
Memorandum

To: Mayor & Members of Council
From: Monica Irelan, City Manager
Subject: General Information
Date: December 15, 2014

CALENDAR

AGENDA: *City Council* - Monday, December 15 @7:00 pm

C. APPROVAL OF MINUTES

November 14, 2014 Special Meeting
November 15, 2014 Special Meeting
November 17, 2014 Regular Meeting
November 24, 2014 Special Meeting
December 1, 2014 Regular Meeting

E. MAYOR PRESENTATION OF PROPOSED 2015 BUDGET

H. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

1. **ORDINANCE NO. 075-14** an Ordinance establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year ending December 31, 2015. (*Suspension Requested*)
2. **RESOLUTION NO. 076-14** 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 2015, listed in Exhibit "A"; and Declaring an Emergency. (*Suspension Requested*)
3. **RESOLUTION NO. 077-14** a Resolution Authorizing the Expenditure of Funds and Authorizing a Department Director to take Bids on Certain Projects, Services, Equipment, Materials or Supplies without the requirement for additional legislation to do so in the Year 2015; and Declaring an Emergency. (*Suspension Requested*)
4. **RESOLUTION NO. 078-14** a Resolution Authorizing the Expenditure of Funds in Excess of \$25,000.00 in and for the Year 2015 as it relates to reoccurring costs associated with the Operation of the City, for Payment of Expenses, and for Purchases Associated with Vendors Utilized by Multiple Departments within the City; Elimination of Necessity of Competitive Bidding in and for the Year 2015 as it relates to certain transactions; and Declaring an Emergency. (*Suspension Requested*)
5. **ORDINANCE NO. 079-14** an Ordinance Authorizing the Finance Director to Make Appropriation Transfers from Respective Funds, Departments and Categories to other Funds, Departments and Categories pursuant to Section 5705.40 ORC for the Fiscal Year Ending

December 31, 2014 as listed in Exhibit “A” (Final); and Declaring an Emergency. *(Suspension Requested)*

6. **ORDINANCE NO. 080-14** an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 5 – Final) for the Year 2014; and Declaring an Emergency. *(Suspension Requested)*
7. **RESOLUTION NO. 081-14** 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 5 – Final); and Declaring an Emergency. *(Suspension Requested)*
8. **RESOLUTION NO. 082-14** a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2015; and Declaring an Emergency. *(Suspension Requested)*
9. **ORDINANCE NO. 083-14** an Ordinance establishing a new Position Classification Pay Plan for Employees of the City of Napoleon, Repealing Ordinance No. 084-13; and Declaring an Emergency. *(Suspension Requested)*
10. **RESOLUTION NO. 084-14** a Resolution Authorizing the City Manager to Represent the City of Napoleon, Ohio as a Member of the Board of Trustees of American Municipal Power-Ohio, Inc. and Making the Electric Superintendent an Alternate; Repealing Resolution No. 015-14, and Declaring an Emergency. *(Suspension Requested)*
11. **RESOLUTION NO. 085-14** a Resolution Authorizing the City Manager to Enter into a Contract with the State of Ohio Historical Preservation Office for the Building Doctor Clinic; and Declaring an Emergency. *(Suspension Requested)*

I. SECOND READINGS OF ORDINANCES AND RESOLUTIONS

1. **ORDINANCE NO. 072-14**, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$2,500,000 in Anticipation of the Issuance of Bonds, for the Purpose of Paying the Costs of Improving the Municipal Water System by Constructing a New Water Treatment Plant, Acquiring and Improving Related Interests in Real Property, Improving and Rehabilitating the Existing Water Treatment Plant and Related Storage Facilities, and Rehabilitating the Elevated Storage Tanks, together with all necessary and related appurtenances thereto.
2. **ORDINANCE NO. 073-14**, an Ordinance Repealing Ordinance No. 009-14 and Establishing New per Person User Fees for EMS Basic Life Support, Advanced Life Support Level 1 Service, and Advanced Life Support Level 2 Service, Mileage Charge, Mutual Aid, Medicaid, Nursing Home Service and Non-Emergency Transport Service as it relates to Coroner Cases; all provided by the City of Napoleon Rescue; and Declaring an Emergency

J. THIRD READINGS OF ORDINANCES AND RESOLUTIONS – None

1. **RESOLUTION NO. 070-14** a Resolution Authorizing the City Manager to execute any and all Documents necessary to enter into the First Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program; and Declaring an Emergency.

K. GOOD OF THE CITY (*Discussion/Action*)

1. *Recommendation to Approve December Billing Determinants*
2. *Award of Bid for Janitorial Services* – as shown on the attached “Bid Summary Sheet” Quality Cleaning Service of NW Ohio, Inc. was the sole bidder. Quality Cleaning has been cleaning the City Admin and Police offices for several years.
3. *Approval of Water, Sewer, Refuse, Recycling & Litter Committee Recommendation to Allow Petro Full Credit on Appeal to Billing Dispute.* – the Majority Report from the December 8 meeting is attached.
4. *Review of City Water & Sewer Rules.* (Refer to Water & Sewer Committee)
5. *Award of Contract on Oberhaus I/I Reduction Project* – enclosed is a Memorandum from Chad with his recommendation of award for this design contract.
6. *Acceptance of Pocket Park*

INFORMATIONAL ITEMS

1. **CANCELLATIONS**
 - a. City Tree Commission Meeting
 - b. Parks & Recreation Committee Meeting
2. AMP Weekly Update

MI:rd
Records Retention
CM-11 - 2 Years

November 2014							December 2014							January 2015						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1	1	2	3	4	5	6	4	5	6	7	8	9	10	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	11	12	13	14	15	16	17
9	10	11	12	13	14	15	14	15	16	17	18	19	20	18	19	20	21	22	23	24
16	17	18	19	20	21	22	21	22	23	24	25	26	27	25	26	27	28	29	30	31
23	24	25	26	27	28	29	28	29	30	31										
30														30						

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 6:15 PM TECHNOLOGY Committee 7:00 PM City COUNCIL Meeting	2	3	4	5	6
7	8 6:30 PM ELECTRIC Committee Board of Public Affairs 7:00 PM WATER/SEWER Committee	9	10	11 AMP - Bisher	12 AMP - Bisher	13
14	15 7:00 PM City COUNCIL Meeting	16	17	18	19	20
21	22 6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	23	24 2:00 PM Christmas Eve City Offices Close @2pm	25 HOLIDAY - Christmas	26 FLOATING HOLIDAY - Close	27
28	29	30	31	1 HOLIDAY - New Year's Day	2	3

City of Napoleon, Ohio

CITY COUNCIL

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

MEETING AGENDA

Monday, December 15, 2014 at 7:00 pm

- A. **Attendance** *(Noted by the Clerk)*
- B. **Prayer & Pledge of Allegiance**
- C. **Approval of Minutes:** *(In the absence of any objections or corrections, the minutes shall stand approved.)*
 - November 14 Special Meeting
 - November 15 Special Meeting
 - November 17 Regular Meeting
 - November 24 Special Meeting
 - December 1 Regular Meeting
- D. **Citizen Communication**
- E. **Mayor Presentation of Proposed 2015 Budget**
- F. **Reports from Council Committees**
 - 1. **Electric Committee** *(Majority Report)* met on Monday, December 8 and recommended:
 - a. Approval of December billing determinants
 - 2. **Water, Sewer, Refuse, Recycling & Litter Committee** met on Monday, December 8 and discussed:
 - a. Review of Appeal to the Decision on Billing Dispute
 - 3. **Municipal Properties, Buildings, Land Use & Economic Development Committee** did not meet on Monday, December 8 due to lack of agenda items.
 - 4. **Parks & Recreation Committee** did not meet on Monday, December 15 due to lack of agenda items.
- G. **Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
 - 1. **Board of Public Affairs** met on December 8 with the following agenda items:
 - a. Review of Electric Billing Determinants
 - b. Electric Department Report
 - 2. **Records Commission** did not meet on December 9 due to lack of a quorum.
 - 3. **Board of Zoning Appeals** did not meet on December 9 due to lack of agenda items.
 - 4. **Planning Commission** did not meet on December 9 due to lack of agenda items.
 - 5. **Tree Commission** did not meet on December 15 due to lack of agenda items.
- H. **Introduction of New Ordinances and Resolutions**
 - 1. **Ordinance No. 075-14**, an Ordinance establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year ending December 31, 2015 *(Suspension Requested)*
 - 2. **Resolution No. 076-14**, 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 2015, listed in Exhibit "A"; and declaring an Emergency *(Suspension Requested)*
 - 3. **Resolution No. 077-14**, a Resolution authorizing the expenditure of funds and authorizing a Department Director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional Legislation to do so in the year 2015; and declaring an Emergency *(Suspension Requested)*
 - 4. **Resolution No. 078-14**, a Resolution authorizing the expenditure of funds in excess of \$25,000.00 in and for the year 2015 as it relates to reoccurring costs associated with the operation of the City, for payment of expenses, and for purchases associated with vendors utilized by multiple Departments within the City; elimination of necessity of competitive bidding in and for the year 2015 as it relates to certain transactions; and declaring an Emergency *(Suspension Requested)*
 - 5. **Ordinance No. 079-14**, an Ordinance authorizing the Finance Director to make Appropriation transfers from respective Funds, Departments and Categories to other Funds, Departments and Categories pursuant to Section 5705.40 ORC for the Fiscal Year ending December 31, 2014 as listed in Exhibit "A" (Final); and declaring an Emergency *(Suspension Requested)*

6. **Ordinance No. 080-14**, an Ordinance supplementing the Annual Appropriation Measure (Supplement No. 5 – Final) for the year 2014; and declaring an Emergency (*Suspension Requested*)
 7. **Resolution No. 081-14**, 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 5 – Final); and declaring an Emergency (*Suspension Requested*)
 8. **Resolution No. 082-14**, a Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2015; and declaring an Emergency (*Suspension Requested*)
 9. **Ordinance No. 083-14**, an Ordinance establishing a new Position Classification Pay Plan for Employees of the City of Napoleon, repealing Ordinance No. 084-13; and declaring an Emergency (*Suspension Requested*)
 10. **Resolution No. 084-14**, a Resolution authorizing the City Manager to represent the City of Napoleon, Ohio as a member of the Board of Trustees of American Municipal Power-Ohio Inc.; repealing Resolution No. 015-14, and declaring an Emergency (*Suspension Requested*)
 11. **Resolution No. 085-14**, a Resolution authorizing the City Manager to enter into a Contract with the State of Ohio Historical Preservation Office for the Building Doctor Clinic; and declaring an Emergency (*Suspension Requested*)
- I. Second Readings of Ordinances and Resolutions**
1. **Ordinance No. 072-14**, an Ordinance providing for the issuance and sale of notes in the maximum principal amount of \$2,500,000, in anticipation of the issuance of bonds, for the purpose of paying the costs of improving the Municipal Water System by constructing a new Water Treatment Plant, acquiring and improving related interests in real property, improving and rehabilitating the existing Water Treatment Plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenance thereto
 2. **Ordinance No. 073-14**, an Ordinance repealing Ordinance No. 009-14 and establishing new per person user fees for EMS Basic Life Support, Advanced Life Support Level 1 Service, and Advanced Life Support Level 2 Service, mileage charge, mutual aid, Medicaid, nursing home service and nonemergency transport service as it relates to coroner cases; all provided by the City of Napoleon Rescue, and declaring an Emergency (*Suspension Requested*)
- J. Third Readings of Ordinances and Resolutions**
1. **Resolution No. 070-14**, a Resolution authorizing the City Manager to execute any and all documents necessary to enter into the First Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program; and declaring an Emergency
- K. Good of the City** *Any other business as may properly come before Council, including but not limited to:*
1. **Discussion/Action:** Recommendation to approve December billing determinants as follows:
Generation Charge: Residential @ \$0.08355; Commercial @ \$0.10445; Large Power @ \$0.05051; Industrial @ \$0.05051; Demand Charge Large Power @ \$16.63; Industrial @ \$18.13; JV Purchased Cost: JV2 @ \$0.03839; JV5 @ \$0.03839
(Billing determinants for month before: Generation Charge: Residential @ \$0.06461; Commercial @ \$0.07938; Large Power @ \$0.03815; Industrial @ \$0.03815; Demand Charge Large Power @ \$11.56; Industrial @ \$12.33; JV Purchased Cost: JV2 @ \$0.03578; JV5 @ \$0.03578)
 2. **Discussion/Action:** Award of bid of Janitorial Services – Quality Cleaning Services of Northwest Ohio, Inc.
 3. **Discussion/Action:** Approval of Water, Sewer, Refuse, Recycling & Litter Committee recommendation to allow full credit Petro Appeal to Billing Dispute
 4. **Discussion/Action:** Review of City Water & Sewer Rules (*refer to WSRRL Committee*)
 5. **Discussion/Action:** Award of Contract on Oberhaus Interceptor I/I Reduction Project – Stantec Consulting Services, Inc.
 6. **Discussion/Action:** Acceptance of Pocket Park
- L. Executive Session** (*As needed*)
- M. Approve Payment of Bills and Approve Financial Reports** (*In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.*)
- N. Adjournment**

A. Items Referred or Pending in Committees of Council

1. Technology & Communication Committee (1st Monday)

(Next Regular Meeting: Monday, January 5 @ 6:15 pm)

2. Electric Committee (2nd Monday)

(Next Regular Meeting: Monday, January 12 @ 6:30 pm)

a. Review of Electric Billing Determinants

b. Electric Department Report

3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)

(Next Regular Meeting: Monday, January 12 @ 7:00 pm)

a. Review of City Water & Sewer Rules

4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)

(Next Regular Meeting: Monday, January 12 @ 7:30 pm)

a. Updated Info from Staff on Economic Development (as needed)

5. Parks & Recreation Committee (3rd Monday)

(Next Regular Meeting: Monday, January 19 @ 6:15 pm)

6. Finance & Budget Committee (4th Monday)

(Next Regular Meeting: Monday, January 26 @ 6:30 pm)

7. Safety & Human Resources Committee (4th Monday)

(Next Meeting: Monday, January 26 @ 7:30 pm)

2015 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

1. Board of Public Affairs (2nd Monday)

(Next Regular Meeting: Monday, January 12 @ 6:30 pm)

a. Review of Electric Billing Determinants

b. Electric Department Report

2. Board of Zoning Appeals (2nd Tuesday)

(Next Regular Meeting: Tuesday, January 13 @ 4:30 pm)

3. Planning Commission (2nd Tuesday)

(Next Regular Meeting: Tuesday, January 13 @ 5:00 pm)

4. Tree Commission (3rd Monday)

(Next Regular Meeting: Monday, January 19 @ 6:00 pm)

5. Civil Service Commission (4th Tuesday)

(Next Regular Meeting: Tuesday, January 27 @ 4:30 pm)

6. Parks & Recreation Board (Last Wednesday)

(Next Regular Meeting: Wednesday, January 28 @ 6:30 pm)

7. Privacy Committee (2nd Tuesday in May & November)

(Next Regular Meeting: Tuesday, May 12 @ 10:30 am)

8. Records Commission (2nd Tuesday in June & December)

(Next Regular Meeting: Tuesday, June 9 @ 4:00 pm)

9. Housing Council (1st 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

Special Meeting Minutes

Friday, November 14, 2014 at 8:00 AM

PRESENT
City Council
Finance & Budget
City Staff

John Helberg (President), Jason Maassel (President Pro-Tem), Jeff Comadoll, Jeffrey Marihugh, Christopher Ridley, Heather Wilson
Chris Ridley - Chair, John Helberg, Jason Maassel, Ron Behm, Heather Wilson
Matt Bilow, Wastewater Treatment Plant Superintendent
Tony Cotter, Parks & Recreation Director
Morgan Druhot, Human Resources Director
Tony Druhot, Acting Fire Chief
Trevor Hayberger, Law Director
Gregory J. Heath, Finance Director/Clerk of Council
Monica S. Irelan, City Manager
Scott Hoover, Water Treatment Plant Superintendent
Chad Lulfs, Director of Public Works
Christine Peddicord, Assistant Finance Director
Judge Amy Rosebrook, Municipal Court
Dan Wachtman, MIS Administrator
Robert Weitzel, Police Chief
Tom Zimmerman, Building Inspector
News Media; Rob McColley, CIC Director; Joel Miller, Chamber of Commerce
Tammy Fein
Travis Sheaffer

Others
Recorder
ABSENT

Call To Order

President Helberg called Council to order at 8:10 AM.
Chairman Maassel called Finance & Budget Committee to order at 8:10 AM.

Budget Overview

Irelan distributed a memo regarding the Budget review summary; see attached. Irelan reviewed the summary, adding that this is a balanced budget presentation. Irelan stated that the overall budget is made up of several Funds, with the largest being the Electric Fund and the next largest being the General Fund; the majority of Funds are used for public services including Court Funds, Police Department and Fire Department Funds followed by Finance Department Funds, Engineering Funds and Miscellaneous General Government Funds being the biggest expenses in order. Irelan reported there is \$3.4 million in taxes and fees and \$2.1 million in reimbursables, adding that once the reimbursables are figured, the Finance Department is no longer fourth in largest expense, the Building and Zoning Department is because their expenses are not charged out. Helberg noted that the Capital Improvements Project (CIP) Fund totaled six percent (6%), adding that the other funds have their own CIP Funds within. Irelan reported that the entire 9.9% increase is noted in the summary regarding health care costs, but this may decrease if Council approves the Health Care Cost Committee recommendation to be discussed later. Irelan reported that the biggest addition to the City Manager budget is the International City Manager Association (ICMA) dues; this is an Association that includes city managers from North America and Canada with the benefits of a utilizing it as a networking tool and information that Irelan can use to benchmark against other communities. Irelan showed that the Parks and Recreation Fund moved some items that were being a request from the budget to the Parks and Recreation Fund to pay for their own capital items from their own Revenue Fund. Behm asked if the revenue was higher for Parks

and Recreation Department; Irelan stated that the projected revenue is higher; extra revenue will be added due to increase greens and carts fees. Behm stated that he would like to see the Parks and Recreation Fund have constant expenses since that is a dedicated fund; Behm asked if the money is still set aside for the pool; Irelan replied that it is and added to that Fund.

Heath stated that the City does a cash budgeting format for the budget and reports on accrual basis which is an Ohio Revised Code (ORC) requirement; by Law the City cannot appropriate or expend more than the actual amount in each Fund, adding that the appropriation process is cash based and stays balanced within the budget, with the typical approach being a conservative estimate of Revenue (lower) to a level anticipated higher, and Expenditures are assumed liberally with a ten percent to fifteen percent (10%-15%) unused appropriation which helps drive the expenses down. Heath stated that the cash balances are used as a buffer, and these are projections on projections and the actuals roll out at the end of the year.

Municipal Court

Personnel

TIME: 8:27 AM

Amy Rosebrook, Municipal Court Judge

Behm asked about the additional budget request regarding additional hours for the part-time Bailiff. Rosebrook stated that last year there were two (2) part-time employees, Rosebrook researched with Heath and cut one clerk's hours to twenty (20) hours and cut the second bailiff hours dramatically but didn't anticipate coverage needs for time off by the fulltime bailiff and Rosebrook did not have enough money budgeted to cover this. Marihugh asked why the Court revenue stream seems to be declining, asking if this was due to traffic tickets; Rosebrook replied yes, and less citations have been written, adding that the Court has been collecting a higher percentage of citations but less are being written. Marihugh asked if this was due to Post 20 moving; Rosebrook believes this may be part of the reason. Irelan reported that the Court budget requests basically identical to last year, and are asking for additional hours to cover the bailiff position when necessary.

Court Specialized Funds

Heath stated that the Court Specialized Funds have their own funding source by the Supreme Court, or as required by the ORC, and the fines go to different jurisdictions. Heath asked if taking revenue out of the restricted funds had been discussed; Rosebrook believes more specialized funds are being created. Heath asked if the Judges' Association fights against this; Rosebrook replied that this is always discussed, and the Municipal Courts hold a conference twice per year and this is discussed there as well but Rosebrook does not believe this will change. Rosebrook stated that she and Irelan have discussed a proactive plan regarding dependency issues in the City; Helberg asked if a general policy could be researched regarding this issue. Rosebrook stated that she has researched having a specialized docket and recovery court with more treatment options available. Irelan stated this will be discussed during the Police Department budget discussion, adding that there is currently no proactive unit in Henry County. Rosebrook stated that this will take a multifaceted approach, and Governor Kasich and State Attorney General DeWine have made this a statewide priority. Rosebrook stated that she will forward information regarding addiction issues to Council as requested.

Probation Officer Service Fund

Irelan stated that the Probation Officer Service Fund includes a grant received by the Court for \$49,400 from the Supreme Court, and this amount has been frozen at this level for many years. Rosebrook stated that this is in conjunction with the Department of Corrections, and the requirements are based on probation offices out of Cayahoga County including peer reviews, which cannot be done in Henry County as there is only one (1) Probation Officer, however the Auditors are impressed by how the

money is used and the number of staff members and how the department implements requirements with the limited resources available. Ridley asked if that position was shared with County; Rosebrook replied no, it is fully a City position. Heath stated that secretarial services are shared with CCNO and they pay for their portion of use. Marihugh asked if probation is utilized in the City; Rosebrook replied there is only one (1) misdemeanor probation officer in County so yes, and sentencing guidelines have reduced some felonies to misdemeanors and these offenses come back to the City Probation Officer as well; adding that the City is funding only what is not covered by the Grant.

Clerks Special Projects Fund

Irelan stated that the Clerks Special Projects Fund used to purchase handicap parking signs.

Irelan stated that the allocation in Fund 281 was increased from \$2,500 to \$5,000 to install interlock devices on OVI convictions and to purchase a SCRAM Unit to monitor alcohol use. Heath stated this is a restricted fund for these purposes.

Judge Rosebrook left at 8:56 AM.

Law Department

TIME: 8:55AM

Trevor Hayberger, Law Director

Hayberger stated that his budget has not been changed much from last year; the line item for books has decreased; funding was cut for the paper version of the Ohio Revised Code book as it is all accessible online now and not required to be in paper form.

Legal Defense Fund

Hayberger requested the Legal Defense Service Fund be from approximately \$20,000 currently to \$30,000 due to potential water plant issues, adding that if cases are sent out, the cost comes out of this Fund. Hayberger stated that from 1996 through 2011 there have been thirteen (13) appeals and fifteen (15) jury trials; while in 2014 there have been twelve (12) appeals so far with another anticipated to be filed soon, and nine (9) jury trials with three (3) upcoming; adding that he believes it will be more efficient to delegate these instead of civil trials.

Hayberger recommended creating the drug task force with the County and having an annual evaluation.

Part-Time Law Director

Hayberger stated that he is making a request for part-time law director for the sixth (6th) consecutive year, however he stated that he has concerns with potential large litigation and would prefer to have the money available for any on call services needed.

Hayberger left at 9:10 AM.

Human Resources

TIME: 9:10 AM

Morgan Druhot, Human Resources Director

Irelan reported that there are no large increases to the Human Resources Department budget. Irelan stated that the membership to Ohio Public Employer Labor Relations Association (OHPELRA) was cut, as well as \$5,000 from the consultant line item, as this will be a nonnegotiating year. Behm asked how much was spent on the negotiator this year; Irelan replied that funds were used from the City Manager budget, the Law Director budget and this account for negotiations. Irelan stated that Druhot does an amazing job and is proactive regarding any potential Human Resources issues that may occur.

Personnel

Irelan stated there is an additional request to make the Human Resources Director a fulltime position, although the General Fund may not be able to handle this impact on the expense side; but this request could pay for itself in workers compensation issues and unemployment benefits; Heath agreed, adding that the biggest issue in Human Resources is risk management and the City has been fortunate in being aggressive on personnel issues; Irelan agreed. Irelan stated that Druhot has fought workers compensation claims and unemployment claims, and guiding the City through the processes. Helberg asked if this expense is partitioned out; based on the number of employees; Heath believes it is, with approximately thirty percent (30%) from the General Fund and seventy percent (70%) to the Enterprise Funds. Heath stated if this additional request was approved, it would still only be thirty percent (30%) from the General Fund. Irelan believes that the Human Resources Director becoming fulltime would decrease potential liability to the City, and recommends it. Maassel asked if the negotiating unit should be kept as it is instead of decreasing and increasing later; Irelan stated that she does not want to set any money aside that could currently be used in the General Fund. Heath added that earmarking was not used until a couple years ago, and the need for the set aside money arises in other places. Irelan stated \$25,000 was spent on negotiating last year. Ridley asked Irelan if she approved of the recommendation to make the Human Resources Director a fulltime position; Irelan stated that she recommends it. Ridley asked if this request was in the balanced budget; Irelan stated this is an additional request. Heath stated that additional requests are the last issues looked at during this budget process; Heath stated there is typically a larger carryover than this year; this year is only estimated at \$14,000, adding that an item must be cut for the additional requests that are approved.

Capital Improvements Project Fund

Irelan stated that the requested Capital Improvements Project items include a doorlock system that was carried over from 2014; using a fob system instead of key to protect the confidential files.

Druhot left at 9:22 AM.

Building & Zoning

TIME: 9:23 AM

Nuisance Abatement

Tom Zimmerman, Building/Zoning Official

Irelan reported that this budget is consistent to the past with the Nuisance Abatement Fund being cut to \$5,000 even though nuisance abatement is becoming a higher priority. Marihugh asked if there is a Federal or State grant to cover blight; Zimmerman stated the City received the Moving Ohio Forward Grant and used it for the demolition of the houses on Yeager Street. Behm asked if the property owner retained the land after the demolition; Zimmerman stated that this is foreclosure property, adding that the Grant required that the city cannot take ownership of the property. Behm believes this to benefit the owner who neglected the property; Irelan added that this is to improve the neighborhood. Ridley stated that in order to seize a property, there must be a place to put it such as a land bank, and City is limited in size. Maassel stated the Economic Development Plan discussed dilapidated houses, and asked if that plan was provided to Zimmerman; Zimmerman stated that he did not see this research. Irelan stated Zimmerman drives by house to house to create the list. Maassel asked if the property owner has to prove they've done the work recommended; Zimmerman stated that the letter states, with a timeframe, that an inspection must be done by Zimmerman; the next steps involve a citation and court. Comadoll asked if Zimmerman has a list now; Zimmerman stated that letters will be going out soon. Marihugh stated that Zimmerman is doing his due diligence regarding this issue; Wilson added that she appreciates Zimmerman moving forward with this issue. Behm asked if the rental units are part of this list; Zimmerman stated

that he wants to work on the rentals first. Irelan stated that there is only one (1) Code Enforcer however every resident will be held responsible for their property.

Zimmerman left at 9:34 AM.

**Community
Improvement
Corporation**

TIME: AM Book 1 130 3500

Rob McColley, CIC Director

McColley stated that the budget is projected slightly different from last year; some expenses were cut with a \$12,000 projected deficit; health insurance costs were estimated fairly high, and the actual costs were lower than the estimates, and cell phones expenses were eliminated. McColley added that revenue from member contributions has been declined to approximately \$30,000; health care plans were increased by approximately \$15,000 - \$20,000 per year due to the changing of plans for CIC staff. McColley stated that two (2) real estate tax abatements belong to Campbell's causing a \$7,000 - \$8,000 loss to the CIC.

**Additional
Contribution
Request**

McColley request that the City of Napoleon raise their contribution to \$40,000, to be paid in quarterly increments due to revenue and expense trends along with the amount of time that is devoted exclusively to City of Napoleon by the CIC, adding that if the City were to try to hire an economic development professional, the cost would be approximately \$75,000 to replace what services are received from the CIC. McColley believes that it is important for City to support the CIC, especially with the new Economic Development Plan and the CIC capability will be diminished if staff needs to be cut. McColley stated that this includes \$31,000 already in the budget, along with a \$9,000 additional request. Helberg agrees that CIC spends much time working on the City economic development. Maassel stated that the CIC is needed to fully capitalize on future assets. McColley added that a majority of the economic development for the City will come from existing industry and someone is needed to maintain relationships with the existing industry. McColley added that private industry does not like to directly deal with the government due to public record concerns and negotiating concerns. McColley stated that he will also ask the County Commissioners to increase their contribution to \$70,000 from \$64,000.

McColley left at 9:56 AM.

**Chamber Of
Commerce**

TIME: 9:59 AM

Joel Miller, Henry County Chamber of Commerce (COC)

**Marketing Of The
City**

Miller distributed the latest materials handed out each year by the COC; see attached. Miller stated that he shares the materials with other COCs in the State, and it is used for business attraction. Miller stated that the smaller brochure is aimed toward the traveler and business traveler and has been updated with latest information. Miller stated that the COC is a member of the Ohio Association of COC and the Ohio Travel Association Network, as well as using social media such as Facebook and Twitter for community calendar information. Miller stated that the COC is responsible for the Spring, late Summer/early Fall, and Winter displays in downtown planters, as well as the yearly replacement of lights on trees downtown and the replacement bulbs for the Ritter Park holiday display, the administration duties of FallFest, and list of events that COC Funds help support, adding that these events are what create the most revenue, including the downtown cruise-ins for the River City Rodders and the Pumpkin Festival at the Civic Center. Miller reported that the major expenditures in the recent past include the Christmas lights and the downtown bridge lights; Miller reported that the rain insurance monies were used to cover these. Miller thanked the Electric Department crew for the help with setting up the lights each year. Miller reported that the carryover balance comes from the rain insurance monies received on

a prior event and is generally being spent down, adding that this may be used for the Ritter Park display replacement; Miller added that the COC would like to keep approximately \$5,000 in the account for RibFest, as well as adding \$2,000 to the City contribution.

Pocket Park

Heath asked the status of the Pocket Park; Miller stated that Elisa Harmon is working on the drawing up of the new deed; Darrow will sign the deed and this will be brought to Hayberger, with the only caveat being that there will be no building on the property. Miller added that the status of the Nature Works Grant should be known by the end of the year which will determine the size of the project, using COC and Rotary Club funds with a maximum of \$7,500 each along with the Grant funds. Helberg asked if the property reverts back to Darrow if it is not used as a park; Ireland stated this will be negotiated.

House Bill 5

Heath asked Miller the COC's opinion regarding House Bill 5; Miller stated that the COC is not in favor of House Bill 5.

Miller requested that the Lodge Tax Review Committee meet twice per year. Heath stated at one time there were two Committees representing the Hotel/Motel Lodge Tax, now it has been condensed to one (1) which meets on an as needed basis.

Special Events Fund

Heath reported that there was an additional request of \$10,000 for the Special Events Fund in 2014 that is not currently included in the 2015 Budget, adding that there is a total of \$100,000 with fifty percent (50%) allocated to the General Fund and fifty percent (50%) allocated to the Hotel/Motel Tax Fund, which is an increase; Miller believes this to be due to the construction of new Route 24 and construction of the new school.

Behm requested the \$10,000 be added as the additional request targeted toward the website improvements; Heath added that this will be funded from the General Fund.

Miller left at 10:22AM

Engineering/Public Works

TIME: 10:27 AM

Chad Lulfs, Director of Public Works

Ireland stated that the Unplanned Projects Fund was cut to \$35,000 from \$50,000; Lulfs stated this is for unplanned projects, CDBG projects design or any that may arise during the year. Ireland stated that \$1,000 was cut from Legal Fees; the Law Department will be used for any potential miscellaneous legal issues; Lulfs stated he has never used this account. Ireland stated that the Engineering Department is charged out to other Funds and eight percent (8%) is charged to the General Fund. Marihugh asked about the Parts and Supplies line, Lulfs stated that one (1) vehicle is listed under Administration which is used by Spiess and the seasonal employee. Ireland stated that the fleet maintenance did not get researched as closely as she'd like; this will be done next year, adding that to the inventory listed in the Budget books.

Operations

Ireland stated that she cut the Operations Fund, the Properties Fund and the Materials Fund to represent a figure closer to the trend; Heath stated that the concept of these accounts relates to Municipal Properties including issues to the City building facility. Lulfs stated that the individual that is in this role, Tom Nagel, is becoming more comfortable with initiating projects, Lulfs added that he would like to see Nagel be more proactive and have him be in a supervisory role. Ireland added that the expectations for this position are higher than what Nagel is being forced to do currently, adding that she would like him to be the building maintenance supervisor.

