
Memorandum

To: Mayor & Members of Council
From: Jon Bisher/*rd*
Subject: General Information
Date: January 3, 2014

CALENDAR

MONDAY, JANUARY 6TH @ 7:00 PM – City Council Meeting

C. ORGANIZATION OF COUNCIL

- * Greg Heath has included in the Packet information on “*Organization of City Council (General Guideline and Procedure Outline)*”

D. APPROVAL OF MINUTES:

1. Regular Meeting/December 16, 2013
2. Special meeting/December 23, 2013

G. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

1. **ORDINANCE NO. 001-14** an Ordinance Establishing a New Position Classification Pay Plan for Employees of the City of Napoleon and Creating the MIS Technician Position; Repealing Ordinance No. 084-13; and Declaring an Emergency.
2. **RESOLUTION NO. 002-14** a Resolution Authorizing the City Manager to Enter into a Contract with Unison Site Management, LLC for the Cell Site Lease Conversion Program; and Declaring an Emergency. (*Suspension Requested*)
3. **RESOLUTION NO. 003-14** a Resolution to Amend the Title, the Sixth Recital, and Sections 1 and 2 of Resolution No. 061-13 to Correct a Scrivener’s Error to Amend the Wording from “General” Election to “Primary” Election; and Declaring an Emergency. (*Suspension Requested*)
4. **RESOLUTION NO. 004-14** a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2014; and Declaring an Emergency. (*Suspension Requested*)

K. GOOD OF THE CITY

1. Sewer Lateral Cost Responsibility and Sewer Assessments
2. Appointment of Members to the Volunteer Fire Fighters Dependents Fund
3. Assign the Scheduling of Safety & Human Resources Committee Meetings with Townships.
4. Assign “Review of EMS Costs and Revenues” to the Safety & Human Resources Committee Meetings with the Townships.

5. Assign “Review of Electric Billing Determinants” and “Electric Department Report” to the Monthly Meeting of the Electric Committee and Board of Public Affairs.
6. Assign “Review of Updated Information from Staff on Economic Development” to the Municipal Properties, Buildings, Land Use & Economic Development Committee on as “as needed” basis.

INFORMATIONAL ITEMS

1. Regarding the water rate increase, enclosed is a copy of the letter Greg Heath sent to the Villages of Liberty Center, Malinta and Florida, and the Henry County Regional Water/Sewer District.

RELATED ITEMS

1. **MEETINGS CANCELLED:**
 - a. *Technology and Communication Committee*

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Records Retention
CM-11 - 2 Years

December 2013							January 2014							February 2014						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	8	9	10	11	12	13	14
15	16	17	18	19	20	21	15	16	17	18	19	20	21	15	16	17	18	19	20	21
22	23	24	25	26	27	28	22	23	24	25	26	27	28	22	23	24	25	26	27	28
29	30	31					29	30	31					29	30	31				

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
	5th Monday-No Scheduled Meet	BISHER - OFF	HOLIDAY - New Year's Day	BISHER - OFF	BISHER - OFF	
5	6	7	8	9	10	11
	7:00 PM City COUNCIL Meeting AV - Dan					
12	13	14	15	16	17	18
	6:30 PM ELECTRIC Committee Board of Public Affairs 7:00 PM WATER/SEWER Committee 7:30 PM Municipal Properties/ED Committee Meeting AV - Rox	4:30 PM Board of Zoning Appeals 5:00 PM Planning Commission	AMP - Bisher	AMP - Bisher		
19	20	21	22	23	24	25
	7:00 PM City COUNCIL Meeting 8:00 PM Parks & Rec Committee Mtg. AV - Dan					
26	27	28	29	30	31	1
	6:30 PM Finance & Budget Committee Mtg. 7:30 PM Safety & Human Resources Committee Mtg. AV - Shery					

CITY COUNCIL

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio

MEETING AGENDA

Monday, January 6, 2014 at 7:00 pm

- A. Attendance** *(Noted by the Clerk)*
- B. Prayer & Pledge of Allegiance**
- C. Organization of Council:**
1. Swearing in of Council Members Elect: Jeffrey C. Marihugh & Heather R. Wilson, Travis B. Sheaffer, Jason P. Maassel
 2. Election of President of Council
 3. Election of President Pro-Tem of Council
 4. Seating Order of City Council
 5. Appointment of Standing Committees of Council
 6. Appointment of Personnel Committee
 7. Setting of Meeting Dates and Time for Regular Meetings of Council
 8. Setting of Meeting Dates and Times for Standing Committees of Council
 9. Appointment of Clerk of Council
- D. Approval of Minutes:** *(In the absence of any objections or corrections, the minutes shall stand approved.)*
1. December 16, 2013 Regular Meeting
 2. December 23, 2013 Special Meeting
- E. Citizen Communication**
- F. Reports from Council Committees**
1. **Parks & Recreation Committee** did not meet on Monday, December 16 due to lack of agenda items.
 2. **Finance & Budget Committee** did not meet on Monday, December 23 due to lack of agenda items.
 3. **Safety & Human Resources Committee** did not meet on December 23 due to lack of agenda items.
- G. Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
1. **Parks & Recreation Board** met on Wednesday, December 18 with the following agenda items:
 - a. Discussion of the 2014 Budget Items
 - b. Discussion/Action on Parks & Recreation Service Award
 2. **Civil Service Commission** did not meet on Tuesday, December 24 due to lack of agenda items.
- H. Introduction of New Ordinances and Resolutions**
1. **Ordinance No. 001-14**, An Ordinance establishing a new position classification pay plan for employees of the City of Napoleon and creating the MIS Technician position; Repealing Ordinance no. 084-13; and Declaring an Emergency *(Suspension Requested)*
 2. **Resolution No. 002-14**, a Resolution authorizing the City Manager to enter into a contract with Unison Site Management LLC for the Cell Site Lease Conversion Program; and declaring an Emergency *(Suspension Requested)*
 3. **Resolution No. 003-14**, A Resolution to amend the Title, the Sixth Recital, and Sections 1 and 2 of Resolution No. 061-13 to correct scrivener's error to amend the wording from "General" Election to "Primary" Election; and declaring an Emergency *(Suspension Requested)*
 4. **Resolution 004-14**, a Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2014; declaring an Emergency *(Suspension Requested)*
- I. Second Readings of Ordinances and Resolutions**
1. There were no second readings of Ordinances and Resolutions
- J. Third Readings of Ordinances and Resolutions**
1. There were no third readings of Ordinances and Resolutions

- K. Good of the City** (*Any other business as may properly come before Council, including but not limited to:*)
- 1. Discussion/Action:** Sewer Lateral Cost Responsibility and Sewer Assessments
 - 2. Discussion/Action:** Appointment of members to the Volunteer Fire Fighters Dependents Fund
 - 3. Discussion/Action:** Assign the scheduling of Safety & Human Resources Committee meetings with Townships
 - 4. Discussion/Action:** Assign “Review of EMS Costs and Revenues” to the Safety & Human Resources Committee meetings with the Townships
 - 5. Discussion/Action:** Assign “Review of Electric Billing Determinants” and “Electric Department Report” to the monthly meeting of the Electric Committee and Board of Public Affairs
 - 6. Discussion/Action:** Assign “Review Updated Information from Staff on Economic Development” to the Municipal Properties, Buildings, Land Use & Economic Development Committee on an ‘as needed’ basis
- L. Executive Session:** To discuss Pending Litigation
- M. Approve Payment of Bills and Approve Financial Reports** (*In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.*)
- N. Adjournment**

Gregory J. Heath, Finance Director/Clerk of Council

A. Items Referred or Pending in Committees of Council

- 1. Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: Monday, January 6 @ 8:00 pm)
- 2. Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 13 @ 6:30 pm)
 - a. Review of Electric Billing Determinants
 - b. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 13 @ 7:00 pm)
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 13 @ 7:30 pm)
 - a. Updated Info from Staff on Economic Development (as needed)
- 5. Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, January 20 @ 8:00 pm)
- 6. Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, January 27 @ 6:30 pm)
- 7. Safety & Human Resources Committee (4th Monday)**
(Next Meeting: Monday, January 28 @ 7:30 pm)
- 8. Personnel Committee (As needed)**

B. Items Referred or Pending In Other City Commissions and Boards

- 1. Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, January 13 @ 6:30 pm)
 - a. Review of Electric Billing Determinants
 - b. Electric Department Report
- 2. Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, January 14 @ 4:30 pm)
- 3. Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, January 14 @ 5:00 pm)
- 4. Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, January 20 @ 6:00 pm)
- 5. Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, February 24 @ 4:30 pm)
January 28 meeting canceled due to lack of agenda items.
- 6. Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, January 29 @ 6:30 pm)
- 7. Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, May 13 @ 10:30 am)
- 8. Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, June 10 @ 4:00 pm)
- 9. Housing Council (1st Monday of the month after the TIRC meeting)**
(Next Regular Meeting: Monday, May 5 @ 6:30 pm)
- 10. Health Care Cost Committee (As needed)**
- 11. Preservation Commission (As needed)**
- 12. Infrastructure/Economic Development Fund Review Committee (As needed)**
- 13. Tax Incentive Review Council (As needed)**
- 14. Volunteer Firefighters' Dependents Fund Board (As needed)**
- 15. Lodge Tax Advisory & Control Board (As needed)**
- 16. Board of Building Appeals (As needed)**
- 17. ADA Compliance Board (As needed)**
- 18. NCTV Advisory Board (As needed)**

ORGANIZATION OF CITY COUNCIL (General Guideline and Procedures Outline):

Definitions:

CHARTER = Revised Charter of the City of Napoleon, Ordinance No. 61-00, Passed July 3, 2000 and Adopted by Voters on November 7, 2000, Effective July 1, 2001.

RULES = Rules and Regulations of City Council of the City of Napoleon, Ohio, Adopted and Amended by various Ordinances and Resolutions, last Amended by Ordinance No. 007-12, Passed January 16, 2012.

AGENDA = Actual City Council Agenda Item.

> Scheduled Organizational Meeting Date and Time – Monday, January 6, 2014, 7:00 p.m.

CHARTER – Section 2.03 Organization

At the **first regular meeting in January** following the general municipal election, Council shall meet for the purpose of organization.

CHARTER – Section 2.07 Meetings

(A) Regular Meetings. After the organizational meeting, Council shall meet at such times as may be provided by its rules and regulations or by ordinance or resolution; but, is shall hold regular meetings at least twice during each calendar month.

RULE – 1.3 Regular Meetings

The council of the city shall hold regular meetings at 7:00 p.m. on the first and third Monday of each calendar month at the municipal building. However, if the first or third Monday shall be an observed city holiday, the council shall meet on the following day.

NOTE: The Organizational Meeting is an Agenda item on the Regular Meeting of City Council Scheduled at 7:00 p.m. on Monday, January 6, 2014.

> Location of Meeting – Council Chambers, City Municipal Building, 255 West Riverview Avenue, Napoleon, Ohio

RULE – 1.1 Place of Meetings

All meetings of the council shall be held in the place designated as council chamber in the city municipal building, unless otherwise ordered by the council.

> Regular Meeting Called to Order by Clerk of Council

AGENDA – C. Organization of Council

AGENDA - 1. Swearing in of Council Members Elect:

> Swearing-In of all Council Members Elect by the Mayor

> Election of President of Council and President Pro-Tem of Council

CHARTER – Section 2.04 President of Council

(A) President & President Pro-Tem. At the organizational meeting, but in no event later than January 15th next following the organizational meeting, Council shall elect one (1) of its members to serve as President of Council (hereinafter called “the Council President”) and one of its members as President Pro-Tem of Council (hereinafter called “the Council President Pro-Tem”), each of whom shall, except in the case of death, resignation, recall, removal or forfeiture of office, serve for a term of two (2) years or until his or her successor is elected and qualified.

...

CITY OF NAPOLEON, OHIO

RULE – 2.2 Votes Necessary For Election Of Officers And Employees

Except as herein provided, no candidate for president or president pro-tem of council shall be declared elected unless the person shall have received a majority vote of all current members of council, and no person shall be employed by this council except pursuant to a majority vote of all current members of council. No vacancy that council is authorized to fill shall be filled except pursuant to a majority vote of all current members of council. In the event of a tie vote of the current members of council when electing the president and/or president pro-tem as provided for in this Rule 2.2, the winner shall be decided by the flip of a coin, unless another method is approved by majority vote of all the current members of council.

RULE – 2.3 Roll Call Votes

Upon the roll call for the election of president and president pro-tem of council, or employee of council, or for filling any vacancy in the membership of council, each member shall respond by stating the name of the candidate of their choice eligible for such office or appointment. Once a response is given by a member, a motion may be made for nomination for appointment or position. If the motion receives a second (2nd), said person shall become eligible for such office or position. A vote in the open shall be taken among all current members of council for filing such office or position. Rule 2.2 shall control in determining who is elected.

AGENDA - 2. Election of President of Council

Procedure and Protocol for election of the President of Council

The Clerk of Council shall request each member of Council for a name of a candidate for President of Council. This shall be asked by first in elected or appointed seniority order (***number of total consecutive years served on City Council from the latest appointment or election date with no break in service***), and then alphabetically by last name order for those with equal number of years.

Current Seniority and Name Order – Sheaffer, Travis	01-01-1994	20 Years
(By Consecutive Years Served) Helberg, John	06-19-2000	13+ Years
McColley, Patrick	01-01-2012	2 Years
Ridley, Chris	01-01-2012	2 Years
Maassel, Jason	10-01-2012	1+ Years
Marihugh, Jeffrey	01-01-2014	0 Years
Wilson, Heather	01-01-2014	0 Years

Once a name is stated by requested Council Person, a motion will be requested for the stated name. If a motion (1st) is made, a second (2nd) will be requested. If a second (2nd) is received, then that name will be eligible to be voted on. The Clerk of Council shall proceed to the next member of Council until all members have had their opportunity to state a candidate for President of Council.

SPECIAL NOTE: Members of Council may nominate themselves for President of Council. Once a given name is state and motion and second received, that given name does not need to be repeated by the next person in line.

A vote shall then be taken on each name given, starting with the first eligible name. Each Council Member will be asked to vote **Yes** or **No** on each name presented. The person receiving a majority Yes vote (4 or more) shall be appointed to the office President of Council. In the case of a tie vote on three (3) or more names, than a new vote shall be taken until one of those persons receives a clear majority vote. In the case of a tie vote on two (2) names only, the winner shall be decided by the flip of a coin, unless another method is approved by majority vote of all the current members of council.

SPECIAL NOTE: Members of Council may Vote for themselves for President of Council.

CITY OF NAPOLEON, OHIO

<u>Council Person</u>	<u>Nomination for President of Council</u>	<u>Motions</u>		<u>Vote</u>	
Sheaffer, Travis	_____	1 st _____	2 nd _____	Y _____	N _____
Helberg, John	_____	1 st _____	2 nd _____	Y _____	N _____
McColley, Patrick	_____	1 st _____	2 nd _____	Y _____	N _____
Ridley, Chris	_____	1 st _____	2 nd _____	Y _____	N _____
Maassel, Jason	_____	1 st _____	2 nd _____	Y _____	N _____
Marihugh, Jeffrey	_____	1 st _____	2 nd _____	Y _____	N _____
Wilson, Heather	_____	1 st _____	2 nd _____	Y _____	N _____

AGENDA - 3. Election of President Pro-Tem of Council

Procedure and Protocol for election of the President Pro-Tem of Council

The Clerk of Council shall request each member of Council for a name of a candidate for President Pro-Tem of Council. This shall be asked by first in elected or appointed seniority order (***number of total consecutive years served on City Council from the latest appointment or election date with no break in service***), and then alphabetically by last name order for those with equal number of years. (*Same order as listed for President of Council above.*)

Once a name is stated by requested Council Person, a motion will be requested for the stated name. If a motion (1st) is made, a second (2nd) will be requested. If a second (2nd) is received, then that name will be eligible to be voted on. The Clerk of Council shall proceed to the next member of Council until all members have had their opportunity to state a candidate for President Pro-Tem of Council.

SPECIAL NOTE: Members of Council may nominate themselves for President Pro-Tem of Council. Once a given name is state and motion and second received, that given name does not need to be repeated by the next person in line.

A vote shall then be taken on each name given, starting with the first eligible name. Each Council Member will be asked to vote **Yes** or **No** on each name presented. The person receiving a majority Yes vote (4 or more) shall be appointed to the office President of Council. In the case of a tie vote on three (3) or more names, than a new vote shall be taken until one of those persons receives a clear majority vote. In the case of a tie vote on two (2) names only, the winner shall be decided by the flip of a coin, unless another method is approved by majority vote of all the current members of council.

SPECIAL NOTE: Members of Council may Vote for themselves for President Pro-Tem of Council.

<u>Council Person</u>	<u>Nomination for President Pro-Tem of Council</u>	<u>Motions</u>		<u>Vote</u>	
Sheaffer, Travis	_____	1 st _____	2 nd _____	Y _____	N _____
Helberg, John	_____	1 st _____	2 nd _____	Y _____	N _____
McColley, Patrick	_____	1 st _____	2 nd _____	Y _____	N _____
Ridley, Chris	_____	1 st _____	2 nd _____	Y _____	N _____
Maassel, Jason	_____	1 st _____	2 nd _____	Y _____	N _____
Marihugh, Jeffrey	_____	1 st _____	2 nd _____	Y _____	N _____
Wilson, Heather	_____	1 st _____	2 nd _____	Y _____	N _____

> Clerk of Council shall surrender chair and gavel to newly elected President of Council

CITY OF NAPOLEON, OHIO

AGENDA - 4. Seating Order of Council

> Council President will request any changes to seating order as presented

A proposed Seating Order is listed below, from President to President Pro-Tem to Seniority Order.

	Mayor	President	
1 st Senior			President Pro-Tem
3 rd Senior			2 nd Senior
5 th Senior			4 th Senior

A motion to approve to the Seating Order will be requested. If a motion (1st) is made, a second (2nd) will be requested. If a second (2nd) is received, then a vote will be taken to approve the Seating Order of Council. If a simple majority is received, four (4), then Seating Order of Council stands approved.

AGENDA - 5. Appointment of Standing Committees of Council

> Appointment of Standing Committees of Council by the President of Council

CHARTER – Section 2.04 President of Council

(B) Appointment to Standing Committee. The Council President shall select and appoint the standing committees of Council, subject to approval by Council. (*Simple Majority*) ...

CHARTER – Section 2.11 Standing Committees of Council

The following standing committees of Council are established by this Charter: Finance and Budget; Safety and Human Resources; Electric; Water, Sewer, Refuse, Recycling and Litter; Parks and Recreation; Technology and Communication; and, Municipal Properties, Buildings, Land Use and Economic Development.

Each standing committee shall consist of three (3) Council members. Each Council member shall serve as chairperson of one (1) standing committee and shall serve on two (2) other standing committees. ...

RULE – 3.1 Standing Committees of Council

The following standing Committees of Council have been established by Charter:

- Rule 3.1.1 Finance And Budget
- Rule 3.1.2 Safety And Human Resources
- Rule 3.1.3 Electric
- Rule 3.1.4 Water, Sewer, Refuse, Recycling And Litter
- Rule 3.1.5 Parks And Recreation
- Rule 3.1.6 Technology And Communication
- Rule 3.1.7 Municipal Properties, Building, Land Use And Economic Development

The council president shall select and appoint the standing committees, subject to approval of council. If council fails to act by January 31st next following the organizational meeting of council, the selections and appointments of the council president shall become effective. Prior to selection or appointment to the standing committees, the council president may allow in an open council meeting for members of council to request committee appointments, first being for the chair thereof. Requests made shall be in accordance with elected or appointed seniority on council (number of total consecutive years served on city council from the latest appointment or election date with no break in service, and then alphabetically by last name order for those with equal number of years). After chair requests are completed, the members in accordance with seniority shall be given the opportunity to select a non-chair position of the standing committees; thereafter, junior members in reverse order shall be allowed to request remaining open seats on the standing committees.

Procedure and Protocol for Appointment of Standing Committees by the President of Council – The proposed Appointment of Standing Committees shall be provided by the President of Council.

CITY OF NAPOLEON, OHIO

A motion to approve to the Appointment of Standing Committees will be requested. If a motion (1st) is made, a second (2nd) will be requested. If a second (2nd) is received, then a vote will be taken to approve the Appointment of Standing Committees. If a simple majority is received, four (4), then the Appointment of Standing Committees stands approved.

However, prior to selection or appointment to the standing committees, the council president *may allow* in an open council meeting for members of council to request committee appointments, first being for the chair thereof. Requests made shall be in accordance with elected or appointed seniority on council (number of total consecutive years served on city council from the latest appointment or election date with no break in service, and then alphabetically by last name order for those with equal number of years). (*Same order as listed for President of Council above.*)

After chair requests are completed, the members in accordance with seniority shall be given the opportunity to select a non-chair position of the standing committees; thereafter, junior members in reverse order shall be allowed to request remaining open seats on the standing committees.

Reverse Seniority and Name Order – Wilson, Heather	01-01-2014	0 Years
Marihugh, Jeffrey	01-01-2014	0 Years
Maassel, Jason	10-01-2012	1+ Years
Ridley, Chris	01-01-2012	2 Years
McColley, Patrick	01-01-2012	2 Years
Helberg, John	06-19-2000	13+ Years
Sheaffer, Travis	01-01-1994	20 Years

Once Committee members are selected, the President of Council should declare appointments made.

NOTE: What ever the procedure is allowed by the President of Council, once completed City Council shall approve by motion and vote (simple majority), confirming those appointments.

AGENDA - 6. Appointment of Personnel Committee

> Appointment of Personnel Committee by the President of Council

CHARTER – Section 2.12 Personnel Committee

A Personnel Committee, consisting of the Mayor and two (2) Council members appointed by the Council President, such appointments being subject to approval of Council, is established by this Charter. ...

Council President appoints two (2) Council members to the Personnel Committee, and takes a motion for approval by the full body of City Council on these appointments. Failure to get approval by City Council would require the Council President to re-submit names for appointment and vote. Once approved by a simple majority of Council the appointments are made.

