

City of Johnstown, Pennsylvania
Ordinance No. 5282

Bill No. 1 of 2020

Introduced in Council
January 6, 2020

AN ORDINANCE AMENDING Codified Ordinance Chapter 484; titled Parking Meters subsection 484.10 PARKING IN MUNICIPAL METERED AREAS; WAIVER FINE.

DELETE:

484.10 PARKING IN MUNICIPAL METERED AREAS; WAIVER FINE.

In all municipal metered parking areas, user of such areas shall be required to deposit in the meter the coin required by the sign posted thereon and for the time limit therein specified. In the event of failure to deposit such coin, the person shall be fined ten dollars (\$10.00) for such violation if paid to the Bureau of Parking within 10 calendar days of issuance of the tag. If paid after 10 calendar days of issuance of the tag with a fine of fifteen dollars (\$15.00). Upon default of payment of such fine within 21 days, the tag shall be turned over to the District Judge for further action.

(Ord. 4760. Passed 12-30-96; Ord. 4888. Passed 6-12-02; Ord. 5048. Passed 12-18-09.)

ADD:

484.10 PARKING IN MUNICIPAL METERED AREAS; WAIVER FINE.

In all municipal metered parking areas, user of such areas shall be required to deposit in the meter the coin required by the sign posted thereon and for the time limit therein specified. In the event of failure to deposit such coin, the person shall be fined ten dollars (\$10.00) for such violation if paid to the Bureau of Parking within 10 calendar days of issuance of the tag. If paid after 10 calendar days of issuance of the tag with a fine of fifteen dollars (\$15.00). ~~Upon default of payment of such fine within 21 days, the tag shall be turned over to the District Judge for further action.~~ If the fine is not paid after ten calendar days of the issuance of the ticket, a letter will be sent to the holder, explaining that the fine has increased to \$15.00. The holder will also be notified in this letter, that if the fine is not paid within 21 days of the date of issuance of the ticket, the ticket shall be turned over to a Third Party Debt Collector for further action. The letter will also inform the holder that a collection fee will have to be paid to the Third Party Debt Collector for their collection actions.

(Ord. 4760. Passed 12-30-96; Ord. 4888. Passed 6-12-02; Ord. 5048. Passed 12-18-09.)

PASSED FINALLY IN COUNCIL

February 12, 2020

By the following vote:

Yeas: Mr. Britt, Mr. Capriotti, Mayor Janakovic, Rev. King, Mrs. Mock, Mr. Vitovich,
Mr. Arnone. (7)

Nays: None (0)



Frank J. Janakovic, Mayor
Marie Mock, Deputy Mayor

ATTEST:

I do hereby certify that the foregoing is a true and correct copy of Ordinance No. **5282**, as the same was passed finally by City Council and signed by the Mayor and/or Deputy Mayor of the City of Johnstown, Pennsylvania.



Nancy J. Cushing, City Clerk

City of Johnstown, Pennsylvania

Ordinance No. 5283

Bill No. 2 of 2020

Introduced in Council
January 6, 2020

AN ORDINANCE AMENDING ORDINANCE NO. 5045, ADOPTED FINALLY ON DECEMBER 9, 2009, ESTABLISHING THE REQUIREMENTS AND PROCEDURES FOR THE PURCHASING OF MATERIALS AND SUPPLIES FOR ALL DEPARTMENTS OF THE CITY OF JOHNSTOWN AND DIRECTING THAT THE DIRECTOR OF FINANCE DEVELOP A PURCHASING POLICY MANUAL ~~ESTABLISHING~~ **ESTABLISHING** GUIDELINES, INCLUDING THE MANDATES CONTAINED IN THIS ORDINANCE, FOR PURPOSES OF CLARIFYING REQUIREMENTS APPLICABLE TO THE PURCHASE OF CERTAIN MATERIALS, SUPPLIES, AND SERVICES AND THE USE OF CREDIT CARDS.

WHEREAS, the City has reviewed and evaluated requirements and procedures for the purchasing of materials and supplies as outlined in the original Ordinance addressing these topics; and

WHEREAS, the City Council desires to adjust and amend the requirements and procedures for the purchasing of materials and supplies in order to increase and ensure the efficiency of City operations;

NOW THEREFORE, Ordinance No. 5045, is hereby amended as follows:

SECTION 1. FINANCE DEPARTMENT APPROVAL

DELETE:

~~The purchase of all materials, supplies, and services shall not be made, nor the placement of any order without the prior approval of the Department of Finance and the issuance of a City of Johnstown purchase order.~~

ADD:

The purchase of all materials, supplies, and services with a value under \$1,000 shall not be made, nor the placement of any order without the prior approval of the Department Head. Purchases exceeding \$1,000 shall not be placed for materials, supplies, and services without prior approval of the Department of Finance.

