
Memorandum

To: Mayor & Members of Council
From: Monica Irelan, City Manager
Subject: General Information
Date: October 23, 2015

CALENDAR

MEETINGS

* MONDAY, OCTOBER 26TH

1) *Finance & Budget Committee @6:30 pm*

- a) Approval of Minutes
 - i) The September 28, 2015 meeting minutes are attached.
- b) 2016 Budget Review Discussion
- c) Discussion Regarding Increasing the City Purchase Limit to Match the State Limit

2) *Safety & Human Resources Committee @7:30 pm*

- a) Approval of Minutes
 - i) The meeting minutes from the February 23, 2015 meeting are enclosed.
- b) Review of the Personnel Code regarding Vacation Time
 - i) Section 197.18 "Vacations" from the Personnel Code is attached.

* TUESDAY, OCTOBER 27TH

1.) *Civil Service Commission @4:30 pm*

* WEDNESDAY, October 28TH

1) *Parks & Recreation Board @6:30 pm*

INFORMATIONAL ITEMS

- 1) AMP Weekly Update/October 23, 2015
- 2) Ohio Municipal League Bulletin/October 16, 2015

MI:rd
Records Retention
CM-11 - 2 Years

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

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
	6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	4:30 PM Civil Service Commission Mtg.	6:30 PM Parks & Rec Board Meeting			Fall Back

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

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 6:15 PM TECHNOLOGY Committee Meeting 7:00 PM City COUNCIL Meeting	3	4	5	6	7
8	9 6:30 PM ELECTRIC Committee Board of Public Affairs (BOPA) Mtg. 7:00 PM WATER & SEWER Committee Mtg. 7:30 PM Municipal Properties/ED Committee Meeting	10 4:30 PM Board of Zoning Appeals 5:00 PM Planning Commission	11	12	13 8:00 AM 2016 Budget Review Meeting	14 8:00 AM 2016 Budget Review Meeting
15	16 6:00 PM Tree Commission Meeting 6:15 PM Parks & Recreation Committee Meeting 7:00 PM City COUNCIL Meeting	17	18	19	20	21
22	23 6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	24	25 6:30 PM Parks & Rec Board Meeting	26 HOLIDAY - Thanksgiving	27	28
29	30	1	2	3	4	5

City of Napoleon, Ohio

Finance & Budget Committee

LOCATION: City Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Meeting Agenda

Monday, October 26, 2015 at 6:30pm

- I. Approval of Minutes (*In the absence of any objections or corrections, the minutes shall stand approved.*)
- II. 2016 Budget Review Discussion
- III. Discussion regarding increasing the City Purchase Limit to match the State Limit
- IV. Any other matters currently assigned to the Committee
- V. Adjournment

Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio
Finance and Budget Committee
Special Meeting Minutes

Monday, September 28, 2015 at 6:00pm

PRESENT
Committee
City Staff

Jason Maassel - Chair, Chris Ridley, Mayor Ron Behm, Patrick McColley
Gregory J. Heath, Finance Director/Clerk of Council
Monica S. Ireland, City Manager
Lisa L. Nagel, Law Director
Christine R. Peddicord, Assistant Finance Director (left at 6:58pm)
Shannon Fielder, Income Tax Administrator (left at 6:58pm)
Roxanne Dietrich, Administrative Assistant
Tammy Fein
News Media; John Helberg

Recorder
Others

ABSENT
Finance & Budget

Call To Order

Chairman Maassel called the meeting to order at 6:00pm.

Approval Of Minutes

Minutes from the June 22 meeting stand approved with no objections or corrections.

Municipal Income Tax Ordinance

Heath introduced Peddicord and Fielder to the Committee.
Heath reminded the Committee and the Council member present that pursuant to Sunshine Laws, Council members can attend Committee meetings for fact finding reasons though they cannot interact with the Committee.

Heath reported that House Bill 5 has mandated unfunded changes to the current Municipal Income Tax Law; Heath distributed a draft of the proposed Ordinance to adopt Chapter 194 of the Codified Ordinances of the City of Napoleon regarding Municipal Income Tax; this Ordinance was developed by Nagel and former Law Director Hayberger based on Strawman Legislation written by the Ohio Municipal League. Heath explained that timing is a key element in the adoption of this Ordinance; the Ordinance must be adopted no later than January 1, 2016, meaning that the three (3) reads, thirty (30) day rule would require that Council direct the Law Director to draft the Ordinance with the First Read at the October 19 regular meeting of Council. Heath stated that the first page of the distributed packet is the summary of only the major changes, not all the changes, adding that some items in the Ordinance may be adopted now but not implemented until April 2017.

Net Operating Loss (NOL) – Heath reported that the City currently operates under a three (3) year NOL, the new law mandates all municipalities allow for a five (5) year NOL. Heath explained that this change can be taken as is, or the City can continue to use a three (3) year NOL and use 2016 as the fourth year and 2017 as the fifth year, but this incurs a fifty percent (50%) reduction of loss for phase in pre-House Bill 5. Heath reported that the City Income Tax Department recommends using the current three (3) year NOL and

Municipal Income Tax Ordinance (Continued)

moving forward from that point. Heath reported the estimated maximum potential revenue loss from this change is estimated at approximately \$357,000 once the change is fully implemented and after the fifty percent (50%) reduction of loss phase in. Ridley asked if this estimate is an annual loss or a one time loss; Heath stated this is the annual fully phased in loss using the maximum potential loss; the actual loss could be less depending on loss usage.

Withholding Tax Due Dates – Heath reported the estimated cost regarding this change to be approximately \$3,000. Fielder stated that payments are currently accepted quarterly, adding that she believes that monthly billing may be hard to track and enforce; Peddicord suggested keeping the payments to be accepted quarterly to allow for tracking and enforcement; Heath agreed, adding that this practice would be less restrictive to the taxpayer and allows for continuity. Heath stated that the law itself will cause the due date to be fifteen (15) days earlier and allows the City to move cash flow up. Heath added that the change in the law allows for fifty percent (50%) of the amount not timely paid to be charged as a penalty; Heath believes the Income Tax Department does not want that strict of a policy; the current policy uses a three percent (3%) penalty. McColley asked Peddicord and Fielder for their recommendation; Fielder suggested staying with the current three percent (3%) penalty; Peddicord stated this is not a large issue with the City, however this is handled occasionally through the Court. Fielder stated there are very few taxpayers who file this late, adding that technically one (1) day past the due date is late. McColley asked if the Income Tax Department recommends bumping up the due date; Fielder replied that the law will require this. McColley summarized what he believes the Income Tax Department recommendations to be of keeping the payments quarterly, abatement, and keeping the three percent (3%) penalty on late payments. Ridley asked if it would be mandatory for the payments to be made on a monthly basis; Heath restated that monthly reporting is more restrictive to the taxpayer; Peddicord added that there are employers that currently do pay monthly. Ireland stated that she believes the recommendation to be to allow local business stay with quarterly payments with no penalty.

Occasional Entrant Rule – Heath reported the estimated cost regarding this change to be approximately \$10,000, which includes jobs bid out through the City bidding process. Fielder stated this Rule is on a preponderance system and the City with the most hours worked during the day receives the taxes. Heath stated that no decision is to be made for this Rule, this is just informational.

Estimated Tax – Heath reported that this change is a date change, and expects there will be no change in revenue.

