## Memorandum

To:Mayor & Members of CouncilFrom:Jon A. Bisher/rdSubject:General InformationDate:April 17, 2014



#### CALENDAR

**AGENDA -** *City Council Meeting* Monday, April 21<sup>st</sup> @ 7:00 pm

C. APPROVAL OF MINUTES – from the April 7<sup>th</sup> meeting

#### G. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

- *Resolution No. 025-14* a Resolution Authorizing the Expenditure of Funds Over Twenty-Five Thousand Dollars (\$25,000.00) for the Purpose of Repairing the Ritter Park Boat Ramp and Authorizing the City Manager to enter into a Contract with R.G. Zachrich Construction, Inc. for said repairs; and Declaring and Emergency [Tabled]. (*Suspension Requested*)
   a. In addition to the Resolution, we have also attached a Memorandum from Chad.
- 2. *Ordinance No. 026-14* an Ordinance Amending Rules 6 and 8 of the City of Napoleon Rules for Water and Sewer Service to Adopt a Revised Rule Regarding Sewer Lateral Responsibility.
- 3. *Ordinance No. 027-14* an Ordinance Establishing Section 931.13 of the Codified Ordinances of the City of Napoleon which Establishes a Charge and Rate for the Costs of the Sewer Lateral Responsibility Rule.
- 4. *Ordinance No. 028-14* an Ordinance Amending Section 931.09 Increasing Sanitary Sewer Rates for the Years 2014, 2015; and 2016..
- Ordinance No. 029-14 an Ordinance Amending Ordinance No. 001-14 (Amendment #2) Amending Pay Increase for Law Director and Finance Director; and Declaring an Emergency. (Suspension Requested)
- 6. *Resolution No. 030-14* a Resolution Authorizing the City Manager to Opt-in to the Bridge Inspection Program Services with the Ohio Department of Transportation ("ODOT") PID No. 97193; and Declaring an Emergency. (*Suspension Requested*)

#### H. SECOND READINGS OF ORDINANCES AND RESOLUTIONS

- 1. *Resolution No. 020-14* 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" (Transfer 2); and Declaring an Emergency. (*Suspension Requested*)
- 2. *Ordinance No. 023-14* an Ordinance Creating the Position of Special Projects Clerk; and Declaring an Emergency (*Suspension Requested*)
- 3. *Ordinance No. 024-14* an Ordinance Appointing Dr. Jon A. Bisher as the Special Projects Clerk for the City of Napoleon, Ohio; and Declaring an Emergency (*Suspension Requested*).

#### K. THIRD READINGS OF ORDINANCES AND RESOLUTIONS

- 1. *Ordinance No. 010-14* an Ordinance Amending Section 931.07 Increasing Water Rates for Bulk Sales for the Years 2014, 2015 and 2016, Establishing a Weekend Testing Fee, and Increasing Fees for Testing; and Declaring an Emergency. (Suspension Requested)
- 2. *Ordinance No. 012-14* an Ordinance Vacating a Certain Alley Located between the Residences of 512 and 514 West Clinton Street and 508 West Clinton Street Lots 22 and 23 in A.H. Tyler's Third Addition of the City of Napoleon, Henry County, Ohio.
- 3. *Ordinance No. 013-14* an Ordinance Vacating a Certain Alley located behind 619 South Perry Street Lots 41 and 42 in E.T. Barnes First Addition of the City of Napoleon, Henry County, Ohio.
- J. GOOD OF THE CITY (Discussion/Action)
  - 1. CIC Economic Development Plan: Glenn Grisdale
  - 2. Award of Bid: Cleaning of Water Plant Lime Sludge Lagoons
    - a. As noted in the enclosed Memorandum, it is Scott Hoover's recommendation that this project be award to Mid-Ohio Sludge Management.
  - 3. Award of Bid: Northcrest Circle Improvements Project
    - a. Enclosed is Chad's Memorandum showing the bids received and his recommendation of award.
  - 4. Approval of Plans and Specifications for Perry Street Parking Lot
    - a. The plans and specifications are on file with the Finance Director's office and we have enclosed Chad's Memorandum on this project.
  - 5. Recommendation to Approve April Billing Determinants
  - 6. Review of Special Projects Clerk Job Description
    - a. A copy of the job description is enclosed.
  - 7. Review of Sequestration of Build America Bond (BABs) Payments
    - a. Please see the enclosed *Grassroots Call to Action*.

#### 8. Review of PC14-05 Dog Park Proposal

- a. Along with the Planning Commission information, we have included a memo from Tony Cotter regarding ongoing maintenance cost and the recommendation from the Parks & Rec Board for the proposed dog park.
- 9. Update on New Water Plant

#### **MEETINGS/CANCELLATIONS**

- 1. AGENDA Tree Commission Monday, April 21st @6:00 pm
- 2. AGENDA Parks & Recreation Committee Monday, April 21st @6:15 pm
- 3. Cancellation Civil Service Commission

#### **INFORMATIONAL ITEMS**

- 1. Arbor Day Foundation/2013 Tree City USA
- 2. AMP Update/ April 11, 2014

rd Records Retention CM-11 - 2 Years

#### Monthly Calendar

#### April 1 - 30, 2014



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#### 🕗 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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DISTIER - AWI /I HOCHIX, AZ	Sur Monday - No Scheduled Me	DISILER - OILT M				
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0			9	10	11	12
	6:30 PM Housing Council	5:00 PM Planning Commission				
	Meeting					
	7:00 PM City COUNCIL					
	Meeting					
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13	14	15	16	17	18	19
	6:30 PM ELECTRIC		AMP - Bisher	AMP - Bisher	HOLIDAY - GOOD FRIDAY/0	
	Committee		AMP - DISHEL	AMP - Disher	HOLIDAT - GOOD FRIDAT/C	
	Board of Public Affairs					
	7:00 PM WATER/SEWER					
	Committee					
20	21	22	23	24	25	26
	6:00 PM City Tree Commission		BISHER - Vacation	BISHER - Vacation	BISHER - Vacation	BISHER - Vacation
	Meeting					
	6:15 PM Parks & Recreation					
	Comm. Mtg.					
	7:00 PM City COUNCIL					
	Meeting					
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	28	29		1	2	3
BISHER - Vacation	6:30 PM Finance & Budget	1	12:15 PM Changing of the	BISHER - Vacation	BISHER - Vacation	BISHER - Vacation
	Committee Meeting	1	Guard		1	
	7:30 PM Safety & Human Resources Committee Meeting	1			1	
	Resources Committee Meeting	1			1	
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#### City of Napoleon, Ohio CITY COUNCIL

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

### MEETING AGENDA

Monday, April 21, 2014 at 7:00 pm

- A. Attendance (Noted by the Clerk)
- **B.** Prayer & Pledge of Allegiance
- C. Approval of Minutes: April 7 (In the absence of any objections or corrections, the minutes shall stand approved.)
- **D.** Citizen Communication
- E. Reports from Council Committees
  - Parks & Recreation Committee (*Majority Report*) met on Monday, April 21 and discussed:
     a. PC 14-05 Dog Park Proposal
  - 2. Electric Committee (*Majority Report*) met on Monday, April 14 and recommended to Council:
     a. Approval of April billing determinants
  - **3.** Water, Sewer, Refuse, Recycling & Litter Committee met on Monday, April 14 and recommended to Council:
    - a. Approval of Sewer Lateral Responsibility Policy with changes to make it more 'Customer Friendly'
    - **b.** Approval of a sewer rate increases of 6%, 8%, and 10% over the next three (3) years, to be reviewed annually
    - c. Approval of a new monthly fee related to Sewer Repair
  - 4. Municipal Properties, Buildings, Land Use & Economic Development Committee did not meet on Monday, April 21 due to lack of agenda items.
- F. Reports from Other Committees, Commissions and Boards (Informational Only-Not Read)
  - 1. Board of Public Affairs met on Monday, April 21 with the following agenda items:
    - a. Review of Electric Billing Determinants
    - b. Electric Department Report
    - c. Review of Electric Rates (Review with Courtney & Associates at the May 12th meeting)
    - d. Sequestration of Build America Bond Payments
    - e. Review of Sewer Rates
    - f. Review of Sewer Lateral Costs and Responsibility
    - **g.** Update on Status of Water Plant
  - 2. Board of Zoning Appeals did not meet on Tuesday, April 8 due to lack of agenda items.
  - **3.** Planning Commission met on Tuesday, April 8 with the following agenda items:
    - a. PC 14-05 Proposed Dog Park
  - 4. Tree Commission met tonight with the following agenda items:
    - a. Tree Call Report
    - **b.** Spring Programs
    - c. Arbor Day Observance

#### G. Introduction of New Ordinances and Resolutions

- 1. **Resolution No. 025-14,** a Resolution authorizing the expenditure of funds over twenty-five thousand dollars (\$25,000.00) for the purpose of repairing the Ritter Park boat ramp and authorizing the City Manager to enter into a contract with RG Zachrich Construction, Inc. for said repairs; and declaring an Emergency (Tabled) (*Suspension Requested*)
- 2. Legislation No. 026-14, Legislation changing the Water and Sewer Rules on the Policy regarding responsibility of sewer laterals in the right of way
- 3. Legislation No. 027-14, Legislation establishing a Sewer Lateral Repair and Replacement Rate Charge
- **4.** Legislation No. 028-14, Legislation authorizing a Sewer Rate increase for three (3) years, effective July 1, 2014
- **5.** Legislation No. 029-14, Legislation authorizing a second (2<sup>nd</sup>) Amendment to the Pay Ordinance; and declaring an Emergency (*Suspension Requested*)
- 6. Legislation No 030-14, Legislation authorizing the City Manager to contract with ODOT for the City's Bridge Inspection Program; and declaring an Emergency (*Suspension Requested*)

#### H. Second Readings of Ordinances and Resolutions

- 1. Resolution No. 020-14, 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" (Transfer 2); and declaring an Emergency (*Suspension Requested*)
- 2. Ordinance No. 023-14, an Ordinance creating the position of Special Projects Clerk; and declaring an Emergency (*Suspension Requested*)
- **3.** Ordinance No. 024-14, an Ordinance appointing Dr. Jon A. Bisher as the Special Projects Clerk for the City of Napoleon, Ohio; and declaring an Emergency (*Suspension Requested*)
- I. Third Readings of Ordinances and Resolutions
  - 1. Ordinance No. 010-14, an Ordinance amending Section 931.07 increasing water rates for bulk sales for the years 2014, 2015, and 2016, establishing a weekend testing fee, and increasing fees for testing; and declaring an Emergency
  - 2. Ordinance No. 012-14, an Ordinance vacating a certain alley located between the residences of 512 and 514 West Clinton Street and 508 West Clinton Street lots 22 and 23 in A.H. Tyler's Third Addition of the City of Napoleon, Henry County, Ohio
  - **3. Ordinance No. 013-14,** an Ordinance vacating a certain alley located behind 619 South Perry Street lots 41 and 42 in E.T. Barns First Addition of the City of Napoleon, Henry County, Ohio
- J. Good of the City Any other business as may properly come before Council, including but not limited to:
  - 1. Discussion/Action: CIC Economic Development Plan: Glenn Grisdale
  - 2. Discussion/Action: Award of Bid: Cleaning of Water Plant Lime Sludge Lagoons
  - 3. Discussion/Action: Award of Bid: Northcrest Circle Improvements Project
  - 4. Discussion/Action: Approval of Plans, Specifications, Documentation and Contracts for Perry Street Parking Lot Project
  - 5. Discussion/Action: Recommendation to approve April billing determinants as follows: Generation Charge: Residential @ \$0.06700; Commercial @ \$0.07470; Large Power @ \$0.04226; Industrial @ \$0.04226; Demand Charge Large Power @ \$11.28; Industrial @ \$13.22; JV Purchased Cost: JV2 @ \$0.06643; JV5 @ \$0.06643

(Billing determinants for March: Generation Charge: Residential @ \$0.08563; Commercial @ \$0.10566; Large Power @ \$0.05995; Industrial @ \$0.05995; Demand Charge Large Power @ \$12.57; Industrial @ \$13.63; JV Purchased Cost: JV2 @ \$0.05452; JV5 @ \$0.05452)

- 6. Discussion/Action: Review of Special Projects Clerk job description
- 7. Discussion/Action: Review of Sequestration of Build America Bond payments
- 8. Discussion/Action: Review of PC 14-05 Dog Park Proposal
- 9. Discussion/Action: Update on New Water Plant
- K. Executive Session: Security Arrangements
- L. 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.)
- M. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

#### A. Items Referred or Pending in Committees of Council

- 1. Technology & Communication Committee (1<sup>st</sup> Monday) (Next Regular Meeting: Monday, May 5 @ 6:15 pm)
- 2. Electric Committee (2<sup>nd</sup> Monday) (Next Regular Meeting: Monday, May 12 @ 6:30 pm)
  a. Review of Electric Billing Determinants
  b. Electric Department Report
- **3.** Water, Sewer, Refuse, Recycling & Litter Committee (2<sup>nd</sup> Monday) (Next Regular Meeting: Monday, May 12 @ 7:00 pm)
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2<sup>nd</sup> Monday) (Next Regular Meeting: Monday, May 12 @ 7:30 pm)
   a. Updated Info from Staff on Economic Development (as needed)
- **5.** Parks & Recreation Committee (3<sup>rd</sup> Monday) (Next Regular Meeting: Monday, May 19 @ 6:15 pm)
- 6. Finance & Budget Committee (4<sup>th</sup> Monday) (Next Regular Meeting: Monday, April 28 @ 6:30 pm)
- 7. Safety & Human Resources Committee (4<sup>th</sup> Monday) (Next Regular Meeting: Monday, April 28 @ 7:30 pm) 2014 Regular Meetings with Townships scheduled for February and November
- **8. Personnel Committee** (As needed)
- B. Items Referred or Pending In Other City Committees, Commissions & Boards
  - Board of Public Affairs (2<sup>nd</sup> Monday) (Next Regular Meeting: Monday, May 12 @ 6:30 pm)
     a. Review of Electric Billing Determinants
     b. Electric Department Report
  - 2. Board of Zoning Appeals (2<sup>nd</sup> Tuesday) (Next Regular Meeting: Tuesday, May 13 @ 4:30 pm)
  - **3.** Planning Commission (2<sup>nd</sup> Tuesday) (Next Regular Meeting: Tuesday, May 13 @ 5:00 pm)
  - 4. Tree Commission (3<sup>rd</sup> Monday) (Next Regular Meeting: Monday, May 19 @ 6:00 pm)
  - **5.** Civil Service Commission (4<sup>th</sup> Tuesday) (Next Regular Meeting: Tuesday, April 22 @ 4:30 pm)
  - 6. Parks & Recreation Board (Last Wednesday) (Next Regular Meeting: Wednesday, April 30 @ 6:30 pm)
  - 7. Privacy Committee (2nd Tuesday in May & November) (Next Regular Meeting: Tuesday, May 13 @ 10:30 am)
  - 8. Records Commission (2<sup>nd</sup> Tuesday in June & December) (Next Regular Meeting: Tuesday, June 10 @ 4:00 pm)
  - **9.** Housing Council (1<sup>st</sup> Monday of the month after the TIRC meeting)
  - 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)

## City of Napoleon, Ohio **CITY COUNCIL** Meeting Minutes Monday, April 7, 2014 at 7:00 pm

PRESENT			
Council	John Helberg (President), Jason Maassel (President Pro-Tem), Jeffrey Marihugh,		
	Travis Sheaffer (arrived at 7:02 pm), Heather W	Vilson	
Mayor	Ronald A. Behm		
City Manager	Dr. Jon A. Bisher		
Law Director	Trevor M. Hayberger		
Finance Director/Clerk	Gregory J. Heath		
Recorder	Tammy Fein		
City Staff	Robert Bennett, Fire Chief		
	Matt Bilow, Waste Water Plant Superintendent		
	Scott Hoover, Water Plant Superintendent		
	Chad Lulfs, City Engineer		
	Jeff Rathge, Operations Superintendent		
	Dan Wachtman, MIS Administrator		
045	Robert Weitzel, Police Chief	delle Dehert McColley, CIC Director	
Others ABSENT	News Media; NCTV; Monica Irelan; Jeff Com	adoli; Robert McColley, CIC Director	
	Christopher Ridley		
Council City Staff	None		
City Stall	None		
Prayer	President Helberg called the meeting to order a	t 7:00 pm with the Lord's Prayer	
I Tuyer	followed by the Pledge of Allegiance.	a 7.00 pin whit the Lord 5 Trayer	
	Tono wea by the Fleage of Finegranee.		
Democratic Party	Heath distributed the form 'Certification by Par	rty Central Committee to Fill a	
Nomination For	Vacancy in County Office or City Office' at the		
Vacant City Council	see attached.		
Seat			
	Heath reported that the form listed the Democra	atic Party Central Committee's	
	nomination to fill the vacant City Council seat	as Jeffrey W. Comadoll.	
Motion To Accept	Motion: Marihugh Second: Wi		
<b>Democratic Party</b>	To accept the Democratic Party recommendation	on of Jeffrey W. Comadoll for the	
<b>Recommendation Of</b>	vacant City Council seat		
Jeffrey W. Comadoll	-		
Passed	Roll call vote on above motion:	1	
Yea- 5	Yea- Wilson, Maassel, Helberg, Sheaffer, Mari	Inugn	
Nay- 0	Nay-		
Swearing In Of New	Mayor Behm swore in Councilmember Comad	oll.	
Councilmember			
Counciliation			
<b>Reorganization Of</b>	The proposed appointment of Standing Commi	ttees of Council was provided by	
Standing Council	Council President Helberg, see attached. Helberg	¥ •	
Committees	Committees of Council of which Comadoll wo	e 1 e	
	Recycling and Litter Committee and the Safety		
	and Comadoll would Chair the Parks and Recre		
	the listing was previously distributed to Counci	ilmembers and there were no	
	objections.		
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	Helberg added that the Councilmember with the lowest seniority usually sits on the Tree Commission, however Marihugh has agreed to stay on that Commission.		
	Helberg reminded Comadoll that as Chair of the Parks and Recreation Committee, he is to attend the Parks and Recreation Board meetings as a representative of Council.		
Motion To Accept The Reorganized Standing Council Committees	Motion: Maassel Second: Sheaffer To accept the reorganized standing Committees of Council as presented		
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-		
Approval Of Minutes	Minutes of the March 17 Regular and March 24 Special Council meetings stand approved with no objections or corrections.		
Citizen Communication	None		
Committee Reports	Chairman Helberg reported the Personnel Committee met on Saturday, March 22 and discussed the employment of personnel.		
	Chairman Maassel reported the Finance & Budget Committee met on Monday, March 24 and discussed the presentation of First Quarter Budget Adjustments.		
	The Safety & Human Resources Committee did not meet on Monday, March 25 due to lack of agenda items.		
	The Technology & Communication Committee did not meet on Monday, April 7 due to lack of agenda items.		
Introduction Of Ordinance No. 017-14	President Helberg read by title Ordinance No. 017-14, an Ordinance amending Ordinance 001-14 to establish two new positions, Assistant City Manager and Special Projects Clerk, and amending the pay plan for the City Manager; and declaring an Emergency ( <i>Suspension Requested</i> )		
Motion To Approve First Read	Motion: Maassel Second: Sheaffer To approve first read of Ordinance No. 017-14		
Discussion	Hayberger explained that this Ordinance is to create two (2) new positions and add these positions to the Pay Ordinance, and to amend the Pay Ordinance for the City Manager position, paying Bisher the current City Manager pay rate until April 30, 2014, and the new pay rate beginning on May 1, 2014 for Monica Irelan.		
Motion To Suspend The Rules	Motion: Sheaffer Second: Maassel To suspend the rules requiring three readings		
Passed Yea- 5 Nay- 1	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Comadoll Nay- Marihugh		
Passed	Roll call vote to pass Ordinance No. 017-14 under suspension of the rules		
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Yea- 5	Yea- Wilson, Maassel, Helberg, Sheaffer, Comadoll
Nay- 1	Nay- Marihugh
Introduction Of Ordinance No. 018-14	President Helberg read by title Ordinance No. 018-14, an Ordinance appointing Monica S. Irelan, City Manager of Napoleon, Ohio; and declaring an Emergency (Suspension Requested)
Motion To Approve	Motion: Sheaffer Second: Wilson
First Read	To approve first read of Ordinance No. 018-14
Discussion	Hayberger stated this Ordinance is to appoint Monica S. Irelan as City Manager as of May 1, 2014.
Motion To Suspend	Motion: Sheaffer Second: Maassel
The Rules	To suspend the rules requiring three readings
Passed	Roll call vote on above motion:
Yea- 5	Yea- Wilson, Maassel, Helberg, Sheaffer, Comadoll
Nay- 1	Nay- Marihugh
Passed	Roll call vote to pass Ordinance No. 018-14 under suspension of the rules
Yea- 5	Yea- Wilson, Maassel, Helberg, Sheaffer, Comadoll
Nay- 1	Nay- Marihugh
Introduction Of Ordinance No. 019-14	President Helberg read by title Ordinance No. 019-14, an Ordinance supplementing the Annual Appropriation Measure (Supplement No. 1) for the year 2014; and declaring an Emergency (Suspension Requested)
Motion To Approve	Motion: Maassel Second: Sheaffer
First Read	To approve first read of Ordinance No. 019-14
Discussion	Heath explained this Ordinance was to approve the First Quarter Budget Adjustments as recommended by the Finance and Budget Committee. Heath stated the total of the First Quarter Budget Adjustments is \$575,000; adding that the purpose of the request for Suspension and Emergency Clause was to have the First Quarter Budget Adjustments in place before the Second Quarter Budget Adjustments were to be requested.
Motion To Suspend	Motion: Sheaffer Second: Maassel
The Rules	To suspend the rules requiring three readings
Passed	Roll call vote on above motion:
Yea- 5	Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 1	Nay- Wilson
Passed	Roll call vote to pass Ordinance No. 019-14 under suspension of the rules
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Introduction Of Resolution No. 020-14	President Helberg read by title Resolution No. 020-14, 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" (Transfer 2); and declaring an Emergency ( <i>Suspension Requested</i> )