SECTION 2. DEPARTMENT HEADS RESPONSIBILITIES

It shall be the responsibility of the respective department head to:

- a. Make determination of the need for all purchases.
- b. Determine if the amount required for said purchase is available in the appropriate departmental budgeted line item prior to submitting a request for Purchase Order approval.
- c. If such funds are insufficient in the amount required, the department shall request the director of Finance to initiate a transfer of funds, or submit the issue to Council requesting an appropriation amendment or transfer from other available funds.
- d. **NO PURCHASE ORDER SHALL BE SUBMITTED TO THE DEPARTMENT OF FINANCE UNLESS AND UNTIL SUFFICIENT FUNDS ARE DETERMINED, by the respective Department Head.**

SECTION 3. PURCHASE ORDER SPECIFIC PURPOSE

DELETE:

- ~~a. All purchase orders shall be issued for specific purchases of materials, supplies, and services, and shall not be considered or used as an "OPEN PURCHASE" for additional items, material, supplies, and services.~~

ADD:

- a. All purchase orders shall be issued for specific purchases of materials, supplies, and services with a value of \$1,000 or greater, and shall not be considered or used as an "OPEN PURCHASE" for additional items, material, supplies, and services.

SECTION 4. VENDORS

- a. All vendors shall be notified of the provisions of this ordinance requiring a fully executed and approved purchase order prior to the delivery or ordering of any material, supplies, and services.
- b. Vendors shall be given notice that any violation of the provisions of this ordinance could result in the City of Johnstown's refusal to pay invoices, a delay in receiving payment or being excluded for future purchases by the City.

DELETE:

SECTION 5. CREDIT CARDS

- ~~a. The use of any City of Johnstown credit cards shall not be permitted for the purchase of materials, supplies and services. All such purchases shall be only through the issuance of a City of Johnstown purchase order.~~

ADD:

SECTION 5. CREDIT CARDS

- b. The use of any City of Johnstown credit cards is permitted for the purchase of materials, supplies and services for purchases less than \$1,000. All purchases \$1,000 or greater shall be only through the issuance of a City of Johnstown purchase order.

SECTION 6. CITY EMPLOYEE RESPONSIBILITIES.

- a. Any City Employee found to be in violation of this ordinance and the requirements contained in PURCHASING POLICY MANUAL of the Department of Finance, and adopted by Resolution of City Council and periodically updated as needed, may be subject to disciplinary actions for non-compliance with purchasing policies and Council adopted mandates, and subject to the penalties as provided in the City of Johnstown Administrative Code and the Codified Ordinances of the City of Johnstown.

SECTION 7. The Director of Finance shall submit the PURCHASING POLICY MANUAL to City Council on or before February 28, 2010, with all other provisions of this ordinance effective, January 1, 2010

SECTION 8. PENALTY FOR NON COMPLIANCE WITH PROVISIONS OF THIS ORDINANCE: City of Johnstown Codified Ordinances:

Chapter 202.09 VIOLATIONS OF RULES, REGULATIONS AND ORDERS.

Except as otherwise provided in these Codified Ordinances, no person shall violate any rule, regulation or order promulgated by any officer or agency of the City under authority vested in him, her or it by law or ordinance, or under authority of these Codified Ordinances.

DELETE:

Chapter 202.99 GENERAL CODE PENALTY; COMPLICITY; EQUITABLE REMEDIES.

~~(a) — Whoever violates or fails to comply with any of the provisions of these Codified Ordinances, including any provision of any standard, technical or other code adopted by reference in these Codified Ordinances, and including any rule or regulation promulgated under authority of any such standard, technical or other code adopted by reference in these Codified Ordinances, or under authority of any other provision of these Codified Ordinances, or under authority of State law, for which no penalty is otherwise provided in these Codified Ordinances, shall pay a civil penalty of not more than three hundred dollars (\$300.00) for each offense. Unless otherwise provided, a separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues.~~

SECTION 9. All ordinances or part in conflict herein are in the same are hereby repealed.

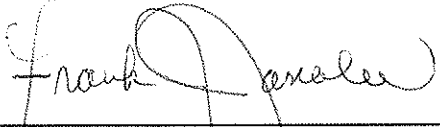
ORDAINED and ENACTED By the City Council of the City of Johnstown, County of Cambria, Commonwealth of Pennsylvania on this 12th day of February, 2020.

PASSED FINALLY IN COUNCIL: February 12, 2020

By the following vote:

Yeas: Mr. Capriotti, Mayor Janakovic, Rev. King, Mrs. Mock, Mr. Vitovich,
Mr. Arnone, Mr. Britt. (7)

Nays: None (0)



Frank J. Janakovic, Mayor
Marie Mock, Deputy Mayor

ATTEST:

I do hereby certify that the following is a true and correct copy of Ordinance No. **5283** as the same was adopted by the City Council of the City of Johnstown, Pennsylvania.



Nancy J. Cushing, City Clerk