Retiree Mandatory Filing – Heath reported that the estimated increase in cost for this change to be approximately \$1,500. Heath clarified that the current City law is less onerous on taxpayers, suggesting adding language to the Ordinance to define a retired resident. Maassel asked if the language should say that everyone must file instead of defining retired; Fielder believes that more residents would be upset by stating all residents must file. Heath added that he would like the definitions to be clarified in the Ordinance. Nagel stated that this is no different than what is currently used; Heath added that continuing to use Central Collection Agency (CCA) for collection will ensure that this is handled with access to the Federal database.

Municipal Income Tax Ordinance (Continued)

Ten Dollar Minimum – Heath reported that the minimum due and the minimum amount to refund will be increased to ten dollars (\$10) from the current one dollar (\$1), adding the estimated loss of revenue to be approximately \$1994.61.

Extension Date Change – Heath reported that the additional cost of this change to be approximately \$250.

Interest & Penalty Changes – Heath reported that the estimated tax revenue increase to be approximately \$14,400; Heath recommended implementing all listed changes in this area, adding that allowing for the ability to waive interest and penalty charges will give flexibility to the Income Tax Department. Peddicord believes that it is important to recognize the \$120,000 just for the penalty on the current eight hundred (800) nonfilers from the year 2014, adding that this amount is added to the tax bills if the amount is past six (6) months due. Heath believes the nonfilers will decrease based on these figures. Maassel asked how collectable these charges are; Fielder estimated that approximately three hundred (300) of the eight hundred (800) will be collected.

Post Judgement – Heath believes court costs should be assessed to the taxpayer, with ability to be waived as decided by the Court or Income Tax Department, as allowed.

Landlord reporting – Heath believes it is important to add language to the Ordinance regarding this; reminding the Committee that the residential demographic is approximately thirty percent (30%) to forty percent (40%) renters and this language would allow the Income Tax Department to receive as much tracking information for potential nonfilers as possible.

Heath reported information on a listing of tax credits given by other cities and explained a potential additional income tax revenue table to the Committee. McColley asked if landlords would be notified of the new reporting requirement; Heath replied yes; McColley believes this to be an added expense and does not want to penalize landlords for not having a forwarding address for a nonfiler. Fielder stated that this will show that the tenant was a taxpayer in the City, even if the utilities are in the landlord's name. McColley restated his concern with the forwarding address issue; Ireland believes it is important to capture as much income tax revenue for the City as possible. Heath added that language could be added to the Ordinance creating an exemption for landlords that do not have the ability to report a forwarding address. Fielder noted that 'if available' is written in the sample wording.

Miscellaneous One-Time Costs – Heath reported the estimated one-time costs to be approximately \$3,755; Maassel asked if the letters to be sent could be included in another piece of mail such as the utility bill; Heath stated that the mailing should be directed to the taxpayer which may not be the payer of the utilities.

Heath reminded the Committee that the summary is the best estimate using 2014 collections; adding that the yearly cost and maximum potential lost revenue to the City regarding the changes is approximately \$362,660, adding that some expenses are not reoccurring expenses. Heath reviewed the Income Tax Credit and reminded the Committee that this is one of the last revenue items that Council has control over, adding that the City currently allows one

Municipal Income Tax Ordinance (Continued)

hundred percent (100%) credit on other entities but there is the potential of increasing revenue by lowering this credit; see Potential Additional Tax Generated chart. Heath stated that if these changes are implemented in 2016, the revenue would be collected in April 2017; Heath recommended that the Committee consider the potential additional tax based on the current General Fund. Heath stated that the Ordinance will read a one hundred percent (100%) credit listed with expanded language that would allow for this percentage to be changed. Ireland encouraged the Committee to consider this, adding that the revenue would be split as the rest of tax revenue is, not only going to the General Fund. Maassel asked if the funds could be earmarked; Heath stated yes, but it depends on how it is handled. Maassel asked if this could be determined to a specific fund; Ireland and Heath replied yes.

Ireland restated the changes to be included in the Ordinance, including to not mandate retirees to file; to keep the Policy status quo on the withholdings; and including the landlord language regarding forwarding addresses of tenants. McColley asked if the forwarding address language is currently included; Fielder read it as it is. Nagel will take the parentheses out around the phrase 'if available' in the new Ordinance for McColley.

Motion To Recommend Council Approval Of The Ordinance With The Changes Discussed

Motion: Ridley Second: McColley
To recommend Council approval of the Ordinance with the changes discussed

**Passed
Yea- 4
Nay- 0**

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

Heath distributed the most recent income tax projection, adding that a more accurate projection will be at the end of October; Heath anticipates receiving more than last year at approximately \$4.2 million. Heath believes that the economy is recovering, and estimates that \$3.8 million should be used as a starting point for future budget discussions. Heath believes the income tax collection efforts have paid off and should be continued; Ireland agreed, adding that income tax revenue has increased however the State will now be taking more of that revenue.

Maassel thanked Peddicord and Fielder; Peddicord and Fielder left the meeting.

Third Quarter Budget Adjustments

Heath distributed the proposed Third Quarter Budget Adjustments, including:
Hospitalization Costs increase totaling \$7,010;
Fire & Safety Services overtime totaling \$6,500;
Cemetery Operations overtime totaling \$3,000;
Direct works in the Storm Drainage Cost Center totaling \$10,900;
Heath stated that salaries are directly charged to off funds when working in a different department.
Fire & Safety Services EMS run charges totaling \$4,000;
Additional supplies and materials due to golf course flooding totaling \$10,000;
Additional Pool Operating natural gas, utilities, water and sewer totaling \$6,100;
Heath reminded the Committee that internal departments are now charged

the same rate as customers for the utilities. Sewer Treatment Plants operations for retirement payout totaling \$31,700; Sanitation and Collection capital purchases totaling \$8,070; McColley asked what equipment was purchased; Heath will research this, and, Sanitation seasonal pickup truck rental totaling \$4,000; the total proposed Third Quarter Budget Adjustments total \$91,280. Ireland clarified that seasonal pickup was added because every garbage truck in the area was recently purchased and now the City is required to rent the trucks.

Motion To Recommend Council Approve Third Quarter Budget Adjustments As Presented

Motion: McColley Second: Ridley
To recommend Council approve the Third Quarter Budget Adjustments as presented

Passed
Yea- 4
Nay- 0

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

2016 Budget Discussion

Heath distributed the Summary of Listed Debt Principle updated through September 25, 2015 along with the Debt Payment and Amortization schedules. Heath stated that debt is paid first in Ohio by law, adding that no debt was added this year, though the water plant note was rolled. Heath reported that these are all reductions except the anticipated estimated addition of \$14.5 million for the water plant; Ireland added that this is the budgeted full amount of the water treatment plant, but the amount will not be fully used in one year. Heath reported that the construction note maturity date is March 3, 2016 which will require a first read starting in December; Ireland estimates this project to be out for bid in July. Heath stated this would be a short term issuance, and must be issued as a revenue note. McColley asked if loans could be applied for through the EPA; Ireland stated that all financial options are being researched.

Finance & Budget Committee Recessed: 7:12pm

Finance & Budget Committee recessed for five (5) minutes at 7:12pm.

Finance & Budget Committee Reconvened: 7:17pm

Finance & Budget Committee reconvened at 7:17pm.

