
Memorandum

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TO: Mayor and City Council
cc: City Manager, Finance Director, City Law Director
FROM: Roxanne
SUBJECT: General Information
DATE: December 18, 2017

CALENDAR

AGENDA– SPECIAL CITY COUNCIL MEETING @7:30 PM

A. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 072-17**, an Ordinance Amending the City of Napoleon, Ohio Municipal Income Tax Code for the Purpose of Adhering to the Changes Outlined in House Bill 49; and Declaring an Emergency. (Tabled)
2. **Ordinance No. 084-17**, an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 4) for the Year 2017; and Declaring an Emergency. (*Suspension Requested*)
3. **Resolution No. 085-17**, 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 2017, Listed in Exhibit "A", Transfer 3; and Declaring an Emergency. (*Suspension Requested*)
4. **Resolution No. 087-17**, a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2018; and Declaring an Emergency. (*Suspension Requested*)

B. SECOND READINGS OF ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 086-17**, an Ordinance Establishing a New Position Classification Pay Plan for Employees of the City of Napoleon, Ohio for the Year 2018; Repealing Ordinance No.(s) 061-16 and 020-17; and Declaring an Emergency
2. **Ordinance No. 088-17**, an Ordinance Amending Section 931.07 Increasing Water Rates for Bulk Sales for the Years 2017, 2018 and 2019, Establishing a Weekend Testing Fee, and Increasing Fees for Testing; and Declaring an Emergency.
3. **Ordinance No. 091-17**, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$2,500,00.00, in Anticipation of the Issuance of Bonds, for the Purpose of Paying the Costs of Improving the Municipal Water System by Improving and Rehabilitating the Existing Water Treatment Plant and Related Storage Facilities, Rehabilitating the Elevated Storage Tanks, and Acquiring and Improving Related Interests in Real Property, together with all Necessary and Related Appurtenances thereto.
4. **Resolution No. 095-17**, a Resolution Authorizing a Contract with the Village of Florida, Henry County, Ohio for Emergency Medical Services Commencing January 1, 2018; and Declaring an Emergency.

C. THIRD READING OF ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 080-17**, an Ordinance Establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year Ending December 31, 2018, Listed in Exhibit "A"; and Declaring an Emergency.

2. **Resolution No. 081-17**, 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 2018, Listed in Exhibit "A"; and Declaring an Emergency.
3. **Resolution No. 082-17**, 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 2018; and Declaring an Emergency.
4. **Resolution No. 083-17**, a Resolution Authorizing Expenditure of Funds in Excess of Twenty-Five Thousand Dollars (\$25,000.00) in and for the Year 2018 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 2018 as it Relates to Certain Transactions; Declaring an Emergency.

D. GOOD OF THE CITY (Discussion/Action):

1. Recommendation to Approve the PSCAF for December 2017 as: PSCAF three-month averaged factor \$0.01107, JV2 \$0.022861 and JV5 \$0.022861.
2. Accept the EcoSmart Rate Adjustment as Recommended by AMP Starting January 1, 2018.
3. Recommend Council Have a Wooden Variety Guardrail Installed in the City Parking Lot in lieu of the Current Flowerpots.
4. Change Order No. 8 for the Water Treatment Plant Improvements Project to Peterson Construction Company, an increase of \$49,710.00.
5. Write-offs for Uncollectable Accounts in Utility Billing, Income Tax, EMS Billings and Miscellaneous Billing.
6. Appointment of Two (2) Councilmembers to the Volunteer Firefighter Dependents Fund Board.
 - Jeff Comadoll and Joe Bialorucki currently serve on this Board.
7. Appointment of Two (2) Councilmembers to the Volunteer Peace Officers' Dependents Fund Board.
 - Jeff Comadoll and Joe Bialorucki currently serve on this Board.
8. Review of Current Pole Attachment License Agreement between the City of Napoleon, Ohio and RTEC Communications, Inc. (*Refer to Committee*)

MISCELLANEOUS INFORMATION

1. Agenda – Civil Service Special Meeting/ Monday, December 18th at 4:00 pm
2. Meetings Canceled:
 - a. Parks & Recreation Committee
 - b. Ad-hoc Committee on Strategic Vision and Organizational Health
 - c. Tree Commission
3. AMP Update/December 8, 2017.
4. OML Special Bulletin/HB 69 / December 13, 2017
5. Press Releases issued for Winter Waterline and Meter Protection.

DECEMBER 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat			
10	11	12	13	14	15	16			
	6:00 pm Special Council						4:00 pm - Records Commission	8:00 am Privacy Committee	10:00 am Healthcare Cost Committee
	6:30 pm - Electric Committee & BOPA								
	7:00 pm								
	Water/Sewer Comm.								
	7:30 pm – Municipal Properties ED Comm.								
17	18	19	20	21	22	23			
	4pm-Civil Service Comm						11:00 am Bid Opening		
	7:00 pm-Hoops & Heroes						WTP/WWTP Chemicals		
	7:30 pm – City Council								
24	<i>Closed</i> 25	<i>CLOSED</i> 26	27	28	29	30			
							<i>“Floating Holiday”</i>	11:00am Bid Opening Door Controller System	
							6:30 pm – Finance & Budget Committee		
							7:30 pm – Safety & Human Resources		
31	<i>Closed January 01</i>	02	03	04	05	06			
							6:15 pm Technology Committee		
							7:00 pm - Council		

CITY COUNCIL

SPECIAL MEETING AGENDA

Monday, December 18, 2017 at 7:30 pm

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

A. Attendance *(Noted by the Clerk)*

B. Prayer and Pledge of Allegiance

C. Swearing In of Patrolman Kevin Schultheis

D. Approval of Minutes *(in the absence of any objections or corrections, the minutes shall stand approved)*

1. December 4, 2017 Regular Council Meeting Minutes
2. December 11, 2017 Special Council Meeting Minutes

E. Citizen Communication

F. Reports from Council Committees

1. **Electric Committee** met on December 11, 2017; and
 - a. Approved BOPA Recommendation to approve the December 2017 PSCAF as three-month averaged factor \$0.01107, JV2 \$0.022861 and JV5 \$0.022861.
 - b. Approved BOPA Recommendation to accept EcoSmart Choice Program Rate Adjustment as Recommended by AMP Starting January 1, 2018.
2. **Water and Sewer Committee** met on December 11, 2017; and
 - a. Recommended Council Approve Ordinance No. 088-17 Correcting Bulk Sales Water Rates for Years 2018 and 2019.
3. **Municipal Properties, Building, Land Use and Economic Development Committee** met on December 11, 2017; and
 - a. Removed the item *Downtown Improvements* from the agenda.
 - b. Added to the Agenda *Discussion on Entertainment District and Designated Outdoor Refreshment Area (DORA)* in the Downtown.
 - c. Recommended Council Have a Wooden Variety Guardrail Installed in the City Parking Lot in lieu of the Current Flowerpots.
4. **Parks and Recreation Committee** did not meet tonight due to lack of agenda items.
5. **Ad-hoc Committee on Strategic Vision and Organizational Health** did not have a meeting tonight.

G. Reports from Other Committees, Commissions and Boards *(Informational Only-Not Read)*

1. **Board of Zoning Appeals** did not meet in December due to lack of agenda items.
2. **Planning Commission** did not meet in December due to lack of agenda items.
3. **Records Retention Committee** met on December 12, 2017.
4. **Privacy Committee** met on December 14, 2017 for
 - Policies and Procedures for Identity Theft Protection review.
 - Annual Report from Staff.
5. **Healthcare Cost Committee** met on December 15, 2017 to discuss healthcare wellness options.
6. **Tree Commission** did not meet this evening due to lack of agenda items.

H. Introduction of New Ordinances and Resolutions

1. **Ordinance No. 072-17**, an Ordinance Amending the City of Napoleon, Ohio Municipal Income Tax Code for the Purpose of Adhering to the Changes Outlined in House Bill 49; and Declaring an Emergency. (Tabled)
2. **Ordinance No. 084-17**, an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 4) for the Year 2017; and Declaring an Emergency. *(Suspension Requested)*
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I. Second Readings of Ordinances and Resolutions

1. **Ordinance No. 086-17**, an Ordinance Establishing a New Position Classification Pay Plan for Employees of the City of Napoleon, Ohio for the Year 2018; Repealing Ordinance No. 061-16; and Declaring an Emergency. *(Suspension Requested)*
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3. **Ordinance No. 091-17**, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$2,500,00.00, in Anticipation of the Issuance of Bonds, for the Purpose of Paying the Costs of Improving the Municipal Water System by Improving and Rehabilitating the Existing Water Treatment Plant and Related Storage Facilities, Rehabilitating the Elevated Storage Tanks, and Acquiring and Improving Related Interests in Real Property, together with all Necessary and Related Appurtenances thereto.
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J. Third Readings of Ordinances and Resolutions

1. **Ordinance No. 080-17**, an Ordinance Establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year Ending December 31, 2018, Listed in Exhibit "A"; and Declaring an Emergency.
2. **Resolution No. 081-17**, 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 2018, Listed in Exhibit "A"; and Declaring an Emergency.
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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 the PSCAF for December 2017 as: PSCAF three-month averaged factor \$0.01107, JV2 \$0.022861 and JV5 \$0.022861.
2. **Discussion/Action:** to Accept the EcoSmart Rate Adjustment as Recommended by AMP Starting January 1, 2018.
3. **Discussion/Action:** to Recommend Council Have a Wooden Variety Guardrail Installed in the City Parking Lot in lieu of the Current Flowerpots.
4. **Discussion/Action:** Change Order No. 8 for the Water Treatment Plant Improvements Project to Peterson Construction Company, an increase of \$49,710.00.
5. **Discussion/Action:** Write-offs for Uncollectable Accounts in Utility Billing, Income Tax, EMS Billings and Miscellaneous Billing.

6. **Discussion/Action:** Appointment of Two (2) Councilmembers to the Volunteer Firefighter Dependents Fund Board.
7. **Discussion/Action:** Appointment of Two (2) Councilmembers to the Volunteer Peace Officers' Dependents Fund Board.
8. **Discussion/Action:** Review of Current Pole Attachment License Agreement between the City of Napoleon, Ohio and RTEC Communications, Inc. *(Refer to Committee)*

L. Executive Session *(as may be 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



Gregory J. Heath
Finance Director/Clerk of Council

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. **Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: January 2, 2018 @6:15 pm)
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 08, 2018 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for January 2018
 - b. Transmission Operator for Northside Substation (AMP will be at meeting)
 - c. Electric Department Report.
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 08, 2018 @7:00 pm)
 - a. Review Utility Promissory Note. (w/BOPA)
 - b. Review Septic Hauling Rules. (w/BOPA)
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, January 08, 2018 @7:30 pm)
 - a. Discussion on Entertainment District and Designated Outdoor Refreshment Area (DORA) in the Downtown.
 - b. Updated Information from Staff on Economic Development (as needed)
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, January 15, 2018 @6:00 pm)
6. **Ad Hoc Committee on Organizational Health and Strategic Vision (3rd Monday)**
(Next Regular Meeting: Mon., January 15, 2018 at 6:15 pm)
 - a. Discussion on Mission and Strategic Vision.
7. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Wednesday, December 27, 2017 @6:30 pm)
8. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Wednesday, December 27, 2017 @7:30 pm)
9. **Personnel Committee (as needed)**
10. **Ad-hoc Committee on Council Rules (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 08, 2018 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for January 2018
 - b. Discussion on Transmission Operator for Northside Substation
 - c. Electric Department Report
 - d. Review Utility Promissory Note.
 - e. Review Septic Hauling Rules.
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, January 09, 2018 @4:30 pm)
3. **Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, January 09, 2018 @5:00 pm)
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, January 15, 2018 @6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Wednesday, December 27, 2017 @4:30 pm; Special Meeting on Monday, Dec. 18, 2017 at 4:00 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wed., December 27, 2017 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, May 8, 2018 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, June 12, 2018 @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. **Napoleon Infrastructure/Economic Development Fund Review Committee (NIEDF) (as needed)**
13. **Tax Incentive Review Council (as needed)**
14. **Volunteer Firefighters' Dependents Fund Board (as needed)**
15. **Volunteer Peace Officers' Dependents Fund Board (as needed)**
16. **Lodge Tax Advisory & Control Board (as needed)**
17. **Board of Building Appeals (as needed)**
18. **ADA Compliance Board (as needed)**
19. **NCTV Advisory Board (as needed)**

CITY COUNCIL

MEETING MINUTES

MONDAY, DECEMBER 04, 2017 AT 7:00 PM

PRESENT

Council

Travis Sheaffer-Council President, Joseph D. Bialorucki-Council President Pro-Tem, Jeff Comadoll, Dan Baer, Rita Small, Jeff Mires, Lori Siclair

Mayor

Jason P. Maassel

City Manager

Joel L. Mazur

Law Director

Billy D. Harmon

Finance Director/Clerk

Gregory J. Heath

City Staff

Dave Mack, Chief of Police

Clayton O'Brien, Fire Chief

Recorder/Records Clerk

Roxanne Dietrich

Others

Newsmedia, NCTV, Ken Haase

ABSENT

Prayer

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

Mayor's Presentation

Lady Cat Water Polo

Team State Champions

The 2017 Lady Cats State Champion Water Polo Team was recognized by Mayor Maassel and each team member and coach was presented with a Proclamation in honor of their state championship.

Mayor's Presentation of

2018 Budget

Mayor Maassel presented the 2018 balanced budget, a full copy of his presentation is attached hereto and incorporated herein.

Approval of Minutes

Hearing no objections or corrections, the November 20, 2017 regular and special meeting minutes and the special meeting minutes from November 27, 2017 stand approved as presented.

Citizen Communication

None.

Council Committee

Reports

Chairman Mires reported the **Finance and Budget Committee** met in special sessions with City Council on November 10, 11, 20 and 27, 2017 and reviewed the 2018 Budget.

Chairman Baer reported the **Safety and Human Resources Committee** met last Monday with the townships and Henry County South Joint Ambulance District and reviewed EMS costs and revenues. Earlier this evening we had a special meeting and will be recommending to Council to enter into a contract with the Village of Florida for EMS services starting on January 1, 2018.

The **Technology and Communications Committee** did not meet tonight due to the lack of agenda items.

Introduction of Ordinance No. 072-17 HB49 Municipal Income

Council President Sheaffer read by title Ordinance No. 072-17, an Ordinance Amending the City of Napoleon, Ohio Municipal Income Tax Code for the Purpose of Adhering to the Changes Outlined in House Bill 49; and Declaring an Emergency.

072-17 Remain Tabled

Harmon requested Ordinance 072-17 remain tabled.

Introduction of Resolution No. 073-17 Spec Building Utilities

Council President Sheaffer read by title **Resolution No. 073-17**, a Resolution Authorizing the Expenditure of Funds Over Twenty-Five Thousand Dollars (\$25,000.00) for the Purpose of Installing Utilities in the Right-of-Way at Parcel Number 28-0700780000, Independence Drive, Napoleon, Ohio, commonly known as the Spec Building, which was not included in the 2017 Master Bid Resolution; and Declaring an Emergency.

Motion to Approve First Read of 073-17

Motion: Bialorucki Second: Sicclair
To approve First Read of Resolution No. 073-17.

Discussion for 073-17

City Manager Mazur reported when this property was sold, the City agreed to develop the utilities that are in the right-of-way. There are a couple of reasons why the project exceeded the \$25,000; the existing waterline was installed in the 1960's and our plans did not show the accurate depth of the waterline and the storm sewer had to come through where the waterline was so the waterline had to be moved; and, the sewer had to be buried three feet deeper than was originally planned. The total cost of the project was \$42,606.00.

Motion to Suspend the Rule on 073-17

Motion: Comadoll Second: Sicclair
to suspend the rule requiring three readings for Resolution No. 073-17.

Passed Yea-7 Nay-0

Roll call vote to approve suspending the rule on Resolution No. 073-17:
Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki
Nay-

Passed Yea-7 Nay-0

Roll call vote to pass Resolution No. 073-17 under suspension of the rule and with emergency:
Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki
Nay-

Introduction of Ordinance No. 074-17 Fire and Rescue Fee Schedule/Burn Building

Council President Sheaffer read by title **Ordinance No. 074-17**, an Ordinance Amending Chapter 143, Section 143.06 of Part One of the Codified Ordinances of the City of Napoleon, Ohio, a City of Napoleon, Ohio Fire and Rescue Fee Schedule; and Declaring an Emergency.

Motion to Approve First Read of 074-17

Motion: Comadoll Second: Bialorucki
To approve First Read of Ordinance No. 074-17.

Discussion on 074-17

Fire Chief O'Brien explained this is a cleanup item, originally it stated the use of the Burn Building and Bullex fire stimulator was at a cost of \$55.00/hour and in parenthesis it said *includes 1 safety officer*, that was not correct and has been removed.

Motion to Suspend the Rule on 074-17	Motion: Comadoll Second: Siclair To suspend the rule requiring three readings of Ordinance No. 074-17.
Passed	Roll call vote to approve suspending the rule on Ordinance No. 074-17:
Yea-7	Yea-Sheaffer, Comadoll, Baer, Siclair, Mires, Small, Bialorucki
Nay-0	Nay-
Passed	Roll call vote to pass Ordinance No. 074-17 under suspension of the rule and with emergency:
Yea-7	Yea-Sheaffer, Comadoll, Baer, Siclair, Mires, Small, Bialorucki
Nay-0	Nay-
Introduction of Ordinance No. 075-17 Codified Ordinances Replacement Pages	Council President Sheaffer read by title Ordinance No. 075-17 , an Ordinance to Approve Current October 2017 Replacement Pages to the City of Napoleon, Ohio Codified Ordinances.
Motion to Approve First Read of 075-17	Motion: Comadoll Second: Mires To approve First Read of Ordinance No. 075-17.
Discussion for 075-17	Harmon stated these are the replacement pages to update what has been passed and is already law.
Motion to Suspend the Rule on 075-17	Motion: Comadoll Second: Bialorucki To suspend the rule requiring three readings of Ordinance No. 075-17.
Passed	Roll call vote to approve suspending the rule on Ordinance No. 075-17:
Yea-7	Yea-Sheaffer, Comadoll, Baer, Siclair, Mires, Small, Bialorucki
Nay-0	Nay-
Passed	Roll call vote to pass Ordinance No. 075-17 under suspension of the rule and with emergency:
Yea-7	Yea-Sheaffer, Comadoll, Baer, Siclair, Mires, Small, Bialorucki
Nay-0	Nay-
Introduction of Resolution No. 077-17 Fire Department Rescue Airboat Purchase	Council President Sheaffer read by title Resolution No. 077-17 , a Resolution Authorizing the Expenditure of Funds over Twenty-five Thousand Dollars (\$25,000.00) for the Purchase of a Rescue Airboat and Trailer for the City of Napoleon Fire Department, Utilizing the Federal Cooperative Purchasing Program, which was not included in the 2017 Master Bid Resolution; and Declaring an Emergency.
Motion to Approve First Read of 077-17	Motion: Baer Second: Bialorucki To approve First Read of Resolution No. 077-17
Discussion on 077-17	Mazur reported during the fire budget presentation, a motion was made to purchase the airboat in 2017 and this Resolution confirms that motion, there is \$60,000 in the budget. Chief O'Brien said the total amount for the rescue airboat is \$57,467.67 that also includes training. The boat should be here by April.