AGENDA - 7. Setting of Meeting Dates and Time for Regular Meetings of Council

> Setting Regular Meetings Date and Time

CHARTER – Section 2.07 Meetings

(C) Regular Meetings. After the organizational meeting, Council shall meet at such times as may be provided by its rules and regulations or by ordinance or resolution; but, is shall hold regular meetings at least twice during each calendar month.

CITY OF NAPOLEON, OHIO

RULE – 1.3 Regular Meetings

The council of the city shall hold regular meetings at 7:00 p.m. on the first and third Monday of each calendar month at the municipal building. However, if the first or third Monday shall be an observed city holiday, the council shall meet on the following day.

NOTE: Current Council Rules state the Regular Meetings to be held at 7:00 p.m. on first and third Monday of each calendar month. These Dates and Times can be changed to whatever Dates and Times that pleases Council. However, changes to current Council Rules would require legislative action to modify the Rules. The Charter requires Regular Meetings to be held at least twice (2 times) during each calendar month, it does not specify a specific meeting date and time. Once regular monthly Dates and Times are set for the Regular Meetings, for the record, a motion and vote should be taken by Council approving standard Dates and Times.

AGENDA - 8. Setting of Meeting Dates and Time for the Standing Committees of Council

> Setting Committee Meetings Date and Time

RULE – 3.2 Committee Meetings

... Each committee shall hold its meetings at the time and place fixed, as prepared by the president of council and clerk of council in conference with the chair person of the several committees. The schedule shall be posted upon the bulletin board in the city's principal municipal building. ...

Council President, Clerk of Council and Chair Person of standing committee set the regular monthly Date and Time of the standing committee's.

NOTE: Once regular monthly Dates and Times are set for the Committee Meetings, for the record, a motion and vote should be taken by Council approving standard Dates and Times.

AGENDA - 9. Appointment of Clerk of Council

NOTE: Current Clerk of Council is set in Legislation as a function of the Finance Director. Should City Council choose to leave this as is, then No Action is Necessary. However, Should City Council choose to Appoint or Change the Clerk of Council, then listed below is the procedure to Appoint or Change the Clerk of Council.

> Appointment of Clerk of Council, if needed

CHARTER – Section 2.10 Council Employees

Council shall appoint a Clerk of Council and may appoint other similar type employees to directly serve the Council ...

RULE – 2.4 City Clerk

The council shall appoint a clerk by motion or legislation and such other officers and employees ...

Procedure and Protocol for appointment of a Clerk of Council

The President of Council shall request each member of Council for a name of a candidate for Clerk of Council. This shall be asked by first in elected or appointed seniority order (***number of total consecutive years served on City Council from the latest appointment or election date with no break in service***), and then alphabetically by last name order for those with equal number of years. (*Same order as listed for President of Council above.*)

CITY OF NAPOLEON, OHIO

Once a name is stated by requested Council Person, a motion will be requested for the stated name. If a motion (1st) is made, a second (2nd) will be requested. If a second (2nd) is received, then that name will be eligible to be voted on. The President of Council shall proceed to the next member of Council until all members have had their opportunity to state a candidate for Clerk of Council.

A vote shall then be taken on each name given, starting with the first eligible name. Each Council Member will be asked to vote **Yes** or **No** on each name presented. The person receiving a majority Yes vote (4 or more) shall be appointed to the office Clerk of Council. In the case of a tie vote on three (3) or more names, than a new vote shall be taken until one of those persons receives a clear majority vote. In the case of a tie vote on two (2) names only, the winner shall be decided by the flip of a coin, unless another method is approved by majority vote of all the current members of council.

<u>Council Person</u>	<u>Nomination for President Pro-Tem of Council</u>	<u>Motions</u>	<u>Vote</u>	
Sheaffer, Travis	_____	1 st _____ 2 nd _____	Y	N
Helberg, John	_____	1 st _____ 2 nd _____	Y	N
McColley, Patrick	_____	1 st _____ 2 nd _____	Y	N
Ridley, Chris	_____	1 st _____ 2 nd _____	Y	N
Maassel, Jason	_____	1 st _____ 2 nd _____	Y	N
Marihugh, Jeffrey	_____	1 st _____ 2 nd _____	Y	N
Wilson, Heather	_____	1 st _____ 2 nd _____	Y	N

> Organization of City Council Completed!

City of Napoleon, Ohio
CITY COUNCIL

Meeting Minutes

Monday, December 16, 2013 at 7:00 pm

PRESENT

Council

Mayor

City Manager

Law Director

Asst. Finance Director

Recorder

City Staff

Others

ABSENT

Council

Others

Call To Order

Minutes Approved

Citizen

Communication

**Reports From
Committees**

**Introduction Of
Resolution 080-13**

John Helberg – President, Jeffrey Lankenau, Jason Maassel, Patrick McColley, Christopher Ridley, Travis Sheaffer (left at 8:18 pm), Jon Tassler

Ronald A. Behm

Dr. Jon A. Bisher

Trevor M. Hayberger

Christine Peddicord

Tammy Fein

Robert Bennett, Fire Chief

Matt Bilow, Waste Water Treatment Plant Supervisor

Scott Hoover, Water Treatment Plant Supervisor

Marty Crossland, Staff Engineer

Dan Wachtman, MIS Administrator

Robert Weitzel, Police Chief

News Media; NCTV; Jeffrey Marihugh, Council Elect; Heather Wilson, Council Elect; Joel Miller, Henry County Chamber of Commerce

Gregory J. Heath, Finance Director/Clerk

President Helberg called the meeting to order at 7:00 pm with the Lord's Prayer followed by the Pledge of Allegiance.

Minutes of the November 25 and December 2 Council meetings stand approved with no objections or corrections.

None

Chairman Maassel reported that the Technology & Communication Committee met on December 2 and:

1. Discussed making the City webpage more easily navigated

Chairman Sheaffer reported that the Electric Committee met on December 9 and recommended:

1. Approval of electric billing determinants

The Water, Sewer, Refuse, Recycling and Litter Committee did not meet on December 9 due to lack of agenda items.

Chairman Helberg said the Municipal Properties, Buildings, Land Use and Economic Development Committee met on December 9 and:

1. Discussed, but took no action regarding traffic access during the upcoming construction projects of Appian Avenue, Northcrest Circle, Park Street, and W. Maumee Avenue.

President Helberg read by title Resolution No. 080-13 A Resolution Authorizing a Renewal Agreement with the Henry County Chamber of Commerce Regarding a

	Convention and Visitor’s Bureau; and Declaring an Emergency
Motion To Approve First Read	Motion: Sheaffer Second: McColley To approve first read of Resolution No. 080-13
Motion To Suspend The Rules	Motion: Lankenau Second: Ridley To suspend the rules requiring three readings
Discussion	Hayberger stated the current agreement regarding 50% of the Lodging Tax going to the Chamber of Commerce per the Ohio Revised Code expires December 31, 2013; McColley stated that the Lodge Tax Advisory & Control Board recommends approving the renewal of the agreement.
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Resolution No.080-13 under suspension of the rules Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Motion To Untable Ordinance 069-13	Motion: McColley Second: Maassel To untable Ordinance No. 069-13
Passed Yea- 7 Nay- 0	Roll call vote to untable Ordinance No. 069-13 Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Introduction Of Ordinance 069-13	Introduction of Ordinance No. 069-13 an Ordinance establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year ending December 31, 2014
Discussion	Mayor Behm restated that he will use his veto power on Ordinance 069-13 if the Law Director’s additional budget request for a parttime Assistant Law Director/Prosecutor remains.
Motion to Amend Ordinance 069-13	Motion: McColley Second: Ridley To amend Ordinance No. 069-13 to remove the Parttime Assistant Law Director/Prosecutor from the 2014 Appropriation Budget
Passed Yea- 6 Nay- 1	Roll call vote to amend Ordinance No. 069-13 Yea- McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay- Helberg
Motion To Suspend The Rules	Motion: Sheaffer Second: Lankenau To suspend the rules requiring three readings
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Ordinance No. 069-13 under suspension of the rules Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-

Introduction Of Resolution 070-13

President Helberg read by title Resolution No. 070-13 a Resolution authorizing the Finance Director to Transfer Certain Fund Balances from Respective Funds to Other Funds per Section 5705.14 ORC on an As Needed Basis in Fiscal Year 2014, Listed in Exhibit “A”; and Declaring an Emergency

Motion To Untable Resolution 070-13

Motion: McColley Second: Sheaffer
To untable Resolution No. 070-13

Passed
Yea- 7
Nay- 0

Roll call vote to untable Resolution No. 070-13
Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay-

Motion To Suspend The Rules

Motion: Lankenau Second: McColley
To suspend the rules requiring three readings

Discussion

None

Passed
Yea- 7
Nay- 0

Roll call vote on above motion:
Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay-

Passed
Yea- 7
Nay- 0

Roll call vote to pass Resolution No. 070-13 under suspension of the rules
Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay-

Introduction Of Resolution 074-13

President Helberg read by title Resolution No. 074-13 a Resolution Authorizing the Expenditure of Funds and Authorizing a Department Director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional Legislation to do so in the year 2014; and Declaring an Emergency

Motion To Approve First Read

Motion: Sheaffer Second: Ridley
To approve first read of Resolution No. 074-13

Motion To Suspend The Rules

Motion: Lankenau Second: Sheaffer
To suspend the rules requiring three readings

Discussion

Hayberger explained that this is the master bid list. Marihugh asked why certain companies were listed on both exhibits; Hayberger explained this is a cumulative list which gives authority to the Department Heads to choose how to purchase certain materials.

Passed
Yea- 5
Nay- 0
Abstain- 2

Roll call vote on above motion:
Yea- McColley, Sheaffer, Lankenau, Ridley, Maassel
Nay-
Abstain- Helberg, Tassler

Passed
Yea- 5
Nay- 0
Abstain - 2

Roll call vote to pass Resolution No. 074-13 under suspension of the rules
Yea- McColley, Sheaffer, Lankenau, Ridley, Maassel
Nay-
Abstain- Helberg, Tassler

Introduction Of Resolution 075-13

President Helberg read by title Resolution No. 075-13 A Resolution Authorizing Expenditure of Funds in excess of \$25,000.00 in and for the year 2014 as it relates to reoccurring costs associated with the Operation of the City, for Payment of

Expenses, and for Purchases Associated with Vendors Utilized by Multiple Departments Within the City; Elimination of Necessity of Competitive Bidding in and for the Year 2014 as it relates to Certain Transactions; Declaring an Emergency

Motion To Approve First Read	Motion: Lankenau Second: Sheaffer To approve first read of Resolution No. 075-13
Motion To Suspend The Rules	Motion: McColley Second: Lankenau To suspend the rules requiring three readings
Discussion	None
Passed	Roll call vote on above motion:
Yea- 5	Yea- Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay- 0	Nay-
Abstain- 2	Abstain- Helberg, McColley
Passed	Roll call vote to pass Resolution No. 075-13 under suspension of the rules
Yea- 5	Yea- Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay- 0	Nay-
Abstain- 2	Abstain- Helberg, McColley
Introduction Of Ordinance 076-13	President Helberg read by title Ordinance No. 076-13 An Ordinance authorizing the Finance Director to make Appropriation Transfers from Respective Funds, Departments and Categories to other Funds, Departments and Categories Pursuant to Section 5705.40 ORC for the Fiscal Year ending December 31, 2013 Listed in Exhibit "A" (Final); and Declaring an Emergency
Motion To Approve First Read	Motion: Lankenau Second: Sheaffer To approve first read of Ordinance No. 076-13
Motion To Suspend The Rules	Motion: Lankenau Second: Sheaffer To suspend the rules requiring three readings
Discussion	None
Passed	Roll call vote on above motion:
Yea- 7	Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay- 0	Nay-
Passed	Roll call vote to pass Ordinance No. 076-13 under suspension of the rules
Yea- 7	Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler
Nay- 0	Nay-
Introduction Of Ordinance 077-13	President Helberg read by title Ordinance No. 077-13 An Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 5) for the Year 2013; and Declaring an Emergency
Motion To Approve First Read	Motion: Sheaffer Second: McColley To approve first read of Ordinance No. 077-13
Motion To Suspend The Rules	Motion: Sheaffer Second: Lankenau To suspend the rules requiring three readings

Discussion	None
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Ordinance No. 077-13 under suspension of the rules Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Introduction Of Resolution 078-13	President Helberg read by title Resolution No. 078-13 A Resolution Authorizing the Finance Director to Transfer Certain Fund Balances from Respective Funds to Other Funds per Section 5705.14 ORC on an As Needed Basis in Fiscal Year 2013, Listed in Exhibit "A" (Transfer 4); and Declaring an Emergency
Motion To Approve First Read	Motion: Lankenau Second: Sheaffer To approve first read of Resolution No. 078-13
Motion To Suspend The Rules	Motion: McColley Second: Sheaffer To suspend the rules requiring three readings
Discussion	None
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Resolution No.078-13 under suspension of the rules Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Motion To Go Into Executive Session To Discuss Collective Bargaining	Motion: Lankenau Second: McColley To go into Executive Session to discuss Collective Bargaining
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Into Executive Session	Council went into Executive Session at 7:29 pm
Motion To Come Out Of Executive Session	Motion: McColley Second: Maassel To come out of Executive Session.
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Sheaffer, Lankenau, Ridley, Maassel, Tassler Nay-
Out Of Executive Session	Council came out of Executive Session at 8:18 pm. President Helberg reported that the discussion was regarding Collective Bargaining and no action was taken.
Sheaffer Left	Councilman Sheaffer left at 8:18 pm.

**Introduction Of
Resolution 079-13**

President Helberg read by title Resolution No. 079-13 A Resolution Approving the provisions of a certain Collective Bargaining Agreement No. 2013-18 between the City of Napoleon and Local 3363 International Association of Fire Fighters for the term commencing from January 1, 2014 through December 31, 2016; Authorizing the City Manager to Execute the same; and Declaring an Emergency

**Motion To Approve
First Read**

Motion: Ridley Second: Maassel
To approve first read of Resolution No. 079-13

**Motion To Suspend
The Rules**

Motion: Lankenau Second: Maassel
To suspend the rules requiring three readings

Discussion

Bisher stated the Fire Fighters have ratified an agreement regarding active pay and certifications, adding grain rescue; the education benefits have increased from the previous \$1,000 to \$1,500 but are no longer effective immediately, instead three (3) years of employment is required first; Kelly days were also defined in Labor Management meetings with one (1) Kelly day being earned for every twenty eight (28) days worked. Bisher stated that wages would be increased 0% the first year, 1.5% the second year, and 1.5% the third year.

**Passed
Yea- 6
Nay- 0**

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Passed
Yea- 6
Nay- 0**

Roll call vote to pass Resolution No.079-13 under suspension of the rules
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Introduction Of
Resolution 081-13**

President Helberg read by title Resolution No. 081-13 A Resolution Approving the provisions of a certain Collective Bargaining Agreement No. 2013-19 between the City of Napoleon and American Federation of State, County, and Municipal Employees, AFL-CIO Local 3859 for the term commencing from December 1, 2013 through November 30, 2016; Authorizing the City Manager to Execute the same; and Declaring an Emergency

**Motion To Approve
First Read**

Motion: Ridley Second: McColley
To approve first read of Resolution No. 081-13

**Motion To Suspend
The Rules**

Motion: Lankenau Second: McColley
To suspend the rules requiring three readings

Discussion

Bisher stated the boot allowance has been increased to \$150 per year, and will include all outerwear; also language was added regarding the rules of the required Commercial Driver's License and the snow working callout lists were reworked; flex time was added to this agreement for any work over forty (40) hours per week and a wage increase of 1.5% the first year, 2% the second year and 0% the third year was added with a \$300 bonus being paid the first year; the agreement will be retroactive as of December 1, 2013 due to the previous contract expiring on November 30, 2013.

**Passed
Yea- 6
Nay- 0**

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

Passed

Roll call vote to pass Resolution No.081-13 under suspension of the rules

not be known until the application is turned in, there has been two (2) years of discussion already and a decision needs to be made.

Water Treatment Plant Supervisor Scott Hoover stated that the LT2 rule will expire in 2014 but was extended to 2016 based on the talks of building a new Water Treatment Plant.

Helberg asked if the Defiance Water Plant was the same style as the current Napoleon Plant, and if it is, Napoleon is justified in the ability to switch to the Cooperative Agreement in order to stay ahead of the EPA requirements and expansion; Bisher added that the stranded cost of the new plant would be less than the cost of losing a satellite customer. Behm asked if the Defiance Water Plant meets the EPA standards; Hoover stated the Defiance Water Plant has Trihelamethane (THM) issues which also cause issues in taste and odor, adding that the current Water Plant in Napoleon has tested better than the Defiance Water Plant, and the Archbold Water Plant tested worse than both. Helberg stated that if the decision was made to go with the Defiance Water Plant, Napoleon would be treating for Trihelamethane (THM) issues on the West side along with all outlying areas; Bisher added that the EPA requires all outlying areas to be tested and there will be additional cost for fixing any items and for carbon filtering, Thihelamethane (THM) issues, and aeration. Tassler asked if this project would be assessed; Bisher stated that the County is still willing to handle the assessment of this project and are also looking at alternative funding to help keep the water rates lower.

Hayberger stated that this agreement locks in the other parties involved, as well as identifies the amount to be paid if one of the potential partners decides to abandon, though there is no indication that any of the parties are considering leaving, and Napoleon is currently paying nearly 100% of the associated costs; other options can still be discussed if necessary.

Behm stated for the record he is in full support of working with the County and the Cooperative Agreement.

**Motion To Pass
Resolution No. 083-13
With Amendment**

Motion: Ridley Second: Maassel
To pass Resolution No. 083-13 with amendment

**Passed
Yea- 4
Nay- 0
Abstain- 2**

Roll call vote to approve first read of Resolution No. 083-13 with amendment
Yea- Helberg, Ridley, Maassel, Tassler
Nay-
Abstain- McColley, Lankenau

**Second Read Of
Resolution No. 068-13**

President Helberg ready by title Resolution No. 068-13 A Resolution Amending the Allocation of Funds as found in Section 193.11 of the Codified Ordinances of the City of Napoleon, Ohio

**Motion To Approve
Second Read Of
Resolution No. 068-13**

Motion: Ridley Second: Maassel
To approve the second read of Resolution No. 068-13

**Motion To Suspend
The Rules**

Motion: Lankenau Second: Maassel
To suspend the rules requiring three readings

Discussion

Hayberger stated there were no changes to Resolution No. 068-13 since the First

Motion To Approve Second Read	Motion: Ridley To approve second read of Resolution No. 073-13	Second: McColley
Motion To Suspend The Rules	Motion: Lankenau To suspend the rules requiring three readings	Second: Tassler
Discussion	Hayberger stated this is the carryover of \$500 for the 125 Plan.	
Passed	Roll call vote on above motion:	
Yea- 6	Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler	
Nay- 0	Nay-	
Passed	Roll call vote to pass Resolution No. 073-13 under suspension of the rules	
Yea- 6	Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler	
Nay- 0	Nay-	
Third Read Of Ordinance 067-13	President Helberg read by title Ordinance No. 067-13 an Ordinance amending Section 931.07 Increasing Water Rates for the years 2014, 2015 and 2016; and Declaring an Emergency	
Motion To Pass On Third Read	Motion: Lankenau To pass Ordinance No. 067-13 on third read	Second: Maassel
Discussion	Bisher stated there were no changes to Ordinance 067-13 since the Second Read.	
Passed	Roll call vote to pass Ordinance No. 067-13 on third read	
Yea- 6	Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler	
Nay- 0	Nay-	
GOOD OF THE CITY		
<u>Discussion/Action</u>		
Motion To Approve Billing Determinants	Motion: McColley To accept the recommendation for approval of December electric billing determinants as follows: Generation Charge: Residential @ \$0.07728 ; Commercial @ \$0.09449; Large Power @ \$0.05139; Industrial @ \$0.05139; Demand Charge Large Power @ \$12.54; Industrial @ \$14.67; JV Purchased Cost: JV2 @ \$0.03177; JV5 @ \$0.03177	Second: Maassel
Passed	Roll call vote on above motion:	
Yea- 6	Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler	
Nay- 0	Nay-	
Appointment Of Members To Volunteer Fire Fighters Dependent Fund	Behm stated that Sheaffer expressed interest in being reappointed to the Volunteer Fire Fighters Dependent Fund; Council decided to hold off the other nominations to this Board until the Organizational Meeting scheduled for January 6, 2014, to see who is appointed to the Safety and Human Resources Committee.	
Referred to Council Meeting Jan. 6, 2014		
Notice Of Change Of Ownership For Liquor License: Chief Supermarket, Inc.	No objection by the Police Department to this Change of Ownership Notice.	

No Action Taken

No action was taken on the Change of Ownership for Liquor License: Chief Supermarket, Inc.

Award For 2013 Misc. Concrete Street Improvements

Staff Engineer Crossland stated that bid openings took place on Wednesday, December 4, 2013 for the 2013 Miscellaneous Concrete Street Improvements and Smith Paving was the lowest bidder at \$169,042.25. Crossland stated this was 20% below the median bid and the company and surety have been contacted. Crossland recommends awarding this bid to Smith Paving.

Motion To Accept Crossland's Recommendation To Award Misc. Concrete Street Improvements To Smith Paving

Motion: Lankenau Second: McColley
To accept Crossland's recommendation to award Misc. Concrete Street Improvements to Smith Paving in the amount of \$169,042.25.

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

Award For 2014 W/WWTP Chemical Bids

Waste Water Treatment Plant Superintendent Matt Bilow stated that bid openings took place on Wednesday, December 11, 2013 for the 2014 Water/Waste Water Chemicals, and the lowest and best bids were listed on the memo (see attached) and there was a salt bid that was less than the State contract of \$127. Bilow recommends awarding the various chemical and salt bids to the companies listed.

Motion To Accept Bilow's Recommendation To Award Chemical Bids

Motion: Lankenau Second: McColley
To accept Bilow's recommendation to award 2014 chemical and salt bids to companies listed.