Fuel

Marihugh questioned the listing of three hundred fifty (350) gallons of gas purchased; Lulfs stated this is used for projects and equipment used for the projects along with diesel fuel; Lulfs believes that the amount used was pulled as a reduction from the diesel line instead of a gas line item. Ireland stated that the Gas and Vehicle Taxes are split by the ORC and appropriated separately, adding that there are no changes to this fund.

Engineering/Public Works Continued Salt

Lulfs stated that the Electric Fund was changed to reflect the actual cost and the Snow and Ice Removal Fund was increased due to the cost of salt. Maassel asked if there is any salt on hand; Lulfs stated there is some salt on hand as well as salt available for purchase. Ireland reported that Jeff Rathge, Operations Superintendent, stated that the ODOT building can be used to have salt available. Lulfs reported that the City took advantage of the Summer fill up program, and there is enough salt to get until the Winter supply is available. Maassel asked how this was done; Lulfs stated that that dump trucks will be used for this project, adding that the cost of salt was \$105 per ton plus the trucking cost with an estimated total of \$120 per ton.

Streets

Marihugh asked if a better job mowing could be done this year, he was unhappy with the work done last year; Ireland stated that this represents all the mowing that is not handled through the Parks & Recreation Department. Ireland stated the street striping program is included in this budget and the project was last done in 2013; Lulfs stated that the estimated cost for the entire City will be approximately \$92,000 with touchups done during off years. Marihugh believes that the inspectors are not measuring the striping projects with a mill gauge, due to the paint not being as thick as in previous years; Lulfs stated the paint was measured by gallons; Lulfs will research using a gauge to measure these projects. Maassel asked when this project is worked on; Lulfs stated that this project is completed as time allows. Lulfs will speak with Roger Eis, Streets Foreman, to make sure this is done after spray patching is complete and will coordinate this with other projects as well. Maassel noted that there are no major construction projects around the schools; Lulfs is considering doing a resurface on Briarheath but not until after the construction is complete. Lulfs stated that a preferred route was provided for trucks during this project, however they are not following the route.

Capital Items

Ireland reported that the Capital Items are tied to the Engineering Funds and are appropriated by Fund, then by Department, then by Category. Ireland stated that a new copy machine request was cut from this Department. Marihugh asked about the office furniture line; Lulfs stated this is for filing cabinets, chairs, etc. Marihugh asked why there is a request for \$3,500 when the new office was just built and furnished; Lulfs replied that he was tasked with getting GIS implemented with a public terminal by Council, and although the software is not yet ready for public use, the pilot project is being prepared, including setting up for all utilities including electric, and Lulfs would like to tie address files to this so the public can access it as well. Marihugh believes this information should be protected for safety issues and not be available to the public; Lulfs stated the information will be department specific and the public will not be able to see any details regarding the City infrastructure.

Vehicles

Ireland stated there is a request for a new compaction roller; the current one is from 1989 and the drums are not repairable. Ireland stated there is a request for a truck for the Operations Superintendent with an overall cost of \$26,900. Ireland stated that the 1995 Chevy pickup will be sent to govdeals.com, and the Department will move the current 2008 Ford F250 4x4 to the Water Department and purchase a new 1/2 ton 4x4 for the Operations Superintendent.

Ireland reported that \$10,000 was removed from the Scott Street tree planting program

**Scott Street
Planting**

as this project is not yet closed, and will most likely be in the Budget next year.

Salt Shed

Irelan reported that there is \$350,000 listed in the Budget for a new salt shed. Lulfs stated this is still being researched and this item will come before Council before it is purchased; Lulfs stated that he would prefer that it be engineered with an estimate.

**Resurfacing
Projects**

Irelan reported that the resurfacing of the City Hall parking lot project was removed from the Streets Improvements Fund; Lulfs stated he would like to resurface on South Side instead; Lulfs is researching the definition of a developed and not developed street. Heath asked if the City Engineering Rules defined this distinction; Lulfs replied yes; Heath believes those should be used as the standard. Irelan reported there is \$362,000 in the Fund, for the purpose to improve undeveloped streets, adding that she believes that assessing projects as a funding source should be researched. Lulfs believes this money, if used for its actual purpose, should be used on Park Street. Lulfs stated that he plans on redoing Fair Drive, as it was found to be a City street, and Daggett Drive as well. Irelan reported that the pavement condition reading system is the system to pay someone to research all of the streets in the City and rating them on a scale based on condition to create a ten (10) year plan and priority level. Maassel asked if future projects would be considered; Irelan stated this would be done internally. Lulfs stated that the repaving is usually done in the next year after a construction project to account for any settling. Marihugh suggested Union Street; Lulfs stated that the rebuild plans are done and the City had applied for a grant through the CDBG program but was denied. Lulfs will apply for this grant again; professional services were used to design the plans. Comadoll asked what water lines would be done this year; Lulfs stated there are no dedicated water line projects this year. Behm restated that \$350,000 is far too much to set aside for a salt shed; Irelan asked that she be allowed to bring options and recommendations before Council; Behm believes that if the County can build one for \$35,000 then one can be done for closer to \$100,000. Marihugh suggested the City does not have the manpower or expertise to build one. Wilson asked what the life of a building like this is; Lulfs stated that they claim it is approximately ten (10) years. Lulfs agreed that this project would come to Council before purchasing. Helberg added that \$350,000 would not be considered for the project; Wilson stated that the extra could be repurposed at that time. Behm believes there are many other projects that could use this money; Helberg stated that previously Council had been held to the figures that were approved; Lulfs reminded Council that a miniexcavator was approved at the Budget meetings but was not allowed to be purchased. Irelan requested that the original amount be left in.

Marihugh requested the status of getting access for the restaurant and the barbershop during the Appian Avenue construction; Lulfs replied that he has spoken with the owner of the barbershop and they will have access off Beckham Street and the City will be repairing their driveways and parking area; the restaurant will have the fence removed from the old motel to allow access, adding that ODOT is paying for the majority of the storm sewer work. Marihugh asked if this project would be curbed and guttered; Lulfs stated it will be curbed but not completely guttered; half of the water and sanitary lines are already in from Meekison Street and Beckham Avenue south. Heath stated that the Long Term Control Plan requires sewers in this area, and the City is saving some cost by having ODOT repair the road. Helberg asked if there was any way to salvage existing road structure to save cost; Marihugh stated that approximately sixteen inches (16") of asphalt and concrete is being removed. Lulfs stated that he is concerned with number of trenches being removed and he believes it would cost more to pin back the concrete. Wilson added that the structural security may be better if redone; Lulfs agreed, stating it would be a more uniform structure, adding that the removed concrete will be kept to be ground. Lulfs stated that the plans

are almost finished and the advertising should be done by the first of year. Marihugh asked if the signal light will be upgraded; Lulfs stated he is working with Electric Department to modify this, and cameras will be added to help with the loop detection issues.

Heath reported that the Scott Street project is complete; he will close the Fund out with the intent to budget and not move the money until next year, adding that if the money is needed for remediation on the issue, the money will still be available. Marihugh believes that the lights at this intersection do not work; Lulfs will speak with Dietrich about this issue. Marihugh asked if the optical controls are working or is this light on a timer; Lulfs will research the programming for this light. Heath stated the money will still be available for traffic maintenance. Marihugh asked if manholes will be adjusted to grade; Lulfs stated this will be addressed.

Irelan reported that no large modifications were made to the Water Distribution Fund. Marihugh asked if Phase 2 is ready for the valve exercising program; Lulfs stated this project should be stated as Phase 3.

Marihugh stated that he is pleased at the request for a seasonal person; Heath reminded Marihugh that this is listed as an additional request.

Lulfs stated that there are no specific water line projects, there are just water portion of other projects to come from the Water Capital Fund. Heath stated that the Water Plant Rehab Fund is listed at \$2.5 million due to the note being placed in this Fund; the Fund was budgeted for a balance left available of \$1.8 million, adding that the design may not cost the total amount. Heath explained that this is a fund accounting listing; rolling and rebuying the debt and paying for expenditures from whatever is unspent, adding that in a typical project the debt would be rolled into long term debt. Marihugh asked the status of the negotiations regarding the rehabilitation of the Water Plant with the satellite customers; Irelan stated that a public announcement will be made in the next couple of weeks.

Irelan reported that the only item cut from the Sewer Collection Account is a duplicate, and the service is still available. Irelan reported that the capital is a portion of the requested Superintendent truck. Ridley asked if there were fewer projects this year; Lulfs stated yes and there is an extension on the LTCP. Lulfs stated that he would like to do one (1) project that involved receiving grant money. Lulfs stated that the LTCP projects are listed but the scheduled completion dates are not changed yet, Lulfs will meet with EPA to revise the schedule; adding that the I/I studies were listed for the next five (5) years; Lulfs stated he will be rescheduling the completion dates with the EPA and only two (2) were listed on this permit; the City will receive another permit in four (4) years that will list the correct completion dates. Marihugh asked what work was being required from the Control Systems of Ohio (CSO); Lulfs replied that monitoring is required and this equipment is being placed, adding that the City was cited with illegal discharge but proved that this was not happening. Lulfs stated that he has a meeting in two (2) weeks regarding the EPA permit and will know more approximately mid-December.

Lulfs believes there are no major changes to the Sanitation Fund. Comadoll asked where the money comes from for outside protective wear for the employees; Heath stated if the City purchases the wear, the funds come out of this account. Marihugh asked why Hazard Refresher Course for Todd Baldwin was paid from this account since Baldwin works for the Street Department; Lulfs will research this, the Course may be for a different Supervisor, not Baldwin. Helberg asked why the landfill cost

increased significantly; Lulfs stated the City used Defiance landfill when possible but this was not always possible in which case the Bowling Green landfill was used. Ireland reported that the Unlimited Pickup Fund has not changed. Ireland reported that the Capital Fund included eight (8) new dumpsters and a portion of the requested operations truck. Marihugh asked if landscaping would be improved; Lulfs stated that he will stay on top of this issue. Marihugh asked if the Garage Account is being charged out as a reimbursable; Heath stated no direction was given by Council to do so; Heath believes it should not be changed. Marihugh stated that originally it was set up by percentage.

Lulfs left at 12:10 PM

Parks & Recreation

TIME: 12:22 PM

Tony Cotter, Parks & Recreation Director

Burials

Ireland reported that the number of indigent burials has been reduced and they are working on a new internal policy.

Golf Course

Cotter stated that the board recommendation was a one dollar (\$1) increase in greens fee and cart fee rental and a five dollar (\$5) increase on discount cards, stating that based on 2014 figures this will generate an approximate \$10,000 increase in revenue. Marihugh asked how this will compare with prices at White Pines; Cotter stated the City Golf Course is still less on all fees and cart fees are about the same. Cotter believes the City greens fees are the most competitive and other revenue could be market based. Helberg asked if there were any significant beer sale issues; Cotter stated there were none, even with the outings.

Swimming Pool

Ireland reported that \$25,000 is still being set aside annually toward the repair of the swimming pool. Cotter added that it is still leaking even though it was patched and the lining needs to be replaced and the gutters are also an issue. Ireland reported that the money is in the line item to have in case an immediate fix is necessary; Cotter stated that the expenses were backed off; and when revenues are down the expenses are also down. Helberg asked if Bowling Green had any success with their waterpark; Cotter has not heard; Ireland believes that it may take approximately three (3) years to find out if it is successful; Cotter will research this.

Machinery & Equipment

Ireland reported that the machinery and equipment was moved from the Capital Account into the Recreation Fund. Maassel asked if the Aquatic Club was still considering building a shed by the City pool; Cotter stated this was shelved because they were uncertain about the future of the pool. Maassel added that Tom Ashbaugh is a hard worker and hears compliments from the community; Cotter agreed and complimented his staff for the pride they take in their work. Ireland reported that the scoreboard and boat dock floats were moved out of the Capital Fund and into the Recreation Fund.

Building & Improvements

Ireland reported that the Glenwood Park basketball court renovation was cut completely, and the other improvements were moved out of the Capital Fund and into the Recreation Fund. Maassel asked if Oakwood Park is where most out of town visitors come to play league games; Cotter replied yes, this is where most of the league games are hosted. Ireland stated that she is working closely with Dr. Fogo to still utilize soccer fields after the school moves out; Cotter added that he is also in line for some of the newer playground equipment.

Property & Materials

Ireland reported that the Golf Course Capitals Improvements Project Fund four (4) golf carts, Ireland requested the funding for two (2); Cotter stated he will keep the two (2)

that were bought this year at the net amount. Cotter believes that private carts are decreasing, causing a need to have rental carts available; Marihugh asked what the storage fee charge is for private carts; Cotter stated \$275 to use and store them, though few people store them, with a total of thirty one (31) private carts this year, and there is a fee for the chargers. Cotter added there is no new policy regarding not taking new carts as of yet. Cotter stated there is a request for clubhouse exterior improvements and cart path improvements, as well as a porch addition is to give patrons room to stay and possibly purchase more food and beverage. Cotter stated the porch would be a wrap around area to provide room for the several outings to be hosted which would cause an increase in the purchase of food and beverage from the clubhouse; adding that \$7,500 is currently budgeted, and Cotter believes there is a service organization that is willing to help with cost, and Cotter will utilize the existing bridge pavers for the new floor to save on cost as well. Maassel asked if there were any sponsors for the scoreboard; Cotter stated that is the intent for the funding source. Marihugh asked if the scoreboards were free with orders from Pepsi; Cotter stated this was the practice in the past, but they no longer have that incentive when the contract is signed. Cotter stated that the Pool Operation Capital lists \$25,000 for the pool liner and a \$5,000 line item for leak detection and repair in case this needs to be done. Cotter reported that the Recreation Capital Program lists a mid-mount mower as well as a cemetery lawn mower, weed trimmers and a saw. Behm asked the total capital requests; Cotter stated \$56,500, with \$ 25,000 of the total \$56,500 being allocated for the pool repair.

Cotter left at 12:55 PM.

WWTP

Memberships & Dues

TIME: 12:59 PM

Matt Bilow, Wastewater Treatment Plant Superintendent

Irelan reported that Memberships and Dues were cut by \$800. Irelan reported that the Ohio Waste Water Workers workgroup will be employing a lobbyist regarding the LTCP; Marihugh agreed with this decision.

Supplies & Uniforms

Irelan reported that supplies and uniforms \$680 was cut from Supplies and Uniforms for workboots which was a duplicate line item to another account.

Machinery & Equipment

Irelan reported that the Machinery and Equipment Fund listed the replacement of lab equipment. Heath asked if there is a way to combine labs; Bilow stated the EPA will not allow this. Bilow reported that Screen 2 had a major failure and was rebuilt; the money has been put back in the Fund to cover the other screen which has passed its useful life but is still working. Bilow stated that a spreader replacement is less expensive than taking the waste to landfill. Marihugh asked when the Cloverleaf Cold Storage pretreatment plant is to be built; Irelan stated she is meeting with EPA, Cloverleaf and Staff next Friday. Heath asked if Ch4 plant is an option; Bilow stated they are not licensed to take anything. Bilow stated they would fill out a beneficial user form to be EPA approved to land apply. Ridley asked if there are limits on the chemicals used; Bilow stated he does metals testing on the sludge; and the metals are minimal.

Building & Improvements

Bilow reported that the replacing of pipe is being handled in-house.

Personnel

Irelan reported that in consideration of cessation planning, there is currently no midlevel management at the Water and Waste Water Treatment Plants with supervisory management experience as needed, leading to the request of moving an Operator to a Chief Operator position; the Chief Operator position will be nonunion position and budgeted hourly.

Bilow left at 1:15 PM.

Health Care

Time 1:16PM

Irelan reported that the projected increase in health care costs decreased from the original twelve (12%) with a 50/50 split 50/50 to 9.9% which is a \$140,000 increase. Irelan reported that the Health Care Cost Committee decided that the employee would take on more of the deductible to equal their 50% share. Irelan added that the Third Party Administrator considered behavior modification which decreased the premium to a \$66,000 increase, and because this was not anticipated, the split was not 50/50, but instead the employees were taking on all of it. Irelan stated that the request is to split the \$66,000 increase 50/50 between the City and the employee by lowering the premium share, with the employee responsible for twelve and a half percent (12.5%) of the premium creating a forty five percent (45%) overall increase; the employee taking the correct behavior is what caused the plan cost to decrease; the employee taking on 90% of the deductible is the cause of the lowering of the premium. Heath reported that Huntington is no longer the third party administrator, it is now Chapman & Chapman; Heath believes there will be more stabilization, and would like more consistent meetings quarterly to research actions to take to stabilize costs. Heath added that there were members in the BORMA group that had larger increases, and this is claims based. Heath requested a Motion to accept the recommendation of the Health Care Cost Committee.

**Finance & Budget
Motion To Accept
Health Care Cost
Recommendation
To Approve Health
Care Rate Changes**

Motion: Ridley Second: Wilson

To accept Health Care Cost Committee recommendation to approve health care rate changes

**Passed
Yea- 4
Nay- 0**

Roll call vote on above motion:
Yea- Ridley, Wilson, Behm, Maassel
Nay-

**Council Motion To
Accept Finance &
Budget Committee
Recommendation
To Approve Health
Care Rate Changes**

Motion: Maassel Second: Ridley

To accept Finance & Budget Committee recommendation to approve health care rate changes

**Passed
Yea- 5
Nay- 0
Abstain- 1**

Roll call vote on above motion:
Yea- Comadoll, Wilson, Ridley, Maassel, Helberg
Nay-
Abstain- Marihugh

WTP

Time 1:26 PM

Scott Hoover, Water Treatment Plant Superintendent

**Memberships &
Dues**

Irelan reported that Memberships and Dues were cut, adding that the Ohio Waste Water Workers workgroup will be employing a lobbyist regarding the LTCP.

**Machinery &
Equipment**

Irelan reported that they will be transferring the City Manager's Durango to the Water Treatment Plant and will retire the 2001 Durango, adding that they will not replacing the City Manager vehicle.

Building & Improvements

Irelan reported that the building improvements list as required by the EPA has placed the burden on City Council and is no longer on Hoover's license. Hoover reported that there had been no violation for five (5) years and this list is notification that these parts could potentially cause failure. Marihugh believes there was no urgency brought to Council's attention in previous years. Heath added that the original \$2.5 million had monies listed for emergencies but was reallocated; contingencies must be allocated to avoid emergency action being required by Council. Ridley asked if this would be taken care of in the rehab of plant; Irelan stated all of it would. Hoover reminded Council the water tower was inspected in 2010, and had ten (10) years left on the warranty including paint. Hoover added that the tower is included in rehab, but it still will not be painted next year. Hoover stated that the maintenance program recommended a service agreement to clean the tower with a washout service each year; the company is willing to work with payments or a lump sum when the loan is taken out for the rehab program. Hoover explained to the Committee and Council that the water tower tank is essential to the water distribution system, adding that this was point of emphasis in the EPA letter that was received in September. Behm suggested moving forward with this plan. Heath stated that an account was established to prefund the project; Council stopped moving money into it due to the discussion regarding a new water plant being built, and moved the money back to the Water Fund which saved an increase in rates. Heath asked if there is a design included for the tower rehab; Irelan is meeting with the engineers next week to find out what is included. Heath stated that the rates in place are designed to anticipate the rehab with an exception of debt, and the balance has been built from below \$200,000 and is now at an estimated amount of \$999,000. Heath stated that there is the ability to relook at the Fund as necessary. Helberg asked if the \$2.5 million is in the Debt Fund, Heath stated the original issuance was \$1.8 million for the design and some rehab of the plant, however the concept of building a new plant caused the \$2.5 million to be issued to engineer the new plant, as well as for buying property and some rehab of the plant, with \$1.8 million currently remaining. Heath reported that \$700,000 has been spent; Heath believes there is some flexibility in case the funds are needed. Irelan agreed there is some money available and if this is found to be necessary, the request will come before Council. Marihugh asked if this is a performance standard since one company will be used; Irelan stated that other companies will be contacted as well. Hoover stated the chemical costs are estimated and he will not know the cost increases until after the bid opening. Irelan reported that the last budget included money to paint the Miex tanks, and this money will be carried over to potentially do the painting in 2015, but this depends on decisions made. Irelan reported the budget includes six (6) heating units for the Miex building; switching from electric to natural gas to be more efficient; the current heating bill for the Miex building is approximately \$3,500. Hoover reported that the temperature in this building is critical due to compressed air. Marihugh asked if there is money included for the Wauseon water line; Hoover stated it is not listed, and the City intake must be researched. Maassel asked if there was any turnover in personnel; Hoover does not believe so.

Hoover left at 1:56 PM.

TIME: 2:05 PM

Marihugh asked if Special Clerks position was ever funded from the Electric Fund as originally intended; Heath asked Council to clarify that the Special Projects Clerk funds to come from Electric Fund since the current funding allocation is from the Council budget, but can be adjusted out before the year is over, and a budgetary change can be made to move for the upcoming budget. Maassel stated that the discussion regarding this position will take place on Saturday; Heath added that

budgetarily the funds can be pulled from the General Fund to being entirely funded by the Electric Fund and this can be handled in the final budget adjustment for 2014.

TIME: 2:11 PM

**Electric Department
Memberships &
Dues**

Dennie Clapp, Electric Department Superintendent

Irelan reported that the Memberships and Dues Fund was cut by \$8,500 as this was paid for by AMP. Irelan reported that the Service Fees include the stranded costs that the City took on as liability and paid in full; the remainder has property tied to the liability and the City will not pay these fees until the property is sold.

**Machinery &
Equipment**

Irelan reported that the Machinery & Equipment Fund includes \$120,000 for the Appian Avenue light upgrade; Marihugh asked if this includes the poles; Clapp stated this includes everything to bring the project to code. Marihugh asked why the TMACOG dues are coming out of the Electric Department Memberships and Dues Fund; Heath stated this is where the money was located; Helberg stated this is part of economic development and it includes more than transportation.

Marihugh believes that the Electric Department should not be paying for all of the OUPS membership, it should be shared between Electric, Water, and Sewer Departments. Clapp stated that the Electric Department goes outside the City to do OUPS work, while the Water and Sewer Departments do not. Marihugh stated when work is done for Henry County Rural Water as a subcontractor it is done outside the City limits; Irelan stated that fees are charged for their work. Helberg stated the only reason the City is in TMACOG is the economic development factor and most of the work is in the Electric Department.

Vehicles

Marihugh asked Clapp if he was planning to buy another International, Clapp stated it would be a Ford; the International is a service truck that is approximately six feet (6') off the ground and the employees are getting in and out approximately one hundred (100) times per day; Clapp believes the Ford F550 to be a better choice; Irelan added a smaller size truck allows for a better flow of traffic during service stops as well.

**Building &
Improvements**

Clapp reported that the Electric Department is working on an automated responsive system including switching the SCADA equipment to an updated version. Ridley asked which decorative lighting is listed; Clapp stated it is the downtown lighting upgrading the block from the Senior Center, down to Perry Street; Helberg stated that he was disappointed with selection of light chosen, as they seem like a park light not street light; Clapp stated that the Electric Department have the lighting to replace these when necessary, and the cost listed is for underground work not buying any light fixtures. Ridley asked how this was done on the first block of West Washington Street since some residents paid for the lighting; Clapp stated the residents paid only for the difference in the cost for the upgrade that they chose.

Clapp left at 2:28 PM

**MIS
Personnel**

Time 2:29 PM

Irelan reported the retirement of Dan Wachtman, MIS Director, is anticipated and budgeted. Maassel asked if Irelan actually anticipated this retirement as this has been discussed previously; Irelan reported that she is not certain; retiree healthcare is one of the biggest reasons folks are not retiring.

**Training &
Education**

Irelan reported that she did cut the Training & Education Fund by \$1,000, but does encourage Bobby Stites, Assistant MIS Director, to attend training so that he may take on more of the day to day operations.

Machinery & Equipment	Irelan reported that the Microsoft upgrade has been cut from \$15,000 to \$5,000; the goal is to take the segment out of the Operations Building and relocate it due to the dust and diesel in the Operations Building which is affecting the software. Ridley suggested trying Office 3.65 which is a Cloud based subscription and government entities and nonprofit organizations receive a discount cost of four dollars (\$4) per month per user. Marihugh asked if all departments are using same version of Microsoft; Irelan replied that Microsoft 8 is consistent throughout the departments. Irelan reminded the Committee and Council that the City is paying for two (2) City issued cellphones, and although this is in direct conflict of employee handbook, Irelan is asking to keep this procedure in the MIS Department, and one (1) will be going to a part-time employee, but this was a benefit offered to Stites when he was hired, and more importantly it is a necessity to be able to reach Stites at all hours, and this is not really a benefit. Marihugh asked where the website update will be budgeted; Irelan stated that this is taken from the General Fund. Behm requested this be taken from the Tourist Bureau budget; Behm added that this is an additional request. Heath suggested discussing the Council budget next.
Council	TIME: 2:39 PM Heath stated he sent these requests to the members of Council and the Mayor for approval.
Memberships & Dues	Marihugh stated that he is still a member of AWWA and OMEA and requests his attendance to the annual state conference for AWWA be included in the budget. Marihugh stated they have joint meetings with Waste Water and Water Distribution, and Marihugh would like to attend these. Maassel stated this would be an additional request; Heath requested the figure to add to the additional requests; Irelan will supply Heath with the figure. Irelan stated that Hoover already attends the conferences; it is a training and networking situation. Maassel restated this will be added to the additional request list. Marihugh stated there is enough money in the Water Distribution Travel and Training Account to pay for this request.
Machinery & Equipment	Heath reported that microphone replacement in Council Chambers is requested; an estimate came from John Kuser and would these would be installed in approximately 1.25 hours; Behm asked if the camera could plug into the sound; Heath asked Kuser and it could.
Building & Improvements	Heath reported that the Council Chambers door improvement of framing quote was received from the Mel Lanzer Corporation in the amount of \$1,500.
Mayor	The Committee and Council had no questions regarding the Mayor's budget.
City Manager Vehicles	Irelan reported that the Fleet Maintenance Fund was reduced to be closer to trend. Irelan reported that the Wash and Fill tickets were removed for the City Manager vehicle, and fuel costs were lowered to \$2,400.
Building & Improvements	Irelan reported that the front office areas are in need of carpet; Marihugh asked if the estimate is from a local firm; Heath replied it is, Carpet Wholesalers. Heath stated this could be quoted out but the quality of the carpet could be an issue; Heath stated the high quality carpet is worth the additional cost in a commercial building. Irelan stated the upgrades to the front offices must be completed for safety reasons, including closing in the receptionist area with glass, and adding an ADA accessible door to the administration side.

Finance Department Personnel	Heath reported that the budget includes the anticipated retirement of the Accounts Payable Clerk, and Council approved the request for approximately five (5) weeks of parallel training in 2014 which will be rebudgeted into the 2015, as Speiser will be retiring April 30, 2015.
Travel & Training	Heath stated that the Finance Department Travel and Training budget helps to offset personnel reductions and covers certification retention requirements.
Fees	Heath reported that the Service Fees are for a professional company that helps with CAFR preparation; the Department is in the third year of a three (3) year contract, as well as CMI support contracts including audit fees; the Department is in the third year of a five (5) year contract for auditing services; legal advertising is also paid out of the Finance budget.
Customer Service	Heath reported that the Finance Utility is allocated fully to the Enterprise Funds through reimbursements, including Electric, Water and Sewer, and Refuse, and the Department is trying different things regarding customer service including the APPA customer service program; Heath stated that the Minutes from the 2014 Budget Review approving the Utility Billing Supervisor to attend this program are included, the training was in New Orleans in February and will be in California in 2015, adding that this is a three (3) year program however it will be completed in two (2) years with a cost of \$2,500. Marihugh asked if Council could decide to deny the approval of this certification program; Marihugh believes that nothing has been done with the current customer service concern; Helberg reported that he and Maassel researched this concern, and have determined the issue to be from a disgruntled employee, and Helberg and Maassel find no reason to pursue the unfounded information, and they believe that Staff is doing their job to handle the situation. Helberg added that they are not even sure a real person made the complaint, as this person is not in the records, no contact information was given and this person is not at the address given. Wilson asked if this training must be in person or if it could be attended by webinar; Heath stated that it must be attended in person, not webinar. Helberg added that there was not an official response to the complaint because the author cannot be verified; Heath recommended adding to Council rules a Policy that requires a valid name, phone number, and address be attached to any letters. Marihugh believes something must have precipitated that letter; Irelan asked if Council is against the certification; Council had no objection to the certification training.
Additional Request	Heath reminded the Committee and Council that the Finance Department gave up a shared position between the Income Tax Department and the Utility Billing Department after the Performance Audit recommendations, and used a seasonal position to try to maintain service levels, but it was discovered due to time off issues that there have been times that the Utility Billing Department could not be manned; Heath requested to rework the seasonal position into a permanent part-time position with a person available to schedule in with flexibility to cover Utilities and Income Tax; the wage would be approximately eleven dollars (\$11) per hour at twenty eight (28) hours per week with a net cost of \$11,280 allocated between the Electric, Water & Sewer, and Refuse Departments.
Capital Improvements	Heath reported that the Capital Improvements Fund includes the microfilming of documents and preservation of historic documents; computer upgrades for two (2) units and finance client server direct deposit capabilities for cell phone and internet payments, totaling approximately \$2,300, however the saving on postage is not known. Wilson asked if this is an annual fee; Heath stated this is a one time set up fee for CMI upgrades to the financial system software with new features; CMI is fading

Building & Improvements

out support to the old system, and are hoping to be back on track by the first of year. Heath reported that Utility Billing allocated the same upgrade to the laser printer, including upgrading the server which is five (5) years old that houses all Finance Department applications, and scanning was added which takes up a lot of memory.

Heath reported that there is a request for an upgrade to the benches at the outdoor entry at the Utilities Department and the Administration Department. Heath reported that there is a request for miscellaneous software upgrades including electric rates. Marihugh asked how outsourcing the billing is working; Heath stated that it is working out very well and he would suggest not going back to billing in house, the bills are also mailed out to the customers as well. Marihugh asked if online billing is offered; Heath stated yes as well as online payment being offered and the Department may install a kiosk for customers to pay online; adding that the current fee is six dollars (\$6) but different firms are being researched that charge three percent (3%) of the total bill. Maassel believes the benches would be a great Eagle Scout project. Wilson asked, in general, how does the budget look in terms of priorities, asking if Council members believe that the City is heading in the right general direction; Ireland believes looking at the Funds bottom lines, they show the City's priority is safety services, which is common. Ireland stated that she has had many conversations with Council that involve infrastructure, however the budget is not demonstrating that infrastructure is a priority; Marihugh agreed. Ireland believes that the City needs a Council with a consistent set priorities to put dollars to; Ireland would like to create a building platform with Council to decide where the budget should meet the priorities. Wilson asked if there has been direction to meet priorities of Council; Helberg added that the City is way behind in addressing priorities, and the Henry County Economic Development Plan can be used to work toward creating an environment where people want to live in the City. Behm added that in 2005/6, when he was first on Council, is when the EPA mandates began, along with pulling money to pay for these projects; Maassel added the \$300,000 Street Improvement Fund was used last year due to the winter issue. Marihugh added that one year as superintendent the Operations budget was \$60,000 and Council took that money back for another area causing the Operations Department to go an entire year without repair funds, adding that he had reservation regarding the LTCP, and money that was to be used for repaving etc. is now being used for the LTCP. Wilson believes that there is a need to be aware where the dollars are directed when the budget is approved. Ireland recommends Council sitting down with a strategist to put priorities in place with a plan. Marihugh added that priorities need to be addressed, adding that Scott Street is prime real estate that should be full. Behm believes the City has been experiencing a poor economy as well as lost residences and businesses, and the State pulled money, which caused the City to have to try to fund operations projects from other funds. Behm believes that rates are increasing and the cost of living is increasing and this is becoming less appealing to potential residents. Wilson stated that Henry County is on the forefront of getting skilled workers for the companies and workforce departments are shifting back to skilled labor. Wilson suggested looking at priorities when approving the budget; Ridley agreed. Helberg agreed that a strategist is a good idea. Ireland stated that it takes the entire team to make the priorities happen. Ireland will research a qualified strategist and bring this information back to Council. Helberg asked if House Bill 5 can be battled by the City Managers Association or the Mayors Association; Ireland stated that she is disappointed by the lobbyists in OML, as they did not oppose House Bill 5 as strongly as they should have. Heath stated that the City does not have a strong lobbyist; Heath had asked the OML about this and the reply was that they operate under a different set of rules and it is difficult regarding structure. Heath believes that voting in term limits started this issue; adding that plans need to be funded. Ireland asked if Council was willing to assess projects; Behm believes residents

City of Napoleon, Ohio
CITY COUNCIL

Special Meeting Minutes

Saturday, November 15, 2014 at 8:00 AM

PRESENT

City Council

John Helberg (President) (arrived at 8:31 am), Jason Maassel (President Pro-Tem), Jeff Comadoll, Jeffrey Marihugh, Christopher Ridley, Travis Sheaffer (arrived at 8:15 am), Heather Wilson

**Finance & Budget
City Staff**

Chris Ridley - Chair, John Helberg, Jason Maassel, Heather Wilson, Ron Behm
Dennis Clapp, Electric Department Superintendent
Tony Druhot, Acting Fire Chief
Gregory J. Heath, Finance Director/Clerk of Council
Monica S. Irelan, City Manager
Christine Peddicord, Assistant Finance Director
Robert Weitzel, Police Chief

Others

Recorder

Tammy Fein

ABSENT

Call To Order

President Pro-Tem Maassel called City Council to order at 8:00 AM.
Chairman Maassel called the Finance & Budget Committee to order at 8:00 AM.