Motion to Suspend the Rule on 077-17	Motion: Mires Second: Bialorucki to suspend the rule requiring three readings for Resolution No. 077-17.
Passed Yea-7 Nay-0	Roll call vote to approve suspending the rule on Resolution No. 077-17: Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki Nay-
Passed Yea-7 Nay-0	Roll call vote to pass Resolution No. 077-17 under suspension of the rule and with emergency: Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki Nay-
Introduction of Resolution No. 078-17 Police Officers Agreement	Council President Sheaffer read by title, Resolution No. 078-17 , a Resolution Approving the Provisions of a Certain Collective Bargaining Agreement No. 2016-MED-08-0802 between the City of Napoleon and Local 240 Napoleon Police Officers Association IUPA, AFL-CIO for the Term Commencing from December 1, 2017 through November 30, 2019; Authorizing the City Manager to Execute the same; and Declaring an Emergency.
Motion to Approve First Read of 078-17	Motion: Small Second: Bialorucki To approve First Read of Resolution No. 078-17.
Discussion for 078-17	City Manager Mazur highlighted some of the contract changes: we were able to resolve some grievances thru MOU's, the patrolman uniform allowance was increased by \$100 a year, certification pay was increased from .10 to .20 per hour, the multiple certifications cap was increased from .20 to .40 an hour. This is a two-year contract and the first year will have a 0% increase with a sixth "F" step being added that is a 5% increase at the 6 th year, we have 4 people that will get the "F" step in 2018 and for the second year of the contract the increase will be 1-1/2%; there is a concern with the turnover in dispatchers.
Motion to Suspend the Rules on Resolution No. 078-17	Motion: Comadoll Second: Sicclair To suspend the rule requiring three readings for Resolution No. 078-17.
Passed Yea-7 Nay-0	Roll call vote to approve suspending the rule on Resolution No. 078-17: Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki Nay-
Passed Yea-7 Nay-0	Roll call vote to pass Resolution No. 078-17 under suspension of the rule and with emergency: Yea- Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki Nay-
Introduction of Resolution No. 079-17 Firefighters Agreement	Council President Sheaffer read by title Resolution No. 079-17 , a Resolution Approving the Provisions of a Certain Collective Bargaining Agreement No. 2013-18 between the City of Napoleon and Local 3363 International Association of Fire Fighters for the Term Commencing from January 1, 2018 through December 31, 2019; Authorizing the City Manager to Execute the Same; and Declaring an Emergency.

Motion to Approve First Read of 079-17

Motion: Comadoll Second: Bialorucki
To approve First Read of Resolution No. 079-17.

Discussion 079-17

Mazur said this is a two-year contract that was ratified at 0% pay increase for both years with a "F" step being added at 6.5%, we have such a young department this is a way to retain employees and make us more competitive. The uniform allowance was increased to \$650, pay certifications were increased and the captain pay was changed so an employee who is acting in that capacity will be compensated for every hour they are *acting* in that position, right now they are not compensated unless they are *acting* for twenty-four hours.

Motion to Suspend the Rule on 079-17

Motion: Comadoll Second: Bialorucki
to suspend the rule requiring three readings for Resolution No. 079-17.

Passed
Yea-7
Nay-0

Roll call vote to approve suspending the rule on Resolution No. 079-17:
Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki
Nay-

Passed
Yea-7
Nay-0

Roll call vote to pass Resolution 079-17 under suspension of the rule and with emergency:
Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki
Nay-

Introduction of Ordinance No. 080-17 2018 Budget

Council President Sheaffer read by title **Ordinance No. 080-17**, an Ordinance establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year Ending December 31, 2018, Listed in Exhibit "A"; and Declaring an Emergency.

Motion to Approve First Read of 080-17

Motion: Mires Second: Small
To Approve First Read of Ordinance No. 080-17.

Discussion 080-17

Heath said the budget as presented by the Mayor is attached to this Ordinance.

Approved
Yea-7
Nay-0

Roll call vote on the above motion:
Yea-Sheaffer, Comadoll, Baer, Sicclair, Mires, Small, Bialorucki
Nay-

Special Council Meeting Set Mon., Dec. 11th at 6:15 pm

Council President Sheaffer set a special meeting for Monday, December 11, 2017 at 6:15 pm with the agenda item, Ordinance No. 080-17 for second read.

Introduction of Resolution No. 081-17 Transfer of Funds

Council President Sheaffer read by title **Resolution No. 081-17**, 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 2018, Listed in Exhibit "A"; and Declaring an Emergency.

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Motion: Small Second: Bialorucki
To Approve First Read of Resolution No. 081-17.

project completed by Friday of next week.
Maassel requested an Executive Session for personnel.

Sheaffer

Requested an Executive Session for personnel.
I received a letter from Napoleon Alive, the 2018 Winterfest will be on Saturday, February 3, 2018 from 7:00 pm – 11:00 pm at the Armory. The cost is \$15 per person and they would like to know if we want to participate and/or reserve a table. On Friday, the Senate voted on the tax bill and Saturday morning I contacted Mike Beirne from AMP asking if the BABS payments were saved in that he said “no, but congressional leaders have voiced out support that they will not be doing any of those” it was the pay as you go program so expect to see legislation soon to take and save the BABS payments in there. That is a really big concern, it could have easily raised our rates 3-4 cents per kwh, when legislation comes out, I may ask for letters and/or phone calls to our legislators. Thursday I will be at the OMEA Board meeting at AMP.

Bialorucki

No items.

Small

No items.

Mires

No items.

Heath

We received notification from AMP of a change in the EcoSmart rates, this has been referred to the Electric Committee and BOPA.

The non-bargaining legislation was not included tonight, we had a late start on getting the required attachments. What do you want to do about the City Law Director, City Manager and Finance Director, I do not know what to direct the Law Director to do on those three, you may want to add this item to the Dec. 11 agenda.

I also have legislation regarding note issuance for first read and another to correct a scrivener error on the water rate Ordinance 051-16. Sheaffer answered to add all to the December 11th agenda.

Heath said I assume you will pass the fourth quarter budget adjustments under suspension on December 18th.

Additional Items for December 11th Agenda

Comadoll

Comadoll added, tonight when Chief Mack was going home he saw some of the 18 wheelers going down Woodlawn and he got two of them; I’m happy with the extra patrol. I have been receiving lot of complaints from people, keep up the good work Chief!

Motion to go Into Executive Session for Personnel

Motion: Small Second: Bialorucki
to go into Executive Session for personnel.

Passed
Yea-7
Nay-0

Roll call vote on the above motion:
Yea-Sheaffer, Comadoll, Baer, Siclair, Mires, Small, Bialorucki
Nay-

Council went into Executive Session at 8:24 pm.

Second Read of Resolution No. 081-17 Transfer of Funds

Council President Sheaffer read by title, **Resolution No. 081-17**, 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 2018, listed in Exhibit "A"; and Declaring an Emergency.

Motion to Approve Second Read of 081-17

Motion: Bialorucki Second: Comadoll
to approve Second Read of Resolution No. 081-17.

Discussion for 081-17

Heath said there is no change from first read.

**Approved
Yea-7
Nay-0**

Roll Call Vote to Approve Second Read of Resolution No. 081-17:
Yea-Comadoll, Baer, Sicclair, Mires, Small, Bialorucki, Sheaffer
Nay-

Second Read of Resolution No. 082-17 Master Bid Resolution

Council President Sheaffer read by title **Resolution No. 082-17**, 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 2018; and Declaring an Emergency.

Motion to Approve Second Read of 082-17

Motion: Bialorucki Second: Comadoll
to approve Second Read of Resolution No. 082-17.

Discussion for 082-17

Heath said this is the bidding ordinance for items over \$25,000.00.

**Approved
Yea-7
Nay-0**

Roll call vote to Approve Second Read of Resolution No. 082-17:
Yea-Comadoll, Baer, Sicclair, Mires, Small, Bialorucki, Sheaffer
Nay-

Second Read of Resolution No. 083-17 Recurring Costs Totaling Over \$25,000 in 2018

Council President Sheaffer read by title **Resolution No. 083-17**, a Resolution Authorizing Expenditure of Funds in Excess of Twenty-five Thousand Dollars (\$25,000.00) in and for the Year 2018 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 2018 as it Relates to Certain Transactions; and Declaring an Emergency.

Motion to Approve Second Read of 083-17

Motion: Comadoll Second: Mires
To approve Second Read of Resolution No. 083-17:

Discussion for 083-17

Heath said this authorizes expenditures over time to various vendors.
Mazur noted as a follow-up from the last meeting, Lingvai Excavating and Lingvai Paving do exist, we will keep them on the list.

**Approved
Yea-7
Nay-0**

Roll call vote to Approve Second Read of Resolution No. 083-17:
Yea-Comadoll, Baer, Sicclair, Mires, Small, Bialorucki, Sheaffer
Nay-

ORDINANCE NO. 072-17

AN ORDINANCE AMENDING THE CITY OF NAPOLEON, OHIO MUNICIPAL INCOME TAX CODE, FOR THE PURPOSE OF ADHERING TO THE CHANGES OUTLINED IN HOUSE BILL 49; AND DECLARING AN EMERGENCY

WHEREAS, the Home Rule Amendment of the Ohio Constitution, Article XVII, Section 3, provides that “Municipalities shall have authority to exercise all powers of local self-government,” and the municipal taxing power is one of such powers of local self-government delegated by the people of the State to the people of municipalities; and,

WHEREAS, the General Assembly has determined it is necessary and appropriate to comprehensively review and amend Chapter 718 of the Ohio Revised Code, setting forth statutory requirements for municipal income tax codes in Ohio; and

WHEREAS, more specifically, the General Assembly enacted H. B. 49, and mandated that municipal income tax codes be amended by January 1, 2018 such that any income or withholding tax is “levied in accordance with the provisions and limitations specified in Ohio Revised Code Chapter 718;” and,

WHEREAS, upon a detailed review of H. B. 49 and the Codified Ordinances of the City of Napoleon, this Ordinance is found and determined by this Council to enact the amendments required to be in accord with the provisions and limitations specified in Chapter 718 of the Revised Code. **Now Therefore;**

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

Section 1. That, Chapter 194 of the Codified Ordinances of Napoleon, Ohio was adopted as set forth in the document entitled “Chapter 194, Municipal Income Tax, Effective January 1, 2016” attached to Ord. No. 053-15 as Exhibit A and incorporated therein by reference.

Section 2. That, Chapter 193 of the Codified Ordinances of Napoleon, Ohio remains in full force and effect for all taxable years prior to 2016.

Section 3. That, Ordinance No. 053-15 took effect on January 1, 2016, and remains in effect and in force to date.

Section 4. That, this Ordinance No. 072-17 amends Ordinance No. 036-16 so as to incorporate and adopt all identified changes noted herein, including the changes as noted in the attached Exhibit A entitled “Am. Sub. H. B. No. 49.” The remaining, unchanged portions of Ordinance No.(s) 053-15 and 036-16 remain in full force and effect.

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

Section 6. 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 in order to allow the City to timely implement the changes expounded in House Bill 49; 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 072-17 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. 084-17

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION MEASURE (SUPPLEMENT NO. 4) FOR THE YEAR 2017; AND DECLARING AN EMERGENCY

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

Section 1. That, the annual appropriation measure passed in Ordinance No.(s) 062-16, 015-17, 045-17, and 065-17 for the fiscal year ending December 31, 2017 shall be supplemented (Supplement No. 4) 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 084-17 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

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<i>ORDINANCE No. 084-17, Passed 12/18/2017</i> <u>FUND / DEPARTMENT</u>	= 2017 4TH QT FINAL BUDGET ADJUSTMENTS =			<u>2017 FUND TOTAL</u>
	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
100 GENERAL FUND				
1100 City Council/Legislative	-1,390	-11,770	-13,160	
1200 Mayor/Executive	-400	-2,560	-2,960	
1300 City Manager/Administrative	-12,950	-3,130	-16,080	
1370 City Manager/Human Resources	-3,890	-17,770	-21,660	
1400 Law Director/Administrative	2,210	-23,800	-21,590	
1500 Finance/Administrative	3,780	-1,670	2,110	
1520 Finance/Utility Billing	-7,370	-9,260	-16,630	
1600 Information Systems/Administrative	-25,100	-8,390	-33,490	
1700 Engineering/City Engineer	-118,270	-9,820	-128,090	
1800 Municipal Court/Judicial	-40,040	700	-39,340	
1900 General Government/Miscellaneous	0	-16,750	-16,750	
2100 Police/Safety Services	-79,640	-60,560	-140,200	
2200 Fire/Safety Services	-57,390	-14,250	-71,640	
3100 Building Inspections/Zoning & Planning	16,220	-58,060	-41,840	
4700 Cemetery/Operations	-21,940	-5,370	-27,310	
5130 Service/Buildings, Properties, Equipment	-5,810	-1,130	-6,940	
Total - 100 General Fund	-351,980	-243,590	-595,570	-\$595,570
101 GENERAL FUND RESERVE BALANCE FUND				
1900 General Government/Miscellaneous	0	-100,000	-100,000	-\$100,000
123 SPECIAL EVENTS FUND				
1900 General Government/Miscellaneous	0	-130	-130	-\$130
147 UNCLAIMED MONIES FUND				
9400 Unclaimed Monies Agency Accounts	0	-1,000	-1,000	
9900 Transfer Accounts	0	180	180	
Total - 147 Unclaimed Monies Fund	0	-820	-820	-\$820
170 MUNICIPAL INCOME TAX FUND				
1510 Finance/Income Tax Collection	-26,300	8,690	-17,610	
9900 Transfer Accounts	0	17,970	17,970	
Total - 170 Municipal Income Tax Fund	-26,300	26,660	360	\$360
180 KWH TAX (GF) COLLECTION FUND				
9800 Reimbursements-Shared Expense	0	-12,330	-12,330	
9900 Transfer Accounts	0	17,330	17,330	
Total - 180 kWH Tax (GF) Collection Fund	0	5,000	5,000	\$5,000

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

ORDINANCE No. 084-17, Passed 12/18/2017 FUND / DEPARTMENT	2017 4TH QT FINAL BUDGET ADJUSTMENTS			2017 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
195 LAW LIBRARY FUND				
1800 Municipal Court/Judicial	0	50	50	
9900 Transfer Accounts	0	50	50	
Total - 195 Law Library Fund	0	100	100	\$100
200 STREET CONSTRUCTION, MAINTENANCE & REPAIR FUND				
5100 Service/Streets Maintenance and Properties	17,520	4,760	22,280	
5110 Service/Ice and Snow Removal	-23,620	-12,250	-35,870	
5120 Service/Storm Drainage	-4,640	0	-4,640	
Total - 200 Street (SCM&R) Fund	-10,740	-7,490	-18,230	-\$18,230
201 STATE HIGHWAY IMPROVEMENT FUND				
5100 Service/Streets Maintenance and Properties	0	-6,500	-6,500	-\$6,500
202 MUNICIPAL (50%) MV LICENSE TAX FUND				
5100 Service/Streets Maintenance and Properties	0	-15,000	-15,000	-\$15,000
203 MUNICIPAL (100%) MV LICENSE TAX FUND				
5100 Service/Streets Maintenance and Properties	0	-12,000	-12,000	
9900 Transfer Accounts	0	0	0	
Total - 203 Municipal 100% MV License Tax Fund	0	-12,000	-12,000	-\$12,000
204 COUNTY MV LICENSE PERMISSIVE TAX FUND				
5100 Service/Streets Maintenance and Properties	0	-21,500	-21,500	-\$21,500
210 EMS TRANSPORT SERVICE FUND				
2200 Fire/Safety Services	0	6,000	6,000	
Total - 210 EMS Transport Service Fund	0	6,000	6,000	\$6,000
220 RECREATION FUND				
4100 Parks/Administrative	-1,180	-9,100	-10,280	
4200 Recreation/Golf Operating	-2,450	-8,390	-10,840	
4300 Recreation/Pool Operating	-4,340	-600	-4,940	
4400 Recreation/Programs	-200	-14,500	-14,700	
Total - 220 Recreation Fund	-8,170	-32,590	-40,760	-\$40,760

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 084-17, Passed 12/18/2017</u> <u>FUND / DEPARTMENT</u>	<u>2017 4TH QT FINAL BUDGET ADJUSTMENTS =</u>			<u>2017 FUND TOTAL</u>
	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
227 NAPOLEON CEMETERY TRUST FUND 4700 Cemetery/Grounds	0	-900	-900	-\$900
242 FIRE EQUIPMENT FUND 2200 Fire/Safety Services	0	-48,780	-48,780	-\$48,780
243 REFUND-FIRE LOSS FUND 1900 General Government/Miscellaneous	0	33,990	33,990	\$33,990
261 CDBG PROGRAM INCOME FUND 3300 Contracts-Grt.Srv.-MVPLN	0	-10,490	-10,490	-\$10,490
270 INDIGENT DRIVERS ALCOHOL FUND 1800 Municipal Court/Judicial	0	-22,500	-22,500	-\$22,500
271 LAW ENFORCEMENT & EDUCATION FUND 2100 Police/Safety Services	-3,000	-500	-3,500	-\$3,500
272 COURT COMPUTERIZATION FUND 1800 Municipal Court/Judicial	0	-9,500	-9,500	
Total - 272 Court Computerization Fund	0	-9,500	-9,500	-\$9,500
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	-3,000	-500	-3,500	-\$3,500
275 MUNICIPAL PROBATION SERVICE FUND 1810 Municipal Court/Probation Department	-3,980	-31,700	-35,680	-\$35,680
279 HANDICAP PARKING FINE FUND 1800 Municipal Court/Judicial	0	-1,100	-1,100	-\$1,100

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 084-17, Passed 12/18/2017</u> <u>FUND / DEPARTMENT</u>	== 2017 4TH QT FINAL BUDGET ADJUSTMENTS =			2017 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
280 CERTIFIED POLICE TRAINING FUND 1800 Municipal Court/Judicial	-5,000	-500	-5,500	-\$5,500
281 INDIGENT DRIVERS INTERLOCK AND ALCOH 1800 Municipal Court/Judicial	0	-5,000	-5,000	-\$5,000
287 PROBATION IMPROVEMENT AND INCENTIVE 1810 Municipal Court/Probation Department	3,060	-1,920	1,140	\$1,140
290 POLICE PENSION FUND 2100 Police/Safety Services	90	0	90	\$90
291 FIRE PENSION FUND 2200 Fire/Safety Services	40	0	40	\$40
295 IRS 125 BENEFITS PLAN FUND 1900 General Government/Miscellaneous	0	-900	-900	-\$900
310 SA BOND RETIREMENT FUND 8500 Special Assessment Debt Services	0	48,540	48,540	\$48,540
400 CAPITAL IMPROVEMENT FUND				
1100 City Council/Legislative	0	-980	-980	
1300 City Manager/Administrative	0	-89,600	-89,600	
1400 Law Director/Administrative	0	-2,000	-2,000	
1500 Finance/Administrative	0	-44,850	-44,850	
1600 Information Systems/Administrative	0	9,000	9,000	
1700 Engineering/City Engineer	0	-59,000	-59,000	
1800 Municipal Court/Judicial	0	2,000	2,000	
2100 Police/Safety Services	0	-55,580	-55,580	
2200 Fire/Safety Services	0	-5,000	-5,000	
4200 Recreation/Golf Operating	0	-2,200	-2,200	
4400 Recreation/Programs	0	-2,000	-2,000	
4700 Cemetery/Grounds	0	-2,900	-2,900	
5100 Service/Streets Maintenance and Properties	0	-542,500	-542,500	
Total - 400 Capital Improvement Fund	0	-795,610	-795,610	-\$795,610

