6:59 pm-The Lord's Prayer & Moment of Silence

Shelby City Council Agenda
Monday, January 5, 2026
COUNCIL CHAMBERS
29 MACK AVENUE
Shelby, Ohio
7:00 p.m.

Call to Order and Pledge of Allegiance

Roll Call:
Mr. Roub _____ Mr. Roberts _____ Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____

Dispense with the Reading of the Journal from December 15, 2025
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

Public Comment

Reports from Standing and Special Committees
Community & Economic Development Committee—Councilmember Cutlip—Did not meet

Public Works & General Operation Committee—Councilmember Roub

Reports of City Officials
Steven L. Schag—Mayor
MOTION TO REQUEST A LIQUOR PERMIT HEARING FOR MIDWEST CONSULTING & MANAGEMENT LLC 44 EAST MAIN STREET
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

Brian A. Crum—Director of Finance

Gordon M. Eyster—Law Director

Joe Gies—Project Coordinator

New Business

Unfinished Business
Smokestack

Legislation

ORDINANCE NO 35-2025 **VACATING A PORTION OF AN ALLEY RUNNING PARALLEL BETWEEN WEST TUCKER AVENUE AND EARL AVENUE WITHIN THE CITY OF SHELBY, RICHLAND COUNTY, OHIO**

2ND READING
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

ORDINANCE NO 1-2026 **AMENDING ORDINANCE 38-2024 (ESTABLISHING WAGES FOR DEPARTMENT HEADS AND OTHER NON-CERTIFIED EMPLOYEES) AND DECLARING AN EMERGENCY**

Motion that the rule requiring that an ordinance be read on three separate occasions be suspended
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

PASSAGE OF ORDINANCE
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

RESOLUTION NO 1-2026 **A RESOLUTION FOR THE EMPLOYMENT OF RENWICK, WELSH & BURTON LLC AS LEGAL COUNSEL FOR 2026, AND DECLARING AN EMERGENCY**

Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

RESOLUTION NO 2-2026 **AUTHORIZING THE MAYOR AS DIRECTOR OF PUBLIC SAFETY OF THE CITY OF SHELBY TO APPLY FOR THE 2026 FIRE DEPARTMENT INDIVIDUAL EQUIPMENT GRANT FOR THE PURCHASE OF TURNOUT GEAR AND DECLARING AN EMERGENCY**

Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

Miscellaneous Business

MOTION TO MOVE INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSE:
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____
TO CONSIDER THE COMPENSATION OF PUBLIC EMPLOYEES, UNLESS THE PUBLIC EMPLOYEES REQUEST A PUBLIC HEARING

Adjournment at _____p.m.
Moved_____2ND_____
Mr. Roberts _____ Mr. Cutlip _____ Mr. McLaughlin _____ Mr. Roub _____

1st Reading
12/15/2025

ORDINANCE NO. 35 -2025
(Sponsor: Councilmember McLaughlin)

VACATING A PORTION OF AN ALLEY RUNNING PARALLEL BETWEEN WEST TUCKER AVENUE AND EARL AVENUE WITHIN THE CITY OF SHELBY, RICHLAND COUNTY, OHIO.

WHEREAS, on the 6th day of October 2025, the Council of the City of Shelby adopted Resolution No. 31-2025 declaring its intent to vacate a portion of an alley running parallel between West Tucker Avenue and Earl Avenue; and

WHEREAS, notice of adoption of the above resolution has been given to the owners of property abutting said roadways effected by said resolution, notifying said property owners of the time and place at which objections could be presented to the Board of Revision of Assessments (pursuant to Section 105 of the Charter of the City of Shelby); and

WHEREAS, the Board of Revision of Assessments met on December 8, 2025 and voted to approve and recommend the vacation of a portion of an alley running parallel between West Tucker Avenue and Earl Avenue; said hearing and procedure being in accordance with the provisions of Section 105 of the Charter of the City of Shelby, Ohio; and

WHEREAS, this Council is satisfied that there is good cause for vacating said roadway hereinafter described and that said vacation will not be detrimental to the general interest and public welfare.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SHELBY, OHIO, A MAJORITY ELECTED THERETO CONCURRING:

Section 1: That a portion of an alley running parallel between West Tucker Avenue and Earl Avenue as set forth in the plat and legal description as prepared by Hanning Surveying, LLC- Matt Hanning, Registered Surveyor on August 14, 2025 is hereby vacated.