Motion To Approve First Read	Motion:MaasselSecond:SheafferTo approve first read of Resolution No. 020-14	
Discussion	Heath stated this Resolution corresponds with Ordinance No. 019-14, allowing the movement of Fund balances from the General Fund and the Capital Improvement Fund to Reserve Funds that were previously created.	
	Wilson asked why a Suspension was requested; Heath replied that the required three (3) reads would not allow this Resolution to be in effect until June, adding that budgetary items are considered administrative and need to be handled more quickly. Wilson insisted this Resolution requires more than one (1) read; Marihugh agreed.	
Motion To Suspend The Rules	Motion: Sheaffer Second: Comadoll To suspend the rules requiring three readings	
Failed Yea- 3 Nay- 3	Roll call vote on above motion: Yea- Helberg, Sheaffer, Comadoll Nay- Wilson, Maassel, Marihugh	
Passed Yea- 6 Nay- 0	Roll call vote to approve first read of Resolution No. 020-14 Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-	
Introduction Of Legislation No. 021-14	President Helberg read by title Legislation No. 021-14, Legislation authorizing changes to the Personnel Code; and declaring an Emergency ( <i>Suspension Requested</i> )	
Motion To Table Legislation No. 021-14	Motion: Sheaffer Second: Maassel To table Legislation No. 021-14	
Discussion	Bisher stated that he had discussed Legislation No.(s) 021-14 and 022-14 with Heath and Hayberger, however Irelan should also be involved with the discussions before any action is taken, and Bisher would like these pieces of Legislation tabled until the April 21 regular meeting of Council. Bisher added there is no pressing timeline on this Legislation.	
Passed Yea- 6 Nay- 0	Roll call vote to table Legislation No. 021-14 Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-	
Helberg Referred Legislation No. 021-14 To Safety & HR Committee	Helberg referred Legislation No. 021-14 to the Safety & HR Committee.	
Introduction Of Legislation No. 022-14	President Helberg read by title Legislation No. 022-14, Legislation authorizing changes to the Employee Manual; and declaring an Emergency ( <i>Suspension Requested</i> )	
Motion To Table Legislation No. 022-14	Motion: Sheaffer Second: Maassel To table Legislation No. 022-14	
Discussion	No further discussion.	
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Passed	Roll call vote to table Legislation No. 022-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Helberg Referred Legislation No. 022-14 To Safety & HR Committee	Helberg referred Legislation No. 022-14 to the Safety & HR Committee.
Introduction Of Ordinance No. 023-14	President Helberg read by title Ordinance No. 023-14; an Ordinance creating the position of Special Projects Clerk; and declaring an Emergency ( <i>Suspension Requested</i> )
Motion To Approve	Motion: Sheaffer Second: Maassel
First Read	To approve first read of Ordinance No. 023-14
Discussion	<ul><li>Hayberger stated this Ordinance creates the new position of Special Projects Clerk; this position will be an employee of Council.</li><li>Wilson requested this Ordinance have more than one (1) read even though Suspension was requested; Hayberger warned that the required three (3) reads will cause this Ordinance to be effective very close to the start date of the new position, adding that any delay in the three (3) reads due to such issues as lack of a super majority to pass the Ordinance under Suspension will cause issues with the effectiveness of the Ordinance, which must be in effect by May 1, 2014.</li><li>Helberg suggested passing Ordinance No. 023-14 on the Second Read.</li></ul>
Passed	Roll call vote to approve first read of Ordinance No. 023-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Introduction Of Ordinance No. 024-14	President Helberg read by title Ordinance No. 024-14, an Ordinance appointing Dr. Jon A. Bisher as the Special Projects Clerk for the City of Napoleon, Ohio; and declaring an Emergency ( <i>Suspension Requested</i> )
Motion To Approve	Motion: Sheaffer Second: Wilson
First Read	To approve first read of Ordinance No. 024-14
Discussion	No further discussion.
Passed	Roll call vote to approve first read of Ordinance No. 024-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Introduction Of Resolution No. 025-14	President Helberg read by title Resolution No. 025-14, a Resolution authorizing the expenditure of funds over twenty-five thousand dollars (\$25,000.00) for the purpose of repairing the Ritter Park boat ramp and authorizing the City Manager to enter into a contract with RG Zachrich Construction, Inc. for said repairs; and declaring an Emergency ( <i>Suspension Requested</i> )
Motion To Table	Motion: Maassel Second: Marihugh
Resolution No. 025-14	To table Resolution No. 025-14

Discussion	Heath reported that this repair is covered by the City's insurance, however the insurance company requested their own Engineer review the damage due to the potential repair cost totaling approximately \$75,000. Heath recommends the City allow this to ensure that the insurance funds cover the repair. Maassel asked what the process would involve; Heath replied there are certain procedures that the insurance company must follow for payment of the claim. Hayberger added that Council should consider passing this Resolution under Suspension and Emergency Clause, as the required three (3) reads would not allow this Resolution to be effective until the boating season has begun. Heath stated that he, Lulfs, and Parks Director Cotter had a conference call with the insurance company and, being aware of the City's concerns, indicated that the project would be expedited as much as possible.
Passed	Roll call vote to table Resolution No. 025-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Second Read Of Ordinance 010-14	President Helberg read by title Ordinance No. 010-14, an Ordinance amending Section 931.07 increasing water rates for bulk sales for the years 2014, 2015, and 2016, establishing a weekend testing fee, and increasing fees for testing; and declaring an Emergency
Motion To Approve	Motion: Maassel Second: Sheaffer
Second Read	To approve second read of Ordinance No. 010-14
Discussion	Bisher reported that there were no changes from the First Read of Ordinance No. 010-14. Hayberger reminded Council that Marihugh had asked questions regarding the fire hydrants and water meter rates at the previous Council meeting; adding that both fire hydrant usage and water meter usage rates are based on the bulk water rate. Hayberger added that the Ordinance had been amended by deleting the verbage stating that the Water, Sewer, Refuse, Recycling and Litter Committee had met and discussed this Ordinance, as recommended by Ridley at the previous Council meeting.
Passed	Roll call vote to approve second read of Ordinance No. 010-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Second Read Of Ordinance 012-14	President Helberg read by title Ordinance No. 012-14, an Ordinance vacating a certain alley located between the residences of 512 and 514 West Clinton Street and 508 West Clinton Street lots 22 and 23 in A.H. Tyler's Third Addition of the City of Napoleon, Henry County, Ohio
Motion To Approve	Motion: Maassel Second: Sheaffer
Second Read	To approve second read of Ordinance No. 012-14
Discussion	Behm reported that there were no changes from the First Read. Comadoll asked if there were utility easements granting easements to the back alley; Marihugh replied that the driveway is an alley.
Passed	Roll call vote to approve second read of Ordinance No. 012-14
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-

Second Read Of Ordinance No. 013-14	President Helberg read by title Ordinance No. 013-14, an Ordinance vacating a certain alley located behind 619 South Perry Street lots 41 and 42 in E.T. Barns First Addition of the City of Napoleon, Henry County, Ohio
Motion To Approve Second Read	Motion:MaasselSecond:SheafferTo approve second read of Ordinance No. 013-14
Discussion	Behm reported that there were no changes from the First Read. Marihugh added that a sixteen and a half (16 <sup>1</sup> / <sub>2</sub> ) foot sewer and electric easement was retained on this property. Bisher stated there is a building in the current easement, and the new easement will go around the building; Lulfs added there is an upcoming Sanitary Sewer project and the City will be utilizing the new easement for access.
Passed Yea- 6 Nay- 0	Roll call vote to approve second read of Ordinance No. 013-14 Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
Third Read Of Ordinances And Resolutions	There are no Third Reads of Ordinances and Resolutions
GOOD OF THE CITY Discussion/Action Approval of TIRC Report	McColley explained that there are two (2) types of tax abatements offered to businesses that are seeking to expand and make capital investments into their property; the tax abatements offer abatements on the improvements to the property only, not the existing structure.
	Robert McColley, CIC Director, reported that the Housing Council approved the Tax Incentive Review Council (TIRC) recommendations to approve the continuation of CRA agreements for A&J, LLC; Napoleon 1, LLC; and Koester Corporation, as they have met all the requirements listed in the CRA agreement. McColley stated that the TIRC recommends approving the CRA agreement for MMD&H Holdings, LLC even though they have not met the employment requirement, they are making timely payments as well as making a good faith effort to meet the requirements listed; adding that the CRA agreement for PetVet/TriVet has been completed and the recommendation is to expire the agreement as of 2012, with their final payment in 2013; McColley added that PetVet/TriVet is now back on the Auditor's tax rolls.
Motion To Approve Housing Council Recommendation Regarding CRA Agreements	Motion: Maassel Second: Sheaffer To approve Housing Council recommendation regarding CRA agreements
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
PC 14-04, Re-Plat of Lot # 5 Of The MWT Subdivision At 2269 N. Scott St., Napoleon, Ohio	Lulfs reported that he met with the owner of Taco Bell, Mr. Kentris, approximately two (2) weeks ago; Kentris was appreciative of the City being willing to work with him regarding this project. Lulfs showed Kentris the drawing of the proposed layout to modify the exit driveway on this property and spoke about possibly modifying the property additionally toward the back to allow for another curb cut on the new

	portion of the street; Kentris was receptive to this and will be coordinating a full scale remodel of the property around the City's property in the Fall and the timeline should correspond with the City's timeline on the project.
	Helberg asked how the City could recoup any of the costs for the improvements related to the project, adding that it is stated in the agreement that the current owner of the property cannot be assessed; Bisher stated that this property can be plotted off and sold, at which time the new owners can be assessed. Helberg asked if this would be done through a tap charge or a curb cut fee; Bisher stated that the utilities are already in place, and the tap charge can be increased. Helberg recommended that a decision on how to recoup these funds be made in the future.
	Helberg asked Lulfs if he was comfortable with the amount of property available for the intersection; Lulfs replied he is, the radiuses will fit in the property and signage will be added along with two (2) turn lanes which will ease congestion, along with a secondary driveway at the rear of Taco Bell's property, and a cul de sac at the end of the dead end street as required by City rules.
	Maassel asked if the name of the new street would remain Marco Drive; Helberg asked if the name of the street could be stricken off the plat now since it will be changed eventually; Hayberger will research this issue. Bisher stated that amending the name now would decrease future issues regarding addresses when plots are sold. Heath stated that the name Marco Drive is not listed on the Planning Commission Resolution, and all that is being approved at this point is the Resolution. Hayberger stated that the name Marco Drive is listed on the plans; Lulfs added that the plat has the street named as Marco Drive.
Motion To Approve PC 14-04 Minus The Name Marco Drive On The Plat	Motion: Sheaffer Second: Maassel To approve PC 14-04 minus the name Marco Drive on the plat
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
Approval Of Plans/Specifications For Perry Street Parking Lot	Lulfs stated this project is the parking lot located at the corner of Perry Street and Main Street which was part of the CDBG Grant funds from last year and the buildings previously located on the property have been removed. Lulfs stated this project would pave the current stone lot with concrete so as to bridge any possible issues related to having six (6) feet of stone rather than undisturbed earth on the property; Lulfs recommends paving this parking lot with concrete instead of asphalt since asphalt is a flexible pavement, and concrete is a rigid pavement that could bridge any possible defects in the future. Lulfs stated the estimate and the amount budgeted for this project is \$95,000; Lulfs is requesting approval of the plans and specifications to allow the project to be bid.
	Marihugh asked what the difference in cost would be between flexible pavement and concrete; Lulfs did not research the cost of flexible pavement as he is concerned that the flexible pavement may have possible defects in the future. Marihugh asked if City crews backfilled the property; Lulfs replied no, Vernon Nagel was hired to backfill. Marihugh stated many streets are backfilled; Bisher added this property would have a larger amount of backfill.

	Bisher asked if Council would be more comfortable approve this project if the cost for asphalt were brought back at the next Council meeting; Marihugh stated he would. Lulfs will research this.
	Lulfs stated for the record that his Engineering recommendation is to use a rigid pavement. Lulfs stated that asphalt is the wrong choice for this project, adding that rigid pavement should be used to deter any possible future defects.
Plans/Specifications	Helberg referred this issue to the April 21Council meeting.
For Perry Street Parking Lot Referred To April 21 Council Meeting	
Liquor License Application: Miami Valley Pizza Hut, Inc.	Heath reported this is a name change; Weitzel had no issues with this application.
No Action Taken	No action taken on Miami Valley Pizza Hut, Inc. liquor license application.
Liquor License Application: Petro 2	Heath reported this is a name change; Weitzel had no issues with this application.
No Action Taken	No action taken on Petro 2 liquor license application.
Review Of Annual	
Review Of Almuar Renewal Of Liquor Permits In The City	Heath distributed a listing of all liquor permits within the City; see attached. Heath stated this review takes place once per year, with the liquor permits all expiring on June 1 annually. Heath added this annual review allows the legislative bodies the opportunity to object to any issued liquor permit. Heath reminded Council that there is a specific procedure to follow if any permits are to be objected, including having a Resolution prepared and passed and delivered to the Liquor Control Board no later than May 2, 2014.
	Heath stated there is a name correction on the last permit listed; the letter explaining the name correction is attached to the list.
	Weitzel stated he had reviewed the list and had no objections to the current liquor permits; Heath stated he received a fax from Bennett stating he had no objections to the current liquor permits.
No Action Taken	No action taken on annual renewal of liquor permits in the City.
Award Of Bid Mini- Excavator	Lulfs reported bids were opened for the mini-excavator on Wednesday, April 2, with the lowest bid being from Buck & Knobby, including a \$86,650 base bid and a trade- in allowance for a 2001 backhoe of \$24,000, leaving a total net contract price of \$62,650. Lulfs recommended awarding the bid of the mini-excavator to Buck & Knobby Equipment Company.
Motion To Award Mini-Excavator Bid	Motion:MarihughSecond:SheafferTo award the mini-excavator bid to Buck & Knobby Equipment Company
Passed Yea- 6	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll

Nay- 0 Review Of Electric Rates	Nay- Bisher stated that John Courtney from Courtney & Associates would present a full study Cost of Service analysis at the May meeting of Board of Public Affairs/Electric Committee.
Helberg Referred Review Of Electric Rates To Board Of Public Affairs/Electric Committee	Helberg referred the review of electric rates to the Board of Public Affairs/Electric Committee
<b>Review Of Sewer Rates</b>	Bisher stated this review is not a full Cost of Service study and the sewer lateral cost and responsibility issue should be resolved before this can be discussed.
Helberg Referred Review Of Sewer Rates To Board Of Public Affairs/Sewer Committee	Helberg referred review of sewer rates to the Board of Public Affairs
Sewer Lateral Costs And Responsibility	Bisher stated there is no new information on the sewer lateral costs and responsibility issue at this time, and the policy is almost complete.
Helberg Referred Sewer Lateral Costs And Responsibility To Water, Sewer, Refuse, Recycling & Litter Committee	Helberg referred sewer lateral costs and responsibility to the Water, Sewer, Refuse, Recycling & Litter Committee.
Approval Of Job Description For Special Projects Clerk	Hayberger distributed a job description for the Special Projects Clerk; see attached. Marihugh stated he was concerned with the City's involvement in the new water plant, and the City's position on this issue should be reasserted to the media; Bisher will research this.
Helberg Referred the Approval Of Job Description For Special Projects Clerk To The April 21 Council Meeting	Council will examine the Special Projects Clerk job description and discuss this at the April 21 Council meeting.
Heath	Heath distributed a copy of the most recent Sunshine Law which covers Records Requests and Open Meetings Law.
	Heath attended the mandatory three (3) hour training on Sunshine Law as the designee for Council to cover the elected period, and distributed a copy of the certificate received for doing so.
Wilson	None
Maassel	Maassel noticed construction on Route 424 by FrostyBoy; Lulfs stated that Route 424 is now open both ways for traffic.

Maassel asked if there were a plan in place to fix the City streets that had major issues; Bisher stated that cold patching is currently taking place and Lulfs has created a list of the streets that will be repaired in the Summer. Lulfs spoke in regard to North Scott Street near the area of limited access, stating that he is currently working with ODOT to try to get that section rebuilt, however this will not take place for approximately two (2) - four (4) years; Lulfs is scheduling a temporary repair of milling and resurfacing the section during the summer, which will extend the usage by approximately two (2) years. Lulfs has a meeting with ODOT later this week to discuss this project. Lulfs stated the pavings that will take place this year include:

- The underpass from the southerly ramp to Bonaparte Drive;
- Section of Clairmont Avenue from Woodlawn Avenue to West School; and

• Haley Avenue from W. Washington Avenue to approximately Main Street. Lulfs will finalize these projects and research how much is left in the budget to determine what other projects can be completed. Lulfs stated repair work will also be done on Industrial Avenue and American Avenue and this will be combined with another project that has been presented; this project will be completed this year, however it will not be part of the resurfacing project. Lulfs stated there will probably not be enough left in the budget to begin work on Independence Drive; Marihugh asked if the center joint will be milled out; Lulfs stated he spoke with Operations Superintendent Rathge about this, however milling out the full width up to the center of the second curve had an estimated cost of approximately \$78,000. Marihugh asked about 'putting one (1) barrel on and taking the center out'; Lulfs stated that option has not been researched, as Lulfs would prefer to see what was left in the budget before starting such a project.

Maassel stated he observed some frames that were bent from ice and snow at the Solar Field located at the Yard Waste Site; Bisher will research this issue and discuss it with AMP. Marihugh requested Bisher also discuss landscaping issues at the Solar Field with AMP as well; Bisher will discuss this also.

Maassel attended the Hero dinner with Sheaffer and Mayor Behm; Maassel congratulated and thanked the Officers earning that award.

Maassel welcomed Comadoll to Council.

Maassel will discuss the ceremony regarding changing City Managers with Bisher.

Helberg suggested that cold patch material continue to be hauled in from the Paulding County Engineer to repair the roads from the winter weather wear.

Helberg suggested monitoring the information posted to Facebook regarding City services.

Helberg asked when the parging was scheduled at the property where the parking lot will be paved; Hayberger stated it would probably take place in late May or early June; Bisher added the parging would take place at the earliest opportunity depending on nighttime temperature.

Helberg distributed a letter to Lulfs from a student at Patrick Henry School concerned with the lack of a stoplight on Route 108; Lulfs has already replied to this inquiry.