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 084-17, Passed 12/18/2017</u> <u>FUND / DEPARTMENT</u>	== 2017 4TH QT FINAL BUDGET ADJUSTMENTS ==			2017 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
500 ELECTRIC UTILITY REVENUE FUND				
1520 Finance/Utility Billing	0	-2,700	-2,700	
6110 Electric/Operations, Distribution System	-14,160	2,650	-11,510	
6111 Electric/Purchased Power	0	-200,000	-200,000	
9800 Reimbursement Accounts-Shared Expenses	0	-68,110	-68,110	
9900 Transfer Accounts	0	1,000	1,000	
Total - 500 Electric Utility Revenue Fund	-14,160	-267,160	-281,320	-\$281,320
503 ELECTRIC DEVELOPMENT FUND				
6110 Electric/Operations, Distribution System	0	-84,500	-84,500	
Total - 503 Economic Development Fund	0	-84,500	-84,500	-\$84,500
510 WATER REVENUE FUND				
1520 Finance/Utility Billing	0	-1,080	-1,080	
6200 Water/Treatment Plant Operations	-91,260	-110,590	-201,850	
6210 Water/Distribution System	-23,990	-13,650	-37,640	
9800 Reimbursement Accounts-Shared Expenses	0	-50,520	-50,520	
Total - 510 Water Revenue Fund	-115,250	-175,840	-291,090	-\$291,090
511 WATER DEPRECIATION RESERVE FUND				
6210 Water/Distribution System	0	94,000	94,000	\$94,000
513 WATER OWDA BOND RETIREMENT FUND				
8300 Revenue Funds Debt Services	0	-20	-20	-\$20
519 WATER PLANT RENOVATION & IMPROVEMENT				
6200 Water/Treatment Plant Operations	0	-6,194,540	-6,194,540	
Total - 519 Water Plant Ren.& Imp.Prj.Fund	0	-6,194,540	-6,194,540	-\$6,194,540
520 SEWER (WWT) UTILITY REVENUE FUND				
1520 Finance/Utility Billing	0	-1,080	-1,080	
6300 Sewer(WWT)/Treatment Plant Operations	-174,790	-266,700	-441,490	
6310 Sewer(WWT)/Collection System	-4,760	-15,310	-20,070	
6311 Sewer(WWT)/Cleaning, Imp. (SSO & CSO)	-13,790	-2,000	-15,790	
9800 Reimbursement Accounts-Shared Expenses	0	-68,700	-68,700	
Total - 520 Sewer (WWT) Uty. Revenue Fund	-193,340	-353,790	-547,130	-\$547,130

**2017 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
FINAL - BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 084-17, Passed 12/18/2017</u> <u>FUND / DEPARTMENT</u>	2017 4TH QT FINAL BUDGET ADJUSTMENTS			<u>2017 FUND TOTAL</u>
	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
521 SEWER (WWT) UTY.REP. & IMP. FUND				
6300 Sewer(WWT)/Treatment Plant Operations	0	-385,500	-385,500	-\$385,500
	=====	=====	=====	
523 OWDA SA DEBT RETIREMENT FUND				
8600 Special Assessment Debt Services (OWDA)	0	-280	-280	-\$280
	=====	=====	=====	
560 SANITATION (REFUSE) REVENUE FUND				
1520 Finance/Utility Billing	0	-540	-540	
6400 Sanitation(Refuse)/Collection and Disposal	-13,710	-510	-14,220	
6410 Sanitation(Refuse)/SRS-Seasonal Pickup Progra	0	-5,000	-5,000	
6411 Sanitation(Refuse)/SRS-Yard Waste Site	0	-150	-150	
6412 Sanitation(Refuse)/SRS-Mosquito Control	0	-30,740	-30,740	
6420 Sanitation(Refuse)/Recycling Programs	-3,910	4,100	190	
9800 Reimbursement Accounts-Shared Expenses	0	-4,410	-4,410	
	-----	-----	-----	
Total - 560 Sanitation(Refuse) Revenue Fund	-17,620	-37,250	-54,870	-\$54,870
	=====	=====	=====	
600 CENTRAL GARAGE/FUEL ROTARY FUND				
5200 Service/Central Garage	-2,720	-1,450	-4,170	
5600 Service/Fuel Purchase Rotary	0	-5,000	-5,000	
	-----	-----	-----	
Total - 600 Central Garage/Fuel Rotary Fund	-2,720	-6,450	-9,170	-\$9,170
	=====	=====	=====	
* GRAND TOTAL - ALL FUNDS	-\$752,070	-\$8,661,560	-\$9,413,630	-\$9,413,630
	=====	=====	=====	

RESOLUTION NO. 085-17

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 2017, LISTED IN EXHIBIT "A", TRANSFER 3; 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; and

WHEREAS, Council previously authorized a transfer in Resolution No.(s) 063-16 and 016-17; 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 2018 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 085-17 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

2017 APPROPRIATION BUDGET - TRANSFER OF FUNDS - FINAL

RESOLUTION No. 085-17, Passed 12/18/2017

**FINAL - 2017 TRANSFER OF FUNDS
FUND NAME, FROM - TO, PURPOSE**

**= TRANSFER AMOUNTS =
FROM TO**

FROM: 147 UNCLAIMED MONIES FUND	-\$180	
TO: 100 GENERAL FUND		-\$180
Purpose: Payment of Unclaimed Funds back to the 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$24,380	
TO: 100 GENERAL FUND		\$24,380
Purpose: Net Transfer (62%) of Income Tax Receipts to 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$2,710	
TO: 220 RECREATION FUND		\$2,710
Purpose: Transfer of Income Tax Levy Receipts to 220 Recreation Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$14,940	
TO: 400 CAPITAL IMPROVEMENT FUND		\$14,940
Purpose: Net Transfer (38%) of Income Tax Receipts to 400 CIP Fund.		
FROM: 180 KWH TAX COLLECTION (GF) FUND	-\$17,330	
TO: 100 GENERAL FUND		-\$17,330
Purpose: Transfer of Net Balance of KWH Tax Funds into the General Fund.		
FROM: 195 LAW LIBRARY FUND	-\$50	
TO: 100 GENERAL FUND		-\$50
Purpose: Transfer of City Share for Highway Patrol Fine Monies per ORC.		
FROM: 500 ELECTRIC REVENUE FUND	-\$1,000	
TO: 180 KWH TAX COLLECTION (GF) FUND		-\$1,000
Purpose: Transfer to 180 kWH (GF Equivalent) Tax Fund, 100 General Fund share of kWH Tax.		
TOTALS - FROM	23,470	
TOTALS - TO		23,470

RESOLUTION NO. 087-17

A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO, IN AND FOR THE YEAR 2018; AND 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 2018; 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 seven thousand four hundred and 00/100 Dollars (\$37,400.00) in and for the Year 2018 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 2018.

Section 4. That, Resolution Number 069-16 is repealed upon the effective date of this Resolution.

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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 087-17 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. 086-17

**AN ORDINANCE ESTABLISHING A NEW POSITION
CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY
OF NAPOLEON, OHIO FOR THE YEAR 2018; REPEALING
ORDINANCE NO.(S) 061-16 AND 020-17; AND DECLARING AN
EMERGENCY**

WHEREAS, Council reviewed the proposed Year 2018 annual appropriation measure and finds, in general, as it relates to non-bargaining employees of the City of Napoleon, Ohio, that a compensation increase of two percent (2.0%), is generally warranted subject to various considerations as contained herein; and

WHEREAS, Exhibits A, B, and C attached hereto and incorporated herein, reflect pay scales for City of Napoleon non-bargaining employees. The pay scales noted in these Exhibits generally contain a two percent (2.0%) pay increase from the 2017 pay scales; and

WHEREAS, Council desires to make said compensation increases effective on the pay period commencing on or about December 18, 2017; and

WHEREAS, Council desires to adopt a new 2018 Classification Pay Plan for its non-bargaining employees as stated in this Ordinance and Exhibits A, B, and C; **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 2018 Position Classification Pay Plan ("Pay Plan") for its non-bargaining employees.

Section 2. That, effective with the first pay period for the Year 2018, that commences on or about December 18, 2017, the pay scale (steps) for the City's non bargaining employees (full time) shall be established as provided in Exhibit "A." Exhibit "A" contains base hourly rates. Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 3 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level of compensation the Department Director or Appointing Authority deems appropriate as listed in Exhibit "A."

Additionally, the pay of the position of Utility Billing Supervisor is hereby amended and set as expressed in Exhibit "A."

Additionally, the pay of the position of Accounts Payable Clerk is hereby amended and set as expressed in Exhibit "A."

Additionally, the pay of the position of Licensed Staff Engineer is hereby amended and set as expressed in Exhibit "A."

Additionally, the pay of the position of Chief Water Treatment Operator is hereby amended and set as expressed in Exhibit "A."

Additionally, the pay of the position of Police Department Lieutenant is hereby amended and set as expressed in Exhibit "A."

Section 3. That, effective with the first pay period for the Year 2018, which commences on or about December 18, 2017, each non-bargaining employee (full time regular) (hourly), subject to Employment Policy Manual Policy §8.10 (Compensation Reviews), is eligible on such employee's annual hiring anniversary date of uninterrupted full time service with the 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 the Pay Plan shall be determined by contrasting the base hourly rate said employee received prior to the enactment of this Ordinance with the table found in Exhibit "A" for the respective year. For new hires, the Department Director or Appointing Authority may place an employee within the scale where the Department Director or 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.

Section 4. That, effective with the first pay period for the Year 2018, that commences on or about December 18, 2017, the pay scale for non-bargaining employee (salaried) (full time) positions of this City which are exempt under the Fair Labor Standards Act (FLSA) as it relates to overtime, shall be provided, unless modified, as established in Exhibit "B," attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 5 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit "B."

Additionally, the part time position of MIS Technician is hereby removed from Exhibit "B," and the fulltime position of IT Specialist is hereby created and the pay of the position is hereby set as expressed in Exhibit "A."

Section 5. That, effective with the first pay period for the Year 2018, that commences on or about December 18, 2017, each non bargaining employee (salaried) (full time) position of this City as defined in Section 4 of this Ordinance, is eligible to have a minimum salary increase of two percent (2.0%) for Year 2018, subject to Employment Policy Manual "Policy §8.10 (Compensation Reviews)," calculated from what the employee is making at the time just prior to the proposed increase period, and as reflected in the amounts expressed in Exhibit "B." In no event shall any increase place the employee above the top scale as established in Section 4 of this Ordinance. For new hires or current employees, the Department Director or Appointing Authority may place an employee, at any time, within the scale where the Department Director or Appointing Authority deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay.

Section 6. That, effective with the first pay period of the Year 2018, that commences on or about December 18, 2017, the Pay Scale (steps) for part time, permanent part time, and temporary employees of this City shall be provided unless modified, as stated in the table found in Exhibit "C" (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 the City's Personnel Code and Employment Policy Manual as Amended

2014-1 (Ordinance No. 084-14), the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit "C." Employment Policy Manual 2014-1, Policy Section 8.10, (compensation reviews), is applicable only to permanent part time employees, not part time or temporary employees.

Section 7. All paid part time, permanent part time, and temporary employees of the City shall, effective with the first pay period of the Year 2018, that commences on or about December 18, 2017, have a minimum hourly base pay increase of two percent (2.0%) for Year 2018 calculated from what the employee's base rate was just prior to this proposed increase, and as is reflected in the amounts expressed in Exhibit "C" (the amounts include the two percent (2.0%) increase). Only permanent part time employees are subject to Employment Policy Manual 2014-1 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 Chief. For new hires or current employees of the City, the Appointing Authority or Department Director may place an employee within the scale where the Appointing Authority or Department Director 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 Exhibit "C" (i.e. temporary part time or permanent part time) may be modified by the Appointing Authority or Department Director at any time, except that Council shall approve any modification to a full time status. Additionally, the position of Probation Officer PIIG Grant is hereby set as expressed in Exhibit "C."

Section 8. That, compensation for employees' appointments made in order to fill temporarily vacant positions shall be at a rate established by the Department Director or 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 or 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 or Appointing Authority so long as the amount paid may be accomplished without exceeding the department's annual budget.

Section 9. That, notwithstanding any section of this Ordinance to the contrary, compensation of the Clerk of the Napoleon Municipal Court shall be as found in Section 4 of this Ordinance and as stated in Exhibit "B" unless otherwise set by the Municipal Court Judge pursuant to ORC §1901.31 (C).

Section 10. 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 and as stated in Exhibits "A, B, and C."

Section 11. That, the compensation for Municipal Court Bailiff and/or Deputy Bailiff shall be established by the Municipal Court pursuant to ORC §1901.32 and as stated in Exhibits "A, B, and C."

Section 12. That, the position of Chief Probation Officer as established in and for the City 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 the Pay 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 13. 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 or 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 14. That, those employees who are covered by collective bargaining agreements shall be paid in accordance with the respective collective bargaining agreement.

Section 15. That, all compensation paid under this Ordinance is subject to appropriation of funds by Council.

Section 16. That, the Finance Director may adjust compensation for all affected employees to meet the intent of this Ordinance.

Section 17. That, all pay scales reflected in this Pay Plan shall be rounded, utilizing the five rule, to the nearest penny.

Section 18. 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 19. That, any employee who is employed by the City in more than one position shall be paid overtime 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 for that work week). 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.

Section 20. That, Ordinance No.(s) 061-16 and 020-17 are repealed in their entirety effective December 18, 2017.

Section 21. 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 22. 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 23. 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 086-17 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”

(BASE HOURLY RATE)

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$11.77	\$13.55	\$14.55	\$15.60
Receptionist	\$13.31	\$15.27	\$16.37	\$17.61
Administrative Assistant	\$16.23	\$18.73	\$20.11	\$21.65
Front Desk Administrator	\$11.77	\$13.28	\$13.94	\$14.74
Service Building Secretary	\$11.77	\$13.28	\$13.94	\$14.74
Senior Service Building Secretary	\$14.63	\$16.78	\$18.05	\$19.48
Executive Assistant to Appointing Authority	\$19.71	\$21.00	\$22.35	\$23.76
Account Clerk I	\$11.77	\$13.28	\$13.94	\$14.73
Account Clerk II	\$14.63	\$16.78	\$18.06	\$19.48
Utility Billing Administrator	\$16.62	\$19.13	\$20.49	\$24.33
Senior Account Clerk	\$16.23	\$18.73	\$20.12	\$23.77
Records Clerk/Recorder	\$14.63	\$16.78	\$18.05	\$19.47
Accounts Payable Clerk	\$14.63	\$16.78	\$18.05	\$20.49
Tax Administrator	\$16.62	\$19.13	\$20.49	\$24.33
Engineering Technician	\$17.84	\$20.49	\$21.95	\$23.55
Senior Engineering Technician	\$21.19	\$24.40	\$26.12	\$28.02
Senior Engineering Technician/Zoning Administrator	\$21.19	\$24.40	\$26.12	\$30.82
Staff Engineer	\$19.70	\$22.71	\$24.40	\$26.21
Licensed Staff Engineer	\$26.66	\$28.67	\$30.83	\$34.48
Construction Inspector	\$23.18	\$26.63	\$28.54	\$31.35
Senior Electric Engineering Technician	\$21.19	\$24.40	\$26.12	\$28.02
Electrical Construction/Maintenance Inspector	\$25.70	\$29.57	\$31.71	\$33.99
Zoning Administrator	\$23.19	\$26.63	\$28.54	\$30.60
Chief Water Treatment Operator	\$21.19	\$24.40	\$26.12	\$29.53
Chief Wastewater Treatment Operator	\$21.19	\$23.92	\$26.12	\$29.53
Police Lieutenant		\$30.98	\$32.44	\$34.07
Deputy Court Clerk	\$15.73	\$17.13	\$18.37	\$19.69
Chief Probation Officer	\$16.72			\$17.65
IT Specialist	\$17.49			\$23.09

EXHIBIT “B”

(BASED ON AN 80 HOUR PAY PERIOD)

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Assistant to the City Engineer	\$2,652.00	\$3,060.00
City Engineer	\$3,111.00	\$3,774.00
Public Works Director	\$3,774.00	\$4,518.60
Golf Course & Grounds Superintendent	\$1,889.55	\$2,539.95
Parks & Recreation Director/Cemetery	\$1,712.37	\$2,976.13
Assistant Finance Director	\$2,825.84	\$3,280.32
Electrical Engineer	\$2,942.94	\$3,427.40
Electric Distribution Superintendent	\$3,000.46	\$3,696.13
IT Administrator	\$1,851.20	\$2,750.00
Human Resources Director	\$2,110.61	\$3,202.93
Municipal Court Bailiff		\$1,321.28
Municipal Court Clerk	\$1,788.77	\$2,000.77
Assistant Fire Chief	\$2,091.00	\$3,060.00
Fire Chief	\$2,601.00	\$3,433.92
Operations Superintendent	\$2,157.69	\$3,060.00
Water Superintendent	\$2,362.32	\$3,183.77
Wastewater Superintendent	\$2,362.32	\$3,183.77
Chief of Police	\$2,742.22	\$3,535.92

EXHIBIT “C”

(BASE HOURLY RATE)

<u>Title</u>	<u>Bottom</u>	<u>Top</u>
Front Desk Administrator (Part Time)	\$9.47	\$12.94
Legal Clerk (Temporary)	\$13.62	\$21.88
Probationary/Trainee Fire Fighter/EMT	\$8.43	\$12.84
All Fire/Rescue Department (Part Time)	\$12.07	\$16.75
Deputy Court Clerk (Part Time)	\$10.50	\$14.42
Deputy Court Bailiff (Part Time)		\$13.81
Probation Officer PIIG Grant		\$15.61
Construction Inspection (Temporary)	\$12.73	\$13.64
Construction Engineer (Temporary) Engineering Dept.	\$38.64	\$41.41
Income Tax/Collection Clerk (Part Time)	\$9.47	\$16.71
Lifeguard (Seasonal)	\$8.43	\$14.15
Seasonal Laborer – Other	\$8.43	\$14.15
Recreation Worker (Seasonal)	\$8.43	\$14.15
Parks Maintenance Worker (Seasonal)	\$8.43	\$14.15
Golf Course Clubhouse Attendant (Seasonal)	\$8.43	\$14.15
Senior Center Fitness Coordinator (Part Time)	\$8.43	\$14.15
Code Enforcement Inspector	\$18.36	\$28.56

ORDINANCE NO. 088-17

AN ORDINANCE AMENDING SECTION 931.07 INCREASING WATER RATES FOR BULK SALES FOR THE YEARS 2017, 2018 AND 2019, ESTABLISHING A WEEKEND TESTING FEE, AND INCREASING FEES FOR TESTING; AND DECLARING AN EMERGENCY

WHEREAS, the Board of Public Affairs and the Water, Sewer, Refuse, Recycling and Litter Committee in a regular meeting held on November 14, 2016, reviewed the existing water rates and determined a rate increase over a three year period for 2017, 2018 and 2019 is necessary in order to keep the water utility fund sound; and,

WHEREAS, the City Council of Napoleon in a regular meeting held on November 21, 2016 reviewed the existing water rates and determined a rate increase over a three (3) year period for 2017, 2018, and 2019 is necessary in order to keep the water utility fund sound; Now Therefore,

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

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

“931.07 WATER RATES.

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

- (a) A City approved water meter shall be utilized for determining use of water.
- (b) The following rates are established and shall be charged to all classes of water users, until otherwise changed.

- (1) Effective with the first billing cycle in the year 2016, to be reflected in the first billing in February of the year 2016, except for direct sales as established in subsection (b)(5)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(6) hereof.

The commodity charge shall be computed as follows:

- A. Units of water used inside the corporation:
 - Units: 1 up to 10 = \$5.20 each unit, then
 - Units: 11 up to 250 = \$4.95 each unit, then
 - Units: Over 250 = \$3.75 each unit.

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

- B. Units of water used outside the corporation: *
 - Units: 1 up to 10 = \$7.80 each unit, then
 - Units: 11 up to 250 = \$7.43 each unit, then
 - Units: Over 250 = \$5.63 each unit.

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

- C. Direct sales at the plant: \$8.18 per 1,000 gallons.