Fire Department

TIME 8:00 AM

Tony Druhot, Acting Fire Chief

Building

Irelan reported that an alternative repair to the roof was acceptable and cut \$11,000 from this \$12,000 line item request. Irelan stated that replacement lighting to the building will be required and Irelan will research grants for this.

Education

Irelan reported an increase to the Education line item request due to planned training and education for personnel. Marihugh asked if the department meets compliance requirements in combined space entry; Druhot stated they are.

EMS Fund

Irelan reported that no cuts were made to the EMS Fund, and will be investing more into education and training. Comadoll asked how the dual status employees are being handled; Irelan stated this will be a Policy change and will not affect the budget at this time.

**Machinery &
Equipment**

Irelan reported there is a Capital Improvements Project Grant for machinery and equipment in the amount of three thousand dollars (\$3,000) from the Ohio Department of Public Safety for training and equipment, and the City matches three hundred dollars (\$300). Irelan reported that the Equipment budget increased due to an ambulance purchase, and a portion was grant funded. Irelan stated that she is working on Fire and Rescue replacement schedule updates to get them closer to current figures. Behm asked if there is a way to plan for buying the ladder truck in 2027; Marihugh believes that engine 803 is more of a priority since it is obsolete as far as the ISO rating; Irelan stated this is part of the plan that is being worked on. Maassel added

that this is a line item that has already started to be funded. Irelan reported the typical five thousand dollars (\$5000) budget request for equipment replacement including turnout gear and pagers.

Druhot left at 8:14 AM.

Behm read a Certificate of Achievement of Excellence that was earned by the City and the Finance Department regarding the CAFR; see attached. Behm will have this sent to the media.

Police Department

TIME 8:15 AM

Robert Weitzel, Chief of Police

Building

Irelan reported that the utilities costs have dropped by installing LED lighting and enrolling in the EfficiencySmart program. Marihugh asked if the door on the Quonset hut will be replaced; Weitzel replied that this may be handled from the Building Maintenance Fund.

**MAN Unit
Additional Request**

Irelan reported there is an additional request to join the MAN Unit which she believes will create a net savings to the budget of \$57,160. Irelan stated that this will require taking a current Patrolman and promoting the Patrolman to Detective in the MAN Unit with a five percent (5%) wage increase, adding that this is a collaboration between other areas and the City, and will be a tactical unit concentrated on all related drug offenses. Weitzel stated there was a MAN Unit in Fulton County for approximately three (3) years. Maassel asked what happens to the Patrolman when the MAN Unit is disbanded; Irelan replied that the Patrolman would go back to Patrolman from Detective. Marihugh asked the average length of the MAN Unit; Weitzel stated that the average longevity is approximately three (3) to five (5) years. Irelan distributed information regarding the request MAN Unit; see attached. Irelan added that the vacant Lieutenant position will not be filled to help fund the MAN Unit position, with the initial funding coming from State and Federal funding. Marihugh asked what type of hardship will be created by taking the Patrolman out of rotation; Weitzel believes that this is a hardship that the organization should be willing to absorb as there is currently no major impact on the drug problem. Irelan believes this to be a proactive step to the drug problem and believes it to be a priority. Maassel asked if Sheriff Bodenbender is acceptable to this program; Weitzel believes he is.

Equipment

Weitzel reported that two (2) tasers will be rotated in, and the bulletproof vest rotation cycle is every five (5) years.

Vehicles

Weitzel reported that there is a request of replacement of two (2) cars; car 29 has approximately 136,000 miles. Weitzel suggested keeping car 28, and replacing car 22, which is the Detective vehicle, with a standard sedan as well as taking the Durango to auction.

Weitzel left at 8:42 AM.

1900 Account

TIME: 8:49 AM

Greg Heath, Finance Director

Heath reported that these are the typical miscellaneous professional services including Senior Center maintenance, school access, janitorial services, and general miscellaneous. Marihugh asked if the rental on the radio tower was charged back to

General Fund Reimbursibles And Transfers

Utilities; Heath replied it is.

Heath reported that the General Fund Reimbursibles and Transfer include individuals who do work for multiple departments, for example a Parks Department worker who helps with snow removal.

Fire/EMS Contracts

Heath suggested raising the Township contribution from the current \$7,500 to \$10,000 for the Fire/EMS Contracts to cover administrative expenses.

Special Events Fund

Heath reported that Subsidies are listed at \$11,500 in the Special Events Fund, adding that there is no revenue source for this Fund except the General Fund.

Economic Development Fund

Heath reported that the Economic Development Fund was previously funded through the sales of properties, however that funding source is gone; now all funding is the General Fund.

Employee Benefit Fund

Heath reported the Employee Benefit Fund is the administrative end of healthcare. Heath stated that the Garage Rotary Fund is net subsidized by the General Fund.

Reserve Fund

Heath reported that the Reserve Fund currently has no appropriations, and is funded by one time payments including the Bureau of Workers' Compensation (BWC) refund in 2013 payment of \$77,000 which is a contra-entry against the premium payment expense accounts, reducing expenses from the original funds this was originally charged to; Maassel stated he would like the most recent refund appropriated as it was in 2013 with some of the money being placed in the Reserve Fund. Heath added that this Fund is used to back the informal Policy maintaining the budget balance at one million dollars, and the same process is applied to the Capital Improvements Project (CIP) Fund. Heath reminded Council that there is an additional budget request to place \$10,000 in the Special Events Fund.

Unclaimed Monies Fund

Heath reported that the Unclaimed Monies Fund is a requirement of the Ohio Revised Code (ORC) and is a General Fund equivalent but is kept separate for tracking purposes.

KiloWatt/Hour Tax

Heath reported that the KiloWatt/Hour Tax Fund originates in the Electric Fund and the net goes to the General Fund. Heath stated that past Councils decided to use that money for other purposes previously, causing this fund to be created, adding that the KiloWatt/Hour Tax Fund is required to go back to the General Fund by the ORC and these funds are a contra-entry back against the expenditures. Behm added that this has started recently to make up for lost revenue; and when the funds are pulled from the Electric Fund, rates must be increased to maintain the balance. Sheaffer does not believe transferring this out causes the taxpayers to pay more since it is not included in the cost of electric or distribution. Helberg stated the KiloWatt/Hour Tax is based on usage within City limits, not within entire system, and customers outside the City limits make payments to the State of Ohio; Helberg believes that residents who live outside the City limits are getting a double benefit, adding that he is opposed to the distribution of the KiloWatt/Hour Tax in this manner and suggests putting it into the General Fund which will also demonstrate the actual water and sewer rates. Sheaffer suggested not reimbursing the Enterprise Funds; Heath stated they are not being reimbursed. Helberg asked if some of the money is going to the electric charges to the water or sewer plant; Heath replied no. Helberg believes that the water rate, sewer rate and Parks & Recreation fees should not be reduced with money received from the

KiloWatt/Hour Tax. Heath stated the main reason the reimbursement were started was the AMP push to demonstrate how the money is being used to offset any utility cost versus a straight transfer to the General Fund; Heath stated that Statute states this must go directly to the General Fund, adding that the reimbursements could be removed and the money could go directly to the General Fund but the other Funds would have to be funded more heavily. Sheaffer believes this way show that politically everything is going back to the electric rates. Helberg does not believe that residents outside the City should have their rates lowered fictitiously; Wilson stated this is not affecting any rates for residents inside or outside the City. Behm asked how long Parks Fund has been subsidized; Heath stated is always been subsidized in some fashion. Heath stated that the Parks Department is a General Fund Fund even though it has a tax levy; Ireland suggested not taking the \$40,000 KilowattHour tax reimbursement from the Parks Department this year, and waiting until next year to give the Department a chance to figure out how to balance their books without the subsidy. Behm stated that Council was told last year that the Parks Fund was balanced and not subsidized from the General Fund; Ireland stated it was subsidized with a General Fund Equivalent account with special revenue from the KiloWatt/Hour Tax. Behm believes that Council was told to pull out \$70,000 from the General Fund and told the Parks Department was operating from their own Fund with the only subsidy being capital; Heath does not believe that Council and the Mayor were purposely misled as to where the subsidy came from for the Parks Department.

Court Related Funds

Heath reported that Court Related Funds are statutorily required Funds, and are set up by Statute; these Funds are driven by fine money and used for general operational needs.

Heath reported that the Block Grant paid for machinery and equipment this year and nothing is planned for next year; adding that this Grant uses funding as it becomes available. Weitzel explained the Certified Training Fund; the State sometimes requires mandatory training items and will pay twenty dollars (\$20) per seat hour to attend the training. Heath reported that the Inside Millage on the Police Pension Fund and the Fire Pension Fund are statutorily required to be receipted separately for tracking purposes, and offset of the General Fund.

Other Administrative Funds

The various other Administrative Funds track the hospitalization deductibles and Wageworks; this figure will decrease due to the deductible changes. Heath reported that the General Debt Obligation Fund is a debt accounting Fund tracking principal and interest. Heath reported that the Special Assessment Fund is required statutorily and tracks principle and interest on any special assessment debt and any fees associated with the debt. Heath reported that the Transfers Fund included two (2) streets that are part of the debt in the General Bond Retirement Fund, and this is funded from the Capital Improvement Fund to pay the debt and shares paying for the Fire Equipment Fund and payment into the Reserve Fund earmarked for the Parks Department pool liner project. Heath reported that the 501 and 502 Funds existed originally as debt with no appropriations and were originally required under the Trust Agreements in debt arrangements when the debt was sold for the substation. Heath reported that the Water Revenue Fund is the administration shared expense between different departments and returns to the General Fund. Heath reported that the Water Plant Renovation Fund includes interest on the note coming due in March relating to the Water Plant. Heath reported that the Meter Deposit Fund includes deposits that are statutorily required to be kept separate, and the resident refund comes out of this

Other Administrative Funds Continued

Fund; residential customers receive a credit after one (1) year of good credit history, commercial and industrial deposits are maintained until the account is closed. Heath reported that the Fuel Rotary Fund is the account used for fuel bulk purchases and it is charged back to the Departments as it is used. Maassel asked where the Sewer Lateral Fee is located; Heath stated that this is estimated to be \$50,000 this year and \$40,000 is budgeted for next year; adding that there are separate Revenue and Expenditure Accounts for this money. Heath stated that the projection is to receive \$47,900 and projecting to spend \$50,000; adding that \$40,000 has been obligated this year on four (4) repairs and projecting to receive \$115,000 next year based on the rate charged. Maassel added that once number of repairs is figured, the number can be adjusted. Irelan is creating a report demonstrating how any approved Additional Budget Requests would be impact the separate Funds.

Motion To Enter Executive Session

Motion: Sheaffer Second: Comadoll
To enter Executive Session to discuss compensation of personnel

Passed
Yea- 7
Nay- 0

Roll call vote on above motion:
Yea – Marihugh, Comadoll, Wilson, Ridley, Maassel, Helberg, Sheaffer
Nay-

Into Executive Session

Motion To Come Out Of Executive Session

Council entered into Executive Session at 10:03 AM.

Motion: Ridley Second: Marihugh
To come out of Executive Session

Passed
Yea- 7
Nay-0

Roll call vote on above motion:
Yea - Marihugh, Comadoll, Wilson, Ridley, Maassel, Helberg, Sheaffer
Nay-

Exit Executive Session

Motion To Remove Special Projects Clerk Position From 2015 Budget

Council exited Executive Session at 11:00 AM. President Helberg reported that the discussion was regarding the compensation of personnel and no action was taken.

Motion: Ridley Second: Marihugh
Motion to remove the Special Projects Clerk position from the 2015 Budget

Passed
Yea- 4
Nay- 3

Roll call vote on above motion:
Yea – Marihugh, Comadoll, Wilson, Ridley
Nay- Maassel, Helberg, Sheaffer

Review

Heath reviewed changes to be made to the budget so far, including:
A \$10,000 additional request to the 123 Fund from the General Fund;
A \$1,000 duplicate listing in the Recreation Fund regarding floats to be removed; and
The estimated cost of training for Marihugh to attend the AWWA Conference is \$800 which would come directly from Water Distribution Fund; Marihugh believes there is enough money in this account for him to attend this year. Heath stated that in Council rules travel for Council must be approved by Council.

Heath reminded Council that, at a minimum, a temporary budget is required by law to

City of Napoleon, Ohio
CITY COUNCIL

Meeting Minutes

Monday, November 17, 2014 at 7:00 pm

PRESENT

Council

John Helberg (President), Jason Maassel (President Pro-Tem), Jeff Comadoll, Jeffrey Marihugh, Chris Ridley (arrived at 7:17pm) Travis Sheaffer (arrived at 7:03pm), Heather Wilson

Finance & Budget

Jason Maassel (Chair), Chris Ridley, Heather Wilson

City Manager

Monica S. Irelan

Law Director

Trevor M. Hayberger

Finance Director/Clerk

Gregory J. Heath

Recorder

Tammy Fein

City Staff

Matt Bilow, Wastewater Plant Superintendent

Tony Druhot, Acting Fire Chief

Scott Hoover, Water Plant Superintendent

Patrick Lannan, Police Department

Dan Wachtman, MIS Administrator

News Media; NCTV

Others

ABSENT

Council

Chris Ridley attended via telephone until 7:17pm

Committee

Mayor Ronald A. Behm

Others

Call To Order

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

Minutes Approved

Minutes of the October 27 Special Council meeting and the November 3 Regular Council meeting stand approved with no objections or corrections.

Citizen

None

Communication

Reports From

The Parks & Recreation Committee did not meet on Monday, November 17 due to lack of agenda items.

Committees

Chairman Sheaffer reported that the Electric Committee met on Monday, November 10 and recommended:

1. Approval of electric billing determinants
2. Approval of the ECO-Smart Choice 1st Amendment to Participating Member Schedule

President Helberg reported that the Water, Sewer, Refuse, Recycling and Litter Committee met on Monday, November 10 and recommended:

1. Denying the appeal to the billing dispute

The Municipal Properties, Buildings, Land Use and Economic Development Committee met on Monday, November 10 and discussed:

1. Review of the Henry County Economic Development Plan

**Introduction Of
Resolution No. 070-14**

President Helberg read by title Resolution No. 070-14, a Resolution authorizing the City Manager to execute any and all documents necessary to enter into the First

	Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program; and declaring an Emergency
Motion To Approve First Read	Motion: Maassel Second: Sheaffer To approve first read of Resolution No. 070-14
Discussion	Irelan reported that AMP sent the Amendment to the Electric Committee, this Amendment allows customers to buy more green energy for a higher cost per month.
Passed	Roll call vote on above motion:
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Introduction Of Resolution No. 071-14	President Helberg read by title Resolution No. 071-14, a Resolution authorizing the City Manager to execute any and all documents necessary to enter into an Agreement for the sale of certain real property, as indicated in Exhibit A, to the State of Ohio; and declaring an Emergency (<i>Suspension Requested</i>)
Motion To Approve First Read	Motion: Sheaffer Second: Maassel To approve first read of Resolution No. 071-14
Discussion	Irelan stated this real property is located on State Route 110 across from the cemetery; the City owns property on both sides of street, and ODOT needs access to the riverbank to plug tiles and is requesting a temporary easement along with purchase of a parcel of property one half inch (1/2") thick by seventy eight (78) feet long and one inch (1") thick by fifty eight (58) feet long. Marihugh asked if this would take care of the headwall and pipes that are in disrepair; Irelan believes this project will take care of this.
Motion To Suspend The Rules	Motion: Sheaffer Second: Marihugh To suspend the rules requiring three readings
Passed	Roll call vote on above motion:
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Passed	Roll call vote to pass Resolution No. 071-14 under suspension of the rules
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Second Read Of Ordinances And Resolutions	There are no Second Reads of Ordinances and Resolutions.
Third Read Of Ordinance No. 061-14	President Helberg read by title Ordinance No. 061-14, an Ordinance amending the Fixed Asset Policy of the City of Napoleon
Motion To Pass On Third Read	Motion: Sheaffer Second: Maassel To pass Ordinance No. 061-14 on third read
Discussion	Heath reported there were no changes to the Ordinance since the Second Read.
Passed	Roll call vote to pass Ordinance No. 061-14 on third read
Yea- 6	Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll

Fiscal Year 2015

Motion To Approve Plans, Specifications, Documentation And Contracts For Chemicals For Water/Wastewater Treatment Plants Fiscal Year 2015

Motion: Comadoll Second: Marihugh
To approve plans, specifications, documentation and contracts for chemicals for the Water/Wastewater Treatment Plants in the fiscal year 2015

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
Yea- Wilson, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Approval Of Wal-Mart Community Grant: \$2,200

Irelan reported that the grant is for the Fire Department to get new equipment for a sound system and training, adding that Council will be invited to see the equipment in use after the training is completed.

Motion To Approve Wal-Mart Community Grant

Motion: Comadoll Second: Sheaffer
To approve Wal-Mart Community Grant of \$2,200

Passed
Yea- 7
Nay- 0

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Appeal To Billing Dispute

Heath requested the discussion regarding the appeal to the billing dispute be referred to the Water, Sewer, Refuse, Recycling & Litter Committee.

Helberg Referred The Appeal To Billing Dispute To The Water, Sewer, Refuse, Recycling & Litter Committee

Finance & Budget Call To Order

Chairperson Maassel called the Finance & Budget Committee meeting to order at 7:20 pm.

Review Of 2015 Budget Proposals – Additional Requests

MAN Unit

Maassel asked to start the discussion with the Police Department Multi Area Narcotics (MAN) Unit request as this has the biggest value. Irelan reported that this would move a current Patrolman, increase the wages by five percent (5%) and place this employee in the MAN Unit focusing on drug related crime. Maassel believes that, due to the increase of drug related crimes and Chief Weitzel stating that the day to day operations would not be affected, this is a good idea for the City. Marihugh expressed concern regarding the jurisdiction in Henry County; Irelan stated that the City is helping to pay for this service and the concentration would be in the City. Wilson reminded Council and the Committee that additional overtime has already been accounted for in this request. Sheaffer stated concern about losing a Patrolman; Irelan stated that the vacant Lieutenant position will remain vacant however this will put an entire unit available to handle drug relating crimes. Irelan stated that the State grant must be reapplied for on an annual basis.

**Finance & Budget
Committee Motion
To Recommend
Council Approve The
MAN Unit Budget
Request**

**Passed
Yea- 3
Nay- 0**

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Approve The MAN
Unit Budget Request**

**Passed
Yea- 7
Nay- 0**

**Permanent Part-Time
Law Director**

**Finance & Budget
Committee Motion
To Defer Permanent
Part-Time Law
Director Budget
Request**

**Passed
Yea- 3
Nay- 0**

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Defer Permanent
Part-Time Law
Director Budget
Request**

**Passed
Yea- 7
Nay- 0**

Motion: Wilson Second: Ridley
To recommend Council approve the MAN Unit budget request

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Sheaffer Second: Comadoll
To approve Finance & Budget Committee recommendation to approve the MAN
Unit Budget Request

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Maassel suggested denying the permanent part-time Law Director additional budget request; Hayberger added there may be civil litigation in 2015 and he would like the ability to control the Department's outside funds in case they are required for this litigation.

Motion: Wilson Second: Ridley
To defer the Law Director additional budget request for a permanent part-time Law
Director until 2016

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Sheaffer Second: Marihugh
To approve the Finance & Budget Committee recommendation to defer the
permanent part-time Law Director budget request until 2016

Roll call vote on above motion:
Yea - Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Water Treatment Plant Chief Operator

Finance & Budget Committee Motion To Recommend Council Approve The Position Of Water Treatment Plant Chief Operator Budget Request

**Passed
Yea- 3
Nay- 0**

Council Motion To Approve Finance & Budget Committee Recommendation To Approve Position Of Water Treatment Plant Chief Operator Budget Request

**Passed
Yea- 7
Nay- 0**

Wastewater Treatment Plant Chief Operator

Finance & Budget Committee Motion To Recommend Council Approve Position Of Wastewater Treatment Plant Chief Operator Budget Request

**Passed
Yea- 3
Nay- 0**

Council Motion To Approve Finance & Budget Committee Recommendation To

Irelan reported that the Water Treatment Plant Chief Operator position would be filled by a current employee and the vacancy created would remain vacant; this would allow for management experience for the employee to become Superintendent for succession planning when needed.

Motion: Wilson Second: Ridley
To recommend Council approve the position of Water Treatment Plant Chief Operator budget request

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Marihugh Second: Sheaffer
To approve Finance & Budget Committee recommendation to approve the position of Water Treatment Plant Chief Operator budget request

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Irelan reported that the Wastewater Treatment Plant Chief Operator position would be filled by a current employee and the vacancy created would remain vacant; this would allow for management experience for the employee to become Superintendent for succession planning when needed.

Motion: Ridley Second: Wilson
To recommend Council approve the position of Wastewater Treatment Plant Chief Operator budget request

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Marihugh Second: Comadoll
To approve Finance & Budget Committee recommendation to approve the position of Wastewater Treatment Plant Chief Operator budget request

donation is made. Sheaffer believes that the County also received more benefit from the CIC. Helberg added that the new Director is accepting the position at a pay cut. Ridley believes that economic development for the City needs to be funded, not just discussed. Sheaffer stated that he is not comfortable paying for time where there may be no Director; he is estimating this to be for sixty (60) days. Wilson stated that she understands the concerns; Maassel suggested increased funding matching the amount that the County increases up to \$9,000.00; Irehan agreed with the compromise, as long as expectations are made and met.

Finance & Budget Committee Motion To Recommend Council Approve The Contribution To CIC Up To the Amount Donated By The County And Not To Exceed \$9,000

Motion: Ridley Second: Wilson
To recommend Council approve the contribution to the CIC up to the amount donated by the County and not to exceed \$9,000

Passed
Yea- 3
Nay- 0

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Council Motion To Approve Finance & Budget Committee Recommendation To Approve Contribution To CIC Up To The Amount Donated By The County And Not To Exceed \$9,000

Motion: Comadoll Second: Maassel

Passed
Yea- 6
Nay- 1

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Marihugh, Comadoll
Nay- Sheaffer

Upgrade Of City Website

Maassel asked if the part-time Assistant MIS Director was hired to upgrade the website; Wachtman stated that he has done everything that was requested by Council. Sheaffer stated that a complete redesign is in order and must be done professionally. Wilson asked if it could be maintained internally; Irehan stated that the Staff has the knowledge though time may be a concern; Sheaffer suggested adding the maintenance of the website to the Contract. Irehan believes this to be a good investment for economic development of the City; Irehan stated that she has done an entire rebuild, and a professional must be hired but also must be worked with closely to ensure usability. Comadoll asked Wachtman if the maintenance of the website could be handled inhouse; Wachtman refused to respond in a public venue. Helberg stated that this money was allocated for advertisement of the City last year but was not spent and has been reallocated for this request.

Finance & Budget Committee Motion To Recommend

Motion: Ridley Second: Wilson
To recommend Council approve upgrade of the City website budget request of \$10,000

Council Approve Upgrade Of The City Website Budget Request Of \$10,000

**Passed
Yea- 3
Nay- 0**

Roll call on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Council Motion To Approve Finance & Budget Committee Recommendation To Approve Upgrade Of The City Website Budget Request Of \$10,000

**Passed
Yea- 7
Nay- 0**

Motion: Sheaffer Second: Comadoll
To approve Finance & Budget Committee recommendation to approve upgrade of the City website budget request of \$10,000

Increased Hours For Part-Time Bailiff

Finance & Budget Committee Motion To Recommend Council Approve More Hours For The Part-Time Bailiff Budget Request

**Passed
Yea- 3
Nay- 0**

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Wilson believes that more are required for the part-time Bailiff due to the new MAN Unit along with making the Court environment safer; Marihugh agreed.

Motion: Ridley Second: Wilson
To recommend Council approve more hours for the part-time Bailiff budget request

Council Motion To Approve Finance & Budget Committee Recommendation To Approve More Hours For The Part-Time Bailiff Budget Request

**Passed
Yea- 7
Nay- 0**

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Comadoll Second: Marihugh
To approve Finance & Budget Committee recommendation to approve more hours for the part-time Bailiff budget request

Permanent Part-Time Utilities Position

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Marihugh asked, if House Bill 5 centralized Income Tax collection in Columbus is approved, would Staff be cut in the Income Tax Department; Heath stated that House Bill 5 dropped this factor from the wording currently, but if this becomes an issue the Income Tax Department staff will be researched, adding that the requested position

is in the Utilities Department not the Income Tax Department. Wilson stated concern regarding creating a permanent part-time position that requires a commitment by the City, and believes that even increasing the hours of the current seasonal position would cost less with no commitment. Helberg believes this request to be a rebound for the position that was lost due to the performance audit; Helberg commended Heath for running the Department without this position for the year, and stated that customer service levels are the priority. Ridley asked the difference between seasonal and permanent part-time employees; Ireland stated that seasonal employees are only allowed one hundred twenty (120) days per year though the hours are not limited; Hayberger added that there is a legal difference between the two titles and would prefer a permanent part-time employee for this position. Marihugh asked if the position would have a time limit; Ireland reported that this is permanent unless Council votes at the budget discussions next year to remove it.

**Finance & Budget
Committee Motion
Recommend Council
Approve Permanent
Part-Time Utilities
Position Budget
Request**

Motion: Ridley Second: Maassel
To recommend Council approve the permanent part-time Utilities position budget request

**Passed
Yea- 2
Nay- 1**

Roll call vote on above motion:
Yea- Maassel, Ridley
Nay- Wilson

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Approve Permanent
Part-Time Utilities
Position Budget
Request**

Motion: Sheaffer Second: Comadoll
To approve Finance & Budget Committee recommendation to approve the permanent part-time Utilities position budget request

**Passed
Yea- 6
Nay- 1**

Roll call vote on above motion:
Yea- Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- Wilson

Fraud Prevention

Heath stated that this request is to hire a company that compares files to research any potential for fraud, adding that there are available services regarding different types of fraud that could be utilized if needed. Helberg asked if the State Audit covered any of this issue; Heath replied that this is not the primary function of the State during the auditing process. Ireland stated there is a level of fraud protection due to the internal controls that are required.

**Finance & Budget
Committee Motion
To Recommend
Council Defer Fraud
Prevention Budget
Request**

Motion: Ridley Second: Wilson
To recommend Council defer the fraud prevention budget request

Passed

Roll call vote on above motion:

Yea- 3
Nay- 0

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Approve Deferring
Fraud Prevention
Budget Request**

Passed
Yea- 7
Nay- 0

**Fulltime Human
Resources Department
Director**

**Finance & Budget
Motion To
Recommend Council
Approve Fulltime
Human Resources
Department Director
Budget Request**

Passed
Yea- 3
Nay- 0

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Approve Fulltime
Human Resources
Department Director
Budget Request**

Passed
Yea- 5
Nay- 2

AWWA Conference

Yea- Maassel, Ridley, Wilson
Nay-

Motion: Marihugh Second: Comadoll
To approve Finance & Budget Committee recommendation to approve deferring fraud prevention budget request

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Irelan believes that a fulltime Human Resources Director position is a necessity to delegate human resources duties to, and is a good investment for the City. Wilson agreed, adding that this position should have always been fulltime including the additional duties that are associated; Ridley agreed adding that the right person is currently in the position and is willing to accept it as a fulltime position. Sheaffer stated that these are recurring expenses and should be factored in when considering upcoming budgets. Marihugh believes that these duties were previously handled without a Human Resources Director; Wilson stated that the laws have changed; Maassel believes this is risk management and is a necessary change.

Motion: Ridley Second: Wilson
To recommend Council approve the fulltime Human Resources Department Director budget request

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay-

Motion: Comadoll Second: Maassel
To approve Finance & Budget Committee recommendation to approve fulltime Human Resources Department Director budget request

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Comadoll
Nay- Sheaffer, Marihugh

Marihugh stated this would be a good networking tool for him to attend on an annual basis, adding that the money is budgeted in the Water Distribution Training budget line. Maassel asked if this was continuing education for Marihugh; Marihugh replied it was, though he must give up his license. Helberg stated that the Council

members who go to AMP are on a Committee related to the conference; Sheaffer stated that his trip to OMEA is funded by AMP not by City funds. Marihugh stated this is the single biggest lobbying group regarding water standards. Sheaffer believes water issues will continue due to the recent algae bloom concerns. Wilson suggested sending the employee that will be appointed to the Water Plant Chief Operator position. Comadoll believes someone who is not an employee should attend the conferences; Marihugh stated that he currently pays his own dues and memberships to American Water Works Association (AWWA) and will continue to do so; Maassel and Helberg stated that they both pay dues and memberships for their careers as well. Wilson believes this will set a precedent for any future Council attending conferences of their choosing. Ridley asked Sheaffer if he attended AMP because he is Chair of the Electric Committee; Sheaffer replied yes.

**Finance & Budget
Committee Motion
To Recommend
Council Approve
Deferring AWWA
Conference
Attendance Budget
Request**

Motion: Ridley Second: Wilson
To recommend Council defer AWWA Conference attendance budget request

**Passed
Yea- 3
Nay- 0**

Roll call vote on above motion:
Yea- Maassel, Ridley, Wilson
Nay- 0

**Council Motion To
Approve Finance &
Budget Committee
Recommendation To
Defer AWWA
Conference
Attendance Budget
Request**

Motion: Maassel Second: Ridley
To approve Finance & Budget Committee recommendation to defer AWWA conference attendance budget request

**Passed
Yea- 4
Nay- 2
Abstain – 1**

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg
Nay- Sheaffer, Comadoll
Abstain- Marihugh

Wilson requested to see the draft budget total summary to ensure the Streets Department budget is reflecting the priorities of Council; Heath reported a current net gain of \$11,650. Ireland stated that her presentation was to present a balanced budget along with setting the priorities for next year and direction on revenue projects such as assessments for new projects. Helberg stated there is a reference in the Engineering Department that describes which roads are improved or unimproved; Ireland stated that assessments should be a greater priority; Helberg believes that this depends on the status of the road. Wilson believes that assessments are a requirement to fund the projects; Ireland requested a Policy to determine this. Comadoll asked if it is too late to assess Park Street; Ireland stated it is not too late. Wilson asked if there was ever a Policy in place; Ireland stated there is. Ireland will research the history and share the information with Council.