#### Behm

Helberg

None

Sheaffer	Sheaffer asked Weitzel to congratulate the Patrolmen receiving the Hero Award; Weitzel thanked Mayor Behm for submitting the names for consideration.		
	Sheaffer received an email regarding a formal agreement reached for full pole attachments with Ohio Cable & Telecommunications Association; Bisher stated that this agreement creates a standard format and standard charge for full pole attachment; Bisher added that AMP was active in this agreement and the agreed standard charge is higher than the current charge being received by the City, and no future rate will be negotiated.		
Marihugh	Marihugh asked Rathge how many flooded basements were handled by the City; Rathge replied none, each was the responsibility of the homeowner.		
	Marihugh stated he had received complaints from residents regarding the basins and water collecting on Riverview Avenue; Lulfs stated he has already spoken with ODOT regarding this, there is a pavement profile issue and it will be repaired.		
	Marihugh stated he had received complaints from residents regarding the lack of signage at the intersection of Ohio Street and Scott Street; Rathge stated the signs and lineators have arrived and the project will be finished shortly.		
Comadoll	Comadoll thanked Council and stated he is looking forward to serving.		
Hayberger	None		
Bisher	Bisher stated that the Isofoton building has been returned and the utilities are back in the name of the original owners.		
Motion To Go Into	Motion: Maassel Second: Marihugh		
Executive Session	To go into Executive Session to discuss compensation of personnel; issue one (1)		
Passed Yea- 6	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll		
Nay- 0	Nay-		
Motion To Go Into	Motion: Maassel Second: Marihugh		
<b>Executive Session</b>	To go into Executive Session to discuss compensation of personnel; issue two (2)		
Passed	Roll call vote on above motion:		
Yea- 6 Nay- 0	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-		
Into Exec Session	Council went into Executive Session at 8:41 pm.		
Motion To Come	Motion: Maassel Second: Wilson		
Out Of Executive	To come out of Executive Session; issue one (1)		
Session			
Passed	Roll call vote on above motion:		
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll		
Nay- 0	Nay-		
Motion To Come Out Of Executive Session	Motion: Maassel Second: Wilson To come out of Executive Session; issue two (2)		
	10 6 10		

Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
Out Of Executive Session	Council came out of Executive Session at 9:54 pm. President Helberg reported that the discussion was regarding two (2) issues involving the compensation of personnel; no action was taken.
Motion To Direct Law Director To Adjust Pay Ordinance	Motion: Sheaffer Second: Marihugh To direct Law Director to adjust Pay Ordinance
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
Approval Of Bills	Bills and financial reports stand approved as presented with no objections.
	Marihugh stated there are two (2) suppliers he would like to research.
Motion To Approve Bills And Financial Reports	Motion: Maassel Second: Wilson To approve bills and finance reports as presented
Passed Yea- 4 Nay- 0 Abstain- 2	Roll call vote on above motion: Yea- Wilson, Maassel, Marihugh, Comadoll Nay- Abstain- Helberg, Sheaffer
Motion To Adjourn	Motion: Maassel Second: Sheaffer To adjourn the meeting.
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll Nay-
Adjournment	Meeting adjourned at 9:56 pm.
Approved:	John A. Helberg, Council President
	Ronald A. Behm, Mayor
	Gregory J. Heath, Finance Director/Clerk of Council

#### **RESOLUTION NO. 025-14**

#### A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS OVER TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) FOR THE PURPOSE OF REPAIRING THE RITTER PARK BOAT RAMP AND AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH RG ZACHRICH CONSTRUCTION, INC. FOR SAID REPAIRS, AND DECLARING AN EMERGENCY

**WHEREAS**, during this past winter one of the piles that anchor the boat docks at Ritter Park was destroyed; and,

**WHEREAS**, in order to timely install the boat docks for the 2014 Boating Season, said piles must be replaced; and

**WHEREAS,** RG Zachrich Construction, Inc. was the company that originally installed the piles and therefore is familiar with what may be required; and

**WHEREAS**, the City desires to have the Ritter Park Boat Ramp repaired prior to the 2014 Boating Season; and

**WHEREAS**, the Council believes it is in the best interest of the City of Napoleon to eliminate the necessity for competitive bidding; **Now Therefore**,

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

Section 1. That, the City of Napoleon authorizes the expenditure of funds in excess of \$25,000.00 from the 2014 Budget for the repair of the Ritter Park Boat Ramp. Also, Council finds it to be in the best interest of the City to eliminate the necessity for competitive bidding.

Section 2. That, the City Manager is authorized to enter into a contract with RG Zachrich Construction, Inc. to conduct the repairs.

Section 3. 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 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 time so that the repairs can be finished prior to the boating season beginning which affect 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:	
	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 Resolution No. 025-14 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



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

# Memorandum

То:	Dr. Jon A. Bisher, City Manager
From:	Chad E. Lulfs, P.E., P.S., Director of Public Works
сс:	Mayor & City Council
	Greg Heath, City Finance Director
	Tony Cotter, Parks & Recreation Director
Date:	April 7, 2014
Subject:	Ritter Park Boat Ramp Repair – Sole Source Request

During this past winter, one (1) of the piles that anchor the boat docks located at Ritter Park was destroyed. In order to install the boat docks for the 2014 Boating Season, the pile needs to be replaced. After investigating this issue, **I am requesting that Council allow this project to be Sole Sourced to RG Zachrich Construction, Inc.** This company installed the original piles and is familiar with what is required.

The cost of this project is covered under the City of Napoleon's insurance; there should be no financial responsibility for the City. Funds may need to be allocated for the project, but they would be reimbursed by the insurance company upon completion of the project.

CEL

#### **ORDINANCE NO. 026-14**

#### AN ORDINANCE AMENDING RULES 6 AND 8 OF THE CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE TO ADOPT A REVISED RULE REGARDING SEWER LATERAL RESPONSIBILITY

**WHEREAS**, the Board of Public Affairs and the Water and Sewer Committee met in a regular meeting held on April 14, 2014, and reviewed proposed changes to the Water and Sewer Rules regarding the responsibility of sewer lateral repair and maintenance; and

WHEREAS, the Board of Public Affairs and the Water and Sewer Committee recommended that the maintenance of a sewer lateral, regardless of the location of the maintenance should be the responsibility of the customer and that any repair of a sewer lateral from the structure to the right of way is the responsibility of the customer, but any repair at or between the right of way and the main shall be the responsibility of the City; Now Therefore,

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

Rule 1 That, Rule 6 of the of the Codified Ordinances of the City of Napoleon, Ohio, shall be amended and enacted as follows:

#### "RULE 6 RESIDENTIAL SEWAGE SERVICE

#### Rule 6.1 Availability Of Residential Sewage Service

- (A) Residential service for sewage (also known as "residential sewer service") is available to persons having a premises that qualifies for "residential service". Such service shall be considered available to the premises when the premises is located within the corporate limits of the City and where public sanitary sewer lines are installed within two hundred (200') feet of a building or structure foundation wall that is to be served on the residential premises.
- (B) The sewer service line and tap shall be installed by property owner at property owner's expense and the complete installation shall conform to City's standards and inspection requirement. No sanitary sewer connections will be permitted until the tap charge, as prescribed by the City, has been paid in full to the City.

#### Rule 6.2 Residential Rate

- (A) The residential sewer rate is the charge as established by the City, and is amended from time to time, and is applicable for any sanitary sewage discharged to the City's wastewater treatment works by residential users as defined in these rules.
- (B) For rate classification purposes, sewage service will be classified the same as customer's water service; however, where sewage is discharged as provided for in provision (C) of this subsection, then

the rate shall be same as if the customer was utilizing the City's water service.

- (C) Where sewage is discharged into the City's sewage system and water is obtained from a source other than from the City, property owner will be required to install, at property owner's own expense, suitable metering equipment, to be approved by the City that will accurately determine the amount of sewage being discharged into the City's system.
- (D) The total cost of maintenance for repair of existing or future sanitary service line shall be borne by the property owner. Property owner's responsibility shall be from the point in which the building is tapped from the City main to the terminus point.

DETERMINATION OF RESPONSIBILITY OF SEWER LATERAL: IT IS THE OVERALL INTENT OF THIS RULE FOR THE CITY OF NAPOLEON TO ASSIST AND WORK WITH THE CUSTOMER DURING THIS PROCESS IN A CUSTOMER FRIENDLY MANNER.

- 1. ANY AND ALL MAINTENANCE OF THE CUSTOMER'S SEWER LATERAL IS THE RESPONSIBILITY OF THE CUSTOMER, REGARDLESS OF THE LOCATION OF THE MAINTENANCE (FOR EXAMPLE, ANY MAINTENANCE SUCH AS CLEANING OUT OF ROOTS IS THE FULL RESPONSIBILITY OF THE CUSTOMER, EVEN IF SAID ROOTS ARE IN THE SEWER LATERAL BETWEEN THE RIGHT OF WAY AND THE MAIN.)
- 2. THE CITY WILL COMPENSATE THE CUSTOMER IF THE UNDERTAKING IS A REPAIR, NOT MAINTENANCE, AND THE REPAIR IS LOCATED AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN.
- 3. IF A CUSTOMER BELIEVES THERE IS AN ISSUE WITH THE OPERABILITY OF THE SEWER LATERAL, IT IS THE RESPONSIBILITY OF THE CUSTOMER TO PROVE TO THE CITY THAT A REPAIR IS NECESSARY AND THAT SAID REPAIR IS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN.
- 4. ONCE IT HAS BEEN ESTABLISHED, AND THE CITY ACKNOWLEDGES IN WRITING THAT A REPAIR IS NECESSARY AND THAT SAID REPAIR IS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN, THEN THE CUSTOMER HAS SEVERAL OF OPTIONS:
  - A. THE CITY OR A CONTRACTOR ACTING ON THE CITY'S BEHALF MAY DO THE REPAIRS.

- B. THE CUSTOMER MAY HIRE A CONTRACTOR TO DO THE REPAIR, SUBJECT TO THE PERMITS, INSPECTION, AND ADHERENCE TO THE CITY OF NAPOLEON RULES AND REGULATIONS, THE WATER AND SEWER RULES, AND ANY OTHER STATE OR FEDERAL RULES OR REGULATIONS.
- C. (WITH THE CITY OF NAPOLEON'S ENGINEER'S EXPRESS WRITTEN APPROVAL) CUSTOMER MAY DO THE REPAIR THEMSELVES, IT IS THE RESPONSIBILITY OF THE CUSTOMER TO MAKE SURE THAT THEY HAVE ALL OF THE PROPER PERMITS AND INSPECTIONS CONDUCTED FOR THE REPAIR. ALL REPAIRS MUST BE DONE ACCORDING TO THE CITY OF NAPOLEON RULES AND REGULATIONS, THE WATER AND SEWER RULES, AND ANY OTHER STATE OR FEDERAL RULES OR REGULATIONS.
- 5. THE CITY WILL ONLY COMPENSATE THE CUSTOMER FOR ANY REPAIRS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN, IF IT IS LATER DISCOVERED THAT THE REPAIR WAS NOT AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN THE CITY MAY BILL, AND THE CUSTOMER WOULD BE LIABLE TO THE CITY, FOR ANY COMPENSATION OR WORK GIVEN THAT WAS NOT IN THE PROPER AREA.
- 6. **ONCE THE CITY ACKNOWLEDGES IN WRITING** THAT THE REPAIR IS NECESSARY AND IS IN THE **PROPER AREA FOR COMPENSATION, THE CITY HAS** THE RIGHT TO PRIORITIZE MAKING SAID REPAIR TAKING INTO CONSIDERATION SEVERAL FACTORS, INCLUDING BUT NOT LIMITED TO: TIME, AVAILABILITY OF RESOURCES, AVAILABILITY OF WORKERS, AVAILABILITY OF FUNDS, BUDGET CONSIDERATIONS, THE SEVERITY **OF DAMAGE TO THE SEWER LATERAL IN COMPARISON TO OTHER DAMAGED SEWER** LATERALS, AND THE SEVERITY OF DAMAGE THAT **COULD BE CAUSED BY THE DAMAGED SEWER** LATER IN COMPARISON TO OTHER SEWER LATERALS IN NEED OF REPAIR. NOTHING IN THIS **RULE CREATES A RIGHT OF THE CUSTOMER TO DEMAND PERFORMANCE AND NOTHING IN THIS**

RULE OBLIGATES THE CITY TO UNDERTAKE THE REPAIR, OTHER THAN THE PRIORITIZING MENTIONED ABOVE.

- 7. FOR PURPOSES OF THIS RULE THE FOLLOWING DEFINITIONS APPLY:
  - A. MAINTENANCE: THE GENERAL MAINTENANCE AND UPKEEP OF A SEWER LATERAL IS MAINTENANCE AND SHALL INCLUDE, BUT NOT LIMITED TO, ITEMS SUCH AS AUGERING OR SNAKING OF THE LINE, CLEAN OUT OF ANY BLOCKAGES, AND ANY OTHER TREATMENT OF THE LINE THAT COULD BE DONE TO RESOLVE THE SITUATION SHORT OF REPLACEMENT OF ANY PIPE OR LINE.
  - B. REPAIR: DAMAGE THAT IS SO CATASTROPHIC THAT THE ONLY OPTION IS REPLACEMENT OF ANY SECTION OF THE PIPE OR LINE.

#### Rule 6.3 Direct Connection To Sanitary Sewer Required

- (A) Where sewage is being discharged, and where sewage service is available to property owners, a direct connection shall be made to the sanitary sewer within ninety (90) days of the effective date of these Rules; and any septic tanks, cesspools and similar private wastewater disposal facilities are prohibited where sewage service is available (see *VIOLATION* section).
- (B) The owners of all houses, buildings, structures or properties used for human occupancy or other purposes, or other buildings which qualifies for residential rates, situated within the City and abutting on any street, alley, or right-of-way in which there is not located a public sanitary or combined sewer of the City, is hereby required at the owner's expense to install suitable toilet facilities therein, and to connect such facilities therein directly with the proper public sewer in accordance with the provisions of these Rules and other applicable law, within ninety (90) days after date of official notice to do so, provided that said public sewer is within two hundred (200') feet of the building or structure foundation wall that is to be served on the premises (see *VIOLATION* section)."

Section 2. That, Rule 8 of the Codified Ordinances of the City of Napoleon, Ohio, shall be amended and enacted as follows:

#### "RULE 8 NONRESIDENTIAL SEWAGE SERVICE

#### Rule 8.1 Availability Of Nonresidential Sewage Service

- (A) Nonresidential sewage service (also known as "commercial or industrial sewer service") is available to persons having a premises that qualifies for "commercial or industrial service". Such service shall be considered available to the premises when the premises is located within the corporate limits of the City and where public sanitary sewer lines are installed within two hundred (200') feet of a building or structure foundation wall that is to be served on the commercial or industrial (nonresidential) premises.
- (B) The sewer service line and tap shall be installed by property owner at property owner's expense and the complete installation shall conform to City's standards and inspection requirements. No sanitary sewer connections will be permitted until the tap charge and if applicable, the connection charge, both as prescribed by the City, has been paid in full in advance to the City.

#### Rule 8.2Commercial Or Industrial Rate

- (A) The commercial or industrial rate is the charge applicable for sanitary processing of commercial and industrial and other waste resulting from use of water from the City's water system by commercial, industrial and all other classes of service not provided for in the residential rate as established by the City and as may be amended from time to time.
- (B) For rate classification purposes, sewage service will be classified the same as customer's water service; however, where sewage is discharged as provided for in provision (C) of this subsection, then the rate shall be same as if the customer was utilizing the City's water service.
- (C) Where sewage is discharged into the City's sewage system and water is obtained from a source other than from the City, property owner will be required to install, at property owner's own expense, suitable metering equipment, to be approved by the City that will accurately determine the amount of sewage being discharged into the City's system.
- (D) The total cost of maintenance for repair of existing or future sanitary service line shall be borne by the property owner.

**DETERMINATION OF RESPONSIBILITY OF SEWER LATERAL: IT IS THE OVERALL INTENT OF THIS RULE**  FOR THE CITY OF NAPOLEON TO ASSIST AND WORK WITH THE CUSTOMER DURING THIS PROCESS IN A CUSTOMER FRIENDLY MANNER.

- 1. ANY AND ALL MAINTENANCE OF THE CUSTOMER'S SEWER LATERAL IS THE RESPONSIBILITY OF THE CUSTOMER, REGARDLESS OF THE LOCATION OF THE MAINTENANCE (FOR EXAMPLE, ANY MAINTENANCE SUCH AS CLEANING OUT OF ROOTS IS THE FULL RESPONSIBILITY OF THE CUSTOMER, EVEN IF SAID ROOTS ARE IN THE SEWER LATERAL BETWEEN THE RIGHT OF WAY AND THE MAIN.)
- 2. THE CITY WILL COMPENSATE THE CUSTOMER IF THE UNDERTAKING IS A REPAIR, NOT MAINTENANCE, AND THE REPAIR IS LOCATED AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN.
- 3. IF A CUSTOMER BELIEVES THERE IS AN ISSUE WITH THE OPERABILITY OF THE SEWER LATERAL, IT IS THE RESPONSIBILITY OF THE CUSTOMER TO PROVE TO THE CITY THAT A REPAIR IS NECESSARY AND THAT SAID REPAIR IS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN.
- 4. ONCE IT HAS BEEN ESTABLISHED AND THE CITY ACKNOWLEDGES IN WRITING THAT A REPAIR IS NECESSARY AND THAT SAID REPAIR IS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN, THEN THE CUSTOMER HAS SEVERAL OF OPTIONS:
  - A. THE CITY OR A CONTRACTOR ACTING ON THE CITY'S BEHALF MAY DO THE REPAIRS.
  - B. THE CUSTOMER MAY HIRE A CONTRACTOR TO DO THE REPAIR, SUBJECT TO THE PERMITS, INSPECTION, AND ADHERENCE TO THE CITY OF NAPOLEON RULES AND REGULATIONS, THE WATER AND SEWER RULES, AND ANY OTHER STATE OR FEDERAL RULES OR REGULATIONS.
  - C. (WITH THE CITY OF NAPOLEON'S ENGINEER'S EXPRESS WRITTEN APPROVAL) CUSTOMER MAY DO THE REPAIR THEMSELVES, IT IS THE RESPONSIBILITY OF THE CUSTOMER TO MAKE SURE THAT THEY HAVE ALL OF THE PROPER PERMITS AND INSPECTIONS CONDUCTED FOR THE REPAIR. ALL REPAIRS MUST BE DONE

ACCORDING TO THE CITY OF NAPOLEON RULES AND REGULATIONS, THE WATER AND SEWER RULES, AND ANY OTHER STATE OR FEDERAL RULES OR REGULATIONS.

- 5. THE CITY WILL ONLY COMPENSATE THE CUSTOMER FOR ANY REPAIRS AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN, IF IT IS LATER DISCOVERED THAT THE REPAIR WAS NOT AT OR BETWEEN THE RIGHT OF WAY AND THE MAIN THE CITY MAY BILL, AND THE CUSTOMER WOULD BE LIABLE TO THE CITY, FOR ANY COMPENSATION OR WORK GIVEN THAT WAS NOT IN THE PROPER AREA.
- **6**. **ONCE THE CITY ACKNOWLEDGES IN WRITING** THAT THE REPAIR IS NECESSARY AND IS IN THE **PROPER AREA FOR COMPENSATION, THE CITY HAS** THE RIGHT TO PRIORITIZE MAKING SAID REPAIR TAKING INTO CONSIDERATION SEVERAL FACTORS, INCLUDING BUT NOT LIMITED TO: TIME, AVAILABILITY OF RESOURCES. AVAILABILITY OF WORKERS, AVAILABILITY OF FUNDS, BUDGET CONSIDERATIONS, THE SEVERITY **OF DAMAGE TO THE SEWER LATERAL IN COMPARISON TO OTHER DAMAGED SEWER** LATERALS, AND THE SEVERITY OF DAMAGE THAT **COULD BE CAUSED BY THE DAMAGED SEWER** LATER IN COMPARISON TO OTHER SEWER LATERALS IN NEED OF REPAIR. NOTHING IN THIS **RULE CREATES A RIGHT OF THE CUSTOMER TO** DEMAND PERFORMANCE AND NOTHING IN THIS **RULE OBLIGATES THE CITY TO UNDERTAKE THE REPAIR, OTHER THAN THE PRIORITIZING MENTIONED ABOVE.**
- 7. FOR PURPOSES OF THIS RULE THE FOLLOWING DEFINITIONS APPLY:
  - A. MAINTENANCE: THE GENERAL MAINTENANCE AND UPKEEP OF A SEWER LATERAL IS MAINTENANCE AND SHALL INCLUDE, BUT NOT LIMITED TO, ITEMS SUCH AS AUGERING OR SNAKING OF THE LINE, CLEAN OUT OF ANY BLOCKAGES, AND ANY OTHER TREATMENT OF THE LINE THAT COULD BE DONE TO RESOLVE THE SITUATION SHORT OF REPLACEMENT OF ANY PIPE OR LINE.

#### B. REPAIR: DAMAGE THAT IS SO CATASTROPHIC THAT THE ONLY OPTION IS REPLACEMENT OF ANY SECTION OF THE PIPE OR LINE.

#### Rule 8.3 Direct Connection To Sanitary Sewer Required

- (A) Where sewage is being discharged and where sewage service is available to property owners, a direct connection shall be made to the sanitary sewer within ninety (90) days of the effective date of these Rules; and any septic tanks, cesspools and similar private wastewater disposal facilities are prohibited where sewage service is available (see VIOLATION section).
- (B) The owners of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, or other buildings which qualify for commercial or industrial rates, situated within the City and abutting on any street, alley, or right-of-way in which there is not located a public sanitary or combined sewer of the City, is hereby required at the owner's expense to install suitable toilet facilities therein, and to connect such facilities therein directly with the proper public sewer in accordance with the provisions of these Rules and other applicable law, within ninety (90) days after date of official notice to do so, provided that said public sewer is within two hundred (200') feet of a building or structure foundation wall that is to be served on the premises (see *VIOLATION* section).