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

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

(3) Effective with the first billing cycle in the year 2017, to be reflected in the first billing in February of the year 2017, except for direct sales as established in subsection (b)(7)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in subsection (b)(8) hereof. The commodity charge shall be computed as follows:

- A. Units of water used inside the corporation:
 Units: 1 up to 10 = \$5.86 each unit, then
 Units: 11 up to 250 = \$5.58 each unit, then
 Units: Over 250 = \$4.22 each unit.

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

- B. Units of water used outside the corporation: *
 Units: 1 up to 10 = \$8.79 each unit, then
 Units: 11 up to 250 = \$8.37 each unit, then
 Units: Over 250 = \$6.33 each unit.

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

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

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

Capacity of Service (Meter size in inches)	Capacity Charge (Inside corporation)	Capacity Charge (Outside corporation)*
A. 1.00 and less	\$11.07	\$16.60
B. 1.25	39.72	59.58
C. 1.50	62.93	94.41
D. 2.00	128.01	192.02

E. 3.00 AND UP	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
H. 8.00	1,500.00	2,250.00
I. 10.00 AND UP	2,000.00	3,000.00

- (5) Effective with the first billing cycle in the year 2018 to be reflected in the first billing in February of the year 2018, except for the direct sales as established in Subsection (b)(5)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in Subsection (b)(6) hereof. The commodity charge shall be computed as follows:

- A. Units of water used inside the Corporation:
Units: 1 up to 10 = \$6.58 each unit, then
Units: 11 up to 250 = \$6.27 each unit, then
Units: over 250 = \$4.75 each unit.

Note: one unit of water is defined as 100 cubic feet.

- B. Units of water used outside the Corporation: *
Units: 1 up to 10 = \$9.87 each unit, then
Units: 11 up to 250 = \$9.41 each unit, then
Units: over 250 = \$7.13 each unit.

Note: one unit of water is defined as 100 cubic feet.

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

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

Capacity of Service (Meter size in inches)	Capacity Charge (Inside Corporation)	Capacity Charge (Outside Corporation)*
A. 1.00 and less	\$11.07	\$16.60
B. 1.25	39.72	\$59.58
C. 1.50	62.93	\$94.41
D. 2.00	128.01	192.01
E. 3.00 and up	353.14	529.68
F. 4.00	600.00	900.00
G. 6.00	1,000.00	1,500.00
H. 8.00	1,500.00	2,250.00
I. 10.00 and up	2,000.00	3,000.00

- (7) Effective with the first billing cycle in the year 2019 to be reflected in the first billing in February of the year 2019, except for the direct sales as established in Subsection (b)(5)C hereof, the net rate per month per service shall be the sum of the commodity charge plus the capacity charge set forth in Subsection (b)(6) hereof.

The commodity charge shall be computed as follows:

- A. Units of water used inside the Corporation:
Units: 1 up to 10 = \$7.38 each unit, then
Units: 11 up to 250 = \$7.02 each unit, then

Units: over 250 = \$5.32 each unit.

Note: one unit of water is defined as 100 cubic feet.

B. Units of water used outside the Corporation:*

Units: 1 up to 10 = \$11.07 each unit, then

Units: 11 up to 250 = \$10.53 each unit, then

Units: over 250 = \$7.98 each unit.

Note: one unit of water is defined as 100 cubic feet.

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

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

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

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

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

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

(e) Water testing fees shall be as follows:

- (1) Testing bacteria mmo/mugg /Smp \$20.00
- (2) Calibrate chlorine meters /Mtr \$30.00
- (3) Testing for special samples /Smp \$40.00
- (4) Weekend testing for any sample /Smp \$100.00

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

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal

requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

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

Section 5. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper funding for water operations, a service necessary for public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 088-17 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

2017, 2018 and 2019 WATER RATE SCHEDULES - With Approved Water Rate Increases								
WATER RATE INCREASES BASE YEAR, 2017, 2018 & 2019	2016	2017		2018		2019		2016 Thru
	Base	Approved	REVISED	Approved	REVISED	Approved	REVISED	2019%
	RATE	Increase	RATE	Increase	RATE	Increase	RATE	Increase
		% Net Inc. to Prior Year		% Net Inc. to Prior Year		% Net Inc. to Prior Year		% Net Inc.
WATER RATES - Current Rates Approved by Ord.No. 051-16, Passed 12-21-2016								2016->2019
INSIDE CITY RATES:								
Commodity Charge:								
		Date Effective->	1-Jan-17	Date Effective->	1-Jan-18	Date Effective->	1-Jan-19	
		Date Billable->	1-Feb-17	Date Billable->	1-Feb-18	Date Billable->	1-Feb-19	
1 - 10 Units (1 CCF = 1 Unit)	\$5.20 CCF		12.6900%	\$5.86	12.2900%	\$6.58	12.1600%	\$7.38 41.9200%
11 - 250 Units (1 CCF = 1 Unit)	\$4.95 CCF		12.7300%	\$5.58	12.3700%	\$6.27	11.9600%	\$7.02 41.8200%
Over 250 Units (1 CCF = 1 Unit) (1 CCF = 748.05 Gallons)	\$3.75 CCF		12.5300%	\$4.22	12.5600%	\$4.75	12.0000%	\$5.32 41.8700%
Capacity Charge:								
		Date Effective->	1-Jan-17	Date Effective->	1-Jan-18	Date Effective->	1-Jan-19	
(Meter Size in Inches " - Per Service)		Date Billable->	1-Feb-17	Date Billable->	1-Feb-18	Date Billable->	1-Feb-19	
1.00" and Less	\$11.07 /Mtr		0.0000%	\$11.07	0.0000%	\$11.07	0.0000%	\$11.07 0.0000%
1.25"	\$39.72 /Mtr		0.0000%	\$39.72	0.0000%	\$39.72	0.0000%	\$39.72 0.0000%
1.50"	\$62.93 /Mtr		0.0000%	\$62.93	0.0000%	\$62.93	0.0000%	\$62.93 0.0000%
2.00"	\$128.01 /Mtr		0.0000%	\$128.01	0.0000%	\$128.01	0.0000%	\$128.01 0.0000%
3.00" (and up)	\$353.14 /Mtr		0.0000%	\$353.14	0.0000%	\$353.14	0.0000%	\$353.14 0.0000%
4.00"	\$600.00 /Mtr		0.0000%	\$600.00	0.0000%	\$600.00	0.0000%	\$600.00 0.0000%
6.00"	\$1,000.00 /Mtr		0.0000%	\$1,000.00	0.0000%	\$1,000.00	0.0000%	\$1,000.00 0.0000%
8.00"	\$1,500.00 /Mtr		0.0000%	\$1,500.00	0.0000%	\$1,500.00	0.0000%	\$1,500.00 0.0000%
10.00" AND UP	\$2,000.00 /Mtr		0.0000%	\$2,000.00	0.0000%	\$2,000.00	0.0000%	\$2,000.00 0.0000%
OUTSIDE CITY RATES:								
Commodity Charge:								
		Date Effective->	1-Jan-17	Date Effective->	1-Jan-18	Date Effective->	1-Jan-19	
		Date Billable->	1-Feb-17	Date Billable->	1-Feb-18	Date Billable->	1-Feb-19	
1 - 10 Units (1 CCF = 1 Unit)	\$7.80 CCF		12.6900%	\$8.79	12.2900%	\$9.87	12.1600%	\$11.07 41.9200%
11 - 250 Units (1 CCF = 1 Unit)	\$7.43 CCF		12.6500%	\$8.37	12.4300%	\$9.41	11.9000%	\$10.53 41.7200%
Over 250 Units (1 CCF = 1 Unit) (1 CCF = 748.05 Gallons)	\$5.63 CCF		12.4300%	\$6.33	12.6400%	\$7.13	11.9200%	\$7.98 41.7400%
Capacity Charge:								
		Date Effective->	1-Jan-17	Date Effective->	1-Jan-18	Date Effective->	1-Jan-19	
(Meter Size in Inches " - Per Service)		Date Billable->	1-Feb-17	Date Billable->	1-Feb-18	Date Billable->	1-Feb-19	
1.00" and Less	\$16.60 /Mtr		0.0000%	\$16.60	0.0000%	\$16.60	0.0000%	\$16.60 0.0000%
1.25"	\$59.58 /Mtr		0.0000%	\$59.58	0.0000%	\$59.58	0.0000%	\$59.58 0.0000%
1.50"	\$94.41 /Mtr		0.0000%	\$94.41	0.0000%	\$94.41	0.0000%	\$94.41 0.0000%
2.00"	\$192.02 /Mtr		0.0000%	\$192.02	0.0000%	\$192.02	0.0000%	\$192.02 0.0000%
3.00" (and up)	\$529.68 /Mtr		0.0000%	\$529.68	0.0000%	\$529.68	0.0000%	\$529.68 0.0000%
4.00"	\$900.00 /Mtr		0.0000%	\$900.00	0.0000%	\$900.00	0.0000%	\$900.00 0.0000%
6.00"	\$1,500.00 /Mtr		0.0000%	\$1,500.00	0.0000%	\$1,500.00	0.0000%	\$1,500.00 0.0000%
8.00"	\$2,250.00 /Mtr		0.0000%	\$2,250.00	0.0000%	\$2,250.00	0.0000%	\$2,250.00 0.0000%
10.00" AND UP	\$3,000.00 /Mtr		0.0000%	\$3,000.00	0.0000%	\$3,000.00	0.0000%	\$3,000.00 0.0000%
BULK WATER & MISCELLANEOUS RATES:								
Bulk Water Sales:								
Direct Sales at Water Plant		Date Effective->	1-Jan-17	Date Effective->	1-Jan-18	Date Effective->	1-Jan-19	
Per 1000 Gallons	\$8.18 /K	Date Billable->	1-Feb-17	Date Billable->	1-Feb-18	Date Billable->	1-Feb-19	
			3.0600%	\$8.43	0.0000%	\$8.43	0.0000%	\$8.43 3.0600%
Testing & Calibration Fees:								
Testing Bacteria mmo/mugg /Smp	\$20.00 /Smp		0.0000%	\$20.00	0.0000%	\$20.00	0.0000%	\$20.00 0.0000%
Calibrate Chlorine Meters /Mtr	\$30.00 /Mtr		0.0000%	\$30.00	0.0000%	\$30.00	0.0000%	\$30.00 0.0000%
Testing Special Samples /Smp	\$40.00 /Smp		0.0000%	\$40.00	0.0000%	\$40.00	0.0000%	\$40.00 0.0000%
Weekend Testing Any /Smp	\$100.00 /Smp		0.0000%	\$100.00	0.0000%	\$100.00	0.0000%	\$100.00 0.0000%

ORDINANCE NO. 091-17

AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOTES IN THE MAXIMUM PRINCIPAL AMOUNT OF \$2,500,000.00, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING THE COSTS OF IMPROVING THE MUNICIPAL WATER SYSTEM BY IMPROVING AND REHABILITATING THE EXISTING WATER TREATMENT PLANT AND RELATED STORAGE FACILITIES, REHABILITATING THE ELEVATED STORAGE TANKS, AND ACQUIRING AND IMPROVING RELATED INTERESTS IN REAL PROPERTY, TOGETHER WITH ALL NECESSARY AND RELATED APPURTENANCES THERETO

WHEREAS, pursuant to Ordinance No. 068-16 passed January 16, 2017, notes in anticipation of bonds in the principal amount of \$3,900,000, dated March 1, 2017 (the “*Outstanding Notes*”), were issued for the purpose described in Section 1, to mature on March 1, 2018; 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 (a) March 7, 2033 as to \$1,100,000. of the principal amount and (b) September 29, 2036 as to \$1,400,000. of the principal amount; **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 \$2,500,000.00 (the “*Bonds*”) for the purpose of paying the costs of improving the municipal water system by improving and rehabilitating the existing water treatment plant and related storage facilities, rehabilitating the elevated storage tanks, and acquiring and improving related interests in real property, together with all necessary and related appurtenances thereto (the “*Improvement*”).

Section 2. The Bonds shall be dated approximately February 1, 2019, 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, 2019.

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 principal 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 provide for the retirement of 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*”). The Finance Director is authorized, to the extent necessary or appropriate, to enter into an agreement with the Paying Agent in connection with the services to be provided by the Paying Agent after determining that the signing thereof will not endanger the funds or securities of the City.

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 registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934, 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 securities 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. Any person serving in an interim or acting capacity with respect to any of the foregoing offices shall be authorized to sign in the capacity of that office as authorized herein. 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 or deposited with the Paying Agent, in each case 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 (a) withhold certain proceeds from the sale of the Notes or (b) remit certain proceeds from the sale of the Notes to the Paying Agent, in each case to provide for the payment of certain financing costs on behalf of the City. If proceeds are remitted to the Paying Agent in accordance with this Section 7, the Paying Agent shall be authorized to create a fund in accordance with the Certificate of Award for that purpose. 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 or 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 or 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 or cause to be delivered 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 S&P Global Ratings, 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. 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, all as set forth in the form of engagement letter from that firm which is now on file in the office of the Clerk of Council. 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, as municipal advisor, are hereby retained. The municipal advisory services shall be in the nature of financial advice and recommendations in connection with the issuance and sale of the Notes. In rendering those municipal advisory services, as an independent contractor, that firm shall not exercise any administrative discretion on behalf of the City in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, the City or any other political subdivision, or the execution of public trusts. That firm shall be paid just and reasonable compensation for those municipal advisory services and shall be reimbursed for the actual out-of-pocket expenses it incurs in rendering those municipal advisory 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 or any of its committees, and that all deliberations of this Council and of 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: _____, 20__

Travis B. Sheaffer, Council President

Approved: _____, 20__

Jason P. Maassel, 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. 091-17 was duly published in the Northwest Signal, a newspaper of general circulation in said City on the ____ day of _____, 20__; 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 ____-17, passed _____, 20__.

Gregory J. Heath, Clerk of Council

Date

RESOLUTION NO. 095-17

A RESOLUTION AUTHORIZING A CONTRACT WITH THE VILLAGE OF FLORIDA, HENRY COUNTY, OHIO FOR EMERGENCY MEDICAL SERVICES COMMENCING JANUARY 1, 2018; AND DECLARING AN EMERGENCY

WHEREAS, the Village of Florida, Henry County, Ohio, desires to enter into a contract with the City for Emergency Medical Services as authorized in Section 9.60 of the Ohio Revised Code; **Now Therefore**,

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

Section 1. That, the City Manager is authorized to enter a contract with the Village of Florida, Henry County, Ohio, for Emergency Medical Services, including billing services related thereto; the terms and conditions having been approved by this Council in the form as currently on file in the office of the City Finance Director. The City Manager is authorized to make non-material changes to the contracts as deemed appropriate by the City Manager and approved as to form and correctness by the City Law Director; further, the contracts shall be effective January 1, 2018.

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 commencement date of the agreement; 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 095-17 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

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

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

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

Web Page: www.napoleonohio.com

E-mail: gheath@napoleonohio.com

DATE: December 6, 2017

TO: Clerks of Townships, District & Village:
- Freedom Township, - Harrison Township, - Napoleon Township,
- Henry County South Joint Ambulance District, Village of Florida
Members of City Council, Mayor
Joel Mazur, City Manager
Billy Harmon, Law Director
Clayton Obrien, Fire Chief

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

SUBJECT: **2018 Projected Contract Estimates including the Village of Florida
using the 2017 Projected and 2018 Budgeted Data**

At the direction of the Safety and Human Resources Committee of City Council I have updated the recent 2018 Projected Contract estimate information, previously provided to the contracted Entities, to include the Village of Florida, Ohio.

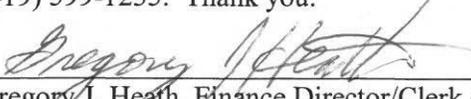
The City of Napoleon (City) recently met with officials from the Village of Florida to discuss joining the EMS portion of EMS Services provided by the City. The estimated costs for the 2018 Contract, starting April 1, 2018, has been updated and is provided as listed below:

- A – 2017 Projected and 2018 Budgeted with Expense Allocations same as 2017 Contract, Including Village of Florida.
- B – 2017 Projected and 2018 Budgeted with Expense Allocation increase by \$5,000 for Increased CIP Funding and Including Village of Florida.
- C – 2017 Projected and 2018 Budgeted with Expense Allocation increase by \$5,000 for Increased CIP Funding, plus \$2,500 Increase for Administrative Costs and Including Village of Florida.
- > Run Listing by Year for the Napoleon Fire and EMS Services.
- > Fire and EMS Equipment Updated Schedule with \$5,000 / Year Increased Funding.
- > Napoleon Fire & Rescue YTD General Information.

PLEASE NOTE: The expenditure information for 2017 will be updated from Projections to Actuals after we roll the year.

To Clerks – I am sending ONE (1) Copy to the Clerks, please make and forward copies to your Board Members or Trustees as needed. Thank you.

Should you have questions regarding this letter, or on the enclosed information, please contact me at (419) 599-1235. Thank you.