2016 Budget Discussion (Continued) - Proposed Health Insurance Renewal

Heath distributed a memo regarding the proposed health insurance renewal review summary. Ireland reported that the premium total cost would decrease in 2016 by \$76,018.40, (or -5.0895%) from 2015, and there would be a small increase of 5.35% in the HSA plan with the employer contribution but there are currently only three (3) employees in the HSA plan. Ireland explained the details of each plan as listed in the memo. McColley stated that he is pleased that the emergency room visit copay is increasing; Ireland stated the intent is to curb behavior and educate the consumer. McColley asked if the HSA premium listed included the monthly employer contribution; Heath replied no, as the contribution does not go toward the premium. Heath added that the assumption was made that Council would continue the funding to the HSA plans; McColley agreed. Heath noted that the City will not pay any deductible for the other plan members other than HSA; adding that the

**Proposed Health Insurance
Renewal (Continued)**

employees currently in an HSA may want to consider a standard plan; Irelan added that all units are represented in the Healthcare Cost Committee and agreed that the standard plan and HSA plan should both be continued. Heath added that the spousal coverage language has not yet been changed but believes the Healthcare Cost Committee is willing to consider it as an incremental change; Irelan added that the Healthcare Cost Committee will be discussing this issue beginning in January.

Behm asked the costs of the other plans, stating that he believes that the cost reduction was quoted as approximately twenty percent (20%); Irelan stated this was only if all employees changed to a HSA with a decrease of three percent (3%) in plan cost. Behm asked why the other plans that had cost reduction options were not chosen; Irelan stated because this issue went to the Healthcare Cost Committee first so it is not negotiated during contract discussions. Behm believes that Council has no say in this decision; Irelan stated that Council has absolute say, however this will break down the trust between Council and the unions; adding that keeping this the same among all units keeps it from negotiations, while using different plan options for different units may break down the relationships with Council and adds many plan options to be tracked. Maassel asked Behm if he would like to see all the plan options; Behm believes that revenue being taken by the State must be made up for, and choosing a plan with a cost decrease could be an option for doing that. Irelan reminded the Committee that the City Mission Statement states 'pay and benefits comparable to others in the region'; Behm asked what the comparables are, adding that these benefits are far exceeding any average private sector employee within the City. Behm believes that Council Chambers is filled with employees when cuts are discussed, but the employees still want benefits as well. Irelan stated that the Healthcare Cost Committee was doing their best to have a zero percent (0%) increase, which was achieved with this option; Behm added that raising rates instead of making cuts seems to be the practice, and when cuts are mentioned, 'people cave'. McColley asked for the spousal carve-out estimate; Irelan stated this is being discussed with Chapman and Chapman currently; McColley stated "this is ridiculous" and believes that spouses should not be covered if they have their own insurance. Irelan reminded the Committee that the experienced public sector worker earns less pay but receives better benefits and the privilege of giving back to the community as a public servant. Maassel asked Behm again if he would like to see the other plan options; Behm replied yes.

Heath added that there were potential increases of thirty five percent (35%) then twenty five percent (25%), but the Healthcare Cost Committee came back with cuts to benefits and premiums to lessen those significant increases. Behm asked if there was currently a twenty (20%) increase; Irelan stated that there was a five percent (5%) increase based on the assumed costs. Maassel added that the spousal language will be a harder fight if cuts are demanded now; Behm stated that Maassel can deal with that next year while he is on Council, adding that residents may move based on increasing rates which will snowball into lowered property values and the only fortunate issue is that other communities are facing the same issues.

Irelan stated that the current recommendations will be used during budget discussions, but this can be changed on Council recommendation.

Irelan distributed a memo regarding Priority Based Budgeting (PBB); see attached. Maassel believes that, based on his research, PBB could be

**2016 Budget Discussion
(Continued) – Priority**

Based Budgeting

allocated in subsequent years.

Irelan explained the PBB concept adding that it changes focus to service from line item and departments; adding that services deemed as high priorities are funded first and spending is within the organizational means. Irelan reported that the internal research began last year, such as defining services and how those services are mandated, adding that the funding will be based on the appropriate tiers. Irelan stated that there will be communication with residents regarding the lower tiers being cut first. Irelan believes moving forward with PBB will take approximately one (1) or two (2) years. Maassel believes that the Parks & Recreation Department would be a good pilot program due to the current resident Board; Irelan stated she would create a pilot program if directed, adding that Staff is on board with moving forward. McColley agreed with plan, adding that he believes that some communities keep capital out of the PBB plan. Irelan agreed that the Parks & Recreation Board has revenue sources to budget the expenditures, and could be used as a pilot program. Irelan stated that she envisioned the General Fund and Capital Fund being the first, since these funds come from income tax revenue, adding that she was not envisioning going into Enterprise Funds with PBB; adding that she wanted to start with services that impact that residents the most including roads and safety services. McColley believes the support services should be included. Irelan reported that there are currently sixty six (66) communities nationwide in either their third (3rd) or fourth (4th) year in PBB that can be used as mentors with the process; Irelan added that she believes that the City should be ready for push back from residents regarding cutting services, which is why services are prioritized based on funds. Maassel believes that the communication with residents may increase participation; Irelan stated that the communication allows for platforms for outlining priorities. Behm asked for Heath's opinion regarding moving forward with PBB; Heath replied that the Budget is the City Manager's to present; however prior Councils have established that certain service levels have previously been prioritized by Council such as Fire and EMS services, along with the funding. McColley asked the levels of service could be prioritized; Irelan stated that the services should be put into tiers for the funding to be distributed, adding that there is a point scale and calculations involved. Ridley asked Irelan for her thoughts regarding operating expenses versus capital expenses; Irelan stated that City Departments are working on a ten (10) year Capital Improvement Plan involving fleet, roads, sewers and bigger picture capital items. Irelan stated that she currently has the expense side and is working on the revenue side; this will allow budgeting to use cash for purchases. Heath stated that it is always better to spend cash, adding that the assessment process is a huge funding source that has been abandoned. Heath believes the tier system will create a plan although there will be residents who complain on whichever service is cut. Ridley stated he would prefer a big picture plan; this forces the service level questions to be raised. Behm believes that working on a plan is a good step for such projects as roads and forecasting costs. Behm asked if money is set aside for the different projects; Irelan stated that any capital improvement can be planned with incremental rate increases or setting money aside; Council has the right to spend money that is set aside, adding that money can be set aside for specific projects and not to be used for different purposes. Behm is concerned that residents may believe that they are being overtaxed if there is money available to be set aside. McColley believes the Parks & Recreation Department should begin as the pilot program now and the Finance & Budget Committee should be allowed to research the plan as it progresses. Maassel agreed that the Parks

City of Napoleon, Ohio

Safety & Human Resources Committee

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

Meeting Agenda

Monday, October 26, 2015 at 7:30pm

- I. Approval of Minutes: *(In the absence of any objections or corrections, the minutes shall stand approved.)*
- II. Review of the Personnel Code regarding Vacation Time
- III. Any other matters currently assigned to the Committee
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
Special Meeting
of
Safety & Human Resources Committee
in Joint Session with
**Freedom, Napoleon, Harrison Townships &
Henry County South Joint Ambulance District**