Marihugh stated there was \$3,000 listed for furniture and equipment in the Engineering Department, adding that he believes \$8,000 was put in the same line item last year for the same items. Maassel stated that this was for the GIS software; Ireland added this was for the public station to use the GIS software. Marihugh was concerned with the requests for office furniture; Ireland restated that this would be for public use. Ireland stated that this could be deferred until next year if Council directed so, but this would be used by the public and developers to see the detail in the GIS maps, adding that this is to be used with the City system, not tied into the County system. Marihugh believed that Lulfs stated that this was tied in to the County; Ireland stated that for security reasons this is not tied into the County. Ridley asked if existing equipment could be used; Ireland stated the computer must be built and cannot be purchased ready to use. Ridley asked if this would be utilized this year; Ireland does not know. Maassel suggested keeping this in the budget in case Lulfs is ready to utilize it this year. Ireland stated this is where the majority of the public spends their time when they come to City Hall.

Maassel would like to see the budget broken out into graphs per Department or Fund. Helberg asked if the 62/38 Operating/Capital split is projected; Heath stated that it is.

Good Of The City

(Cont.)

Ireland

Ireland distributed a letter and requested Council approval to send; see attached.

Ireland stated that the letter is in regard to Environmental Protection Agency (EPA) carbon emissions from electric generating plants to state the opinion of the City on the proposed regulations; Ireland is requesting Legislation to approve this.

**Council Motion To
Authorize The City
Manager To Send
Opinion Letter To
EPA**

Motion: Maassel Second: Wilson
To authorize the City Manager to send an opinion letter to the EPA

Passed

Yea- 7

Nay- 0

Roll call vote on above motion:
Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay-

Hayberger

None

Comadoll

None

Marihugh

Marihugh stated that he has received multiple complaints regarding the Clinton Street/Scott Street corner stoplights; Ireland stated this will be discussed in the Staff meeting tomorrow morning. Comadoll stated he sat at that light yesterday and no sensors were picking up any traffic to maintain the flow.

Sheaffer

Sheaffer asked if the contract with the company out of Cleveland for Income Tax collection is annual; Heath stated there are different levels and the original contract is to utilize the daily aspects; the City is at the basic level of verify filings. Sheaffer has heard approximately fifteen (15) complaints from senior citizens being targeted for this search. Sheaffer suggested a minimum threshold for collection; Heath stated that if there was a finding of nonfiling, the penalty and interest were waived but the filing fee of twenty five dollars (\$25) was not. Heath stated that the rule was modified and the amended rulings will refund the twenty five dollar (\$25) filing fee, but if there was any tax owed, the fee will be applied toward the tax debt. Helberg asked if the same issues would be present next year; Heath believes that these issues

	have been addressed this year.
Helberg	Helberg believes that the cold patch to be ready for the winter should be considered due to the condition of the roads.
Maassel	Maassel stated the Riverview cone was removed. Maassel asked for the current status of the Adinas building; Hayberger stated the City is in the process of working with the owner to come into compliance with City code. Maassel stated that the Donovan building looks nice after the parging.
Ridley	Ridley thanked Heath for the job he and his Staff did working on the appeal that was read at the last WSRRL meeting and thanked him for the appropriate customer service. Heath added that he worked out a payback arrangement with the resident.
Wilson	None
Heath	None
Motion To Go Into Executive Session	Motion: Maassel Second: Wilson To go into Executive Session to discuss compensation of personnel
Passed	Roll call vote on above motion:
Yea- 7	Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Into Executive Session	Council went into Executive Session at 9:11 pm.
Motion To Come Out Of Executive Session	Motion: Maassel Second: Ridey To come out of Executive Session.
Passed	Roll call vote on above motion:
Yea- 7	Yea- Wilson, Ridley, Maassel, Helberg, Sheaffer, Marihugh, Comadoll
Nay- 0	Nay-
Out Of Executive Session	Council came out of Executive Session at 9:44 pm. President Helberg reported that the discussion was regarding the compensation of personnel and no action was taken.
Approval Of Bills	Bills and financial reports stand approved as presented with no objections. Comadoll asked if the detective allowances are on an annual basis; Irelan will research this in the Contract. Marihugh stated there were two bills to Wachs for almost \$25,000 each for the valve exercising program; one (1) was for repairs and one (1) was for the study; Marihugh would like to remind Staff that if this was one (1) project, the bills should be listed together; Irelan stated it was not one (1) project.
Council Directed The Law Director To Draft Legislation Regarding Nonbargaining And	Council directed Hayberger to draft Legislation regarding nonbargaining and Appointing Authority wage increases as follows: Nonbargaining – 2%; Finance Director – 2% nonbargaining + 3% merit based + 1% nonrecurring bonus; City Manager – 2% nonbargaining + 2% merit based + 2% nonrecurring bonus; and

City of Napoleon, Ohio
CITY COUNCIL
IN JOINT SESSION WITH
FINANCE & BUDGET COMMITTEE

Meeting Minutes

Monday, November 24, 2014 at 6:30 pm

PRESENT

Council

John Helberg (President), Jason Maassel (President Pro-Tem), Jeff Comadoll, Travis Sheaffer (arrived at 6:37 pm), Heather Wilson

Committee

Jason Maassel - Chair, Ron Behm, Chris Ridley, Heather Wilson
Gregory J. Heath, Finance Director/Clerk of Council

City Staff

Monica S. Irelan, City Manager
Trevor M. Hayberger, Law Director
Tammy Fein
News Media

Recorder

Others

ABSENT

Members

Others

Jeffrey Marihugh, Christopher Ridley

Call To Order

Chairperson Maassel called the Finance & Budget Committee meeting to order at 6:31 pm.
President Helberg called the Council meeting to order at 6:31 pm.

Approval Of Minutes

Minutes from the October 27 Finance & Budget Committee meeting stand approved with no objections or corrections.

**Review of 2015
Budget Summary**

Irelan distributed a memo regarding the 2015 Budget Summary; see attached.

Irelan explained the presentation regarding the 2015 balanced Budget; Heath added these are projections on projections, with an unofficial goal of unencumbered \$1,000,000 balance in the General Fund. Irelan stated that the Capital Improvement Projects Fund accounts for street repair and maintenance. Wilson thanked Irelan for the presentation. Sheaffer asked if the \$5.6 million unencumbered total represented debt; Heath replied that this is the Reserve Fund balance. Behm asked how much this balance had decreased in the previous year; Heath stated that the goal is to maintain at least \$1,000,000 balance in the General Fund, and the balance may be trending down, and municipalities are hoping that the State may not implement House Bill 5 until January 15, 2016 which could result in a quarter million dollar loss to the Income Tax. Irelan added that the City is working on ways to curtail those losses and having discussions with Departments regarding cutting expenses and increasing revenue. Irelan stated that every vacant position must be discussed with Irelan and the Human Resources Department before the position is filled to be certain that the duties cannot be handled in another way. Irelan is discussing restructuring with the Fire Department to cut recurring costs. Maassel asked to review the General Operating/Capital Income Tax slide, asking why Income Tax is separate; Heath stated this is the way the Ordinance is written; the cost of collecting is taken out first as the Recreation Department does not pay that as part of their levy. Irelan added that the fifteen percent (15%) represents a fulltime Tax Administrator and fulltime Accounts Clerk. Behm stated that the General Fund budget slide represented unencumbered \$800,000;

Irelan stated that the Budget balance is listed as \$840,000 instead of a million dollar Budget. Heath reminded the Committee and Council that revenue is estimated conservatively and expenditures are estimated liberally. Maassel asked how much the additional budget requests affected the General Fund; Irelan replied these did not affect the General Fund much with the anticipates savings, however most of the approvals have recurring costs associated with them. Irelan stated that she is concerned with the trend as opposed to the actual number as this indicates changes must be made. Heath stated that levy increases have been approved previously; adding that Council must use what they have control over such as fees and Income Tax credit. Heath stated if the State does decide to take over Income Tax collection, there will be no control left, reminding Council to become involved in the political process. Maassel asked, regarding the Capital Improvements Project Fund, if a quarter of a million dollars would fully complete Marco Drive; Irelan stated this is just the street portion and the sewer and water portions are listed in their own Funds.

The Budget will now go to the Mayor and he will present it out to the Committee and Council at the December 15 Council meeting.

Helberg asked how long the fifteen percent (15%) has been taken out of the General Fund before the operating/capital percentages are calculated; Heath stated this was written in the Ordinance and goes back to the origination of the Income Tax. Maassel believes this skews the 62%/38% distribution.

**Any Other Matters
Or Items Currently
Assigned To The
Committee**

None

**Finance Motion To
Adjourn**

Motion: Behm Second: Wilson
To adjourn the meeting at 6:54 pm

**Passed
Yea- 3
Nay- 0**

Roll call vote on above motion:
Yea- Maassel, Wilson, Behm
Nay-

**Council Motion To
Adjourn**

Motion: Sheaffer Second: Wilson
To adjourn the meeting at 6:54 pm

**Passed
Yea- 5
Nay- 0**

Roll call vote on above motion:
Yea- Maassel, Helberg, Sheaffer, Comadoll, Wilson
Nay-

Approved:

Date

John Helberg, President

City of Napoleon, Ohio
CITY COUNCIL

Meeting Minutes

Monday, December 1, 2014 at 7:00 pm

PRESENT

Council

John Helberg (President), Jason Maassel (President Pro-Tem), Jeff Comadoll, Jeffrey Marihugh, Christopher Ridley, Travis Sheaffer, Heather Wilson

Mayor

Ronald A. Behm

City Manager

Monica S. Irelan

Law Director

Trevor M. Hayberger

Finance Director/Clerk

Gregory J. Heath

Recorder

Tammy Fein

City Staff

Dan Wachtman, MIS Administrator

Robert Weitzel, Police Chief

Others

News Media; Patrick McColley, CIC Director; Mike Koester, Koester Corporation

ABSENT

Council

City Staff

Prayer

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

Approval Of Minutes

There were no Minutes presented for approval at this time.

Citizen

Communication

None

Committee Reports

Chairperson Marihugh reported that the Technology & Communication Committee met on Monday, December 1 and discussed:

1. City Website Upgrade (*Tabled*)

Chairperson Maassel reported that the Finance & Budget Committee met on Monday, November 24 and discussed:

1. Review of the 2015 Budget Summary

Chairperson Wilson reported that the Safety and Human Resources Committee met on Monday, November 24 and recommended that Council approve:

1. EMS Run Rate Increase with an Effective Date Of January 1, 2015 if the Townships are in Agreement

**President Helberg
Moved Up Approval Of
NIEDF Grant To
Koester Corporation
On Agenda**

President Helberg moved up the Agenda item of Approval of the NIEDF Grant to Koester Corporation.

McColley distributed memos regarding the improvements made by Koester Corporation; see attached.

McColley reported that the NIEDF Committee met on Tuesday, November 11 and recommended that Council approve their recommendation to award a \$20,000 Grant to Koester Corporation for the exterior improvements made to the North Perry Street building, particularly the parking lot improvements.

Helberg thanked Koester for all the corporation is doing for the City; Koester stated that the corporation is equally happy to be located within the City due to the business

Ordinance No. 073-14	Ordinance No. 009-14 and establishing new per person user fees for EMS Basic Life Support, Advanced Life Support Level 1 Service, and Advanced Life Support Level 2 Service, mileage charge, mutual aid, Medicaid, nursing home service and nonemergency transport service as it relates to coroner cases; all provided by the City of Napoleon Rescue, and declaring an Emergency (<i>Suspension Requested</i>)
Motion To Approve First Read	Motion: Comadoll Second: Sheaffer To approve first read of Ordinance No. 073-14
Discussion	Hayberger stated this is the report from the Safety & Human Resources Committee; adding that if Council is not comfortable passing the Ordinance under an Emergency Clause and Suspension, then the Ordinance can be passed at the December 15 Council meeting. Wilson suggested taking two (2) reads as the Townships have not had their meetings yet.
Passed Yea- 7 Nay- 0	Roll call vote to approve first read of Ordinance No. 073-14 Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Introduction Of Resolution No. 074-14	President Helberg read by title Resolution No. 074-14, a Resolution authorizing the City Manager to enter into and execute all documents necessary to allow ODOT to conduct work inside the City for construction of a retaining wall along SR 110, and declaring an Emergency (<i>Suspension Requested</i>)
Motion To Approve First Read	Motion: Ridley Second: Sheaffer To approve first read of Resolution No. 074-14
Discussion	Hayberger stated that ODOT required this Resolution last Friday to handle the State Route 110 property construction to shore up the embankment and to construct a retaining wall. Wilson asked if there will be any additional costs required to be paid by the City; Hayberger stated this is standard language; Irelan added this wording regards overage costs for any additional work requested. Marihugh believes that ODOT is tying other sections into this project.
Motion To Suspend The Rules	Motion: Sheaffer Second: Ridley To suspend the rules requiring three readings
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Resolution No. 074-14 under suspension of the rules Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Second Read Of Resolution No. 070-14	President Helberg read by title Resolution No. 070-14, a Resolution authorizing the City Manager to execute any and all documents necessary to enter into the First Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program; and declaring an Emergency
Motion To Approve Second Read	Motion: Maassel Second: Sheaffer To approve second read of Resolution No. 070-14
Discussion	Irelan reported there were no changes to the Resolution since the First Read.

Passed
Yea- 7
Nay- 0

Roll call vote to approve second read of Resolution No. 070-14
Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley
Nay-

**Third Read Of
Ordinances And
Resolutions**

There are no third reads of Ordinances and Resolutions.

GOOD OF THE CITY
Discussion/Action
**Closing Of Southside
Beautification Group**

Heath distributed a copy of the check in the amount of \$869.98 to close out the Southside Beautification Group; see attached.

Heath reported that the Southside Beautification Group is the group collecting funds for the memorial on the Southside bridge; and are ceasing operations as an entity. Heath reported that the balance of \$869.98 is the balance paid to the City and all future costs will be associated with the City as of now. Heath stated this amount will be receipted to the Recreation Fund as they are in charge of the park maintenance.

**Motion To Accept
The Donation And
Earmark To
Recreation Fund**

Motion: Marihugh Second: Maassel
To accept the donation of \$869.98 from the Southside Beautification Group and earmark the funds to the Recreation Fund

Passed
Yea- 7
Nay- 0

Roll call vote on above motion:
Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley
Nay-

**Approval To Write Off
2014 Uncollectable
Accounts**

Heath distributed a memo detailing the 2014 uncollectable accounts; see attached.

Heath stated that this is an annual process of write off amounts for reporting purposes, although the Utility billing is tracked internally as well in case the customer tries to set up services again within a few years. Heath reported that the Utility Billing and the EMS services lists go back three (3) years. Heath added that the Utility deposits may want to be researched and the current deposit amounts be readdressed through the Electric Committee and Board of Public Affairs. Helberg asked if the City was required to return the deposits to the customers; Heath stated that it has been at least five (5) years since the deposits have been increased; adding that the deposits are returned to residential customers if there is a one (1) year history of good payment history.

**Motion To Approve
The Write Off Of
2014 Uncollectable
Accounts**

Motion: Marihugh Second: Sheaffer
To approve the write off of 2014 uncollectable accounts

Passed
Yea- 7
Nay- 0

Roll call vote on above motion:
Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley
Nay-

Good Of The City

(Cont.)

Heath

Heath stated there will be a large amount of Legislation at the December 15 Council meeting to avoid a Special Meeting toward the end of the year, including Budgetary Ordinances and 2014 fourth quarter budget estimated changes, and supplementary ordinances related to salaries.

Wilson

None

Ridley

None

Maassel

None

Helberg

Helberg stated that as a result of budget discussions and an item from Irelan relating to infrastructure issues related to streets, he is not comfortable sitting as Council President in 2015; he is concerned with giving a perception to the public regarding issues that are related to paving; and at the first of the year, he would like Maassel to be Council President and he be President Pro Tem. Helberg added that, at a later date he will review if he needs to step back even further. Helberg stated that the public must trust Council and though he enjoys his job, the perception of the public is an important factor.

Helberg stated the Christmas decorations are beautiful.

Behm

Behm requested that Council approve the following slate of appointments and reappointments:

Appointed:

Doug Herman to serve a five (5) year term on the Records Commission; and Pat McColley to serve a three (3) year term on the Parks & Recreation Board.

Reappointed:

Mike DeWit to serve a three (3) year term on the Board of Public Affairs;

Steve Small to serve a five (5) year term on the Board of Zoning Appeals;

Matt Hardy to serve a three (3) year term on the Parks & Recreation Board;

Peg Funchion to serve a three (3) year term on the Parks & Recreation Board;

Joe Bialorucki to serve a three (3) year term on the Parks & Recreation Board;

Art Germann to serve a three (3) year term on the Americans With Disabilities Compliance Board;

Wayne Barber to serve a three (3) year term on the Americans With Disabilities Compliance Board;

Randy Germann to serve a three (3) year term on the Board of Building Appeals;

Greg Beck to serve a three (3) year term on the Board of Building Appeals;

Jason Maassel to serve a one (1) year term on the Community Improvement Corporation Board; and

John Helberg to serve a one (1) year term on the Community Improvement Corporation Board.

**Motion To Approve
The Slate Of
Appointments And
Reappointments
Made By Behm**

Motion: Marihugh Second: Ridley
To approve the slate of appointments and reappointments made by Behm

**Passed
Yea- 7**

Roll call vote on above motion:
Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley

Nay- 0 Sheaffer	Nay- None
Marihugh	Marihugh stated that the Operations and Water Departments did a great job with the recent water main repair. Marihugh asked when the catch basin on Main and Perry Street would be completed; Irelan stated this was a difficult case and the repairs are expensive. Marihugh asked if the cone could be replaced; Irelan will handle this.
Comadoll	Comadoll thanked the departments involved for the water main repair.
Hayberger	None
Irelan	Irelan stated that the contractor has the materials, and when the needed parts arrive the repair at the Police Department building will begin.
Motion To Go Into Executive Session	Motion: Maassel Second: Ridley To go into Executive Session to discuss economic development
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Into Exec Session	Council went into Executive Session at 7:41 pm.
Motion To Come Out Of Executive Session	Motion: Maassel Second: Marihugh To come out of Executive Session
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Out Of Executive Session	Council came out of Executive Session at 8:24 pm. President Helberg reported that the discussion was regarding economic development and no action was taken.
Approval Of Bills	Bills and financial reports stand approved as presented with no objections.
Motion To Adjourn	Motion: Marihugh Second: Ridley To adjourn the meeting.
Passed Yea – 7 Nay - 0	Roll call vote on above motion: Yea- Maassel, Helberg, Sheaffer, Marihugh, Comadoll, Wilson, Ridley Nay-
Adjournment	Meeting adjourned at 8:25 pm.
Approved:	_____ John A. Helberg, Council President _____ Ronald A. Behm, Mayor _____ Gregory J. Heath, Finance Director/Clerk of Council

ORDINANCE NO. 075-14

**AN ORDINANCE ESTABLISHING THE APPROPRIATION MEASURE
(BUDGET) OF THE CITY OF NAPOLEON, OHIO FOR THE FISCAL
YEAR ENDING DECEMBER 31, 2015**

WHEREAS, Council desires to pass the annual appropriation measure of the City of Napoleon for the fiscal year ending December 31, 2015;

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

Section 1. That the annual appropriation measure be passed, and the sums as contained in Exhibit "A", attached hereto and made a part of this Ordinance, are set aside and appropriated for the fiscal year ending December 31, 2015.

Section 2. 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 the City 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, only that portion shall be held invalid and the remainder shall remain valid.

Section 4. That, pursuant to 121.03 (f) of the Codified Ordinances of the City of Napoleon, Ohio, this Ordinance is declared to be an Ordinance providing for appropriations for the current expenses of the City appropriations immediately required for the City to operate; therefore, this Ordinance shall be in full force and effect immediately upon its passage, subject to the approval by the Mayor, otherwise it 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. 075-14 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

2015 APPROPRIATION BUDGET - ORIGINAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>100 GENERAL FUND</u>				
1100 City Council/Legislative	40,430	8,950	49,380	
1200 Mayor/Executive	16,490	1,060	17,550	
1300 City Manager/Administrative	195,460	7,670	203,130	
1370 City Manager/Human Resources	74,690	10,400	85,090	
1400 Law Director/Administrative	163,830	41,630	205,460	
1500 Finance/Administrative	417,030	106,770	523,800	
1520 Finance/Utility Billing	139,400	98,320	237,720	
1600 Information Systems/Administrative	153,630	53,050	206,680	
1700 Engineering/City Engineer	339,390	64,850	404,240	
1800 Municipal Court/Judicial	462,170	101,690	563,860	
1900 General Government/Miscellaneous	0	310,330	310,330	
2100 Police/Safety Services	1,661,950	247,170	1,909,120	
2200 Fire/Safety Services	917,740	188,880	1,106,620	
3100 Building Inspections/Zoning & Planning	91,690	15,910	107,600	
4700 Cemetery/Operations	87,170	25,860	113,030	
5130 Service/Buildings, Properties, Equipment	59,880	16,040	75,920	
9800 Reimbursements-Shared Expense	0	23,000	23,000	
9900 Transfer Accounts	0	249,300	249,300	
	-----	-----	-----	
Total - 100 General Fund	4,820,950	1,570,880	6,391,830	\$6,391,830
	=====	=====	=====	
<u>123 SPECIAL EVENTS FUND</u>				
1900 General Government/Miscellaneous	0	11,500	11,500	\$11,500
	=====	=====	=====	
<u>130 ECONOMIC DEVELOPMENT FUND</u>				
3500 Economic Development	0	40,000	40,000	\$40,000
	=====	=====	=====	
<u>147 UNCLAIMED MONIES FUND</u>				
9400 Unclaimed Monies Agency Accounts	0	1,000	1,000	
9900 Transfer Accounts	0	1,000	1,000	
	-----	-----	-----	
Total - 147 Unclaimed Monies Fund	0	2,000	2,000	\$2,000
	=====	=====	=====	
<u>170 MUNICIPAL INCOME TAX FUND</u>				
1510 Finance/Income Tax Collection	148,020	164,650	312,670	
9900 Transfer Accounts	0	3,387,330	3,387,330	
	-----	-----	-----	
Total - 170 Municipal Income Tax Fund	148,020	3,551,980	3,700,000	\$3,700,000
	=====	=====	=====	

2015 APPROPRIATION BUDGET - ORIGINAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>180 KWH TAX (GF) COLLECTION FUND</u>				
9800 Reimbursements-Shared Expense	0	203,230	203,230	
9900 Transfer Accounts	0	316,570	316,570	
	-----	-----	-----	
Total - 180 kWH Tax (GF) Collection Fund	0	519,800	519,800	\$519,800
	=====	=====	=====	
<u>195 LAW LIBRARY FUND</u>				
1800 Municipal Court/Judicial	0	12,500	12,500	
9900 Transfer Accounts	0	12,500	12,500	
	-----	-----	-----	
Total - 195 Law Library Fund	0	25,000	25,000	\$25,000
	=====	=====	=====	
<u>200 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND</u>				
5100 Service/Streets Maintenance and Properties	246,430	180,210	426,640	
5110 Service/Ice and Snow Removal	32,000	49,100	81,100	
5120 Service/Storm Drainage	11,000	8,500	19,500	
	-----	-----	-----	
Total - 200 Street (SCM&R) Fund	289,430	237,810	527,240	\$527,240
	=====	=====	=====	
<u>201 STATE HIGHWAY IMPROVEMENT FUND</u>				
5100 Service/Streets Maintenance and Properties	0	41,400	41,400	\$41,400
	=====	=====	=====	
<u>202 MUNICIPAL (50%) MV LICENSE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	35,000	35,000	\$35,000
	=====	=====	=====	
<u>203 MUNICIPAL (100%) MV LICENSE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	115,000	115,000	
9900 Transfer Accounts	0	12,360	12,360	
	-----	-----	-----	
Total - 203 Municipal 100% MV License Tax Fund	0	127,360	127,360	\$127,360
	=====	=====	=====	
<u>204 COUNTY MV LICENSE PERMISSIVE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	123,500	123,500	\$123,500
	=====	=====	=====	
<u>210 EMS TRANSPORT SERVICE FUND</u>				
2200 Fire/Safety Services	0	159,300	159,300	
9800 Reimbursements-Shared Expense	0	210,000	210,000	
9900 Transfer Accounts	0	26,000	26,000	
	-----	-----	-----	
Total - 210 EMS Transport Service Fund	0	395,300	395,300	\$395,300
	=====	=====	=====	

**2015 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<i>ORDINANCE No. 075-14, Passed 12/15/2014</i>	PERSONAL			FUND
FUND / DEPARTMENT	SERVICES	OTHER	TOTAL	TOTAL
<u>220 RECREATION FUND</u>				
4100 Parks/Administrative	106,850	14,490	121,340	
4200 Recreation/Golf Operating	144,100	84,800	228,900	
4300 Recreation/Pool Operating	47,380	50,130	97,510	
4400 Recreation/Programs	235,410	162,970	398,380	
	-----	-----	-----	
Total - 220 Recreation Fund	533,740	312,390	846,130	\$846,130
	=====	=====	=====	
<u>227 NAPOLEON CEMETERY TRUST FUND</u>				
4700 Cemetery/Grounds	0	6,000	6,000	\$6,000
	=====	=====	=====	
<u>240 HOTEL/MOTEL TAX FUND</u>				
3800 Travel and Tourism	0	40,000	40,000	
9900 Transfer Accounts	0	40,000	40,000	
	-----	-----	-----	
Total - 240 Hotel Motel Tax Fund	0	80,000	80,000	\$80,000
	=====	=====	=====	
<u>242 FIRE EQUIPMENT FUND</u>				
2200 Fire/Safety Services	0	16,000	16,000	\$16,000
	=====	=====	=====	
<u>261 CDBG PROGRAM INCOME FUND</u>				
3300 Contracts-Grt.Srv.-MVPLN	0	47,800	47,800	\$47,800
	=====	=====	=====	
<u>270 INDIGENT DRIVERS ALCOHOL FUND</u>				
1800 Municipal Court/Judicial	0	25,000	25,000	\$25,000
	=====	=====	=====	
<u>271 LAW ENFORCEMENT & EDUCATION FUND</u>				
2100 Police/Safety Services	3,000	1,400	4,400	\$4,400
	=====	=====	=====	
<u>272 COURT COMPUTERIZATION FUND</u>				
1800 Municipal Court/Judicial	0	8,800	8,800	
9800 Reimbursements-Shared Expense	0	10,000	10,000	
	-----	-----	-----	
Total - 272 Court Computerization Fund	0	18,800	18,800	\$18,800
	=====	=====	=====	
<u>273 LAW ENFORCEMENT TRUST FUND</u>				
2100 Police/Safety Services	0	1,000	1,000	\$1,000
	=====	=====	=====	
<u>274 MANDATORY DRUG FINE FUND</u>				
2100 Police/Safety Services	3,000	750	3,750	\$3,750
	=====	=====	=====	

**2015 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>275 MUNICIPAL PROBATION SERVICE FUND</u>				
1800 Municipal Court/Judicial	4,570	12,000	16,570	\$16,570
	=====	=====	=====	
<u>277 PROBATION OFFICERS GRANT FUND</u>				
1800 Municipal Court/Judicial (Various Years)	49,290	0	49,290	\$49,290
	=====	=====	=====	
<u>278 COURT SPECIAL PROJECTS FUND</u>				
1800 Municipal Court/Judicial	0	66,850	66,850	\$66,850
	=====	=====	=====	
<u>279 HANDICAP PARKING FINE FUND</u>				
1800 Municipal Court/Judicial	0	1,100	1,100	\$1,100
	=====	=====	=====	
<u>280 CERTIFIED POLICE TRAINING FUND</u>				
1800 Municipal Court/Judicial	1,000	2,000	3,000	\$3,000
	=====	=====	=====	
<u>281 INDIGENT DRIVERS INTERLOCK AND ALCOH</u>				
2100 Police/Safety Services	0	5,000	5,000	\$5,000
	=====	=====	=====	
<u>290 POLICE PENSION FUND</u>				
2100 Police/Safety Services	86,830	0	86,830	\$86,830
	=====	=====	=====	
<u>291 FIRE PENSION FUND</u>				
2200 Fire/Safety Services	43,410	0	43,410	\$43,410
	=====	=====	=====	
<u>295 IRS 125 BENEFITS PLAN FUND</u>				
1900 General Government/Miscellaneous	0	65,130	65,130	\$65,130
	=====	=====	=====	
<u>300 GENERAL BOND RETIREMENT FUND</u>				
8100 General Obligation Debt Services	0	56,570	56,570	\$56,570
	=====	=====	=====	
<u>310 SA BOND RETIREMENT FUND</u>				
8500 Special Assessment Debt Services	0	61,820	61,820	\$61,820
	=====	=====	=====	

**2015 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>400 CAPITAL IMPROVEMENT FUND</u>				
1100 City Council/Legislative	0	5,330	5,330	
1300 City Manager/Administrative	0	19,440	19,440	
1370 City Manager/Human Resources	0	1,000	1,000	
1400 Law Director/Administrative	0	2,000	2,000	
1500 Finance/Administrative	0	74,000	74,000	
1600 Information Systems/Administrative	0	5,000	5,000	
1700 Engineering/City Engineer	0	20,500	20,500	
2100 Police/Safety Services	0	60,000	60,000	
2200 Fire/Safety Services	0	123,030	123,030	
4200 Recreation/Golf Operating	0	17,500	17,500	
4300 Recreation/Pool Operating	0	5,000	5,000	
4400 Recreation/Programs	0	14,000	14,000	
4700 Cemetery/Grounds	0	10,300	10,300	
5100 Service/Streets Maintenance and Properties	0	2,607,380	2,607,380	
9900 Transfer Accounts	0	127,570	127,570	
	-----	-----	-----	
Total - 400 Capital Improvement Fund	0	3,092,050	3,092,050	\$3,092,050
	=====	=====	=====	
<u>401 CIP FUNDING RESERVE FUND</u>				
1900 General Government/Miscellaneous	0	350,000	350,000	\$350,000
	=====	=====	=====	
<u>438 SCOTT STREET IMPROVEMENT PROJECT FUND</u>				
9900 Transfer Accounts	0	233,300	233,300	
	-----	-----	-----	
Total - 438 Scott Street Imp. Project Fund	0	233,300	233,300	\$233,300
	=====	=====	=====	
<u>500 ELECTRIC UTILITY REVENUE FUND</u>				
1520 Finance/Utility Billing	0	15,750	15,750	
6110 Electric/Operations, Distribution System	1,258,820	877,570	2,136,390	
6111 Electric/Purchased Power	0	12,960,000	12,960,000	
9800 Reimbursement Accounts-Shared Expenses	0	846,860	846,860	
9900 Transfer Accounts	0	1,019,800	1,019,800	
	-----	-----	-----	
Total - 500 Electric Utility Revenue Fund	1,258,820	15,719,980	16,978,800	\$16,978,800
	=====	=====	=====	
<u>503 ELECTRIC DEVELOPMENT FUND</u>				
6110 Electric/Operations, Distribution System	0	507,000	507,000	
9900 Transfer Accounts	0	0	0	
	-----	-----	-----	
Total - 503 Economic Development Fund	0	507,000	507,000	\$507,000
	=====	=====	=====	