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

Award For SCBA Gear Bid For Fire Department

Bennett stated that bid openings took place on Wednesday, December 11, 2013 for Self Contained Breathing Apparatus (SCBA) Gear and Fire Safety Services, Inc. was the lowest bidder of \$215,681.00; Bennett stated this was below the estimated cost and this equipment is funded by Federal Grant Funds for 95% of the cost, with the City be responsible for the other 5%. Bennett recommends awarding this bid to Fire Safety Services, Inc.

Motion To Accept Bennett's Recommendation To Award SCBA Bid To Fire Safety Services, Inc.

Motion: Lankenau Second: Ridley
To accept Bennett's recommendation to award the SCBA bid to Fire Safety Services, Inc.

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Donation Acceptance
Of \$750 From
CenturyLink/Tel Inc.
For NPOA For
Christmas For Kids
And
Donation Acceptance
Of \$750 From
CenturyLink/Tel Inc.
For Safety City
Program**

Chief Weitzel reported that CenturyLink/Tel Inc. is donating a total of \$1,500 with \$750 to be donated to the NPOA for the Christmas for Kids Program, and \$750 to earmarked in the Parks and Rec Dept. to be used for the Safety City Program that is administered by the Police Department.

**Motion To Accept
\$1500 Donation
From
CenturyLink/Tel**

Motion: Lankenau Second: Ridley
To accept the \$1500 donation from CenturyLink/Tel for the Christmas for Kids Program and the Safety City Program

**Passed
Yea- 6
Nay- 0**

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Donation Acceptance
Of \$400 From
Napoleon Area Schools
For Fire Department**

Bennett stated the Napoleon School Athletic Department is donating \$400 to the Fire Department thanking them for their work at the Football games. Helberg added that the Athletic Director wrote a nice thank you letter to the Fire Department for all of their assistance, see attached.

**Motion To Accept
\$400 Donation**

Motion: Lankenau Second: Ridley
To accept the \$400 donation from Napoleon Area Schools for Napoleon Fire Department

**Passed
Yea- 6
Nay- 0**

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Change Order No. 1
(Final) For Hudson
Street Waterline
Project, Deduct Of
\$10,608.79**

Crossland stated the Department of Public Works requests the change order to finalize the project with the OPWC; the purchase order will remain open due to construction that will be completed in the Spring that is above and beyond the grant money.

**Motion To Accept
Change Order No. 1**

Motion: Lankenau Second: Maassel
To accept Change Order No. 1 (Final), Deduct of \$10,608.79, for Hudson Street Waterline Project

**Passed
Yea- 6
Nay- 0**

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

**Write-Off Of
Uncollectable Accounts**

Assistant Finance Director Peddicord stated this is the annual listing of the agreement with the auditors of any accounts older than current plus three (3) years old, and legal accounts over ten (10) years old that are agreed to be written off and put into a separate account to be collectable.

Motion To Accept

Motion: Lankenau Second: Ridley

Write-Offs	To accept the write-off of uncollectable accounts in Utility Billing, Income Tax, and Miscellaneous
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler Nay-
Behm Nominations To Committees Effective Jan. 1, 2014	Mayor Behm made recommendations for people to sit on Committees beginning January 1, 2014: Marv Barlow to the Planning Commission; Jon Tassler to the Civil Service Commission; Reappointment of Aaron Schnitkey and appointment of Phillip Rausch to the Parks and Recreation Board; Richard Luzny to the Americans With Disabilities Act Compliance Board; Councilman Sheaffer to the Volunteer Fire Fighters Dependent Fund Board; Behm added that he will be contacting Michael Shumaker regarding the Americans With Disabilities Act (ADA) Compliance Board.
Motion To Accept Behm's Nominations For Committees Effective Jan. 1, 2014	Motion: McColley Second: Lankenau To accept Behm's nominations for Committees effective January 1, 2014.
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler Nay-
Peddicord	None
Ridley	None
Maassel	None
Tassler	Tassler thanked Council for the opportunity to sit on Council and hopes to work with them again soon.
Helberg	Helberg thanked Tassler and Lankenau for their service to Council. Helberg noted that, when traveling North on Scott Street, the radius to turn right onto Shelby Street is tight; Bisher will discuss this issue in the Staff meeting.
Behm	Behm received a complaint from a resident on Richmar Lane regarding approximately half an inch of salt being dumped on the road. Behm received a complaint from a resident on Appian Avenue by Cambridge Avenue regarding the snow piles that were left from the plowing restricting access to the resident's mailbox; Bisher will discuss these issues in the Staff meeting.
McColley	McColley expressed thanks to the Fire Department and Police Department for doing such a good job with the Christmas Parade. McColley thanked Tassler and Lankenau for their service to Council.
Lankenau	Lankenau thanked Staff, Council, and the Mayor for their dedication to the City.

Hayberger

None

Bisher

Bisher thanked Council for cleaning up the agenda items.

Marihugh

Marihugh was contacted by many residents asking when the manholes on Scott Street will be adjusted to grade; Bisher will research this.

Wilson

None

Approval Of Bills

Bills and financial reports stand approved as presented with no objections.

Motion To Adjourn

Motion: Lankenau Second: McColley
To adjourn the meeting.

Passed

Yea – 6

Nay – 0

Roll call vote on above motion:
Yea- Helberg, McColley, Lankenau, Ridley, Maassel, Tassler
Nay-

Adjournment

Meeting adjourned at 9:29 pm.

Approved:

John A. Helberg, Council President

Ronald A. Behm, Mayor

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
CITY COUNCIL

Special Meeting Minutes

Monday, December 23, 2013 at 6:30 pm

Yea- 6 Nay- 0	Yea – McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay -
Passed Yea- 6 Nay- 0	Roll call vote to pass Ordinance No. 084-13 under suspension of the rules: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Second Read Of Resolution No. 083-13	President Helberg read by title Resolution No. 083-13, A Resolution authorizing the City Manager to enter into an intergovernmental Cooperative Agreement for the new Water Management Facility; and Declaring an Emergency
Motion To Approve Second Read Of Resolution No. 083-13	Motion: Ridley Second: Maassel To approve second read of Resolution No. 083-13
Motion To Amend Resolution No. 083-13	Motion: Ridley Second: Sheaffer To amend Resolution No. 083-13 by adding back in the Emergency Clause that was removed at the December 16 meeting
Passed Yea- 5 Nay- 0 Abstain- 1	Roll call vote on above motion: Yea- Sheaffer, Ridley, Maassel, Tassler, Helberg Nay- Abstain- McColley
Motion To Suspend The Rules	Motion: Sheaffer Second: Ridley To suspend the rules requiring three readings
Discussion	Hayberger stated that this Resolution does not commit the City any more than it already was to the Agreement, but instead does commit the other parties to the Agreement. Heath stated this Resolution is not related to Grant money; Ridley added this agreement will allow the City to solicit other grants or other sources of funds.
Passed Yea- 5 Nay- 1 Abstain- 1	Roll call vote on above motion: Yea- Sheaffer, Ridley, Maassel, Tassler, Helberg Nay – Abstain- McColley
Passed Yea- 5 Nay- 0 Abstain- 1	Roll call vote to pass Resolution No. 083-13 under suspension of the rules: Yea- Sheaffer, Ridley, Maassel, Tassler, Helberg Nay- Abstain- McColley
Third Read of Ordinance No. 071-13	President Helberg read by title Ordinance No. 071-13, an Ordinance Repealing Ordinance No. 012-13 and Establishing New Per Person User Fees for EMS Basic Life Support, Advanced Life Support Level 1 Service, and Advanced Life Support Level 2 Service, Mileage Charge, Mutual Aid, Medicaid, Nursing Home Service and Non Emergency Transport Service as it Relates to Coroner Cases; All Provided by the City of Napoleon Rescue; and Declaring an Emergency
Motion To Approve Third Read Of Ordinance	Motion: McColley Second: Tassler To approve third read of Ordinance No. 071-13

No. 071-13	Heath stated there is no change to the Ordinance since the second read; this Ordinance will be effective April 1, 2014.
Discussion	
Passed Yea- 6 Nay- 0	Roll call vote to pass Ordinance No. 071-13 on third read: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Third Read of Ordinance No. 072-13	President Helberg read by title Ordinance No. 072-13, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$2,500,000, in Anticipation of the Issuance of Bonds, for the Purpose of Paying the Costs of Improving the Municipal Water System by Constructing a New Water Treatment Plant, Acquiring and Improving Related Interests in Real Property, Improving and Rehabilitating the Existing Water Treatment Plant and Related Storage Facilities, and Rehabilitating the Elevated Storage Tanks, Together With All Necessary and Related Appurtenances Thereto
Motion To Approve Third Read Of Ordinance No. 072-13	Motion: McColley Second: Maassel To approve third read of Ordinance No. 072-13
Discussion	Heath stated there are no changes from the second read; this legislation is necessary to issue debt. Heath is concerned about the \$2.5 million not being in reserve if there is an uncertainty regarding the Cooperative Agreement; Bisher agreed, thanking Heath for being cautious with this issue. Bisher stated the County is researching the USDA loan and construction loans. Heath stated the issuance timeframe of the note could be varied, giving the example of six (6) months, if it's done before the sale date.
Passed Yea- 6 Nay- 0	Roll call vote to pass Ordinance No. 072-13 on third read: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Resolution No. 056-13: Scrivener's Error	Scrivener's Error Regarding Resolution No. 056-13, A Resolution authorizing the City Manager to enter into a contract with Unison Site Management LLC for the Cell Site Lease Conversion Program; and Declaring an Emergency
Discussion	Hayberger stated this Legislation is regarding the Unison Contract; Unison's attorney reviewed the Resolution and wanted to add language; Hayberger will bring this Legislation before Council at the January 6, 2014 meeting.
Resolution No. 056-13 To Be Left On Agenda	Council took no action and left Resolution No. 056-13 on the agenda for the January 6, 2014 Council meeting.
Sewer Laterals Cost Responsibility And Sewer Assessments	Heath included a memo dated August 10, 2012, the outline of the Municipal Special Assessment Proceedings (ORC Chapter 727), the Special Assessment Process steps, and the minutes from the following meetings regarding previous discussions about Sewer Lateral Cost Responsibility and Sewer Assessments; see attached: Sept. 10, 2012 Board of Public Affairs (BOPA); Sept. 10, 2012 Water, Sewer, Refuse, Recycling and Litter (WSRRL); Oct. 29, 2012 City Council; June 10, 2013 WSRRL;

July 8, 2013 WSRRL; and
July 15, 2013 City Council.

Carey Lange addressed Council regarding the policies related to the recent sewer repairs completed at the Langes' residence at 717 W. Clinton Street, see attached memo.

McColley stated for the record that, when the issue regarding these policies came before the Water, Sewer, Refuse, Recycling and Litter Committee, he did not vote to keep the policies as-is, but instead needed more information before voting.

Bisher stated he had talked with City Managers from nearby cities, and the most consistent policy involved the street opening from the right-of-way over to the street being completed by the municipality but the cost was borne by the homeowner. Helberg asked who had ownership responsibilities of the Y; Bisher replied that the Y tap is normally part of the lateral, but in some cases the cost of repair was borne by the municipality. Lulfs stated that this type of repair is currently reported as being done at the rate of approximately five (5) – ten (10) per year, stating that residents currently clean out their laterals to avoid the cost of a repair.

McColley restated his opinion that there must be a balanced approach to these costs by both the homeowner and through the assessment process, adding that the cost being 100% social is not fair to local businesses and high water users; Ridley believes that businesses can pass the cost on to customers; McColley restated that the City needs to balance the cost so the businesses do not move out of the City.

Behm stated that the issue stems from previous Council not wanting to assess, and there are two (2) separate issues that should be addressed regarding assessments, both future projects and individual repairs. Sheaffer explained that previous Council has assessed but stopped based on timing, as the time needed for the assessment hearing caused the projects to be bid in June or July which increased the cost; assessing was stopped so the projects could be bid in January to receive the reduced cost. Sheaffer added that in the City of Defiance, any repair that is completed in the street or in the right-of-way is the City's responsibility.

Bisher stated he asked different City Managers and Utility Directors how the repair costs were handled, and several of them promote the option of national insurance policies that offer sewer insurance and water damage insurance for individual homeowners; see attached memos. Bisher added that the City can make projects work with assessments, he will just have to know about the assessments ahead of time, and there will be a cost for bond counsel but it can be done. Heath added he felt that timing is not a valid excuse for not assessing projects.

Behm asked if a flat charge per tap could be charged for new projects; Bisher stated the assessments considered for the Welsted/Vine/Main Street project were considered piece by piece, so flat charges are possible. Helberg asked if residents could agree to be assessed without the assessment process; Heath stated that the recommendation from bond counsel is to incorporate the cost into the rates, and only when an individual repair occurs to charge fees which become a lien on the property; not considered an assessment, but instead is a charge with a period that it is agreed to be paid back.

McColley stated Council needs to look at limits on assessments, both percentages and

maximums; adding that rates are increasing due to the 100% socialization of cost; Sheaffer agreed stating that large scale projects need to be assessed; McColley stated this is the standard among many communities. Behm stated that 100% socialization of projects prohibits future expansion or new development of houses by charging a cost for putting a new line in as well as a cost for the existing aging line. Maassel asked if both planned and emergency repairs should bear the same cost to homeowners; Behm replied yes.

Ridley stated that ownership should start at the property line as the other utilities do; Lulfs replied that water is the only utility that starts at the right-of-way. Sheaffer stated the distinction must be made on ownership of the utility in the City's right-of-way or street and the homeowner's property. Bisher stated that normally a grant program is used (CDBG), and these projects are not assessed due to the qualifying factors required.

Heath stated that the residents of a street can agree to be assessed but that still must follow the assessment procedure including the Assessment Equalization Board; adding that any project can be assessed and Council should be cautious in setting policies, since the policies will be required to be followed once they are set. Ridley suggested the maximum assessment cap could be set to match the current sewer tap fee which is approximately \$1,500.

Maassel asked, if Council decides to assess future projects, will the previous projects get reimbursed; Hayberger replied that there must be a starting point from which to move forward, to avoid the conflict that past reimbursing will cause; Hayberger stated he will research past practice regarding retroactive repair costs. McColley asked, even if it is not possible to reimburse retroactively for repairs, could the City cover the cost of the Lange's repairs and allow them to pay back the 100% assessment over time; Heath replied that this is not a wise decision, adding that the Langes could get a loan from a local bank and the interest may be tax deductible.

Heath stated that, at the very least, the policy requiring the resident to find their own contractor for the repair work needs to be removed; Lulfs stated he is merely following the Sewer Rules that were written in 1997; Bisher stated the policy must be rewritten if the City will be responsible for acquiring the contractor. Lulfs added that these rules also stated that the T is not considered part of the main line but is part of the lateral, stating that the ownership of the lateral by the property owner should not be changed in the policy, but the policy should limit liability.

Tassler suggested an approximate \$0.25 - \$0.50/unit rate increase to residents to create a Reserve Fund to cover these costs; Sheaffer stated this needs to be a budgeted line item to be built into the utility rate. Behm figured an average of \$7,000 for a repair cost with approximately five (5) – ten (10) repairs per year, so \$0.50 per unit would be reasonable; Ridley stated this would be unfair to high volume customers.

McColley asked Lulfs if there were an increased number of repairs; Lulfs stated there were two (2) – three (3) last month and the repairs were spread out through the City.

Chief Bennett suggested a deductible, giving the example of \$1,500, to limit claims for repairs; Chief Weitzel added that this will continue to give the City the authority to decide if the repair is needed. Ridley suggested capping the assessment maximum and the deductible at the same limit; Bisher replied that this would not work as assessments are for an area, not an individual, and depend on the topography of that area. Ridley asked if assessments can be capped; Bisher replied yes, adding that the

amounts can be added to the rates and reviewed annually. Ridley asked if there could be a fixed amount per account; Bisher replied this could be a fixed capacity charge and would be business customer friendly, adding that this charge could be reviewed each year; Behm asked if this would give residents a longer timeframe to pay; Heath replied that Squire's suggested policy is up to five (5) years, however that is up to the City. Maassel stated he agrees with a certain monthly base in the utility rate and a deductible amount for future repair projects; Bisher stated a cap can be set and a monthly fee can be figured. Hayberger reminded Council that figuring assessment amounts is a complicated formula; Heath added that this is a lateral cost only, and sewers can be assessed in addition to the cost of laterals. Helberg asked if the T was part of the lateral or the main line; McColley replied it is part of the main line. Bisher stated that the EPA requires cleaning of all main lines once per year and the T is exposed during this mandated process.

Helberg stated that the City should be responsible for the initial cost of repairs with the homeowner paying the City back over time; Bisher stated that the current programs, including the CRAP and sidewalk program, are initially paid by the homeowner and reimbursed by the City; Lulfs stated the CRAP program will cover two-thirds of the cost with a cap of \$2,500 and approximately three (3) – six (6) people use the program per year; adding that the reimbursement programs are stated as such in the respective Legislation.

Behm stated the second issue is the assessment of the lateral on future projects, with the next project being the South Side Interceptor Project. McColley stated that the lifespan percentage must be figured to get an accurate value. Lange asked why this repair is so different from an electric transformer repair that is not billed to the homeowner; Helberg asked if the current Engineering rules stated the number of crossovers per lot; Lulfs replied there should be one (1) crossover per lot, and the problems arise when there are two (2) properties sharing a line.

Helberg asked if the Lange situation was a case in which the City broke the lateral during a project; Lulfs stated there is not a camera on the jets; Bisher stated there is always that chance, it could be the jets or it could be age of the pipes; either way is only speculation; Hayberger suggested not discussing this issue now.

Helberg asked the Grolls about their situation; Pat Groll stated they have a \$7,000 bill for repairs as well; stating that the tile was broken on Clairmont Avenue in the middle of the road that the Grolls were responsible for paying; Chad Groll stated there was only one (1) T for two (2) residences so the Grolls had to have one put in; this repair happened in September 2013. Lulfs stated that sanitary sewers, per the EPA, must be at least eight (8) feet deep. Helberg stated as of right now, the bill belongs to the homeowners, though Hayberger will research any past practice regarding retroactive repairs, and this item will stay on the Council agenda until it is decided.

Council asked Hayberger and Bisher to research the following:

1. Past practice regarding retroactive repair costs;
2. Practices of other cities regarding this issue;
3. Age of lines currently being replaced due to collapses;
4. Number of repairs done in the last twenty (20) years per year; and
5. Bisher will bring a spreadsheet to the next meeting for Council to research figures regarding deductible amounts and increases in rates in relation to deductibles.

Bisher

None

Hayberger	None
Sheaffer	Sheaffer thanked Tassler for his service on Council.
McColley	McColley thanked Tassler for his service on Council.
Behm	<p>Behm stated that the EPA information that he added to the Council packet was a five (5) year extension on the current twenty (20) year plan, changing the completion year from 2025 to 2030, asking Lulfs if this would change with the completion of the study; Lulfs replied there are three (3) studies left to be completed within three (3) years and once they are complete, the existing projects schedule can be adjusted by adding or deleting projects and the priority of each will be determined. Lulfs stated the studies will involve the Van Hying Interceptor, the Front Street Interceptor and the East Riverview Avenue Interceptor. Lulfs stated there is some additional monitoring that the EPA would like the City to do and wanted the City to purchase approximately \$100,000 worth of monitoring equipment, however Lulfs had a discussion with the EPA and is not required to purchase the equipment. Lulfs added that we are the first entity in Ohio to earn this extension.</p> <p>Behm stated that he received notification from the Government Finance Officers Association that Heath has once again earned the Certificate of Achievement for Excellence in Financial Reporting. Behm thanked Heath, adding that the City has received this award since 1996. Heath stated that it was not just him, but the City and all its staff as a whole.</p> <p>Behm wished everyone a Merry Christmas.</p>
Helberg	Helberg thanked Tassler for his service on Council.
Tassler	<p>Tassler asked if Oakwood Avenue was a washout with the current rainstorm; Lulfs stated he received notification from the Police Department that there was a large pothole out there but Lulfs has not seen it yet; Tassler stated it looked like it had been repaired with coldpatch already.</p> <p>Tassler thanked Council.</p>
Maassel	<p>Maassel wished everyone a Merry Christmas.</p> <p>Maassel thanked Tassler for his service to Council.</p> <p>Maassel gave his condolences regarding the passing of Mr. Palmer from the Crescent News.</p> <p>Maassel congratulated Robin Weirauch on doing such a good job with the Downtown Revitalization Grants. Bisher stated there were two (2) grants for \$400,000 each, and when administrative costs were subtracted, the economic benefit to the City was approximately \$600,000, and the projects are causing more benefit including work on the Vocke Building, Mr. Darrow is working on projects, Koester Corporation has bought the Ruralogic Building for their Engineering offices, and Steve Lankeu has closed a purchase of the Radio Shack building with a client of his.</p>
Ridley	Ridley wished everyone a Merry Christmas and thanked Tassler for his service to

	Council.
Heath	Heath handed out a copy of a proposed donation from the Henry County Community Foundation to Kids Kingdom for operational maintenance in the amount of \$1,188.81.
Motion To Go Accept \$1,188.81 Donation From Henry County Community Foundation	Motion: Ridley Second: Sheaffer To accept the \$1,188.81 donation from the Henry County Community Foundation for operational maintenance at Kids Kingdom.
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
	Heath wished everyone a Merry Christmas and safe New Year.
Motion To Go Into Executive Session To Discuss Compensation Of Personnel Of The Appointing Authority	Motion: Ridley Second: Maassel To go into Executive Session to discuss Compensation of Personnel of the Appointing Authority
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Into Executive Session	Council went into Executive Session at 9:14 pm.
Motion To Come Out Of Executive Session	Motion: Ridley Second: Maassel To come out of Executive Session.
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Out Of Executive Session	Council came out of Executive Session at 9:30 pm. President Helberg reported that the discussion was regarding the Compensation of Personnel with a 1.5% wage increase and yearly performance evaluations for the Appointing Authority (City Manager, Law Director, and Finance Director).
Motion To Adjourn	Motion: Tassler Second: Sheaffer To adjourn the meeting at 9:34 pm.
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- McColley, Sheaffer, Ridley, Maassel, Tassler, Helberg Nay-
Date Approved:	_____
	John Helberg, President

Ronald Behm, Mayor

Gregory Heath, Finance Director/Clerk of Council

ORDINANCE NO. 001-14

AN ORDINANCE ESTABLISHING A NEW POSITION CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY OF NAPOLEON AND CREATING THE MIS TECHNICIAN POSITION; REPEALING ORDINANCE NO. 084-13; AND DECLARING AN EMERGENCY

WHEREAS, Council reviewed the proposed Year 2014 annual appropriation measure and finds, in general, as it relates to its most non-bargaining employees of this City of Napoleon, Ohio, that a compensation increase of 1.5% more or less is generally warranted in pay steps and/or pay scales; and,

WHEREAS, Council has review the proposed Year 2014 annual appropriation measure, as it relates to the positions of City Manager, Finance Director, and Law Director, and determine an increase of 1.5% is warranted; and,

WHEREAS, Council is desirous of adopting a new Classification Pay Plan for its non-bargaining employees; Now Therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:

Section 1. That, notwithstanding any Ordinance or Resolution to the contrary, the City of Napoleon, Ohio, ("this City") establishes a new Position Classification Pay Plan for its non-bargaining municipal employees.