Meeting Minutes
Monday, February 23, 2015 at 6:30pm

<p>PRESENT</p> <p>Committee</p> <p>City Staff</p> <p>Recorder</p> <p>Others</p> <p>ABSENT</p> <p>Members</p> <p>Others</p> <p>Call To Order</p> <p>Approval of Minutes</p> <p>Review Of EMS Costs And Revenues With Townships</p>	<p>Heather Wilson – Chair, Jeff Comadoll Gregory J. Heath, Finance Director/Clerk of Council Tony Druhot, Acting Fire Chief Tammy Fein News Media; Scott Buddelmeyer, Henry County South Joint Ambulance District</p> <p>Jeffrey Marihugh Trevor Hayberger, Law Director</p> <p>Chairperson Wilson called the meeting to order at 6:30pm.</p> <p>Minutes of the November 24, 2014 meeting stand approved with no objections or corrections.</p> <p>Heath explained the information that was distributed in the packet was updated to the 2014 actual figures, including the checks and payments made to the Townships; the Napoleon Fire Department run info ranging from September 2014 through December 2014; all 2014 year end information; and individual Township Med 3000 information ranging from October 2014 through December 2014. Heath explained that each entity received their share of revenues for which payment was received by the City for runs made in that entity’s jurisdiction. Heath stated that also included was a listing of the actual expenditures for the year, representing all fire and EMS related expenditures, funds and accounts, and actual year to date cash out expenses, however this does not include accruals or encumbrances. Heath stated that the proposed contract amounts based on prior understanding of allocation that has been used historically is listed as well.</p> <p>Irelan reported that neither she nor Druhot have heard from the Townships regarding the proposed contract, and she is assuming that the Townships are in support of the proposed contract.</p> <p>Irelan reported that she had spoken with the representative of the Henry County South Joint Ambulance District, Scott Buddelmeyer, who gave two (2) proposals as a possible EMS Contract, however the discussions are not far enough along to present the proposals to the Committee at this time, and negotiations are still in progress. Irelan stated that the Henry County South Joint Ambulance District is requesting to be treated differently than the other Townships, and Irelan is still working with them on the issues that they have presented for a possible EMS contract consideration. Irelan reported that the</p>
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Employees who are scheduled to work on a designated City observed legal holiday and do not report for work on the holiday shall not be entitled to holiday pay unless their reason for not reporting would ordinarily constitute an acceptable excuse under the applicable provisions of this Code.

(Ord. 093-08. Passed 12-15-08.)

197.17 TRAUMA LEAVE

Applicability: This Chapter is applicable to full-time regular employees of the classified service.

If a full-time regular employee in the classified service, while acting in his/her official capacity, is involved in an incident resulting in death or permanent disfigurement or disability to a person, or witnesses the death or permanent disfigurement or disability of a fellow employee, or witnesses the death of a person due to the application of deadly force by another, that employee shall receive trauma leave upon request of the employee to relieve the stress which has resulted from such incident.

The duration of such trauma leave shall be approved by the appointing authority. However, under no circumstances shall such trauma leave exceed thirty (30) days.

While on such trauma leave, the employee shall receive his/her normal rate of pay for such days, and they shall not be charged to his/her sick leave or any other accumulated but unused leave time.

Prior to his/her return to work, the City shall require the employee to take an examination, conducted by a physician, to determine if the affect of the trauma is relieved to the extent that the employee is both physically and mentally capable to perform the essential duties of the job. If determined incapable of doing so as a result of such examination, the employee may be placed on paid leave of absence, unpaid leave of absence, or disability separation. The cost of such examination shall be paid by the City.

(Ord. 44-01. Passed 5-21-01.)

197.18 VACATIONS

(a) Entitlement Restrictions

Except as otherwise provided in Section [197.18\(h\)](#), full-time regular employees are entitled to vacation with pay after one (1) year of continuous service in the most recent employment with the City and will be due only upon the completion of the first year of said employment, calculated from hire date. The amount of vacation leave to which an employee is entitled is based upon length of service and calculated and earned on a biweekly basis as follows:

Full-time regular employees

<u>Years of Service</u>	<u>Annual Hours</u>	<u>Bi-Weekly Accrual Hours</u>
0 year but less than 6 years	80 hours	3.077 hours/each normal pay
6 years but less than 12	120 hours	4.616 hours/each normal pay
12 years or more	160 hours	6.154 hours/each normal pay

(b) Effect of Time Spent on Authorized Leave of Absence

Time spent on any authorized leave of absence, whether paid or unpaid, shall be counted in determining length of service for purposes of vacation eligibility.

(c) Scheduling of Vacations

Vacations will be arranged to give consideration to the desire of the employee in accordance with a procedure established by the employee's department head which will not interfere with City operations.

(d) Vacations to be Taken During Year After Earned

Except for the first year of service, accrued vacation leave may be taken by an employee at any time after accrual and entitlement, subject to the minimum increments established, so long as properly scheduled in accordance with other provisions of this Code, policy manual or work rule.

An employee shall not allow his/her total vacation time to exceed his/her maximum accrual entitlement for any employment year without prior approval from the appointing authority. For the purpose of this section, the twelve month span of time between employee's anniversary date is an employment year.

This provision is applicable to accrued vacation as a result of sick leave conversion which is authorized in Section [197.16\(e\)\(12\)](#) of this Code. When carryover is requested by a department director, such approval may be by the council president, with notification to the body of council, or merely by the body of council.

(h) Prior Service Credit.

A. Except as otherwise provided for in separate legislation, and except as otherwise specifically excluded by a collective bargaining agreement under Ohio R.C. 4117, to determine prior service for the purpose of computing the amount of vacation leave for an employee first employed on or after July 5, 1987 by the City of Napoleon, the employee shall have only his or her prior service with the City of Napoleon counted. Those employees (not elected officials) who were employed by the City of Napoleon prior to July 5, 1987 shall have all their public service with the State of Ohio or any of its political subdivisions credited pursuant to Ohio R.C. 9.44 (A). An employee who has retired in accordance with the provisions of any retirement plan offered by the State of Ohio and who is employed by the State of Ohio or any political subdivision of said State on or after June 24, 1987, shall not have his or her prior service with the State of Ohio or any political subdivision of said State counted for the purpose of computing vacation leave. (ord 059-13. passed 11-18-13.)

B. Except as may be otherwise provided for by separate legislation, employees entitled to prior service credit for purpose of computing vacation leave shall have their anniversary date deferred to their most recent date of employment with the City of Napoleon for purposes of: (1) vacation use or, (2) any use or forfeiture policy regarding vacation.

C. Elected officials are not entitled to prior service credit for purpose of calculating vacation benefit, if any. (Ord. 093-08. Passed 12-15-08.)

City of Napoleon, Ohio

Civil Service Commission

LOCATION: City Hall, 255 West Riverview Avenue, Napoleon, OH 43545

Meeting Agenda

Tuesday, October 27, 2015 at 4:30pm

- I. Approval of Minutes (In the absence of any objections or corrections, the minutes shall stand approved.)
- II. Approval of eligible applicant list for the Police Lieutenant Promotional Exam
- III. Any other matters to come before the Commission
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

Motion To Establish Test Date Of December 15, 2015 At 4:00pm For A Written Promotional Lieutenant Exam

Motion: Baer Second: Finnegan
To establish test date of December 15, 2015 at 4:00pm for a written promotional Lieutenant exam

**Passed
Yea- 3
Nay- 0**

Roll call vote on above motion:
Yea-Baer, Finnegan, Tassler
Nay-

Motion To Give HR Director The Authority To Use IPMAHR For The Exam

Motion: Finnegan Second: Baer
To give HR Director authority to use IPMAHR for exam

**Passed
Yea- 3
Nay- 0**

Roll call vote on above motion:
Yea- Baer, Finnegan, Tassler
Nay-

Heath believes that the sixty (60) day study time requirement can run concurrently with the thirty (30) day application time requirement. Druhot stated that the list of study materials is provided, though it is up to the candidate to receive the materials; the dates for these items will be posted.