Section 2: That in accordance with Section 105 of the Charter of the City of Shelby, Ohio, the City shall retain any and all easements necessary for the maintenance of utilities currently located within said roadway.

Section 3: That all meetings and hearings concerning the adoption of this Ordinance have been in compliance with Codified Ordinance 220.01, Ohio Revised Code Section 121.22, and the Charter of the City of Shelby, Ohio.

Section 4: That this Ordinance shall be in full force and effect from and after its passage, approval by the Mayor, and the earliest period allowed by law.

PASSED:_____

_____
Steven McLaughlin
Vice President of Council

APPROVED:

ATTEST:_____
Brian Crum
Clerk of Council

_____
Steven L. Schag
Mayor

Prepared by:

_____
Gordon M. Eyster
Director of Law

ORDINANCE NO. \ -2026
(Sponsor: Councilmember Martin)

AMENDING ORDINANCE 38-2024 (ESTABLISHING WAGES FOR DEPARTMENT HEADS AND OTHER NON-CERTIFIED EMPLOYEES AND DECLARING AN EMERGENCY.

WHEREAS, on December 16, 2024, Ordinance 38-2024 was passed in order to establish wages for department heads and other certified employees; and

WHEREAS, it is in the interest of the public health, safety, morals, and general welfare of the citizens of the City of Shelby that Ordinance 38-2024 be amended so as to adjust the annual salary and hourly wage ranges set forth therein for department heads, superintendents, and other non-certified employees.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SHELBY, OHIO, A TWO-THIRDS (2/3) MAJORITY ELECTED THERETO CONCURRING:

Section 1: That, effective January 1, 2026, the salaries, hourly wages, and wage ranges for the positions set forth below shall be as follows:

DEPARTMENT HEADS AND
SUPERINTENDENTS HOURLY WAGES

Deputy Director of Public Service	a maximum of $54.00
Chief of Police	a maximum of $57.00
Fire Chief	a maximum of $56.00
Superintendent of Electric Electric Distribution	a maximum of $50.00
Superintendent of Service Department	a maximum of $51.00
Superintendent of Water Plant & Distribution	a maximum of $50.00
Superintendent of Waste Water Treatment Plant & Sewers	a maximum of $50.00

DEPARTMENT HEADS ANNUAL SALARY RANGE

Health Commissioner	$10,000.00 - $72,000.00

NON-CERTIFIED EMPLOYEE ANNUAL SALARY RANGE

Medical Director	$5,000.00 - $25,000.00

OTHER NON-CERTIFIED EMPLOYEES
HOURLY WAGES AND RANGES

Deputy Director of Finance	a maximum of $42.00
Clerk of Courts	a maximum of $36.00
City Project Coordinator	a maximum of $44.00
Utility Office Supervisor	$19.00 - $33.00

Assistant to Deputy Director of Public Service	$19.00 - $33.00
Director of Community Health/Nurse	a maximum of $39.00
Probation Officer	$19.00 - $29.00
Secretary to the Mayor & Finance Director	$19.00 – $31.00
Income Tax Clerk 1	$19.00 - $28.00
Income Tax Clerk 2	$19.00 - $32.00
Secretary to the Law Director (part-time)	$19.00 - $27.00
Code Enforcement Officer	$19.00 - $29.00

Section 2: That wages and salaries shall not exceed the top values as noted in Section 1.

Section 3: That all meetings and hearings concerning the adoption of this Ordinance have been in compliance with Codified Ordinance 220.01, Ohio Revised Code Section 121.22, and the Charter of the City of Shelby, Ohio.

Section 4: That this Ordinance is hereby deemed to be an emergency so as to provide for the immediate preservation of the public peace, property, health or safety of the City of Shelby, Ohio and that this Ordinance shall be in full force and effect from and after its passage, approval by the Mayor, and the earliest period allowed by law.