#### Rule 8.4 Multiple Establishments

Shall be applied in the same manner stated in Rule 3.3 (nonresidential water service/multiple establishments).

#### Rule 8.5 City Measures

- (A) If at any time within a twenty-four (24) hour period sewage flow from a premises is greater than 2% of the total twenty-four (24) hour sewage flow to City's treatment plant, the City may require the owner of the premises involved to install such storage, pumping facilities and other appurtenances as are required to control the quantity and rate of discharge of the sewage flow involved so as to not interfere with the normal operation of the City's treatment plant.
- (B) All measurements, tests, and analysis of the characteristics of waters and wastes to which reference is herein made shall be determined in accordance with "standard methods for the examination of waters and wastes" and shall be determined at the control manhole previously specified. In the event that no special manhole has been required, then the control manhole shall be considered to be the nearest down stream manhole in the City's sewage system to the point at which the building sewer is connected.
- (C) If necessary, in the opinion of the City, the individual, firm or others discharging any waste of the prohibitive character into the City's

sewage system shall provide, at their own expense (individual, firm, or others discharging the waste), such preliminary treatment as may be necessary to stop or reduce within the acceptable limits, the objectionable characteristics or constituents. The plans, specifications and other pertinent information pertaining to such proposed preliminary treatment shall be submitted to the City for written approval in advance of any construction work.

(D) When commercial or industrial waste exceed 250 mg/l of suspended solids and/or 200 mg/l of CBOD5 by weight, excess strength surcharges will be levied as outlined in the City rules or legislation."

Section 3. That, Rule 6 and Rule 8 of the City of Napoleon Rules for Water and Sewer Service as they existed prior to the enactment of this Ordinance are hereby repealed.

Section 4. That any changes needed to pages, page numbers, or appendixes are hereby approved to accommodate for the above amendment.

Section 5. 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 6. 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 7. That, this Ordinance shall be in full force and effect at the earliest time permitted by law.

Passed: \_\_\_\_\_

John A. Helberg, Council President

Approved: \_\_\_\_\_

Ronald R. 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. 026-14 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

#### **ORDINANCE NO. 027-14**

#### AN ORDINANCE ESTABLISHING SECTION 931.13 OF THE CODIFIED ORDINANCES OF THE CITY OF NAPOLEON WHICH ESTABLISHES A CHARGE AND RATE FOR THE COSTS OF THE SEWER LATERAL RESPONSIBILITY RULE

**WHEREAS**, the Board of Public Affairs and the Water and Sewer Committee met in a regular meeting held on April 14, 2014, and reviewed the rule regarding sewer lateral responsibility and recommended that the City should have greater responsibility than previously, and they recommended establishing a charge as well as a rate to pay for this new responsibility; and,

**WHEREAS**, City Council now desires to pay for the some of the costs associated with sewer lateral repair as outlined in the Water and Sewer Rules; and,

**WHEREAS**, City Council now desires to establish a charge to assist with the costs of this responsibility; and,

**WHEREAS**, City Council now desires to establish a rate for said charge; Now Therefore,

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

Section 1. That, the City of Napoleon does hereby establish Section 931.13 of the Codified Ordinances of the City of Napoleon, Ohio which establishes the Sewer Lateral Charge and sets the rate for said charge and is enacted as follows:

#### "931.13 SEWER LATERAL CHARGE.

(a) <u>Purpose</u>. The purpose of the sewer lateral charge, that is charged in addition to the overflow abatement charge, capacity charge, and commodity charge, is as follows:

(1) To raise revenue to offset the costs of assuming repairs to customer sewer laterals which occur at or between the right-of-way and the main.

(2) By assuming those costs, the City benefits by having more control over who does work and how the work is being done to sewer lines that are in the right-of-way to the main, which may include going under City streets.

(3) To improve the public health, safety, and welfare by providing for the safe and efficient delineation of the sewer lateral responsibility.

(b) <u>Rules</u>. The City of Napoleon Water and Sewer Service Rules, and as amended from time to time, are established to assist in decisions regarding this charge.

(c) <u>Application of Charge</u>. This charge will be considered a sanitary sewer lateral fee that is to be charged, in addition to any overflow abatement, capacity, or commodity charge, to any real property that currently or in the future has been determined to qualify for the Overflow Abatement Fee. The responsible party for payment will be the same as the responsible party for the Overflow Abatement Fee.

(d) <u>Rate</u>. The Sewer Lateral Charge is assessed monthly as follows:

<u>Class User:</u>	Charge:
Residential - In	\$2.10
Residential - Out	\$3.15
Commercial - In	\$3.50
Commercial - Out	\$5.25

Industrial \$12.00

(e) <u>Conflict with Rules for Water and Sewer Service</u>. Where a conflict arises between this section and the Rules for Water and Sewer Service, this section shall control.

(f) <u>Exemption</u>. Notwithstanding any provision to the contrary, all buildings and land owned by this municipality are exempt from the sewer lateral charge; moreover, any sewer lateral charge billed to this municipality is exempt from collection.

(g) <u>Appeals</u>. Any appeals shall be in accordance to the process set forth in the City of Napoleon Water and Sewer Service Rules, as may be amended from time to time."

Section 2. That, it is found and determined that all formal action 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 21.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon, Ohio.

Section 3. 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 4. That, this Ordinance 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 Attest:	Abstain

#### 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. 027-14 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

#### **ORDINANCE NO. 028-14**

#### AN ORDINANCE AMENDING SECTION 931.09 INCREASING SANITARY SEWER RATES FOR THE YEARS 2014, 2015; AND, 2016

**WHEREAS**, the Board of Public Affairs and the Water and Sewer Committee met in a regular meeting held on April 14, 2014, reviewed the existing sanitary sewer rates and determined a rate increase over a three year period effective July 1, 2014 for the years 2014, 2015; and, 2016 is necessary in order to keep the sanitary sewer fund sound;

**WHEREAS**, the Council for the City of Napoleon now desires to increase sewer rates for the years 2014, 2015; and, 2016 Now Therefore,

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

Section 1. That, Section 931.09 of the Codified Ordinances of the City of Napoleon, Ohio, shall be amended and enacted as follows:

"931.09 SANITARY SEWER RATES FOR INSIDE AND OUTSIDE CORPORATION LIMITS.

The sanitary sewer rates charged by the City shall be as follows, except as may otherwise be permitted by rule:

(a) It is determined and declared to be necessary to the protection of the public health, safety, welfare, and convenience of the City to establish and collect charges upon all lots, lands, and premises which are served by the municipal sanitary sewer system of the City.

(b) The following measures shall be used to determine the sewer charges provided to a premises served by the City sanitary sewer system:

(1) Any premises using water exclusively supplied by the City and having a water meter acceptable to the City shall be measured by said meter for determining the sanitary sewer charge for the premises.

(2) Any owner or other interested party of a premises using water supplied either in whole or in part from sources other than the waterworks system of the City may be required to install water meters satisfactory to the City to the extent necessary to measure all such supplies of water. The quantity of water consumed on said premises shall be deemed to be the aggregate amount disclosed by said meter for the purpose of determining the sanitary sewer charge for the premises.

(3) In the event it can be shown to the satisfaction of the City that a portion of the water from any source consumed on said premises does not and cannot enter the City sanitary sewer system, then in such case the owner or other interested party may, at the owner's or interested party's expense, install and maintain separate metering devices, subject to inspection and testing by the City, to the extent necessary to demonstrate to the satisfaction of the City that only a portion of the water consumed on the premises is being discharged into the City sanitary sewer system, which portion shall constitute the basis for measuring the sanitary sewer charge for said premises. In the event that such metering devices are impractical, then other reliable evidence produced by the owner or other interested party may be considered by the City Manager, in the City Manager's sole discretion, in adjusting sewer charges.

(4) Effective with the billing cycle in July of the year 2010 JUNE 18,
 2014, to be reflected in the first billing in August of the year 2010 JULY, 2014, the following rate structure related to sanitary sewer charges shall be charged as follows, except as may otherwise be permitted by rule:

Wastewater (Sanitary Sewer) Service Charge:

Capacity Charge (Base Charge):

Charges per Month	Residential	Commercial or Industrial
Inside Corporation Limits	<del>\$25.34</del>	<del>\$25.3</del> 4 \$29.62
Outside Corporation Limits	<del>\$50.85</del> \$59.42	<del>\$50.85</del> <i>\$59.42</i>

Commodity Charge: (To be charged in addition to the Capacity Charge)

Commodity Charge/100cf	Residential	Commercial or Industrial
Inside Corporation Limits	<del>\$4.03</del> \$4.71	<del>\$4.03 <i>\$4.71</i></del>
Outside Corporation Limits	<del>\$8.55</del> \$10.00	<del>\$8.55</del> \$10.00

Industrial metering and monitoring charge: \$25.00 per sample

Excess Strength surcharges:

Charge per pound of CBOD above 200 MG/L	\$0.15
Charge per pound of SS above 250 MG/L	\$0.15
Charge per pound of phosphorus above 7 MG/L	\$0.15

CBOD = Carbonaceous Biological Oxygen Demand SS = Suspended Solids MG/L = Milligrams per Liter CF = Cubic Feet

Overflow Abatement Charge pursuant to Section 931.12 *AND SEWER LATERAL CHARGE PURSUANT TO SECTION 931.13*: (To be charged in addition to the Capacity and Commodity Charge)

(5) Effective with the billing cycle in January of the year  $2011 \ 2015$ , to be reflected in the first billing in February of the year  $2011 \ 2015$ , the following rate structure related to sanitary sewer charges shall be charged as follows, except as may otherwise be permitted by rule:

Wastewater (Sanitary Sewer) Service Charge:

Capacity Charge (Base Charge):

sewer rate increase - 028-14
Charges per MonthResidentialInside Corporation Limits\$26.61 \$31.99Outside Corporation Limits\$53.39 \$64.17

Commercial or Industrial **\$26.61** *\$31.99* **\$53.59** *\$64.17* 

Commodity Charge: (To be charged in addition to the Capacity Charge)

Commodity Charge/100cf	Residential	Commercial or Industrial
Inside Corporation Limits	<del>\$4.23</del> \$5.09	<del>\$4.23</del> <i>\$5.09</i>
Outside Corporation Limits	<del>\$8.98</del> <i>\$10.80</i>	<del>\$8.98</del> <i>\$10.80</i>

Industrial metering and monitoring charge: \$25.00 per sample

Excess Strength surcharges:

Charge per pound of CBOD above 200 MG/L	\$0.15
Charge per pound of SS above 250 MG/L	\$0.15
Charge per pound of phosphorus above 7 MG/L	\$0.15

CBOD = Carbonaceous Biological Oxygen Demand SS = Suspended Solids MG/L = Milligrams per Liter CF = Cubic Feet

Overflow Abatement Charge pursuant to Section 931.12 AND SEWER LATERAL CHARGE PURSUANT TO SECTION 931.13: (To be charged in addition to the Capacity and Commodity Charge)

(6) Effective with the billing cycle in January of the year 2012 2016, to be reflected in the first billing in February of the year 2012 2016, and each billing thereafter, the following rate structure related to sanitary sewer charges shall be charged as follows, except as may otherwise be permitted by rule:

Wastewater (Sanitary Sewer) Service Charge:

Capacity Charge (Base Charge):

Charges per MonthResidentialInside Corporation Limits\$27.94 \$35.19Outside Corporation Limits\$56.06 \$70.59

Commercial or Industrial **\$27.94** *\$35.19* **\$56.06** *\$70.59* 

Commodity Charge: (To be charged in addition to the Capacity Charge)

Commodity Charge/100CF	Residential	Commercial or Industrial
Inside Corporation Limits	<del>\$4.44</del> <i>\$5.60</i>	<del>\$4.44</del> <i>\$5.60</i>
Outside Corporation Limits	<mark>\$9.43</mark> <i>\$11.88</i>	<mark>\$9.43</mark> <i>\$11.88</i>

Industrial metering and monitoring charge: \$25.00 per sample

Excess Strength surcharges:

Charge per pound of CBOD above 200 MG/L	\$0.15
Charge per pound of SS above 250 MG/L	\$0.15
Charge per pound of phosphorus above 7 MG/L	\$0.15

CBOD = Carbonaceous Biological Oxygen Demand SS = Suspended Solids MG/L = Milligrams per Liter CF = Cubic Feet

Overflow Abatement Charge pursuant to Section 931.12 AND SEWER LATERAL CHARGE PURSUANT TO SECTION 931.13: (To be charged in addition to the Capacity and Commodity Charge)

(c) Disposal of Domestic Septage.

(1) Domestic septage accepted. The City accepts hauled domestic septage from approved hauling companies for disposal at the City's Wastewater Treatment Plant or other place as may be designated by the City's Wastewater Superintendent. The City's Wastewater Superintendent shall determine what constitutes an "approved hauling company". As used in this Ordinance, septage is considered waste collected from septic tanks in place for domestic type use. It contains partially treated household waste disposed through a homes plumbing system or other similar type waste commonly disposed in toilets, sinks, and showers.

(2) Company information required. Companies wishing to haul septage to the City's disposal site must apply to the City's Wastewater Superintendent and provide:

A. Company contact and ownership information;

B. Information about the types and capacities of the trucks used

to haul septage; C. Information about the source and characteristics of the septage to be hauled; and,

D. Approximate daily/weekly/monthly volumes which are planned to be hauled.

(3) Internal Policy Compliance. All hauled septage accepted at the City's dumping site must comply with any internal policies as may be established by the City's Wastewater Superintendent.

(4) Testing. Testing of the septage may be required prior to the disposal to ensure compliance with the internal policies.

(5) Waste manifest. A manifest document as provided by the Henry County, Ohio, Health Department, or other approved manifest as approved by the City's Wastewater Superintendent, is required for each load, prior to disposal. The City Wastewater Superintendent or designee may request to review this septage manifest document and/or inspect and test the load to confirm that the material being delivered can be accepted.

(6) Prior disposal arrangements. The City's Wastewater Treatment Plant or other designated facility must be contacted prior to each disposal so that arrangements can be made to access the facility.

(7) Rates. The rate for dumping septage shall be six cents (.06) per gallon."

Section 2. That, Section 931.09 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed.

Section 3. 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 4. 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 5. That, this Ordinance 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. 028-14 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

#### **ORDINANCE NO. 029-14**

#### AN ORDINANCE AMENDING ORDINANCE 001-14 (AMENDMENT #2) AMENDING PAY INCREASE FOR LAW DIRECTOR AND FINANCE DIRECTOR; AND DECLARING AN EMERGENCY

**WHEREAS**, Council desires to give an additional pay increase over and above the one and half pay increase already given to the City Finance Director and the City Law Director; and,

**WHEREAS**, Council desires to make said changes retroactive to pay period starting December 23<sup>rd</sup>, 2013;

**WHEREAS**, to achieve the above stated goals Council now desires to amend Ordinance No. 001-14, and Pay Ordinance No. 017-14 to establish an amended Classification Pay Plan; 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, (the "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 nonbargaining 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". The position of Assistant City Manager is hereby created and the pay is set as expressed in 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 1, 2013 and the pay is set as expressed in Exhibit "D". The position of part time Special Projects Clerk is hereby created 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 Seventy Dollars and 99/100 (\$4,070.99) and continue to April 30th, 2014, then starting May 1, 2014 the bi-weekly salary shall be three thousand and seventy six dollars and 9231/100 (\$3,076.9231) 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 Seventy Six dollars and 46/100 (\$3,476.46) THREE THOUSAND FIVE HUNDRED AND NINETY SIX AND 34/100 (\$3,596.34) continue as such each year thereafter, so long as employed, unless modified by Council. ADDITIONALLY, THE CURRENT FINANCE

#### DIRECTOR, IF STILL EMPLOYED WITH THE CITY OF NAPOLEON AS FINANCE DIRECTOR SHALL BE GIVEN A 3 % (THREE PERCENT) INCREASE IN PAY FOR 2015, OVER AND ABOVE ANY OTHER INCREASE THAT COUNCIL MAY CHOSE TO GIVE AT THAT TIME.

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 Forty Eight Dollars and 42/100 (\$2,548.42) TWO THOUSAND FIVE HUNDRED NINETY EIGHT DOLLARS AND 64/100 (\$2598.64) 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. 017-14 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. 029-14 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"

Title	<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
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"

(BASED ON AN 80 HOUR PAY PERIOD)

Title	BOTTOM	TOP
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
Assistant City Manager	3000.00	3500.00

## EXHIBIT "C"

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

## EXHIBIT "D"

Title	Bottom	<u>Top</u>
Front Desk Administrator (Part Time)	\$9.10	\$12.01
Golf Course Clubhouse Attendant (Seasonal)	7.95	13.13
Lifeguard (Seasonal)	7.95	13.13
Seasonal Laborer - Other	7.95	13.13
Parks Maintenance Worker (Seasonal)	7.95	13.13
Recreation Worker (Seasonal)	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
MIS Technician (Part Time)	14.00	20.00
Human Resource (Part Time)	25.00	38.00
Special Projects Clerk (part time)	50.00	56.00

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

#### **RESOLUTION NO. 030-14**

#### A RESOLUTION AUTHORIZING THE CITY MANAGER TO OPT-IN TO THE BRIDGE INSPECTION PROGRAM SERVICES WITH THE OHIO DEPARTMENT OF TRANSPORTATION ("ODOT") PID NO. 97103; AND DECLARING AN EMERGENCY

**WHEREAS**, ODOT has instituted a Bridge Inspection Program of which the City of Napoleon now desires to opt-in; and,

**WHEREAS**, City, being the Local Public Agency, hereafter called "LPA" does grant the City Manager the authority to enter into any contracts or agreements necessary to opt into said program; and,

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

Section 1. That, the City Manager of Napoleon, Ohio is hereby empowered on behalf of the LPA to prepare and execute any and all documents necessary to opt-in to the Bridge Inspection Program PID NO. 97103.

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, 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 4. 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 in order to timely take effect and be in force to meet ODOT's timeline for opting in; 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:	
	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 Resolution No. 030-14 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. 020-14**

#### 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" (TRANSFER 2); AND DECLARING AN EMERGENCY

**WHEREAS,** the City is a charter municipality having those powers of self government as stated in Article I of its Charter, and,

**WHEREAS**, in order to provide Fund Balances for approved expenditures in certain funds on an as needed basis, it is necessary to transfer funds from respective funds to other funds; Now Therefore,

**WHEREAS**, Council previously authorized such a transfer in Resolution No. 070-13; however, another transfer is necessary; Now Therefore,

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

Section 1. That, pursuant to Section 5705.14 of the ORC and this Resolution, the Finance Director is hereby authorized and directed to transfer monies among the various funds on an as needed basis in Fiscal Year 2014 as listed in Exhibit "A" (Transfer 2), attached hereto and made a part of this Resolution.

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 the City of Napoleon, Ohio.

Section 3. 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, only that portion shall be held invalid and the remainder shall remain valid.

Section 4. 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 assure the prompt and efficient conduct of the municipal operations related to public peace, health or safety of the City; 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: \_\_\_\_\_

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 Resolution No. 020-14 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 ATTACHMENT TO RESOLUTION No. 020-14

	2014 APPROPRIATION BUDGET - TRANSFEI	R OF FUNDS	<u>S</u>
	RESOLUTION No. 020-14, Passed 04/07/2014		
	ORIGINAL BUDGET - 2014 TRANSFER OF FUNDS	= TRANSFER	AMOUNTS =
	FUND NAME, FROM - TO, PURPOSE	FROM	<u>T0</u>
FROM:	100 GENERAL FUND	\$60,000	
TO:	101 GENERAL RESERVE BALANCE FUND		\$60,000
Purpose:	Transfers to a General Fund Reserve Balance Fund as directe	d by City Counc	;il.
FROM:	400 CAPITAL IMPROVEMENT FUND	\$126,000	
TO:	401 CIP FUNDING RESERVE FUND		\$126,000
Purpose:	Funding Reserves for Current and Future Capital Purchases.		
	TOTALS - FROM	186,000	
	TOTALS - TO		186,000
		========	========

#### **ORDINANCE NO. 023-14**

#### AN ORDINANCE CREATING THE POSITION OF SPECIAL PROJECTS CLERK; AND, DECLARING AN EMERGENCY

**WHEREAS,** from time to time the City of Napoleon does undertake special projects and desires to have a clerk for these projects that is an employee of Council, and;

WHEREAS, the Council for the City of Napoleon desires to create a new position entitled "Special Projects Clerk"; Now Therefore:

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

Section 1. That, this Council desires to create a new position, pursuant to Article II, Section 2.10 of the Charter of the City of Napoleon, entitled "Special Projects Clerk."