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

**2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 - INCLUDING VILLAGE OF FLORIDA**

= ACCOUNT NO. # =			COST CENTER, CATEGORY	2016	2017	PROJECTED	ESTIMATED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018
			No/CO = No Prior Year Carryover In Totals->	EXPENSES	EXPENSES	Quarterly Payments	PROPOSED BUDGET
							w/2018 Budget Qtrly. Pmts.
			2200 FIRE & EMS/SAFETY SERVICES				
			Personal Services:				
100.	2200.	51100	Salary-Non Bargaining	182,580.86	135,010.00		139,010.00
100.	2200.	51101	Salary-Non Bargaining-Overtime	0.00	0.00		15,000.00
100.	2200.	51400	Salary-Fire Fulltime	317,638.00	314,650.00		370,080.00
100.	2200.	51401	Salary-Fire Fulltime-Overtime	71,548.18	51,660.00		16,000.00
100.	2200.	51410	Salary-Fire Partime	137,134.44	150,710.00		159,220.00
100.	2200.	51420	Salary-EMT Partime	24,233.58	5,210.00		0.00
			Sub-Total Salary and Wages	733,135.06	657,240.00		699,310.00
100.	2200.	51500	PERS	1,000.71	530.00		1,100.00
100.	2200.	51540	Fire Pension-Current Liability (Net \$, See 291 Fund)	74,436.20	82,670.00		87,450.00
291.	2200.	51540	Fire Pension-Current Liability (Net \$, See 100 Fund)	43,016.82	42,570.00		42,150.00
100.	2200.	51560	Social Security	9,580.81	9,050.00		8,780.00
100.	2200.	51600	Worker's Compensation	13,605.28	1,990.00		21,000.00
100.	2200.	51700	Medicare-City Share	10,375.98	9,230.00		10,130.00
100.	2200.	51710	Hospitalization Insurance	83,851.76	108,060.00		113,190.00
100.	2200.	51750	Life Insurance	351.48	440.00		590.00
100.	2200.	51900	Unemployment Compensation	546.37	170.00		0.00
			Sub-Total Fringe Benefits	236,765.41	254,710.00		284,390.00
			Total Personal Services	969,900.47	911,950.00		983,700.00
			Other:				
100.	2200.	52000	Travel, Training and Education	11,950.90	15,000.00		15,000.00
210.	2200.	52000	Travel, Training and Education	10,540.80	13,000.00		13,000.00
100.	2200.	52010	Memberships and Dues	938.95	2,250.00		2,300.00
100.	2200.	53110	Utilities-Electric	19,826.34	21,000.00		22,050.00
100.	2200.	53111	Utilities-Natural Gas	135.97	700.00		1,000.00
100.	2200.	53113	Utilities-Water and Sewer	5,829.00	6,600.00		6,600.00
100.	2200.	53114	Utilities-Telephone	2,298.25	4,340.00		5,740.00
100.	2200.	53115	Utilities-Cable Modem	52.47	300.00		300.00
100.	2200.	53200	Service Contracts-Communications	5,820.99	7,000.00		10,500.00
100.	2200.	53300	Service Fees-Professional	24,319.91	10,900.00		19,400.00
210.	2200.	53300	Service Fees-Professional	29,397.35	40,000.00		41,000.00
210.	2200.	53430	Contracts-Townships EMS Revenues	48,031.05	53,000.00		53,000.00
100.	2200.	53510	Contract Maintenance-Vehicles	3,633.88	15,000.00		13,000.00
210.	2200.	53510	Contract Maintenance-Vehicles	1,792.00	5,000.00		5,000.00
100.	2200.	53520	Contract Maintenance-Equipment	5,181.50	7,000.00		10,200.00
210.	2200.	53520	Contract Maintenance-Equipment	6,641.88	13,400.00		12,500.00
100.	2200.	53610	Contract Maintenance-Buildings & Structures	9,581.82	15,000.00		15,000.00
100.	2200.	53700	Insurance and Bonding	2,501.14	2,850.00		2,850.00
100.	2200.	53710	Insurance Claims-Deductible	0.00	0.00		0.00
100.	2200.	54100	Supplies-Office	3,380.11	2,500.00		3,200.00
100.	2200.	54110	Supplies-Postage and Delivery Charges	211.73	500.00		500.00
100.	2200.	54200	Supplies-Operating	2,860.63	5,000.00		4,000.00
210.	2200.	54200	Supplies-Operating	26,360.14	31,000.00		32,000.00
100.	2200.	54220	Supplies-Fire Prevention	339.00	3,000.00		3,000.00
210.	2200.	54225	Supplies-EMS Durable Equipment	1,819.50	2,500.00		2,500.00
100.	2200.	54230	Supplies-Gasoline & Deisel Fuels	13,635.64	18,000.00		18,000.00
100.	2200.	54240	Supplies-Chemicals	2,672.16	4,500.00		5,000.00
100.	2200.	54300	Supplies-Vehicle Parts & Supplies	5,457.51	4,500.00		4,500.00
210.	2200.	54300	Supplies-Vehicle Parts & Supplies	2,548.58	4,000.00		4,000.00
			Fire Expenses - Continued Next Page				

**2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 - INCLUDING VILLAGE OF FLORIDA**

= ACCOUNT NO. # =			COST CENTER, CATEGORY	2016	2017	PROJECTED	ESTIMATED	
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018	
No/CO = No Prior Year Carryover In Totals->				EXPENSES	EXPENSES	Quarterly	PROPOSED	
						Payments	BUDGET	
Fire Expenses - Continued								
							2019 EST.CNT.	
							w/2018 Budget	
							Qtrly. Pmts.	
100.	2200.	54500	Supplies-Other Equipment	1,532.15	3,500.00		3,500.00	
100.	2200.	54700	Supplies-Small Tools	1,840.05	4,000.00		4,000.00	
100.	2200.	54800	Supplies-Uniforms	6,685.33	11,000.00		12,000.00	
210.	2200.	59000	Refunds- Miscellaneous	3,449.40	1,000.00		3,000.00	
100.	9800.	59130	Reimburse-Shared Expense (Township Contracts)	7,500.00	7,500.00		7,500.00	
Sub-Total Operating Expenses				268,766.13	334,840.00		355,140.00	
Major Large Equipment Capital Items:								
(Part of Annual Fixed Allocation):								
242.	2200.	57000	Machinery and Equipment (Major Capital Items)	0.00	147,370.00		0.00	
(2017 Items: Fire Vch.(807) \$55,100; Fire Vch.(806) \$32,000)								
242.	2200.	43000	Less: Rev.Offset - Grants, Donations, Etc.	0.00	0.00		0.00	
Net Machinery & Equipment Costs-Major Capital Items				0.00	147,370.00		0.00	
Other Capital Items-Not Part of Major Large Equipment								
210.	2200.	57000	Machinery and Equipment	2,856.62	4,000.00		4,000.00	
242.	2200.	57000	Machinery and Equipment	10,041.00	30,630.00		16,000.00	
242.	2200.	57200	Buildings and Improvements	0.00	6,000.00		0.00	
400.	2200.	57000	Machinery and Equipment	73,284.86	17,500.00		19,000.00	
400.	2200.	57200	Buildings and Improvements	6,566.96	0.00		7,000.00	
Sub-Total Capital Imp.(Less Grants on Major Items)				92,749.44	205,500.00		46,000.00	
Total Other				361,515.57	540,340.00		401,140.00	
Total-2200 Fire & EMS/Safety Services								
All Operating and Capital Expenditures				1,331,416.04	1,452,290.00		1,384,840.00	
EXPENDITURE ADJUSTMENTS:								
242.	2200.	57000	LESS: Net Major Cap.Exp.By Year in 242 Fd.(Large Eq.)	0.00	-147,370.00		0.00	
210.	2200.	53430	LESS: Township EMS Revenue Payments	-48,031.05	-53,000.00		-53,000.00	
LESS: Non-EMS Adjustments				0.00	0.00		0.00	
ADD: Annualized Capital Fixed Amt.(Large Equip.)				90,000.00	90,000.00		90,000.00	
Sub-Total Expense Adjustments				41,968.95	-110,370.00		37,000.00	
Net Allocated Expenses Per Contract				1,373,384.99	1,341,920.00		1,421,840.00	
REVENUE ADJUSTMENTS (Not Previously Listed):								
100.	2200.	44350 }->	LESS: Donations in 100 General Fund	-225.00	-4,100.00		0.00	
100.	2200.	47010 }->	LESS: Misc.Fire Revenue in 100 General Fund	-10,613.40	-7,800.00		-2,500.00	
100.	0000.	49650 }->	LESS: Reimb.Fire 180 kWh Tax Fd.to 100 Gen.Fd.	-25,655.34	-27,600.00		-28,650.00	
210.	2200.	43100 }->	LESS: State Grants in 210 EMS Transport Fund	0.00	-4,250.00		-3,000.00	
210.	2200.	44350 }->	LESS: Donations in 210 EMS Transport Fund	0.00	0.00		0.00	
242.	2200.	43100 }->	LESS: State Grants in 242 Fire Equip.Fund	0.00	-12,320.00		0.00	
242.	2200.	44350 }->	LESS: Donations in 242 Fire Equip.Fund	0.00	0.00		0.00	
242.	0000.	47200 }->	LESS: Interest Posted to the 242 Fire Equip.Fund	-4,751.32	-6,900.00		-7,780.00	
242.	0000.	49000 }->	LESS: Sale of Assets in the 242 Fire Equip.Fund	0.00	0.00		0.00	
400.	2200.	44351 }->	LESS: Donations in 400 CIP Fund	-24,689.60	0.00		0.00	
400.	2200.	47010 }->	LESS: Misc.Fire Revenue in 400 CIP Fund	0.00	0.00		0.00	
Sub-Total Revenue Adjustments				-65,934.66	-62,970.00		-41,930.00	
* NET FIRE & EMS EXPENDITURES for CONTRACT BILLING				1,307,450.33	1,278,950.00		1,379,910.00	

**2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 - INCLUDING VILLAGE OF FLORIDA**

= ACCOUNT NO. # =		COST CENTER, CATEGORY	2016	2017	PROJECTED	2018	ESTIMATED
FUND	DEPT	ACCT	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018	2019 EST.CNT.
		ACCOUNT DESCRIPTION	EXPENSES	EXPENSES	Quarterly	PROPOSED	w/2018 Budget
		No/CO = No Prior Year Carryover In Totals->			Payments	BUDGET	Qtrly. Pmts.
		DIST% ALLOCATED COSTS BY ENTITY					
		=====	44.18%	44.18%		44.18%	
	100.00%	FIRE COSTS ALLOCATED AT (44.18%)	577,631.56	565,040.11		609,644.24	
		ENTITY	=====	=====		=====	
	75.68%	City of Napoleon	437,151.56	427,622.36		461,378.76	
	1.68%	Freedom Township	9,704.21	9,492.67		10,242.02	
	13.15%	Napoleon Township (w/Sec.30 & 31)	75,958.55	74,302.77		80,168.22	
	9.49%	Harrison Township	54,817.24	53,622.31		57,855.24	
		Verification Totals->	577,631.56	565,040.11		609,644.24	
			55.82%	55.82%		55.82%	
	100.00%	EMS COSTS ALLOCATED AT (55.82%)	729,818.77	713,909.89		770,265.76	
		ENTITY	=====	=====		=====	
	77.52%	City of Napoleon	565,755.52	553,422.94		597,110.01	
	1.41%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	10,290.44	10,066.13		10,860.75	
	1.61%	Freedom Township	11,750.08	11,493.95		12,401.28	
	11.72%	Napoleon Township (w/Sec.30 & 31)	85,534.76	83,670.24		90,275.15	
	5.72%	Harrison Township	41,745.63	40,835.65		44,059.20	
	2.02%	Proposed Adding - Florida Village	14,742.34	14,420.98		15,559.37	
		Verification Totals->	729,818.77	713,909.89		770,265.76	
			*****	*****		*****	
					2018 Contract		ESTIMATED
					QUARTERLY		For Future
					BILLING Using		Planning
					2017 PROJTD.	1,379,910.00	2019
							QTRLY.PROJ.
							BILLING Using
							2018 BUDGET

	100.00%	NET - TOTAL SHARED COST OVERALL (100.00%)	1,307,450.33	1,278,950.00			
		ENTITY	=====	=====		=====	
	76.7071%	City of Napoleon (Includes Henry Co. Hospital)	1,002,907.08	981,045.30		1,058,488.77	
		Net Shared Costs Allocated to Contracts->	304,543.25	297,904.70		321,421.23	
					2018 Act/4		2019 Prj/4
	0.7871%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	10,290.44	10,066.13	2,516.53	10,860.75	2,715.19
	1.6409%	Freedom Township	21,454.29	20,986.62	5,246.66	22,643.30	5,660.83
	12.3518%	Napoleon Township (w/Sec.30 & 31)	161,493.31	157,973.01	39,493.25	170,443.37	42,610.84
	7.3856%	Harrison Township	96,562.87	94,457.96	23,614.49	101,914.44	25,478.61
	1.1276%	Proposed Adding - Florida Village	14,742.34	14,420.98	3,605.25	15,559.37	3,889.84
		Sub-Total - Townships & HC S.Amb. Dist.	304,543.25	297,904.70	74,476.18	321,421.23	80,355.31
					=====	=====	=====
	100.00%	Totals	1,307,450.33	1,278,950.00		1,379,910.00	
			=====	=====		=====	
		CAPITAL REVENUE ALLOCATION FOR TOWNSHIPS					
		Total Annual Capital Per Agreement	90,000.00	90,000.00		90,000.00	
			=====	=====		=====	
	80.00%	City Share of Annual Capital Per Agreement	72,000.00	72,000.00		72,000.00	
	20.00%	Net Township Share of Annual Capital Per Agreement	18,000.00	18,000.00		18,000.00	
	100.00%						
		TOWNSHIP ALLOCATION OF NET CAPITAL	18,000.00	18,000.00		18,000.00	
		(Based on % Of Net Shared Cost to Township)	=====	=====		=====	
	3.3800%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	608.40	608.40		608.40	
	7.0400%	Freedom Township	1,267.20	1,267.20		1,267.20	
	53.0300%	Napoleon Township	9,545.40	9,545.40		9,545.40	
	31.7100%	Harrison Township	5,707.80	5,707.80		5,707.80	
	4.8400%	Proposed Adding - Florida Village	871.20	871.20		871.20	
	100.00%	(Revenue Amount Allocated to 242 Fire Eq. Fund)	18,000.00	18,000.00		18,000.00	
			=====	=====		=====	

2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 + "5,000" ON ANNUAL CIP - INCLUDING VILLAGE OF FLORIDA

= ACCOUNT NO. # =			COST CENTER, CATEGORY	2016	2017	PROJECTED	ESTIMATED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018
			No/CO = No Prior Year Carryover In Totals->	EXPENSES	EXPENSES	Quarterly	PROPOSED
						Payments	BUDGET
							2019 EST.CNT.
							w/2018 Budget
							Qtrly. Pmts.
			2200 FIRE & EMS/SAFETY SERVICES				
			Personal Services:				
100.	2200.	51100	Salary-Non Bargaining	182,580.86	135,010.00		139,010.00
100.	2200.	51101	Salary-Non Bargaining-Overtime	0.00	0.00		15,000.00
100.	2200.	51400	Salary-Fire Fulltime	317,638.00	314,650.00		370,080.00
100.	2200.	51401	Salary-Fire Fulltime-Overtime	71,548.18	51,660.00		16,000.00
100.	2200.	51410	Salary-Fire Partime	137,134.44	150,710.00		159,220.00
100.	2200.	51420	Salary-EMT Partime	24,233.58	5,210.00		0.00
			Sub-Total Salary and Wages	733,135.06	657,240.00		699,310.00
100.	2200.	51500	PERS	1,000.71	530.00		1,100.00
100.	2200.	51540	Fire Pension-Current Liability (Net \$, See 291 Fund)	74,436.20	82,670.00		87,450.00
291.	2200.	51540	Fire Pension-Current Liability (Net \$, See 100 Fund)	43,016.82	42,570.00		42,150.00
100.	2200.	51560	Social Security	9,580.81	9,050.00		8,780.00
100.	2200.	51600	Worker's Compensation	13,605.28	1,990.00		21,000.00
100.	2200.	51700	Medicare-City Share	10,375.98	9,230.00		10,130.00
100.	2200.	51710	Hospitalization Insurance	83,851.76	108,060.00		113,190.00
100.	2200.	51750	Life Insurance	351.48	440.00		590.00
100.	2200.	51900	Unemployment Compensation	546.37	170.00		0.00
			Sub-Total Fringe Benefits	236,765.41	254,710.00		284,390.00
			Total Personal Services	969,900.47	911,950.00		983,700.00
			Other:				
100.	2200.	52000	Travel, Training and Education	11,950.90	15,000.00		15,000.00
210.	2200.	52000	Travel, Training and Education	10,540.80	13,000.00		13,000.00
100.	2200.	52010	Memberships and Dues	938.95	2,250.00		2,300.00
100.	2200.	53110	Utilities-Electric	19,826.34	21,000.00		22,050.00
100.	2200.	53111	Utilities-Natural Gas	135.97	700.00		1,000.00
100.	2200.	53113	Utilities-Water and Sewer	5,829.00	6,600.00		6,600.00
100.	2200.	53114	Utilities-Telephone	2,298.25	4,340.00		5,740.00
100.	2200.	53115	Utilities-Cable Modem	52.47	300.00		300.00
100.	2200.	53200	Service Contracts-Communications	5,820.99	7,000.00		10,500.00
100.	2200.	53300	Service Fees-Professional	24,319.91	10,900.00		19,400.00
210.	2200.	53300	Service Fees-Professional	29,397.35	40,000.00		41,000.00
210.	2200.	53430	Contracts-Townships EMS Revenues	48,031.05	53,000.00		53,000.00
100.	2200.	53510	Contract Maintenance-Vehicles	3,633.88	15,000.00		13,000.00
210.	2200.	53510	Contract Maintenance-Vehicles	1,792.00	5,000.00		5,000.00
100.	2200.	53520	Contract Maintenance-Equipment	5,181.50	7,000.00		10,200.00
210.	2200.	53520	Contract Maintenance-Equipment	6,641.88	13,400.00		12,500.00
100.	2200.	53610	Contract Maintenance-Buildings & Structures	9,581.82	15,000.00		15,000.00
100.	2200.	53700	Insurance and Bonding	2,501.14	2,850.00		2,850.00
100.	2200.	53710	Insurance Claims-Deductible	0.00	0.00		0.00
100.	2200.	54100	Supplies-Office	3,380.11	2,500.00		3,200.00
100.	2200.	54110	Supplies-Postage and Delivery Charges	211.73	500.00		500.00
100.	2200.	54200	Supplies-Operating	2,860.63	5,000.00		4,000.00
210.	2200.	54200	Supplies-Operating	26,360.14	31,000.00		32,000.00
100.	2200.	54220	Supplies-Fire Prevention	339.00	3,000.00		3,000.00
210.	2200.	54225	Supplies-EMS Durable Equipment	1,819.50	2,500.00		2,500.00
100.	2200.	54230	Supplies-Gasoline & Deisel Fuels	13,635.64	18,000.00		18,000.00
100.	2200.	54240	Supplies-Chemicals	2,672.16	4,500.00		5,000.00
100.	2200.	54300	Supplies-Vehicle Parts & Supplies	5,457.51	4,500.00		4,500.00
210.	2200.	54300	Supplies-Vehicle Parts & Supplies	2,548.58	4,000.00		4,000.00
			Fire Expenses - Continued Next Page				

2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT				USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS						
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 + "5,000" ON ANNUAL CIP - INCLUDING VILLAGE OF FLORIDA										
= ACCOUNT NO. # =				2016		2017		PROJECTED		ESTIMATED
FUND	DEPT	ACCT	COST CENTER, CATEGORY	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018	2019 EST.CNT.	2019 EST.CNT.	
			ACCOUNT DESCRIPTION	EXPENSES	EXPENSES	Quarterly	PROPOSED	w/2018 Budget	Qtrly. Pmts.	
			No/CO = No Prior Year Carryover In Totals->			Payments	BUDGET			
			Fire Expenses - Continued							
100.	2200.	54500	Supplies-Other Equipment	1,532.15	3,500.00		3,500.00			
100.	2200.	54700	Supplies-Small Tools	1,840.05	4,000.00		4,000.00			
100.	2200.	54800	Supplies-Uniforms	6,685.33	11,000.00		12,000.00			
210.	2200.	59000	Refunds- Miscellaneous	3,449.40	1,000.00		3,000.00			
100.	9800.	59130	Reimburse-Shared Expense (Township Contracts)	7,500.00	7,500.00		7,500.00			
			Sub-Total Operating Expenses	268,766.13	334,840.00		355,140.00			
			Major Large Equipment Capital Items:							
			(Part of Annual Fixed Allocation):							
242.	2200.	57000	Machinery and Equipment (Major Capital Items)	0.00	147,370.00		0.00			
			(2017 Items: Fire Vch.(807) \$55,100; Fire Vch.(806) \$32,							
242.	2200.	43000	Less: Rev. Offset - Grants, Donations, Etc.	0.00	0.00		0.00			
			Net Machinery & Equipment Costs-Major Capital Items	0.00	147,370.00		0.00			
			Other Capital Items-Not Part of Major Large Equipment							
210.	2200.	57000	Machinery and Equipment	2,856.62	4,000.00		4,000.00			
242.	2200.	57000	Machinery and Equipment	10,041.00	30,630.00		16,000.00			
242.	2200.	57200	Buildings and Improvements	0.00	6,000.00		0.00			
400.	2200.	57000	Machinery and Equipment	73,284.86	17,500.00		19,000.00			
400.	2200.	57200	Buildings and Improvements	6,566.96	0.00		7,000.00			
			Sub-Total Capital Imp.(Less Grants on Major Items)	92,749.44	205,500.00		46,000.00			
			Total Other	361,515.57	540,340.00		401,140.00			
			Total-2200 Fire & EMS/Safety Services							
			All Operating and Capital Expenditures	1,331,416.04	1,452,290.00		1,384,840.00			
				=====	=====		=====			
			EXPENDITURE ADJUSTMENTS:							
242.	2200.	57000	LESS: Net Major Cap.Exp.By Year in 242 Fd.(Large Eq.)	0.00	-147,370.00		0.00			
210.	2200.	53430	LESS: Township EMS Revenue Payments	-48,031.05	-53,000.00		-53,000.00			
			LESS: Non-EMS Adjustments	0.00	0.00		0.00			
			ADD: Annualized Capital Fixed Amt.(Large Equip.)	90,000.00	90,000.00		90,000.00			
			Sub-Total Expense Adjustments	41,968.95	-110,370.00		37,000.00			
			Net Allocated Expenses Per Contract	1,373,384.99	1,341,920.00		1,421,840.00			
			REVENUE ADJUSTMENTS (Not Previously Listed):							
100.	2200.	44350 }->	LESS: Donations in 100 General Fund	-225.00	-4,100.00		0.00			
100.	2200.	47010 }->	LESS: Misc.Fire Revenue in 100 General Fund	-10,613.40	-7,800.00		-2,500.00			
100.	0000.	49650 }->	LESS: Reimb.Fire 180 kWh Tax Fd.to 100 Gen.Fd.	-25,655.34	-27,600.00		-28,650.00			
210.	2200.	43100 }->	LESS: State Grants in 210 EMS Transport Fund	0.00	-4,250.00		-3,000.00			
210.	2200.	44350 }->	LESS: Donations in 210 EMS Transport Fund	0.00	0.00		0.00			
242.	2200.	43100 }->	LESS: State Grants in 242 Fire Equip.Fund	0.00	-12,320.00		0.00			
242.	2200.	44350 }->	LESS: Donations in 242 Fire Equip.Fund	0.00	0.00		0.00			
242.	0000.	47200 }->	LESS: Interest Posted to the 242 Fire Equip.Fund	-4,751.32	-6,900.00		-7,780.00			
242.	0000.	49000 }->	LESS: Sale of Assets in the 242 Fire Equip.Fund	0.00	0.00		0.00			
400.	2200.	44351 }->	LESS: Donations in 400 CIP Fund	-24,689.60	0.00		0.00			
400.	2200.	47010 }->	LESS: Misc.Fire Revenue in 400 CIP Fund	0.00	0.00		0.00			
			Sub-Total Revenue Adjustments	-65,934.66	-62,970.00		-41,930.00			
			* NET FIRE & EMS EXPENDITURES for CONTRACT BILLING	1,307,450.33	1,278,950.00		1,379,910.00			
				=====	=====		=====			