**2015 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>510 WATER REVENUE FUND</u>				
1520 Finance/Utility Billing	0	6,300	6,300	
6200 Water/Treatment Plant Operations	443,870	1,099,350	1,543,220	
6210 Water/Distribution System	401,280	213,340	614,620	
9800 Reimbursement Accounts-Shared Expenses	0	441,950	441,950	
9900 Transfer Accounts	0	475,790	475,790	
	-----	-----	-----	
Total - 510 Water Revenue Fund	845,150	2,236,730	3,081,880	\$3,081,880
	=====	=====	=====	
<u>511 WATER DEPRECIATION RESERVE FUND</u>				
6210 Water/Distribution System	0	215,000	215,000	\$215,000
	=====	=====	=====	
<u>512 WATER DEBT RESERVE FUND</u>				
8300 Revenue Funds Debt Services	0	211,640	211,640	\$211,640
	=====	=====	=====	
<u>513 WATER OWDA BOND RETIREMENT FUND</u>				
8300 Revenue Funds Debt Services	0	64,500	64,500	\$64,500
	=====	=====	=====	
<u>519 WATER PLANT RENOVATION & IMPROVEMENT</u>				
6200 Water/Treatment Plant Operations	0	4,382,810	4,382,810	
	-----	-----	-----	
Total - 519 Water Plant Ren.& Imp.Prj.Fund	0	4,382,810	4,382,810	\$4,382,810
	=====	=====	=====	
<u>520 SEWER (WWT) UTILITY REVENUE FUND</u>				
1520 Finance/Utility Billing	0	6,300	6,300	
6300 Sewer(WWT)/Treatment Plant Operations	479,100	1,108,520	1,587,620	
6310 Sewer(WWT)/Collection System	40,820	96,480	137,300	
6311 Sewer(WWT)/Cleaning, Imp. (SSO & CSO)	150,390	38,040	188,430	
9800 Reimbursement Accounts-Shared Expenses	0	490,190	490,190	
9900 Transfer Accounts	0	1,222,610	1,222,610	
	-----	-----	-----	
Total - 520 Sewer (WWT) Uty. Revenue Fund	670,310	2,962,140	3,632,450	\$3,632,450
	=====	=====	=====	
<u>521 SEWER (WWT) UTILITY REP. & IMP. FUND</u>				
6300 Sewer(WWT)/Treatment Plant Operations	0	1,550,000	1,550,000	\$1,550,000
	=====	=====	=====	
<u>522 SEWER (WWT) UTILITY RESERVE FUND</u>				
8300 Revenue Funds Debt Services	0	457,390	457,390	\$457,390
	=====	=====	=====	
<u>523 OWDA SA DEBT RETIREMENT FUND</u>				
8600 Special Assessment Debt Services (OWDA)	0	108,590	108,590	\$108,590
	=====	=====	=====	

2015 APPROPRIATION BUDGET - ORIGINAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	==== 2015 ORIGINAL APPROVED BUDGET ====			2015
<u>ORDINANCE No. 075-14, Passed 12/15/2014</u>	<u>PERSONAL</u>			<u>FUND</u>
<u>FUND / DEPARTMENT</u>	<u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>TOTAL</u>
<u>560 SANITATION (REFUSE) REVENUE FUND</u>				
1520 Finance/Utility Billing	0	3,150	3,150	
6400 Sanitation(Refuse)/Collection and Disposal	168,790	169,990	338,780	
6410 Sanitation(Refuse)/SRS-Seasonal Pickup Program	1,200	58,250	59,450	
6411 Sanitation(Refuse)/SRS-Yard Waste Site	1,200	84,800	86,000	
6412 Sanitation(Refuse)/SRS-Mosquito Control	0	52,540	52,540	
6420 Sanitation(Refuse)/Recycling Programs	73,410	59,800	133,210	
9800 Reimbursement Accounts-Shared Expenses	0	148,570	148,570	
9900 Transfer Accounts	0	48,000	48,000	
	-----	-----	-----	
Total - 560 Sanitation(Refuse) Revenue Fund	244,600	625,100	869,700	\$869,700
	=====	=====	=====	
<u>561 SANITATION (REFUSE) DEPRECIATION RESE</u>				
6400 Sanitation(Refuse)/Collection and Disposal	0	15,070	15,070	\$15,070
	=====	=====	=====	
<u>580 METER DEPOSITS (ELECTRIC & WATER) FUN</u>				
6500 Meter Deposits/Unapplied Cash	0	30,000	30,000	\$30,000
	=====	=====	=====	
<u>600 CENTRAL GARAGE/FUEL ROTARY FUND</u>				
5200 Service/Central Garage	159,470	92,760	252,230	
5600 Service/Fuel Purchase Rotary	0	85,000	85,000	
	-----	-----	-----	
Total - 600 Central Garage/Fuel Rotary Fund	159,470	177,760	337,230	\$337,230
	=====	=====	=====	
	-----	-----	-----	
* GRAND TOTAL - ALL FUNDS	\$9,161,590	\$40,400,200	\$49,561,790	\$49,561,790
	=====	=====	=====	=====

RESOLUTION NO. 076-14

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 2015, LISTED IN EXHIBIT "A"; 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,

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 2015 as listed in Exhibit "A", 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. 076-14 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

2015 APPROPRIATION BUDGET - TRANSFER OF FUNDS**RESOLUTION No. 076-14, Passed 12/15/2014****2015 BUDGET - TRANSFER OF FUNDS****= TRANSFER AMOUNTS =****FUND NAME, FROM - TO, PURPOSE****FROM****TO**

FROM: 100 GENERAL FUND	\$11,500	
TO: 123 SPECIAL EVENTS FUND		\$11,500
Purpose: Subsidize Fall Festival and other events as sponsored through the Chamber of Commerce.		
FROM: 100 GENERAL FUND	\$40,000	
TO: 130 ECONOMIC DEVELOPMENT FUND		\$40,000
Purpose: Subsidize the Economic Development Fund programs due to insufficient funds from the ED Fu		
FROM: 100 GENERAL FUND	\$1,800	
TO: 295 IRS 125 EMPLOYEE FRINGE BENEFITS FUND		\$1,800
Purpose: Subsidize Administrative Expenditures of Employee 125 Flexible Spending Benefits Fund.		
FROM: 100 GENERAL FUND	\$196,000	
TO: 600 CENTRAL ROTARY CHARGES FUND		\$196,000
Purpose: Subsidize Operating Expenditures of Central Garage Rotary Charges Fund.		
FROM: 147 UNCLAIMED MONIES FUND	\$1,000	
TO: 100 GENERAL FUND		\$1,000
Purpose: Payment of Unclaimed Funds back to the 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$1,794,360	
TO: 100 GENERAL FUND		\$1,794,360
Purpose: Net Transfer (62%) of Income Tax Receipts to 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$493,210	
TO: 220 RECREATION FUND		\$493,210
Purpose: Transfer of Income Tax Levy Receipts to 220 Recreation Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$1,099,760	
TO: 400 CAPITAL IMPROVEMENT FUND		\$1,099,760
Purpose: Net Transfer (38%) of Income Tax Receipts to 400 CIP Fund.		
FROM: 180 KWH TAX COLLECTION (GF) FUND	\$316,570	
TO: 100 GENERAL FUND		\$316,570
Purpose: Transfer of Net Balance of KWH Tax Funds into the General Fund.		
FROM: 195 LAW LIBRARY FUND	\$12,500	
TO: 100 GENERAL FUND		\$12,500
Purpose: Transfer of City Share for Highway Patrol Fine Monies per ORC.		

2015 APPROPRIATION BUDGET - TRANSFER OF FUNDS**RESOLUTION No. 076-14, Passed 12/15/2014****2015 BUDGET - TRANSFER OF FUNDS**

	= TRANSFER AMOUNTS =
	FROM TO

FUND NAME, FROM - TO, PURPOSE

FROM: 203 MUNICIPAL MV LIC. TAX FUND	\$12,360	
TO: 310 SA BOND RETIREMENT FUND		\$12,360
Purpose: Debt on State Issue II Zero Interest Loan on Hobson/Reynolds Project.		
FROM: 210 EMS TRANSPORT SERVICE FUND	\$26,000	
TO: 242 FIRE EQUIPMENT FUND		\$26,000
Purpose: City Share of Township Contract (80% of \$90,000/ Yearly) for a Total of \$72,000, Funded \$26,000 from 210 Fund & \$46,000 from 400 Fund.		
FROM: 240 HOTEL-MOTEL TAX FUND	\$40,000	
TO: 100 GENERAL FUND		\$40,000
Purpose: City's Net Share of Total Collections (50%) on a 6% Rate, per Ordinance to 100 General Fund		
FROM: 400 CAPITAL IMPROVEMENT FUND	\$56,570	
TO: 300 GENERAL BOND RETIREMENT FUND		\$56,570
Purpose: Retirement of General Bond Obligation Debt.		
FROM: 400 CAPITAL IMPROVEMENT FUND	\$46,000	
TO: 242 FIRE EQUIPMENT FUND		\$46,000
Purpose: City Share of Township Contract (80% of \$90,000/ Yearly) for a Total of \$72,000, Funded \$26,000 from 210 Fund & \$46,000 from 400 Fund.		
FROM: 400 CAPITAL IMPROVEMENT FUND	\$25,000	
TO: 401 CIP FUNDING RESERVE FUND		\$25,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		
FROM: 438 SCOTT STREET IMPROVEMENT PROJECT FUND	\$96,210	
TO: 400 CAPITAL IMPROVEMENT FUND		\$96,210
Purpose: Close-out of Scott Street Project Fund. Return funds to fund of origination.		
FROM: 438 SCOTT STREET IMPROVEMENT PROJECT FUND	\$137,090	
TO: 520 SEWER REVENUE FUND		\$137,090
Purpose: Close-out of Scott Street Project Fund. Return funds to fund of origination.		
FROM: 500 ELECTRIC REVENUE FUND	\$519,800	
TO: 180 KWH TAX COLLECTION (GF) FUND		\$519,800
Purpose: Transfer to 180 kWH (GF Equivalent) Tax Fund, 100 General Fund share of kWH Tax.		
FROM: 500 ELECTRIC REVENUE FUND	\$500,000	
TO: 503 ELECTRIC DEVELOPMENT FUND		\$500,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		

2015 APPROPRIATION BUDGET - TRANSFER OF FUNDS**RESOLUTION No. 076-14, Passed 12/15/2014****2015 BUDGET - TRANSFER OF FUNDS****= TRANSFER AMOUNTS =****FUND NAME, FROM - TO, PURPOSE****FROM****TO**

FROM: 510 WATER REVENUE FUND	\$189,640	
TO: 511 WATER DEPR. FUND		\$189,640
Purpose: Funding Reserves for Current and Future Capital Purchases.		
FROM: 510 WATER REVENUE FUND	\$211,630	
TO: 512 WATER DEBT RESERVE FUND		\$211,630
Purpose: Funding for Debt Payments on Water Projects.		
FROM: 510 WATER REVENUE FUND	\$64,390	
TO: 513 WATER OWDA BOND RETIREMENT FUND		\$64,390
Purpose: Funding for OWDA Debt Payments on Water Projects.		
FROM: 510 WATER REVENUE FUND	\$10,130	
TO: 519 WATER PLANT RENOVATION & IMPRMNT. FUND		\$10,130
Purpose: Funding for Debt Service on New Water Plant Fund.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$93,770	
TO: 523 OWDA SA BOND RETIREMENT FUND		\$93,770
Purpose: Funding for OWDA Debt Payments on Sewer Projects.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$679,000	
TO: 521 SEWER REPLACEMENT & IMP. FUND		\$679,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$449,840	
TO: 522 SEWER UTILITY RESERVE FUND		\$449,840
Purpose: Funding for Capital and Debt Payments.		
FROM: 560 SANITATION REVENUE FUND	\$48,000	
TO: 561 SANITATION DEPRECIATION RES. FUND		\$48,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		
TOTALS - FROM	7,172,130	
TOTALS - TO		7,172,130
	=====	=====

RESOLUTION NO. 077-14

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AUTHORIZING A DEPARTMENT DIRECTOR TO TAKE BIDS ON CERTAIN PROJECTS, SERVICES, EQUIPMENT, MATERIALS, OR SUPPLIES WITHOUT THE REQUIREMENT FOR ADDITIONAL LEGISLATION TO DO SO IN THE YEAR 2015; AND DECLARING AN EMERGENCY

WHEREAS, each year from time to time, a Department Director (City Manager, City Finance Director, or City Law Director) is required to come to Council for authority to take bids for certain projects, services, or the purchase or lease of equipment, materials or supplies used in the City operations; and,

WHEREAS, in order to provide a more feasible, economical, and expedited method of bidding procedures, it is deemed necessary to give to the above mentioned Department Directors authority to bid such projects, services, equipment, materials, or supplies without the necessity of continued legislation; **Now Therefore**,

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

Section 1. That, the City Manager, City Finance Director, and City Law Director, for their respective departments, subject to Council's approval as to the specifications, plans, agreements, and other related bid documents when applicable, are hereby authorized to advertise and receive bids or take proposals as applicable for the projects, services, equipment, materials, or supplies that are anticipated to be in excess of \$25,000.00 as listed in attached Exhibit "A", (such exhibit being incorporated into this Resolution by attachment and made a part hereof), without the necessity of further legislation in the year 2015; further, Council finds that the expenditure of funds in excess of \$25,000.00 for each project, service, equipment, material, or supply listed in said Exhibit "A", is necessary and authorized, subject to an approved motion of Council permitting the respective Department Director to make award. If a contract for said project, service, equipment, material, or supply is awarded to a successful bidder (lowest and best) as a result of a competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awardee subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director. In the case of a non-competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awarded subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director

Section 2. That, Council reserves the right, by motion of Council, to approve for award, direct no award, reject all or some bids, or rebid, when deemed in the best interest of the City as it relates to the projects identified in Section 1 of this Resolution; moreover, Council may waive any informalities in the bidding process.

Section 3. That, Chapters 105 and 106 of the Codified Ordinances of Napoleon, Ohio, shall continue to be applicable to any projects, services, equipment, materials, or supplies listed in attached Exhibit "A"; moreover, nothing in this Resolution shall be construed as limiting the Department Directors in making purchases or contracting for services in any manner as provided for in said Chapters, statutory law or as otherwise provided by Council. When competitive bidding is required for any project, service, equipment, material or supply as a matter of law, it shall be utilized unless otherwise eliminated by act of Council. When quality based selection is required for any project listed in Exhibit "A" for architectural, engineering, or construction management services as a matter of law, then the quality based selection process shall be utilized unless otherwise eliminated by act of Council. Also, Council hereby finds that the expenditure of funds in excess of \$25,000.00 for each architectural, engineering, or construction management service as found in Exhibit "A" is necessary and approved as a proper public expenditure of funds, subject to approved motion of Council permitting the Department Director to make the award. Finally, the combining of projects, or the contracting the purchase of services, equipment, materials, or supplies is permitted of any project or item listed in Exhibit "A" without necessity of further authorization by Council.

Section 4. That, a Department Director is authorized to use this Resolution for authority for said bids and/or purchases as contained in this Resolution.

Section 5. That, any item listed in attached Exhibit "A" may be leased in lieu of purchasing when deemed appropriate by the respective Department Director.

Section 6. That, all leases, purchases and contracts for projects, services, equipment, materials, or supplies is subject to appropriation and certification of funds.

Section 7. That, any trade-ins shall be controlled by §107.05(c) of the Codified Ordinances of Napoleon, Ohio, as may be amended from time to time.

Section 8. 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 §121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 9. That, if any other prior resolution or ordinance 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 10. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow the timely purchase of materials, supplies, equipment or services essential to provide 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 Resolution No. 077-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 20__ ____; & 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" - FORMAL BID LISTING FOR 2015

Department / Category

Item Description

1300 CITY MANAGER/ADMIN.

Janitorial Services and Supplies for City Building, Court Building, Police Building and Operations Building

2100 POLICE/SAFETY SERVICES

Patrol Car - Vehicle Replacement

Detective Car Sedan - Vehicle Replacement

2200 FIRE/SAFETY SERVICES

Replace Fire Station Roof

5100 SERVICE/STREETS SCM&R

Roadside Mowing Contracted Services

Ice & Snow Removal (Salt Contracts)

New Compaction Roller

Pickup Truck for Operations Superintendent

New Salt Shed

Tree Trimming & Stump Rem.(Contracted)

- Road & Street Imp. Programs -

Street Striping & Misc.Painting (Contracted

Milling & Resurfacing Local Streets (Annual)

Materials-Crack Sealing, Stone & Other

Annual Concrete Grinding

Spray Patching and Street Materials-Yearly Program

Pavement Condition Rating System

Appian Avenue Improvements

Water Treatment Plant Roadway (US6/24 to Scott)

6110 ELECTRIC/OPERATIONS & DIST.

Service Bucket Truck

Small Dump Truck

- Street Lighting Improvement Programs -

Street Lighting Improvements

Street Lighting Improvements-LED Upgrades

- Traffic Signal Improvement Programs -

Clinton & Perry St-Video Detection

Appian & Maumee Ave-Traffic Signal Upgrade

- Transformer Replmt.& Disposal Pgms. -

Transformer Replacement and Disposal (Inventory)

- Electrical Improvements & Upgrades -

New System Growth & Upgrades

Southside Substation 69kv ABS Replacement

Industrial Substation Fence Replacement

SCADA Master Station

Three Phase Reclosure-Distribution Circuit Upgrade

Clinton St. Decorative Street Lighting

EXHIBIT "A" - FORMAL BID LISTING FOR 2015

Department / Category
<u>Item Description</u>
<u>6200 WATER/TREATMENT PLANT OP.</u>
Outside Services Clean Sludge Lagoons (Contracted)
Repaint Miex Contact & Settler Tanks-Tnemec Paint
Miex Building Natural Gas Heaters
Water Plant Rehabilitation Project
Chemicals (Water and Wastewater Plants)
Chemicals (Meix Resin and Salt)
<u>6210 WATER/DISTRIBUTION SYS.</u>
Leak Valve Testing & Repair Program
Water Supplies (Yokes, Stops, Saddles, Valve,etc)
<u>6300 SEWER(WWT)/TREATMENT PLT.</u>
Rebuild of #1 Mechanical Screen
Knight 8118 Spreader
Various Sanitary Sewer Emg.Repairs (Contracted)
Sanitary Sewer Cleaning Program (Contracted)
Long Term Control Plan Updates (Contracted)
Oberhaus Interceptor I/I Reduction Project (LTCP# 21A)
<u>6400, 6410, 6411 & 6420 SANITATION/COLLECTION & DISPOSAL</u>
Landfill Services (Contracted)
Yard Waste Grinding (Contracted)
Recycling Services (Contracted)
Chemicals (Mosquito Control)

RESOLUTION NO. 078-14

A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN EXCESS OF \$25,000.00 IN AND FOR THE YEAR 2015 AS IT RELATES TO REOCCURRING COSTS ASSOCIATED WITH THE OPERATION OF THE CITY, FOR PAYMENT OF EXPENSES, AND FOR PURCHASES ASSOCIATED WITH VENDORS UTILIZED BY MULTIPLE DEPARTMENTS WITHIN THE CITY; ELIMINATION OF NECESSITY OF COMPETITIVE BIDDING IN AND FOR THE YEAR 2015 AS IT RELATES TO CERTAIN TRANSACTIONS; DECLARING AN EMERGENCY

WHEREAS, the City each year has reoccurring costs associated with the conducting of business with groups or associations established for or on behalf of the political subdivisions or instrumentalities of the State, which annually exceed \$25,000.00; and,

WHEREAS, the City each year has reoccurring costs associated with the conducting of business, many which result in mandatory payments or merely occurs as a result of the method of accounting utilized by the City's Finance Department; and,

WHEREAS, for convenience and efficiency, purchase orders are annually written to vendors by multiple departments of the City with a combined total that exceeds \$25,000.00; Now Therefore,

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

Section 1. That, the expenditure of funds by the City in excess of \$25,000.00, in and for the year 2015, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for purchases, services, coverage, or benefits listed in said Exhibit "A".

Section 2. That, the expenditure of funds by the City in excess of \$25,000.00, in and for the year 2015, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the following purchases associated with recreation, fund balance maintenance, public labor costs, public auditing, utilities, bonding, accounting, the payment of debt service, postal service, banking, permitting, and codification listed in said Exhibit "B".

Section 3. That, the expenditure of funds in excess of \$25,000.00 is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the City's cumulative purchase of product, supply, equipment and/or services periodically through the year 2015 from the following vendors; however, in no event shall the amount exceed \$25,000.00 for any one purchase of product, supply, equipment and/or services or any one specific project under the authority of this Resolution listed in said Exhibit "C":

Section 4. That, due to nature or uniqueness of the transactions or vending listed in Sections 1, 2 and 3 of this Resolution, except for the prohibition in Section 3 regarding the one time purchase over \$25,000.00, any requirement that may exist for competitive bidding is hereby eliminated in the best interest of the City.

Section 5. That, nothing in this Resolution shall be construed as to eliminate the necessity of quality based selection as it relates to architect, engineer or construction services for any one project that would otherwise require such a selection process, as such elimination of quality based selection would require separate Council action; moreover, nothing in this Resolution shall be construed as to eliminate the restriction found in Section 3 of this Resolution as it relates to a single purchase or project expenditures.

Section 6. 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 7. 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 8. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for prompt purchases required to remain operational, being operational essential 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 Resolution No. 078-14 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"

American Municipal Power, Inc.	For: Contracted Power Purchase and Services
BORMA Benefit Plans	For: Insurance Premiums (Health)
Public Entities Pool (PEP)	For: Insurance Premiums (Property & Casualty)
CIC of Henry County, Ohio	For: Economic Development Services
Four County Career Center	For: Training Services
Henry County Auditor	For: Auditor Assessment Fees
Henry County EMA	For: Emergency Management Agency
Henry County Engineer	For: Engineering Shared Projects
Henry County Regional Water/Sewer District	For: Payments for Water Collections
James G. Zupka, CPA, Inc.	For: Annual Auditing Services
John Donovan - Law Librarian	For: Law Library Payments
The MAN Unit	For: Police Services
Maumee Valley Planning	For: CHIS/CHIP Grant Administration
Napoleon/Henry County Chamber of Commerce	For: Tourist Bureau
Ohio Bureau of Workers Compensation	For: Employee Worker's Comp. Insurance Coverage
Ohio Police Pension Fund	For: Police Pension Payment
Ohio Fire Pension Fund	For: Fire Pension Payment
Ohio Public Employers Retirement System	For: Pension Payments
Treasurer State of Ohio	For: Various Items

EXHIBIT "B"

Bonded Chemical	For: Chemicals at Water Treatment Plant
Calfee, Halter & Griswold, LLP	For: Specialized Legal Services
Cargill Salt	For: Miex Water Treatment Chemicals
Cedar Point Accounting Dept.	For: Tickets for Resale
City of Napoleon, Fuel Rotary	For: Fuel Purchases
City of Napoleon, Garage Rotary	For: Garage Rotary Services
City of Napoleon, Income Tax	For: Refunds of Income Taxes
City of Napoleon, Payroll	For: Payroll Postings
City of Napoleon, Rescue	For: Township Portion of EMS Revenues
City of Napoleon, Utility	For: Meter Deposit Refunds
City of Napoleon, Utility	For: Utility Services
City of Napoleon, Utility	For: Water and Sewer Refunds
City of Napoleon, Utility	For: Electric Refunds
Embarq (Centurylink)	For: Telephone Services
Farmer and Merchant's State Bank	For: Banking and Debt Service Payment
Huntington National Bank	For: Debt Service Payment
Napoleon, Inc.	For: Newspaper Publication Services
Napoleon Area Schools	For: NCTU and Other
National City Bank	For: Debt Service Payment
Ohio Gas Company	For: Utility Services
Ohio Water Development (OWDA)	For: Debt Service Payment
OMEGA JV5/Amp-Ohio Inc.	For: Purchase of Power
OMEGA JV6/Amp-Ohio Inc.	For: Purchase of Power
Rescue-Township Charges (EMS)	For: EMS Revenues to Townships
Robinson Salt	For: Salt for Miex Plant
Schonhardt and Associates	For: CAFR Preparation
Service Organization, Inc.	For: Insurances (Health Deductibles)
Smart Bill, LTD	For: Outsourcing of Utility Bill Printing and Mailing
Squires, Sanders and Dempsey	For: Bond Counsel (Professional Services)
Treasurer State of Ohio	For: Payments to State
US Bank	For: Debt Service Payments
US EPA (Treasurer, State of Ohio)	For: Permits
US Postmaster	For: Postal Services and Supply
Village of Malinta	For: OWDA Debt Service
Walter Drain Co.	For: Codification Services (Professional Services)

EXHIBIT "C"

A & A Custom Crushing	For: Concrete Crushing
Agrium Advanced Technologies	For: Golf Course Chemicals
Aramark	For: Uniform Services
Auglaize Tree Service	For: Tree Services
Bob Ross Auto Group	For: Operations Pickup Truck
Boundtree Medical Supply, LLC	For: Medical Supplies
Brown Wood Preserving Co., Inc.	For: Electric Poles
Brownstown Electric Supply	For: Electric Supplies
Bryan Excavating	For: Construction Services
CDW Government, Inc.	For: Computers and Supplies
Chemtrade Chemicals US, LLC	For: Chemicals
City Blue, Inc.	For: Survey Supplies
Clarke Mosquito Control Product	For: Mosquito Control Supply
CMI (Creative Microsystems, Inc.)	For: Software and Hardware Systems
Concrete Specialist Company, Ltd.	For: Concrete Repair/Replacement
Darr's Cleaning, Inc.	For: Sewer Cleaning and Inspection
Defiance County Landfill	For: Sanitation Dumping Services
Dennis Panning Excavating	For: Yard Waste Hauling and Disposal
Downtown	For: Downtown Renovation Vendors
Estabrook, Corp.	For: Pump Supplies and Repairs
Feller, Finch & Associates, Inc.	For: Engineering Services (Professional Services)
Finley Fire Equipment	For: Fire Engines and Service Repairs
Fire Safety Services Inc.	For: Fire Services and Supply
Fire Service, Inc.	For: Fire Services and Supply
Fitzenrider, Inc.	For: Heating and Air Conditioning Service Work
Ft. Defiance Service Master	For: Cleaning and Sanitizing Services
Garcia Surveyors, Inc.	For: Surveying Services (Professional Services)
Gerken Asphalt Paving, Inc.	For: Paving
Go Green, Inc.	For: Brush Grinding Services
HD Supplies Utilities, Ltd.	For: Electrical Parts and Supply
Hull and Associates, Inc.	For: Consulting Services (Professional Services)
Hydro Dyne Engineering, Inc.	For: Wastewater Remanufacturing of Screens
Irvine Electrical and Testing	For: Testing and Supplies
Jack Doheny Supplies Ohio, Inc.	For: Wastewater Supplies
Jones and Henry Engineering Ltd.	For: Engineering Services (Professional Services)
K-Tech	For: Beet Heet

Kalida Truck	For: Vehicle Accessories
Koester Corp.	For: Engineering Services
Kuhlman Corp.	For: Parts and Supply
Kurtz Ace Hardware	For: Supply
Lingvai Excavating, LLC	For: Construction Services
Lingvai Paving, LLC	For: Paving Services
Linward Electric, Inc.	For: Traffic Signal Repairs
The Mannik and Smith Group, Inc.	For: Engineering Services (Professional Services)
Med 3000	For: Ambulance Billing Services
Mel Lanzer Co.	For: Construction Services
Melrose Pyrotechnics, Inc.	For: Fireworks
Mid-Ohio Sludge Management	For: Sludge Removal
Miller Brothers Construction	For: Trucking, Hauling, and Excavating Services
Mississippi Lime	For: Lime Chemicals
Mohre Electronics Co.	For: Radio Services, Parts and Supply
Morton Salt	For: Road Salt
Neptune Equipment	For: Meter Parts and Supplies
Northbranch Nursery, Inc.	For: Landscaping/Tree Services
Northwest Landscape Service	For: Landscaping and Supplies, Roadside and City Owned Property Mowing
Northwest Pools	For: Pool Chemicals
ODOT	For: Road Salt
Office Depot	For: Office Supply
Orica Water Care, Inc.	For: MIEX Water Treatment Chemicals
Paulding County Engineer's Office	For: Cold Patch
Pepco	For: Supplies
Parker Hannfin Corp.	For: Water Meter Analyzer
Perrysburg Pipe and Supply	For: Parts and Supply
Perry Corporation	For: Copier, Scanner and Printer Supplies
Peterman Associates, Inc.	For: Engineering Services (Professional Services)
POET Ethanol Products	For: Chemical for Water Treatment
Porter's BP, LLC	For: Gas and Diesel Fuel
Powerline Supply	For: Electrical Parts and Supplies
Premier Patching, Inc.	For: Road Patching
Quality Cleaning (Michael D. Draper)	For: Janitorial Services
Reed City Power Line Supply Co.	For: Electrical Parts and Supply
Rich Ford	For: Vehicle Repair Services
RTEC Communications, Inc.	For: Communication Supplies & Equipment

S & S Directional Boring	For: Directional Boring
Saylor Tree Service, LLC	For: Tree Services
Snyder Chevrolet, Inc.	For: Automotive Services
Solomon Corporation	For: Transformers and Electric Supplies
Spectrum Engineering Corp.	For: Engineering Services (Professional Services)
Stantec Consulting Services, Inc.	For: Engineering Services (Professional Services)
T & J. Excavating	For: Excavating Services
T & R Electric	For: Transformers
Univar	For: Chemicals for Water Treatment
US Utility Contractor Co.	For: Traffic and Electrical Services
Utility Service Group	For: Chemicals for Water Treatment
Vernon Nagel, Inc.	For: Trucking, Hauling, and Excavating Services
Viking Trucking, Inc.	For: Trucking and Hauling Services
Vince's TV and Appliance	For: Networking and Computer Supplies
Wachs Water Service, LLC	For: Water Valve Servicing Program
Werlor, Inc.	For: Brush Grinding Services/Recycling Services
Wesco Distribution, Inc.	For: Electrical Supplies
Westech Distribution	For: Water Miex System Services
Wood County Land Fill	For: Sanitation Dumping Services
Woods Auto Supply	For: Parts and Supply
Wright Express FSC-WEX, Inc.	For: Fuel Purchases
Zacks Recycling, LLC	For: Recycling Services

ORDINANCE NO. 079-14

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO MAKE APPROPRIATION TRANSFERS FROM RESPECTIVE FUNDS, DEPARTMENTS AND CATEGORIES TO OTHER FUNDS, DEPARTMENTS AND CATEGORIES PURSUANT TO SECTION 5705.40 ORC FOR THE FISCAL YEAR ENDING DECEMBER 31, 2014 AS LISTED IN EXHIBIT "A" (FINAL); AND DECLARING AN EMERGENCY

WHEREAS, the City appropriates funds by fund, department, and category of personal services and other; and,

WHEREAS, transfer from one appropriation item to another is necessary to provide appropriations for current expenses of the City; Now Therefore,

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

Section 1. That, pursuant to Section 5705.40 of the Ohio Revised Code, and this Ordinance, the Finance Director is hereby authorized and directed to transfer from one appropriation item to another, in the Fiscal Year ending December 31, 2014, as listed in Exhibit "A" (Final), attached hereto and made a part hereof.

Section 2. 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 City's Revised Code of General Ordinances.

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 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 Ordinance No. 079-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____.