Heath believes that the approval the test definition along with applications should be approved at the October 27, 2015 regular meeting, with the new eligible list being approved at the December 15, 2015 exam date.

Any Other Matters To Come Before The Commission

Heath noted that the steps are listed within the Civil Service Rules; Section 195 of the Codified Ordinances if the Commission has any questions.

Motion To Adjourn

Motion: Finnegan Second: Baer
Motion to adjourn the meeting

**Passed
Yea- 3
Nay- 0**

Roll call vote on motion:
Yea- Baer, Finnegan, Tassler
Nay-

Adjournment

Meeting adjourned at 4:58pm

Date Approved:

Jon Tassler, Chair

City of Napoleon, Ohio

Parks & Recreation Board

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

Meeting Agenda

Wednesday, October 28, 2015 at 6:30pm

- I. Call to Order
- II. Approval of Minutes
- III. Discussion and/or Action: Loose Field (Tabled)
- IV. Discussion and/or Action: Proposed Dock Storage Fees (Tabled)
- V. Discussion and/or Action: Budget Review
- VI. Miscellaneous
- VII. Any other items to come before the Board
- VIII. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon
Parks & Recreation Board
Special Meeting Minutes

Wednesday, September 30, 2015 at 7:15pm

PRESENT
Parks & Recreation Board
City Staff
Recorder
Others

Matt Hardy – Chair, Mike Sanholtz, Peg Funchion, Aaron Schnitkey, Joe Bialorucki, Pat McColley, Jon Knepley
Tony Cotter, Parks & Recreation Director
Tammy Fein

ABSENT

Chad Richardson; Jeff Comadoll, Council Representative

Call To Order

Chairman Hardy called the meeting to order at 7:15pm.

Approval Of Minutes

Minutes of the July 22 meeting stand approved with no objections or corrections.

Discussion Regarding Loose Field

Cotter reported that Napoleon Area School Superintendent Steve Fogo had offered Loose Field, including the State owned canal property, to the City since it cannot be sold at auction due to deed restrictions. Cotter reported that the Municipal Properties, Buildings, Land Use & Economic Development Committee decided that the cost of maintenance was too high to accept the property, adding that Committee believes that the City does not need an additional park as well as concerns regarding the age of the fencing, the lights and the bleachers; Cotter added that he is concerned about parking issues as well. Cotter reported that the Committee had received feedback from the community that the decision was made too quickly, referring the discussion back to this Board. Cotter reported that the School asked to use Loose Field during the construction of their new fields, which they estimated to be approximately two (2) years, however it may take closer to four (4) years. Hardy asked if Loose Field would require irrigation; Cotter stated no. Cotter reported that Fogo had attended the September 21 Council meeting and stated that the School would maintain the field while they are using it. Sanholtz believes that the School is forming a Turf Committee and believes they would not need Loose Field; Funchion stated that there is no bleachers or pressbox at the new fields and Loose Field may be required to host matches. Hardy asked if the School can keep Loose Field; Cotter replied that another entity, the Maumee Valley Civic Theater, has recently shown interest in acquiring the building attached to the field. Funchion asked if the School was aware that the City was not willing to take over the building; Cotter stated that they are aware as previous City Manager Bisher made it clear that the City would not provide funding or staff for that purpose. Cotter reported that the County Commissioners recently received a purchase agreement for CD Brillhart including the footprint of the school and all the soccer fields, adding that the City Manager and the Commissioners are discussing these fields, and the Recreation Programs may not need Loose Field. Cotter stated that no action needs to be taken tonight, the City is still discussing the this with the School. Schnitkey asked where soccer will be held if Loose Field is not acquired; Cotter stated East Riverdowns Park, adding that he believes the best course of action to be meeting with the County Commissioners and finding out what the Maumee Valley Civic Theater does; Cotter will research this.

Motion To Table Discussion Regarding Loose Field

Motion: Saneholtz Second: Funchion
 To table the discussion regarding Loose Field until there is more information available

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
 Yea- Bialorucki, Knepley, Hardy, Funchion, Saneholtz, Schnitkey
 Nay-

Discussion Regarding Proposed Dock Storage Fees

Cotter reported that Councilman Comadoll noticed that there were six (6) docks that were not removed during the past off-season, though normally approximately forty eight (48) of the fifty (50) docks are moved by June 1. Cotter reminded the Board that docks require a numbered tag with owner information kept on file for communication purposes, adding that there are times when docks are put in without tags, however these docks are hauled away at the option of the City and the owner is invoiced to retrieve them though this is not generally a large issue. Cotter stated that the river did not stabilize this year until approximately July, and Cotter was aware that the docks and lifts were there and made the decision not to remove these. Cotter believes that Comadoll heard negative comments regarding the docks and lifts being left there. Hardy believes that charging for dock storage may cause more issues; Saneholtz believes that Comadoll sees this as a revenue opportunity. Knepley believes that most residents do not have a place for storage and the docks can be difficult to move. Funchion believes that all aspects of this are in place, including signage, but a fee must be set; Cotter added that if the fees are set, Cotter strongly recommends waiting until next year to give the owners notice of the change. Hardy suggested sending a preemptive letter to the dock owners making them aware of the change; Cotter suggested creating an annual tag to be used, and using the same rate for all zones. Funchion believes this to be a good idea, adding that families are being charged for Recreation Programs and this should be a charge as well.

Motion To Table Discussion Regarding Proposed Dock Storage Fees

Motion: Second:
 To table the discussion regarding dock storage fees until the November meeting so that Comadoll may be present for the discussion

Passed
Yea- 6
Nay- 0

Roll call vote on above motion:
 Yea- Bialorucki, Knepley, Hardy, Funchion, Saneholtz, Schnitkey
 Nay-

Discussion Regarding Capital Improvement Items

Cotter distributed a memo regarding proposed Capital Improvement Items for the upcoming budget discussion, including:

4200 Recreation/Golf Operating	Amount	Funding Source
Golf Cart Replacements - Four (4) units @ \$2,500 net cost	\$10,000.00	CIP Fund
Mower Deck – replacement of shell on existing Toro Groundskeeper	\$2,800.00	CIP Fund
4300 Recreation/Pool Operating		
Leak Detection and Repairs (if necessary)	\$5,000.00	CIP Fund
Pool Heater Heat Exchanger Rebuild	\$1,500.00	Rec Fund
Swimming Pool Floor and Wall Renovations (appropriate to Reserve Fund)	\$25,000.00	CIP Fund

Schnitkey

None

Hardy

Hardy thanked Knepley for serving on the Board.

Hardy reported that flag football has ended and the season went well; there were eight (8) teams and seven (7) games. The Board thanked Hardy for running the program.

Funchion

None

Saneholtz

Saneholtz asked Cotter if the FEMA money had been received for the golf course flooding; Cotter stated that he received confirmation that the application paperwork was accepted.

Saneholtz asked how the dog park was doing; Cotter replied very well, forty five (45) key fobs were sold and the Girl Scouts received additional grant money from Lowe's to install brick pavers in the area.

Saneholtz believes that the golf course is looking better every week.

Cotter

Cotter thanked Hardy for his hard work with the flag football program.