Section 2. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the pay scale (steps) for this City's non-bargaining hourly paid employees (full time) shall be leveled, unless modified, as provided in the table found in Exhibit A, which is attached and incorporated herein, (expressed in base hourly amounts). Subject to the provisions of this City's Personnel Code, the Employment Policy Manual PM2001-1, and §3 of this Ordinance, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level of compensation the Department Director deems appropriate as listed in said Exhibit "A".

Section 3. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, each non-bargaining employee (full time regular) (hourly) holding such a position, subject to Employment Policy Manual PM2001-1 Policy §8.10 (compensation reviews), is eligible on such employee's annual hiring anniversary date of uninterrupted full time service with this City, to be advanced one (1) step in the pay plan until the maximum step is reached. The non-bargaining employee's (full time regular) (hourly) step location prior to advancement in this "New Pay Plan" shall be determined by contrasting employee's base hourly rate said employee received prior to the enactment of this Ordinance with the table found in Exhibit A of this Ordinance for the respective year. For new hires the Appointing Authority may place an employee within the scale where the Appointing Authority deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay. Step increases for transfer employees shall be in accordance with §197.09(e) of the Personnel Code. A mere reclassification of a current position, where job duties are substantially the same, does not constitute a transfer. Notwithstanding any

other provision of this Pay Plan, the Zoning Administrator shall receive a bonus to be pro-rated over the calendar year of *Five Hundred (\$500.00) Dollars* for each certification he or she holds, as follows: an Ohio Residential Building Official; Ohio Residential Plumbing Inspector; and, Ohio Electrical Safety Inspector. Notwithstanding any other provision of this Pay Plan, the Assistant Chief of the Fire/Rescue Department shall receive a bonus to be pro-rated over the calendar year of *Two Thousand (\$2,000.00) Dollars* for Ohio paramedic certification and services related thereto. Notwithstanding any other provision of this Pay Plan, the Staff Engineer of the City's Engineering Department shall receive an additional *One (\$1.00) Dollar* per hour over and above the established base hourly rate upon successful passage of examinations as administered by the National Council of Examiners for Engineering and Surveying (NCEES), except for the Professional Engineer license (in Ohio) which shall be an increase of *Two (\$2.00) Dollars* per hour over and above the established base hourly rate upon attainment thereof.

Section 4. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the Pay Scale for non bargaining employee (salaried) (full time) positions of this City, not covered or otherwise exempt under the Fair Labor Standard Act (FLSA) as it relates to overtime, shall be leveled, unless modified, as provided in the table found in Exhibit "B", attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of this City's Personnel Code, the Employment Policy Manual PM2001-1, and §5 of this Ordinance, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level the Department Director deems appropriate as listed in said Exhibit "B".

Section 5. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, each non bargaining employee (salaried) (full time) position of this City as defined in §4 of this Ordinance, is eligible to have a minimum salary increase of 1.5% for Year 2014, subject to Employment Policy Manual PM2001-1 Policy §8.10 (compensation reviews), calculated from what the employee is making at the time just prior to the proposed increase period. In no event shall any increase place the employee above the top scale as established in §4 of this Ordinance. For new hires or current employees the Department Director (Appointing Authority) may place an employee, at anytime, within the scale where the Department Director deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay. Notwithstanding the above, the Public Works Director, in addition to the bi-weekly salary and any longevity received by the City Engineer, there shall be the bi-weekly amount of three hundred eighty-four dollars and 62/100 (\$384.62).

Section 6. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the pay scale for non bargaining employee (salaried) (full time) positions of this City, defined as non-exempt under the Fair Labor Standard Act (FLSA) as it relates to overtime, shall be leveled, unless modified, as provided in the table found in Exhibit "C", attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of this City's Personnel Code, the Employment Policy Manual PM2001-1 and §7 of this Ordinance, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level the Department Director deems appropriate. Notwithstanding any ordinance, resolution, provision of this City's Personnel Code or policy to the contrary, any overtime as it relates to non-exempt salaried employees as found in this §6 shall be

calculated on a 40 hour work week and not an 8 hour day. In the case of the Chief Probation Officer, level placement shall be controlled by Section 14 of this Ordinance and subject to the provisions found in Section 14; moreover, flexible time shall be permitted at the discretion of the Municipal Court Judge as it relates to the Chief Probation Officer; finally, the Chief Probation Officer shall not accrue overtime without the express consent of the Municipal Court Judge.

Section 7. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, each non bargaining employee (salaried) (full time) positions of this City, defined as non-exempt under the Fair Labor Standard Act (FLSA) as it relates to overtime and as found in §6 of this Ordinance, is eligible to have a minimum salary increase of 1.5% for Year 2014, subject to Employment Policy Manual PM2001-1 Policy §8.10 (compensation reviews), calculated from what the employee is making at the time just prior to the proposed increase period; however, in no event shall any increase place the employee above the top scale as established in §6 of this Ordinance. For new hires or current employees the Department Director (Appointing Authority) may place an employee, at anytime, within the scale where the Department Director deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay.

Section 8. That, effective with the first pay period of the Year 2014, that commences on or about December 23, 2013, the pay scale (steps) for part time, permanent part time and temporary employees of this City shall be leveled, unless modified, as provided in the table found in Exhibit "D" (which is attached and incorporated herein), except when Federal or State minimum wage of a higher amount is required, then the higher amount of the Federal or State minimum wage shall apply. Subject to the provisions of this City's Personnel Code and Employment Policy Manual PM2001-1, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level the Department Director deems appropriate within the scale. Employment Policy Manual PM2001-1 Policy §8.10 (compensation reviews), is applicable only to permanent part time employees.

Section 9. All paid part time, permanent part time, and temporary employees of this City shall, effective with the first pay period of the Year 2014, that commences on or about December 23, 2013, have a minimum hourly base pay increase of 1.5% for Year 2014 calculated from what the employee's base rate was just prior to this proposed increase. Only Permanent part time employees are subject to Employment Policy Manual PM2001-1 Policy §8.10 (compensation reviews), when applicable. Part time employees of the Fire/Rescue Department will remain on probationary/trainee status until removed by the City Manager upon recommendation of the Fire. For new hires or current employees of this City, the Appointing Authority may place an employee within the scale where the Appointing Authority deems appropriate considering merit and fitness. Nothing in this section shall be construed to prohibit a decrease in pay. The non full time status positions found in the table in Exhibit "D" of this Ordinance (i.e. temporary part time or permanent part time) may be modified by the Appointing Authority at anytime, except that Council shall approve any modification to a full time status. ***ADDITIONALLY, THE POSITION OF PART TIME MANAGEMENT INFORMATION SYSTEMS (MIS) TECHNICIAN IS HEREBY CREATED AS OF JUNE 1ST, 2013 AND THE PAY IS SET AS EXPRESSED IN EXHIBIT "D".***

Section 10. That, compensation for employees' appointments made in order to fill temporarily vacant positions shall be at a rate established by the Department Director (Appointing Authority), except that it shall not exceed the top pay scale established in this Ordinance for the position being filled. Temporary positions being filled by temporary employees for whom no pay scale has been established shall be at a pay scale established by the Department Director (Appointing Authority) by comparing the temporary position created to the most similar position established within the same department that is utilizing the temporary employee. In the event no such similar position exists, then it shall be paid in an amount as determined appropriate by the Department Director so long as the amount paid may be accomplished without exceeding the department's annual budget.

Section 11. That, notwithstanding any section of this Ordinance to the contrary, compensation of the Clerk of the Napoleon Municipal Court shall be as found in §4 of this Ordinance unless otherwise set by the Municipal Court Judge pursuant to ORC §1901.31 (C).

Section 12. That, compensation for the Chief Deputy Clerk and all other Deputy Clerks of the Napoleon Municipal Court shall be as set by the Clerk of the Napoleon Municipal Court pursuant to ORC §1901.31 (H). Longevity for full time Deputy Clerks shall be as set by Ordinance or Resolution. A Chief Deputy Clerk shall be considered a Deputy Clerk for longevity purposes.

Section 13. That, the compensation for Municipal Court Bailiff and/or Deputy Bailiff shall be established by the Municipal Court pursuant to ORC 1901.32.

Section 14. That, the position of Chief Probation Officer as established in and for this City of Napoleon for the Napoleon Municipal Court shall be considered a full time regular employee having a salary –non-exempt status. The job description as included in this City's Position Classification Plan as prepared and/or revised by the Municipal Court Judge is continued to be approved by this Council. The Chief Probation Officer shall not be entitled to any longevity pay; moreover, the Municipal Court Judge may adjust the Chief Probation Officer's salary at any time so long as within the limits of the CCA Grant or as may be otherwise supplemented by the Municipal Court. Notwithstanding any other provision of this Ordinance, in no event shall the Chief Probation Officer's pay and benefits exceed the amount of the CCA Grant or as otherwise may be supplemented by the Municipal Court. Nothing shall be construed in this Ordinance as mandating that the position be filled or continued to be filled each year.

Section 15. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the bi-weekly salary of the City Manager of this City shall be ~~Four Thousand and Ten dollars and 82/100 (\$4,010.82)~~ **FOUR THOUSAND AND SEVENTY DOLLARS AND 99/100 (\$4,070.99)** and continue as such each year thereafter, so long as employed, unless modified by Council.

Section 16. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the bi-weekly salary of the City Finance Director of this City shall be ~~Three Thousand Four Hundred and Twenty-five dollars and 09/100 (\$3,425.09)~~ **THREE THOUSAND FOUR HUNDRED AND SEVENTY SIX DOLLARS AND 46/100 (\$3,476.46)** and continue as such each year thereafter, so long as employed, unless modified by Council.

Section 17. That, effective with the first pay period for the Year 2014, that commences on or about December 23, 2013, the bi-weekly salary of the City Law Director of this City shall be ~~Two Thousand Five Hundred and Ten dollars and 76/100 (\$2,510.76)~~ **TWO THOUSAND FIVE HUNDRED AND FORTY EIGHT DOLLARS AND 42/100 (\$2,548.42)** and continue as such each year thereafter, so long as employed, unless modified by Council.

Section 18. That, all positions and/or classifications found in this Ordinance shall be deemed created, established, and existing in and for the City of Napoleon, Ohio. The status of part time employees may be further defined by the Department Director (Appointing Authority) as permanent part time, temporary, seasonal, or intermittent employees without affecting the compensation status as stated in this Ordinance. Nothing in this Ordinance shall be construed as mandating that each and every position and/or classification be filled by this City.

Section 19. That, those employees who are covered by collective bargaining agreements shall be paid in accordance with the respective collective bargaining agreement.

Section 20. That, all compensation paid under this Ordinance is subject to appropriation of funds by the Council.

Section 21. That, the Finance Director may adjust compensation for all affected employees to meet the intent of this Ordinance.

Section 22. That, all pay scales reflected in this Pay Plan shall be rounded, utilizing the five rule, to the nearest penny.

Section 23. That, no position mentioned in this Ordinance shall receive longevity benefit unless specified in this City's adopted longevity plan unless otherwise specifically provided for herein, or except as may be permitted by the City's longevity policy.

Section 24. That, Ordinance No. 084-13 is repealed in the entirety effective December 24, 2013.

Section 25. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 26. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 27. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided the required number of votes for passage as emergency legislation, it shall be in full force

and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

John A. Helberg, Council President

Approved: _____

Ronald A. Behm, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 001-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

EXHIBIT "A"

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$11.31	\$12.58	\$13.50	\$14.48
Receptionist	12.79	14.18	15.21	16.34
Records Clerk/Recorder	14.06	15.58	16.75	19.22
Account Clerk I	11.31	12.32	12.94	13.69
Account Clerk II	14.06	15.58	16.75	18.08
Civil Engineering Technician	17.15	19.03	20.38	21.87
Senior Engineering Technician	20.36	22.65	24.25	26.01
Zoning Administrator	22.28	24.73	26.49	28.41
Distribution Services Supervisor	24.71	27.45	29.44	31.56
Electrical Construction/Maintenance Inspector	24.71	27.45	29.44	31.56
Chief Water Treatment Operator	20.36	22.65	24.25	26.01
Chief Wastewater Treatment Operator	20.36	22.65	24.25	27.41
Construction Inspector	22.28	24.73	26.49	29.11
Sanitation Foreman	17.15	19.03	20.38	21.87
Police Lieutenant	25.48	27.66	28.95	30.40
Accounts Payable Clerk	14.06	15.58	16.75	18.08
Administrative Assistant	15.60	17.38	18.67	20.10
Senior Account Clerk	15.60	17.38	18.67	22.06
Sr. Electric Engineering Tech	20.36	22.65	24.25	26.01
Service Building Secretary	11.31	12.32	12.94	13.69
Tax Administrator	15.97	17.75	19.03	22.58
Utility Billing Supervisor	15.97	17.75	19.03	20.38
Asst. Fire Chief	15.13	16.59	17.63	18.67
Staff Engineer	18.93	21.08	22.65	24.34

EXHIBIT "B"

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Assistant to the City Engineer	\$1718.65	\$2427.05
City Engineer	2443.00	3830.81
Parks & Recreation Director/Cemetery	1645.87	2763.03
Water Superintendent	1903.32	2955.80
Wastewater Superintendent	1903.32	2955.80
Electrical Engineer	1960.10	2780.45
Electric Distribution Superintendent	2144.46	3043.95
Operations Superintendent	1885.18	2663.46
Fire Chief	2239.63	3188.03
Chief of Police	2239.63	3188.03
Golf Course & Grounds Supt.	1816.18	2358.08
Municipal Court Clerk (see Sec 11 of this Ord)	1719.31	1780.00
Assistant Finance Director	1723.15	2623.50
Management Information System Administrator	1779.32	2435.72
Human Resources Director	2028.66	2973.58
Public Works Director	3932.38	4071.20

EXHIBIT "C"

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Executive Assistant to Appointing Authority	\$1515.20	\$1764.07
Chief Probation Officer	1285.60	1311.20

EXHIBIT "D"

<u>Title</u>	<u>Bottom</u>	<u>Top</u>
Front Desk Administrator (Part Time)	\$9.10	\$12.01
Golf Course Clubhouse Attendant (Seasonal)	7.70 7.95	13.13
Lifeguard (Seasonal)	7.70 7.95	13.13
Seasonal Laborer - Other	7.70 7.95	13.13
Parks Maintenance Worker (Seasonal)	7.70 7.95	13.13
Recreation Worker (Seasonal)	7.70 7.95	13.13
Probationary/Trainee Fire Fighter/EMT	8.00	11.91
All Fire/Rescue Department (Part Time)	11.60	15.55
Legal Clerk (Temporary)	13.09	20.31
Income Tax /Collection Clerk (Part Time)	9.10	15.51
Construction Engineer (Temporary) Engineer Dept	37.14	38.45
Construction Inspection (Temporary)	12.24	12.67
<i>MIS TECHNICIAN (PART TIME)</i>	<i>14.00</i>	<i>20.00</i>

All Fire/Rescue Dept. as defined in 143.01 of the Napoleon Codified Ordinances (Part Time)

RESOLUTION NO. 002-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH UNISON SITE MANAGEMENT, LLC FOR THE CELL SITE LEASE CONVERSION PROGRAM; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon leases space on its water towers for telecommunications purposes; and,

WHEREAS, the City is now desirous of entering into a contract with Unison Site Management, LLC for the conversion of the City's lease payments for a lump sum payment and granting an easement estate in and to a portion of that certain water tower property; Now Therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:

Section 1. That, the City Manager is authorized to enter into a contract with Unison Site Management, LLC for the cell site lease conversion program and to execute and deliver on behalf of the City, any and all documents and agreements necessary to convey the easement estate.

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 3. That, Resolution 056-13 is hereby repealed.

Section 4. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible to enter into the contract and to receive the highest conversion rate which would effect the public peace, health or safety accessible to our citizens; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Council President

Approved: _____

Ronald A. Behm, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 002-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

RESOLUTION NO. 003-14

A RESOLUTION TO AMEND THE TITLE, THE SIXTH RECITAL, AND SECTIONS 1 AND 2 OF RESOLUTION NO. 061-13 TO CORRECT SCRIVENER'S ERROR TO AMEND THE WORDING FROM "GENERAL" ELECTION TO "PRIMARY" ELECTION; AND DECLARING AN EMERGENCY;

WHEREAS, after the passage of Resolution No. 061-13 it was found to contain a scrivener's error in that it used the term "General" election when the intent was to state "Primary" election, thus any use of the term "General" election shall be amended to state "Primary" election; **Now therefore**,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:

Section 1. That, the title of Resolution No. 061-13 is hereby amended and enacted as follows:

"A RESOLUTION PLACING AN ISSUE FOR ADVISORY ELECTION ON THE BALLOT AT THE MAY 6TH, 2014 ~~GENERAL~~ PRIMARY ELECTION SEEKING THE AUTHORIZATION OF THE VOTERS OF THE CITY OF NAPOLEON TO CEASE OPERATING ITS POLICE, FIRE AND EMS DISPATCH AS IT CURRENTLY OPERATES AND OUTSOURCE SAID OPERATIONS TO THE HENRY COUNTY SHERIFF"

Section 2. That, the sixth recital of Resolution No. 061-13 is hereby amended and enacted as follows:

"WHEREAS, for the foregoing reasons, the Council for the City of Napoleon, Ohio seeks to place an issue on the ballot for the May 6th, 2014 ~~General~~ **PRIMARY** Election, whereby the voters of the City of Napoleon, Ohio may vote on the issue of whether to cease operating the City of Napoleon's Police, Fire, and EMS dispatch and outsource said operations to the Henry County Sheriff; and"

Section 3. That, Section 1 of Resolution No. 061-13 is hereby amended and enacted as follows:

"Section 1. For the reasons set forth above, the Council for the City of Napoleon finds, determines, and declares that the question seeking authorization to cease operating the City of Napoleon's Police, Fire, and EMS dispatch and outsource said operations to the Henry County Sheriff shall be submitted to the voters of the City of Napoleon for an advisory election at the ~~general~~ **PRIMARY** election to be held on May 6th, 2014, and said election shall be held at the regular places of voting in said City as established by the Board of Elections of Henry County, Ohio or otherwise, within the

RESOLUTION NO. 004-14

**A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE
COMMUNITY IMPROVEMENT CORPORATION OF HENRY
COUNTY, OHIO, IN AND FOR THE YEAR 2014; DECLARING
AN EMERGENCY**

WHEREAS, the City, by Ordinance in accordance with Section 1724.10 of the Ohio Revised Code, designated The Community Improvement Corporation of Henry County, Ohio ("CIC") as the agency of the City for the industrial, commercial, distribution, and research development of the City; and,

WHEREAS, a "Plan" as defined in Section 165.01 of the Revised Code was prepared and confirmed to advance, encourage, and promote the industrial, commercial, distribution, and research development of the City in a manner which among several things, creates and preserves jobs and employment opportunities in the City and the State and improves the economic welfare of the people of the City and of the State; and further, encourages and causes the maintenance, location, relocation, expansion, modernization, and equipment of sites, buildings, structures, and appurtenant facilities for industrial, commercial, distribution, and research activities within the City and thereby preserves, maintains, or creates additional opportunities for employment within the City; and,

WHEREAS, this Council desires to further advance the Plan and has determined to financially assist the CIC with operational and the other expenses in the Year; Now Therefore,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON,
OHIO:**

Section 1. That, in an effort to further advance the "Plan" referenced in the preamble of this Resolution, the City Finance Director is directed and authorized to pay to The Community Improvement Corporation of Henry County, Ohio ("CIC") the amount of Thirty-One Thousand (\$31,000.00) Dollars in and for the Year 2014 to the CIC for operational expenses and costs for the advancement of economic development projects for both present companies and future companies. The amounts contributed herein are deemed by this Council to be a proper public expenditure of public funds.

Section 2. That, the monies contributed as found in Section 1 of this Resolution shall be used for operational expenses and to advance the "Plan" as referenced in the preamble of this Resolution and shall not be pledged to secure any debt of the CIC.

Section 3. That, all payments stated in this Resolution are subject to appropriation of funds by Council. In the event appropriation of funds by Council is satisfied, payment shall be made by the Finance Director in quarterly installments to the CIC, all in and for the year 2014.