PASSED: _____

_____
Steven McLaughlin
Vice President of Council

APPROVED:

ATTEST: _____
Brian Crum
Clerk of Council

_____
Steven L. Schag
Mayor

Prepared by:

_____
Gordon M. Eyster
Director of Law

RESOLUTION NO. \ -2026
(Sponsor: Councilmember Roub)

A RESOLUTION FOR THE EMPLOYMENT OF RENWICK, WELSH & BURTON LLC AS LEGAL COUNSEL FOR 2026, AND DECLARING AN EMERGENCY.

WHEREAS, the City is in need of Legal Counsel for prosecution cases as needed for 2026; and

WHEREAS, Renwick, Welsh & Burton LLC has agreed to be the City's Legal Counsel for prosecution cases as needed commencing January 1, 2026 and ending December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SHELBY, OHIO A TWO-THIRDS (2/3) MAJORITY ELECTED THERETO CONCURRING:

Section 1: That Renwick, Welsh & Burton LLC is hereby retained as the City's Legal Counsel, with Attorney John D. Studenmund designated as Legal Counsel, for the City of Shelby, Ohio, for a period commencing on the 1st day of January 2026 and terminating on the 31st day of December 2026.

Section 2: That the duties of the Legal Counsel are: (1) to prosecute and defend legal criminal and traffic actions on behalf of the City as needed.

Section 3: That remuneration for the Legal Counsel shall be One Hundred Fifty Dollars ($150.00) per hour, and it shall provide an itemized invoice to the City. The Legal Counsel is an independent contractor and shall receive no employment benefits.

Section 4: That all meetings and hearings concerning the adoption of this Resolution have been in compliance with Codified Ordinance 220.01, Ohio Revised Code Section 121.22, and the Charter of the City of Shelby, Ohio.

Section 5: That this Resolution is hereby deemed to be an emergency so as to meet the ongoing contractual and/or monetary obligations of the City of Shelby Ohio and, therefore, shall be in full force and effect from and after its passage, approval by the Mayor, and the earliest period allowed by law.

PASSED:_____

_____
Steven McLaughlin
Vice President of Council

APPROVED:

ATTEST:_____
Brian Crum
Clerk of Council

_____
Steven L. Schag
Mayor

Prepared by:

_____
Gordon M. Eyster
Director of Law

RESOLUTION NO. 2 -2026
(Sponsor: Councilmember Roberts)

AUTHORIZING THE MAYOR AS DIRECTOR OF PUBLIC SAFETY OF THE CITY OF SHELBY TO APPLY FOR THE 2026 FIRE DEPARTMENT INDIVIDUAL EQUIPMENT GRANT FOR THE PURCHASE OF TURNOUT GEAR AND DECLARING AN EMERGENCY.

WHEREAS, the Ohio Department of Commerce provides financial assistance for fire department purposes through the Fire Department Individual Equipment Grant; and

WHEREAS, the City of Shelby Fire Department desires financial assistance under the Fire Department Individual Equipment Grant Program to purchase turnout gear; and

WHEREAS, it is in the interest of the public health, safety, morals, and general welfare of the citizens of the City of Shelby that the Mayor as Director of Public Safety of City of Shelby apply for a Fire Department Individual Equipment Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SHELBY, OHIO, A TWO-THIRDS (2/3) MAJORITY ELECTED THERETO CONCURRING:

Section 1: That the City of Shelby Council approves an application for financial assistance for turnout gear.

Section 2: That the Mayor as Director of Public Safety is hereby authorized and directed to execute and file an application with the Ohio Department of Commerce and to provide all information and documentation required to become eligible for possible funding assistance.

Section 3: That the City of Shelby does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the Fire Department Individual Equipment Grant.

Section 4: That all meetings and hearings concerning the adoption of this Resolution have been in compliance with Codified Ordinance 220.01, Ohio Revised Code Section 121.22 and the Charter of the City of Shelby, Ohio.

Section 5: That this Resolution is hereby deemed to be an emergency and therefore, shall be in full force and effect from and after its passage, approval by the Mayor, and the earliest period allowed by law.

PASSED:_____

_____
Steven McLaughlin
Vice President of Council

APPROVED:

ATTEST:_____
Brian Crum
Clerk of Council

_____
Steven L. Schag
Mayor

Prepared by:

_____
Gordon M. Eyster
Director of Law