Cotter reported that the volleyball program has begun at the new junior high gym; there are forty (40) girls enrolled in the program.

Cotter reported that the soccer program begins Saturday; there are six (6) teams of first and second graders and four (4) teams of third and fourth graders.

Cotter reported that the golf course is improving and greens number three (3) and four (4) are coming back due to the fertilization, conditioning, top dressing and verticutting; adding that there has been positive support from the golfers and the rate incentives will help to bring the golfers back next year. Cotter thanked the Parks & Recreation Staff for all of their efforts.

Any Other Matters To Come Before The Board

None

Motion To Adjourn

Motion: Saneholtz Second: Schnitkey
To adjourn the meeting at 8:48pm.

**Passed
Yea-
Nay-**

Roll call vote on above motion:
Yea- Bialorucki, Knepley, Hardy, Funchion, Saneholtz, Schnitkey
Nay-

Date Approved

Matt Hardy, Chair



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

October 23, 2015

CPP, Hudson receive DEED grants

By Michelle Palmer, PE – assistant vice president of technical services

Congratulations to Cleveland Public Power (CPP) and Hudson Public Power for receiving Demonstration of Energy & Efficiency Developments (DEED) program grants. The Board of Directors for the American Public Power Association's (APPA) DEED program recently awarded \$279,196 to 10 of the 15 submitted grant proposals.

CPP received \$33,000 for Using Consumer Engagement Tools to Build Better Relationships Between the Customer and Utility. This customer engagement program will target residential customers during a 24-month pilot study, including households with smart meters. Participants will be able to receive personalized tips and customized messages and earn points, rewards and other incentives for taking specific action, responding to surveys, and attending CPP marketing and other public events sponsored by the utility. CPP will use the direct messaging, online communication portals as well as rewards and other incentives within the consumer engagement tool to shift customer behaviors. The data collected from the message prompts, consumer behavior changes, and customer profiles will be used for research and other purposes such as to test ideas and/or validate services offered through existing programs.

Hudson Public Power received \$22,000 for Barlow Community Center Solar Training Facility. The City of Hudson's Barlow Community Center Solar Training Facility will be a multi-faceted education center. The facility will feature a clearly labeled photovoltaic system for use by the local schools to better understand solar power generation, for residents to understand the benefits of solar generation and the city's net metering and interconnection program, and for members of the Hudson Fire Department to train on the components of solar generation that can create specific hazards to first responders. The project will also help employees of Hudson Public Power to train on the components of solar generation that are interconnected to the power system.

AMP pays for its members to be DEED participants through APPA membership and will assist utilities in the grant application process. Applications for DEED funding consideration need to be submitted by Feb. 15 and Aug. 15 each year. Funding is also available for student scholarships and internships. For additional program information, please contact me at mpalmer@amppartners.org or 614.540.0924, or visit the DEED section of APPAs website.



USEPA's Clean Power Plan has been published in Federal Register

By Jolene Thompson – senior vice president of member services & external affairs/OMEA executive director

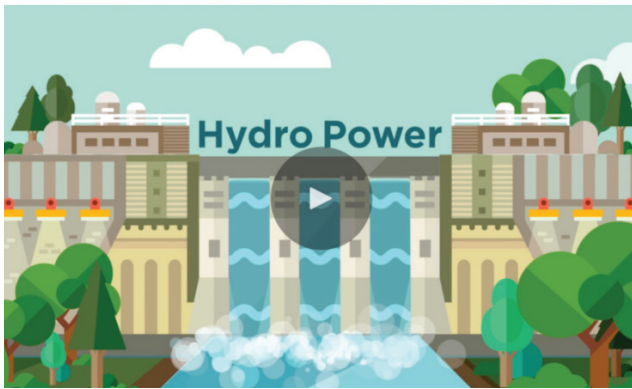
The final U.S. Environmental Protection Agency's (USEPA) Clean Power Plan and proposed Federal Implementation Plan (FIP) governing carbon dioxide emissions were published in the *Federal Register* today (Oct. 23). The focus now moves to legal challenges and state consideration of implementation plans. States can request extensions on filing implementation plans until September 2018, when their plans will be due. Standards must start to be met beginning in 2022. Publication in the *Federal Register* officially starts the clock for lawsuits and Congressional Review Act efforts on the final rule, and comments on the draft FIP, which can serve as a model for states in drafting their plans and the backstop that will be imposed on states that don't submit a compliance plan to the USEPA.

The 90-day comment period for the FIP begins today, and the Clean Power Plan will become effective in 60 days absent an administrative or judicial stay.

West Virginia Attorney General Patrick Morrisey announced that he will officially launch a multi-state lawsuit challenging the rule before the D.C. Circuit Court of Appeals and has also filed a motion to stay the regulation. The 24 states joining the litigation include AMP member states Indiana, Kentucky, Michigan and Ohio.

The package of USEPA carbon rules will govern carbon dioxide emissions from new and modified/reconstructed fossil fuel units [under Clean Air Act Section 111(b)] and existing fossil fuel units [under CAA Section 111(d)]. The exist-

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NHA launches Unlock Hydro campaign to raise awareness

The National Hydropower Association (NHA) has launched a new campaign – Unlock Hydro – with the goal of educating policymakers, raising public awareness and generating support for modernizing the licensing process.



According to NHA, the hydro licensing process has lacked coordination among federal and state agencies, resulting in conflicting priorities, and deferred decision-making that delays both project deployment and real environmental improvements. These roadblocks are pushing the licensing process for some hydropower facilities to up to a decade or even longer, while fossil energy sources can be approved in a fraction of the time.

AMP is a member of NHA and is undertaking the largest deployment of run-of-the-river hydro in the United States.

An [article](#) on the campaign was recently featured in *The Hill*, and shareable content such as informational infographics, campaign video and a myth vs. fact document on the legislation are available [here](#).

NHA is encouraging the public to get involved and make their voices heard by contacting their Congressional representative and using social media to get the word out.

Visit www.unlockhydro.org and www.hydro.org for more information.

Watson joins AMP's HR team

By Beth Lander – manager of human resources

Diane Watson joined AMP this week as a part-time payroll clerk in the human resources area. She will assist with AMP's biweekly payroll and ensure proper deductions are applied, payroll is accurate and in compliance with all applicable state and federal wage and hour laws.



Diane Watson

Prior to AMP, Watson was a business manager with a civil engineering firm for more than 10 years. She holds an associate degree in travel and tourism from the Wilma Boyd School in Pittsburgh.

Please join me in welcoming Diane to AMP.

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

Week ending Oct. 23

MON	TUE	WED	THU	FRI
\$41.87	\$37.33	\$37.59	\$40.86	\$35.43

Week ending Oct. 16

MON	TUE	WED	THU	FRI
\$32.35	\$32.71	\$32.57	\$35.56	\$31.95

AEP/Dayton 2016 5x16 price as of Oct. 22 — \$38.85

AEP/Dayton 2016 5x16 price as of Oct. 15 — \$39.44

USEPA's Clean Power Plan

continued from Page 1

ing unit rule aims to reduce carbon emissions nationwide to 32 percent below 2005 levels by 2030 using a three-building block system: Steam Plant Heat Rate Improvements, Coal to Natural Gas Shift, and New Zero-Emitting Renewable Energy.