Section 4. That, Ordinance Number 081-12 is repealed upon the effective date of this Ordinance.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its

committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 7. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for economic projects to timely move forward; projects that will create jobs; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Council President

Approved: _____

Ronald A. Behm, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 004-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

State of Ohio
Department of Commerce
Division of State Fire Marshal
PO Box 4009
Reynoldsburg, Ohio 43068-9009
Toll Free: 1-800-515-0023

VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND
2014 CERTIFICATE OF ANNUAL ELECTION OF BOARD MEMBERS

I.D. #: 35015 NAPOLEON FIRE DEPARTMENT
GREGORY J HEATH FISCAL OFFICER
PO BOX 151
NAPOLEON, OH 43545-0151

FILING INSTRUCTIONS:

1. 2014 CERTIFICATE OF ANNUAL ELECTION OF BOARD MEMBERS
MUST BE RETURNED NO LATER THAN JANUARY 31, 2014.
2. THE BOARD ELECTED SECRETARY MUST SIGN THIS FORM TO
CERTIFY ITS VALIDITY.
3. DIRECT ALL INQUIRES TO: KIMBERLY HODNETT - PROGRAM ADMINISTRATOR,
1-800-515-0023.

THOSE INDIVIDUALS NOTED BELOW HAVE BEEN ELECTED TO THE VFFDF BOARD TO SERVE
A ONE YEAR TERM COMMENCING ON JANUARY 1, 2014. (Print or Type)

NAME OF BOARD MEMBER ELECTED BY THE LEGISLATIVE AUTHORITY	ADDRESS / CITY / STATE	ZIP
--	------------------------	-----

NAME OF BOARD MEMBER ELECTED BY THE LEGISLATIVE AUTHORITY	ADDRESS / CITY / STATE	ZIP
--	------------------------	-----

NAME OF BOARD MEMBER ELECTED BY THE FIRE DEPARTMENT	ADDRESS / CITY / STATE	ZIP
--	------------------------	-----

NAME OF BOARD MEMBER ELECTED BY THE FIRE DEPARTMENT	ADDRESS / CITY / STATE	ZIP
--	------------------------	-----

NAME OF BOARD MEMBER ELECTED BY OTHER FOUR MEMBERS	ADDRESS / CITY / STATE	ZIP
---	------------------------	-----

BOARD MEMBER TO SERVE AS CHAIRPERSON	BOARD MEMBER TO SERVE AS SECRETARY
---	---------------------------------------

I HEREBY CERTIFY THAT THE INDIVIDUALS NOTED ABOVE WERE ELECTED IN ACCORDANCE
WITH THE PROVISIONS OF 146.03 AND 146.04, OHIO REVISED CODE.

SIGNATURE OF BOARD SECRETARY	ADDRESS/CITY/STATE/ZIP	DAYTIME PHONE
------------------------------	------------------------	---------------

State of Ohio
Department of Commerce
Division of State Fire Marshal
PO Box 4009
Reynoldsburg, Ohio 43068-9009
Toll Free: 1-800-515-0023

VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND
2014 CERTIFICATE OF CURRENT ASSESSED VALUATION

I.D. #: 35015 NAPOLEON FIRE DEPARTMENT
GREGORY J HEATH FISCAL OFFICER
PO BOX 151
265 W RIVERVIEW AVE
NAPOLEON, OH 43545-0151

FILING INSTRUCTIONS:

1. TO BE PREPARED BY THE FISCAL OFFICER OF THE POLITICAL SUBDIVISION OR FIRE DISTRICT AND RETURN NO LATER THAN JANUARY 31, 2014 .
2. CONTACT COUNTY AUDITOR TO OBTAIN CURRENT ASSESSED VALUATION (PROPERTY VALUE) OF FIRE DISTRICT.
3. DIRECT ALL INQUIRIES TO: KIMBERLY HODNETT - PROGRAM ADMINISTRATOR, 1-800-515-0023.
4. CHECK HERE IF PRIVATE FIRE COMPANY.

CERTIFICATION OF CURRENT ASSESSED VALUATION

I HEREBY CERTIFY THAT THE CURRENT ASSESSED VALUATION (PROPERTY VALUE) OF THE POLITICAL SUBDIVISION OR FIRE DISTRICT NOTED BELOW IS:

\$ _____

PROPER TITLE OF CERTIFYING
OFFICIAL

DATE CERTIFIED

SIGNATURE OF CERTIFYING FISCAL OFFICER

DAYTIME PHONE NUMBER



CITY OF NAPOLEON, OHIO

255 West Riverview Avenue • PO 151 • Napoleon, Ohio 43545-0151

Gregory J. Heath, Director of Finance/Clerk of Council

phone (419) 599-1235 fax (419)-599-8393

Web Page: www.napoleonohio.com

E-mail: gheath@napoleonohio.com

December 30, 2013

To All City Water Wholesale Customers - Under Long Term Contracted Water Rates

- Village of Liberty Center
- Village of Malinta
- Village of Florida
- Henry County Regional Water/Sewer District (HCRWSD)

RE: Increase in Water Rates, Effective 01/01/2014, Billable 02/01/2014

To Whom It May Concern:

Please be informed on Monday, December 16, 2013, the City Council of the City of Napoleon, Ohio, passed Ordinance Number 067-13 increasing Water Rates by three (3%) percent annually for years 2014, 2015 and 2016. This increase is based on the Cost of Service Study Update and is based on the revenue requirement as presented in the Water Rate Study.

The Rate Increases are Effective on January 1st of each respective year, to be reflected in the billing received starting February 1st of each respective year. This increase will impact the Rate your entity pays based on the terms of the Long Term Contracts currently in place.

Should you have any questions or need any additional clarification regarding this issue, Dr. Jon A. Bisher or myself can be reached at (419) 592-4010.

Sincerely,

Gregory J. Heath
Finance Director/Clerk of Council

Attachments

Cc: ✓ Members of City Council and the Mayor
Dr. Jon A. Bisher, City Manager
Trevor Hayberger, Law Director

Memorandum

To: Technology and Communication Committee, Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, Media

From: Gregory J. Heath, Finance Director/Clerk of Council

Date: 1/2/2014

Re: Technology and Communication Committee Meeting Cancellation

The January 6, 2014, meeting of the Technology and Communication Committee has been CANCELED due to lack of agenda items.



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

January 3, 2014

AMP/OMEA file comments on USEPA's expected greenhouse gas rules

By Julia Blankenship – director of energy policy & sustainability

On Dec. 20, 2013, AMP/OMEA filed comments with the U.S. Environmental Protection Agency (USEPA) on the agency's expected rules to impose greenhouse gas (GHG) performance standards on existing fossil-fueled electric generating units. Such standards are scheduled to be proposed by USEPA by June 2014, in accordance with the President's Climate Action Plan, which was issued in June 2013. The expected rules for existing power plants are separate from those proposed by the USEPA in September 2013 for new power plants.

The agency held a number of listening sessions throughout the country in the fall of 2013 to gather initial comments from the regulated community and others regarding the upcoming existing source rules, at which a number of public power entities and the Prairie State Generating Company provided oral statements. AMP/OMEA's comments addressed key elements of the expected rules that could present particular concerns for AMP/OMEA and our members, including:

- Limiting applicability to units above 25 MW
- Recognizing AMP's organizational structure and business model
- Recognizing the role of RTO markets
- Encouraging state flexibility/multistate coordination
- Providing credits for early action for compliance and credit for unit retirements
- Protecting against new source review (NSR) triggers
- Preserving the useful life of fossil units
- Limiting overall costs of compliance/cost-effectiveness

Copies of AMP/OMEA comments, as well as those filed by Prairie State Generating Company, the American Public Power Association, and the Alliance for Fuel Options, Reliability and Diversity (AFFORD), are available on the [Member Extranet](#) section of AMP's website.

If you have any questions or need additional information, please contact me at jblankenship@amppartners.org or 614.540.0840.

PJM lowers future load growth expectations

By Mike Migliore – assistant vice president of power supply planning & transmission

PJM's revised load forecast has lowered the expected load growth for the next 10 years from 1.3 percent to 1.0 percent. The main reason for the less optimistic forecast is due to expectations of slower growth in the economy.

Short-term forecasts are for a 1.3 percent growth in 2014 and 1.9 percent in 2015. From 2016 through 2024 growth is expected to be below 1 percent, which brings down the average to the 1 percent level.

Demand Response changes proposed for PJM capacity auctions

By Chris Norton – director of market regulatory affairs

PJM filed changes to the rules for how it clears capacity in the Reliability Pricing Model (RPM) capacity auctions on Dec. 10, 2013. The changes were aimed at how much Limited Demand Response (DR) and Extended Summer DR capacity PJM can purchase for a given delivery year. Under the current rules, PJM conducts a study to determine the amount of Limited DR and Extended Summer DR that it can purchase each year. The amount is based on the reliability target, the amount of capacity PJM is required to purchase to maintain a one-day-in-10-year resource adequacy standard.

However, under the current rules when capacity is purchased above and beyond the reliability target it may be annual, Limited DR, or Extended Summer DR. In the filing to change the rules of how capacity is purchased, PJM claims that all the extra capacity that is purchased is Limited DR and Extended Summer DR and that those resources have no value since the quotas for the two products are already filled. PJM therefore proposed to set a hard cap on Limited DR and Extended Summer DR and force any additional capacity that is purchased to only be annual resources.

If accepted by FERC the changes will impact the ability of entities to sell Limited DR and Extended Summer DR. PJM will purchase fewer megawatts of Limited DR and Extended Summer DR and the prices will clear lower than the price for annual products. Members and their customers selling DR capacity to PJM should investigate their ability to provide the DR on

continued on Page 2



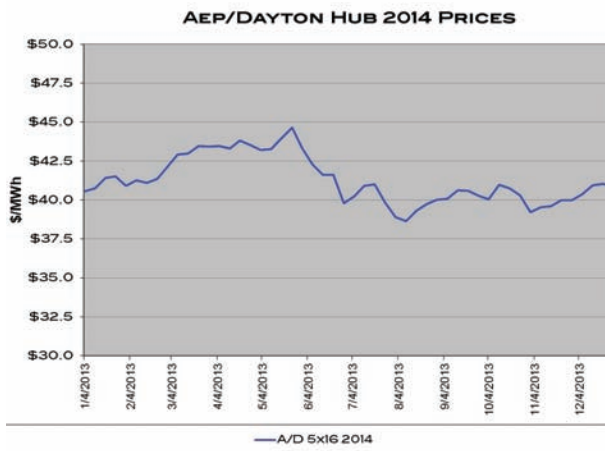
Energy prices end year a bit higher

By Craig Kleinhenz – manager of power supply planning

The last two weeks have seen some ups and downs in the energy markets, mostly due to the strong cold spells that have been plaguing the region. February natural gas prices closed yesterday at \$4.32/MMBtu, which is down 17 cents from two weeks ago. Next year electric prices settled slightly lower from two weeks ago with 2015 on-peak electric prices at AD Hub finishing down \$0.05/MWh from last week, closing at \$39.50/MWh.

Dec. 27 was a significant date as this represented the last time that January 2014 natural gas contracts and 2014 annual power contracts were traded. January natural gas prices closed down \$0.03/MMBtu from two weeks ago, to finish trading at \$4.41/MMBtu. 2014 on-peak power prices finished trading down \$0.44/MWh from two weeks ago to end the year at \$40.81/MWh.

The chart below shows that energy prices ended trading slightly higher (\$0.74/MWh) than where they started the year. Prices, however, saw some sizable inter-year swings. The highest price was around the end of May when prices reached \$44.66/MWh. The lowest price was during the beginning of August when prices were \$38.65/MWh.



AMP kicks off 2014 Member Spotlights with Princeton

By Krista Selvage – manager of publications

Princeton is the latest AMP member to be highlighted in the [Member Spotlight](#) section of AMP's website.

Princeton continues to further the interests of local businesses and residents, and was a recent Innovation Award Winner in Community Development by the National Association of Development Organizations.

For 2012-13, the Princeton Electric Plant Board was named a Reliable Power Public Provider (RP3) program recipient by the American Public Power Association (APPA), receiving Platinum designation.

Learn more about Princeton and other AMP member communities through the profiles in Member Spotlight.



A charter-style municipal government, Princeton is the county seat of Caldwell County and has a population of about 13,000. The Princeton Electric Plant Board serves nearly 4,000 meters.

On Peak (16 hour) prices into AEP/Dayton Hub

Week ending Jan. 3

MON	TUE	WED	THU	FRI
\$40.00	\$40.75	N/A	\$41.50	\$51.50

Week ending Dec. 27

MON	TUE	WED	THU	FRI
\$37.50	\$37.00	N/A	\$36.00	\$36.50

AEP/Dayton 2015 5x16 price as of Jan. 3 — \$40.81

AEP/Dayton 2014 5x16 price as of Dec. 20 — \$41.25

Demand Response changes

continued from Page 1

an annual basis in order to capture the maximum value for their resources. This would more closely match the resource price to the price load is charged for capacity.

PJM requested that FERC accept the change to become effective for the May 2014 Base Residual Auction for capacity, which is for the delivery year from June 1, 2017, through May 31, 2018. AMP and other load-serving entities and consumer advocate groups protested the PJM changes. Once FERC issues an order we will evaluate the impact of the order and communicate the outcome to members.

AFEC weekly update

By Craig Kleinhenz

Fremont was dispatched offline for the week of Christmas due to low market prices. As the cold weather started to engulf the region on Monday, AFEC was dispatched online Monday morning and operated through New Year's Eve. The plant was offline on the first (due to economics) but then returned to action Thursday morning. Duct burners were not used this week.

The plant ended the week with a 22 percent load factor (based on 675 MW) and was approximately \$1.58/MWh cheaper than on-peak market prices for base generation.

How to submit a classified ad

By Krista Selvage

AMP's *Update* provides a forum for timely announcements from and for member communities.

Job and equipment classifieds for *Update* and the AMP website are provided to AMP members as a free service. To submit an employment classified, please email me at kbselvage@amppartners.org. Be sure to include an expiration date for the ad if an application deadline is not part of the classified.

Preferred formats are DOC file or plain text if possible, but other formats will be accepted.

For equipment or vehicle classifieds, please visit the "Member Community Classified Ads" link on the Member Extranet section of [AMP's website](#). A "Classifieds Ads Submission Form" can be downloaded there.

For more information on *Update* classifieds, please call me at 614.540.6407.



Update Classifieds

AMP seeks part-time member marketing consultant

Part-time member marketing consultant provides the following essential functions, both internally and externally: assists the director of marketing/member relations in the administration and marketing of services, programs and projects to member management and elected officials; assists with membership development in accordance with Strategic Growth Marketing Plans; performs regular visits to member communities; may attend industry related forums and industry panels; and attend and make presentations at member council/board meetings on an as needed basis.

A minimum of a four-year business or engineering-related degree is desired. Candidates must have five or more years of experience in the electric utility industry, including supervisory responsibilities. Three or more years of experience in day-to-day marketing and public relations is preferred. Candidates must possess proven management skills and technical expertise in the day-to-day activities of member electric systems. Position requires travel, primarily in Ohio and Michigan.

For a complete job listing, please visit www.amppartners.org or email to jpawlak@amppartners.org.

Westerville invites applications for tree trimmer-electric division

The City of Westerville invites applications for the position of Tree Trimmer/Electric Division. This is skilled technical work in the care and maintenance of trees. Work involves climbing, trimming and removing trees, operating heavy equipment, chain saws, chippers, and other power and hand tools and interacts with customers.

Work is performed under the general supervision of a Tree Crew Supervisor. Employee must be able to make correct decisions regarding the removal of tree limbs from live electric lines during tree trimming activities, in compliance with established safety procedures. The employee provides guidance and direction to other employees assisting with tree removal jobs. Work is reviewed through observation of completed projects for quality and adherence to policy.

Minimum requirements include: possession of a high school diploma and three years of experience in tree work, especially with regard to trimming trees; or any equivalent combination of training and experience that provides the following knowledge, abilities and skills.

Candidates must possess a valid Ohio commercial Class A with Air Brakes Driver's License, a valid First Aid and CPR Training Certification, a valid Electric Hazard Awareness Training Certification, and International Society of Arboriculture – Certified Arborist Certification.

Please visit <http://www.westerville.org/index.aspx?page=312> for a complete job description and requirements. Position posting will close Jan. 16.

Schuylkill Haven in need of journeyman electric lineworker

The Borough of Schuylkill Haven is accepting applications for a journeyman electric lineman position.

Minimum qualifications include: graduation from the standard four-year high school, successful completion of an approved apprenticeship program of at least four years in duration and Pennsylvania CDL license.

Schuylkill Haven Borough owns and operates its own electric system. The electric system includes: substation, poles, transmission lines, transformers and secondary services. The successful application should have knowledge/background including all of these appurtenances. This is a full time position.

Schuylkill Haven is located In Schuylkill County, PA and has a population of 5,500. Schuylkill Haven borough has an excellent compensation/benefit package and is an Equal Opportunity Employer. A complete job description and job application can be obtained by contacting the borough office at 570.385.2841 or by logging on to the Borough's website www.schuylkillhaven.org.

Please submit a completed job application, resume, certifications and three references to: Scott J. Graver, Borough Administrator, Schuylkill Haven Borough Office, 12 W. Main St., Schuylkill Haven, and PA 17972.

Calendar

Jan. 23—AMP finance & accounting subcommittee meeting
Philadelphia, Pennsylvania

Jan. 27—APPA Maintenance of High-Voltage Electrical Distribution
AMP Headquarters, Columbus

Jan. 28-30—APPA Overhead Distribution Systems
AMP Headquarters, Columbus

Feb. 13—AMP finance & accounting subcommittee meeting
Coldwater, Michigan

Feb. 20—AMP finance & accounting subcommittee meeting
Ellwood City, Pennsylvania

Feb. 25—Regulator, Recloser, Capacitor Safety Training class
AMP Headquarters, Columbus

Feb. 25—OMEA Legislative Day and Mayors Reception
Vern Riffe Center, Columbus

March 10-12—APPA Legislative Rally
Grand Hyatt, Washington, D.C.

March 13—AMP finance & accounting subcommittee meeting
New Martinsville, West Virginia



CITY OF NAPOLEON, OHIO

255 West Riverview Avenue • PO 151 • Napoleon, Ohio 43545-0151

Gregory J. Heath, Director of Finance/Clerk of Council

phone (419) 599-1235

fax (419)-599-8393

Web Page: www.napoleonohio.com

Email: gheath@napoleonohio.com

DATE: January 6, 2014

TO: Members of City Council; Ronald A. Behm, Mayor;
Dr. Jon A. Bisher, City Manager; Trevor M. Hayberger, City Law Director

FROM: Gregory J. Heath, Finance Director

SUBJECT: Official Approval in Minutes of Various – **2014 Financial Reports**

Listed below are General Financial Reports and Other Information currently included for your review and approval to be recorded in City Council minutes.

Reports for your consideration, review and approval:

• A- Payroll Summary Report by Department for the following periods:

- 1- Payroll for December 27, 2013 - \$244,861.27, YTD - \$6,082,560.73.

NOTE: The 2013 Original Budget included \$6,270,320, less YTD Actual of \$6,082,560 equals \$187,760 of unused appropriations, or a 3.0% unused balance.

• B- Income Tax Revenue Reports for Month Ending:

- 1- Month Ending – 12/31/2013 - MTD - \$116,564.91, YTD \$3,766,944.18.

NOTE: Final Actual Receipts for 2013. Compared to same period of prior year 2012 final was +3.10% higher in 2013. This did fall short of the Revised Estimate of \$3,800,000 that was used as a projected amount in the 2014 Budget Review. I guess that estimated wasn't conservative enough. The 2014 Original Budget estimate is \$3,500,000 and should be conservative as compared to prior years estimates.

• C- KWH Tax – Month End Report and Payment:

- 1- Electric KWH Tax Paid for December, 2013, State 9,399.00; City \$40,599.10.

• D- Eco-Smart Choice Program Reporting:

- 1- Eco-Smart Users & kWH for October, 2013, No. Users 17, kWH 8871, Billed \$44.36.
- 2- Eco-Smart Users & kWH for November, 2013, No. Users 17, kWH 6687, Billed \$33.44.
- 3- Eco-Smart Users & kWH for December, 2013, No. Users 17, kWH 6878, Billed \$34.39.

(Council Reports – Continued Next Page)

(Council Reports – Continued)

• E- Other Periodic Reports for Council Review and/or Approval:

- 1- License Tax Stat.Report through 11/30/2013 – MTD - \$9,898.93, YTD - \$86,451.23.
- 2- Ohio Gas Energy Services, CEP Trans. - Pool #15 through 11/30/2013 - \$189,550.50.
- 3- Kroll Bank Ratings Report for Period Ending 09/30/2013, Published 12/31/2013.
- 4- BORMA P&C Loss & Claims Experience Analysis Reports through 12/31/2013.

I request a motion for the record to accept and approve the reports as presented. Thank you for your assistance, please call if you have any questions.



