

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

**Shelby City Council Agenda
Monday, February 2, 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 January 20, 2026

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

Public Comment

Reports from Standing and Special Committees

Community & Economic Development Committee—Councilmember Cutlip

Public Works & General Operation Committee—Councilmember Roub

Reports of City Officials

Steven L. Schag—Mayor

STATE OF THE CITY — ANNUAL REPORT TO COUNCIL

Brian A. Crum—Director of Finance

Gordon M. Eyster—Law Director

Joe Gies—Project Coordinator

New Business

Unfinished Business

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**

3RD READING

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

PASSAGE OF ORDINANCE

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

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. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

PASSAGE OF ORDINANCE

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

RESOLUTION NO 4-2026

AUTHORIZING THE MAYOR AS DIRECTOR OF PUBLIC SERVICE TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION (ODOT) RELATING TO A LOCAL PUBLIC AGENCY (LPA) FEDERAL LOCAL-LET PROGRAM RELATING TO THE SOUTH GAMBLE STREET AND WEST TUCKER AVENUE TRAFFIC SIGNAL PROJECT (RIC-PID 124145)

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

RESOLUTION NO 5-2026

GIVING CONSENT/AUTHORIZATION TO THE DIRECTOR OF TRANSPORTATION OF THE STATE OF OHIO TO COMPLETE A CRACK SEALING PROJECT WITHIN THE CITY OF SHELBY, OHIO

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

Miscellaneous Business

MOTION TO MOVE INTO EXECUTIVE SESSION FOR THE FOLLOWING PURPOSE:

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____
TO CONSIDER THE COMPENSATION OF PUBLIC EMPLOYEES, UNLESS THE PUBLIC EMPLOYEES REQUEST A PUBLIC HEARING

Adjournment at _____ p.m.

Moved _____ 2ND _____
Mr. Cutlip _____ Mr. Martin _____ Mr. McLaughlin _____ Mr. Roub _____ Mr. Roberts _____

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

1st Reading
12/15/2025

2nd Reading
1/20/2026

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. 1 -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. 4 -2026
(Sponsor: Councilmember McLaughlin)

AUTHORIZING THE MAYOR AS DIRECTOR OF PUBLIC SERVICE TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION (ODOT) RELATING TO A LOCAL PUBLIC AGENCY (LPA) FEDERAL LOCAL-LET PROGRAM RELATING TO THE SOUTH GAMBLE STREET AND WEST TUCKER AVENUE TRAFFIC SIGNAL PROJECT (RIC-PID 124145).

WHEREAS, the City of Shelby has been awarded federal highway dollars for the South Gamble Street and West Tucker Avenue Traffic Signal Project (RIC SR 0061-05.70 Intersection); 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 Service be authorized to enter into an agreement for said funds.

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

Section 1: That the Mayor as Director of Public Service is hereby authorized and directed to enter into an agreement with the State of Ohio, Department of Transportation (ODOT) relating to LPA Federal Local-Let Program funding in an amount not to exceed Four Hundred Seventy-Three Thousand Seven Hundred Dollars (\$473,700.00) or 80% of the eligible project costs for the South Gamble Street and West Tucker Avenue Traffic Signal Project (RIC-PID 124145) which agreement shall be substantially in the form of Exhibit "1" attached hereto and made a part hereof.

Section 2: 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 3: That this Resolution 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. 5 -2026
(Sponsor: Councilmember McLaughlin)

GIVING CONSENT/AUTHORIZATION TO THE DIRECTOR OF TRANSPORTATION OF THE STATE OF OHIO TO COMPLETE A CRACK SEALING PROJECT WITHIN THE CITY OF SHELBY, OHIO.

WHEREAS, the State of Ohio Department of Transportation has identified the need to perform crack sealing on State Routes within and outside the City of Shelby; and

WHEREAS, the purpose of the project is to perform crack sealing on RIC-61-8.601 to 8.630 (NB land only); and

WHEREAS, RIC-61-8.601 to 8.630 is partially within the Shelby Corporation Limits; and

WHEREAS, the proposed project is tentatively scheduled to begin in the Summer/Fall of 2026.

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

Section 1: Being in the public interest, that the City of Shelby gives consent to the Director of Transportation to complete the above described project.

Section 2: The City of Shelby shall cooperate with the Director of Transportation, **for the portion of this project within the Shelby Corporation limits**, as follows:

- 1) The City of Shelby gives consent for the above improvement.
- 2) **No funds are required from the City** except that the City agrees to assume and bear one hundred percent (100%) of the total cost for added construction items requested by the City and not necessary for the improvement as determined by the State and the Federal Highway Administration.

Section 3: Upon completion of the described Project, and unless otherwise agreed, the City of Shelby shall:

- 1) Provide adequate maintenance for the described Project in accordance with all applicable state and federal law;
- 2) Provide ample financial provisions, as necessary, for the maintenance of the described project;
- 3) Maintain the right-of-way, keeping it free of obstructions; and hold said right-of-way inviolate for public highway purposes.

Section 4: If City owned utilities, within a corporation limit or in a private easement outside corporation limits, need to be relocated due to this ODOT project, the City will be reimbursed for any relocation work; ODOT will perform the coordination, relocation, and reimbursement which shall comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

If other public and private utilities need to be relocated due to this ODOT project they will not be reimbursed for relocation; with exceptions due to an easement, etc.

Section 5: That the Mayor as Director of Public Service is hereby empowered on behalf of the City of Shelby to enter into contracts with the Director of Transportation necessary to complete the above described project.

Section 6: That all meetings and hearings concerning the adoption of the 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 7: That this Resolution 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