

1 ORDINANCE NO. 2015-054

2
3 SPONSOR Mr. Pry

4
5 DATE February 9, 2015

COMMITTEE Rules

6
7 **An Ordinance amending Chapter 198.03 of the Codified Ordinances of the County of**
8 **Summit entitled “Expenses” to permit food purchases with a County procurement card**
9 **only in limited situations, for Executive’s Department of Finance and Budget, and**
10 **declaring an emergency.**

11
12 WHEREAS, Chapter 198 of the Codified Ordinances of the County of Summit, entitled
13 “Procurement Cards” sets forth the rules and regulations concerning purchases with County
14 procurement cards; and

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16 WHEREAS, during the activation of the Emergency Management Agency for emergency
17 events it is sometimes necessary to purchase food for individuals responding to and/or managing
18 the emergency event for significant periods of time and therefore unable to obtain their own
19 food; and

20
21 WHEREAS, the Court of Common Pleas must sometimes purchase food for sequestered
22 jurors; and

23
24 WHEREAS, in both situations, because of a prohibition in Section 198.03 against using
25 the procurement card for these purchases, both agencies require employees to use personal funds
26 and then seek reimbursements; and

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28 WHEREAS, the Executive’s Department of Finance and Budget would like to allow food
29 purchases with County procurement cards in only the two aforementioned circumstances; and

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31 WHEREAS, this Council finds and determines, after reviewing all pertinent information
32 that it is necessary and in the best interest of the County of Summit to amend Section 198.03 of
33 the Codified Ordinances of the County of Summit for the reasons set forth above.

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35 NOW, THEREFORE, BE IT ORDAINED by the Council of the County of Summit, State
36 of Ohio, that:

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38 SECTION 1

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40 Section 198.03 of the Codified Ordinances of the County of Summit, entitled
41 “Expenses,” is hereby amended to read as follows:

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43 **“198.03 EXPENSES.**

44 (a) Permitted expenses. Cardholders may use procurement cards to procure the
45 following necessary goods and services for the Program Participant:

- 46 (1) subscriptions, publications and bulletins;
47 (2) office supplies;
48 (3) computer supplies, software, hardware;
49 (4) materials and supplies;
50 (5) equipment purchase and rental;
51 (6) licenses, permits and fees;
52 (7) memberships for work purposes;

3
4 SECTION 1 (cont'd.)

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6 (8) shipping, freight and postage;
7 (9) airline tickets for approved travel;
8 (10) hotel reservations for approved travel;
9 (11) training expenses for approved training;
10 (12) conference and seminar fees;
11 (13) utilities
12 (14) fuel purchases under the Fiscal Office's Fuel Testing Program;
13 (15) hospitality items as defined under Section 177.24 of the Codified Ordinances of
14 the County of Summit;
15 (16) contract and professional services.
16 (17) food purchases made by the Executive's Department of Law, Insurance and Risk
17 Management, Division of Public Safety – Emergency Management Agency solely during
18 an activation of the Emergency Management Agency for an emergency event, and the
19 Court of Common Pleas solely for food for sequestered jurors.

20 (b) Prohibited expenses. Cardholders shall not use procurement cards to pay for any
21 personal expenses, including those expenditures not pre-approved for county travel.
22 Cardholders shall not use procurement cards to pay for any expenditure not listed in
23 Section 198.03(a). Examples of prohibited expenditures include:

- 24 (1) entertainment;
25 (2) alcoholic beverages;
26 (3) food; except as set forth in the subsection (a), above.
27 (4) fuel;
28 (5) tuition reimbursement;
29 (6) personal and incidental travel expenses;
30 (7) interest, late charges, debt service, judgments or settlements.”

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32 SECTION 2

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34 This Ordinance is hereby declared an emergency in the interest of the health, safety, and
35 welfare of the citizens of the County of Summit and for the further purpose of immediately
36 amending Section 198.03 in order to end the inconvenience to County employees that have
37 previously had to purchase food in these situations with limited funds.
38

39 SECTION 3

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41 Provided this Ordinance received the affirmative vote of eight members, it shall take
42 effect immediately upon its adoption and approval by the Executive; otherwise, it shall take
43 effect and be in force at the earliest time provided by law.
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45 SECTION 4

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47 It is found and determined that all formal actions of this Council concerning and relating
48 to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all
49 deliberations of this Council and of any of its committees that resulted in such formal action,
50 were in meetings open to the public, in compliance with all legal requirements, including Section
51 121.22 of the Ohio Revised Code.
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5 INTRODUCED January 26, 2015

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7 ADOPTED February 9, 2015

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11 CLERK OF COUNCIL



PRESIDENT OF COUNCIL

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13 APPROVED February 10, 2015

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17 EXECUTIVE

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19 ENACTED EFFECTIVE February 10, 2015

Voice Vote: 11-0: YES: Comunale, Crawford, Donofrio, Feeman, Kostandaras,
Kurt, Lee, Prentice, Rodgers, Schmidt, Shapiro