Section 2. That, the duties of the Special Projects Clerk will be defined in a job description which may be approved by simple vote of the City Council. Any changes to the job description would need to be made by simple vote or the passage of appropriate legislation, either of which must clearly define the changes and new effective date. Said job description shall be on file with the City of Napoleon Human Resource Department.

Section 3. That, the pay for the Special Projects Clerk shall be set in the City of Napoleon's Pay Plan.

Section 4. That, Council's intent of this legislation is to create a "Special Projects Clerk" and not a Clerk of Council; therefore, the Finance Director shall remain the Clerk of Council for the City of Napoleon, Ohio.

Section 5. 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 6. 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 7. 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 the position to be in place so that continued discussion and action can be made on behalf of the City for both the new Water Treatment Plant and for continued representation with AMP all of which are related to public peace, health or safety; 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:	
	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. 023-14 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

## City of Napoleon SPECIAL PROJECTS CLERK

<b>DEPARTMENT:</b>	City Council
<b>Reports To:</b>	City Council
FLSA STATUS:	Salaried (Exempt)
<b>CIVIL SERVICE:</b>	Unclassified (Non-Competitive)
UNION:	Non-Bargaining
<b>PREPARED BY:</b>	Trevor Hayberger, Law Director
<b>APPROVED BY:</b>	City Council
<b>APPROVAL DATE:</b>	

## SUMMARY

Lead administrator for the decision making of any issues and matters related to the planning, designing, financing, building, and operation of a new water treatment plant and must effectively relate that information to the City Manager, Council, or any Committees of Council for final approval. Also, serves as the City of Napoleon Electric Department's liaison to the City Manager and City Council regarding electric and American Municipal Power (AMP) issues and matters.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Coordinates the planning, design, financing, building, and the initial stages of the operation of the new water treatment plant with the City Manager
- Properly and effectively relay information regarding planning, design, financing, building, and the initial stages of the operation of the water treatment plant to the City Manager, Committees of Council, Board of Public Affairs, and/or Council
- Actively evaluate, relay information, and propose direction to the City Manager, Committees of Council, Board of Public Affairs, and/or Council in relation to any and all of the following:
  - The City of Napoleon's Electric Portfolio
  - Information relating to any rate or other power studies
  - The availability of grants relating to public power
  - Removal or addition to any behind the meter power generation
  - Information relating to AMP and any other ancillary services
  - Information or transactions with the regional transmission organization ("RTO")

### KNOWLEDGE, SKILLS AND ABILITIES

- Comprehensive knowledge of modern principles of public administration as applied to municipal government, specifically working knowledge of a water treatment plant and the City's interrelations with American Municipal Power (AMP)
- Knowledge of State and Federal legislation relating to public power
- Knowledge of State and Federal legislation relating to water treatment facilities
- Ability to plan and coordinate the many simultaneous functions and activities of City government
- Provide sound judgment and make wise decisions based upon best practices.

• Effective Communicator.

## **EDUCATION AND/ OR EXPERIENCE**

- Demonstrated experience in municipal government.
- Graduation from a college or university of recognized standing, preferably with an advanced degree in public administration or a related field with considerable experience.

## **GENERAL REQUIREMENTS**

- Employee must meet the City of Napoleon's residency requirements as outlined in the City's Personnel Code within one (1) year of employment.
- Must possess and maintain a valid Ohio Driver's License.

## LANGUAGE SKILLS

Must be able to communicate effectively in English both verbally and in writing.

## **MATHEMATICAL SKILLS**

Must be able to make moderately complex mathematical calculations and interpret data.

## **REASONING ABILITY**

Must be able to understand, carry out and direct complex oral and written directions.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job with or without reasonable accommodations.

• This job must be performed on-site unless otherwise directed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **ORDINANCE NO. 024-14**

#### AN ORDINANCE APPOINTING DR. JON A. BISHER, AS THE SPECIAL PROJECTS CLERK FOR THE CITY OF NAPOLEON, OHIO; AND, DECLARING AN EMERGENCY

WHEREAS, the Council for the City of Napoleon has created a new position entitled "Special Projects Clerk," and;

**WHEREAS,** the Council for the City of Napoleon desires to appoint Dr. Jon A. Bisher as the Special Projects Clerk; **Now Therefore**:

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

Section 1. That, this Council appoints Dr. Jon A. Bisher, to the part time employment position of Special Projects Clerk for the City of Napoleon, Ohio, effective 12:00 am May 1, 2014.

Section 2. That, effective May 1, 2014, Dr. Bisher's hourly rate will be approximately Fifty Dollars and Eighty Eight cents per hour (specifically \$50.8874 per hour). Dr. Bisher shall thereafter be subject to continued annual performance reviews by the Personnel Committee or City Council and, after each satisfactory review, said salary may be increased by an amount determined by Council.

Section 3. That, Dr. Bisher shall be allowed to carry over sick time that he currently has or is continuing to accrue, all of which said carry over hours shall not exceed 100 hours.

Section 4. That, Dr. Bisher shall be provided a cell phone for his use as Special Projects Clerk.

Section 5. That, Dr. Bisher shall be provided an internet allowance for the effective execution of his duties as Special Projects Clerk.

Section 6. That, Dr. Bisher shall receive the standard rate for mileage in performing his duties as Special Projects Clerk.

Section 7. That, Dr. Bisher shall be provided office space to perform his duties as Special Project Clerk.

Section 8. That, upon Dr. Bisher's appointment he shall work 64 hours per pay period for the first 4 pay periods, thereafter he shall work 32 hours per pay period.

Section 9. That, Dr. Bisher's retirement date will be April 30, 2014 and that his new employment date will be May 1, 2014.

Section 10. That, any other benefits for the Special Projects Clerk not inconsistent with the benefits laid out in this legislation shall accrue and be in accordance with Chapter 197 of the Codified Ordinances (Personnel Code) and the applicable provisions of the City's Employment Policy Manual for part time employees, both as may be amended from time to time.

Section 11. 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

## City of Napoleon SPECIAL PROJECTS CLERK

<b>DEPARTMENT:</b>	City Council
<b>Reports To:</b>	City Council
FLSA STATUS:	Salaried (Exempt)
<b>CIVIL SERVICE:</b>	Unclassified (Non-Competitive)
UNION:	Non-Bargaining
<b>PREPARED BY:</b>	Trevor Hayberger, Law Director
<b>APPROVED BY:</b>	City Council
<b>APPROVAL DATE:</b>	

## SUMMARY

Lead administrator for the decision making of any issues and matters related to the planning, designing, financing, building, and operation of a new water treatment plant and must effectively relate that information to the City Manager, Council, or any Committees of Council for final approval. Also, serves as the City of Napoleon Electric Department's liaison to the City Manager and City Council regarding electric and American Municipal Power (AMP) issues and matters.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Coordinates the planning, design, financing, building, and the initial stages of the operation of the new water treatment plant with the City Manager
- Properly and effectively relay information regarding planning, design, financing, building, and the initial stages of the operation of the water treatment plant to the City Manager, Committees of Council, Board of Public Affairs, and/or Council
- Actively evaluate, relay information, and propose direction to the City Manager, Committees of Council, Board of Public Affairs, and/or Council in relation to any and all of the following:
  - The City of Napoleon's Electric Portfolio
  - Information relating to any rate or other power studies
  - The availability of grants relating to public power
  - Removal or addition to any behind the meter power generation
  - Information relating to AMP and any other ancillary services
  - Information or transactions with the regional transmission organization ("RTO")

### KNOWLEDGE, SKILLS AND ABILITIES

- Comprehensive knowledge of modern principles of public administration as applied to municipal government, specifically working knowledge of a water treatment plant and the City's interrelations with American Municipal Power (AMP)
- Knowledge of State and Federal legislation relating to public power
- Knowledge of State and Federal legislation relating to water treatment facilities
- Ability to plan and coordinate the many simultaneous functions and activities of City government
- Provide sound judgment and make wise decisions based upon best practices.

• Effective Communicator.

## **EDUCATION AND/ OR EXPERIENCE**

- Demonstrated experience in municipal government.
- Graduation from a college or university of recognized standing, preferably with an advanced degree in public administration or a related field with considerable experience.

## **GENERAL REQUIREMENTS**

- Employee must meet the City of Napoleon's residency requirements as outlined in the City's Personnel Code within one (1) year of employment.
- Must possess and maintain a valid Ohio Driver's License.

## LANGUAGE SKILLS

Must be able to communicate effectively in English both verbally and in writing.

## **MATHEMATICAL SKILLS**

Must be able to make moderately complex mathematical calculations and interpret data.

## **REASONING ABILITY**

Must be able to understand, carry out and direct complex oral and written directions.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job with or without reasonable accommodations.

• This job must be performed on-site unless otherwise directed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **ORDINANCE NO. 010-14**

#### AN ORDINANCE AMENDING SECTION 931.07 INCREASING WATER RATES FOR BULK SALES FOR THE YEARS 2014, 2015 AND 2016, ESTABLISHING A WEEKEND TESTING FEE, AND INCREASING FEES FOR TESTING; AND DECLARING AN EMERGENCY

**WHEREAS**, the Board of Public Affairs in a regular meeting held on March 10, 2014, reviewed the existing water rates and determined a rate increase over a three year period for 2014, 2015 and 2016 is necessary in order to keep the water utility fund sound; Now Therefore,

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

Section 1. That, Section 931.07 of the Codified Ordinances of the City of Napoleon, Ohio, shall be amended and enacted as follows:

#### "931.07 WATER RATES.

The water rates charged by the City shall be as follows except as may otherwise be permitted by rule:

(a) A City approved water meter shall be utilized for determining use of water.

(b) The following rates are established and shall be charged to all classes of water users, until otherwise changed.

- (1) Effective with the first billing cycle in the year 2013, to be reflected in the first billing in February of the year 2013, except for direct sales as established in subsection (b)(1)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(2) hereof. The commodity charge shall be computed as follows:
  - A. Units of water used inside the corporation: Units: 1 up to 10 = \$4.75 each unit, then Units: 11 up to 250 = \$4.50 each unit, then Units: Over 250 = \$3.30 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

B. Units of water used outside the corporation:\* Units: 1 up to 10 = \$7.13 each unit, then Units: 11 up to 250 = \$6.75 each unit, then Units: Over 250 = \$4.95 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

- C. Direct sales at the plant: \$7.71 per 1,000 gallons.
- (2) In addition, there shall be a capacity charge (base charge) per service as follows:

Capacity of Service (Meter size in inches)	Capacity Charge (Inside corporation)	Capacity Charge (Outside corporation)*
A. 1.00 and less	\$11.07	\$16.60
B. 1.25	39.72	59.58

C. 1.50	62.93	94.41
D. 2.00	128.01	192.02
E. 3.00 and up	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
Н. 8.00	1,500.00	2,250.00
I. 10.00 AND UP	2,000.00	3,000.00

(3) Effective with the first billing cycle in the year 2014, to be reflected in the first billing in February of the year 2014, except for direct sales as established in subsection (b)(3)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(4) hereof. The commodity charge shall be computed as follows:

A. Units of water used inside the corporation: Units: 1 up to 10 = \$4.90 each unit, then Units: 11 up to 250 = \$4.65 each unit, then Units: Over 250 = \$3.45 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

B. Units of water used outside the corporation:\* Units: 1 up to 10 = \$7.35 each unit, then Units: 11 up to 250 = \$6.98 each unit, then Units: Over 250 = \$5.18 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

- C. Direct sales at the plant: \$7.71 \$7.94 per 1,000 gallons.
- (4) In addition, there shall be a capacity charge (base charge) per service as follows:

Capacity of Service (Meter size in inches)	Capacity Charge (Inside corporation)	Capacity Charge (Outside corporation)*
A. 1.00 and less	\$11.07	\$16.60
B. 1.25	39.72	59.58
C. 1.50	62.93	94.41
D. 2.00	128.01	192.02
E. 3.00 AND UP	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
Н. 8.00	1,500.00	2,250.00
I. 10.00 AND UP	2,000.00	3,000.00

- (5) Effective with the first billing cycle in the year 2015, to be reflected in the first billing in February of the year 2015, except for direct sales as established in subsection (b)(5)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(6) hereof. The commodity charge shall be computed as follows:
  - A. Units of water used inside the corporation: Units: 1 up to 10 = \$5.05 each unit, then Units: 11 up to 250 = \$4.80 each unit, then Units: Over 250 = \$3.60 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

B. Units of water used outside the corporation:\* Units: 1 up to 10 = \$7.58 each unit, then Units: 11 up to 250 = \$7.20 each unit, then Units: Over 250 = \$5.40 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

- C. Direct sales at the plant: \$7.71 \$8.18 per 1,000 gallons.
- (6) In addition, there shall be a capacity charge (base charge) per service as follows:

Capacity Of Service (Meter size in Inches)	Capacity Charge (Inside Corporation)	Capacity Charge (Outside Corporation)*
A. 1.00 And Less	\$11.07	\$16.60
B. 1.25	39.72	59.58
C. 1.50	62.93	94.41
D. 2.00	128.01	192.02
E. 3.00 AND UP	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
Н. 8.00	1,500.00	2,250.00
I. 10.00 AND UP	2,000.00	3,000.00

(7) Effective with the first billing cycle in the year 2016, to be reflected in the first billing in February of the year 2016, except for direct sales as established in subsection (b)(7)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(8) hereof. The commodity charge shall be Computed as follows:

A. Units of water used inside the corporation:

- Units: 1 up to 10 = \$5.20 each unit, then
- Units: 11 up to 250 = \$4.95 each unit, then
  - Units: Over 250 = \$3.75 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

Β. Units of water used outside the corporation:\*

- Units: 1 up to 10 = \$7.80 each unit, then
- Units: 11 up to 250 =\$7.43 each unit, then
- Units: Over 250 = \$5.63 each unit.

Note: One Unit of Water is defined as 100 cubic feet.

Direct sales at the plant: \$7.71 \$8.43 per 1,000 gallons. C.

In addition, there shall be a capacity charge (base charge) per service as follows: (8)

Capacity of Service (Meter size in inches)	Capacity Charge (Inside corporation)	Capacity Charge (Outside corporation)*
A. 1.00 and less	\$11.07	\$16.60
B. 1.25	39.72	59.58
C. 1.50	62.93	94.41
D. 2.00	128.01	192.02
E. 3.00 AND UP	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
Н. 8.00	1,500.00	2,250.00
I. 10.00 AND UP	2,000.00	3,000.00

(c) The capacity of service shall be determined by the City and, normally, shall be equal to the size of the consumer's water meter.

\*Except for bulk sales direct from the Water Plant, both capacity and commodity water charges outside the City are charged at approximately fifty percent (50%) higher than in the City, unless otherwise modified by rule or terms of a contract. Nothing in this section shall be construed to prohibit the City from increasing or decreasing the percentage stated in a contract where not otherwise prohibited by law.

No deduction in capacity charge (from the beginning of time) is applicable as it (d) relates to governmental buildings, schools, and charitable institutions.

(e) Water testing fees shall be as follows:

- Testing bacteria (1)mmo/mugg /Smp \$<del>12.00</del>\$20.00 \$25.00\$30.00
- (2)Calibrate chlorine meters /Mtr
  - **TESTING FOR SPECIAL SAMPLES** /SMP \$40.00
- WEEKEND TESTING FOR ANY SAMPLE/SMP \$100.00" (4)

Section 2. That, Section 931.07 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed.

(3)

Section 3. 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 4. 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 5. 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 funding for water operations, a service necessary for public peace, health or safety; 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:			
			John A. Helberg, Council President
Approved:			
			Ronald R. Behm, Mayor
VOTE ON PASSAGE Attest:	_ Yea	_ Nay	_ Abstain

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. 010-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the 010-14 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

#### ORDINANCE NO. 012-14

#### AN ORDINANCE VACATING A CERTAIN ALLEY LOCATED BETWEEN THE RESIDENCES OF 512 AND 514 WEST CLINTON STREET AND 508 WEST CLINTON STREET LOTS 22 AND 23 IN A.H. TYLER'S THIRD ADDITION OF THE CITY OF NAPOLEON, HENRY COUNTY, OHIO

WHEREAS, a petition was filed by a person owning a lot in the municipal corporation praying that an alley in the immediate vicinity of such lot be vacated, located in A.H. Tyler's Third Addition of the City of Napoleon, Ohio pursuant to Chapter 909 of the Codified Ordinances of the City of Napoleon, Ohio and Chapter 723 of the Ohio Revised Code; and,

WHEREAS, the Planning Commission had a Public Hearing (PC-14-01), after being duly published, and there was no opposition; and,

WHEREAS, the Planning Commission passed Resolution PC-14-01 recommending that said alley be vacated by the Napoleon City Council; Now Therefore,

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

Section 1. That, this Council finds that there has been compliance with all applicable provisions of Chpt. 723 of the Ohio Revised Code and Chpt. 909 of Codified Ordinances in regards to vacation of a certain alley as more particularly described in Section 2 of this Ordinance, including but not limited to the notice requirement.

Section 2. That, this Council finds that there exists a petition signed by an authorized person owning a lot in the municipal corporation praying that an alley in the immediate vicinity of such lot be vacated, more specifically, the alley located between 512 and 514 West Clinton Street and 508 West Clinton Street, Lots 22 and 23 in A.H. Tyler's Third Addition of the City of Napoleon, Henry County, Ohio, as shown on the plat currently on file in the office of the Zoning Administrator and as shown on Exhibit "A" which is attached and incorporated herein.

Section 3. That, this Council further finds there is good cause for such alley vacation as prayed for, that such vacation of the alley will not be detrimental to the general interests.

Section 4. That, the City Engineer is hereby instructed to present the vacation plat of said vacated alley to the Clerk of Council and the Clerk is instructed to endorse upon such plat, the action of this Council in vacating such alley and to cause this Ordinance and the said plat to be recorded in the office of the Recorder of Henry County, Ohio.

Section 5. That, the Clerk of Council is directed to notify the Auditor of Henry County, Ohio of the vacation, by sending a copy of this Ordinance.

Section 6. That, the directives as stated in Sections 4 and 5 of this Ordinance shall only be completed after payment of all costs to the City owed by the petitioner as established in Chapter 909 of the Codified Ordinances of the City of Napoleon, Ohio.

Section 7. 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 8. 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 9. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Passed:	·····
	John A. Helberg, Council President
Approved:	
	Ronald A. Behm, Mayor
VOTE ON PASSAGE Yea	a 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. 012-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_; & 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

west clinton alley vaca 012

## VACATION PLAT FOR THE ALLEY BETWEEN LOTS NUMBERED 22 AND 23 IN A. H. TYLER'S THIRD ADDITION TO THE CITY OF NAPOLEON, OHIO, HENRY COUNTY, OHIO



#### ORDINANCE NO. 013-14

#### AN ORDINANCE VACATING A CERTAIN ALLEY LOCATED BEHIND 619 SOUTH PERRY STREET LOTS 41 AND 42 IN E.T. BARNES FIRST ADDITION OF THE CITY OF NAPOLEON, HENRY COUNTY, OHIO

WHEREAS, a petition was filed by a person owning a lot in the municipal corporation praying that an alley in the immediate vicinity of such lot be vacated, located in E.T. Barnes First Addition of the City of Napoleon, Ohio pursuant to Chapter 909 of the Codified Ordinances of the City of Napoleon, Ohio and Chapter 723 of the Ohio Revised Code; and,

WHEREAS, the Planning Commission had a Public Hearing (PC-14-02), after being duly published, and there was no opposition; and,

WHEREAS, the Planning Commission passed Resolution PC-14-02 recommending that said alley be vacated by the Napoleon City Council; Now Therefore,

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

Section 1. That, this Council finds that there has been compliance with all applicable provisions of Chpt. 723 of the Ohio Revised Code and Chpt. 909 of Codified Ordinances in regards to vacation of a certain alley as more particularly described in Section 2. of this Ordinance, including but not limited to the notice requirement.

Section 2. That, this Council finds that there exists a petition signed by an authorized person owning a lot in the municipal corporation praying that an alley in the immediate vicinity of such lot be vacated, more specifically, the alley located behind 619 South Perry Street (Quilters Hideaway) Lots 41 and 42 in E.T. Barnes First Addition of the City of Napoleon, Henry County, Ohio, as shown on the plat currently on file in the office of the Zoning Administrator and as shown on Exhibit "A" which is attached and incorporated herein.

Section 3. That, this Council further finds there is good cause for such alley vacation as prayed for, that such vacation of the alley will not be detrimental to the general interests and ought to be and is made subject to the City reserving an easement therein for the installation, maintaining, operating, renewing, constructing, reconstructing and removing of any existing utility facilities, and for the purpose to access said facilities, pursuant to Section 723.041 of the Ohio Revised Code.