2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT				FIRE/EMS EXP/REV SUMMARY			
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS							
BASE CNT WITH EXP. ALL CTNS.SAME AS 2017 + "5,000" CIP & + \$2,500 ADMIN.EXP.- INCLUDING VILLAGE OF FLORIDA							
= ACCOUNT NO. # =		COST CENTER, CATEGORY		2016	2017	PROJECTED	ESTIMATED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018
No/CO = No Prior Year Carryover In Totals->				EXPENSES	EXPENSES	Quarterly Payments	PROPOSED BUDGET
							w/2018 Budget
							Qtrly. Pmts.
2200 FIRE & EMS/SAFETY SERVICES							
Personal Services:							
100.	2200.	51100	Salary-Non Bargaining	182,580.86	135,010.00		139,010.00
100.	2200.	51101	Salary-Non Bargaining-Overtime	0.00	0.00		15,000.00
100.	2200.	51400	Salary-Fire Fulltime	317,638.00	314,650.00		370,080.00
100.	2200.	51401	Salary-Fire Fulltime-Overtime	71,548.18	51,660.00		16,000.00
100.	2200.	51410	Salary-Fire Partime	137,134.44	150,710.00		159,220.00
100.	2200.	51420	Salary-EMT Partime	24,233.58	5,210.00		0.00
Sub-Total Salary and Wages				733,135.06	657,240.00		699,310.00
PERS							
100.	2200.	51500	PERS	1,000.71	530.00		1,100.00
100.	2200.	51540	Fire Pension-Current Liability (Net \$, See 291 Fund)	74,436.20	82,670.00		87,450.00
291.	2200.	51540	Fire Pension-Current Liability (Net \$, See 100 Fund)	43,016.82	42,570.00		42,150.00
100.	2200.	51560	Social Security	9,580.81	9,050.00		8,780.00
100.	2200.	51600	Worker's Compensation	13,605.28	1,990.00		21,000.00
100.	2200.	51700	Medicare-City Share	10,375.98	9,230.00		10,130.00
100.	2200.	51710	Hospitalization Insurance	83,851.76	108,060.00		113,190.00
100.	2200.	51750	Life Insurance	351.48	440.00		590.00
100.	2200.	51900	Unemployment Compensation	546.37	170.00		0.00
Sub-Total Fringe Benefits				236,765.41	254,710.00		284,390.00
Total Personal Services				969,900.47	911,950.00		983,700.00
Other:							
100.	2200.	52000	Travel, Training and Education	11,950.90	15,000.00		15,000.00
210.	2200.	52000	Travel, Training and Education	10,540.80	13,000.00		13,000.00
100.	2200.	52010	Memberships and Dues	938.95	2,250.00		2,300.00
100.	2200.	53110	Utilities-Electric	19,826.34	21,000.00		22,050.00
100.	2200.	53111	Utilities-Natural Gas	135.97	700.00		1,000.00
100.	2200.	53113	Utilities-Water and Sewer	5,829.00	6,600.00		6,600.00
100.	2200.	53114	Utilities-Telephone	2,298.25	4,340.00		5,740.00
100.	2200.	53115	Utilities-Cable Modem	52.47	300.00		300.00
100.	2200.	53200	Service Contracts-Communications	5,820.99	7,000.00		10,500.00
100.	2200.	53300	Service Fees-Professional	24,319.91	10,900.00		19,400.00
210.	2200.	53300	Service Fees-Professional	29,397.35	40,000.00		41,000.00
210.	2200.	53430	Contracts-Townships EMS Revenues	48,031.05	53,000.00		53,000.00
100.	2200.	53510	Contract Maintenance-Vehicles	3,633.88	15,000.00		13,000.00
210.	2200.	53510	Contract Maintenance-Vehicles	1,792.00	5,000.00		5,000.00
100.	2200.	53520	Contract Maintenance-Equipment	5,181.50	7,000.00		10,200.00
210.	2200.	53520	Contract Maintenance-Equipment	6,641.88	13,400.00		12,500.00
100.	2200.	53610	Contract Maintenance-Buildings & Structures	9,581.82	15,000.00		15,000.00
100.	2200.	53700	Insurance and Bonding	2,501.14	2,850.00		2,850.00
100.	2200.	53710	Insurance Claims-Deductible	0.00	0.00		0.00
100.	2200.	54100	Supplies-Office	3,380.11	2,500.00		3,200.00
100.	2200.	54110	Supplies-Postage and Delivery Charges	211.73	500.00		500.00
100.	2200.	54200	Supplies-Operating	2,860.63	5,000.00		4,000.00
210.	2200.	54200	Supplies-Operating	26,360.14	31,000.00		32,000.00
100.	2200.	54220	Supplies-Fire Prevention	339.00	3,000.00		3,000.00
210.	2200.	54225	Supplies-EMS Durable Equipment	1,819.50	2,500.00		2,500.00
100.	2200.	54230	Supplies-Gasoline & Deisel Fuels	13,635.64	18,000.00		18,000.00
100.	2200.	54240	Supplies-Chemicals	2,672.16	4,500.00		5,000.00
100.	2200.	54300	Supplies-Vehicle Parts & Supplies	5,457.51	4,500.00		4,500.00
210.	2200.	54300	Supplies-Vehicle Parts & Supplies	2,548.58	4,000.00		4,000.00
Fire Expenses - Continued Next Page							

2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT							
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS							
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 + "5,000" CIP & + \$2,500 ADMIN.EXP.- INCLUDING VILLAGE OF FLORIDA							
= ACCOUNT NO. # =			COST CENTER, CATEGORY	2016	2017	PROJECTED	ESTIMATED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	2018
No/CO = No Prior Year Carryover In Totals->				EXPENSES	EXPENSES	Quarterly Payments	PROPOSED w/2018 Budget
							2019 EST.CNT. w/2018 Budget Qtrly. Pmts.
Fire Expenses - Continued							
100.	2200.	54500	Supplies-Other Equipment	1,532.15	3,500.00		3,500.00
100.	2200.	54700	Supplies-Small Tools	1,840.05	4,000.00		4,000.00
100.	2200.	54800	Supplies-Uniforms	6,685.33	11,000.00		12,000.00
210.	2200.	59000	Refunds- Miscellaneous	3,449.40	1,000.00		3,000.00
100.	9800.	59130	Reimburse-Shared Expense (Township Contracts)	7,500.00	7,500.00		10,000.00
Sub-Total Operating Expenses				268,766.13	334,840.00		357,640.00
Major Large Equipment Capital Items:							
(Part of Annual Fixed Allocation):							
242.	2200.	57000	Machinery and Equipment (Major Capital Items)	0.00	147,370.00		0.00
(2017 Items: Fire Vch.(807) \$55,100; Fire Vch.(806) \$32,000)							
242.	2200.	43000	Less: Rev. Offset - Grants, Donations, Etc.	0.00	0.00		0.00
Net Machinery & Equipment Costs-Major Capital Items				0.00	147,370.00		0.00
Other Capital Items-Not Part of Major Large Equipment							
210.	2200.	57000	Machinery and Equipment	2,856.62	4,000.00		4,000.00
242.	2200.	57000	Machinery and Equipment	10,041.00	30,630.00		16,000.00
242.	2200.	57200	Buildings and Improvements	0.00	6,000.00		0.00
400.	2200.	57000	Machinery and Equipment	73,284.86	17,500.00		19,000.00
400.	2200.	57200	Buildings and Improvements	6,566.96	0.00		7,000.00
Sub-Total Capital Imp.(Less Grants on Major Items)				92,749.44	205,500.00		46,000.00
Total Other				361,515.57	540,340.00		403,640.00
Total-2200 Fire & EMS/Safety Services							
All Operating and Capital Expenditures				1,331,416.04	1,452,290.00		1,387,340.00
EXPENDITURE ADJUSTMENTS:							
242.	2200.	57000	LESS: Net Major Cap.Exp.By Year in 242 Fd.(Large Eq.)	0.00	-147,370.00		0.00
210.	2200.	53430	LESS: Township EMS Revenue Payments	-48,031.05	-53,000.00		-53,000.00
LESS: Non-EMS Adjustments				0.00	0.00		0.00
ADD: Annualized Capital Fixed Amt.(Large Equip.)				90,000.00	90,000.00		90,000.00
Sub-Total Expense Adjustments				41,968.95	-110,370.00		37,000.00
Net Allocated Expenses Per Contract				1,373,384.99	1,341,920.00		1,424,340.00
REVENUE ADJUSTMENTS (Not Previously Listed):							
100.	2200.	44350 }->	LESS: Donations in 100 General Fund	-225.00	-4,100.00		0.00
100.	2200.	47010 }->	LESS: Misc.Fire Revenue in 100 General Fund	-10,613.40	-7,800.00		-2,500.00
100.	0000.	49650 }->	LESS: Reimb.Fire 180 kWh Tax Fd.to 100 Gen.Fd.	-25,655.34	-27,600.00		-28,650.00
210.	2200.	43100 }->	LESS: State Grants in 210 EMS Transport Fund	0.00	-4,250.00		-3,000.00
210.	2200.	44350 }->	LESS: Donations in 210 EMS Transport Fund	0.00	0.00		0.00
242.	2200.	43100 }->	LESS: State Grants in 242 Fire Equip.Fund	0.00	-12,320.00		0.00
242.	2200.	44350 }->	LESS: Donations in 242 Fire Equip.Fund	0.00	0.00		0.00
242.	0000.	47200 }->	LESS: Interest Posted to the 242 Fire Equip.Fund	-4,751.32	-6,900.00		-7,780.00
242.	0000.	49000 }->	LESS: Sale of Assets in the 242 Fire Equip.Fund	0.00	0.00		0.00
400.	2200.	44351 }->	LESS: Donations in 400 CIP Fund	-24,689.60	0.00		0.00
400.	2200.	47010 }->	LESS: Misc.Fire Revenue in 400 CIP Fund	0.00	0.00		0.00
Sub-Total Revenue Adjustments				-65,934.66	-62,970.00		-41,930.00
* NET FIRE & EMS EXPENDITURES for CONTRACT BILLING				1,307,450.33	1,278,950.00		1,382,410.00

2018 FIRE & EMS PROJECTED CONTRACTS WITH TOWNSHIPS & HC S.AMB.DISTRICT							
USING - 2017 PROJECTED & 2018 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS							
BASE CNT WITH EXP. ALLCTNS.SAME AS 2017 + "5,000" CIP & + \$2,500 ADMIN.EXP.- INCLUDING VILLAGE OF FLORIDA							
= ACCOUNT NO. # =		COST CENTER, CATEGORY	2016	2017	PROJECTED	2018	ESTIMATED
FUND DEPT	ACCT	ACCOUNT DESCRIPTION	ACTUAL	PROJECTED	2018 PRJ.CNT.	PROPOSED	2019 EST.CNT.
No/CO = No Prior Year Carryover In Totals->			EXPENSES	EXPENSES	Quarterly Payments	BUDGET	w/2018 Budget Qtrly. Pmts.
DIST%		ALLOCATED COSTS BY ENTITY					
=====			44.18%	44.18%		44.18%	
100.00%		FIRE COSTS ALLOCATED AT (44.18%)	577,631.56	565,040.11		610,748.74	
ENTITY			=====	=====		=====	
75.68%		City of Napoleon	437,151.56	427,622.36		462,214.65	
1.68%		Freedom Township	9,704.21	9,492.67		10,260.58	
13.15%		Napoleon Township (w/Sec.30 & 31)	75,958.55	74,302.77		80,313.46	
9.49%		Harrison Township	54,817.24	53,622.31		57,960.06	
Verification Totals->			577,631.56	565,040.11		610,748.75	
=====			55.82%	55.82%		55.82%	
100.00%		EMS COSTS ALLOCATED AT (55.82%)	729,818.77	713,909.89		771,661.26	
ENTITY			=====	=====		=====	
77.52%		City of Napoleon	565,755.52	553,422.94		598,191.80	
1.41%		Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	10,290.44	10,066.13		10,880.42	
1.61%		Freedom Township	11,750.08	11,493.95		12,423.75	
11.72%		Napoleon Township (w/Sec.30 & 31)	85,534.76	83,670.24		90,438.70	
5.72%		Harrison Township	41,745.63	40,835.65		44,139.02	
2.02%		Proposed Adding - Florida Village	14,742.34	14,420.98		15,587.56	
Verification Totals->			729,818.77	713,909.89		771,661.25	
*****			*****	*****		*****	
100.00%		NET - TOTAL SHARED COST OVERALL (100.00%)	1,307,450.33	1,278,950.00	2017 Expenses Used in Estd. 2018 Contract QUARTERLY BILLING Using 2017 PROJTD.	1,382,410.00	ESTIMATED For Future Planning 2019 QTRLY.PROJ. BILLING Using 2018 BUDGET
ENTITY			=====	=====	=====	=====	=====
76.7071%		City of Napoleon (Includes Henry Co. Hospital)	1,002,907.08	981,045.30		1,060,406.45	
Net Shared Costs Allocated to Contracts->			304,543.25	297,904.70		322,003.55	
					2018 Act / 4	2019 Prj / 4	
0.7871%		Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	10,290.44	10,066.13	2,516.53	10,880.42	2,720.11
1.6409%		Freedom Township	21,454.29	20,986.62	5,246.66	22,684.33	5,671.08
12.3518%		Napoleon Township (w/Sec.30 & 31)	161,493.31	157,973.01	39,493.25	170,752.16	42,688.04
7.3856%		Harrison Township	96,562.87	94,457.96	23,614.49	102,099.08	25,524.77
1.1276%		Proposed Adding - Florida Village	14,742.34	14,420.98	3,605.25	15,587.56	3,896.89
Sub-Total - Townships & HC S.Amb. Dist.			304,543.25	297,904.70	74,476.18	322,003.55	80,500.89
=====			=====	=====	=====	=====	=====
100.00%		Totals	1,307,450.33	1,278,950.00		1,382,410.00	
=====			=====	=====		=====	
CAPITAL REVENUE ALLOCATION FOR TOWNSHIPS							
Total Annual Capital Per Agreement			90,000.00	90,000.00		95,000.00	
=====			=====	=====		=====	
80.00%		City Share of Annual Capital Per Agreement	72,000.00	72,000.00		76,000.00	
20.00%		Net Township Share of Annual Capital Per Agreement	18,000.00	18,000.00		19,000.00	
100.00%							
TOWNSHIP ALLOCATION OF NET CAPITAL			18,000.00	18,000.00		19,000.00	
(Based on % Of Net Shared Cost to Township)			=====	=====		=====	
3.3800%		Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	608.40	608.40		642.20	
7.0400%		Freedom Township	1,267.20	1,267.20		1,337.60	
53.0300%		Napoleon Township	9,545.40	9,545.40		10,075.70	
31.7100%		Harrison Township	5,707.80	5,707.80		6,024.90	
4.8400%		Proposed Adding - Florida Village	871.20	871.20		919.60	
100.00%		(Revenue Amount Allocated to 242 Fire Eq. Fund)	18,000.00	18,000.00		19,000.00	
=====			=====	=====		=====	

NAPOLEON FIRE AND EMS RUN CALL VOLUME BY YEAR AND ENTITY (11/30/2017)

Run Volume	2017 to Dt.	2016	2015	2014	2013	2012	2011	Average Call Volume
City	1000	1023	1151	1173	1164	1150	991	1093.14
Defiance Township	1	0	0	1	0	0	0	0.29
Flatrock Township	7	8	5	5	11	5	10	7.29
Freedom Township	8	4	15	11	22	18	9	12.43
Harison Township	32	47	43	46	44	46	39	42.43
Liberty Township	17	6	31	30	31	31	17	23.29
Marion Township	1	0	1	1	0	0	1	0.57
Monroe Township	0	0	0	1	1	0	1	0.43
Napoleon Township	113	125	114	94	99	108	102	107.86
Net	256	287	90					211.00
Other	3	7	7	4				5.25
Ridgville Township	4	7	5	6	1	8	3	4.86
Washington Township	4	3	2	12	8	4	1	4.86
Total	1446	1517	1464	1384	1381	1370	1174	

FIRE / EMS EQUIPMENT REPLACEMENT SCHEDULE (REV. 11/30/2018)