States are expected to write plans to comply with the existing unit rule that we expect to result in compliance obligations for the AMP Fremont Energy Center and Prairie State, as well as impacts on market prices. The rule is also expected to provide opportunities for credits for renewable energy generation and energy efficiency programs.

We will be submitting comments on the FIP and associated model trading rules, and will provide those comments to AMP/OMEA members when available. Our focus now on the Clean Power Plan will be at the state level, especially where we have assets. Please contact Cody Dill at cdill@amppartners.org or 614.540.6382 with questions or for more information.

Downward trend continues

By Alice Wolfe – assistant vice president of power supply planning & alternative generation

Energy and natural gas prices fell for the sixth straight week in a row. Although this week's natural gas storage injection was at the low end of expectations, the near-term forecast for mild weather kept prices down.

November natural gas prices closed down \$0.07/MMBtu from last Thursday, ending yesterday at \$2.39/MMBtu. On-peak power prices for 2016 at AD Hub closed yesterday at \$38.85/MWh.

AFEC weekly update

By Alice Wolfe

Thanks to low natural gas prices and significant maintenance outages across PJM's footprint, Fremont was online all but 10 hours this week for two maintenance outages during the overnight period for valve repairs. The plant dropped to its base minimum on Saturday and Tuesday mornings, but ran at base max or higher during other overnight periods.

Duct burners were dispatched during the majority of on-peak hours and over the weekend, leading to over 100 hours of duct-firing. For the week, the plant generated at a 74 percent capacity factor (based on 675 MW rating).



Director of electric applications are being accepted in Martinsville

The City of Martinsville, Virginia, is seeking qualified applicants for the position of Director of Electric Utilities. Martinsville is located 40 miles north of Greensboro, North Carolina, and 50 miles south of Roanoke, Virginia.

Responsibilities: plans, organizes, coordinates, supervises and evaluates programs, plans, services, staffing, equipment, electric facilities and infrastructures of the Electric Department. Evaluates electric utility needs and formulates short and long range plans to meet needs. Drafts and reviews bid documents. Negotiates and administers contracts and ensures compliance with all local, state and federal regulations. Presents agenda items relating to department activities to mayor and city council. Supervises the review of private project development plans for compliance with codes, regulations, and standards, adequacy of application for permits and compliance with approved plans.

Qualifications: Education equivalent to a bachelor's degree in engineering, public or business administration or related field required; master's degree preferred. Ten years extensive experience in electric and utilities business management, preferably in a municipal setting experience in with progressively increasing responsibility including five years supervisory/managerial experience or any combination of experience, training, and education. Valid driver's license required.

Min Salary: \$80,493 DOQ, excellent benefits package. Open until filled. A required city application must be completed online at www.martinsville-va.gov. EOE. Women and Minorities are encouraged to apply.

Customer service specialist needed in Bowling Green

The City of Bowling Green Utilities Business Office is seeking a Customer Service Specialist. (Pay Band 1: \$13.00 to \$17.00 Per Hour)

This position is responsible for utilities billing, receipts, work order processing and customer service. Assists customers, resolves billing problems; enters, sorts and distributes work orders; acts as a liaison with other Utilities departments in resolving customer problems; accepts payments, posts to accounts, balances cash drawer; prepares payment batches; reconciles payment batches, balances receipts reports; calculates adjustments to accounts, reviews billing registers, processes customer billing, posts penalties; sets up payment extensions with customers, tracks to ensure compliance; prepares automated phone notification file for past due accounts and final notices; issues orders for disconnections for non-payment; processes customer information, sends to collection agency, posts receipts from collection agency, writes off bad debt accounts, follows up on bankruptcy notices; prepare invoices and maintains spreadsheets. A copy of the job description will be provided to applicants.

Must be able to use computers and understand computer software. Work performed in an office setting. High school diploma or equivalent; three to five years of related experience required. Interested persons must complete the ap-

plication that is available online [here](#) or available in the Personnel Department. Resumes may be included, but will not substitute for a completed application. Applications must be completed and returned to the Personnel Department, City of Bowling Green, 304 N. Church St., Bowling Green, Ohio 43402. Telephone: 419.354.6200; email: BGPersonnel@bgohio.org Office hours: 8 a.m. to 4:30 p.m. weekdays. The deadline for making application is 4:30 p.m. Oct. 30, 2015. AA/EEO

City of Hillsdale seeks director of public utilities

The City of Hillsdale Board of Public Utilities is seeking candidates for Director of Public Utilities. This position is responsible for managing and directing all aspects of engineering, service operations, power production including the operation and maintenance of transmission, distribution and generation facilities. Establishes current and long range goals, objectives, plans and policies, subject to the approval of the Board of Public Utilities and city manager.

Requirements include a bachelor's degree from a four-year college or university; five years of progressively responsible experience; or equivalent combination of education and experience. Valid driver's license. Municipal experience is not required, but knowledge of electric, water and wastewater utilities will be given weight in considering candidates. Experience in local, state and federal relations will be a plus.

Salary dependent upon qualifications. Email resumes or direct questions to David Mackie, City Manager, at dmackie@cityofhillsdale.org. Resumes accepted through Oct. 30, 2015. EOE, MFVH

For the complete job posting with additional details, please visit the careers section of the [AMP website](#).

Bowling Green to administer written exam for police officer

The Bowling Green Civil Service Commission will administer a written examination for Police Officer on Dec. 5, 2015. Candidates must complete an application that is available through the city's Personnel Dept, City Administrative Services Building, 304 N. Church St., Bowling Green, Ohio 43402. Hours: 8 a.m. to 4:30 p.m. weekdays. Telephone: 419.354.6200; Fax: 419.352.1262; Email: BGPersonnel@bgohio.org. Application materials are available [here](#). Resumes may be included, but will not substitute for a completed city application. Specific information about the examination process will be provided upon application. Applications will be accepted through Nov. 12, 2015. A copy of the job description will be provided to applicants.

Credit for military service will be awarded in accordance with Section 124.23 of the ORC. A copy of Section 124.23 will be provided to candidates. No credit will be given if proof of eligible military credit is submitted after the candidate's application has been submitted to the city.

New employees must serve a one-year probationary period. Starting salary is \$23.45 per hour. AA/EEO

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October 16 , 2015

Ohio EPA Seeks Comment On Proposed Harmful Algae Bloom (Hab) Rules

The Ohio Environmental Protection Agency (Ohio EPA) announced Thursday it has opened an initial comment period related to the agency's new draft rules for public drinking water systems and laboratories as it relates to the reporting and monitoring of harmful algae blooms (HABs). Confirmed reports of these blue green HABs growing in Ohio's lakes, reservoirs and rivers were common this summer, including the toxic algae water crisis in Toledo.

"Current reporting programs are voluntary, and therefore the full scale of HABs across Ohio remains unknown. If adopted, these new administrative rules could assist Ohio EPA in better understanding the extent to which HABs are growing across the state, and ensuring greater protection for customers of all public water systems that use surface water as their source," the agency said in a recent news release.

The issues addressed in the proposed rules revisions include the following: - Establishing microcystins action levels in drinking water based on the U.S. Environmental Protection Agency's health advisory levels; setting HAB screening, microcystins monitoring and reporting requirements for public water systems (PWS) that use surface water as their source; requiring increased monitoring based on detections of microcystins above 5 micrograms per liter in the raw water or exceedances of action levels in drinking water; requiring PWSs to submit written HAB treatment optimization protocols if microcystins are detected in raw or finished drinking water. Additionally, PWSs may be required to submit an HAB general plan with one or a combination of source water protection activities, reservoir management and in-plant treatment technologies; requiring public notification in cases of monitoring violations and exceedances of action levels in drinking water, as well as consumer confidence reports; establishing requirements for laboratory certification, analytical techniques and reporting deadlines.