Section 4. That, the City Engineer is hereby instructed to present the vacation plat of said vacated alley to the Clerk of Council and the Clerk is instructed to endorse upon such plat, the action of this Council in vacating such alley and to cause this Ordinance and the said plat to be recorded in the office of the Recorder of Henry County, Ohio.

Section 5. That, the Clerk of Council is directed to notify the Auditor of Henry County, Ohio of the vacation, by sending a copy of this Ordinance.

Section 6. That, the directives as stated in Sections 4 and 5 of this Ordinance shall only be completed after payment of all costs to the City owed by the petitioner as established in Chapter 909 of the Codified Ordinances of the City of Napoleon, Ohio.

Section 7. 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 8. 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 9. That, upon passage, this Ordinance shall take 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. 013-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_; & 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

619 S Perry alley vaca 013
## VACATION PLAT FOR THE ALLEY BETWEEN LOTS NUMBERED 41 AND 42 IN E. T. BARNES FIRST ADDITION TO THE CITY OF NAPOLEON, OHIO, HENRY COUNTY, OHIO



C - Found cross win sidewalk from previous survey

# Memo

To:City Council & Jon Bisher, City ManagerFrom:Scott Hoover, Water Plant SuperintendentDate:April 16,2014Re:Lime Sludge Lagoon Cleaning Bid

On April 16, 2014 two Bids were opened for cleaning of our Lime Sludge Lagoons, for the Water Treatment Plant. The Bids submitted were as follows:

- Synagro: No Bid
- Mid Ohio Sludge Management, Inc. \$0.008 Material, \$0.015 Labor, Total of \$0.023 per gallon
- GSI : \$ 2.45 cubic ft=\$0.3275 per gallon. :: \$49,500 total price equals \$0.055 per gallon They listed it 2 ways.

Therefore the low bidder for removal of our Lime Sludge is Mid Ohio Sludge Management, Inc. and I would recommend to Council that the bid be awarded to Mid Ohio Sludge Management, Inc. as the lowest and best.

We have contracted with Mid Ohio Sludge Management, Inc. for sludge removal since 1998, and have been very happy with there work. Therefore, I would like Council to approve there bid. This is a 3 year contract and I believe this is excellent quote.

If you have any questions concerning this matter, please feel free to contact me.

			POLEON OHIO		
Project Name:			VENDOR		
WTP Lime Sludge			VENDOR		
Lagoon Cleaning		2	3	ź	
	(A)	(B)	(C)	(D)	(E)
DATE OPENED	Synagro Central, LLC	Mid-Ohio Sludge	GSI	······································	<u>\_/</u> _/
Weds., April 16, 2014	435 Williams Court	Management, Inc.	18328 St. Hwy. 97		
TIME: 11:00 AM	Suite 100	11313 Strecker Road	Petersburg, IL 62675		
OPENED BY:	Baltimore, MD 21220	Bellevue, OH 44811	Groh Dredging &		
Gregory J. Heath			Marine Construction,		
			LLC		
ENGINEER'S				······································	
ESTIMATE:					
BIDDER		f			
BID SECURITY * \$3,000.00					
NON COLLUSION *		XXX	XXX		
AFFIDAVIT			NOT COMPLETE;		
PROPERTY TAX		XXX	IS NOTARIZED		
FORM		NOR			
CORPORATE		XXX	NOT INCLUDED		
RESOLUTION		NOVA -			
PROPERTY TAX		XXX	NOT INCLUDED		
CERTIFICATION -					
ORC 3517.13					
EXPERIENCE *	······································				
STATEMENT		ХХХ	XXX		
EQUIPMENT *				- WARRANGE - VIII	
STATEMENT		XXX	ХХХ		
TOTAL	No bid submitted:	\$0.008 Materials +		enternation of the sector of t	
CONTRACT	Keep on bidder's	\$0.015 Labor =	W/EXCEPTIONS:		
PRICE	list	\$0.023/gallon	\$49,500.00		
***11*		removed			
		IEIHUVEU	(\$2.45/CuFt)		



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

# Memorandum

 To: Dr. Jon A. Bisher, City Manager
 From: Chad E. Lulfs, P.E., P.S., Director of Public Works
 cc: Mayor, City Council, & Henry County Commissioners Monica Irelan, Assistant City Manager Greg Heath, City Finance Director Niki Warnke, M.V.P.O.
 Date: April 21, 2014
 Subject: Northcrest Circle Improvements Recommendation of Award

\$402,689.00

On Tuesday, April 8, 2014, bids were opened and read aloud for the above referenced project. Two (2) bids were submitted and read as follows:

#### **BASE BID**

Vernon Nagel, Inc.	\$355,472.00
Crestline Paving & Excavating Co., Inc.	\$398,897.00

ALTERNATE BID – BITUMINOUS EMULSION FDR	
Crestline Paving & Excavating Co., Inc.	\$402,689.00

#### <u>ALTERNATE BID – PORTLAND CEMENT FDR</u>

Crestline Paving & Excavating Co., Inc.

The published Engineer's Estimate for this project is \$375,000.00. This project consists of full reconstruction of Northcrest Circle, including the asphalt pavement, concrete curbing, concrete drive approaches, sanitary sewer, storm sewer (extension), and waterline.

Having reviewed the submitted bids, it is my recommendation that Council award Vernon Nagel, Inc. the contract for Northcrest Circle Improvements in the amount of \$355,472.00. If you have any questions or require additional information, please contact me at your convenience.

CEL



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

# Memorandum

To:	Dr. Jon A. Bisher, City Manager
From:	Chad E. Lulfs, P.E., P.S., City Engineer
cc:	Mayor & City Council
	Monica Irelan, Assistant City Manager
	Greg Heath, City Finance Director
Date:	April 21, 2014
Subject:	Perry Street Parking Lot
	Approval of Plans & Specifications

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the Perry Street Parking Lot Project. This project consists of constructing a concrete or asphalt parking lot at the corner of N. Perry Street and W. Main Street. This is the final step in the project that involved the demolition of the buildings at this location.

Engineer's Estimate of Construction:

Concrete:	\$95,000.00.
Asphalt:	\$86,000.00

Budgeted amount for this project is \$95,000.00.

CEL

## City of Napoleon SPECIAL PROJECTS CLERK

<b>DEPARTMENT:</b>	City Council
<b>REPORTS TO:</b>	City Council
FLSA STATUS:	Salaried (Exempt)
<b>CIVIL SERVICE:</b>	Unclassified (Non-Competitive)
UNION:	Non-Bargaining
<b>PREPARED BY:</b>	Trevor Hayberger, Law Director
<b>APPROVED BY:</b>	City Council
<b>APPROVAL DATE:</b>	

### SUMMARY

Lead administrator for the decision making of any issues and matters related to the planning, designing, financing, building, and operation of a new water treatment plant and must effectively relate that information to the City Manager, Council, or any Committees of Council for final approval. Also, serves as the City of Napoleon Electric Department's liaison to the City Manager and City Council regarding electric and American Municipal Power (AMP) issues and matters.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Coordinates the planning, design, financing, building, and the initial stages of the operation of the new water treatment plant with the City Manager
- Properly and effectively relay information regarding planning, design, financing, building, and the initial stages of the operation of the water treatment plant to the City Manager, Committees of Council, Board of Public Affairs, and/or Council
- Actively evaluate, relay information, and propose direction to the City Manager, Committees of Council, Board of Public Affairs, and/or Council in relation to any and all of the following:
  - The City of Napoleon's Electric Portfolio
  - Information relating to any rate or other power studies
  - The availability of grants relating to public power
  - Removal or addition to any behind the meter power generation
  - Information relating to AMP and any other ancillary services
  - Information or transactions with the regional transmission organization ("RTO")

### KNOWLEDGE, SKILLS AND ABILITIES

- Comprehensive knowledge of modern principles of public administration as applied to municipal government, specifically working knowledge of a water treatment plant and the City's interrelations with American Municipal Power (AMP)
- Knowledge of State and Federal legislation relating to public power
- Knowledge of State and Federal legislation relating to water treatment facilities
- Ability to plan and coordinate the many simultaneous functions and activities of City government
- Provide sound judgment and make wise decisions based upon best practices.

• Effective Communicator.

## **EDUCATION AND/ OR EXPERIENCE**

- Demonstrated experience in municipal government.
- Graduation from a college or university of recognized standing, preferably with an advanced degree in public administration or a related field with considerable experience.

## **GENERAL REQUIREMENTS**

- Employee must meet the City of Napoleon's residency requirements as outlined in the City's Personnel Code within one (1) year of employment.
- Must possess and maintain a valid Ohio Driver's License.

## LANGUAGE SKILLS

Must be able to communicate effectively in English both verbally and in writing.

### **MATHEMATICAL SKILLS**

Must be able to make moderately complex mathematical calculations and interpret data.

## **REASONING ABILITY**

Must be able to understand, carry out and direct complex oral and written directions.

## WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job with or without reasonable accommodations.

• This job must be performed on-site unless otherwise directed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



## **GRASSROOTS CALL TO ACTION**

## YOUR CONTACTS ARE NEEDED NOW URGE CONGRESS TO PROTECT BABS AND NEW CREBS CREDIT PAYMENTS FROM FURTHER CUTS

- TO: AMP/OMEA MEMBERS
- FROM: JOLENE THOMPSON, AMP SENIOR VICE PRESIDENT / OMEA EXECUTIVE DIRECTOR
- DATE: APRIL 8, 2014

As you may recall, we communicated with you last fall regarding the negative financial implications that budget "sequestration" has had – and is expected to continue to have – on AMP members participating in projects financed using Build America Bonds (BABs) and New Clean Renewable Energy Bonds (New CREBs). We sincerely appreciate the efforts that many of you took to send letters to your U.S. House members and your U.S. Senators, urging that Congress address this inherently unfair condition.

Since then, however, sequestration of BABs and New CREB's credit payments has not been fixed, and Congress and the Administration have instead actually extended sequestration for three additional years (through FY 2024 – a cumulative loss to AMP and our members of approximately \$63 million), using the revenue to fund other federal programs. We need to break Congress and the Administration of this bad habit of raiding credit payments owed to BABs and New CREBs issuers, including AMP. Enough is enough. The time is now to tell Congress it needs to act to protect BABs and New CREBs credit payments from further cuts.

While Congress and the Administration have essentially reached an accord on the budget through FY 2015, we continue to see pressures to use sequestration revenues to fund other government programs, most recently including the proposed extension of unemployment payments.

The cumulative impacts of sequestration on various AMP projects through FY 2024 is summarized in the table below:

PROJECT	CUMULATIVE CREDIT PAYMENTS REDUCED BY SEQUESTRATION THROUGH FY 2024
Prairie State	\$12,180,176
Combined Hydro	\$38,838,427
Meldahl Hydro	\$11,741,604

We are unbelievably frustrated by this situation. In March, AMP President / CEO Marc Gerken and CFO Bob Trippe led a small group representing AMP / OMEA members in a meeting with the Office of Management and Budget (OMB) on this matter. Unfortunately, the meeting did not result in any commitment from the Administration to fix the sequestration problem. *So your input now to Congress is critical*. We invested billions in essential new electric generation projects and, as part of that, trusted that the promised federal bond credit payments could be relied upon to help write down some of the debt we incurred, only to be denied the full value of those payments after the bonds were issued. The ability of the government to pull this "bait and switch" is another reason we have argued that direct pay bonds would be a poor substitute for tax-exempt financing in the future.

Public power providers like AMP are not alone in being negatively impacted by the sequestration of bond credit payments. States, cities, transit authorities, public water systems, and others who financed public projects with direct payment bonds since 2009 are all feeling the pinch. Congress never intended these credit payments to be held hostage in budget negotiations and tried in drafting the legislation authorizing them to make sure they would be immune from such cuts. *Congress can and should act to reverse the OMB's extraordinary decision to ignore Congress's intent; Congress should hold BAB and New CREB payments harmless to further cuts under sequestration.* 

Attached is a sample letter that you can personalize for your community / utility. As ever, we appreciate your grassroots support on this important issue. Please send me copies of your correspondence, and feel free to contact me (<u>ithompson@amppartnrs.org</u>, 614/540-1111) or Julia Blankenship (<u>iblankenship@amppartners.org</u>, 614/540-0840) with any questions.

Attachment (1)

cc: AMP Board of Trustees
OMEA Board of Directors
Marc S. Gerken, P.E., President / CEO, AMP
Robert W. Trippe, Senior Vice President / CFO, AMP
Marty Kanner, Federal Legislative Counsel, Kanner and Associates
Julia M. Blankenship, Director, Energy Policy and Sustainability, AMP

## PLANNING COMMISSION REPORT TO CITY COUNCIL

The Planning Commission held a hearing on April 8, to review PC 14-05:

The approval of a dog park that is proposed to be built by the Girl Scouts of Western Ohio located on the South side of Front St. in East Riverdowns Park and them donated to the City of Napoleon. The proposed location is in an R-4 Zone that allows for a Dog Park within an existing City park.

The following is the vote of each member of the Planning Commission in the matter of PC 14-05:

	<u>Approval</u>	<u>Disapproval</u>	Absent
Robert McLimans, Chair	X		
Fredrick Furney,			X
Mary Barlow,	X		
Ronald Behm, Mayor	X		
Tim Barry	x		

## PC 14-05 Proposed Napoleon Dog Park

TO: The members of The City Planning Commission FROM: Tom Zimmerman, Zoning Administrator SUBJECT: Proposed Napoleon Dog Park MEETING DATE: March 8, 2014

**BACKGROUND:** An application for a public hearing has been filed by The City of Napoleon Parks and Recreation Department. The applicant is requesting approval of a dog park that is proposed to be built by the Girl Scouts of Western Ohio located on the South side of Front St. in East Riverdowns Park. The Proposed location is in an R-4 Zone that allows for a Dog Park within an existing City park.

## **RESEARCH & FINDINGS:**

- 1. One of the duties of the Planning Commission, as stated in section 159.01 of the City's Ordinances is to recommend the approval or disapproval related to the construction or authorization for construction on city property. A site plan has been submitted and approved by the City's parks and Recreation Board and all City Departments.
- 2. The proposed facility would consist of a 100' x 280' x 5' high chain link fenced area and include exercise components, park benches, trash receptacles and dog waste disposal centers. The facility would have two double gated entries and would be bisected by another fence to separate the large dogs from smaller dogs.











## City of Napoleon Parks and Recreation Department

255 West Riverview Avenue Napoleon, Ohio 43545 (419) 592-4010 (419) 592-8955 (fax) tcotter@napoleonohio.com

## Memorandum

То:	Jon A. Bisher, City Manager
From:	Tony Cotter, Director of Parks and Recreation
Date:	March 14, 2014
Subject:	Dog Park Proposal – Estimated Perpetual Maintenance Costs

As the issue of a proposed dog park is being considered for approval, the following items are listed in an effort to provide estimated maintenance costs:

- Mowing and Trimming since the area will remain grass, no additional mowing costs would be required. The fenced area and any structures within the facility will require string trimming during the growing season. Approximately 1 man hour per week will be needed.
   Estimated annual cost \$25 per week for 24 weeks = \$600
- Waste Removal the plan proposes pet waste centers within the facility. Park rules will require
  pet owners to dispose of their pet waste into the designated receptacles. Our staff would be
  responsible for removing can liners and placing them in the park barrels for pickup by the
  sanitation department. No significant increase in manpower costs would be noticed as trash
  pickup is a normal daily duty of our maintenance staff. Trash receptacle liners would need to be
  purchased on a regular basis.

Estimated annual cost - \$100

• Facility Access Administration – the proposal calls for the facility to be equipped with an electronic gate lock system that will require the use of a key card or fob to gain access. Key cards or fobs will be issued to registered pet owners that provide required vaccination documentation. The recommendation is that the receptionist staff at the City Building issues the facility keys and maintains an authorized user list. A fee would be established to cover the costs of the keys and administration time. Keys would expire after one year and would need to be renewed annually. Existing users' keys would be reused and reprogrammed but an annual fee would be required. Although this key access system shall be initially purchased and installed by the Girl Scout Group, it should be noted that maintenance and/or replacement of this system would ultimately be the responsibility of the City.

Estimated annual cost - \$500 (fees would be collected to cover this cost)

These estimates are general in nature as many of the details of the project have yet to be finalized. Those details include the exact facility size, type of access system, and the number of users. In addition, a complete list of facility rules and regulations will be established by staff and approved by the Parks and Recreation Board.

If you have any questions or would like additional information, please let me know.

## City of Napoleon Parks and Recreation Department

255 West Riverview Avenue Napoleon, Ohio 43545 (419) 592-4010 (419) 592-8955 (fax) tcotter@napoleonohio.com

## Memorandum

То:	Jon A. Bisher, City Manager
From:	Tony Cotter, Director of Parks and Recreation
Date:	March 14, 2014
Subject:	Parks and Recreation Board Recommendation – Dog Park Proposal

On March 5<sup>th</sup>, representatives from the Girl Scouts of Western Ohio, along with members of the local girl scouts troop, proposed to the Parks and Recreation Board the construction of a Dog Park in Napoleon. The Girl Scouts were the recipients of a "Challenge and Change" grant from the USDA. This grant provides funds to scout groups that identify needs in their community and create a project that will elicit long term community change. The group's desire is to build a dog park at East Riverdowns Park (off of E. Front St.) that would give a controlled, safe facility for pet owners to exercise their dog. Attached is the group's project proposal and description along with a facility sketch.

The proposed facility would consist of a 100' x 280' x 5' high chain link fenced area and include exercise components, park benches, trash receptacles, dog waste disposal centers, and landscaping. The facility would have two (2) double gated entries and be bisected by another fence to separate large dogs from small dogs. A lock system will be installed on the entry gates that will require a key fob to gain access. In the scout's proposal, the key fobs would only be distributed to pet owners that have registered their pet, present vaccination paperwork, and pay a small annual fee.

The Girl Scout group has committed to all of the expenses involved in the construction of the Dog Park through grant money and additional fundraising efforts. Once the facility has been completed, the group would like to donate the Dog Park to the City. The City would then be responsible for mowing, trimming, and waste removal. The group is also proposing that City staff administer and distribute key fobs for those registering their pet.

The Parks and Recreation Board passed a unanimous motion to accept the Girl Scouts of Western Ohio's proposed Dog Park plan and to recommend it to City Council.

As this would be a change in the use of East Riverdowns Park, I am asking that this facility's concept and construction sketch be submitted to the Planning Commission for their review at their April 8<sup>th</sup> meeting.

If you have any questions or would like additional information, please let me know.

cc.: Tom Zimmerman, Building and Zoning Administrator Trevor Hayberger, Law Director

### **Benefits to the Community**

- Increased use of East Riverdowns Park
- Keeps dogs away from inappropriate areas (e.g. baseball fields)
- Supports responsible dog ownership, especially current licensing and immunization
- Improves mental and physical health of Napoleon residents
- First and only off-leash dog park available in Henry County and surrounding communities
- Increases desirability of Napoleon to potential new residents
- Activities (such as fitness and education events/programs) at the park promote a greater sense of community
- Provides a safe, appropriate environment for dog owners to exercise and socialize their dogs
- Provides residents who might not otherwise own dogs a resource to promote new, responsible pet ownership

### **Community Awareness Possibilities**

- Dog Park Grand Opening and Wellness Day
- Printed Educational Brochure
- Walk-a-thon/Bark in the Park
- Sheriff and K-9 team presentation
- Dog behavior/training sessions
- Count-your-miles fitness challenge

#### Projected Expenses\*

Fencing	\$6,000
Playground Equipment	\$7,500
Benches	\$3,250
Landscaping	\$1 <i>,</i> 161
Signage	\$2,101
Marketing Materials	\$4,283
Miscellaneous supplies:	\$1,002

- Trash Cans
- Dog First Aid Kit
- Pet Waste Clean Up System

Total Projected Expenses

===== \$ 25,297

\*Projected expenses will be covered by USDA Rural Grant and sponsorships procured from corporate and community donors.





### **Benefits to the Community**

- Increased use of East Riverdowns Park
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## **Girl Scouts of Western Ohio Taking Action in the Community** Napoleon, Ohio

## **Off-Leash Dog Park Proposal**

## **About Girl Scouts**

The mission of Girl Scouts of the USA (GSUSA) is to build girls of courage, character and confidence who make the world a better place. We cultivate life skills, civic responsibility, leadership, social conscience, and self-worth in girls, by offering them a diverse range of opportunities to participate in innovative programs. Girls learn to understand themselves and their values, connect with and inspire others, and take action to make the world a better place. With 112 Girl Scout councils across the country, 2.3 million girl members, 880,000 adult volunteer members and a strong network of resources and collaborations, Girl Scouts is strongly positioned to engage girls to become the change makers of the future.