Gregory J. Heath, Clerk/Finance Director

FISCAL YEAR ENDING 2014- 4TH QUARTER BUDGET ADJUSTMENTS					
2014 APPROPRIATION BUDGET - TRANSFER OF APPROPRIATIONS (NO. 1)					
<i>Appropriation Transfer No. 1 - 4th Quarter Budget Adjustments - Final, Ord. No. 079-14, Passed 12/15/2014</i>					
FROM/ TO	FUND DEPARTMENT/COST CENTER	= ACCOUNT CATEGORY =			APPROPRIATION CATEGORY'S NET CHANGE
		PERSONAL SERVICES	OTHER		
100 GENERAL FUND					
FROM :	1300 CITY MANAGER/ADMINISTRATIVE		-3,810.00	**	-3,810.00
TO :	1300 CITY MANAGER/ADMINISTRATIVE	3,810.00		**	3,810.00
FROM :	1370 CITY MANAGER/HUMAN RESOURCES		-1,700.00	**	-1,700.00
TO :	1370 CITY MANAGER/HUMAN RESOURCES	1,700.00		**	1,700.00
FROM :	1500 FINANCE/ADMINISTRATIVE		-4,620.00	**	-4,620.00
TO :	1500 FINANCE/ADMINISTRATIVE	4,620.00		**	4,620.00
		-----	-----	**	-----
Total Appropriation Transfers-100 General Fund		10,130.00	-10,130.00	**	0.00
170 MUNICIPAL INCOME TAX FUND					
FROM :	1510 FINANCE/INCOME TAX COLLECTION	-2,970.00		**	-2,970.00
TO :	1510 FINANCE/INCOME TAX COLLECTION		2,820.00	**	2,820.00
TO :	9900 TRANSFER ACCOUNTS		150.00	**	150.00
		-----	-----	**	-----
Total Appropriation Transfers-170 Municipal Income Tax Fund		-2,970.00	2,970.00	**	0.00
180 KWH TAX COLLECTION (GF) FUND					
FROM :	9800 REIMBURSEMENTS-SHARED EXPENSES		-4,270.00	**	-4,270.00
TO :	9900 TRANSFER ACCOUNTS		4,270.00	**	4,270.00
		-----	-----	**	-----
Total Appropriation Transfers-180 KWH Tax Collection (GF) Fun		0.00	0.00	**	0.00
200 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND					
FROM :	5100 SERVICE/STREETS MAINT. AND PROP.		-36,330.00	**	-36,330.00
TO :	5100 SERVICE/STREETS MAINT. AND PROP.	9,650.00		**	9,650.00
TO :	5110 SERVICE/ICE AND SNOW REMOVAL	26,680.00		**	26,680.00
FROM :	5120 SERVICE/STORM DRAINAGE	-150.00	-4,400.00	**	-4,550.00
TO :	5110 SERVICE/ICE AND SNOW REMOVAL	0.00	4,550.00	**	4,550.00
		-----	-----	**	-----
Total Appropriation Transfers-200 SCM&R Fund		36,180.00	-36,180.00	**	0.00
220 RECREATION FUND					
FROM :	4100 RECREATION/ADMINISTRATIVE		-620.00	**	-620.00
TO :	4100 RECREATION/ADMINISTRATIVE	620.00		**	620.00
		-----	-----	**	-----
Total Appropriation Transfers-220 Recreation Fund		620.00	-620.00	**	0.00

FISCAL YEAR ENDING 2014- 4TH QUARTER BUDGET ADJUSTMENTS				
2014 APPROPRIATION BUDGET - TRANSFER OF APPROPRIATIONS (NO. 1)				
<i>Appropriation Transfer No. 1 - 4th Quarter Budget Adjustments - Final, Ord. No. 079-14, Passed 12/15/2014</i>				
FROM/ TO	FUND DEPARTMENT/COST CENTER	= ACCOUNT CATEGORY =		APPROPRIATION CATEGORY'S NET CHANGE
		PERSONAL SERVICES	OTHER	
	<u>280 CERTIFIED POLICE TRAINING FUND</u>			
FROM :	2100 POLICE/SAFETY SERVICES		-900.00	** -900.00
TO :	2100 POLICE/SAFETY SERVICES	900.00		** 900.00
		-----	-----	** -----
Total Appropriation Transfers-280 Certified Police Training Fund		900.00	-900.00	** 0.00
	<u>400 CAPITAL IMPROVEMENT FUND</u>			
FROM :	1520 FINANCE/UTILITY BILLING COLLECTION		-820.00	** -820.00
TO :	2100 POLICE/SAFETY SERVICES		820.00	** 820.00
FROM :	5100 SERVICE/STREETS MAINT. AND PROP.		-126,750.00	** -126,750.00
TO :	9900 TRANSFER ACCOUNTS		126,750.00	** 126,750.00
		-----	-----	** -----
Total Appropriation Transfers-400 Capital Imp.Fund		0.00	0.00	** 0.00
	<u>500 ELECTRIC UTILITY REVENUE FUND</u>			
FROM :	1520 FINANCE/UTILITY BILLING COLLECTION		-3,610.00	** -3,610.00
FROM :	6110 ELECTRIC/OPERATIONS, DIST. SYSTEM	-20,650.00		** -20,650.00
FROM :	9800 REIMB. ACCOUNTS-SHARED EXPENSES		-28,790.00	** -28,790.00
TO :	6110 ELECTRIC/OPERATIONS, DIST. SYSTEM		53,050.00	** 53,050.00
FROM :	9800 REIMB. ACCOUNTS-SHARED EXPENSES		-5,940.00	** -5,940.00
TO :	9900 TRANSFER ACCOUNTS		5,940.00	** 5,940.00
		-----	-----	** -----
Total Appropriation Transfers-500 Electric Utility Rev.Fund		-20,650.00	20,650.00	** 0.00
	<u>510 WATER REVENUE FUND</u>			
FROM :	6200 WATER/TREATMENT PLANT OPERATIONS	17,210.00		** 17,210.00
TO :	6200 WATER/TREATMENT PLANT OPERATIONS		-17,210.00	** -17,210.00
		-----	-----	** -----
Total Appropriation Transfers-510 Water Revenue Fund		17,210.00	-17,210.00	** 0.00
	<u>520 SEWER (WWT) REVENUE FUND</u>			
FROM :	6300 SEWER (WWT)/TREATMENT PLANT OPER.	2,850.00		** 2,850.00
TO :	6300 SEWER (WWT)/TREATMENT PLANT OPER.		-2,850.00	** -2,850.00
FROM :	6310 SEWER (WWT)/COLLECTION SYSTEM		-4,320.00	** -4,320.00
FROM :	6311 SEWER (WWT)/CLEANING & IMP.(SSO & CSO)		-18,900.00	** -18,900.00
TO :	6311 SEWER (WWT)/CLEANING & IMP.(SSO & CSO)	23,220.00		** 23,220.00
		-----	-----	** -----
Total Appropriation Transfers-520 Sewer Revenue Fund		26,070.00	-26,070.00	** 0.00

ORDINANCE NO. 080-14

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION MEASURE (SUPPLEMENT NO. 5) FOR THE YEAR 2014; AND DECLARING AND EMERGENCY

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

Section 1. That, the annual appropriation measure passed in Ordinance No. 069-13, 019-14, 043-14, 050-14, and 067-14 for the fiscal year ending December 31, 2014 shall be supplemented (Supplement No. 5) as provided in Exhibit "A", attached hereto and made a part hereof.

Section 2. 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 the City 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 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 because this Ordinance provides for appropriations for the current expenses of the City 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. 080-14 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

2014 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	===== 2014 4th Qt. BUDGET ADJUSTMENTS =====			2014
<i>ORDINANCE No. 080-14, Passed 12/15/2014</i>	PERSONAL			FUND
FUND / DEPARTMENT	SERVICES	OTHER	TOTAL	TOTAL
100 GENERAL FUND				
1100 City Council/Legislative	2,710	510	3,220	
1200 Mayor/Executive	0	-300	-300	
1300 City Manager/Administrative	39,730	-20	39,710	
1370 City Manager/Human Resources	0	-3,630	-3,630	
1400 Law Director/Administrative	-3,040	-1,550	-4,590	
1500 Finance/Administrative	0	-7,570	-7,570	
1520 Finance/Utility Billing	-2,750	-10,030	-12,780	
1600 Information Systems/Administrative	-150	-2,800	-2,950	
1700 Engineering/City Engineer	-29,660	-9,350	-39,010	
1800 Municipal Court/Judicial	-8,720	-8,650	-17,370	
1900 General Government/Miscellaneous	0	-53,470	-53,470	
2100 Police/Safety Services	-155,800	-16,110	-171,910	
2200 Fire/Safety Services	-34,870	-17,390	-52,260	
3100 Building Inspections/Zoning & Planning	-490	-14,750	-15,240	
4700 Cemetery/Operations	-3,530	-4,700	-8,230	
5130 Service/Buildings, Properties, Equipment	-2,880	-9,230	-12,110	
9900 Transfer Accounts	0	50,000	50,000	
Total - 100 General Fund	-199,450	-109,040	-308,490	-\$308,490
	=====	=====	=====	
101 GENERAL FUND RESERVE BALANCE FUND				
1900 General Government/Miscellaneous	0	-45,400	-45,400	-\$45,400
	=====	=====	=====	
123 SPECIAL EVENTS FUND				
1900 General Government/Miscellaneous	0	-10,000	-10,000	-\$10,000
	=====	=====	=====	
147 UNCLAIMED MONIES FUND				
9900 Transfer Accounts	0	-220	-220	-\$220
	=====	=====	=====	
170 MUNICIPAL INCOME TAX FUND				
9900 Transfer Accounts	0	411,620	411,620	\$411,620
	=====	=====	=====	
180 KWH TAX (GF) COLLECTION FUND				
9900 Transfer Accounts	0	10,190	10,190	\$10,190
	=====	=====	=====	
195 LAW LIBRARY FUND				
1800 Municipal Court/Judicial	0	2,000	2,000	
9900 Transfer Accounts	0	2,000	2,000	
Total - 195 Law Library Fund	0	4,000	4,000	\$4,000
	=====	=====	=====	
200 STREET CONSTRUCTION, MAINTENANCE & P				
5110 Service/Ice and Snow Removal	2,120	7,570	9,690	\$9,690
	=====	=====	=====	
201 STATE HIGHWAY IMPROVEMENT FUND				
5100 Service/Streets Maintenance and Properties	0	-3,000	-3,000	-\$3,000
	=====	=====	=====	
202 MUNICIPAL (50%) MV LICENSE TAX FUND				
5100 Service/Streets Maintenance and Properties	0	-10,000	-10,000	-\$10,000
	=====	=====	=====	

2014 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	===== 2014 4th Qt. BUDGET ADJUSTMENTS =====			2014
<i>ORDINANCE No. 080-14, Passed 12/15/2014</i>	PERSONAL			FUND
FUND / DEPARTMENT	SERVICES	OTHER	TOTAL	TOTAL
204 COUNTY MV LICENSE PERMISSIVE TAX FUN				
5100 Service/Streets Maintenance and Properties	0	-27,300	-27,300	-\$27,300
	=====	=====	=====	
220 RECREATION FUND				
4100 Parks/Administrative	0	-8,950	-8,950	
4200 Recreation/Golf Operating	-1,720	-8,180	-9,900	
4300 Recreation/Pool Operating	-7,080	-2,400	-9,480	
4400 Recreation/Programs	-25,970	-3,180	-29,150	
	-----	-----	-----	
Total - 220 Recreation Fund	-34,770	-22,710	-57,480	-\$57,480
	=====	=====	=====	
227 NAPOLEON CEMETERY TRUST FUND				
4700 Cemetery/Grounds	0	-500	-500	-\$500
	=====	=====	=====	
231 ED DOWNTOWN REVITALIZATION GRANT FU				
3510 ED Downtown Revitalization	0	117,500	117,500	\$117,500
	=====	=====	=====	
240 HOTEL/MOTEL TAX FUND				
3800 Travel and Tourism	0	6,000	6,000	
9900 Transfer Accounts	0	6,000	6,000	
	-----	-----	-----	
Total - 240 Hotel Motel Tax Fund	0	12,000	12,000	\$12,000
	=====	=====	=====	
242 FIRE EQUIPMENT FUND				
2200 Fire/Safety Services	0	41,590	41,590	\$41,590
	=====	=====	=====	
261 CDBG PROGRAM INCOME FUND				
3300 Contracts-Grt.Srv.-MVPLN	0	-35,680	-35,680	-\$35,680
	=====	=====	=====	
270 INDIGENT DRIVERS ALCOHOL FUND				
1800 Municipal Court/Judicial	0	-13,000	-13,000	-\$13,000
	=====	=====	=====	
271 LAW ENFORCEMENT & EDUCATION FUND				
2100 Police/Safety Services	-1,600	-1,200	-2,800	-\$2,800
	=====	=====	=====	
272 COURT COMPUTERIZATION FUND				
1800 Municipal Court/Judicial	0	-2,100	-2,100	-\$2,100
	=====	=====	=====	
273 LAW ENFORCEMENT TRUST FUND				
2100 Police/Safety Services	0	-1,000	-1,000	-\$1,000
	=====	=====	=====	
274 MANDATORY DRUG FINE FUND				
2100 Police/Safety Services	-1,800	-550	-2,350	-\$2,350
	=====	=====	=====	
275 MUNICIPAL PROBATION SERVICE FUND				
1800 Municipal Court/Judicial	-1,130	-2,290	-3,420	-\$3,420
	=====	=====	=====	
276 LAW ENFORCEMENT BLOCK GRANT FUND				
2100 Police/Safety Services	0	7,280	7,280	\$7,280
	=====	=====	=====	
279 HANDICAP PARKING FINE FUND				
1800 Municipal Court/Judicial	0	-1,100	-1,100	-\$1,100
	=====	=====	=====	

2014 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
	===== 2014 4th Qt. BUDGET ADJUSTMENTS =====			2014
<i>ORDINANCE No. 080-14, Passed 12/15/2014</i>	PERSONAL			FUND
FUND / DEPARTMENT	SERVICES	OTHER	TOTAL	TOTAL
280 CERTIFIED POLICE TRAINING FUND				
1800 Municipal Court/Judicial	0	-1,100	-1,100	-\$1,100
	=====	=====	=====	
281 INDIGENT DRIVERS INTERLOCK AND ALCOH				
2100 Police/Safety Services	0	250	250	\$250
	=====	=====	=====	
295 IRS 125 BENEFITS PLAN FUND				
1900 General Government/Miscellaneous	0	-16,410	-16,410	-\$16,410
	=====	=====	=====	
310 SA BOND RETIREMENT FUND				
8500 Special Assessment Debt Services	0	-610	-610	-\$610
	=====	=====	=====	
400 CAPITAL IMPROVEMENT FUND				
1300 City Manager/Administrative	0	-2,500	-2,500	
1370 City Manager/Human Resources	0	-1,440	-1,440	
1400 Law Director/Administrative	0	-1,000	-1,000	
1500 Finance/Administrative	0	-72,220	-72,220	
1600 Information Systems/Administrative	0	-4,000	-4,000	
1700 Engineering/City Engineer	0	-20,000	-20,000	
2200 Fire/Safety Services	0	-10,880	-10,880	
4200 Recreation/Golf Operating	0	-2,200	-2,200	
4300 Recreation/Pool Operating	0	-10	-10	
4400 Recreation/Programs	0	-800	-800	
4700 Cemetery/Grounds	0	-1,500	-1,500	
5100 Service/Streets Maintenance and Properties	0	-188,670	-188,670	
	-----	-----	-----	
Total - 400 Capital Improvement Fund	0	-305,220	-305,220	-\$305,220
	=====	=====	=====	
438 SCOTT STREET IMPROVEMENT PROJECT FU				
5100 Service/Streets Maintenance and Properties	0	-316,350	-316,350	-\$316,350
	=====	=====	=====	
500 ELECTRIC UTILITY REVENUE FUND				
6111 Electric/Purchased Power	0	480,000	480,000	
9900 Transfer Accounts	0	4,250	4,250	
	-----	-----	-----	
Total - 500 Electric Utility Revenue Fund	0	484,250	484,250	\$484,250
	=====	=====	=====	
503 ELECTRIC DEVELOPMENT FUND				
6110 Electric/Operations, Distribution System	0	-6,890	-6,890	-\$6,890
	=====	=====	=====	
510 WATER REVENUE FUND				
1520 Finance/Utility Billing	0	-1,440	-1,440	
6200 Water/Treatment Plant Operations	0	-28,030	-28,030	
6210 Water/Distribution System	-26,740	-30,790	-57,530	
9800 Reimbursement Accounts-Shared Expenses	0	-14,600	-14,600	
	-----	-----	-----	
Total - 510 Water Revenue Fund	-26,740	-74,860	-101,600	-\$101,600
	=====	=====	=====	
511 WATER DEPRECIATION RESERVE FUND				
6210 Water/Distribution System	0	-53,300	-53,300	-\$53,300
	=====	=====	=====	

RESOLUTION NO. 081-14

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 5); 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 transfers in Resolution No. 070-13, Resolution No. 020-14, 051-14, and 068-14; 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 5), 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. 081-14 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

2014 APPROPRIATION BUDGET - TRANSFER OF FUNDS			
<i>RESOLUTION No. 081-14, Passed 12/15/2014</i>			
2014 TRANSFER OF FUNDS - 4th QUARTER - FINAL		= TRANSFER AMOUNTS =	
FUND NAME, FROM - TO, PURPOSE		FROM	TO
FROM:	170 MUNICIPAL INCOME TAX FUND	\$221,560	
TO:	100 GENERAL FUND		\$221,560
Purpose:	Net Transfer (62%) of Income Tax Receipts to 100 General Fund.		
FROM:	170 MUNICIPAL INCOME TAX FUND	\$54,410	
TO:	220 RECREATION FUND		\$54,410
Purpose:	Transfer of Income Tax Levy Receipts to 220 Recreation Fund.		
FROM:	170 MUNICIPAL INCOME TAX FUND	\$135,800	
TO:	400 CAPITAL IMPROVEMENT FUND		\$135,800
Purpose:	Net Transfer (38%) of Income Tax Receipts to 400 CIP Fund.		
FROM:	180 KWH TAX COLLECTION (GF) FUND	\$14,460	
TO:	100 GENERAL FUND		\$14,460
Purpose:	Transfer of Net Balance of KWH Tax Funds into the General Fund.		
FROM:	195 LAW LIBRARY FUND	\$2,000	
TO:	100 GENERAL FUND		\$2,000
Purpose:	Transfer of City Share for Highway Patrol Fine Monies per ORC.		
FROM:	240 HOTEL-MOTEL TAX FUND	\$6,000	
TO:	100 GENERAL FUND		\$6,000
Purpose:	City's Net Share of Total Collections (50%) on a 6% Rate, per Ordinance to 100 General Fund; b		
FROM:	500 ELECTRIC REVENUE FUND	\$10,190	
TO:	180 KWH TAX COLLECTION (GF) FUND		\$10,190
Purpose:	Transfer to 180 kWH (GF Equivalent) Tax Fund, 100 General Fund share of kWH Tax.		
		-----	-----
	TOTALS - FROM	444,420	
	TOTALS - TO		444,420
		=====	=====

RESOLUTION NO. 082-14

A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO, IN AND FOR THE YEAR 2015; DECLARING AN EMERGENCY

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

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

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

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

Section 1. That, in an effort to further advance the "Plan" referenced in the preamble of this Resolution, the City Finance Director is directed and authorized to pay to The Community Improvement Corporation of Henry County, Ohio ("CIC") the amount of Thirty-One Thousand (\$31,000.00) Dollars plus the City will match the Henry County Commissioner's increased payment to the CIC (if the Henry County Commissioners should so choose pay an increase to the CIC) up to a maximum of an additional Nine-Thousand Dollars (\$9,000.00) in and for the Year 2015 to the CIC for operational expenses and costs for the advancement of economic development projects for both present companies and future companies. The amounts contributed herein are deemed by this Council to be a proper public expenditure of public funds.

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

Section 3. That, all payments stated in this Resolution are subject to appropriation of funds by Council. In the event appropriation of funds by Council is satisfied, payment shall be made by the Finance Director in quarterly installments to the CIC, all in and for the year 2015.

Section 4. That, Ordinance Number 004-14 is repealed upon the effective date of this Ordinance.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

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

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

Passed: _____
Council President

Approved: _____
Ronald A. Behm, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 082-14 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. 083-14

AN ORDINANCE ESTABLISHING A NEW POSITION CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY OF NAPOLEON AND CREATING THE SENIOR SERVICE BUILDING CLERK, CLUBHOUSE MANAGER, AND THE SENIOR CENTER FITNESS COORDINATOR POSITIONS, AND DETERMINING THE MANNER OF PAYMENT OF OVERTIME FOR EMPLOYEES EMPLOYED BY MULTIPLE DEPARTMENTS; AND DECLARING AN EMERGENCY

WHEREAS, Council reviewed the proposed Year 2015 annual appropriation measure and finds, in general, as it relates to its most non-bargaining employees of this City of Napoleon, Ohio, that a compensation increase of 2.0% more or less is generally warranted in pay steps and/or pay scales; and,

WHEREAS, Council has review the proposed Year 2015 annual appropriation measure, as it relates to the positions of City Manager, Finance Director, and Law Director, and determine an increase is warranted; and

WHEREAS, Council desires to make said changes effective to pay period starting December 22nd, 2014;

WHEREAS, Council is desirous of adopting a new Classification Pay Plan for its non-bargaining employees; Now Therefore; 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 2015, that commences on or about December 22nd, 2014, the pay scale (steps) for this City's non-bargaining hourly paid employees (full time) shall be leveled, unless modified, as provided in the table found in Exhibit "A", which is attached and incorporated herein, (expressed in base hourly amounts). Subject to the provisions of this City's Personnel Code, the Employment Policy Manual PM2001-1, and §3 of this Ordinance, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level of compensation the Department Director deems appropriate as listed in said Exhibit "A". Additionally, the position of part time Senior Service Building Secretary is hereby created and the pay is set as expressed in Exhibit "A".

Section 3. That, effective with the first pay period for the Year 2015, that commences on or about December 22nd, 2014, 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 2015, that commences on or about December 22, 2014, the Pay Scale for non bargaining employee (salaried) (full time) positions of this City, not covered or otherwise exempt under the Fair Labor Standard Act (FLSA) as it relates to overtime, shall be leveled, unless modified, as provided in the table found in Exhibit "B", attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of this City's Personnel Code, the Employment Policy Manual PM2001-1, and §5 of this Ordinance, the Department Director (Appointing Authority) may place any employee affected by this Ordinance at the level the Department Director deems appropriate as listed in said Exhibit "B".

Section 5. That, effective with the first pay period for the Year 2015, that commences on or about December 22, 2014, 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 2.0% for Year 2015, 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 2015, that commences on or about December 22, 2014, 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 2015, that commences on or about December 22, 2014, 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 2.0% 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 2015, that commences on or about December 22, 2014, 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 2015, that commences on or about December 22, 2014, have a minimum hourly base pay increase of 2.0% for Year 2015 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 Senior Center Fitness Coordinator is hereby created and the pay is set as expressed in Exhibit "D". The position of part time seasonal Golf Course Clubhouse Manager 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 2015, that commences on or about December 22, 2014, the bi-weekly salary of the City Manager of this City shall be Three Thousand Two Hundred and One dollars and 22/100 (\$3,201.22) and shall continue as such each year thereafter, so long as employed, unless modified by Council. This increase includes a 2.0% raise that the all non-bargaining employees received and an additional 2.0% raise based on merit. Additionally, the City Manager

shall receive a one-time, non-reoccurring, cash bonus of 2.0% which is One Thousand Six Hundred and Sixty-Four Dollars and 62/100 (\$1,664.62).

Section 16. That, effective with the first pay period for the Year 2015, that commences on or about December 22, 2014, the bi-weekly salary of the City Finance Director of this City shall be Three Thousand Seven Hundred and Seventy-eight dollars and 31/100 (\$3,778.31) and shall continue as such each year thereafter, so long as employed, unless modified by Council. This increase includes a 2.0% raise that the all non-bargaining employees received and an additional 3.0% raise based on merit. Additionally, the Finance Director shall receive a one-time, non-reoccurring cash bonus of 1.0% which is Nine Hundred and Eighty-two dollars and 38/100 (\$982.38).

Section 17. That, effective with the first pay period for the Year 2015, that commences on or about December 22, 2014, the bi-weekly salary of the City Law Director of this City shall be Two Thousand Seven Hundred and Three dollars and 63/100 (\$2,703.63) and shall continue as such each year thereafter, so long as employed, unless modified by Council. This increase includes a 2.0% raise that the all non-bargaining employees received and an additional 2.0% raise based on merit. Additionally, the Law Director shall receive a one-time, non-reoccurring, cash bonus of 2.0% which is One Thousand Four Hundred and Five dollars and 87/100 (\$1,405.87)

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, any employee that who is employed by the City of Napoleon in more than one position shall be paid over time in accordance with State and Federal Wage and Salary Laws (specifically, after forty hours of work within one week the person should receive overtime based on the salary or wage for the position they are working when they surpass forty hours). However, but for the employee's normal scheduled employment, the department that causes the overtime shall be liable for the payment of overtime regardless of where the hours were worked. For example,

Dispatcher Dave's normal work week is Monday through Friday, with the pay period running from Monday to Sunday. Dispatcher Dave is also a part time firefighter for the City of Napoleon. Dispatcher Dave works 8 hour shifts Monday, Tuesday, and Wednesday as a dispatcher and gets called out on Wednesday night for 4 hours as a part time firefighter. Dave works full 8 hours on Thursday and Friday. Dave has 4 hours of overtime owed to him at the overtime rate for a dispatcher (because this is the job he was doing when he went over 40 hours). These four hours of overtime would be charged to and should be paid from the Fire Department's budget. Another example, same scenario as above but Dave works another four hours on Saturday as a firefighter. Dave would be entitled to 4 hours of overtime at his dispatcher rate and 4 hours of overtime at his firefighter rate because these are the jobs he was performing when he exceeded 40 hours. In this example all of the overtime would be charged to and should be paid from the Fire Department's budget.

Section 25. That, Ordinance No's 84-13, 001-14, 017-14, and 029-14 are repealed in their entirety effective December 22, 2014.

Section 26. 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 27. 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 28. 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. 083-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

EXHIBIT "A"

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$11.31	\$12.83	\$13.77	\$14.77
Receptionist	12.79	14.46	15.51	16.67
Records Clerk/Recorder	14.06	15.89	17.09	19.60
Account Clerk I	11.31	12.57	13.20	13.96
Account Clerk II	14.06	15.89	17.09	18.44
Civil Engineering Technician	17.15	19.41	20.79	22.31
Senior Engineering Technician	20.36	23.10	24.74	26.53
Zoning Administrator	22.28	25.22	27.02	28.98
Distribution Services Supervisor	24.71	28.00	30.03	32.19
Electrical Construction/Maintenance Inspector	24.71	28.00	30.03	32.19
Chief Water Treatment Operator	20.36	23.10	24.74	26.53
Chief Wastewater Treatment Operator	20.36	23.10	24.74	27.96
Construction Inspector	22.28	25.22	27.02	29.69
Police Lieutenant	25.48	28.21	29.53	31.01
Accounts Payable Clerk	14.06	15.89	17.09	18.44
Administrative Assistant	15.60	17.73	19.04	20.50
Senior Account Clerk	15.60	17.73	19.04	22.50
Sr. Electric Engineering Tech	20.36	23.10	24.74	26.53
Service Building Secretary	11.31	12.57	13.20	13.96
Senior Service Building Secretary	14.06	15.89	17.09	18.44
Tax Administrator	15.97	18.11	19.41	23.03
Utility Billing Supervisor	15.97	18.11	19.41	20.79
Asst. Fire Chief	15.13	16.92	17.98	19.04
Staff Engineer	18.93	21.50	23.10	24.83

EXHIBIT "B"

(BASED ON AN 80 HOUR PAY PERIOD)

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Assistant to the City Engineer	\$1718.65	\$2475.59
City Engineer	2443.00	3907.42
Parks & Recreation Director/Cemetery	1645.87	2818.29
Water Superintendent	1903.32	3014.92
Wastewater Superintendent	1903.32	3014.92
Electrical Engineer	1960.10	2836.06
Electric Distribution Superintendent	2144.46	3104.83
Operations Superintendent	1885.18	2716.73
Fire Chief	2239.63	3251.79
Chief of Police	2239.63	3251.79
Golf Course & Grounds Supt.	1816.18	2405.24
Municipal Court Clerk (see Sec 11 of this Ord)	1719.31	1815.60
Assistant Finance Director	1723.15	2675.97
Management Information System Administrator	1779.32	2484.43
Human Resources Director	2028.66	3033.05
Public Works Director	3932.38	4152.62
Assistant City Manager	3000.00	3500.00
Assistant Fire Chief	2500.00	3025.00

EXHIBIT "C"

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Executive Assistant to Appointing Authority	\$1515.20	\$1799.35
Chief Probation Officer	1285.60	1337.42

EXHIBIT "D"

<u>Title</u>	<u>Bottom</u>	<u>Top</u>
Front Desk Administrator (Part Time)	\$9.10	\$12.25
Golf Course Clubhouse Attendant (Seasonal)	8.10	13.39
Golf Course Clubhouse Manager (Seasonal)	8.10	13.39
Lifeguard (Seasonal)	8.10	13.39
Seasonal Laborer - Other	8.10	13.39
Parks Maintenance Worker (Seasonal)	8.10	13.39
Recreation Worker (Seasonal)	8.10	13.39
Senior Center Fitness Coordinator (Part Time)	8.10	13.39
Probationary/Trainee Fire Fighter/EMT	8.10	12.15
All Fire/Rescue Department (Part Time)	11.60	15.86
Legal Clerk (Temporary)	13.09	20.72
Income Tax /Collection Clerk (Part Time)	9.10	15.82
Construction Engineer (Temporary) Engineer Dept	37.14	39.22
Construction Inspection (Temporary)	12.24	12.92
MIS Technician (Part Time)	14.00	20.40
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. 084-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO REPRESENT THE CITY OF NAPOLEON, OHIO AS A MEMBER OF THE BOARD OF TRUSTEES OF AMERICAN MUNICIPAL POWER, INC. AND MAKING THE ELECTRIC SUPERINTENDENT AN ALTERNATE; REPEALING RESOLUTION NO. 015-04, AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon (the "Municipality") is a member of the American Municipal Power, Inc. ("AMP"), a non-profit corporation in the State of Ohio whose members are Ohio Municipal Corporations that own and operate electric utility systems; and,

WHEREAS, AMP exists for a public purpose, namely to assist the municipally-owned electric systems of the State of Ohio in obtaining and providing safe, reliable, and reasonably priced electric power for their citizens and customers; and,

WHEREAS, the affairs of AMP are managed by a Board of Trustees (the "Board"), with twenty (20) voting members elected by, and from among, the membership, who meet from time to time in Columbus, Ohio at the headquarters of AMP; and,

WHEREAS, the Municipality has been elected as a Trustee of the Board (a "Trustee"); and,

WHEREAS, the Municipality is required to designate formally a person to represent it on the Board and to exercise the duties of Trustee of AMP; and,

WHEREAS, an Alternate is also desired for times when the City's principle Board Member cannot attend; now therefore,

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

Section 1. That, upon the effective date of 12:00 am, January 1st, 2015, the City Manager is hereby designated the representative of the Municipality on the Board to act on behalf of Municipality in the discharge of its duties as a Trustee and that said City Manager be the representative with the Electric Superintendant of the City of Napoleon, Ohio being duly authorized to be the alternate to such representative to serve in his stead during such period as he may be unable to represent the Municipality.

Section 2. That, the representative of the Municipality so designated be, and hereby is, authorized and empowered, acting for, in the name of and behalf of the Municipality, as the Municipality's agent, to exercise all the functions, powers, rights and privileges, and to fulfill the obligations, that the Municipality may have as a Trustee of the Board, including without limitation to attend and take part in meetings of the Board and of committees of the Board, to vote on and otherwise act with respect to all matters that may properly come before the Board or any committee of the Board, and to do or cause to be done all acts, and to take all steps as may in each case be, in the opinion of such representative, necessary or desirable in order to represent the Municipality and exercise its functions, powers, rights and privileges, and to fulfill its obligations, as a

Trustee of AMP and to carry out the full intent and purposes of this Resolution and the purposes and powers of AMP.

Section 3. That, said representative(s) named in Section 1. of this Resolution will be entitled to receive reimbursement from AMP for reasonable out-of-pocket expenses associated with his/her service as representative for the Municipality as Trustee.

Section 4. That, any other prior Resolution or Ordinance covering the same subject matter is repealed, including Resolution No. 015-14.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

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

Section 7. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time for the transition from the current Dr. Jon A. Bisher to the City Manager so there is no confusion as to who the correct representative is; 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. 084-14 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. 085-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO FILE FOR AND EXECUTE ALL DOCUMENTS NECESSARY TO ENTER INTO A CONTRACT WITH THE STATE HISTORIC PRESERVATION OFFICE FOR THE BUILDING DOCTOR CLINIC AND DECLARING AN EMERGENCY

WHEREAS, the State Historic Preservation Office of the Ohio History Connection (herein referred to as "SHPO") has a clinic to assist owners of buildings that are in historic areas to prevent building decay; and

WHEREAS, The City of Napoleon desires to be a Cosponsor for receiving this clinic; **Now therefore**,

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

Section 1. That, the City Manager, Monica S. Irelan, is hereby authorized and directed to execute any and all documents necessary to enter into an agreement with the SHPO for the Building Doctor Clinic.

