

# RECORD OF ORDINANCES

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 90043

Ordinance No. \_\_\_\_\_ Passed \_\_\_\_\_, 20 \_\_\_\_\_

## RESOLUTION 2026-04

### A RESOLUTION AUTHORIZING THE VILLAGE OF DOYLESTOWN TO ACCEPT CREDIT CARD PAYMENTS FOR MUNICIPAL SERVICES AND ESTABLISHING A POLICY REGARDING ASSOCIATED FEES

WHEREAS, the Village of Doylestown desires to improve customer convenience and efficiency by accepting credit card payments for certain municipal services; and

WHEREAS, the Ohio Revised Code permits the acceptance of credit cards by local governments for the payment of fees, fines, and other charges, provided that proper policies are adopted;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Doylestown, Wayne County, State of Ohio:

**SECTION 1:** The Fiscal Officer and Village Administrator are hereby authorized to enter into agreements with a qualified third-party credit card processing vendor to accept credit and debit card payments on behalf of the Village of Doylestown.

**SECTION 2:** The services for which credit and debit cards may be accepted include, but are not limited to:

- Utilities (water, sewer, trash)
- Permits and licenses
- Fines and citations
- Parks and recreation fees
- Zoning or development fees

The Fiscal Officer may expand this list to include additional services with administrative approval.

**SECTION 3:** The Village may choose one of the following options regarding transaction fees associated with credit card processing:

- Option A: The Village shall absorb the associated processing fees as a cost of doing business.
- Option B: The transaction fees shall be passed on to the cardholder as a convenience fee, as permitted by state law and vendor policy.

The Council shall determine the final approach by majority vote at a regular meeting.

**SECTION 4:** The Fiscal Officer is directed to establish internal controls and maintain compliance with all applicable Auditor of State requirements, including periodic review of the credit card policy and reconciliation procedures.


**SECTION 5:** This Resolution shall supersede and replace any and all prior resolutions, policies, or motions of the Village of Doylestown that address or authorize the acceptance or use of credit cards or debit cards for municipal payments, to the extent that such prior actions are inconsistent with the provisions of this Resolution.

**SECTION 6:** This Resolution shall take effect and be in force from and after the earliest period allowed by law.

PASSED: January 7, 2026

Attest:

  
Terry L. Lindeman, Mayor

  
Kristen J. Robison, Clerk of Council