old skate park concrete pad at Fritz Park.

a) Moose and I will hopefully get it put together soon

b) The community garden is nearly complete

3) All items have been put together (planters, compost bin, benches, etc.)

a) We are waiting on OUPS to finish the checking of any lines

b) Erick plans on starting to drill holes on Monday.

4) Meridith Craig/Al Landis Grant

a) State Street Park

i) I have quotes for a new basketball hoop and playground equipment set

b) The hoop will be commercial grade, adjustable, and include a solar light.

c) The playground is geared towards kids 2-9

d) I am waiting to hear back from B&K concrete.

5) Rec Center updates

a) Golf Program

i) New Senior golf program at Pine Valley is going well

b) Baseball/Softball

i) Men's league is up and running nicely with 10 teams competing (the greatest number of teams in a few years)

ii) Rough start to the beginning of the season, the rain was very difficult to deal with.