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 meet the contract deadline of December 29th, 2014; 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. 085-14 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. 072-14

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM PRINCIPAL AMOUNT OF \$2,500,000, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE MUNICIPAL WATER SYSTEM BY CONSTRUCTING A NEW WATER TREATMENT PLANT, ACQUIRING AND IMPROVING RELATED INTERESTS IN REAL PROPERTY, IMPROVING AND REHABILITATING THE EXISTING WATER TREATMENT PLANT AND RELATED STORAGE FACILITIES, AND REHABILITATING THE ELEVATED STORAGE TANKS, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO.

WHEREAS, pursuant to Ordinance No. 072-13 passed on December 23, 2013, notes in anticipation of bonds in the aggregate amount of \$2,500,000, dated March 6, 2014 (the "*Outstanding Notes*"), were issued for the purpose stated in Section 1, to mature on March 5, 2015; and

WHEREAS, this Council finds and determines that the City should retire the Outstanding Notes with the proceeds of the Notes described in Section 3 and other funds available to the City; and

WHEREAS, the Finance Director, as fiscal officer of this City, has certified to this Council that the estimated life or period of usefulness of the Improvement described in Section 1 is at least five years, the estimated maximum maturity of the Bonds described in Section 1 is at least thirty (30) years, and the maximum maturity of the Notes described in Section 3, to be issued in anticipation of the Bonds, is March 7, 2033;

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Napoleon, Henry County, Ohio, that:

Section 1. It is necessary to issue bonds of this City in the maximum principal amount of \$2,500,000 (the "*Bonds*") for the purpose of paying the costs of improving the municipal water system by constructing a new water treatment plant, acquiring and improving related interests in real property, improving and rehabilitating the existing water treatment plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenances thereto (the "*Improvement*").

Section 2. The Bonds shall be dated approximately March 1, 2016, shall bear interest at the now estimated rate of 5.50% per year, payable semiannually until the principal amount is paid, and are estimated to mature in twenty (20) annual principal installments on December 1 of each year and in such amounts that the total principal and interest payments on the Bonds, in any

fiscal year in which principal is payable, shall be substantially equal. The first principal payment of the Bonds is estimated to be December 1, 2016.

Section 3. It is necessary to issue and this Council determines that notes in the maximum principal amount of \$2,500,000 (the “Notes”) shall be issued in anticipation of the issuance of the Bonds for the purpose described in Section 1 and to retire, together with other funds available to the City, the Outstanding Notes and to pay any financing costs. The principal amount of Notes to be issued (not to exceed the stated maximum amount) shall be determined by the Finance Director in the certificate awarding the Notes in accordance with Section 6 of this Ordinance (the “*Certificate of Award*”) as the amount which, along with other available funds of the City, is necessary to retire the Outstanding Notes and to pay any financing costs. The Notes shall be dated the date of issuance and shall mature not more than one year following the date of issuance; *provided* that the Finance Director shall establish the maturity date in the Certificate of Award. The Notes shall bear interest at a rate or rates not to exceed 6.00% per year (computed on the basis of a 360-day year consisting of twelve 30-day months), payable at maturity and until the principal amount is paid or payment is provided for. The rate or rates of interest on the Notes shall be determined by the Finance Director in the Certificate of Award in accordance with Section 6 of this Ordinance.

Section 4. The debt charges on the Notes shall be payable in lawful money of the United States of America or in Federal Reserve funds of the United States of America as determined by the Finance Director in the Certificate of Award, and shall be payable, without deduction for services of the City’s paying agent, at the office of a bank or trust company designated by the Finance Director in the Certificate of Award after determining that the payment at that bank or trust company will not endanger the funds or securities of the City and that proper procedures and safeguards are available for that purpose or at the office of the Finance Director if agreed to by the Finance Director and the original purchaser (the “*Paying Agent*”).

Section 5. The Notes shall be signed by the City Manager and Finance Director, in the name of the City and in their official capacities; *provided* that one of those signatures may be a facsimile. The Notes shall also be countersigned by the Mayor; *provided* that the signature of the Mayor may be a facsimile. The Notes shall be issued in minimum denominations of \$100,000 (and may be issued in denominations in such amounts in excess thereof as requested by the original purchaser and approved by the Finance Director) and with numbers as requested by the original purchaser and approved by the Finance Director. The entire principal amount may be represented by a single note and may be issued as fully registered securities (for which the Finance Director will serve as note registrar) and in book entry or other uncertificated form in accordance with Section 9.96 and Chapter 133 of the Ohio Revised Code if it is determined by the Finance Director that issuance of fully registered securities in that form will facilitate the sale and delivery of the Notes. The Notes shall not have coupons attached, shall be numbered as determined by the Finance Director and shall express upon their faces the purpose, in summary terms, for which they are issued and that they are issued pursuant to this Ordinance. As used in this Section and this Ordinance:

“*Book entry form*” or “*book entry system*” means a form or system under which (a) the ownership of beneficial interests in the Notes and the principal of and interest on the Notes may

be transferred only through a book entry, and (b) a single physical Note certificate in fully registered form is issued by the City and payable only to a Depository or its nominee as registered owner, with the certificate deposited with and “immobilized” in the custody of the Depository or its designated agent for that purpose. The book entry maintained by others than the City is the record that identifies the owners of beneficial interests in the Notes and that principal and interest.

“*Depository*” means any securities depository that is a clearing agency under federal law operating and maintaining, with its Participants or otherwise, a book entry system to record ownership of beneficial interests in the Notes or the principal of, and interest on, the Notes and to effect transfers of the Notes, in book entry form, and includes and means initially The Depository Trust Company (a limited purpose trust company), New York, New York.

“*Participant*” means any participant contracting with a Depository under a book entry system and includes security brokers and dealers, banks and trust companies, and clearing corporations.

The Notes may be issued to a Depository for use in a book entry system and, if and as long as a book entry system is utilized, (a) the Notes may be issued in the form of a single Note made payable to the Depository or its nominee and immobilized in the custody of the Depository or its agent for that purpose; (b) the beneficial owners in book entry form shall have no right to receive the Notes in the form of physical securities or certificates; (c) ownership of beneficial interests in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; and (d) the Notes as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the City.

If any Depository determines not to continue to act as a Depository for the Notes for use in a book entry system, the Finance Director may attempt to establish a securities depository/book entry relationship with another qualified Depository. If the Finance Director does not or is unable to do so, the Finance Director, after making provision for notification of the beneficial owners by the then Depository and any other arrangements deemed necessary, shall permit withdrawal of the Notes from the Depository, and shall cause the Notes in bearer or payable form to be signed by the officers authorized to sign the Notes and delivered to the assigns of the Depository or its nominee, all at the cost and expense (including any costs of printing), if the event is not the result of City action or inaction, of those persons requesting such issuance.

The Finance Director is also hereby authorized and directed, to the extent necessary or required, to enter into any agreements determined necessary in connection with the book entry system for the Notes, after determining that the signing thereof will not endanger the funds or securities of the City.

Section 6. The Notes shall be sold at not less than par plus accrued interest (if any) at private sale by the Finance Director in accordance with law and the provisions of this Ordinance.

The Finance Director shall sign the Certificate of Award referred to in Section 3 fixing the interest rate or rates which the Notes shall bear and evidencing that sale to the original purchaser, cause the Notes to be prepared, and have the Notes signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Notes if requested by the original purchaser, to the original purchaser upon payment of the purchase price. The City Manager, the Finance Director, the City Law Director, the Clerk of Council and other City officials, as appropriate, are each authorized and directed to sign any transcript certificates, financial statements and other documents and instruments and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Ordinance. The Finance Director is authorized, if it is determined to be in the best interest of the City, to combine the issue of Notes with one or more other note issues of the City into a consolidated note issue pursuant to Section 133.30(B) of the Ohio Revised Code.

Section 7. The proceeds from the sale of the Notes received by the City (or withheld by the original purchaser on behalf of the City) shall be paid into the proper fund or funds, and those proceeds are appropriated and shall be used for the purpose for which the Notes are being issued. The Certificate of Award may authorize the original purchaser to withhold certain proceeds from the sale of the Notes to provide for the payment of certain financing costs on behalf of the City. Any portion of those proceeds received by the City (after payment of those financing costs) representing premium or accrued interest shall be paid into the Bond Retirement Fund.

Section 8. The par value to be received from the sale of the Bonds or of any renewal notes and any excess funds resulting from the issuance of the Notes shall, to the extent necessary, be used to pay the debt charges on the Notes at maturity and are pledged for that purpose.

Section 9. During the year or years in which the Notes are outstanding, there shall be levied on all the taxable property in the City, in addition to all other taxes, the same tax that would have been levied if the Bonds had been issued without the prior issuance of the Notes. The tax shall be within the ten-mill limitation imposed by law, shall be and is ordered computed, certified, levied and extended upon the tax duplicate and collected by the same officers, in the same manner, and at the same time that taxes for general purposes for each of those years are certified, levied, extended and collected, and shall be placed before and in preference to all other items and for the full amount thereof. The proceeds of the tax levy shall be placed in the Bond Retirement Fund, which is irrevocably pledged for the payment of the debt charges on the Notes or the Bonds when and as the same fall due.

In each year to the extent net revenues from the municipal water utility are available for the payment of the debt charges on the Notes or the Bonds and are appropriated for that purpose, the amount of the tax shall be reduced by the amount of such net revenues so available and appropriated.

In each year to the extent receipts from the municipal income tax are available for the payment of the debt charges on the Notes or the Bonds and are appropriated for that purpose, and to the extent not paid from net revenues of the municipal water utility, the amount of the tax shall be reduced by the amount of such receipts so available and appropriated in compliance with the following covenant. To the extent necessary, the debt charges on the Notes and the Bonds shall

be paid from municipal income taxes lawfully available therefor under the Constitution and the laws of the State of Ohio and the Charter of the City; and the City hereby covenants, subject and pursuant to such authority, including particularly Section 133.05(B)(7) of the Ohio Revised Code, to appropriate annually from such municipal income taxes such amount as is necessary to meet such annual debt charges.

Nothing in the two preceding paragraphs in any way diminishes the irrevocable pledge of the full faith and credit and general property taxing power of the City to the prompt payment of the debt charges on the Notes and the Bonds.

Section 10. The City covenants that it will use, and will restrict the use and investment of, the proceeds of the Notes in such manner and to such extent as may be necessary so that (a) the Notes will not (i) constitute private activity bonds or arbitrage bonds under Sections 141 or 148 of the Internal Revenue Code of 1986, as amended (the “Code”) or (ii) be treated other than as bonds the interest on which is excluded from gross income under Section 103 of the Code, and (b) the interest on the Notes will not be an item of tax preference under Section 57 of the Code.

The City further covenants that (a) it will take or cause to be taken such actions that may be required of it for the interest on the Notes to be and remain excluded from gross income for federal income tax purposes, (b) it will not take or authorize to be taken any actions that would adversely affect that exclusion, and (c) it, or persons acting for it, will, among other acts of compliance, (i) apply the proceeds of the Notes to the governmental purpose of the borrowing, (ii) restrict the yield on investment property, (iii) make timely and adequate payments to the federal government, (iv) maintain books and records and make calculations and reports and (v) refrain from certain uses of those proceeds, and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code.

The Finance Director or any other officer of the City having responsibility for issuance of the Notes is hereby authorized (a) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of the City with respect to the Notes as the City is permitted to or required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Notes or interest thereon or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties with respect to the Notes, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments with respect to the Notes, which action shall be in writing and signed by the officer, (b) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants and certifications of and on behalf of the City, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Notes, and (c) to give one or more appropriate certificates of the City, for inclusion in the transcript of proceedings for the Notes, setting forth the reasonable expectations of the City regarding the amount and use of all the proceeds of the Notes, the facts, circumstances and estimates on which they are based, and other

facts and circumstances relevant to the tax treatment of the interest on and the tax status of the Notes. The Finance Director or any other officer of the City having responsibility for issuance of the Notes is specifically authorized to designate the Notes as “qualified tax-exempt obligations” if such designation is applicable and desirable, and to make any related necessary representations and covenants.

Each covenant made in this Section with respect to the Notes is also made with respect to all issues any portion of the debt service on which is paid from proceeds of the Notes (and, if different, the original issue and any refunding issues in a series of refundings), to the extent such compliance is necessary to assure the exclusion of interest on the Notes from gross income for federal income tax purposes, and the officers identified above are authorized to take actions with respect to those issues as they are authorized in this Section to take with respect to the Notes.

Section 11. The Clerk of Council is directed to promptly deliver a certified copy of this Ordinance and the Certificate of Award to the County Auditor of Henry County, Ohio.

Section 12. The Finance Director is authorized to request a rating for the Notes from Moody’s Investors Service, Inc. or Standard & Poor’s Ratings Service, or both, as the Finance Director determines is in the best interest of the City. The expenditure of the amounts necessary to secure any such ratings as well as to pay the other financing costs (as defined in Section 133.01 of the Ohio Revised Code) in connection with the Notes is hereby authorized and approved and the amounts necessary to pay those costs are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

Section 13. The legal services of the law firm of Squire Patton Boggs (US) LLP are hereby retained in connection with the authorization, issuance and sale of the Notes. Those legal services shall be in the nature of legal advice and recommendations as to the documents and the proceedings in connection with the authorization, sale and issuance of the Notes and securities issued in renewal of the Notes and rendering at delivery related legal opinions. In providing those legal services, as an independent contractor and in an attorney-client relationship, that firm shall not exercise any administrative discretion on behalf of this City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, any county or municipal corporation or of this City, or the execution of public trusts. For those legal services that firm shall be paid just and reasonable compensation and shall be reimbursed for actual out-of-pocket expenses incurred in providing those legal services. The Finance Director is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

Section 14. The services of Sudsina & Associates, LLC are hereby retained in connection with the authorization, issuance and sale of the Notes. Those services shall be in the nature of financial advice and recommendations in connection with the sale and issuance of the Notes. For those services that municipal advisor shall be paid just and reasonable compensation and shall be reimbursed for actual out-of-pocket expenses incurred in providing those services.

The Finance Director is authorized and directed to make appropriate certification as to the availability of funds for those fees and any reimbursement and to issue an appropriate order for their timely payment as written statements are submitted by that firm. The amounts necessary to pay those fees and any reimbursement are hereby appropriated from the proceeds of the Notes, if available, and otherwise from available moneys in the General Fund.

Section 15. This Council determines that all acts and conditions necessary to be done or performed by the City or to have been met precedent to and in the issuing of the Notes in order to make them legal, valid and binding general obligations of the City have been performed and have been met, or will at the time of delivery of the Notes have been performed and have been met, in regular and due form as required by law; that the full faith and credit and general property taxing power (as described in Section 9) of the City are pledged for the timely payment of the debt charges on the Notes; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Notes.

Section 16. This Council finds and determines that all formal actions of this Council and any of its committees concerning and relating to the passage of this Ordinance were taken in an open meeting of this Council and any of its committees, and that all deliberations of this Council and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including Section 121.22 of the Ohio Revised Code.

Section 17. This Ordinance shall be in full force and effect on the earliest date permitted by law.

Passed: January ____, 2015

John A. Helberg, Council President

Approved: January ____, 2015

Ronald Behm, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Gregory J. Heath, Clerk of Council

I, Gregory J. Heath, Clerk of Council of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 072-14 was duly published in the Northwest Signal, a newspaper of general circulation in said City on the ____ day of January, 2015; and 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 of Council

CERTIFICATION OF RECORDS

I, Gregory J. Heath, Clerk of Council, of the City of Napoleon, Ohio, do hereby certify and attest that this document to be a **True and Correct** copy of Ordinance Number 072-14, passed January ____, 2015.

Gregory J. Heath, Clerk of Council

Date

SUMMARY TO ORDINANCE NO. 072-14

(PURSUANT TO ARTICLE II, SECTION 2.15 OF THE CITY CHARTER, CHAPTER 121 OF THE CODE OF ORDINANCES AND COUNCIL RULE 6.2.4.1, AS WELL AS APPLICABLE PROVISIONS OF ORC CHAPTER 731)

NOTICE

A copy of the complete text of Ordinance No. ___-15 is on file in the office of the City Finance Director/Clerk of Council and may be viewed or obtained during business hours of 7:30 AM to 4 PM, Monday through Friday, at the office of the Finance Director/Clerk of Council, the location being 255 West Riverview Avenue, Napoleon, Ohio. A copy of all or part of Ordinance No. ___-15 or any item mentioned in this notice may be obtained from the City Finance Director/Clerk of Council upon the payment of a reasonable fee therefore.

ORDINANCE NO. 072-14

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM PRINCIPAL AMOUNT OF \$2,500,000, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE MUNICIPAL WATER SYSTEM BY CONSTRUCTING A NEW WATER TREATMENT PLANT, ACQUIRING AND IMPROVING RELATED INTERESTS IN REAL PROPERTY, IMPROVING AND REHABILITATING THE EXISTING WATER TREATMENT PLANT AND RELATED STORAGE FACILITIES, AND REHABILITATING THE ELEVATED STORAGE TANKS, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO.

Ordinance No. 072-14 provides for the issuance and sale of notes in the maximum principal amount of \$2,500,000 in anticipation of the issuance of bonds, for the purpose of paying the costs of improving the municipal water system by constructing a new water treatment plant, acquiring and improving related interests in real property, improving and rehabilitating the existing water treatment plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenances thereto. The Ordinance provides for the sale of the notes in the maximum principal amount of \$2,500,000, which notes shall mature one year following their date of issuance, provided that the City may establish a maturity date prior to one year from their date of issuance, and bear interest at a rate to be determined pursuant to a private sale conducted by the City. The Ordinance also provides that the notes shall be payable at a bank or trust company to be designated by the Finance Director subsequent to the sale of the notes.

The Ordinance further provides that a tax shall be levied on all taxable property in the City to provide for the payment of the notes and the bonds in anticipation of which the notes are issued and the tax shall be levied within the ten-mill limitation imposed by law. Also, in each year to the extent net revenues from the municipal water utility are available for the payment of the debt charges on the notes or the bonds and are appropriated for that purpose, the amount of the tax shall be reduced by the amount of such net revenues so available and appropriated. Finally, the Ordinance provides that in each year to the extent the income from the municipal income tax is available for the payment of the principal of and interest on the notes or the bonds and is appropriated for that purpose, the amount of the tax shall be reduced by the amount of the income so available and appropriated.

Attest:

Gregory J. Heath, Clerk of Council

Abstract Approved as to Form and Correctness:

Trevor M. Hayberger, City Law Director

**SUPPLEMENTAL
FISCAL OFFICER'S CERTIFICATE**

To the City Council of the City of Napoleon, Ohio:

As fiscal officer of the City of Napoleon, Ohio, and supplementing the fiscal officer's certificate of February 4, 2013, I certify in connection with your proposed issue of notes in the maximum principal amount of \$2,500,000 (the "*Notes*"), to be issued in anticipation of the issuance of bonds (the "*Bonds*") for the purpose of paying the costs of improving the municipal water system by constructing a new water treatment plant, acquiring and improving related interests in real property, improving and rehabilitating the existing water treatment plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenances thereto (the "*Improvement*"), that:

1. The estimated life or period of usefulness of the Improvement is at least five years.
2. The estimated maximum maturity of the Bonds, calculated in accordance with Section 133.20, Ohio Revised Code, is at least thirty (30) years, being my estimate of the life or period of usefulness of that Improvement. If notes in anticipation of the Bonds are outstanding later than the last day of December of the fifth year following the year of issuance of the original issue of notes, the period in excess of those five years shall be deducted from that maximum maturity of the Bonds.
3. The maximum maturity of the Notes is March 7, 2033.

Dated: December ____, 2014

Finance Director
City of Napoleon, Ohio

INVITATION FOR PROPOSALS

\$2,500,000

City of Napoleon, Ohio
Capital Facilities Notes, Series 2015

General Obligation Bond Anticipation Notes
(Limited Tax Bonds)

Invitation for Proposals. The City of Napoleon, Ohio (the “*City*”), is planning to issue \$2,500,000 Capital Facilities Notes, Series 2015 (the “*Notes*”). By this Invitation for Proposals (the “*Invitation*”), the City is inviting electronic proposals (via BiDCOMP/Parity in the manner described under Electronic Proposals), written (including facsimile or electronic mail) proposals or oral proposals communicated by telephone, for the purchase, at not less than 100% of par and accrued interest, of all of the Notes. Proposals will be received until **11:00 a.m., Ohio time, on Wednesday, February 18, 2015**. Each proposal shall specify the single rate of interest that the Notes are to bear. A suggested proposal form that may, but need not, be used is attached.

Electronic Proposals. Electronic bids must be submitted via BiDCOMP/Parity and in accordance with the provisions of this Invitation. No other form of electronic bid or provider of electronic bidding services will be accepted. For purposes of the electronic bidding process, the time as maintained by BiDCOMP/Parity shall constitute the official time with respect to all bids submitted electronically. To the extent any instructions or directions set forth in BiDCOMP/Parity conflict with this Invitation, the terms of this Invitation shall control. Each bidder submitting an electronic bid agrees that: (i) it is solely responsible for all arrangements with BiDCOMP/Parity; (ii) BiDCOMP/Parity is not acting as the agent of the City; and (iii) the City is not responsible for ensuring or verifying bidder compliance with any of the procedures of BiDCOMP/Parity. The City assumes no responsibility for, and each bidder expressly assumes the risks of and responsibility for, any incomplete, inaccurate or untimely bid submitted by the bidder through BiDCOMP/Parity. Each bidder shall be solely responsible for making necessary arrangements to access the BiDCOMP/Parity system for the purpose of submitting its bid in a timely manner and in compliance with the requirements of this Invitation. The City shall not: (i) have any duty or obligation to provide or assure such access to BiDCOMP/Parity to any bidder; or (ii) be responsible for the proper operation of, or have any liability for, any delays or interruptions of, or any damages caused by, BiDCOMP/Parity.

Prospective bidders who intend to submit their bid electronically must be contracted customers of Ipreo’s BiDCOMP/Parity system. If a bidder does not have a contract with Ipreo, call (212) 849-5021. By submitting a bid for the Notes, a prospective bidder represents and warrants to the City that such bidder’s bid for the purchase of the Notes (if a bid is submitted in connection with the sale) is submitted for and on behalf of such prospective bidder by an officer or agent who is duly authorized to bind the prospective bidder to a legal, valid, binding and

enforceable contract for the purchase of the Notes. By contracting with Ipreo, a prospective bidder is not obligated to submit a bid in connection with the sale.

Proposals. Written or oral proposals will be received by the undersigned at the office of the Finance Director of the City at the address or phone number stated below. Oral proposals will be promptly confirmed in writing by the undersigned. Written proposals may either be delivered to the aforesaid location, or, at the risk of the proposer, may be faxed to the undersigned whose fax number is (419) 599-8393 or sent by electronic mail to the undersigned whose electronic mail address is gheath@napoleonohio.com. **Any proposer that attempts to use facsimile transmission or electronic mail assumes the risk that its proposal is not received or that the proposer is unable to communicate on a facsimile or electronic mail basis, whether such inability is by reason of equipment malfunction, human error, prior use of facsimile equipment or any other cause whatsoever.**

Basic Terms of the Notes. The Notes will be dated March 4, 2015; will mature March 3, 2016 without option of call or prior redemption or prepayment; and will bear interest at a rate not to exceed 6.00% per year (computed on the basis of a 360-day year consisting of twelve 30-day months) from their date payable at maturity. The Notes will be issued in such denominations as requested by the original purchaser and approved by the undersigned, provided that the Notes shall be issued in the minimum denominations of \$100,000 each or in any denomination that is the sum of (i) \$100,000 and (ii) \$1,000 or any whole multiple thereof.

The City anticipates the Notes will be retired at maturity from proceeds from the sale of the long-term bonds in anticipation of which the Notes are issued, proceeds from the sale of renewal bond anticipation notes and other available funds of the City, or a combination of such sources. The ability of the City to retire the Notes from the proceeds of the sale of either renewal notes or bonds will be dependent on the marketability of such notes or bonds under market conditions prevailing at the time they are offered for sale.

No Official Statement. No official statement or other disclosure document meeting the requirement of Rule 15c2-12 of the Securities and Exchange Commission is available and therefore an original purchaser must avail itself of the exemption provided in subparagraph (d)(1) of that Rule limiting sales of the Notes to no more than 35 persons each of whom the original purchaser reasonably believes (i) has such knowledge and experience in financial and business matters that it is capable of evaluating the merits and risks of investment in the Notes and (ii) is not purchasing the Notes for more than one account or with a view toward distributing or reselling the Notes.

Payment of Principal and Interest; Paying Agent. The Notes will be payable in federal reserve funds of the United States of America at the designated corporate trust office of The Huntington National Bank, in Columbus, Ohio, or at such other office of a bank or trust company designated by the Finance Director after determining that the payment at that bank or trust company will not endanger the funds or securities of the City and that proper procedures and safeguards are available for that purpose, or at the office of the Finance Director if agreed to by the Finance Director and the original purchaser (the "*Paying Agent*").

Basis of Award. At the time and date stated above, Sudsina & Associates, LLC, the Municipal Advisor to the City, and the Finance Director will consider the proposals submitted and will award the Notes on the basis of the proposal resulting in the sale of the Notes at the lowest net interest cost to the stated maturity. The lowest net interest cost will be determined by taking the amount of interest from the date of the Notes to the stated maturity date and deducting therefrom the amount of any premium. In the event of tie proposals, the successful proposal will be selected by lot in a manner determined by the Finance Director. Any informality or failure to conform to the instructions contained in this Invitation may be waived by the Finance Director, and the Finance Director may reject any or all of the proposals presented. All determinations and the award by the Finance Director shall be final.

Book Entry. At the request of the original purchaser, the Finance Director may authorize the Notes to be issued as fully registered securities (for which the City will serve as note registrar) in book entry only form for use in the book entry only system of The Depository Trust Company, New York, New York (“DTC”). Fully registered Notes issued in the book entry only system of DTC will be retained and immobilized in the custody of DTC or its designated agent. For all purposes under the Note proceedings, DTC will be and will be considered by the City and the Paying Agent to be the owner or holder of the Notes. Owners of book entry interests in the Notes (book entry interest owners) will not receive or have the right to receive physical delivery of Notes, and will not be or be considered by the City and the Paying Agent to be, and will not have any rights as, owners or holders of Notes under the Note proceedings. **The original purchaser will be responsible for (i) completing and delivering to DTC, prior to delivery of the Notes, the appropriate DTC “Eligibility Questionnaire” and (ii) any fees and expenses imposed by DTC (see Costs of Issuance).**

Purpose, Security and Authorization of Notes. The Notes are to be issued in anticipation of the issuance of bonds for the purpose of paying the costs of improving the municipal water system by constructing a new water treatment plant, acquiring and improving related interests in real property, improving and rehabilitating the existing water treatment plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenances thereto.

The bonds in anticipation of which the Notes are issued, unless paid from other sources and subject to bankruptcy laws and other laws affecting creditors’ rights and to the exercise of judicial discretion, are to be paid from the proceeds of the levy of ad valorem taxes on all property subject to ad valorem taxes levied by the City, which taxes are within the ten-mill limitation imposed by law. The maximum maturity of bond anticipation notes for the improvements is March 7, 2033.

Rating. No application for a rating on the Notes has been made by the City.

Costs of Issuance. The successful proposer will be responsible for the fees of CUSIP, DTC, the Ohio Municipal Advisory Council (“OMAC”) and any other industry assessments. Payment of the fees and costs of CUSIP, DTC, OMAC and any other industry assessments shall be made by the successful proposer directly to the service providers. For information concerning OMAC, please contact OMAC at (330) 963-7444.

The City will be responsible for the payment of all other issuance costs, including the fees of Bond Counsel, the Municipal Advisor and the Paying Agent.

Legal Opinion and Tax Matters. Legal matters incident to the issuance of the Notes and with regard to the status of the interest on the Notes under existing federal and Ohio tax law are subject to the legal opinion of Squire Patton Boggs (US) LLP, Bond Counsel to the City, which will be furnished without cost to the original purchaser at the time the Notes are delivered to it.

The legal opinion of Bond Counsel will include an opinion to the effect that under existing law: (i) interest on the Notes is excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”), and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, and the Notes are qualified tax-exempt obligations as defined in Section 265(b)(3) of the Code, and (ii) interest on, and any profit made on the sale, exchange or other disposition of, the Notes are exempt from all Ohio state and local taxation, except the estate tax, the domestic insurance company tax, the dealers in intangibles tax, the tax levied on the basis of the total equity capital of financial institutions, and the net worth base of the corporate franchise tax. Bond Counsel will express no opinion as to any other tax consequences regarding the Notes.

The opinion on tax matters will be based on and will assume the accuracy of certain representations and certifications, and continuing compliance with certain covenants, of the City contained in the transcript of proceedings and that are intended to evidence and assure the foregoing, including that the Notes are and will remain obligations the interest on which is excluded from gross income for federal income tax purposes. Bond Counsel will not independently verify the accuracy of the City’s certifications and representations or the continuing compliance with the City’s covenants.

The opinion of Bond Counsel is based on current legal authority and covers certain matters not directly addressed by such authority. It represents Bond Counsel’s legal judgment as to exclusion of interest on the Notes from gross income for federal income tax purposes but is not a guaranty of that conclusion. The opinion is not binding on the Internal Revenue Service (“IRS”) or any court. Bond Counsel expresses no opinion about (i) the effect of future changes in the Code and the applicable regulations under the Code or (ii) the interpretation and the enforcement of the Code or those regulations by the IRS.

The Code prescribes a number of qualifications and conditions for the interest on state and local government obligations to be and to remain excluded from gross income for federal income tax purposes, some of which require future or continued compliance after issuance of the obligations. Noncompliance with these requirements by the City may cause loss of such status and result in the interest on the Notes being included in gross income for federal income tax purposes retroactively to the date of issuance of the Notes. The City has covenanted to take the actions required of it for the interest on the Notes to be and to remain excluded from gross income for federal income tax purposes, and not to take any actions that would adversely affect that exclusion. After the date of issuance of the Notes, Bond Counsel will not undertake to determine (or to so inform any person) whether any actions taken or not taken, or any events

occurring or not occurring, or any other matters coming to Bond Counsel's attention, may adversely affect the exclusion from gross income for federal income tax purposes of interest on the Notes or the market value of the Notes.

A portion of the interest on the Notes earned by certain corporations may be subject to a federal corporate alternative minimum tax. In addition, interest on the Notes may be subject to a federal branch profits tax imposed on certain foreign corporations doing business in the United States and to a federal tax imposed on excess net passive income of certain S corporations. Under the Code, the exclusion of interest from gross income for federal income tax purposes may have certain adverse federal income tax consequences on items of income, deduction or credit for certain taxpayers, including financial institutions, certain insurance companies, recipients of Social Security and Railroad Retirement benefits, those that are deemed to incur or continue indebtedness to acquire or carry tax-exempt obligations, and individuals otherwise eligible for the earned income tax credit. The applicability and extent of these and other tax consequences will depend upon the particular tax status or other tax items of the owner of the Notes. Bond Counsel will express no opinion regarding those consequences.

Payments of interest on tax-exempt obligations, including the Notes, are generally subject to IRS Form 1099-INT information reporting requirements. If a Note owner is subject to backup withholding under those requirements, then payments of interest will also be subject to backup withholding. Those requirements do not affect the exclusion of such interest from gross income for federal income tax purposes.

Bond Counsel's engagement with respect to the Notes ends with the issuance of the Notes, and, unless separately engaged, Bond Counsel is not obligated to defend the City or the owners of the Notes regarding the tax status of interest thereon in the event of an audit examination by the IRS. The IRS has a program to audit tax-exempt obligations to determine whether the interest thereon is includible in gross income for federal income tax purposes. If the IRS does audit the Notes, under current IRS procedures, the IRS will treat the City as the taxpayer and the beneficial owners of the Notes will have only limited rights, if any, to obtain and participate in judicial review of such audit. Any action of the IRS, including but not limited to selection of the Notes for audit, or the course or result of such audit, or an audit of other obligations presenting similar tax issues, may affect the market value of the Notes.