ITEM/PROJECT	EXPLANATION	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
FIRE DEPARTMENT	Amount added each year		\$ 90,000.00	\$ 95,000.00	\$ 100,000.00	\$ 105,000.00	\$ 110,000.00	\$ 115,000.00	\$ 120,000.00	\$ 125,000.00	\$ 130,000.00
Account 242-2200-57000	PROJECT/EQUIPMENT										
	COMMAND CAR (Chief 2 / school) 2013								\$55,000		
	COMMAND CAR (Chief 1)		\$50,081								
	BRUSH 806/ Chase/Plow/Hazmat (1997)		\$32,225								
	UTILITY 807 keep skid unit (2000)										
	ENGINE 803 (Did not replace)										
	MEDIC 801 (2003) (Remount)							\$120,000			
	MEDIC 802 (2003) (Remount)								\$120,000		
	MEDIC 804 (2015)										
	LADDER 808 (2000) (2030)										
	TENDER 809 (2011)										
	ENGINE 805 (1996) (LEASE?)										
	ENGINE 811 (2007) (2037)										
	HOVERCRAFT (1999)		\$60,000								
	Life-Pak Replacement (Qt. 3) (2028)										
	Turn-Out Gear					\$150,000					
	Misc Hose and Equipment	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
	AIRPACKS (2013)										\$275,000
	Thermal Imaging Camera (811) (2016)										
	Thermal Imaging Camera (805) (1992)		\$8,000								
	Thermal Imaging Camera (808) (2007)							\$10,000			
	Turnout Gear Washer					\$10,000					
	Subtotal:	\$16,000	\$166,306	\$16,000	\$16,000	\$176,000	\$16,000	\$146,000	\$191,000	\$16,000	\$291,000
	Account Balance	\$520,000	\$443,694	\$522,694	\$606,694	\$535,694	\$629,694	\$598,694	\$527,694	\$636,694	\$475,694
400.2200 Account											
Machinery & Equipment	Strotz Fittings	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00							
	Turnout Gear	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 7,000.00	\$ 7,000.00
	Power Load & Cot	\$ 40,000.00									
Building/Properties & Imp	Kitchen Rehab (In process)	\$ 10,000.00									
	Cord Reels for Apparatus	\$ 5,000.00									
	Main Copier		\$ 3,400.00								
	Computer Station (radio room #2)		\$ 1,000.00				\$ 1,500.00				\$ 1,500.00
	Computer Station (Chief 1)		\$ 1,000.00				\$ 1,500.00				\$ 1,500.00
	Computer Station (Chief 2)			\$ 1,500.00				\$ 1,500.00			
	Computer Station (Prevention #1)			\$ 1,500.00				\$ 1,500.00			
	Computer Station (Training)				\$ 1,500.00				\$ 1,500.00		
	Computer Station (radio room #1)				\$ 1,500.00				\$ 1,500.00		
	Gear / Hose Dryer (1975)										
	Washer Dryer Combo		\$ 1,369.00								
	SCBA Air Compressor						\$ 25,000.00				
	Training Ground										
	Subtotal:	\$70,000	\$16,769	\$13,000	\$9,000	\$6,000	\$34,000	\$9,000	\$9,000	\$7,000	\$10,000

FIRE / EMS EQUIPMENT REPLACEMENT SCHEDULE (REV. 11/30/2018)

ITEM/PROJECT	EXPLANATION	2026	2027	2028	2029	2030	2031	2032	2033	2034
FIRE DEPARTMENT	Amount added each year	\$ 140,000.00	\$ 150,000.00	\$ 160,000.00	\$ 170,000.00	\$ 200,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00	\$ 240,000.00
Account 242-2200-57000	PROJECT/EQUIPMENT									
	COMMAND CAR (Chief 2 / school) 2013									
	COMMAND CAR (Chief 1)									
	BRUSH 806/ Chase/Plow/Hazmat (1997)									
	UTILITY 807 keep skid unit (2000)									
	ENGINE 803 (Did not replace)									
	MEDIC 801 (2003) (Remount)									
	MEDIC 802 (2003) (Remount)									
	MEDIC 804 (2015)									
	LADDER 808 (2000) (2030)					\$500,000	\$240,000	\$240,000	\$240,000	\$240,000
	TENDER 809 (2011)									
	ENGINE 805 (1996) (LEASE?)	\$250,000	\$100,000	\$100,000	\$100,000	\$100,000				
	ENGINE 811 (2007) (2037)									
	HOVERCRAFT (1999)									
	Life-Pak Replacement (Qt. 3) (2028)			\$120,000						
	Turn-Out Gear					\$175,000				
	Misc Hose and Equipment	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
	AIRPACKS (2013)									
	Thermal Imaging Camera (811) (2016)									
	Thermal Imaging Camera (805) (1992)									
	Thermal Imaging Camera (808) (2007)									
	Turnout Gear Washer									
	Subtotal:	\$266,000	\$116,000	\$236,000	\$116,000	\$791,000	\$256,000	\$256,000	\$256,000	\$256,000
	Account Balance	\$349,694	\$383,694	\$307,694	\$361,694	-\$229,306	-\$245,306	-\$261,306	-\$277,306	-\$293,306
400.2200 Account										
Machinery & Equipment	Strotz Fittings									
	Turnout Gear	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
	Power Load & Cot									
Building/Properties & Imp	Kitchen Rehab (In process)									
	Cord Reels for Apparatus									
	Main Copier									
	Computer Station (radio room #2)									
	Computer Station (Chief 1)									
	Computer Station (Chief 2)	\$ 1,500.00								
	Computer Station (Prevention #1)	\$ 1,500.00								
	Computer Station (Training)		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Computer Station (radio room #1)		\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
	Gear / Hose Dryer (1975)									
	Washer Dryer Combo	\$ 2,000.00								
	SCBA Air Compressor									
	Training Ground									
	Subtotal:	\$12,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000



Napoleon Fire & Rescue

265 W. Riverview Avenue
P.O. Box 151
Napoleon, Ohio 43515
Phone: (419) 592-0441 Fax: (419) 592-5195
www.napoleonohio.com

Year to Date

- Answered 1389 calls for service
- Conducted 244 Inspections
- 168 re-inspections
- 33 public education events
- We completed all required annual testing which included fire pump, hose, SCBA, member facepiece, ladder, and aerial testing.
- We ordered two new vehicles using the state bid contract.
- We were awarded a grant from BWC for gloves. Hoods, and gear washer/extractor
- The training facility was completed.

2017 Highlights

Staffing

- Hired
 - One (1) full-time employee
 - Four (4) part-time employees
 - One (1) local part-time employee
 - Nine (9) employee's completed probation
 - Promoted two (2) part-time Lieutenants
 - Brings total staff to – 30 (the FD is allowed up to 50 in the codified ordinance)

Training

- Training facility completed
- Training completed by employees
 - Two (2) employees completed Fire Inspector Class
 - Two (2) employees completed Fire Officer I
 - Two (2) employees completed Fire Officer II
 - Two (2) employees completed Fire Officer III & IV
 - Two (2) employees completed train the trainer in Emergency Vehicle Operator course
 - One (1) employee attended Emergency Vehicle Technician Course.
 - Four (4) employees completed training to become CPR instructors



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Apparatus

- CAD system updated, and critical information now automatically populates in our I am Responding system.
- IPAD's were put in our first out medic, engine, and command cart to display this information
- A King Vision and IO drill were purchased for 3rd medic unit
- Auto-vent was purchased by the Association for 2nd medic unit

Grants

- We received the BWC grant (\$12,500)
 - This grant will purchase fire gloves, fire hoods, and a fire gear washer/extractor
- We received the State of Ohio EMS grant (\$5,200)
- The fire department received \$1,800 in donations

Awards

- Napoleon Fire & Rescue was awarded the Dr. Frank Foss award from Mercy Health

Website (www.napoleonfire.com)

- Napoleon Fire launched a new website

2017 FIRE & EMS PROJECTED CONTRACTS - ADDING PROPOSED FLORIDA								
USING - 2016 ACTUAL & 2017 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS								
= ACCOUNT NO. # =			COST CENTER, CATEGORY	2016	2016	2017 CONTRACT	2017	PROJECTED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	APPROVED	ACTUAL	Quarterly	APPROVED	2018 CONTRACT
			No/CO = No Prior Year Carryover In Totals->	BUDGET	EXPENSES	Payments	BUDGET	w/2017 Budget
2200 FIRE & EMS/SAFETY SERVICES								
Personal Services:								
100.	2200.	51100	Salary-Non Bargaining	196,610.00	182,580.86		135,620.00	
100.	2200.	51101	Salary-Non Bargaining-Overtime	15,000.00	0.00		15,000.00	
100.	2200.	51400	Salary-Fire Fulltime	391,220.00	317,638.00		352,900.00	
100.	2200.	51401	Salary-Fire Fulltime-Overtime	16,000.00	71,548.18		16,000.00	
100.	2200.	51410	Salary-Fire Partime	53,680.00	137,134.44		158,450.00	
100.	2200.	51420	Salary-EMT Partime	44,050.00	24,233.58		0.00	
Sub-Total Salary and Wages				716,560.00	733,135.06		677,970.00	
100.	2200.	51500	PERS	6,160.00	1,000.71		1,100.00	
100.	2200.	51540	Fire Pension-Current Liability (Net \$, See 291 Fund)	94,830.00	74,436.20		82,430.00	
291.	2200.	51540	Fire Pension-Current Liability (Net \$, See 100 Fund)	42,200.00	43,016.82		42,250.00	
100.	2200.	51560	Social Security	7,520.00	9,580.81		8,730.00	
100.	2200.	51600	Worker's Compensation	21,490.00	13,605.28		20,350.00	
100.	2200.	51700	Medicare-City Share	9,690.00	10,375.98		9,820.00	
100.	2200.	51710	Hospitalization Insurance	92,660.00	83,851.76		123,830.00	
100.	2200.	51750	Life Insurance	490.00	351.48		540.00	
100.	2200.	51900	Unemployment Compensation	0.00	546.37		0.00	
Sub-Total Fringe Benefits				275,040.00	236,765.41		289,050.00	
Total Personal Services				991,600.00	969,900.47		967,020.00	
Other:								
100.	2200.	52000	Travel, Training and Education	15,000.00	11,950.90		15,000.00	
210.	2200.	52000	Travel, Training and Education	14,000.00	10,540.80		14,000.00	
100.	2200.	52010	Memberships and Dues	1,800.00	938.95		3,100.00	
100.	2200.	53110	Utilities-Electric	22,000.00	19,826.34		23,100.00	
100.	2200.	53111	Utilities-Natural Gas	2,500.00	135.97		2,500.00	
100.	2200.	53113	Utilities-Water and Sewer	6,000.00	5,829.00		6,300.00	
100.	2200.	53114	Utilities-Telephone	4,340.00	2,298.25		4,340.00	
100.	2200.	53115	Utilities-Cable Modem	350.00	52.47		350.00	
100.	2200.	53200	Service Contracts-Communications	10,000.00	5,820.99		10,500.00	
100.	2200.	53300	Service Fees-Professional	17,500.00	24,319.91		10,900.00	
210.	2200.	53300	Service Fees-Professional	34,000.00	29,397.35		34,000.00	
210.	2200.	53430	Contracts-Townships EMS Revenues	50,000.00	48,031.05		50,000.00	
100.	2200.	53510	Contract Maintenance-Vehicles	15,000.00	3,633.88		15,000.00	
210.	2200.	53510	Contract Maintenance-Vehicles	5,000.00	1,792.00		5,000.00	
100.	2200.	53520	Contract Maintenance-Equipment	7,000.00	5,181.50		7,000.00	
210.	2200.	53520	Contract Maintenance-Equipment	11,000.00	6,641.88		13,400.00	
100.	2200.	53610	Contract Maintenance-Buildings & Structures	15,000.00	9,581.82		15,000.00	
100.	2200.	53700	Insurance and Bonding	2,670.00	2,501.14		2,850.00	
100.	2200.	53710	Insurance Claims-Deductible	0.00	0.00		0.00	
100.	2200.	54100	Supplies-Office	2,500.00	3,380.11		2,500.00	
100.	2200.	54110	Supplies-Postage and Delivery Charges	500.00	211.73		500.00	
100.	2200.	54200	Supplies-Operating	5,000.00	2,860.63		5,000.00	
210.	2200.	54200	Supplies-Operating	31,000.00	26,360.14		31,000.00	
100.	2200.	54220	Supplies-Fire Prevention	3,000.00	339.00		3,000.00	
210.	2200.	54225	Supplies-EMS Durrable Equipment	2,500.00	1,819.50		2,500.00	
100.	2200.	54230	Supplies-Gasoline & Deisel Fuels	22,950.00	13,635.64		22,950.00	
100.	2200.	54240	Supplies-Chemicals	4,500.00	2,672.16		4,500.00	
100.	2200.	54300	Supplies-Vehicle Parts & Supplies	4,500.00	5,457.51		4,500.00	
210.	2200.	54300	Supplies-Vehicle Parts & Supplies	4,000.00	2,548.58		4,000.00	
Fire Expenses - Continued Next Page								

2017 FIRE & EMS PROJECTED CONTRACTS - ADDING PROPOSED FLORIDA								
USING - 2016 ACTUAL & 2017 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS								
= ACCOUNT NO. # =		COST CENTER, CATEGORY		2016	2016	2017 CONTRACT	2017	PROJECTED
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	APPROVED	ACTUAL	Quarterly	APPROVED	2018 CONTRACT
			No/CO = No Prior Year Carryover In Totals->	BUDGET	EXPENSES	Payments	BUDGET	w/2017 Budget
			Fire Expenses - Continued					
100.	2200.	54500	Supplies-Other Equipment	3,500.00	1,532.15		3,500.00	
100.	2200.	54700	Supplies-Small Tools	4,000.00	1,840.05		4,000.00	
100.	2200.	54800	Supplies-Uniforms	11,000.00	6,685.33		11,000.00	
210.	2200.	59000	Refunds- Miscellaneous	2,000.00	3,449.40		3,000.00	
100.	9800.	59130	Reimburse-Shared Expense (Township Contracts)	7,500.00	7,500.00		7,500.00	
			Sub-Total Operating Expenses	341,610.00	268,766.13		341,790.00	
			Major Large Equipment Capital Items:					
			(Part of Annual Fixed Allocation):					
242.	2200.	57000	Machinery and Equipment (Major Capital Items)	0.00	0.00		160,000.00	
			(2017 Items: Fire Vch.(807) \$55,000; Fire Vch.(806) \$45,					
242.	2200.	43000	Less: Rev.Offset - Grants, Donations, Etc.	0.00	0.00		0.00	
			Net Machinery & Equipment Costs-Major Capital Items	0.00	0.00		160,000.00	
			Other Capital Items (Not Annually Allocated):					
210.	2200.	57000	Machinery and Equipment	4,000.00	2,856.62		4,000.00	
242.	2200.	57000	Machinery and Equipment	16,000.00	10,041.00		24,000.00	
242.	2200.	57200	Buildings and Improvements	0.00	0.00		0.00	
400.	2200.	57000	Machinery and Equipment	15,000.00	73,284.86		22,500.00	
400.	2200.	57200	Buildings and Improvements	50,000.00	6,566.96		0.00	
			Sub-Total Capital Imp.(Less Grants on Major Items)	85,000.00	92,749.44		210,500.00	
			Total Other	426,610.00	361,515.57		552,290.00	
			Total-2200 Fire & EMS/Safety Services					
			All Operating and Capital Expenditures	1,418,210.00	1,331,416.04		1,519,310.00	
				=====	=====		=====	
			EXPENDITURE ADJUSTMENTS:					
242.	2200.	57000	LESS: Net Major Cap.Exp.By Year in 242 Fd.(Large Eq.)	0.00	0.00		-160,000.00	
210.	2200.	53430	LESS: Township EMS Revenue Payments	-50,000.00	-48,031.05		-50,000.00	
			LESS: Non-EMS Adjustments	0.00	0.00		0.00	
			ADD: Annualized Capital Fixed Amt.(Large Equip.)	90,000.00	90,000.00		90,000.00	
			Sub-Total Expense Adjustments	40,000.00	41,968.95		-120,000.00	
			Net Allocated Expenses Per Contract	1,458,210.00	1,373,384.99		1,399,310.00	
			REVENUE ADJUSTMENTS (Not Previously Listed):					
100.	2200.	44350 }->	LESS: Donations in 100 General Fund	0.00	-225.00		0.00	
100.	2200.	47010 }->	LESS: Misc.Fire Revenue in 100 General Fund	-2,500.00	-10,613.40		-2,500.00	
100.	0000.	49650 }->	LESS: Reimb.Fire 180 kWh Tax Fd.to 100 Gen.Fd.	-28,000.00	-25,655.34		-29,400.00	
210.	2200.	43100 }->	LESS: State Grants in 210 EMS Transport Fund	-3,000.00	0.00		-3,000.00	
210.	2200.	44350 }->	LESS: Donations in 210 EMS Transport Fund	0.00	0.00		0.00	
242.	2200.	43100 }->	LESS: State Grants in 242 Fire Equip.Fund	0.00	0.00		0.00	
242.	2200.	44350 }->	LESS: Donations in 242 Fire Equip.Fund	0.00	0.00		0.00	
242.	0000.	47200 }->	LESS: Interest Posted to the 242 Fire Equip.Fund	-2,870.00	-4,751.32		-5,330.00	
242.	0000.	49000 }->	LESS: Sale of Assets in the 242 Fire Equip.Fund	0.00	0.00		0.00	
400.	2200.	44351 }->	LESS: Donations in 400 CIP Fund	0.00	-24,689.60		0.00	
400.	2200.	47010 }->	LESS: Misc.Fire Revenue in 400 CIP Fund	0.00	0.00		0.00	
			Sub-Total Revenue Adjustments	-36,370.00	-65,934.66		-40,230.00	
			* NET FIRE & EMS EXPENDITURES for CONTRACT BILLING	1,421,840.00	1,307,450.33		1,359,080.00	
				=====	=====		=====	

2017 FIRE & EMS PROJECTED CONTRACTS - ADDING PROPOSED FLORIDA								
USING - 2016 ACTUAL & 2017 BUDGETED EXPENSES & REVENUES for FIRE & EMS CONTRACTS								
= ACCOUNT NO. # =		COST CENTER, CATEGORY	2016	2016	2017 CONTRACT	2017	PROJECTED	
FUND	DEPT	ACCT	ACCOUNT DESCRIPTION	APPROVED	ACTUAL	Quarterly	APPROVED	2018 CONTRACT
			No/CO = No Prior Year Carryover In Totals->	BUDGET	EXPENSES	Payments	BUDGET	w/2017 Budget
		DIST%	ALLOCATED COSTS BY ENTITY					
			=====	44.18%	44.18%		44.18%	
		100.00%	FIRE COSTS ALLOCATED AT (44.18%)	628,168.91	577,631.56		600,441.54	
			ENTITY	=====	=====		=====	
		75.68%	City of Napoleon	475,398.23	437,151.56		454,414.16	
		1.68%	Freedom Township	10,553.24	9,704.21		10,087.42	
		13.15%	Napoleon Township (w/Sec.30 & 31)	82,604.21	75,958.55		78,958.06	
		9.49%	Harrison Township	59,613.23	54,817.24		56,981.90	
			Verification Totals->	628,168.91	577,631.56		600,441.54	
				55.82%	55.82%		55.82%	
		100.00%	EMS COSTS ALLOCATED AT (55.82%)	793,671.09	729,818.77		758,638.46	
			ENTITY	=====	=====		=====	
		77.52%	City of Napoleon	615,253.84	565,755.52		588,096.54	
		1.41%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	11,190.76	10,290.44		10,696.80	
		1.61%	Freedom Township	12,778.10	11,750.08		12,214.08	
		11.72%	Napoleon Township (w/Sec.30 & 31)	93,018.25	85,534.76		88,912.43	
		5.72%	Harrison Township	45,397.99	41,745.63		43,394.12	
		2.02%	Proposed Adding - Florida Village	16,032.16	14,742.34	ACTUAL	15,324.50	For Future
			Verification Totals->	793,671.10	729,818.77	2016 Expenses	758,638.47	Planning
				*****	*****	Used in	*****	2018
						QUARTERLY		BILLING Using
						BILLING Using		2017 BUDGET
		100.00%	NET - TOTAL SHARED COST OVERALL (100.00%)	1,421,840.00	1,307,450.33	2016 ACTUAL	1,359,080.00	2017 BUDGET
			ENTITY	=====	=====	=====	=====	=====
		76.7071%	City of Napoleon (Includes Henry Co. Hospital)	1,090,652.07	1,002,907.08		1,042,510.70	
			Net Shared Costs Allocated to Contracts->	331,187.93	304,543.25		316,569.30	
						2016 Act./ 4		2018 Pri./ 4
		0.7871%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	11,190.76	10,290.44	2,572.61	10,696.80	2,674.20
		1.6409%	Freedom Township	23,331.34	21,454.29	5,363.57	22,301.50	5,575.38
		12.3518%	Napoleon Township (w/Sec.30 & 31)	175,622.46	161,493.31	40,373.33	167,870.49	41,967.62
		7.3856%	Harrison Township	105,011.22	96,562.87	24,140.72	100,376.02	25,094.01
		1.1276%	Proposed Adding - Florida Village	16,032.16	14,742.34	3,685.59	15,324.50	3,831.13
			Sub-Total - Townships & HC S.Amb. Dist.	331,187.94	304,543.25	76,135.82	316,569.31	79,142.34
				=====	=====	=====	=====	=====
		100.00%	Totals	1,421,840.01	1,307,450.33		1,359,080.01	
				=====	=====		=====	
			CAPITAL REVENUE ALLOCATION FOR TOWNSHIPS					
			Total Annual Capital Per Agreement	90,000.00	90,000.00		90,000.00	
				=====	=====		=====	
		80.00%	City Share of Annual Capital Per Agreement	72,000.00	72,000.00		72,000.00	
		20.00%	Net Township Share of Annual Capital Per Agreement	18,000.00	18,000.00		18,000.00	
		100.00%						
			TOWNSHIP ALLOCATION OF NET CAPITAL					
			(Based on % Of Net Shared Cost to Township)	=====	=====		=====	
		4.84%	Proposed Adding - Florida Village	871.20	871.20		871.20	
		3.38%	Henry Co.South Amb.Dist. (Frmly.Flatrock Twn.)	608.40	608.40		608.40	
		7.04%	Freedom Township	1,267.20	1,267.20		1,267.20	
		53.03%	Napoleon Township	9,545.40	9,545.40		9,545.40	
		31.71%	Harrison Township	5,707.80	5,707.80		5,707.80	
				=====	=====		=====	
		100.00%	(Revenue Amount Allocated to 242 Fire Eq. Fund)	18,000.00	18,000.00		18,000.00	
				=====	=====		=====	

ORDINANCE NO. 080-17

AN ORDINANCE ESTABLISHING THE APPROPRIATION MEASURE (BUDGET) OF THE CITY OF NAPOLEON, OHIO FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018, LISTED IN EXHIBIT "A"; AND DECLARING AN EMERGENCY

WHEREAS, Council desires to pass the annual appropriation measure of the City of Napoleon for the fiscal year ending December 31, 2018;

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, 2018.