Below is a link to the OEPA website that hosts the HAB rule information and that listservs for each of the OEPA division rules. To access the information, scroll down to the drinking and ground water rules.

Link to the HAB rule information : <http://epa.ohio.gov/ddagw/rules.aspx#habs>

Link to the listservs: <http://ohioepa.custhelp.com/ci/documents/detail/2/subscriptionpage>

Comments are due by October 23 and can be sent to: DDAGW_RULECOMMENTS@epa.ohio.gov .

Meeting - October 29, 2015

Ohio EPA will host an informational meeting on the 2016 Recycling & Litter Prevention Grant application process on Thursday, October 29, 2015. The informational meeting will be held at 10:00 a.m. at the Ohio Department of Natural Resources, 2045 Morse Road, Columbus, OH 43229, Assembly Center (Building E). There is no registration required; however, those attending are required to bring a photo Identification. In addition, an informational webinar will be held on November 18, 2015 (please see our website, www.recycleohio.gov, for further details).

The following competitive grants provide opportunities for communities, local governments, businesses and nonprofit organizations to establish and implement recycling, market development, litter prevention and scrap tire recycling programs.

- **Community Development Grant:** This funding allows Ohio communities to support and expand community recycling and litter prevention efforts. Grants provide funding for new equipment infrastructure for collection and materials processing, involving materials such as aluminum, construction and demolition debris, deconstruction material, electronics, glass, paint, paper-based materials, pharmaceuticals, plastics and wood waste. Those eligible to apply include municipal corporations, counties, townships, villages, state colleges or universities, solid waste management districts and authorities, park districts, health districts and state-wide recycling and litter prevention trade associations. The grant requires fifty percent (50%) matching funds to be available.
- **Litter Management Grant:** This program accepts grant applications from Ohio communities and nonprofit organizations to support litter and tire amnesty collection projects. Grant proposals must include an actual cleanup activity to take place on public land or public waterways, and involve the use of volunteers. In addition to local government entities, Keep Ohio Beautiful affiliates, boards of education and nonprofit organizations are also eligible. The grant requires a ten percent (10%) match.
- **Market Development Grant:** These funds are offered to Ohio businesses and nonprofit organizations that propose to create equipment infrastructure for successful markets of recyclable materials and related products. The program seeks proposals involving materials collected or processed in Ohio. Applicants must be sponsored by an eligible governmental agency who will serve as the grant applicant and a pass-through agency for documenting and receiving funds. The business or nonprofit organization must commit to provide one hundred percent (100%) matching funds.
- **Scrap Tire Grant:** This program provides financial assistance to Ohio's local government entities and Ohio businesses to convert manufacturing operations to accept scrap tire material, expand tire processing operations, or utilize scrap tire material in civil engineering projects or manufactured products. Businesses or non-profit organizations may also receive scrap tire market development funding, but must secure a local government sponsor to serve as the grant applicant. The grant requires a commitment to provide one hundred percent (100%) matching funds.

Grant applications for all programs are due **February 1, 2016**. Grant awards will be announced in April 2016, with funding available in July 2016. Additional information can be found at www.recycleohio.gov or by contacting Chet Chaney, Environmental Supervisor, Ohio EPA at chet.chaney@epa.ohio.gov or by calling (614) 728-0043, or by contacting Marie Barnett, Grants Administrator, Ohio EPA at marie.barnett@epa.ohio.gov or by calling (614) 705-1019.

Legislative Schedule for Remainder Of 2015

The following provides a composite of the schedules for both the Ohio House and Senate for the remainder of the year. Unless otherwise notified, Senate sessions start at 1:30 p.m. on Tuesdays and Wednesdays and 11 a.m. on Thursdays, while the House meets at 11 a.m. on Tuesdays, 1:30 p.m. on Wednesdays and 1 p.m. on Thursdays.

Dates and times are subject to change.

- Tuesday, Oct. 20 & Wednesday Oct.21- Senate Session only
- Tuesday, Oct. 27 & Wednesday, Oct. 28 - Senate Committee Hearings
- Wednesday, Nov. 4 - Senate Committee Hearings
- Tuesday, Nov. 10 - Senate Session/House Session (if needed)
- Tuesday, Nov. 17 & Wednesday, Nov. 18 - Sessions
- Tuesday, Dec. 1 - Senate Session/House Session (if needed) Wednesday, Dec. 2 - Sessions
- Tuesday, Dec. 8 & Wednesday, Dec. 9 - Sessions
- Tuesday, Dec. 15 & Wednesday, Dec. 16 - Senate Sessions (if needed)

New Introductions

Below is a list of bills introduced this week in the Ohio House and Senate followed by next week's committee schedule for bills the league is tracking. If there are additions or changes to the committee schedule, those will be posted to our website Monday.

Have a safe weekend~

New bills in the Ohio House and Senate:

HB 362 STRANGULATION (Stinziano, M., Kunze, S.) To prohibit a person from knowingly impeding the normal breathing or circulation of another by strangulation. Am. 2929.14 and to enact section 2903.17

HB 363 JUVENILE HEARINGS (Reece, A.) To require restraints to be removed from an alleged or adjudicated delinquent child prior to the commencement of a juvenile court hearing or proceeding unless the court determines that the use of restraints is necessary to prevent physical harm to the child or another person or to prevent the child from escaping. Am. 2151.351

HB 364 ROAD NAMING (Ginter, T.) To designate a portion of State Route 7 within Columbiana County as the "Corporal William F. Bratt Memorial Highway." Am. 5534.24

HB 365 MOBILITY AID TRANSPORTATION (Kuhns, C., Romanchuk, M.) To modify the provisions governing the transport of persons who may use a wheelchair or other mobility aid. Am. 4766.01 and 4766.04

SB 225 AWARENESS DAY (Bacon, K.) To designate the first day of June as "Hypoparathyroidism Awareness Day." Am. 5.232

SB 226 DEBT ADJUSTING (Seitz, B.) Regarding debt adjusting. Am. 4710.01 and to enact section 4710.05

SB 227 ATTORNEY GENERAL (Bacon, K.) To make various changes to the laws governing the duties and functions of the Attorney General. Am. 9.02, 109.08, 109.081, 109.43, 109.521, 109.57, 109.572, 109.578, 109.60, 109.85, 109.86, 149.43, 1331.01, 1331.04, 1331.99, 1345.02, 1345.03, 1345.031, 1345.07, 1345.21, 1345.23, 1345.24, 1345.43, 1345.44, 1349.43, 1716.02, 1716.05, 1716.07, 2743.191, 2743.56, 2743.71, 2746.02, 2901.01, 2923.02, 2923.31, 2923.32, 2953.32, 2981.13, and 5302.221, to enact sections 9.28, 177.05, 1331.17, and 2945.63, and to repeal section 1331.05

SB 228 NONCOMPETE AGREEMENTS (Williams, S.) To prohibit the use of noncompete provisions in employment contracts in the broadcasting industry. Am. 4113.66

SB 229 TRAIN CREWS (Schiavoni, J., Yuko, K.) To require the crews of freight trains to consist of at least two individuals. En. 4999.09.