Prospective purchasers of the Notes should consult their own tax advisers regarding pending or proposed federal and state tax legislation and court proceedings, and prospective purchasers of the Notes at other than their original issuance should also consult their own tax advisers regarding other tax considerations such as the consequences of market discount, as to all of which Bond Counsel expresses no opinion.

Legislation affecting tax-exempt obligations is regularly considered by the United States Congress and may also be considered by the State legislature. Court proceedings may also be filed, the outcome of which could modify the tax treatment of obligations such as the Notes. There can be no assurance that legislation enacted or proposed, or actions by a court, after the date of issuance of the Notes will not have an adverse effect on the tax status of interest or other income on the Notes or the market value or marketability of the Notes. These adverse effects could result, for example, from changes to federal or state income tax rates, changes in the

structure of federal or state income taxes (including replacement with another type of tax), or repeal (or reduction in the benefit) of the exclusion of interest on the Notes from gross income for federal or state income tax purposes for all or certain taxpayers.

For example, recent presidential and legislative proposals would eliminate, reduce or otherwise alter the tax benefits currently provided to certain owners of state and local government bonds, including proposals that would result in additional federal income tax on taxpayers that own tax-exempt obligations if their incomes exceed certain thresholds. Investors in the Notes should be aware that any such future legislative actions (including federal income tax reform) may retroactively change the treatment of all or a portion of the interest on the Notes for federal income tax purposes for all or certain taxpayers. In such event, the market value of the Notes may be adversely affected and the ability of holders to sell their Notes in the secondary market may be reduced. The Notes are not subject to special mandatory redemption, and the interest rate on the Notes is not subject to adjustment in the event of any such change.

Investors should consult their own financial and tax advisers to analyze the importance of these risks.

Limited Role of Bond Counsel. In addition to rendering the legal opinion, Bond Counsel, whose legal services have been retained by the City, will assist in the preparation of, and advise the City concerning, documents for the note transcript. Bond Counsel has not been retained to confirm or verify, assumes no responsibility for, and expresses and will express no opinion as to, the accuracy, completeness or fairness of any statements in any reports, financial information, offering or disclosure documents or other information relating to the City or the Notes that may be prepared or made available by the City or others to those submitting proposals for or holders of the Notes or others.

Limited Role of Municipal Advisor. The City has also retained Sudsina & Associates, LLC, in connection with the preparation of the City's issuance of the Notes. The Municipal Advisor is not obligated to undertake, and has not undertaken to make, an independent verification or to assume responsibility for the accuracy, completeness, or fairness of any statements in any reports, financial information or other information relating to the City or the Notes that may be prepared or made available by the City or others to those submitting proposals for or holders of the Notes or others. The Municipal Advisor is an independent financial advisory firm and is not engaged in the business of underwriting, trading or distributing municipal securities or other public securities.

Form and Delivery of Notes Upon Payment of Purchase Price. The Notes will be prepared in typewritten or xerographically reproduced form at the expense of the City. If the original purchaser requests printed Notes, the original purchaser must pay the expense of printing. Delivery will be made without charge at such place in the State of Ohio as the original purchaser shall designate, provided that mutually satisfactory arrangements for delivery outside the State of Ohio at the expense of the original purchaser may be made. It is anticipated that delivery will be made on March 4, 2015, by 10:00 a.m., Ohio time. The original purchaser must pay for the Notes no later than 10:00 a.m., Ohio time, on the date of delivery in Federal Reserve funds of the United States of America.

CUSIP. CUSIP numbers and any CUSIP Service Bureau charge for the assignment of the numbers are the responsibility of the original purchaser (see **Costs of Issuance**). Any delay, error or omission with respect thereto shall not constitute cause for the original purchaser to refuse to accept delivery of and pay for the Notes.

Subsequent Events. In the event that, prior to their delivery, the interest on the Notes should by any act of Congress or otherwise become subject to federal income tax, or any act of Congress should provide that the interest income on the Notes shall be taxable at a future date for federal income tax purposes other than as discussed herein, whether directly or indirectly, the original purchaser may refuse to accept delivery.

Transcript of Proceedings. The City will furnish the transcript of proceedings and a certificate that to the knowledge of the signers no litigation or administrative action or proceeding is pending or threatened at the time of initial delivery to restrain or enjoin, or seeking to restrain or enjoin, the issuance and delivery of the Notes or the levy and collection of the taxes or the charge and collection of any applicable rates, fees or charges for their payment, or to contest or question the proceedings and authority under which the Notes will have been authorized, issued, sold, signed or delivered or the validity of the Notes or the issuance of the bonds in anticipation of which the Notes are to be issued.

Other Obligations of the Purchaser. The original purchaser of the Notes from the City, by submitting its proposal, agrees to provide promptly and timely to the City and Bond Counsel information as to bona fide initial offering prices to the public and sales of the Notes appropriate for the determination of the issue price of, and the yield on, the Notes under the Code, as and at the time requested by Bond Counsel.

Questions. Any questions concerning the Notes should be addressed to the undersigned, the City's Municipal Advisor, Sudsina & Associates, LLC (Stephen Szanto – (440) 773-5090), or the City's Bond Counsel, Squire Patton Boggs (US) LLP (Christopher J. Franzmann – (614) 365-2737).

Dated: February 5, 2015

Gregory J. Heath
Finance Director
City of Napoleon, Ohio
255 West Riverview Avenue
P.O. Box 151
Napoleon, OH 43545
Telephone: (419) 599-1235
Facsimile: (419) 599-8393
E-Mail: gheath@napoleonohio.com

SUGGESTED PROPOSAL FORM

PROPOSAL FOR NOTES

City of Napoleon, Ohio
c/o Gregory J. Heath
Finance Director
City of Napoleon, Ohio
255 West Riverview Avenue
P.O. Box 151
Napoleon, OH 43545

February ____, 2015

For all of your \$2,500,000 Capital Facilities Notes, Series 2015 (the “Notes”), dated March 4, 2015, maturing March 3, 2016, and described in your Invitation for Proposals dated February 5, 2015 (the “Invitation”), providing for receipt of proposals by 11:00 a.m., Ohio time, on February 18, 2015, we, jointly and severally if more than one name is stated below, agree to pay the par value of the Notes (\$2,500,000) plus a premium of \$_____,* plus accrued interest from the date of the Notes to the date of delivery thereof, with the Notes to bear an interest rate of _____%** per year.

This proposal is made in accordance with and subject to the terms and conditions provided in that Invitation, which is made a part of this proposal.

* If this blank is not filled in with a dollar amount, no premium is to be paid.

** Not to exceed 6.00%.

For Information Only (Not a part of this proposal)	Printed Name of Firm Making Proposal _____
Gross Interest Cost \$ _____	Signature of Person Making Proposal as an Authorized Officer or Agent _____
Less Premium or Plus Discount \$ _____	Name and Title of Person Signing Proposal as an Authorized Officer or Agent _____
Net Interest Cost \$ _____	Telephone Number of Signer _____
Net Interest Rate _____%	

ORDINANCE NO. 073-14

AN ORDINANCE REPEALING ORDINANCE NO. 009-14 AND ESTABLISHING NEW PER PERSON USER FEES FOR EMS BASIC LIFE SUPPORT, ADVANCED LIFE SUPPORT LEVEL 1 SERVICE, AND ADVANCED LIFE SUPPORT LEVEL 2 SERVICE, MILEAGE CHARGE, MUTUAL AID, MEDICAID, NURSING HOME SERVICE AND NON EMERGENCY TRANSPORT SERVICE AS IT RELATES TO CORONER CASES; ALL PROVIDED BY THE CITY OF NAPOLEON RESCUE; AND DECLARING AN EMERGENCY

WHEREAS, emergency run activity and particularly emergency medical rescue service run activity is increasing each year; and,

WHEREAS, the City continues to investigate different methods to maintain the level of quality of emergency services at a reasonable cost; and,

WHEREAS, the City Council desires to implement a fair and equitable user fee which includes a moderate increase from that previously authorized instead of imposing additional taxes in order to operate the rescue service; Now Therefore,

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

Section 1. That, the Napoleon City Fire/Rescue Department, (hereinafter referred to as "the City") shall initiate a new user fee for delivery of emergency medical rescue services rendered by the City within its corporation limits or outside the corporation limits when no contract exists and when not otherwise prohibited by law. The rate of the user fee to be charged shall be that as established in §3 of this Ordinance. Nothing in this Section shall be construed as limiting the authority of the City to charge additional amounts for services and supplies provided that are over and above the base rate services in accordance with a separate fee schedule as approved by motion of Council.

Section 2. That, emergency medical rescue services rendered by the City as a result of utilization of a primary contract or an existing mutual aid contract with another state agency or instrumentality, county, or political subdivision of this State, or a governmental entity of an adjoining state, shall be billed for emergency medical rescue services pursuant to the terms of such contract. Where the state agency or instrumentality, county, or political subdivision of this State, or a governmental entity of an adjoining state receives emergency medical rescue services without a contract, then such services shall be billed pursuant to Ohio law or, in the event Ohio law does not apply, such state agency or instrumentality, county, or political subdivision of this State, or a governmental entity of an adjoining state that received the mutual aid shall only be billed an amount not to exceed its established user fee, if any; however, except as may otherwise be provided by Ohio law, when no contract exists, the state agency or instrumentality, county, or political subdivision of this State, or a governmental entity of an adjoining state served shall only be responsible for payment to the extent it collects from the end user.

Section 3. That, it is hereby authorized and approved as reasonable and necessary, the following rates for emergency medical rescue services when services are rendered by the City to any person within the corporation limits or to any person outside the corporation limits when not otherwise prohibited by law:

Base Rate per person (user fee) - Basic Life Support (BLS) (emergency and non-emergency) - \$542.20; Advanced Life Support Level 1 (ALS 1) (emergency and non-emergency) - \$833.64; Advanced Life Support Level 2 (ALS 2) (emergency and non-emergency) - \$1,160.34

Loaded Mile charge of \$13.87 (per loaded mile), in addition to user fees. (Rounding of mileage shall be in accordance with Medicare Regulations)

Section 4. Definitions as described in this Ordinance:

"Advanced Life support, level 1 (ALS1)" (emergency and non-emergency): as defined in 42 C.F.R. §414.605 as amended from time to time, incorporated herein by reference thereto.

"Advance Life support, level 2 (ALS2)"(emergency or non-emergency): as defined in 42 C.F.R. §414.605 as amended from time to time, incorporated herein by reference thereto.

"Basic Life Support (BLS)" (emergency and non-emergency): as defined in 42 C.F.R. §414.605 as amended from time to time, incorporated herein by reference thereto.

"Emergency Medical Rescue Services" means: the providing of Basic Life Support (BLS)(emergency and non-emergency); Advanced Life support, level 1 (ALS1) (emergency and non-emergency); and/or, Advance Life support, level 2 (ALS2)(emergency or non-emergency).

"Loaded Mile" means: mileage traveled from the point of loading the person in the ambulance or other ground transport vehicle and ending with the transport at the point of delivery to the medical facility or landing zone.

Section 5. That, the Finance Director and/or City Manager are authorized and directed to contract with a billing and collection agency, as they deem appropriate, subject to approval by motion of Council, for collection of user fees as a result of emergency medical rescue services being provided by the City.

Section 6. That, any bills that remain unpaid after following collection guidelines as approved by the Finance Director, shall be reviewed annually by the Finance Director and City Manager to determine if further collection efforts are feasible and in the best interest of the City. The decision to reduce or abate an account or to pursue further collection efforts is in the sole combined discretion of the two above mentioned persons. As it relates solely to Medicare claims, the City will accept the Medicare allowed charge as payment in full and may not bill or collect from the patient any amount other than the unmet Part B deductible and Part B coinsurance amounts. As it relates solely to Medicaid claims, the City will accept the Medicaid allowed charge as payment in full. For emergency medical rescue services and ambulance transport being provided by the City to patients in "nursing home" facilities, otherwise covered under Medicaid, the City will accept the minimum payment of \$90.00 for BLS services and \$170.00 for ALS 1 and ALS 2 services, both inclusive of loaded mile, as full and final payment for the medical rescue services and ambulance transport.

Section 7. That, there is hereby established a fee for non-medical transports as it relates to Coroner ordered transports of \$100.00, inclusive of loaded mile.

Section 8. That, all amounts collected as a result of this Ordinance shall be placed into such a fund as established by the Finance Director to be used for the fire and rescue department.

Section 9. That, the City Finance Director and/or City Manager may enter into contracts with insurance companies and other entities responsible for patient payment for emergency medical services rendered to accept discounted amounts.

Section 10. That, in the event that Medicare or Medicaid Regulations, as applicable, conflict with any provision contained in this Ordinance, then the Medicare and/or Medicaid Regulations, as applicable, shall control.

Section 11. That, any services provided from March 1, 2000 to the effective billing date of this Ordinance for which a fee has been or should have been billed pursuant to Ordinance Numbers 53-01, 035-05, 092-06, 034-08, 098-08,033-10, 013-12, 012-13, 071-13, and 009-14 shall not be abated, but shall remain as a valid collectable debt owed to the City, unless otherwise discharged in accordance with law.

Section 12. That, Ordinance No. 009-14 is repealed in its entirety effective at 12:01 AM on January 1, 2015.

Section 13. 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 14. 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 15. 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 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 January 1, 2015.

Passed: _____

John A. Helberg, Council President

Approved: _____

Ronald 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. 073-14 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



September 10, 2014

The Center for Medicare and Medicaid Services recently released The Ambulance Inflation Factor (AIF) for CY2015 and has approved a 1.4% rate increase for EMS services. PLEASE NOTE: *you are not limited to a 1.4% fee increase.* McKesson recommends that your department review and adjust your charge rates annually, and adjust them when appropriate. Now is also a good time to make any other adjustments that may be applicable. For your convenience we have included your current charge rates. If you elect to adjust the fees, simply list the new amount and the effective date of the rate change and place a check mark (v) in the boxes of the rates your agency would like to establish.

E47-Napoleon	Current Rates (if preferred, check mark each box that applies)		2015 with AIF of 1.4% Rates (if preferred, check mark each box that applies)		2015 Preferred Adjusted Rates
Mileage (A0425)	\$ 13.68		\$ 13.87		\$
BLS (A0429)	\$ 534.71		\$ 542.20		\$
ALS1 (A0427)	\$ 822.13		\$ 833.64		\$
ALS2 (A0433)	\$ 1144.32		\$ 1160.34		\$

Effective date change of new rates: _____

X _____
Authorized Signature Printed Name

If you have any concerns/questions, please feel free to contact me.

Best,

Meghan Creecy, Client Services Representative
EMS Billing Division

937-291-2971 Fax
937-353-1816 Office

McKesson
Business Performance Services
3131 Newmark Drive Suite 100
Miamisburg, OH 45342
www.mckesson.com

RESOLUTION NO. 070-14

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ENTER INTO THE FIRST AMENDMENT TO THE PARTICIPATING MEMBER SCHEDULE OF THE MASTER SERVICE AGREEMENT FOR THE ECOSMART CHOICE PROGRAM; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon has previously entered into an agreement for the EcoSmart Choice Program;

WHEREAS, the City of Napoleon Electric Committee met at a regular meeting and recommended the City enter into 1st Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program;

WHEREAS, the City of Napoleon now desires to enter into the 1st Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program; **Now therefore**,

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

Section 1. That, the City Manager is directed to execute all documents necessary to enter into the 1st Amendment to the Participating Member Schedule of the Master Service Agreement for the EcoSmart Choice Program.

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 because the current agreement ends December 31st, 2014 which would 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. 070-14 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
 BID SUMMARY SHEET**


Project Name: Janitorial Svcs. For Muni & PD Bldgs.	VENDOR				
	(A)	(B)	(C)	(D)	(E)
DATE OPENED Weds., Dec. 3, 2014 TIME: 11:00 AM	Quality Cleaning Ser- vices of NW Ohio, Inc. PO Box 142 Wauseon, OH				
OPENED BY: Gregory J. Heath					
ENGINEER'S ESTIMATE:					
BIDDER QUALIFICATION *	XXX				
BID SECURITY*	Cashier's Check \$2,421.60				
NON COLLUSION * AFFIDAVIT	XXX				
PROPERTY TAX FORM	XXX				
CORPORATE RESOLUTION					
PROPERTY TAX					
CERTIFICATION - ORC 3517.13					
BASE BID	Muni - \$18,732.00 PD - \$5,484.00				
TOTAL CONTRACT PRICE	\$24,216.00				

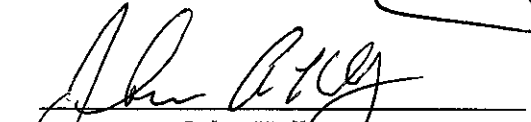
City of Napoleon

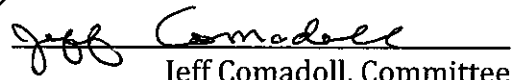
Water, Sewer, Refuse, Recycling & Litter Committee

Majority Report

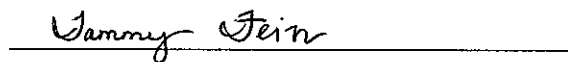
The Water, Sewer, Refuse, Recycling & Litter Committee met on Monday, December 8, 2014, and took a Motion recommending that Council approve an authorization of a credit in the amount of \$ 11,400 . was approved by the Water, Sewer, Refuse, Recycling and Litter Committee with a vote of 3 Yea and 0 Nay at the Regular Meeting on December 8, 2014.


Chris Ridley, Chair


John Helberg, Committee


Jeff Comadoll, Committee

Sworn to before me and subscribed in my presence this 8th day of December, 2014.



Tammy M. Fein, Notary Public

Tammy Fein
Notary Public, State of Ohio
My Commission Expires: July 04, 2016





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: Monica Irelan, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Greg Heath, Finance Director
Date: December 15, 2014
Subject: Oberhaus Interceptor I/I Reduction Project
(L.T.C.P. Project No. 21A)
Consultant Selection

Quality Based Selection (QBS) was utilized to select a consulting firm for the above referenced project. The firms that submitted Qualification Statements were ranked as follows:

1. Stantec Consulting Services, Inc.
2. Jones & Henry Engineers, Ltd.
3. Peterman Associates, Inc.
4. DLZ, L.L.C.
5. GRW, Inc.
6. The JDI Group

This project includes: preparation of plans and supplemental specifications for the lining and/or bursting of the Oberhaus Interceptor from Scott Street to Woodlawn Avenue.

Negotiations were entered into with Stantec Consulting Services, Inc. and a contract price was agreed upon. The negotiated price for the above referenced project is \$55,000.00. **Having reviewed the submitted Qualification Statements and after extensive negotiations, it is my recommendation that Council award the design contract for Oberhaus Interceptor I/I Reduction Project (L.T.C.P. Project No. 21A) to Stantec Consulting Services, Inc. in the amount of \$55,000.00.** If you have any questions or require additional information, please contact me at your convenience.

CEL

Memorandum

To: Tree Commission, Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors

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

Date: 12/10/2014

Re: Tree Commission Meeting Cancellation

The regular meeting of the Tree Commission, which was scheduled for Monday, December 15 at 6:00 PM, has been canceled due to lack of agenda items.

Memorandum

To: Parks & Recreation Committee, Council, Mayor, City Manager,
City Law Director, City Finance Director, Department Supervisors,
Media

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

Date: 12/10/2014

Re: Parks & Recreation Committee Meeting Cancellation

The regular Parks & Recreation Committee meeting scheduled for Monday, December 15 at 6:15pm has been CANCELED due to lack of agenda items.



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

December 12, 2014



AMP's footprint grows to eight states

By Marc Gerken – president/CEO

The city of Cannelton, Indiana, has officially joined AMP – becoming the first Indiana member to benefit from AMP's power supply and other services.

At its meeting earlier this week, AMP's Board of Trustees approved the application accepting the south-central Indiana community as the 130th member of the organization.

AMP has gained familiarity with the community through continued development of the Cannelton hydroelectric facility, located close by on the south side of the Cannelton Locks and Dam

Located in Perry County, the city has a population of approximately 1,560. The electric system was established in 1949 and serves 937 total meters.

Please join us in welcoming Cannelton to the AMP membership. We look forward to working with the utility in meeting the challenges of a complicated and ever-changing industry.

Energy markets have a quiet week

By Craig Kleinhenz – manager of power supply planning

After the larger decreases seen the last couple of weeks, the energy markets had a relatively flat week. Natural gas storage levels came in slightly higher than expected with storage levels now just 5.2 percent below last year's level. This news helped to keep energy prices from climbing despite most forecasters predicting a cold January.

January natural gas prices saw a slight reduction this week with a \$0.02/MMBtu decrease, finishing yesterday at \$3.63/MMBtu. 2015 on-peak electric prices closed \$0.10/MWh higher this week with AD Hub 2015 5x16 power now priced at \$44.52/MWh.



Lucas receives 2014 AMP Seven Hats Award

AMP President/CEO Marc Gerken presented the 2014 AMP Seven Hats Award to Pam Lucas, Montpelier village manager, following the Dec. 11 AMP Board of Trustees meeting in Columbus.

Lucas was named the winner of the prestigious award at the AMP/OMEA Conference in October, but was unable to attend in person due to a family emergency.

Pictured above are (from left): Gerken; Kelly Hephner, Montpelier director of finance; Lucas; Tim Lucas, Pam's husband; and Montpelier Mayor Steve Yagelski, member of the OMEA Board of Directors.

AFEC weekly update

By Craig Kleinhenz

AFEC returned to a more normal dispatch pattern this week. Mild temperatures last weekend resulted in the plant being dispatched offline last Friday through early Monday morning. The plant then generated at base maximum across most of the morning and afternoon peak hours, and base minimum during the overnight hours for the remainder of the week.

Duct burners were not dispatched over the course of this week. The plant ended the week with a 41 percent load factor (based on 675 MW).

OMEA leadership strongly represented on APPA Policy Makers Council

By *Jolene Thompson* – senior vice president/OMEA executive director

The American Public Power Association (APPA) has announced the 2015 Policy Makers Council (PMC). OMEA Board member and Tipp City Mayor Patrick Hale was reappointed to the council. OMEA Board President Mayor Richard Homrighausen of Dover, and OMEA Board member and Mayor Steve Yagelski of Montpelier will continue their terms on the PMC. In addition, Jim Joiner of AMP member Princeton, Kentucky, continues on the PMC.



Richard Homrighausen



Steve Yagelski



Patrick Hale

The PMC assists APPA in promoting positions on federal legislative and regulatory initiatives that are important to public power systems.

Winter edition of 'Public Power Connections' is now available

By *Krista Selvage* – manager of publications

The Winter 2015 edition of *Public Power Connections* (PPC) was distributed earlier this week to AMP principal contacts and others who have requested it. In this edition are articles on how generation prices drive power costs, safety when operating a generator, polar vortex, winter driving safety and an efficiency tip.



Members who would like to be added to the PPC distribution list may contact me at 614.540.6407 or kbselvage@amppartners.org. Feedback and suggestions are always welcomed. For current and past editions of PPC, please visit the Member Extranet section of the AMP website.

Calendar

Jan. 14—Advanced Transformer Workshop
AMP Headquarters, Columbus

Jan. 29—AMP Finance & Accounting Subcommittee meeting
Philadelphia, Pennsylvania

Feb. 11—Regulator, Recloser, Capacitor Safety
AMP Headquarters, Columbus

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

Week ending Dec. 12

MON	TUE	WED	THU	FRI
\$39.68	\$40.81	\$38.17	\$35.05	\$35.29

Week ending Dec. 5

MON	TUE	WED	THU	FRI
\$41.78	\$40.90	\$37.37	\$44.39	\$38.82

AEP/Dayton 2015 5x16 price as of Dec. 12 — \$44.52

AEP/Dayton 2015 5x16 price as of Dec. 5 — \$44.42

Chambers of Commerce, Efficiency Smart partner to help businesses save energy, money

By *Steven Nyeste* – communications & public affairs specialist, Efficiency Smart

On Nov. 14, Efficiency Smart **EFFICIENCY\$MART** participated in a seminar hosted by the Galion-Crestline Area Chamber of Commerce to inform businesses on how to lower their electricity costs. Chamber President and CEO Joe Kleinknecht introduced Carl Andre, Efficiency Smart director of business development, who presented to the group of approximately 35 business leaders on how important it is to understand the impacts of electrical demand and the associated demand charges.

Andre provided information about resources available through Efficiency Smart to help businesses reduce energy consumption and demand by installing energy-efficient equipment. Attendees were able to ask questions regarding their businesses, and some business owners even brought energy bills from their plants and had them analyzed and explained at the event.

The presentation was well received, and generated inquiries from businesses seeking assistance from Efficiency Smart within days of the presentation.

Another chamber event is scheduled in January 2015, where Efficiency Smart Account Manager Tom Coyle will participate in a panel at the Columbiana Chamber of Commerce's Business Breakfast event. The event will focus on how Efficiency Smart's technical services and financial incentives can benefit businesses in Columbiana. A representative from a local manufacturing company will also participate on the panel, and will share first-hand experiences with making improvements and reducing electricity costs from working with Efficiency Smart.

For more information regarding Efficiency Smart's services, visit www.energysmart.org or call 877.889.3777.



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.



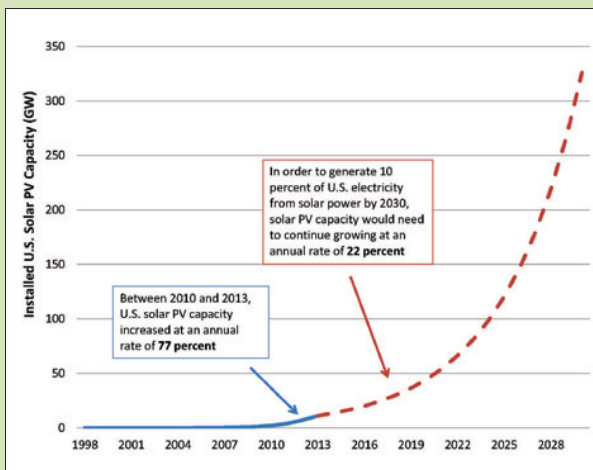
'Star Power' report shows solar is gaining popularity

By Julia Blankenship – director of energy policy & sustainability

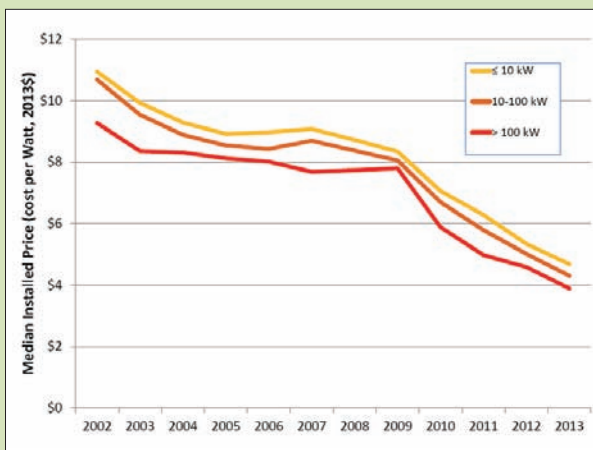
In a new report, "Star Power: The Growing Role of Solar Energy in America" (November 2014), the Environment America Research & Policy Center notes that the United States could get 10 percent of its electricity from solar energy by 2030, provided that an annual growth rate of 22 percent is maintained over the same period (installed solar capacity grew 77 percent from 2010-2013).

The report urges federal, state and local governments to set goals and adopt policies to spur the development and integration of solar energy, noting that 10 percent solar capacity would equate to delivering about 50 percent of the carbon emission reductions under the Administration's Clean Power Plan.

The following charts (from the full report) show solar energy growth trends and declining prices. The full report is available [here](#).



The United States could generate 10 percent of its electricity from solar power by 2030.



The median installed price of residential and commercial solar PV systems continues to fall.

APPA announces survey results

The American Public Power Association (APPA) released the results of its 2014 Key Accounts Survey



last week. According to APPA, 73 percent of utilities who responded have a formal key accounts program and 66 percent make contact with them on a regular basis.

"Most utilities define their key accounts as their largest customers based on revenue and/or load. Sixty-three percent of utilities' key accounts programs have specific goals such as energy efficiency metrics, economic development, improving customer service and reliability, and retaining key accounts," per APPA's Dec. 5 edition of *Public Power Daily*.

The survey, conducted periodically to help understand key account policies and practices among public power utilities, indicated that the following utility issues are currently most important to their key accounts (in order of importance):

1. Reliability
2. Price stability
3. Reduced costs
4. Power quality
5. Customer service

According to APPA, "The preferred method of interaction with key accounts or large customers is on-site meetings, phone and email; while 7 percent use direct mail, social media or texting as their primary method of interaction. Ninety-three percent of responding utilities have a designated key accounts representative; however, 86 percent of key accounts representatives have other responsibilities such as billing, credit, economic development, marketing, energy efficiency, conservation, etc."

Visit www.publicpower.org for more information on APPA.

AMP represented on RP3 Panel

AMP's Michelle Palmer, assistant vice president of technical services, participated in the final grading of American Public Power Association (APPA) RP3 (Reliable Public Power Provider) applications earlier this week. RP3 recipients will be announced in May at the APPA Engineering & Operations Technical Conference in Sacramento, California.



2014 is the tenth year of the RP3 program, which recognizes utilities that demonstrate high proficiency in reliability, safety, work force development and system improvement.

AMP is available to assist members in submitting an application. Please contact Jennifer Flockerzie, technical services program coordinator, for more information at 614.540.0853 or jflockerzie@amppartners.org.



Classifieds

Village of Wellington seeks apprentice lineworker

The Village of Wellington is seeking candidates for the position of lineman apprentice. This position will be responsible for performing entry level work in the construction, operation, maintenance and repair of electrical distribution lines.

Duties will include assisting with all aspects of electric distribution line construction, maintenance and troubleshooting, including responding to power outage service calls. Will also operate equipment, read and install meters and other duties as directed.

After completing probationary period, will enter into a structured program of apprenticeship and must be able to complete the physical and education demands of such a program.

Applicants should be a high school graduate, GED, or equivalent experience and education and have a valid Ohio Drivers License. Preferred qualifications will include a CDL and completion of a pre-apprenticeship lineman program.

A competitive rate of pay, benefits and OPERS retirement is offered for the open position. Applications will be accepted at Village of Wellington, Attn: Steve Pyles, Village Manager, 115 Willard Memorial Square, Wellington, OH 44090.

Applications are available at www.villageofwellington.com, Town Hall, or the Electric Department and will be accepted until Dec. 26, 2014 or until filled. Wellington is an EEO/AA employer.

Marshall accepts senior lineworker applications

The City of Marshall is accepting applications for a fulltime Senior Lineworker position. This position is responsible for the construction and maintenance of all overhead and underground distribution lines and services. Responds for power outage service restoration and repairs street/parking lot lights.

Must have or be able to obtain a valid Michigan Driver's License with CDL endorsement and must have Journeyman Lineman Certification. Starting pay \$33.12/hr plus benefits. If interested please apply online at www.cityofmarshall.com.

AMP is accepting applications for controller position

American Municipal Power, Inc. (AMP) is seeking applicants for the position of Controller. This position sets strategy and direction for the Controllershship team and interactions with support functions. Responsible for the oversight of Regulatory and GAAP Financial Reporting, including internal controls compliance monitoring, data

governance and financial reporting governance, project accounting and accounts payable.

Responsible for all aspects of the financial statement close process and for evaluating the impact of future GAAP and other regulatory standards. Prepares and presents financial information to the AMP Board of Trustees and senior management, and is the primary point of contact with external auditors.

Bachelor's degree in accounting or finance, an active CPA license, expertise in a Sarbanes-Oxley internal control environment and ERP knowledge are required. Big 4 or regional public accounting experience and five to seven years of experience in a management or financial leadership role are also required.

For a complete job description, please visit the "careers" section of the AMP website or email to Teri Tucker at ttucker@amppartners.org.

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