### United States Department of Agriculture (USDA) Grant Funded Program

Through the USDA Challenge & Change: Challenge Yourself, Change The World grant funded program, Girl Scouts across the United States have an opportunity to embody this mission and make a long-term positive impact on their communities. Piloted in 2006 with 16 councils, Challenge & Change is a comprehensive program that uses experiential and cooperative learning to teach project management, civic engagement and leadership skills. The Girl Scouts in Rural Communities program has strengthened rural communities by focusing on rigorous program goals, community-based projects, strategies that address significant long-term needs in rural communities, and tools to engage local citizens





## **Community Project**

Girl Scouts of Western Ohio has been selected to participate in the Challenge & Change program for two grant cycles. Napoleon was determined to be an ideal community to benefit from this program due to its location, size and active Girl Scout programs. We have just begun the second phase of the grant cycle. Since Girl Scouts is a girl-led organization, the girls were instrumental in selecting the project. After research on community needs and reflection on their own areas of interest, a dog park was determined to be an excellent project to benefit the Napoleon community.

### **Community Investigation and Needs Assessment**

In 2012, Girl Scouts from the City of Napoleon were actively involved in the investigation and needs assessment stage of the Challenge and Change grant and focused on using the curriculum and toolkits provided to determine where the greatest need was in the Napoleon to improve the quality of life, to foster community in the city and where girls had an interest and passion to impact their community. They also met with several community members including the Mayor of Napoleon, the Henry County Hospital CEO



2244 Collingwood Blvd., Toledo, OH 43620 T: 419-243-8216 or 800-860-4516 + F: 419-245-5357 www.girlscoutsofwesternohio.org



and the Humane Society Director to investigate what key stakeholders in the community identified and prioritized as needs.

The two major findings that provided the girls direction on their project were:

- The Henry County Community Health Assessment revealed that 1 in every 4 Henry County children (28%) and 2 of every 3 Henry County adults (65%) are overweight or obese. Specifically, 13% of children and 33% of adults in Henry County are obese. The Health Partners set a goal to reduce the percentage of local children and adults who are obese to < 10% of children and <30% of adults by 2018. The Henry County Community Development Health Improvement Plan identified the community felt that one of the areas of health that needed to address in the community was wellness (e.g. exercise programs for all income levels, year-round activity program, nutrition education for parents, and increased availability of good food).
- The American Heart Association has declared that pets, especially dogs, are good for a person's heart. Owning a pet in general "may be associated with lower blood pressure and cholesterol levels" as well as a lower rate of obesity. Pets can also help a person cope with stressful situations.

### Project Aim

Girl Scouts has spearheaded an initiative in the City of Napoleon to better provide youth and families opportunities to engage in activities that encourage wellness, healthy lifestyles and promote creative learning alongside "man's best friend." We are proposing to build an Off-Leash Dog Park which will more overtly provide activities for Napoleon families to promote physical fitness and improve the mental state of owners. Programming at the dog park would enhance opportunities for people to socialize and share valuable, responsible pet ownership information because of the common bond shared by dog owners. Activities at the dog park can bring people together and create a greater sense of community. Research also shows the empathy gained through an appreciation for pet care can support an appreciation for the wellbeing of other human beings in the community.

### Dog Park Plan & Sustainability

Our plan is to build a 100' x 280' Off- Leash Dog Park, enclosed by a 5' chain link fence in the south end of East Riverdowns Park. The dog park will be separated into two areas, one for small dogs and one for medium-size to large dogs. Each area will have a separate, 10' x 10' double-gated entrance/exit area where owners can unleash and leash their dogs. A 10' maintenance gate to each area will allow easy access for mowing and other maintenance. Inside each area, we will provide benches, garbage receptacles, landscaping (i.e. flowers, bushes) and size-appropriate dog playground equipment. It is the intent that entrance to the dog park will be regulated by a magnetic key fob lock system; residents who wish to use the dog park must provide proof of their dogs' current license and vaccinations to Napoleon City Parks and Recreation and pay a small, one-time fee to cover the cost of the key fob. All upfront costs of constructing and furnishing the park will be covered by the USDA Rural Youth Grant and sponsorships procured from corporate and community donors. When completed, Girl Scouts of Western Ohio will donate the dog park to the City of Napoleon for maintenance and sustainability which includes mowing, trash removal, and key fob management. Our ideal timeframe to start construction is fall 2014.





### **Benefits to the Community**

- Increased use of East Riverdowns Park
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- Supports responsible dog ownership, especially current licensing and immunization
- Improves mental and physical health of Napoleon residents
- First and only off-leash dog park available in Henry County and surrounding communities
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### **Community Awareness Possibilities**

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- Trash Cans
- Dog First Aid Kit
- Pet Waste Clean Up System

Total Projected Expenses

===== \$ 25,297

\*Projected expenses will be covered by USDA Rural Grant and sponsorships procured from corporate and community donors.





## Girl Scouts of Western Ohio Proposed Napoleon Dog Park



#### **Enclosure:**

The exercise areas will be enclosed with a 5ft. high chain-link fence. The enclosure will be separated into two areas—one for dogs under 35 pounds (small dog area) and one for dogs over 35 pounds (large dog area).

#### **Double Gated Entries:**

Each section of the park will have a separate double-gated entry. This safety feature prevents the accidental escape of dogs from the park and provides a space for handlers to acclimate their dogs to the exercise area as well as to leash or unleash their dogs.



2244 Collingwood Blvd., Toledo, OH 43620 T: 419-243-8216 or 800-860-4516  $\blacklozenge$  F: 419-245-5357 www.girlscoutsofwesternohio.org Each exercise area will have bench seating and waste containers. In addition, an extra-wide, locked, single gate in each area will provide easy access for maintenance.

The actual layout of benches and landscaping inside the dog park is to be determined.

mv1440-001



City of Napoleon, Ohio

## TREE COMMISSION

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

## Meeting Agenda

## Monday, April 21, 2014 at 6:00 PM

- I. Approval of Minutes (In the absence of any objections or corrections, the minutes shall stand approved.)
- II. Tree Call Report
- III. Spring Programs
- IV. Arbor Day Observance
- v. Any Other Matters to Come before the Commission

Gregory J. Heath, Finance Director/Clerk of Council

## City of Napoleon, Ohio TREE COMMISSION

## Meeting Minutes Monday, March 17, 2014 at 6:00 pm

PRESENT	
Commission	David Volkman – Chair, Kirk Etzler, Anella Huff, Jeffrey Marihugh, Becky Rohre, Bill Rohrs
City Staff	Marty Crossland, Staff Engineer
Recorder	Tammy Fein
ABSENT	
Members	
Call To Order	Chairperson Volkman called the meeting to order at 6:00 pm.
Approval Of Minutes	The minutes from February 17 stand approved with no corrections or objections.
Tree Call Report	Crossland reported a tree call from MaryLou Zwiebel, 417 Welsted Street, regarding a tree that is leaning toward her driveway due to frost damage; Crossland has contacted the Operations Department and the tree will be cut back so it does not block the driveway; the stump removal may be added to the Spring removal list. Crossland added this tree was a red maple, and there have been approximately three (3) trees replanted in this area since the street was redone, and a hardier type of tree will be planted; this planting may be on the Fall planting list. Crossland reported a tree call from Deb Middleton, 845 Maple Street, regarding a ten (10) to twelve (12) inch silver maple tree in the front yard of the residence that has split in half creating two (2) trunks that are approximately four (4) feet above the ground; this may be added to the Spring removal list. Crossland added that a tree is already being removed at 825 Maple Street in the Spring, and this tree may be removed while the equipment is already there. Marihugh asked the height of this tree; Crossland replied approximately thirty (30) feet.
Spring Programs	<ul> <li>Crossland distributed the 2014 Spring Tree Program Bid Proposal Summary; see attached.</li> <li>Crossland stated the plantings should only take two (2) to three (3) days.</li> <li>Marihugh asked if the companies that placed a removal bid were aware of his safety concerns; Crossland replied that they were, and they will be held accountable for safety practices.</li> <li>Crossland stated that tree trimming should start Monday, March 24 and there is approximately 111 hours of trimming to be completed. Marihugh asked how this was prioritized; Crossland replied that the call-ins are handled first, then the areas of Leonard Street and Clinton Street then heading South, skipping West Washington Street.</li> <li>Volkman asked if the City is getting to the point where a section at a time will be trimmed; Crossland replied that Twin Oaks was recently done and won't be trimmed again for another three (3) to four (4) years, adding that sectional trimming should be handled soon in a five (5) to six (6) year cycle. Crossland stated there is potential sewer work at Anthony Wayne, and the Electric Department has a list of five (5)</li> </ul>
	stump removals.

Arbor Day Observance	olkman stated the Arbor Day Observance will be Friday, April 25 at East verdowns Park Arboretum. Eztler stated he spoke with Matt Dietrich, Principal at entral School, who directed Etzler to speak with Student Advisor; there will be venth graders attending, who will not have to be concerned with testing dates erfering with the observance. Etzler will contact the school to find the most nvenient time for them on April 25, and report back at the next Tree Commission eeting.		
	Crossland contacted Nancy Conrad regarding the Arbor Day Observance tree that is to be planted; Conrad is in favor of having this tree be the replacement for the Ash tree that was already donated but removed.		
Any Other Matters To Come Before The Commission	Crossland placed an order for twenty four (24) additional Gator Bags with a cost of \$599.76, this brings the total of bags to approximately one hundred fifty (150) bags; the bags are larger than the current bags and the Parks Department will spray the stencil on the bags so they do not get stolen.		
	Crossland stated the replacement pump and parts are in for the water trailer at a cost of approximately \$594; Tom Ashbaugh from the Parks Department will have the trailer available the second $(2^{nd})$ week of May to begin watering; the newly planted trees from the Spring Planting Program will be in for approximately a week before the watering will begin.		
	Volkman reminded the Commission that the Tree City USA awards presentation is upcoming; Rohrs added that Stephanie Miller awards plaques to members of Tree City USA. Crossland stated the deadline is March 31, 2014 and if anyone is interested in attending, please let Crossland know by March 24, 2014 so arrangements can be made; Crossland added this is the City's twentieth (20 <sup>th</sup> ) year as a member, so a plaque will be received.		
Motion To Adjourn	Motion: Marihugh Second: Etzler To adjourn the meeting at 6:38 pm.		
Passed Yea- 6 Nay- 0	Roll call vote on above motion: Yea- Rohrs, Etzler, Marihugh, Rohre, Volkman, Huff Nay-		
Approval Date:	David Volkman , Chair		

City of Napoleon, Ohio

## PARKS & RECREATION COMMITTEE

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

## Meeting Agenda

## Monday, April 21, 2014 at 6:15pm

- 1. Call to Order
- 2. Approval of Minutes
- 3. PC 14-05 Dog Park Proposal
- 4. Any other Items Currently Assigned to Committee
- 5. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

# City of Napoleon, Ohio PARKS AND RECREATION COMMITTEE

## Special Meeting Minutes Monday, May 20, 2013 at 8:00 PM

<u>Monday, May 20, 2013 at 8:00 PM</u>				
PRESENT				
P&R Committee	Patrick McColley – Chair, Jeff Lankenau, John Helberg - Pro-Tem			
City Staff	Tony Cotter, Parks & Recreation Director			
	Gregory Heath, Finance Director/Clerk of Council			
	Trevor Hayberger, Law Director			
Recorder	Barbara Nelson			
Others	News Media			
ABSENT				
P&R Committee	None			
Call To Order	Chairman McColley called the meeting to order at 9:40 pm.			
Approval Of Minutes	Minutes of the March 13 special meeting stand approved.			
Lengthening The Season	Cotter put a memo in the packet with projections of what it would look like if the			
At The Golf Course	golf course stayed open longer. Generally, the majority of revenue would come out			
	of the beginning of the season. The weather may be better in October or November			
	but people may be tired of golf. It also gets darker earlier then. Lankenau said most			
	people golfing then will be members. It is all about the weather in April. We can			
	work this out with staff. They will look at the weather and if it's raining or snow, not open up the course. This will not be a windfall of money. We could have made			
	money in last year's April, but not this year. If we stay open additional days, staff			
	will be there on an as needed basis.			
	McColley asked if there was an increase in memberships this year. Cotter said we			
	are up in overall revenue by \$6,000. There are about 101 memberships so far and			
	they are still coming in. McColley asked if we will be able to make revenue off a			
	longer season. Cotter said April would be our best chance to gain revenue.			
	Lankenau said as long as we are not losing money, we can give it a try. Bisher said			
	we can do it this fall and see about 2014.			
Motion To Accept	Motion: Lankenau Second: Sheaffer			
Recommendation	To accept the recommendation of the Parks & Recreation Director regarding			
	lengthening the season at the golf course			
Passed	Roll call vote on above motion.			
Yea-3	Yea – Sheaffer, McColley, Lankenau			
Nay-0	Nay -			
Motion To Adjourn	Motion: Sheaffer Second: Lankenau			
	To adjourn the meeting at 9:46 PM			
Passed	Roll call vote on above motion.			
Yea-3	Yea – Sheaffer, McColley, Lankenau			
Nay-0	Nay –			
Data Annroved				
Date Approved	Jeff Comadoll, Chair			

## Memorandum

To:	Civil Service Commission, Council, Mayor, City Manager, City Law Director,
	City Finance Director, Department Supervisors, Media
From:	Gregory J. Heath, Finance Director/Clerk of Council
Date:	4/17/2014
Re:	Civil Service Commission Meeting Cancellation

The regular Civil Service Commission meeting, scheduled for Tuesday,

April 22 at 4:30 PM, has been CANCELED due to lack of agenda items.



April 02, 2014

Mayor Ronald Behm P.O. Box 151 - 255 West Riverview Avenue Napoleon, OH 43545

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Napoleon on earning recognition as a 2013 Tree City USA. Residents of Napoleon ought to be proud to live in a community that makes the planting and care of trees a priority.

Your community joins more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Napoleon and thank you for helping to create a healthier planet for all of us.

Best Regards,

Hun Knenm

John Rosenow Chief Executive

cc: Marty Crossland

enclosure



# Standard & Poor's affirms 'A' rating for AMP Meldahl Hydro Project

By Bob Trippe – senior vice president/CFO

Standard & Poor's Ratings Services (S&P) has affirmed the 'A' rating with a stable outlook on the \$685,100,000 American Municipal Power, Inc. (AMP) Meldahl Hydroelectric Project Revenue Bonds. The Meldahl Hydro Project revenue bonds were issued to finance the construction of a runof-the-river hydroelectric facility with aggregate generating capacity of 105 MW. The bonds have a final maturity date of February 2050. S&P's report pointed out several positive factors driving the 'A' rating:

- A take-or-pay power sales contract with 48 of AMP's 129 members, with a 106 percent step-up limit if any of the participants default on their payments. The contract obligates the participants to pay their share of all power costs, including debt service, regardless of whether some or all of the three projects are finished or operating.
- The medium investment grade credit profile of the largest participant, the City of Hamilton, whose electric utility accounts for 51 percent of the project's revenue, and the project's relatively small portion of the other 47 participating members' power supply.
- The project's location on an existing dam employs conventional technology, and that AMP already operates a similar facility on the Ohio River.
- Hydroelectric power enhances the projects attractiveness because it is a renewable energy resource with minimum environmental risk.
- The membership base's diversity, the sophistication of AMP's management team, and its efforts to assist and monitor members' credit strength.

S&P also commented that the Ohio members' rates, who make up the largest percentage of the participants, are generally competitive based on the Department of Energy's Energy Information Agency data. Ohio's average residential rate was 11.76 cents per kWh and the projects participant's rates are near or below that level. In addition S&P views AMP's \$750 million revolving credit facility as strong liquidity for the projects.

If you would like a copy of the report, please contact Chris Deeter at 614.540.0848 or <u>cdeeter@amppartners.org</u>.

## AMP protests PJM capacity market changes

By Lisa McAlister – deputy general counsel FERC/RTO affairs

On March 31, 2014, AMP protested a PJM filing that seeks authority from the Federal Energy Regulatory Commission (FERC) to modify the Reliability Pricing Model (RPM) capacity auction rules to make it more difficult and expensive to purchase capacity in a subsequent auction to replace any

#### see PJM Page 2

## AMP members recognized with RP3 for excellence in public power

By Michelle Palmer – assistant vice president of technical services

Several AMP members were awarded Reliable Public Power Provider (RP3) recognition from the American Public Power Association (APPA) during the association's annual Engineering & Operations Technical



& Operations Technical Conference held in Oklahoma City April 6-9.

We are pleased to announce that the City of Wapakoneta and Cuyahoga Falls Electric System both received RP3 Diamond-level designation, awarded to utilities that successfully meet 98-100 percent of the RP3 Program criteria. Prior to this year, the Piqua Municipal Power System was the only AMP member to receive this level of designation.

Other AMP recipients for 2014-16 are:

#### **Platinum Level**

- City of Hamilton Electric Department
- Hillsdale Board of Public Utilities
- Painesville Municipal Electric
- Princeton Electric Plant Board
- Village of Minster
- Westerville Electric Division
- DEMEC member City of Dover Electric Department

#### **Gold Level**

- City of Tipp City Electric
- Marshall Electric Department
- Oberlin Municipal Light & Power System
- Paducah Power System
- DEMEC member City of Seaford Electric Department
   *continued on Page 2*

#### PJM continued from Page 1

shortfall from a prior capacity auction commitment. The March 10, 2014, PJM filing included provisions that would:

- Reduce the number of incremental capacity auctions from three auctions to one auction.
- Require external capacity resources to have the host Balancing Authority sign the letter declaring the capacity would not be recalled.
- Require capacity resources to sign a "Non-Diversion" agreement in which the resource owner commits to not replace the capacity in order to sell it in another market.
- Increase the capacity deficiency rate from the greater of \$20 per MW-day or 20 percent of the capacity clearing price for the auction to \$50 per MW-day or 50 percent of the capacity clearing price for the auction.
- Levy a charge equal to the difference between the Base Residual Auction clearing price and the Incremental Auction clearing price on all replacement transactions, including bilateral replacement transactions.
- Require planned generation greater than 20 MW to have signed a Facilities Study agreement in order to participate in a capacity auction rather than a signed System Impact Study agreement.

AMP protested the filing on the basis that it was not aimed at increasing or addressing any reliability issues. Rather, the sole purpose of the filing appears to be to increase capacity prices in the PJM RPM auctions. AMP argued that PJM's claim that all replacement capacity transactions were undue market speculation is unfounded and that there are many legitimate reasons for resource owners to be allowed to replace their capacity commitments.

PJM requested FERC acceptance of the new rules by May 9, 2014 (the Friday before the Base Residual Auction opens for capacity to be delivered during the 2017-18 PJM Delivery Year). Once FERC responds to PJM's request, AMP will report the results to the members.

To review PJM's request, AMP's protest and the comments of other parties, please visit <u>http://elibrary.ferc.gov</u> and search for docket ER14-1641.

## **AFEC weekly update**

By Ryan Thompson – power supply planning engineer

AFEC continued its consistency from last week. Even with the mild weather, AFEC was online every day throughout the week – seeing base maximum during the morning and evening peaks with only three hours of duct firing during the week. AFEC ended the week with a 65 percent load factor.

## Pole attachment webinar

OMEA will offer a webinar providing an overview of the recent pole attachment agreement impacting Ohio municipal electric systems at 8:30 a.m. April 24. Please note the time change from last week's *Update* edition. For log-in information please contact Michael Beirne at 614.540.0835 or <u>mbeirne@amppartners.org</u>.

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

Week end	ling April 11			
MON \$44.42	TUE \$42.61	WED \$40.39	THU \$39.54	FRI \$37.84
Week end	ling April 4			
MON \$44.36	TUE \$49.75	WED \$48.91	THU \$44.19	FRI \$41.52
AEP/Dayton 2015 5x16 price as of April 11 — \$44.24				

AEP/Dayton 2015 5x16 price as of April 1 - \$44,24AEP/Dayton 2015 5x16 price as of April 4 - \$43.55

## **RP3** recognition for excellence

continued from Page 1

According to APPA, a total of 94 public power communities were awarded RP3 designation for 2014-16. The RP3 designation recognizes public power utilities that demonstrate proficiency in four key disciplines: reliability, safety, workforce development, and system improvement.

Congratulations to all those awarded. The RP3 program helps utilities to make sure they are keeping up with standard best practices in public power. We strongly encourage all AMP members to pursue RP3 status. Please contact Jennifer Flockerzie at <u>jflockerzie@amppartners.org</u> or 614.540.0853 if you would like to learn more. As an added benefit, achieving RP3 designation boosts our AMP members' credit score.