Gregory J. Heath, Finance Director/Clerk of Council

Attachments

AI Department	PAYROLL DECEMBER 27, 2013					
	Current Pay	Current Pay	Current Pay	YTD	YTD	YTD
	Regular	Overtime	Gross Pay	Regular	Overtime	Gross Pay
City Council/Legislative	\$5,943.81	\$0.00	\$5,943.81	\$33,020.25	\$0.00	\$33,020.25
Mayor/Executive	\$519.77	\$0.00	\$519.77	\$13,513.96	\$0.00	\$13,513.96
City Manager/Administration	\$6,410.48	\$0.00	\$6,410.48	\$169,366.33	\$894.15	\$170,260.48
Human Resource	\$1,402.50	\$0.00	\$1,402.50	\$16,925.29	\$447.08	\$17,372.37
Law Director/Administration	\$4,344.91	\$0.00	\$4,344.91	\$110,067.40	\$1,186.48	\$111,253.88
Finance/Administration	\$11,716.45	\$291.07	\$12,007.52	\$280,204.18	\$2,195.40	\$282,399.58
Finance/Income Tax Department	\$2,924.65	\$0.00	\$2,924.65	\$108,637.21	\$1,867.91	\$110,505.12
Finance/Utility Billing Collection	\$3,188.31	\$94.43	\$3,282.74	\$88,421.48	\$1,158.61	\$89,580.09
Management Information System	\$3,113.72	\$0.00	\$3,113.72	\$70,470.71	\$0.00	\$70,470.71
Engineering/City Engineer	\$7,001.07	\$224.82	\$7,225.89	\$199,739.43	\$21,827.81	\$221,567.24
Municipal Court/Judicial	\$13,492.23	\$0.00	\$13,492.23	\$348,141.40	\$0.00	\$348,141.40
Police Safety Services	\$38,992.09	\$1,949.05	\$40,941.14	\$1,133,332.63	\$49,694.64	\$1,183,027.27
Fire/Safety Services	\$21,872.45	\$183.82	\$22,056.27	\$583,825.45	\$27,461.11	\$611,286.56
Building & Zoning	\$2,989.23	\$0.00	\$2,989.23	\$80,154.98	\$0.00	\$80,154.98
Parks/Administration	\$2,860.35	\$0.00	\$2,860.35	\$76,231.07	\$0.00	\$76,231.07
Recreation/Golf Operating	\$2,414.16	\$0.00	\$2,414.16	\$110,674.08	\$0.00	\$110,674.08
Recreation/Pool Operating	\$300.27	\$0.00	\$300.27	\$33,973.87	\$0.00	\$33,973.87
Recreation/ Programs	\$4,069.26	\$257.30	\$4,326.56	\$147,505.98	\$11,132.53	\$158,638.51
Cemetery/Grounds	\$3,218.71	\$0.00	\$3,218.71	\$59,619.84	\$4,336.24	\$63,956.08
Streets Maintenance	\$6,543.52	\$115.84	\$6,659.36	\$180,866.72	\$3,928.22	\$184,794.94
Ice & Snow Removal	\$1,728.95	\$5,769.49	\$7,498.44	\$6,901.34	\$12,480.95	\$19,382.29
Service Storm	\$0.00	\$0.00	\$0.00	\$4,721.89	\$70.48	\$4,792.37
Service/Buildings, Properties	\$2,028.96	\$0.00	\$2,028.96	\$46,462.35	\$670.07	\$47,132.42
Service/Central Garage	\$4,624.31	\$568.04	\$5,192.35	\$101,988.83	\$5,211.68	\$107,200.51
Electric/Distribution	\$34,148.54	\$1,194.53	\$35,343.07	\$806,038.96	\$46,594.83	\$852,633.79
Water Treatment Plant	\$10,823.73	\$232.25	\$11,055.98	\$245,849.34	\$4,162.85	\$249,181.32
Pilot Project	\$0.00	\$0.00	\$0.00	\$14,325.00	\$0.00	\$14,325.00
Water Distribution System	\$12,004.81	\$1,520.46	\$13,525.27	\$266,054.30	\$14,983.86	\$281,038.16
Sewer WWT Plant Operations	\$11,962.01	\$597.52	\$12,559.53	\$279,141.37	\$6,055.99	\$285,197.36
Sewer (WWT) Collection System	\$1,084.95	\$0.00	\$1,084.95	\$28,168.58	\$0.00	\$28,168.58
Sewer Cleaning & Improvement	\$3,681.42	\$191.38	\$3,872.80	\$83,581.87	\$4,546.29	\$88,128.16
Sanitation Collection & Disposal	\$4,227.75	\$0.00	\$4,227.75	\$84,850.52	\$3,252.51	\$88,103.03
Sanitation Special Refuse Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sanitation Recycling Programs	\$1,916.65	\$121.25	\$2,037.90	\$42,332.90	\$4,122.40	\$46,455.30
TOTAL GROSS PAY	\$231,550.02	\$13,311.25	\$244,861.27	\$5,855,109.51	\$228,282.09	\$6,082,560.73
TOTAL GROSS PAY 12-28-12	\$210,162.94	\$4,649.25	\$214,812.19	\$5,904,076.24	\$148,843.06	\$6,052,919.30

INCOME TAX - MONTHLY RECEIPT SUMMARY

3

USING PERIOD ENDING - DECEMBER 31, 2013									
Income Tax	2009	2010	2011	2012	2013	2013	2013 to 2012	2013 to 2012	**
By Source	Year-to-date	Year-to-date	Year-to-date	Year-to-date	Month-to-date	Year-to-date	Year \$ Chg.	Year % Chg.	**
January									
Resident	35,258.36	31,369.02	41,162.43	29,466.96	25,459.18	25,459.18	-4,007.78	-13.60%	**
Business	7,403.12	11,479.31	25,775.18	19,828.63	24,718.56	24,718.56	4,889.93	24.66%	**
Withholding	283,614.89	268,431.97	372,637.36	423,851.02	335,266.49	335,266.49	-88,584.53	-20.90%	**
Total YTD-Jan->	326,276.37	311,280.30	439,574.97	473,146.61	385,444.23	385,444.23	-87,702.38	-18.54%	**
% Coll.YTD->	11.23%	9.21%	12.73%	12.95%	Avg.10,11,12->	11.63%			**
February									
Resident	58,554.51	58,395.69	60,731.65	69,287.76	24,720.61	50,179.79	-19,107.97	-27.58%	**
Business	22,530.75	19,053.58	29,914.64	23,836.19	16,068.32	40,786.88	16,950.69	71.11%	**
Withholding	545,726.96	587,194.47	667,057.70	702,678.14	298,966.37	634,232.86	-68,445.28	-9.74%	**
Total YTD-Feb->	626,812.22	664,643.74	757,703.99	795,802.09	339,755.30	725,199.53	-70,602.56	-8.87%	**
% Coll.YTD->	21.58%	19.67%	21.94%	21.78%	Avg.10,11,12->	21.13%			**
March									
Resident	97,967.05	106,209.99	130,398.79	116,783.28	49,790.18	99,969.97	-16,813.31	-14.40%	**
Business	54,825.10	66,550.48	69,145.47	58,517.88	47,609.89	88,396.77	29,878.89	51.06%	**
Withholding	583,364.53	634,016.92	755,047.87	763,219.79	17,820.54	652,053.40	-111,166.39	-14.57%	**
Total YTD-Mar->	736,156.68	806,777.39	954,592.13	938,520.95	115,220.61	840,420.14	-98,100.81	-10.45%	**
% Coll.YTD->	25.34%	23.88%	27.64%	25.69%	Avg.10,11,12->	25.74%			**
April									
Resident	273,347.87	316,779.65	336,455.06	329,477.10	264,153.21	364,123.18	34,646.08	10.52%	**
Business	97,681.98	156,401.68	159,391.23	115,007.02	79,310.93	167,707.70	52,700.68	45.82%	**
Withholding	838,223.18	947,745.36	1,019,570.86	1,058,157.35	378,958.97	1,031,012.37	-27,144.98	-2.57%	**
Total YTD-Apr->	1,209,253.03	1,420,926.69	1,515,417.15	1,502,641.47	722,423.11	1,562,843.25	60,201.78	4.01%	**
% Coll.YTD->	41.62%	42.06%	43.88%	41.13%	Avg.10,11,12->	42.36%			**
May									
Resident	283,196.73	324,312.93	346,648.57	338,857.77	11,277.69	375,400.87	36,543.10	10.78%	**
Business	98,790.74	165,195.25	184,289.78	127,872.81	30,212.83	197,920.53	70,047.72	54.78%	**
Withholding	1,017,482.81	1,184,986.59	1,269,543.71	1,371,432.33	290,567.34	1,321,579.71	-49,852.62	-3.64%	**
Total YTD-May->	1,399,470.28	1,674,494.77	1,800,482.06	1,838,162.91	332,057.86	1,894,901.11	56,738.20	3.09%	**
% Coll.YTD->	48.17%	49.56%	52.13%	50.31%	Avg.10,11,12->	50.67%			**
June									
Resident	299,380.38	339,884.37	369,450.95	365,265.29	23,364.61	398,765.48	33,500.19	9.17%	**
Business	125,254.40	205,576.26	222,328.68	144,353.08	67,687.34	265,607.87	121,254.79	84.00%	**
Withholding	1,057,156.83	1,270,543.95	1,350,433.44	1,469,548.50	144,999.30	1,466,579.01	-2,969.49	-0.20%	**
Total YTD-June->	1,481,791.61	1,816,004.58	1,942,213.07	1,979,166.87	236,051.25	2,130,952.36	151,785.49	7.67%	**
% Coll.YTD->	51.01%	53.75%	56.24%	54.17%	Avg.10,11,12->	54.72%			**

INCOME TAX - MONTHLY RECEIPT SUMMARY

(B)

USING PERIOD ENDING - DECEMBER 31, 2013									
Income Tax	2009	2010	2011	2012	2013	2013	2013 to 2012	2013 to 2012	
By Source	Year-to-date	Year-to-date	Year-to-date	Year-to-date	Month-to-date	Year-to-date	Year \$ Chg.	Year % Chg.	**
July									
Resident	333,538.19	367,969.83	394,449.11	388,639.10	23,564.63	422,330.11	33,691.01	8.67%	**
Business	142,604.64	212,145.72	232,761.24	150,008.08	8,707.48	274,315.35	124,307.27	82.87%	**
Withholding	1,328,503.09	1,548,311.51	1,666,410.99	1,785,463.07	335,515.75	1,802,094.76	16,631.69	0.93%	**
Total YTD-July->	1,804,645.92	2,128,427.06	2,293,621.34	2,324,110.25	367,787.86	2,498,740.22	174,629.97	7.51%	**
% Coll.YTD->	62.12%	63.00%	66.41%	63.61%	Avg.10.11.12->	64.34%			**
August (As Corrected for +\$23.64 Error, listed in Resident.)									
Resident	347,500.55	400,557.84	416,798.45	397,567.73	10,717.85	433,047.96	35,480.23	8.92%	**
Business	145,875.38	237,406.72	234,360.24	166,939.96	17,185.30	291,500.65	124,560.69	74.61%	**
Withholding	1,469,601.94	1,835,676.46	1,929,147.75	2,043,112.38	250,333.16	2,052,427.92	9,315.54	0.46%	**
Total YTD-Aug->	1,962,977.87	2,473,641.02	2,580,306.44	2,607,620.07	278,236.31	2,776,976.53	169,356.46	6.49%	**
% Coll.YTD->	67.57%	73.22%	74.71%	71.37%	Avg.10.11.12->	73.10%			**
September									
Resident	364,505.27	416,448.70	440,416.00	428,512.19	19,143.71	452,191.67	23,679.48	5.53%	**
Business	172,797.85	276,347.39	298,577.32	189,398.77	66,543.91	358,044.56	168,645.79	89.04%	**
Withholding	1,549,751.74	1,882,288.15	1,937,564.99	2,055,432.40	17,464.86	2,069,892.78	14,460.38	0.70%	**
Total YTD-Sep->	2,087,054.86	2,575,084.24	2,676,558.31	2,673,343.36	103,152.48	2,880,129.01	206,785.65	7.74%	**
% Coll.YTD->	71.84%	76.22%	77.50%	73.17%	Avg.10.11.12->	75.63%			**
October									
Resident	402,157.03	457,761.80	471,523.99	460,288.80	32,501.28	484,692.95	24,404.15	5.30%	**
Business	224,687.89	293,349.98	307,595.28	201,902.64	19,602.86	377,647.42	175,744.78	87.04%	**
Withholding	1,830,232.44	2,187,656.72	2,332,018.82	2,481,308.20	411,137.16	2,481,029.94	-278.26	-0.01%	**
Tot.YTD-Oct->	2,457,077.36	2,938,768.50	3,111,138.09	3,143,499.64	463,241.30	3,343,370.31	199,870.67	6.36%	**
% Coll.YTD->	84.58%	86.98%	90.08%	86.04%	Avg.10.11.12->	87.70%			**
November									
Resident	412,369.42	466,629.04	482,895.98	473,527.14	14,860.37	499,553.32	26,026.18	5.50%	**
Business	231,399.76	302,754.26	311,602.75	224,843.03	8,992.60	386,640.02	161,796.99	71.96%	**
Withholding	2,117,623.26	2,483,574.76	2,613,713.06	2,718,876.56	283,155.99	2,764,185.93	45,309.37	1.67%	**
Total YTD-Nov->	2,761,392.44	3,252,958.06	3,408,211.79	3,417,246.73	307,008.96	3,650,379.27	233,132.54	6.82%	**
% Coll.YTD->	95.05%	96.28%	98.68%	93.53%	Avg.10.11.12->	96.16%			**
December									
Resident	429,056.10	482,587.57	499,910.62	490,275.70	25,376.38	524,929.70	34,654.00	7.07%	**
Business	263,809.01	366,725.85	333,368.66	343,738.03	40,111.47	426,751.49	83,013.46	24.15%	**
Withholding	2,212,313.44	2,529,184.31	2,620,421.83	2,819,529.68	51,077.06	2,815,262.99	-4,266.69	-0.15%	**
Total YTD-Dec->	2,905,178.55	3,378,497.73	3,453,701.11	3,653,543.41	116,564.91	3,766,944.18	113,400.77	3.10%	**
% Coll.YTD->	100.00%	100.00%	100.00%	100.00%	Avg.10.11.12->	100.00%			**
NOTE: Residential & Business up in 2013, Withholding running less than even to 2012.					3.10% <- Overall Year % Increase				
Original Annual Estimate used in 2014 Budget ->					2014 Est.->		\$3,500,000		

INCOME TAX - MONTHLY RECEIPT SUMMARY

ACTUAL

USING PERIOD ENDING - DECEMBER 31, 2013				2012	2013	13 to 12	2011	2013	13 to 11	2010	2013	13 to 10
Income Tax Collected by %	In.Tax % Levy	2013 MTD	2013 YTD	YTD	Cur.Year \$ Inc./Dec)	% Inc./Dec)	YTD	Cur.Year \$ Inc./Dec)	% Inc./Dec)	YTD	Cur.Year \$ Inc./Dec)	% Inc./Dec)
January												
Income Tax @	1.00%	257,086.06	257,086.06	316,058.00	-58,971.94	-18.66%	294,211.56	-37,125.50	-12.62%	228,610.01	28,476.05	12.46%
Voted Rec.Tax @	0.20%	51,417.14	51,417.14	63,211.15	-11,794.01	-18.66%	58,825.46	-7,408.32	-12.59%	45,720.00	5,697.14	12.46%
Voted GF Tax @	0.30%	76,941.03	76,941.03	93,877.46	-16,936.43	-18.04%	86,537.95	-9,596.92	-11.09%	36,950.29	39,990.74	108.23%
Total YTD-Jan->	1.50%	385,444.23	385,444.23	473,146.61	-87,702.38	-18.54%	439,574.97	-54,130.74	-12.31%	311,280.30	74,163.93	23.83%
February												
Income Tax @	1.00%	226,854.51	483,940.57	531,974.49	-48,033.92	-9.03%	506,858.38	-22,917.81	-4.52%	493,823.45	-9,882.88	-2.00%
Voted Rec.Tax @	0.20%	45,370.62	96,787.76	106,393.99	-9,606.23	-9.03%	101,342.36	-4,554.60	-4.49%	98,763.04	-1,975.28	-2.00%
Voted GF Tax @	0.30%	67,530.17	144,471.20	157,433.61	-12,962.41	-8.23%	149,503.25	-5,032.05	-3.37%	72,057.25	72,413.95	100.50%
Total YTD-Feb->	1.50%	339,755.30	725,199.53	795,802.09	-70,602.56	-8.87%	757,703.99	-32,504.46	-4.29%	664,643.74	60,555.79	9.11%
March												
Income Tax @	1.00%	77,140.72	561,081.29	626,965.91	-65,884.62	-10.51%	639,456.96	-78,375.67	-12.26%	593,567.61	-32,486.32	-5.47%
Voted Rec.Tax @	0.20%	15,428.07	112,215.83	125,521.97	-13,306.14	-10.60%	127,855.02	-15,639.19	-12.23%	118,708.73	-6,492.90	-5.47%
Voted GF Tax @	0.30%	22,651.82	167,123.02	186,033.07	-18,910.05	-10.16%	187,280.15	-20,157.13	-10.76%	94,501.05	72,621.97	76.85%
Total YTD-Mar->	1.50%	115,220.61	840,420.14	938,520.95	-98,100.81	-10.45%	954,592.13	-114,171.99	-11.96%	806,777.39	33,642.75	4.17%
April												
Income Tax @	1.00%	481,726.77	1,042,808.06	1,003,393.87	39,414.19	3.93%	1,013,820.01	28,988.05	2.86%	1,023,294.80	19,513.26	1.91%
Voted Rec.Tax @	0.20%	96,344.96	208,560.79	200,807.40	7,753.39	3.86%	202,705.97	5,854.82	2.89%	204,640.03	3,920.76	1.92%
Voted GF Tax @	0.30%	144,351.38	311,474.40	298,440.20	13,034.20	4.37%	298,891.18	12,583.22	4.21%	192,991.86	118,482.54	61.39%
Total YTD-Apr->	1.50%	722,423.11	1,562,843.25	1,502,641.47	60,201.78	4.01%	1,515,417.16	47,426.09	3.13%	1,420,926.69	141,916.56	9.99%
May												
Income Tax @	1.00%	221,569.29	1,264,377.35	1,227,294.58	37,082.77	3.02%	1,204,210.18	60,167.17	5.00%	1,193,801.53	70,575.82	5.91%
Voted Rec.Tax @	0.20%	44,313.82	252,874.61	245,587.48	7,287.13	2.97%	240,772.86	12,101.75	5.03%	238,732.08	14,142.53	5.92%
Voted GF Tax @	0.30%	66,174.75	377,649.15	365,280.85	12,368.30	3.39%	355,499.02	22,150.13	6.23%	241,961.16	135,687.99	56.08%
Total YTD-May->	1.50%	332,057.86	1,894,901.11	1,838,162.91	56,738.20	3.09%	1,800,482.06	94,419.05	5.24%	1,674,494.77	220,406.34	13.16%
June												
Income Tax @	1.00%	157,398.65	1,421,776.00	1,321,523.58	100,252.42	7.59%	1,299,236.51	122,539.49	9.43%	1,291,431.02	130,344.98	10.09%
Voted Rec.Tax @	0.20%	31,479.68	284,354.29	264,433.11	19,921.18	7.53%	259,772.84	24,581.45	9.46%	258,254.10	26,100.19	10.11%
Voted GF Tax @	0.30%	47,172.92	424,822.07	393,210.18	31,611.89	8.04%	383,203.72	41,618.35	10.86%	266,319.46	158,502.61	59.52%
Total YTD-June->	1.50%	236,051.25	2,130,952.36	1,979,166.87	151,785.49	7.67%	1,942,213.07	188,739.29	9.72%	1,816,004.58	314,947.78	17.34%

INCOME TAX - MONTHLY RECEIPT SUMMARY

ACTUAL

B

USING PERIOD ENDING - DECEMBER 31, 2013				2013	13 to 12	2013	2013	13 to 11	2013	13 to 10		
Income Tax Collected by %	In.Tax % Levy	2013 MTD	2013 YTD	2012 YTD	Cur.Year \$ Inc./Dec)	% Inc./Dec)	2011 YTD	2013 Cur.Year \$ Inc./Dec)	% Inc./Dec)	2010 YTD	2013 Cur.Year \$ Inc./Dec)	% Inc./Dec)
July												
Income Tax @	1.00%	245,352.13	1,667,128.13	1,552,076.35	115,051.78	7.41%	1,534,246.55	132,881.58	8.66%	1,502,039.01	165,089.12	10.99%
Voted Rec.Tax @	0.20%	49,069.44	333,423.73	310,543.56	22,880.17	7.37%	306,761.09	26,662.64	8.69%	300,364.56	33,059.17	11.01%
Voted GF Tax @	0.30%	73,366.29	498,188.36	461,490.34	36,698.02	7.95%	452,613.70	45,574.66	10.07%	326,023.49	172,164.87	52.81%
Total YTD-July->	1.50%	367,787.86	2,498,740.22	2,324,110.25	174,629.97	7.51%	2,293,621.34	205,118.88	8.94%	2,128,427.06	370,313.16	17.40%
August												
Income Tax @	1.00%	185,529.78	1,852,657.91	1,741,422.21	111,235.70	6.39%	1,725,937.68	126,720.23	7.34%	1,733,345.66	119,312.25	6.88%
Voted Rec.Tax @	0.20%	37,105.94	370,529.67	348,412.61	22,117.06	6.35%	345,088.30	25,441.37	7.37%	346,612.74	23,916.93	6.90%
Voted GF Tax @	0.30%	55,600.59	553,788.95	517,785.25	36,003.70	6.95%	509,280.46	44,508.49	8.74%	393,682.62	160,106.33	40.67%
Total YTD-Aug->	1.50%	278,236.31	2,776,976.53	2,607,620.07	169,356.46	6.49%	2,580,306.44	196,670.09	7.62%	2,473,641.02	303,335.51	12.26%
September												
Income Tax @	1.00%	68,792.55	1,921,450.46	1,785,436.92	136,013.54	7.62%	1,790,745.37	130,705.09	7.30%	1,800,036.99	121,413.47	6.75%
Voted Rec.Tax @	0.20%	13,758.45	384,288.12	357,215.42	27,072.70	7.58%	358,046.38	26,241.74	7.33%	359,946.64	24,341.48	6.76%
Voted GF Tax @	0.30%	20,601.48	574,390.43	530,691.02	43,699.41	8.23%	527,766.56	46,623.87	8.83%	415,100.61	159,289.82	38.37%
Total YTD-Sep->	1.50%	103,152.48	2,880,129.01	2,673,343.36	206,785.65	7.74%	2,676,558.31	203,570.70	7.61%	2,575,084.24	305,044.77	11.85%
October												
Income Tax @	1.00%	308,848.96	2,230,299.42	2,099,085.55	131,213.87	6.25%	2,081,047.62	149,251.80	7.17%	2,044,712.45	185,586.97	9.08%
Voted Rec.Tax @	0.20%	61,769.76	446,057.88	419,944.91	26,112.97	6.22%	416,089.97	29,967.91	7.20%	408,868.44	37,189.44	9.10%
Voted GF Tax @	0.30%	92,622.58	667,013.01	624,469.18	42,543.83	6.81%	614,000.50	53,012.51	8.63%	485,187.61	181,825.40	37.48%
Total YTD-Oct->	1.50%	463,241.30	3,343,370.31	3,143,499.64	199,870.67	6.36%	3,111,138.09	232,232.22	7.46%	2,938,768.50	404,601.81	13.77%
November												
Income Tax @	1.00%	204,851.38	2,435,150.80	2,281,706.76	153,444.04	6.72%	2,279,712.37	155,438.43	6.82%	2,255,740.76	179,410.04	7.95%
Voted Rec.Tax @	0.20%	40,970.09	487,027.97	456,469.04	30,558.93	6.69%	455,811.40	31,216.57	6.85%	451,062.23	35,965.74	7.97%
Voted GF Tax @	0.30%	61,187.49	728,200.50	679,070.93	49,129.57	7.23%	672,688.02	55,512.48	8.25%	546,155.07	182,045.43	33.33%
Total YTD-Nov->	1.50%	307,008.96	3,650,379.27	3,417,246.73	233,132.54	6.82%	3,408,211.79	242,167.48	7.11%	3,252,958.06	397,421.21	12.22%
December												
Income Tax @	1.00%	77,947.42	2,513,098.22	2,439,441.46	73,656.76	3.02%	2,310,531.18	202,567.04	8.77%	2,340,175.00	172,923.22	7.39%
Voted Rec.Tax @	0.20%	15,589.30	502,617.27	488,015.87	14,601.40	2.99%	461,973.62	40,643.65	8.80%	467,944.47	34,672.80	7.41%
Voted GF Tax @	0.30%	23,028.19	751,228.69	726,086.08	25,142.61	3.46%	681,196.31	70,032.38	10.28%	570,378.26	180,850.43	31.71%
Total YTD-Dec->	1.50%	116,564.91	3,766,944.18	3,653,543.41	113,400.77	3.10%	3,453,701.11	313,243.07	9.07%	3,378,497.73	388,446.45	11.50%

INCOME TAX - MONTH END RECONCILLATION TO ACTUAL RECEIPTS
 BREAK DOWN BY PERCENTAGE (1.5%) RATE ON INCOME TAX AS ALLOCATED
 FOR THE MONTH ENDING December 31, 2013

(B)

	Estimated Revenue	Month-to-date Actual Revenue	Year-to-date Actual Revenue	Uncollected Balance	Uncollected Percent	
ONE PERCENT (1.0%) RATE						
170.0000.41010 IN.TAX/WITHHOLDING (1.0% GF)	1,872,400.00	\$ 34,051.35	1,876,846.30	\$<4,446.30>	0.0%	77,947.42 +
170.0000.41020 IN.TAX/INDIVIDUAL (1.0% GF)	363,940.00	17,084.64	351,493.81	12,446.19	3.4%	23,028.19 +
170.0000.41030 IN.TAX/BUSINESS (1.0% GF)	239,700.00	26,811.43	284,758.11	<45,058.11>	0.0%	100,975.61 \$
SUB-TOTAL ONE PERCENT (1.0%)	2,476,040.00	\$ 77,947.42	2,513,098.22	\$<37,058.22>	0.0%	15,589.30 +
TWO TENTHS (0.2%) RATE						
170.0000.41040 IN.TAX/WITHHOLDING (0.2% REC)	\$ 373,880.00	\$ 6,810.28	\$ 375,369.23	\$<1,489.23>	0.0%	116,564.91 ✓
170.0000.41050 IN.TAX/INDIVIDUAL (0.2% REC)	72,670.00	3,416.77	70,296.61	2,373.39	3.3%	100,975.61 +
170.0000.41060 IN.TAX/BUSINESS (0.2% REC)	47,870.00	5,362.25	56,951.43	<9,081.43>	0.0%	12,731.89 -
SUB-TOTAL TWO TENTHS (0.2%)	\$ 494,420.00	\$ 15,589.30	\$ 502,617.27	\$<8,197.27>	0.0%	88,243.72 T
THREE TENTHS (0.3%) RATE						
170.0000.41070 IN.TAX/WITHHOLDING (0.3% GF)	\$ 561,020.00	\$ 10,215.43	\$ 563,047.46	\$<2,027.46>	0.0%	88,243.72 *
170.0000.41080 IN.TAX/INDIVIDUAL (0.3% GF)	99,070.00	4,874.97	103,139.28	<4,069.28>	0.0%	0.62 =
170.0000.41090 IN.TAX/BUSINESS (0.3% GF)	69,450.00	7,937.79	85,041.95	<15,591.95>	0.0%	54,711.11 *
SUB-TOTAL THREE TENTHS (0.3%)	\$ 729,540.00	\$ 23,028.19	\$ 751,228.69	\$<21,688.69>	0.0%	88,243.72 *
TOTAL-INCOME TAX FOR PERIOD	3,700,000.00	\$ 116,564.91	3,766,944.18	\$<66,944.18>	0.0%	0.38 =

Fund Trans / 24666

170.4900.59410 100.49910 = 54,711.11
 170.9900.59510 220.49910 = 15,589.30
 170.9900.59610 400.49910 = 33,532.61

33,532.61 *
 54,711.11 +
 33,532.61 +
 88,243.72 T
 54,711.11 +
 15,589.30 +
 33,532.61 +
 100,975.61 \$
 12,731.89 +
 116,564.91 T

Trans#	Expense Acct	Revenue Acct	---Amount---	---Date---	Remark
24666001	170.9900.59410	100.0000.49910	54711.11	12-31-2013	Reference: FUND TRANS
	170.9900.59510	220.0000.49910	15589.30		INCOME TAX TRANSFER FOR
	170.9900.59610	400.0000.49910	33532.61		DECEMBER 2013
	Total:		103833.02		

(B)

Batch 24666 TOTAL: 103833.02

Fund Transfer Distribution

Expense Account		---Amount---	Revenue Account		---Amount---
170.9900.59410	TR-TO 100 GENERAL FUND (INC TA	54711.11	100.0000.49910	TRANSFERS-IN(INCOME TAX FUND)	54711.11
170.9900.59510	TR-TO 220 RECREATION FUND (INC	15589.30	220.0000.49910	TRANSFERS-IN(INCOME TAX FUND)	15589.30
170.9900.59610	TR-TO 400 CIP FUND (INC TAX)	33532.61	400.0000.49910	TRANSFERS-IN(INCOME TAX FUND)	33532.61
		<u>103833.02</u>			<u>103833.02</u>

Account Name Total KWH Code Amount KWH Unm KWH Days

U

PERIOD ENDING:

DECEMBER, 2013

** Grand Totals Ct 5896

Code	Tax	KWH	Unmeter KWH	Total KWH
CITY!T1	13,933.44	2,974,747	21,770	2,996,517
CITY!T2	6,004.25	1,419,951	12,999	1,432,950
CITY!T3	20,661.41	5,690,877	972	5,691,849
CITY TOTAL	40,599.10	10,085,575	35,741	10,121,316
CITY OFFSET	0.00			
CITY NONOFFSET	40,599.10			
<- Inside City Tax				
OHIO!S1	5,465.09	1,169,498	6,101	1,175,599
OHIO!S2	1,460.01	348,458	0	348,458
OHIO!S3	2,474.20	681,600	0	681,600
OHIO TOTAL	9,399.30	2,199,556	6,101	2,205,657
OHIO OFFSET	0.00			
OHIO NONOFFSET	9,399.30			
<- Outside City Tax				
TAX TOTAL	49,998.40			
OFFSET TOTAL	0.00			
NONOFFSET TOTAL	49,998.40			
TOTAL METERED	12,285,131			
TOTAL UNMETERED	41,842			
TOTAL KWH TAXED	12,326,973			

Inside City - Tax on kWH

500-9900-59480 Transfer-To 180 kWH (GF) Tax Fund \$40,599.10

Outside City - Tax on kWH (Sent to State of Ohio)

500-6110-56200 kWH Tax-Treasurer of State \$ 9,399.00

(State Total Rounded to Nearest Whole Dollar)

C


[Return to Online Services](#) [Home](#)
Electric Distribution Company Tax Return
Thank you for filing your return.

Your Confirmation Number is: 102013357020105

Date received: Mon Dec 23 10:49:06 EST 2013

Account Number: 912000063

Name: City of Napoleon

Period Type: Monthly Period: Dec Year: 2013

COLUMN A	COLUMN B	COLUMN C
	Number of KWHs Distributed	Tax
1) \$0.00465 tax rate	1,175,599	\$5,465
2) \$0.00419 tax rate	348,458	\$1,460
3) \$0.00363 tax rate	681,600	\$2,474
4) Tax Due		\$9,399
5) Interest		\$0
6) Total Due		\$9,399

SCHEDULE OF SELF-ASSESSING PURCHASERS

Account Number	Name	Number of KWHs Distributed
Print	Make Payment	Logout Menu

[Privacy Policy](#)

release 33, build date December 31st, 2012

user: gheath@napoleonohio, time: 201312231049

DI



AMERICAN MUNICIPAL POWER, INC.

1111 SCHROCK ROAD, SUITE 100
COLUMBUS, OHIO 43229
PHONE: (614) 540-1111
FAX: (614) 540-1078

INVOICE NUMBER: 10023576
INVOICE DATE: 12/30/2013
DUE DATE: 01/29/2014
TOTAL AMOUNT DUE: \$44.36
CUSTOMER NUMBER: 5020
CUSTOMER P.O.#:

City of Napoleon
Attn: Greg Heath
255 West Riverview Avenue
P.O. Box 151
Napoleon, OH 43545-0151

PLEASE WRITE INVOICE NUMBER ON
REMITTANCE AND RETURN YELLOW INVOICE
COPY. MAKE CHECK PAYABLE TO AMP INC.

Item	Description	Charge
1	EcoSmart Choice participation for October 2013.	\$44.36

INVOICE APPROVAL	
PO # R6130924	BLANKET PO Y - <input type="checkbox"/> N - <input checked="" type="checkbox"/>
VN#	
ACCOUNT	AMOUNT
500-6110-53210	44.36
TOTAL >>> 44.36	
PO ADJUST: Y - <input type="checkbox"/> ADJUST AMOUNT:	CLOSE PO Y - <input type="checkbox"/> N - <input checked="" type="checkbox"/>
APPROVAL FOR PAYMENT: <i>Gregory Heath</i>	12/31/13
AUTHORIZED SIGNATURE	DATE
RETURN (APPROVED) INVOICE AND SIGNED YELLOW PO TO FINANCE TO PROCESS FOR PAYMENT	

TOTAL CHARGES \$44.36

Wire or ACH Transfer Information:
THE HUNTINGTON NATIONAL BANK
Columbus, OH
Account: 0189-2204055
BA: # 044 000024

Mailing Address:
AMP Inc.
Department L614
Columbus, OH 43260

02



Eco-Smart Choice Program Reporting



Date: 11/20/2013

City of Napoleon, Ohio

Billing Cycle: 11/01/13 to

Type	# Customers Enrolled	Total Monthly kWh	Total Monthly MWh	Cust. Load Variance kWh	Cust. Load Variance MWh	Total Adjusted kWh	Total Adjusted MWh	kWh Cost	Total Cost	# Cust. Cancelled
Residential	17	6687		0		6687		\$0.005	\$33.44	
Commercial <i>(Sold in MWh only)</i>			0		0		0	\$5.00	\$0.00	
TOTAL	17	6687	0	0	0	6687	0		\$33.44	0
	Total # Customers			kWh Cancelled	MWh Cancelled					
	17			0	0					



AMERICAN MUNICIPAL POWER, INC.

1111 SCHROCK ROAD, SUITE 100
COLUMBUS, OHIO 43229
PHONE: (614) 540-1111
FAX: (614) 540-1078

INVOICE NUMBER: 10023578
INVOICE DATE: 12/30/2013
DUE DATE: 01/29/2014
TOTAL AMOUNT DUE: \$33.44
CUSTOMER NUMBER: 5020
CUSTOMER P.O.#:

D2

City of Napoleon

Attn: Greg Heath
255 West Riverview Avenue
P.O. Box 151
Napoleon, OH 43545-0151

PLEASE WRITE INVOICE NUMBER ON
REMITTANCE AND RETURN YELLOW INVOICE
COPY. MAKE CHECK PAYABLE TO AMP INC.

Item	Description	Charge
1	EcoSmart Choice participation for November 2013	\$33.44

INVOICE APPROVAL	
PO # <i>R6130924</i>	BLANKET PO Y - <input type="checkbox"/> N - <input checked="" type="checkbox"/>
VN#	
ACCOUNT	AMOUNT
<i>5006110-53210</i>	<i>33.44</i>
TOTAL >>> <i>33.44</i>	
PO ADJUST: Y - <input type="checkbox"/>	CLOSE PO
ADJUST AMOUNT:	Y - <input type="checkbox"/> N - <input checked="" type="checkbox"/>
APPROVAL OR PAYMENT:	
<i>Greg Heath</i>	<i>12/31/13</i>
AUTHORIZED SIGNATURE	DATE
RETURN (APPROVED) INVOICE AND SIGNED YELLOW PO TO FINANCE TO PROCESS FOR PAYMENT	

TOTAL CHARGES \$33.44

Wire or ACH Transfer Information:
THE HUNTINGTON NATIONAL BANK
Columbus, OH
Account: 0189-2204055
BA: # 044 000024

Mailing Address:
AMP Inc.
Department L614
Columbus, OH 43260

03

Eco-Smart Choice Program Reporting

Date: 12/26/2013

City of Napoleon, Ohio

Billing Cycle: 12/01/13 to

Type	# Customers Enrolled	Total Monthly kWh	Total Monthly MWh	Cust. Load Variance kWh	Cust. Load Variance MWh	Total Adjusted kWh	Total Adjusted MWh	kWh Cost	Total Cost	# Cust. Cancelled
Residential	17	6878		0		6878		\$0.005	\$34.39	
Commercial <i>(Sold in MWh only)</i>			0		0		0	\$5.00	\$0.00	
TOTAL	17	6878	0	0	0	6878	0		\$34.39	0
	Total # Customers			kWh Cancelled	MWh Cancelled					
	17			0	0					



AMERICAN MUNICIPAL POWER, INC.

1111 SCHROCK ROAD, SUITE 100
COLUMBUS, OHIO 43229
PHONE: (614) 540-1111
FAX: (614) 540-1078

INVOICE NUMBER: 10023582
INVOICE DATE: 12/30/2013
DUE DATE: 01/29/2014
TOTAL AMOUNT DUE: \$34.39
CUSTOMER NUMBER: 5020
CUSTOMER P.O.#:

(D3)

City of Napoleon
Attn: Greg Heath
255 West Riverview Avenue
P.O. Box 151
Napoleon, OH 43545-0151

PLEASE WRITE INVOICE NUMBER ON
REMITTANCE AND RETURN YELLOW INVOICE
COPY. MAKE CHECK PAYABLE TO AMP INC.

Item	Description	Charge
1	EcoSmart Choice participation for December 2013	\$34.39

INVOICE APPROVAL	
PO # R6130924	BLANKET PO Y - <input type="checkbox"/> N - <input checked="" type="checkbox"/>
VN#	
ACCOUNT	AMOUNT
500-6110-53210	34.39
TOTAL >>>	34.39
PO ADJUST: Y - <input type="checkbox"/>	CLOSE PO
ADJUST AMOUNT:	(Y - <input checked="" type="checkbox"/> N - <input type="checkbox"/>
APPROVAL FOR PAYMENT:	
<i>Greg Heath</i>	12/31/13
AUTHORIZED SIGNATURE	DATE
RETURN (APPROVED) INVOICE AND SIGNED YELLOW PO TO FINANCE TO PROCESS FOR PAYMENT	

TOTAL CHARGES **\$34.39**

Wire or ACH Transfer Information:
THE HUNTINGTON NATIONAL BANK
Columbus, OH
Account: 0189-2204055
BA: # 044 000024

Mailing Address:
AMP Inc.
Department L614
Columbus, OH 43260

OHIO DEPARTMENT OF PUBLIC SAFETY
 TAX DISTRIBUTION - LICENSE TAX STATISTICS REPORT
 FOR THE MONTH OF NOVEMBER, 2013

TAX DISTRICT: 3508		TAX DISTRICT TOTALS		DISTRICT: NAPOLEON		
		COUNTY: HENRY				
TYPE OF REGISTRATION	----- MONTH -----	UNITS	LICENSE TAX	----- YEAR TO DATE -----	UNITS	LICENSE TAX
NON COMMERCIAL	THIS YEAR	652	13,386.00	7,912	156,328.07	
	LAST YEAR	639	13,259.43	7,744	153,665.82	
COMMERCIAL (INCLUDING IRP)	THIS YEAR	94	19,035.72	747	85,943.01	
	LAST YEAR	88	18,358.88	762	100,212.70	
TOTAL REGISTRATIONS	THIS YEAR	746	32,421.72	8,659	242,271.08	
	LAST YEAR	738	32,628.32	8,506	253,878.52	
TRANSFERS	THIS YEAR	58	136.00	704	1,081.00	
	LAST YEAR	54	66.00	647	1,070.00	
CONVERSIONS AND ADD WEIGHT	THIS YEAR	0	0.00	1	15.65	
	LAST YEAR	0	0.00	2	579.50	
TOTAL TAX COLLECTED	THIS YEAR	805	32,557.72	9,364	243,367.73	
	LAST YEAR	792	32,694.32	9,155	255,528.02	
LESS LICENSE COST	THIS YEAR	0	2,570.46	0	23,290.79	
	LAST YEAR	0	2,446.99	0	18,907.97	
PLUS IRP COMPENSATION	THIS YEAR	0	1,195.80	0	42,372.12	
	LAST YEAR	0	1,167.86	0	54,383.62	
LESS AUDIT COST	THIS YEAR	0	256.30	0	1,116.68	
	LAST YEAR	0	196.02	0	1,264.42	
LESS IRP COST	THIS YEAR	0	1,812.23	0	7,103.03	
	LAST YEAR	0	1,178.76	0	8,158.65	
TAX TO BE DISTRIBUTED	THIS YEAR	0	29,114.53	0	254,229.36	
	LAST YEAR	0	30,040.41	0	281,480.60	
PLUS INTEREST EARNED	THIS YEAR	0	0.00	0	23.22	
	LAST YEAR	0	0.00	0	20.88	
PLUS IRP INTEREST EARNED	THIS YEAR	0	0.00	0	15.69	
	LAST YEAR	0	0.00	0	62.18	
TOTAL AMOUNT DISTRIBUTED	THIS YEAR	0	29,114.53	0	254,268.26	
	LAST YEAR	0	30,040.41	0	281,563.66	
LICENSE TAX DISTRIBUTION						
34% TO CITIES						
-- MONTH --						
THIS YEAR	9,898.93					
LAST YEAR	10,213.74					
-- YEAR TO DATE --						
THIS YEAR	86,451.23					
LAST YEAR	95,731.66					

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MTHSTALIC-D

OHIO DEPARTMENT OF PUBLIC SAFETY
TAX DISTRIBUTION - LICENSE TAX STATISTICS REPORT
FOR THE MONTH OF NOVEMBER, 2013

PAGE : 2

RUN DATE: 12/01/2013
RUN TIME: 11:58:04

TAX DISTRICT: 3508

TAX DISTRICT TOTALS
COUNTY: HENRY

DISTRICT: NAPOLEON

TYPE OF REGISTRATION		MONTH		YEAR TO DATE	
		UNITS	LICENSE TAX	UNITS	LICENSE TAX
NON COMMERCIAL REGISTRATIONS					
PASSENGER CAR	THIS YEAR	507	9,508.00	5,777	108,196.00
	LAST YEAR	498	9,454.00	5,642	106,419.00
MOTOR HOMES	THIS YEAR	0	0.00	25	762.00
	LAST YEAR	0	0.00	22	701.00
MOTORCYCLES	THIS YEAR	9	72.00	306	2,172.07
	LAST YEAR	7	55.42	318	2,229.82
HOUSE VEHICLES	THIS YEAR	3	29.00	94	765.00
	LAST YEAR	6	56.00	99	859.00
MOPEDS	THIS YEAR	0	0.00	12	92.00
	LAST YEAR	1	10.00	16	139.00
NON COMMERCIAL TRAILERS	THIS YEAR	27	181.00	478	3,175.00
	LAST YEAR	25	149.00	452	3,025.00
NON COMMERCIAL TRUCKS	THIS YEAR	106	3,596.00	1,220	41,164.00
	LAST YEAR	102	3,535.00	1,195	40,293.00
TOTAL NON COMMERCIAL REGISTRATIONS	THIS YEAR	652	12,286.00	7,912	156,228.07
	LAST YEAR	639	13,259.43	7,744	153,665.82
COMMERCIAL REGISTRATIONS					
FARM TRUCKS	THIS YEAR	1	237.50	10	1,085.75
	LAST YEAR	0	0.00	10	1,259.00
BUSES	THIS YEAR	0	0.00	6	600.00
	LAST YEAR	0	0.00	6	309.00
COMMERCIAL TRAILERS	THIS YEAR	29	725.00	284	6,613.00
	LAST YEAR	35	875.00	251	6,069.00
NON IRP COMMERCIAL TRUCKS	THIS YEAR	39	4,748.82	321	35,196.97
	LAST YEAR	41	8,491.71	337	40,219.42
IRP COMMERCIAL TRUCKS	THIS YEAR	25	13,326.40	126	42,447.29
	LAST YEAR	23	10,002.18	158	52,356.28
TOTAL COMMERCIAL TRUCKS	THIS YEAR	64	18,073.22	447	77,644.25
	LAST YEAR	64	18,493.89	495	92,575.70
TOTAL COMMERCIAL REGISTRATIONS	THIS YEAR	94	19,035.72	747	85,943.01
	LAST YEAR	99	19,368.89	762	100,212.70