For a complete list of all 94 recipients, please visit http://publicpower.org/Programs/interiorsidebar.cfm?Ite mNumber=40719&navItemNumber=38630.

## Gas higher on lower-thanexpected injections

#### By Ryan Thompson

Gas storage injections for the week were 4 billion cubic feet (Bcf) – significantly less than market expectations of 14 Bcf. Working gas inventories are still 54.7 percent below the five-year average and are at the lowest level since 2003 after a severe U.S. winter prompted extraordinary demand for natural gas.

May natural gas prices ended the week up \$0.28/MMBtu from last week to finish trading yesterday at \$4.65/ MMBtu. The 2015 on-peak electric prices rose \$0.69/ MWh for the week with AD Hub closing at \$44.24/MWh.

March Operations Statistics			
	JV6 Wind Output	Belleville Output	Avg. A/D Hub On-Peak Rate
March 2014	30%	93%	\$65/MWh
March 2013	29%	85%	\$42/MWh
	Fremont Energy Center Output	Blue Creek Wind Output	Napoleon Solar Output
March 2014	61%	35%	13%
March 2013	34%	37%	16%

\*Solar capacity factor based on 3.54 MW rating

## Cannelton completes major step in construction process

Earlier this week at the Cannelton Hydroelectric Project, workers began controlled filling of the cofferdam on the intake. This is a major step in the transition from the powerhouse construction phase to the final layout. The final layout of the site requires excavating the cofferdam on the upstream and downstream sides within the approach and tailrace channels. The 84-megawatt facility is located on the Ohio River near Hawesville, Kentucky.





# APPA awards AMP members for 2013 excellence in safety

By Michelle Palmer

The American Public Power Association (APPA) awarded 115 public power systems with the association's Safety Award of Excellence for safe operating practices in 2013 at the APPA Engineering & Operations Technical Conference held in Oklahoma City April 6-9.

According to APPA, more than 285 utilities entered the annual Safety Awards, which is the highest number of entrants in the history of the program. We commend and congratulate all of the AMP member recipients.

AMP recipients, who all earned first place in their categories, are:

#### Group A - for systems with less than 15,000 workerhours of exposure

- New Martinsville Municipal Electric Utility
- St. Clairsville Light & Power
- Perkasie Borough
- Montpelier Electric Department
- DEMEC Member Lewes Board of Public Works

#### Group B - for systems with 15,000 to 29,999 workerhours of exposure

- City of Shelby Municipal Utilities
- City of Wapakoneta
- DEMEC Member City of Seaford

#### Group C - for systems with 30,000 to 59,999 workerhours of exposure

- City of Wadsworth
- Hillsdale Board of Public Utilities

#### Group E - for systems with 110,000 to 249,999 workerhours of exposure

- City of Danville Utilities
- Paducah Power System

For a complete list of winners, please visit <u>http://publicpower.</u> org/files/PDFs/APPASafetyAwardWinners2013.pdf.

## Westerville apprentices place in APPA Lineworkers Rodeo

By Michelle Palmer

Both participating Westerville Electric Division apprentices each took home a third place trophy on April 5 during the American Public Power Association's (APPA) 14th Annual Public Power Lineworkers Rodeo held in Oklahoma.



Michael Roark (left) and Cody Leitner, apprentices with the Westerville Electric Division, display their trophies following impressive third-place finishes at the APPA Lineworkers Rodeo.

Cody Leitner took third place in Apprentice – Alley Arm Insu-

lator Change Out, and Michael Roark earned third in Apprentice – Hurtman Rescue.

Established in 2001 by APPA, the Rodeo brings lineworkers together to demonstrate their skill and knowledge in the craft of linework. Journeyman and apprentice lineworkers compete for professional recognition, attend training courses and practice essential skills in a safe environment.

AMP will be hosting its first ever Lineworkers Rodeo this year on Aug. 23 at AMP headquarters in Columbus. Members should look for information on the event in the next couple of months.

For the APPA Rodeo, AMP sponsored teams from Cuyahoga Falls, Cleveland and Westerville; and apprentices from Cleveland Public Power, Westerville Electric Division and Marshall Electric Department.

Congratulations on a job well done to all 54 teams and 93 apprentices from communities across the country who competed in this year's APPA Lineworkers Rodeo.

## Mendon mourns loss of mayor

John Boroff has been sworn in as Mendon mayor due to the passing of Mayor Bill Snider.

Snider, 70, had previously served the Village of Mendon as the utilities superintendent, president of the Town Council, and on the Board of Public Affairs prior to becoming mayor. He had also served with the Mendon Union Fire Department for 50 years, 28 of those as chief, and was a volunteer with the Mendon EMS for 15 years.

AMP and OMEA offer our sincere condolences to Bill's family and the entire Mendon community.

## Cuyahoga Falls receives Award of Continued Excellence from APPA

By Michelle Palmer

Congratulations to the Cuyahoga Falls Electric System on its 2014 Award of Continued Excellence from the American Public Power Association's (APPA) Demonstration of Energy & Efficiency Developments (DEED) program.

program. The award recognizes continued commit-



AMP Board Member Michael Dougherty (left), Cuyahoga Falls Electric Department superintendent, accepts the Award of Continued Excellence from APPA.

ment to the DEED program and its ideals – commitment to energy efficiency, investigation/use of renewable resources, and support of public power. Cuyahoga Falls has been active with the DEED program for 15 years, earning a 2004 DEED Energy Innovator Award for its Building Energy Efficiency Leadership in a New Energy Era program, which promoted energy efficiency, renewable energy, and conservation in the community. The utility also facilitated a 2008 DEED scholarship for photovoltaic research, and in 2013 was awarded a \$50,000 DEED grant to improve its system's reliability by way of feeder automation.

The Award of Continued Excellence was presented on April 8 during APPA's annual Engineering & Operations Technical Conference, held in Oklahoma City.

For more information on APPA's DEED program, please visit <u>publicpower.org/DEED</u> or contact me at 614.540.0924 or <u>mpalmer@amppartners.org</u>.



## News or Ads?

Call Krista Selvage at 614.540.6407 or email to kbselvage@amppartners.org if you would like to pass along news or ads.

# NERC update call, webinar to cover topics with Utility Services

By Art Iler – director of reliability standards compliance

AMP, in coordination with Utility Services Inc., will host the next NERC update conference call and webinar at 1:30 p.m., April 24. The update will include discussions on: a review of RFC's March Workshop; CIP Version 5 Low Impact; BES Definition and BESnet; CIP-014 -1: Physical Security Standard; new RSAWs released; Project 2009-03 (retiring EOP-002-3.1 - LSE applicability); recent NERC Alert; and NERC Standards Report – for addressing Regulatory Directives. The update will be followed by a question and answer session.

Please contact me with questions, and for the dialin number and webinar instructions at 614.540.0857 or <u>ailer@amppartners.org</u>.

## Calendar

April 24—AMP Pole Attachment Webinar 8:30 a.m. Email mbeirne@amppartners.org for log-in information

April 24—AMP Finance & Accounting Subcommittee Meeting *Hamilton, Ohio* 

April 29—Advanced Transformer Workshop *AMP Headquarters, Columbus* 

May 15—AMP Finance & Accounting Subcommittee Meeting *Montpelier, Ohio* 

May 21—AMP Regional Safety Meeting *Piqua*, *Ohio* 

June 2-6—Lineworker Training Basic 1 AMP Headquarters, Columbus

June 5—AMP Finance & Accounting Subcommittee Meeting *Salem, Virginia* 

June 13-18—APPA National Conference *Denver, Colorado* 

June 16-20—Lineworker Training Intermediate AMP Headquarters, Columbus

June 30-July 2—Hotline Training AMP Headquarters, Columbus

July 24—AMP Finance & Accounting Subcommittee Meeting AMP Headquarters, Columbus

Aug. 23—AMP Lineworkers Rodeo AMP Headquarters, Columbus

Aug. 28—AMP Finance & Accounting Subcommittee Meeting Johnstown, Pennsylvania

Sept. 8-12—Lineworker Training Basic 2 AMP Headquarters, Columbus

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## **Update Classifieds**

## Danville seeks utilities director

The City of Danville (43,000) seeks an energetic, proactive, creative leader to manage Danville Utilities, a municipal provider of electric, gas, water, wastewater, and telecommunications services in a 500-square mile territory. Appointed by and reporting directly to the city manager, the utilities director is responsible for leading a progressive organization that delivers exceptional customer service, operates effectively and efficiently, maintains a world class workforce, contributes to developing Danville's new economy, and meets environmental and community responsibilities.

Danville Utilities serves 42,000 electric meters, 16,000 gas meters, and 18,000 water meters. Its open access fiber optic telecommunications system serves 200 municipal, school, and business locations. Fiber-to-the-neighborhood deployments are now underway. The Utilities Department employs 174 and operates on a \$166 million annual budget. A City Council-appointed Utility Commission provides policy oversight.

Position requires a bachelor's degree in engineering, public administration, business, or related field; masters degree in public or business administration is preferred. Extensive experience in utilities, public works, or local government management is required.

Salary range: \$102,824 - \$120,000 DOQ, plus generous fringe benefits package. Visit our website to apply online <u>www.danville-va.gov</u> Attach cover letter, detailed resume, credentials, and salary history. Position will remain open until filled. City Residency is required. All submissions are confidential. For additional information on Danville Utilities, please visit <u>http://www.danvilleutilities.com</u>. Equal Opportunity Employer.

# Oberlin accepts applications for journeyman lineworker

The Oberlin Municipal Light and Power System (OMLPS) is accepting applications for the position of fulltime Journeyman Lineman in the Electric Distribution Division.

Duties include being responsible for the operation, maintenance and routine construction of the City's municipal electric distribution system. Constructing, maintaining and repairing energized primary and secondary distribution facilities. Operating aerial lift trucks, heavy equipment and distribution test equipment. Participating in emergency standby rotation.

Minimum qualifications are a high school diploma or equivalent. Valid Ohio Driver's License and Class "A" Commercial Driver's License. Successful completion of lineworker apprenticeship program with four years of experience as an apprentice lineman. Journeyman Lineworker Certification.

Hourly Salary Range: \$23.36 - \$29.20/hour D.O.Q. Applications are available at <u>www.cityofoberlin.com</u> and at Oberlin City Hall, 85 S. Main St., Oberlin, OH 44074. Applications should be returned via email to hr@cityofoberlin.com or mailed to: City of Oberlin Human Resources Department, Oberlin City Hall, 85 S. Main Street, Oberlin, Ohio 44074. Closing date is April 28, 2014 at 4:30 p.m.

The City of Oberlin is a Drug-Free Workplace and an Equal Employment Opportunity employer.

# Village of Minster is seeking electrical lineworker

The Village of Minster has an immediate opening for a lineworker in its Electrical Department. A first class or journeyman lineman is the preferred level of knowledge, skill, and ability; however, the village will consider those with some level of training and/or experience in the electrical field.

Successful candidates must have a high school diploma or GED; valid CDL driver's license with a minimum of a Class B endorsement; mechanical knowledge and knowing how to operate equipment such as an aerial bucket truck, digger derrick truck, backhoe, skid loader and power tools, preferred.

The selected candidate must, within six months of notice of employment, reside within 20 minutes driving time distance to the village. The successful candidate, if less experienced, must learn to climb poles, work out of and operate a bucket truck and use other relevant tools and equipment.

Minster offers an attractive wage and comprehensive benefit package as well as a workplace with an emphasis on quality and teamwork. Salary is commensurate with experience.

Applications are available at the Village of Minster Administration Office, 5 W. Fourth St. or online at www.minsteroh.com. Please submit a completed job application and resume by April 27, 2014 to Village Administrator, Village of Minster, P.O. Box 1, 5 W. Fourth St., Minster, Ohio 45865.

Applications and resumes submitted to the village are public records and will be released to members of the public if they are requested. The village will contact the current employer of an applicant only if that applicant is a finalist in the selection process, and will only make such contact after notifying the applicant. EOE/ADA.

# Columbus holds open exam for power lineworker

The City of Columbus Department of Public Utilities is seeking qualified candidates for the position of Power Line Worker II. To apply, one must first take the opencompetitive examination. Applications may be submitted to the Civil Service Commission by applying online at www.csc.columbus.gov by April 23, 2014. Applicant

#### **CLASSIFIEDS continued from Page 5**

tracking is now managed by NEOGOV. If you have submitted a profile in the past, you will have to submit a new one through NEOGOV.

This position will be responsible for installing, repairing, and replacing components of the overhead power line distribution system. To qualify you must have two years of experience as a Power Line Worker I with the City of Columbus or comparable experience. Substitution: successful completion of a formal training program in power distribution may substitute for six months of the required experience. Possession of a valid Class A driver's license with air brake endorsement is required. Salary: \$45,926.40 - \$71,822.40. Please contact Lindsay Robinson at 614.645.5802 with questions. EOE.

# Water and wastewater operator needed in Milan

The Village of Milan is seeking qualified candidates for Water & Wastewater Operator.

Job responsibilities include, but are not limited to: All necessary work related to the operation, construction and maintenance of the village's water and wastewater treatment plants, distribution and collection systems. Perform various unskilled and semi-skilled manual labor; operate various hand and power tools; operate village vehicles; perform preventive maintenance; work will all other village departments when needed.

Candidates must possess an OEPA Class I Operators license for Wastewater Treatment and have the ability to obtain an OEPA Class I Operators license for Water Treatment within one year. Must possess a valid Ohio driver's license at the time of appointment.

Salary commensurate with experience, plus an excellent benefit package.

Applications may be obtained at the Village of Milan Administration Building, 11 S. Main St., Milan, OH during normal business hours of 9 a.m. to 4 p.m. Applications also available online at www.milanohio.com.

Applications must be returned to the Administration Building by noon April 15, 2014. The Village of Milan is an Equal Opportunity Employer.

# Borough of Ephrata seeks electric system superintendent

The Borough of Ephrata is seeking candidates for the position of fulltime Electric System Superintendent.

The electric system superintendent is responsible for directing and managing skilled individuals involved with the operation and maintenance of a public power electrical distribution system. The electric system superintendent will direct the day to day activities, preventative maintenance, and multi-year capital projects of the borough's electrical distribution systems in order to provide operations that are safe, cost effective, and reliable. The electric system superintendent will be expected to interact with the customers of the system on a regular basis to ensure safety and sound practices are employed throughout the electrical distribution system.

To be considered for this position, candidates must have at least 10 years of experience in the electric utility industry, a minimum of five years supervisory experience and a proven track record of achieving results. A thorough working knowledge of line work, electric distribution, substations, and high voltage systems (up to 69kv) is essential. A bachelor's degree in electrical engineering or engineering technology, or related field, from an accredited college or university is preferred, however, relevant practical experience in lieu of a bachelor's degree will be considered. Other requirements include:

- Class B motor vehicle license or ability to obtain within six months
- Must be able to work weekends and holidays
- Ability to respond to a call out within a timely manner (approximately 30 minutes)
- Above average leadership and communications skills

• Computer skills; Excel and Word preferred The borough offers an attractive wage, comprehensive benefit package and a workplace with an emphasis on quality and teamwork.

Complete an application at the borough or send a resume to: Human Resources Dept, Borough of Ephrata, 124 S. State St., Ephrata, PA 17522 or <u>skramer@</u> <u>ephrataboro.org</u>. Visit the website at <u>http://ephratboro.org/</u>. Application deadline is April 30, 2014. EOE M/F/D/V

# AMP is seeking applicants for open positions

American Municipal Power, Inc. (AMP) is seeking candidates for three positions: **Senior Engineer**-**Mechanical**, **Chief Electrical Engineer**, and **Circuit Rider**.

The senior engineer-mechanical position is responsible for safe mechanical operations and maintenance of all generation assets as well as project engineering and generation development. A four-year degree in mechanical engineering is preferred (or related engineering discipline). Professional Engineering Registration is a plus. At least 10 years of experience in engineering, or engineering related type work is preferred. Five years electrical generation experience is required and Municipal Electric system experience is a plus.

The chief electrical engineer position is responsible for instituting safe electrical operations and maintenance of all generation assets as well as project engineering and generation development. Successful candidates will have a bachelor of science degree in electrical engineering. Five years electrical generation experience is required with at least 15 years of experience in engineering or engineering-related work. Professional Engineering Registration and municipal electric system experience are a plus.

The circuit rider position serves as a trainer and technical adviser to member communities for the Circuit Rider program, safety programs and special projects, and

#### **CLASSIFIEDS continued from Page 6**

assists with the centralized administration of the Mutual Aid program. Successful candidates must have a high school diploma (two-year technical degree desirable), be a journeyman lineworker, have a minimum of two years management experience, have a CDL license, be willing to travel approximately 75 to 80 percent of the time, have a working knowledge of OSHA regulations, be CPR certified, have public speaking experience, and domiciled in the Northwest Ohio area. Experience in a municipal environment is strongly preferred.

For complete job descriptions or to apply, please visit <u>www.amppartners.org</u> under "careers" or email to <u>ttucker@</u> <u>amppartners.org</u>. Deadline to apply for all three positions is April 25, 2014.

### Lineworkers needed in Beach City

The Village of Beach City has openings for an experienced Lineworker-Utility Worker and an Apprentice Lineworker in its electric utility.

Successful candidates will meet the following qualifications: high school diploma or GED, two year Trade School, Journeyman Certification, Commercial Driver's License (CDL) with a Class B Endorsement or must be obtained within six months of hire. Employee will be on call 24/7 approximately every other week to respond to outages or problems. Village Lineman-Utility Workers are also expected to perform duties in area such as water, wastewater, tree trimmings, streets and park maintenance. This is an inherently hazardous and physically demanding job.

Candidate must be willing to work in all kinds of weather conditions. Position pay scales: \$19.00 per hour to \$23.00 per hour for a journeyman lineworker and a five year apprenticeship program starting at \$14.95 for the apprentice, both depending on qualifications. Beach City offers a comprehensive benefit package. Applications available at Village of Beach City, 105 E. Main St., Beach City, Ohio 44608 or via email to: <u>utilities@beachcity.org</u>. Applications will be accepted until 4:30 p.m. April 30, 2014. Beach City is an equal opportunity employer.

# Village of Bradner in need of village administrator candidates

The Village of Bradner is seeking qualified candidates for the position of village administrator. The village administrator is responsible for the day-to-day operations of the village, including operating and capital budgeting, zoning, street maintenance, water and wastewater utility operations, electrical distribution and project management. The village administrator will work closely with the mayor and council.

Candidates must have a bachelor's degree or equivalent and five years of management experience with demonstrated skills in utility operations, leadership, grant writing, economic development programs and community planning skills. Excellent communication skills, computer, problem solving, organizational and multi-tasking skills are also required. Work experience as an electrical lineman and/or holding a lineman's license or certification is a plus.

Interested candidates should submit a cover letter, resume, salary history and at least three professional refer-

ences on or before May 1, 2014 to the Village of Bradner: Attn: Mayor Virgil Shull, Jr., PO Box 599, Bradner, Ohio 43406. The Village of Bradner is an Equal Opportunity Employer.

# Bradner accepts applications for electrical lineworker

The Village of Bradner is accepting applications for a qualified fulltime electrical lineworker position. Candidates must possess a high school diploma, seven years general electrical utilities experience, workable knowledge of transmission, distribution lines and substations, and the ability to respond to necessary field work on a daily and emergency basis. Water and waste water experience is preferred but not necessary.

A valid driver's license is required. Class A CDL with air brake endorsement is required or must be obtained within six months of hire. This position will report to the Utility Superintendent.

Salary commensurate with experience plus an excellent benefits package. Applications and position descriptions are available at the Village offices, located at 130 N. Main St., Bradner, OH 43406 or by contacting the Fiscal Officer at 419.288.2890. The Village of Bradner is an Equal Opportunity Employer.

## Cuyahoga Falls holds open exam

The City of Cuyahoga Falls has given notice that the Cuyahoga Falls Civil Service Commission will administer a written examination for the following position: Police Officer (Open – Competitive Exam) at 6 p.m. May 13 in the Cuyahoga Falls High School Cafeteria, 2300 Fourth St., Cuyahoga Falls, OH 44221. Registration will begin at 5 p.m. A valid driver's license or state issued ID must be presented on the evening of the examination.

For a full description, visit <u>http://cfo.cityofcf.com/web/</u> <u>departments/human-resources/job-postings</u>.

Visit <u>www.cityofcf.com</u> to print applications. Applications are also available at the City Building, 2310 Second Street, Cuyahoga Falls, OH 44221 from 8 a.m. to 5 p.m. weekdays.

In order to be eligible to register and take the exam: 1) Completed application, 2) \$25 fee, 3) a copy of DD-214 if applicable, must be submitted to Civil Service Office either in person or by mail, postmarked no later than April 30, 2014.

## Schuylkill Haven in need of journeyman electric lineworker

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

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, PA 17972.