(E) MTHSTALIC-D

OHIO DEPARTMENT OF PUBLIC SAFETY
TAX DISTRIBUTION - LICENSE TAX STATISTICS REPORT
FOR THE MONTH OF NOVEMBER, 2013

RUN DATE: 12/01/2013
RUN TIME: 11:58:04

TAX DISTRICT: 3508 TAX DISTRICT TOTALS COUNTY: HENRY DISTRICT: NAPOLEON
IRP INFORMATION

TYPE OF REGISTRATION	----- MONTH -----		----- YEAR TO DATE -----	
		LICENSE TAX		LICENSE TAX
IRP TOTAL COLLECTED	THIS YEAR	13,326.40	42,463.94	
	LAST YEAR	10,002.18	52,936.78	
IRP COMPENSATION AMOUNT	THIS YEAR	1,195.80	42,372.12	
	LAST YEAR	1,167.86	54,383.62	
LESS AUDIT COST	THIS YEAR	256.30	1,116.68	
	LAST YEAR	196.02	1,364.42	
LESS IRP COST	THIS YEAR	1,812.22	7,103.02	
	LAST YEAR	1,178.76	8,158.65	
PLUS IRP INTEREST	THIS YEAR	0.00	15.69	
	LAST YEAR	0.00	62.18	
TOTAL IRP AMOUNT	THIS YEAR	12,453.67	76,632.04	
	LAST YEAR	9,795.26	97,859.51	

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OHIO GAS ENERGY SERVICES
200 W HIGH STREET
BRYAN, OHIO 43506

CITY OF NAPOLEON
Attn: City Manager
P.O. Box 151
Napoleon, Ohio 43545

INVOICE MONTH: NOVEMBER 2013

INVOICE DATE: DECEMBER 2013

INVOICE FOR NATURAL GAS BILLED BY OHIO GAS COMPANY ON BEHALF OF
OHIO GAS ENERGY SERVICES AS AGENT FOR:

CEP TRANSPORTATION - POOL #15 NAPOLEON \$ 189,550.50

CREDIT FOR BILLS COLLECTED BY OHIO GAS COMPANY ON BEHALF
OF OHIO GAS ENERGY SERVICES AS AGENT (189,550.50)

NET AMOUNT DUE OHIO GAS ENERGY SERVICES \$ 0.00

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KROLL BOND RATINGS - BANK SUBSCRIPTION RATINGS REPORT

KROLL BANK SUBSCRIPTION RATINGS SUMMARY REPORT - PERIOD ENDING 09-30-2013, PUBLISH DATE 12-31-2013

Primary Banks Used by the City of Napoleon, Ohio

<u>Cert #</u>	<u>Banks & S&L Name</u>	<u>Parent Holding Company Name</u>	<u>State</u> <u>Reporting</u> <u>Period Date</u> <u>></u> <u>Pub.Date-></u>	<u>KROLL</u>	<u>KROLL</u>	<u>KROLL</u>	<u>KROLL</u>	<u>KROLL</u>	<u>KROLL</u>
				<u>Rating -</u> <u>Dec 11</u> <u>Mar-12</u>	<u>Rating -</u> <u>Dec 12</u> <u>Mar-13</u>	<u>Rating -</u> <u>Mar 13</u> <u>Jun-13</u>	<u>Rating -</u> <u>Jun 13</u> <u>Sep-13</u>	<u>Rating -</u> <u>Sep 13</u> <u>Dec-13</u>	<u>Rating -</u> <u>Dec 13</u> <u>Mar-14</u>
<u>BANKS</u>									
5969	FARMERS & MERCHANTS STATE BANK	FARMERS & MERCHANTS	OH	B+	A-	A-	B+	B+	
6672	FIFTH THIRD BANK	FIFTH THIRD BANCORP	OH	B-	B-	B	B	B	
15384	HENRY COUNTY BANK	HENRY COUNTY BANK	OH	B-	A	A-	A-	A-	
6560	HUNTINGTON BANK	HUNTINGTON BANCSHARE	OH	C-	B-	B-	B-	B-	
17534	KEYBANK NA	KEYCORP	OH	B	B	B	B	B	
6384	PNC BANK NA (Prev.-National City Bank)	PNC BK NA, Wilmington, DE	DE	B+	B+	B+	B+	B+	
57957	RBS CITIZENS NA (frmly-CHARTER ONE)	RBS CITIZENS NA, Providence, RI	RI	B-	C	B-	B-	B-	
58457	TRISTATE CAPITAL BANK	TRISTATE CAPITAL, Pittsburg, PA	PA	C	C	C+	C+	C+	
6548	U S BANK NA	U.S. BANCORP	OH	C	B	B	B+	B+	
58433	WATERFORD BANK NA	WATERFORD BANK NA	OH	C+	B-	B-	B	B	
<u>S & L's</u>									
4192	FIRST FEDERAL BANK of the MIDWEST	FIRST FEDERAL	OH	B-	B-	B-	B-	B	

Bank Ratings data from the CAMEL system of reporting to the Federal Government. Bank data is reported quarterly, one quarter behind.

Kroll Ratings Codes:

- A+ to B+ - Rating indicates a strong financial condition.
- B to B- - Rating indicates financially sound bank, compare the individual ratios when making investment decisions.
- C+ to C - Rating indicates below average ratios, but are considered "investment grade" institutions.
- C- to D+ - Rating indicates an overall relatively weak financial condition, and are considered below "investment grade" institutions.
- D to E - Rating indicates bank likely to have financial problems, higher probability of failure not "investment grade" institutions.

(E4)

SUMMARY LOSS CITY NAP 03 12/31/13 010511
010511 B.O.R.M.A.

RISX-FACS SUMMARY LOSS REPORT
AS OF 31Dec2013

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PYRAMID LEVEL : CITY
 PYRAMID UNIT : NAP CITY OF NAPOLEON
 LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
 REPORT DESCR : ONE PAGE SUMMARY OF LOSS INFORMATION BY CLAIM PERIOD.

CLM PER	BEGIN DATE	ENDING DATE	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET PAYMENTS	REMAINING RESERVE	TOTAL EXPERIENCE	LESS: SPEC. EXCESS LOSS	AGGREGATE LOSSES
05	01Oct04	01Dec05	5	0	5	33986	0	33986	0	33986
04	01Oct03	01Oct04	7	0	7	20984	0	20984	0	20984
03	01Oct02	01Oct03	17	0	17	32799	0	32799	0	32799
02	01Oct01	01Oct02	6	0	6	607990	0	607990	504512	103478
01	01Oct00	01Oct01	13	0	13	3715	0	3715	0	3715
T O T A L S			48	0	48	699474	0	699474	504512	194962

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LOSS & CLAIM EXPER CITY
010511 B.O.R.M.A.

NAP

03 05

12/31/13 010511

RISK-FACS LOSS AND CLAIM EXPERIENCE
AS OF 31Dec2013

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PYRAMID LEVEL : CITY
PYRAMID UNIT : NAP CITY OF NAPOLEON
LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
CLAIM PERIOD : 05 01Oct2004 TO 01Dec2005
MONTH NUMBER : 00111
REPORT DESCR : SUMMARY OF TOTAL EXPERIENCE AND TOTAL CLAIMS BY CLAIM PERIOD AND COVERAGE SUMMARY OF CURRENT MONTHS ACTIVITY ALSO INCLUDED.

COVERAGE DESCRIPTION	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET LOSS PAYMENTS	NET EXPENSE PAYMENTS	LOSS RESERVE	EXPENSE RESERVE	TOTAL EXPERIENCE
AD - AUTO LIAB PROP DAMAGE	1	0	1	250.00	.00	.00	.00	250.00
EO - ERRORS & OMISSIONS	1	0	1	.00	6916.91	.00	.00	6916.91
GB - GENERAL LIAB BODILY INJURY	1	0	1	.00	.00	.00	.00	.00
PP - POLICE PROFESSIONAL LIABILITY	1	0	1	20000.00	6819.53	.00	.00	26819.53
RC - ALL RISK CONTENTS	1	0	1	.00	.00	.00	.00	.00
T O T A L S	5	0	5	20250.00	13736.44	.00	.00	33986.44

AGGREGATE EXCESS SUMMARY			LESS LOSSES EXCESS OF SPECIFIC RETENTION	
TOTAL PAYMENTS		33986.44		
LESS PAYMENTS SUBJECT TO SPECIFIC EXCESS		.00	TOTAL AGGREGATE EXPERIENCE	33986.44
TOTAL PAYMENTS SUBJECT TO AGGREGATE EXCESS		33986.44	TOTAL NON-SPECIFIC CLAIM RECOVERIES TO DATE	9487.62

CURRENT PERIOD ACTIVITY -- 01Dec2013 THRU 31Dec2013												
NUMBER OPENED	NUMBER VOIDED	NUMBER REOPND	NUMBER CLOSED	RESERVE CHANGES	NET CHANGE IN TOTAL EXPERIENCE	*** PAYMENTS NUMBER	*** PAYMENTS AMOUNT	*** RECOVERIES NUMBER	*** RECOVERIES AMOUNT	** ADJUSTMENTS NUMBER	** ADJUSTMENTS AMOUNT	NET PAYMENT ACTIVITY
0	0	0	0	0	.00	0	.00	0	.00	0	.00	.00

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES PLUS ADJUSTMENTS

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LOSS & CLAIM EXPER CITY
010511 B.O.R.M.A.

NAP

03 04

12/31/13 010511

RISX-FACS LOSS AND CLAIM EXPERIENCE
AS OF 31Dec2013

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PYRAMID LEVEL : CITY
PYRAMID UNIT : NAP CITY OF NAPOLEON
LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
CLAIM PERIOD : 04 01Oct2003 TO 01Oct2004
MONTH NUMBER : 00123
REPORT DESCR : SUMMARY OF TOTAL EXPERIENCE AND TOTAL CLAIMS BY CLAIM PERIOD AND COVERAGE SUMMARY OF CURRENT MONTHS ACTIVITY ALSO INCLUDED.

COVERAGE DESCRIPTION	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET LOSS PAYMENTS	NET EXPENSE PAYMENTS	LOSS RESERVE	EXPENSE RESERVE	TOTAL EXPERIENCE
AP - AUTO PHYSICAL DAMAGE	1	0	1	12915.86	.00	.00	.00	12915.86
GB - GENERAL LIAB BODILY INJURY	3	0	3	4227.69	.00	.00	.00	4227.69
GD - GENERAL LIAB PROP DAMAGE	1	0	1	.00	.00	.00	.00	.00
RB - ALL RISK BUILDINGS	1	0	1	2660.00	.00	.00	.00	2660.00
RC - ALL RISK CONTENTS	1	0	1	1180.00	.00	.00	.00	1180.00
T O T A L S	7	0	7	20983.55	.00	.00	.00	20983.55

AGGREGATE EXCESS SUMMARY	LESS LOSSES EXCESS OF SPECIFIC RETENTION	TOTAL AGGREGATE EXPERIENCE	TOTAL NON-SPECIFIC CLAIM RECOVERIES TO DATE
TOTAL PAYMENTS		20983.55	
LESS PAYMENTS SUBJECT TO SPECIFIC EXCESS		.00	
TOTAL PAYMENTS SUBJECT TO AGGREGATE EXCESS		20983.55	
			.00

CURRENT PERIOD ACTIVITY -- 01Dec2013 THRU 31Dec2013

NUMBER OPENED	NUMBER VOIDED	NUMBER REOPND	NUMBER CLOSED	RESERVE CHANGES	NET CHANGE IN TOTAL EXPERIENCE	*** PAYMENTS NUMBER	*** PAYMENTS AMOUNT	*** RECOVERIES NUMBER	*** RECOVERIES AMOUNT	** ADJUSTMENTS NUMBER	** ADJUSTMENTS AMOUNT	NET PAYMENT ACTIVITY
0	0	0	0	0	.00	0	.00	0	.00	0	.00	.00

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES PLUS ADJUSTMENTS

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LOSS & CLAIM EXPER CITY NAP 03 03 12/31/13 010511
 010511 B.O.R.M.A.

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RISX-FACS LOSS AND CLAIM EXPERIENCE
 AS OF 31Dec2013

PYRAMID LEVEL : CITY
 PYRAMID UNIT : NAP CITY OF NAPOLEON
 LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
 CLAIM PERIOD : 03 01Oct2002 TO 01Oct2003
 MONTH NUMBER : 00135
 REPORT DESCR : SUMMARY OF TOTAL EXPERIENCE AND TOTAL CLAIMS BY CLAIM PERIOD AND COVERAGE SUMMARY OF CURRENT MONTHS ACTIVITY ALSO INCLUDED.

COVERAGE DESCRIPTION	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET LOSS PAYMENTS	NET EXPENSE PAYMENTS	LOSS RESERVE	EXPENSE RESERVE	TOTAL EXPERIENCE
AB - AUTO LIAB BODILY INJURY	3	0	3	6525.00	19.00	.00	.00	6544.00
AD - AUTO LIAB PROP DAMAGE	4	0	4	3327.27	98.00	.00	.00	3425.27
AP - AUTO PHYSICAL DAMAGE	2	0	2	4648.10	.00	.00	.00	4648.10
GB - GENERAL LIAB BODILY INJURY	2	0	2	.00	.00	.00	.00	.00
GD - GENERAL LIAB PROP DAMAGE	3	0	3	.00	.00	.00	.00	.00
RB - ALL RISK BUILDINGS	3	0	3	18181.83	.00	.00	.00	18181.83
TOTALS	17	0	17	32682.20	117.00	.00	.00	32799.20

AGGREGATE EXCESS SUMMARY			LESS LOSSES EXCESS OF SPECIFIC RETENTION	
TOTAL PAYMENTS		32799.20	TOTAL AGGREGATE EXPERIENCE	32799.20
LESS PAYMENTS SUBJECT TO SPECIFIC EXCESS		.00		
TOTAL PAYMENTS SUBJECT TO AGGREGATE EXCESS		32799.20	TOTAL NON-SPECIFIC CLAIM RECOVERIES TO DATE	6164.57

CURRENT PERIOD ACTIVITY -- 01Dec2013 THRU 31Dec2013

NUMBER OPENED	NUMBER VOIDED	NUMBER REOPND	NUMBER CLOSED	RESERVE CHANGES	NET CHANGE IN TOTAL EXPERIENCE	*** PAYMENTS NUMBER	*** PAYMENTS AMOUNT	*** RECOVERIES NUMBER	*** RECOVERIES AMOUNT	** ADJUSTMENTS NUMBER	** ADJUSTMENTS AMOUNT	NET PAYMENT ACTIVITY
0	0	0	0	0	.00	0	.00	0	.00	0	.00	.00

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES PLUS ADJUSTMENTS

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LOSS & CLAIM EXPER CITY
010511 B.O.R.M.A.

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12/31/13 010511

RISX-FACS LOSS AND CLAIM EXPERIENCE
AS OF 31Dec2013

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PYRAMID LEVEL : CITY
PYRAMID UNIT : NAP CITY OF NAPOLEON
LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
CLAIM PERIOD : 02 01Oct2001 TO 01Oct2002
MONTH NUMBER : 00147
REPORT DESCR : SUMMARY OF TOTAL EXPERIENCE AND TOTAL CLAIMS BY CLAIM PERIOD AND COVERAGE SUMMARY OF CURRENT MONTHS ACTIVITY ALSO INCLUDED.

COVERAGE DESCRIPTION	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET LOSS PAYMENTS	NET EXPENSE PAYMENTS	LOSS RESERVE	EXPENSE RESERVE	TOTAL EXPERIENCE
AD - AUTO LIAB PROP DAMAGE	1	0	1	250.00	.00	.00	.00	250.00
AP - AUTO PHYSICAL DAMAGE	1	0	1	326.17	.00	.00	.00	326.17
GB - GENERAL LIAB BODILY INJURY	1	0	1	600000.00	4512.05	.00	.00	604512.05
GD - GENERAL LIAB PROP DAMAGE	2	0	2	.00	.00	.00	.00	.00
RC - ALL RISK CONTENTS	1	0	1	2902.00	.00	.00	.00	2902.00
T O T A L S	6	0	6	603478.17	4512.05	.00	.00	607990.22

AGGREGATE EXCESS SUMMARY			LESS LOSSES EXCESS OF SPECIFIC RETENTION	504512.05
TOTAL PAYMENTS	607990.22		TOTAL AGGREGATE EXPERIENCE	103478.17
LESS PAYMENTS SUBJECT TO SPECIFIC EXCESS	504512.05			
TOTAL PAYMENTS SUBJECT TO AGGREGATE EXCESS	103478.17		TOTAL NON-SPECIFIC CLAIM RECOVERIES TO DATE	.00

CURRENT PERIOD ACTIVITY -- 01Dec2013 THRU 31Dec2013												
NUMBER OPENED	NUMBER VOIDED	NUMBER REOPND	NUMBER CLOSED	RESERVE CHANGES	NET CHANGE IN TOTAL EXPERIENCE	*** PAYMENTS NUMBER	*** PAYMENTS AMOUNT	*** RECOVERIES NUMBER	*** RECOVERIES AMOUNT	** ADJUSTMENTS NUMBER	** ADJUSTMENTS AMOUNT	NET PAYMENT ACTIVITY
0	0	0	0	0	.00	0	.00	0	.00	0	.00	.00

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES PLUS ADJUSTMENTS

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LOSS & CLAIM EXPER CITY
010511 B.O.R.M.A.

NAP

03 01

12/31/13 010511

RISK-FACS LOSS AND CLAIM EXPERIENCE
AS OF 31Dec2013

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PYRAMID LEVEL : CITY
PYRAMID UNIT : NAP CITY OF NAPOLEON
LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
CLAIM PERIOD : 01 01Oct2000 TO 01Oct2001
MONTH NUMBER : 00159
REPORT DESCR : SUMMARY OF TOTAL EXPERIENCE AND TOTAL CLAIMS BY CLAIM PERIOD AND COVERAGE SUMMARY OF CURRENT MONTHS ACTIVITY ALSO INCLUDED.

COVERAGE DESCRIPTION	CLOSED CLAIMS	OPEN CLAIMS	TOTAL CLAIMS	NET LOSS PAYMENTS	NET EXPENSE PAYMENTS	LOSS RESERVE	EXPENSE RESERVE	TOTAL EXPERIENCE
AB - AUTO LIAB BODILY INJURY	1	0	1	2782.39	.00	.00	.00	2782.39
AD - AUTO LIAB PROP DAMAGE	3	0	3	132.00	.00	.00	.00	132.00
AP - AUTO PHYSICAL DAMAGE	1	0	1	.00	.00	.00	.00	.00
GB - GENERAL LIAB BODILY INJURY	1	0	1	.00	.00	.00	.00	.00
GD - GENERAL LIAB PROP DAMAGE	3	0	3	800.98	.00	.00	.00	800.98
RB - ALL RISK BUILDINGS	3	0	3	.00	.00	.00	.00	.00
RC - ALL RISK CONTENTS	1	0	1	.00	.00	.00	.00	.00
TOTALS	13	0	13	3715.37	.00	.00	.00	3715.37

AGGREGATE EXCESS SUMMARY

TOTAL PAYMENTS	3715.37	LESS LOSSES EXCESS OF SPECIFIC RETENTION	.00
LESS PAYMENTS SUBJECT TO SPECIFIC EXCESS	.00	TOTAL AGGREGATE EXPERIENCE	3715.37
TOTAL PAYMENTS SUBJECT TO AGGREGATE EXCESS	3715.37	TOTAL NON-SPECIFIC CLAIM RECOVERIES TO DATE	.00

CURRENT PERIOD ACTIVITY -- 01Dec2013 THRU 31Dec2013

NUMBER OPENED	NUMBER VOIDED	NUMBER REOPND	NUMBER CLOSED	RESERVE CHANGES	NET CHANGE IN TOTAL EXPERIENCE	*** PAYMENTS NUMBER	*** PAYMENTS AMOUNT	*** RECOVERIES NUMBER	*** RECOVERIES AMOUNT	** ADJUSTMENTS NUMBER	** ADJUSTMENTS AMOUNT	NET PAYMENT ACTIVITY
0	0	0	0	0	.00	0	.00	0	.00	0	.00	.00

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES PLUS ADJUSTMENTS

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SPECIFIC EXCESS CITY NAP 03 02 12/31/13 010511
010511 B.O.R.M.A.

RSQ75R01
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RISX-FACS SPECIFIC EXCESS REPORT
AS OF 31Dec2013

PYRAMID LEVEL : CITY
PYRAMID UNIT : NAP CITY OF NAPOLEON
LOSS PROGRAM : 03 LONDON PREMIER PACKAGE PROGRAM
CLAIM PERIOD : 02 01Oct2001 TO 01Oct2002
MONTH NUMBER : 00147
REPORT DESCR : LIST BY CLAIM PERIOD OF CLAIMS AND/OR OCCURRENCES THAT HAVE PENETRATED THE SELF-INSURED RETENTION, BASED ON TOTAL EXPERIENCE.

LOCATION	CLAIM NUMBER	S	CNTRY	ST	ACCIDENT DATE	REPORTED DATE	MLO	CLAIMANT NAME	NET PAYMENTS	REMAINING RESERVE	TOTAL EXPERIENCE
***	OCCURRENCE NUMBER 010511-SPEC-000110	***	OCCURRENCE DATE 01Feb02								
NAP-4	000930-GB-01	C	OH/US		01Feb02	08Feb02		STEPHEY ESTATE OF WENDY R.	604512.05	.00	604512.05
								* OCCURRENCE TOTAL	604512.05	.00	604512.05
								* SPECIFIC RETENTION	100000.00		100000.00
								* AMOUNT EXCESS OF RETENTION	504512.05		504512.05
								* RECEIVED FROM EXCESS CARRIERS	504512.05		504512.05
								* DISCREPANCY	.00		.00

DISCREPANCY REASON :

* TOTAL EXPERIENCE EXCESS SPECIFIC RETENTION 504,512.05
* TOTAL PAYMENTS EXCESS SPECIFIC RETENTION 504,512.05
* TOTAL AMOUNT RECEIVED FROM EXCESS CARRIERS 504,512.05

NOTE: NET PAYMENTS = PAYMENTS MINUS NON-SPECIFIC EXCESS RECOVERIES & ADJUSTMENTS