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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 080-17 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

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018</u> <u>FUND</u> <u>TOTAL</u>
	<u>PERSONAL</u> <u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>100 GENERAL FUND</u>				
1100 City Council/Legislative	40,650	7,700	48,350	
1200 Mayor/Executive	17,250	3,100	20,350	
1300 City Manager/Administrative	231,820	32,920	264,740	
1370 City Manager/Human Resources	92,020	20,030	112,050	
1400 Law Director/Administrative	197,860	49,360	247,220	
1500 Finance/Administrative	436,190	105,990	542,180	
1520 Finance/Utility Billing	129,980	92,620	222,600	
1600 Information Systems/Administrative	163,390	44,950	208,340	
1700 Engineering/City Engineer	441,110	68,350	509,460	
1800 Municipal Court/Judicial	473,090	95,160	568,250	
1900 General Government/Miscellaneous	0	309,400	309,400	
2100 Police/Safety Services	1,683,180	263,240	1,946,420	
2101 Police/Code Enforcement	38,810	10,740	49,550	
2200 Fire/Safety Services	928,250	181,640	1,109,890	
3100 Building Inspections/Zoning & Planning	0	0	0	
4700 Cemetery/Operations	101,630	27,160	128,790	
5130 Service/Buildings, Properties, Equipment	73,140	17,730	90,870	
9800 Reimbursements-Shared Expense	0	23,000	23,000	
9900 Transfer Accounts	0	295,780	295,780	
Total - 100 General Fund	5,048,370	1,648,870	6,697,240	\$6,697,240
<u>101 GENERAL FUND RESERVE BALANCE FUND</u>				
1900 General Government/Miscellaneous	0	0	0	\$0
<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	37,400	37,400	\$37,400
<u>147 UNCLAIMED MONIES FUND</u>				
9400 Unclaimed Monies Agency Accounts	0	1,000	1,000	
9900 Transfer Accounts	0	1,500	1,500	
Total - 147 Unclaimed Monies Fund	0	2,500	2,500	\$2,500
<u>170 MUNICIPAL INCOME TAX FUND</u>				
1510 Finance/Income Tax Collection	130,080	204,640	334,720	
9900 Transfer Accounts	0	3,865,280	3,865,280	
Total - 170 Municipal Income Tax Fund	130,080	4,069,920	4,200,000	\$4,200,000
<u>180 KWH TAX (GF) COLLECTION FUND</u>				
9800 Reimbursements-Shared Expense	0	202,940	202,940	
9900 Transfer Accounts	0	317,060	317,060	
Total - 180 KWH Tax (GF) Collection Fund	0	520,000	520,000	\$520,000

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018</u> <u>FUND</u> <u>TOTAL</u>
	<u>PERSONAL</u> <u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>195 LAW LIBRARY FUND</u>				
1800 Municipal Court/Judicial	0	11,000	11,000	
9900 Transfer Accounts	0	11,000	11,000	
Total - 195 Law Library Fund	0	22,000	22,000	\$22,000
<u>200 STREET CONSTR., MAINT. & REPAIR FUND</u>				
5100 Service/Streets Maintenance and Properties	196,630	181,700	378,330	
5110 Service/Ice and Snow Removal	32,000	61,600	93,600	
5120 Service/Storm Drainage	11,000	8,500	19,500	
Total - 200 Street (SCM&R) Fund	239,630	251,800	491,430	\$491,430
<u>201 STATE HIGHWAY IMPROVEMENT FUND</u>				
5100 Service/Streets Maintenance and Properties	0	36,200	36,200	\$36,200
<u>202 MUNICIPAL (50%) MV LICENSE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	25,000	25,000	\$25,000
<u>203 MUNICIPAL (100%) MV LICENSE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	74,000	74,000	
9900 Transfer Accounts	0	0	0	
Total - 203 Municipal 100% MV License Tax Fund	0	74,000	74,000	\$74,000
<u>204 COUNTY MV LIC.PERMISSIVE TAX FUND</u>				
5100 Service/Streets Maintenance and Properties	0	56,500	56,500	\$56,500
<u>210 EMS TRANSPORT SERVICE FUND</u>				
2200 Fire/Safety Services	0	170,000	170,000	
9800 Reimbursements-Shared Expense	0	205,000	205,000	
9900 Transfer Accounts	0	27,440	27,440	
Total - 210 EMS Transport Service Fund	0	402,440	402,440	\$402,440
<u>220 RECREATION FUND</u>				
4100 Parks/Administrative	111,870	7,000	118,870	
4200 Recreation/Golf Operating	148,460	102,350	250,810	
4300 Recreation/Pool Operating	47,380	56,940	104,320	
4400 Recreation/Programs	245,630	202,190	447,820	
Total - 220 Recreation Fund	553,340	368,480	921,820	\$921,820
<u>227 NAPOLEON CEMETERY TRUST FUND</u>				
4700 Cemetery/Grounds	0	6,000	6,000	\$6,000

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018 FUND TOTAL</u>
	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>240 HOTEL/MOTEL TAX FUND</u>				
3800 Travel and Tourism	0	42,000	42,000	
9900 Transfer Accounts	0	42,000	42,000	
Total - 240 Hotel Motel Tax Fund	0	84,000	84,000	\$84,000
<u>242 FIRE EQUIPMENT FUND</u>				
2200 Fire/Safety Services	0	16,000	16,000	\$16,000
<u>243 REFUND-FIRE LOSS FUND</u>				
1900 General Government/Miscellaneous	0	0	0	\$0
<u>261 CDBG PROGRAM INCOME FUND</u>				
3300 Contracts-Grt.Srv.-MVPLN	0	42,000	42,000	\$42,000
<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	42,100	42,100	
9800 Reimbursements-Shared Expense	0	10,000	10,000	
Total - 272 Court Computerization Fund	0	52,100	52,100	\$52,100
<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	500	3,500	\$3,500
<u>275 MUNICIPAL PROBATION SERVICE FUND</u>				
1810 Municipal Court/Probation Department	6,940	10,700	17,640	\$17,640
<u>277 PROBATION OFFICERS GRANT FUND</u>				
1810 Municipal Court/Probation Department	49,290	0	49,290	\$49,290
<u>278 COURT SPECIAL PROJECTS FUND</u>				
1800 Municipal Court/Judicial	0	67,750	67,750	\$67,750
<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	5,000	500	5,500	\$5,500

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018</u> <u>FUND</u> <u>TOTAL</u>
	<u>PERSONAL</u> <u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>281 INDIGENT DRVS.INTERLCK.& AL.MNTR.FUND</u> 2100 Police/Safety Services	0	5,000	5,000	\$5,000
<u>288 JUSTICE REINVESTMENT INCENTIVE GRANT</u> 1800 Municipal Court/Probation Department	14,740	9,740	24,480	\$24,480
<u>290 POLICE PENSION FUND</u> 2100 Police/Safety Services	84,310	0	84,310	\$84,310
<u>291 FIRE PENSION FUND</u> 2200 Fire/Safety Services	42,150	0	42,150	\$42,150
<u>295 IRS 125 BENEFITS PLAN FUND</u> 1900 General Government/Miscellaneous	0	2,220	2,220	\$2,220
<u>300 GENERAL BOND RETIREMENT FUND</u> 8100 General Obligation Debt Services	0	75,820	75,820	\$75,820
<u>310 SA BOND RETIREMENT FUND</u> 8500 Special Assessment Debt Services	0	34,980	34,980	\$34,980
<u>400 CAPITAL IMPROVEMENT FUND</u>				
1100 City Council/Legislative	0	5,500	5,500	
1300 City Manager/Administrative	0	2,730	2,730	
1370 City Manager/Human Resources	0	0	0	
1400 Law Director/Administrative	0	7,000	7,000	
1500 Finance/Administrative	0	55,600	55,600	
1600 Information Systems/Administrative	0	48,500	48,500	
1700 Engineering/City Engineer	0	64,500	64,500	
1800 Municipal Court/Judicial	0	5,000	5,000	
2100 Police/Safety Services	0	87,250	87,250	
2200 Fire/Safety Services	0	26,000	26,000	
4200 Recreation/Golf Operating	0	25,000	25,000	
4300 Recreation/Pool Operating	0	10,000	10,000	
4400 Recreation/Programs	0	0	0	
4700 Cemetery/Grounds	0	10,000	10,000	
5100 Service/Streets Maintenance and Properties	0	3,752,800	3,752,800	
5130 Service/Buildings, Properties, Equipment	0	70,000	70,000	
5200 Service/Garage Rotary	0	0	0	
9900 Transfer Accounts	0	125,310	125,310	
Total - 400 Capital Improvement Fund	0	4,295,190	4,295,190	\$4,295,190
<u>401 CIP FUNDING RESERVE FUND</u>				
1900 General Government/Miscellaneous	0	0	0	\$0

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018</u> <u>FUND</u> <u>TOTAL</u>
	<u>PERSONAL</u> <u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>500 ELECTRIC UTILITY REVENUE FUND</u>				
1520 Finance/Utility Billing	0	30,700	30,700	
6110 Electric/Operations, Distribution System	1,344,330	1,222,200	2,566,530	
6111 Electric/Purchased Power	0	13,300,000	13,300,000	
9800 Reimbursement Accounts-Shared Expenses	0	929,690	929,690	
9900 Transfer Accounts	0	860,500	860,500	
Total - 500 Electric Utility Revenue Fund	1,344,330	16,343,090	17,687,420	\$17,687,420
<u>503 ELECTRIC DEVELOPMENT FUND</u>				
6110 Electric/Operations, Distribution System	0	433,400	433,400	
9900 Transfer Accounts	0	0	0	
Total - 503 Economic Development Fund	0	433,400	433,400	\$433,400
<u>510 WATER REVENUE FUND</u>				
1520 Finance/Utility Billing	0	12,280	12,280	
6200 Water/Treatment Plant Operations	554,320	1,285,380	1,839,700	
6210 Water/Distribution System	449,630	366,190	815,820	
9800 Reimbursement Accounts-Shared Expenses	0	495,530	495,530	
9900 Transfer Accounts	0	717,940	717,940	
Total - 510 Water Revenue Fund	1,003,950	2,877,320	3,881,270	\$3,881,270
<u>511 WATER DEPRECIATION RESERVE FUND</u>				
6210 Water/Distribution System	0	335,000	335,000	\$335,000
<u>512 WATER DEBT RESERVE FUND</u>				
8300 Revenue Funds Debt Services	0	209,600	209,600	\$209,600
<u>513 WATER OWDA BOND RETIREMENT FUND</u>				
8300 Revenue Funds Debt Services	0	22,280	22,280	\$22,280
<u>519 WATER PLANT REN.&IMP.PROJECT FUND</u>				
6200 Water/Treatment Plant Operations	0	10,992,940	10,992,940	
9900 Transfer Accounts	0	72,530	72,530	
Total - 519 Water Plant Ren.& Imp.Prj.Fund	0	11,065,470	11,065,470	\$11,065,470
<u>520 SEWER (WWT) UTILITY REVENUE FUND</u>				
1520 Finance/Utility Billing	0	12,280	12,280	
6300 Sewer(WWT)/Treatment Plant Operations	639,620	1,391,870	2,031,490	
6310 Sewer(WWT)/Collection System	68,990	101,050	170,040	
6311 Sewer(WWT)/Cleaning, Imp. (SSO & CSO)	173,450	37,850	211,300	
9800 Reimbursement Accounts-Shared Expenses	0	551,890	551,890	
9900 Transfer Accounts	0	1,409,250	1,409,250	
Total - 520 Sewer (WWT) Uty. Revenue Fund	882,060	3,504,190	4,386,250	\$4,386,250

**2018 APPROPRIATION BUDGET - ORIGINAL BUDGET
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

<u>ORDINANCE No. 080-17</u> <u>FUND / DEPARTMENT</u>	===== 2018 ORIGINAL APPROVED BUDGET =====			<u>2018</u> <u>FUND</u> <u>TOTAL</u>
	<u>PERSONAL</u> <u>SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	
<u>521 SEWER (WWT) UTILITY & IMP. FUND</u> 6300 Sewer(WWT)/Treatment Plant Operations	0	2,262,500	2,262,500	\$2,262,500
<u>522 SEWER (WWT) UTILITY RESERVE FUND</u> 8300 Revenue Funds Debt Services	0	451,390	451,390	\$451,390
<u>523 OWDA SA DEBT RETIREMENT FUND</u> 8600 Special Assessment Debt Services (OWDA)	0	105,250	105,250	\$105,250
<u>532 WILLIAMS PUMP STATION IMPROVEMENT PROJECT FUND</u> 6310 Sewer(WWT)/Collection System 8800 State & EPA Loans Debt Services	0 0	1,518,830 0	1,518,830 0	
Total - 532 Williams Pump Sta.Imp.Prj.Fund	0	1,518,830	1,518,830	\$1,518,830
<u>560 SANITATION (REFUSE) REVENUE FUND</u> 1520 Finance/Utility Billing 6400 Sanitation(Refuse)/Collection and Disposal 6410 Sanitation(Refuse)/SRS-Seasonal Pickup Progr 6411 Sanitation(Refuse)/SRS-Yard Waste Site 6412 Sanitation(Refuse)/SRS-Mosquito Control 6420 Sanitation(Refuse)/Recycling Programs 9800 Reimbursement Accounts-Shared Expenses 9900 Transfer Accounts	0 209,360 0 0 0 79,370 0 0	6,140 168,580 62,550 66,550 68,870 67,250 161,980 40,000	6,140 377,940 62,550 66,550 68,870 146,620 161,980 40,000	
Total - 560 Sanitation(Refuse) Revenue Fund	288,730	641,920	930,650	\$930,650
<u>561 SANITATION (REFUSE) DEP.RESERVE FUND</u> 6400 Sanitation(Refuse)/Collection and Disposal	0	5,000	5,000	\$5,000
<u>580 METER DEP. (ELECTRIC & WATER) FUND</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 5600 Service/Fuel Purchase Rotary	172,030 0	92,600 55,000	264,630 55,000	
Total - 600 Central Garage/Fuel Rotary Fund	172,030	147,600	319,630	\$319,630
* GRAND TOTAL - ALL FUNDS	\$9,870,950	\$52,210,450	\$62,081,400	\$62,081,400

RESOLUTION NO. 081-17

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 2018, 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 2018 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 0 -17 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

2018 APPROPRIATION BUDGET - TRANSFER OF FUNDS**RESOLUTION No. 081-17****BUDGET REVIEW - 2018 TRANSFER OF FUNDS****= TRANSFER AMOUNTS =****FUND NAME, FROM - TO, PURPOSE****FROM****TO**

FROM: 100 GENERAL FUND	\$100,000	
TO: 101 GENERAL RESERVE BALANCE FUND		\$100,000
Purpose: Move Excess Reserves in 100 General Fund to 101 General Reserve Balance Fund.		
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	\$8,150	
TO: 130 ECONOMIC DEVELOPMENT FUND		\$8,150
Purpose: Subsidize the Economic Development Fund programs due to insufficient funds in the 130 ED I		
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	\$174,330	
TO: 600 CENTRAL ROTARY CHARGES FUND		\$174,330
Purpose: Subsidize Operating Expenditures of Central Garage Rotary Charges Fund.		
FROM: 147 UNCLAIMED MONIES FUND	\$1,500	
TO: 100 GENERAL FUND		\$1,500
Purpose: Payment of Unclaimed Funds back to the 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$2,050,140	
TO: 100 GENERAL FUND		\$2,050,140
Purpose: Net Transfer (62%) of Income Tax Receipts to 100 General Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$558,600	
TO: 220 RECREATION FUND		\$558,600
Purpose: Transfer of Income Tax Levy Receipts to 220 Recreation Fund.		
FROM: 170 MUNICIPAL INCOME TAX FUND	\$1,256,540	
TO: 400 CAPITAL IMPROVEMENT FUND		\$1,256,540
Purpose: Net Transfer (38%) of Income Tax Receipts to 400 CIP Fund.		
FROM: 180 KWH TAX COLLECTION (GF) FUND	\$317,060	
TO: 100 GENERAL FUND		\$317,060
Purpose: Transfer of Net Balance of KWH Tax Funds into the General Fund.		

2018 APPROPRIATION BUDGET - TRANSFER OF FUNDS**RESOLUTION No. 081-17****BUDGET REVIEW - 2018 TRANSFER OF FUNDS****= TRANSFER AMOUNTS =****FUND NAME, FROM - TO, PURPOSE****FROM****TO**

FROM: 195 LAW LIBRARY FUND	\$11,000	
TO: 100 GENERAL FUND		\$11,000
Purpose: Transfer of City Share for Highway Patrol Fine Monies per ORC.		
FROM: 210 EMS TRANSPORT SERVICE FUND	\$27,440	
TO: 242 FIRE EQUIPMENT FUND		\$27,440
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	\$42,000	
TO: 100 GENERAL FUND		\$42,000
Purpose: City's Net Share of Total Collections (50%) on a 6% Rate, per Ordinance to 100 General Fund		
FROM: 400 CAPITAL IMPROVEMENT FUND	\$51,750	
TO: 300 GENERAL BOND RETIREMENT FUND		\$51,750
Purpose: Retirement of General Bond Obligation Debt.		
FROM: 400 CAPITAL IMPROVEMENT FUND	\$48,560	
TO: 242 FIRE EQUIPMENT FUND		\$48,560
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: 500 ELECTRIC REVENUE FUND	\$520,000	
TO: 180 KWH TAX COLLECTION (GF) FUND		\$520,000
Purpose: Transfer to 180 kWH (GF Equivalent) Tax Fund, 100 General Fund share of kWH Tax.		
FROM: 500 ELECTRIC REVENUE FUND	\$340,500	
TO: 503 ELECTRIC DEVELOPMENT FUND		\$340,500
Purpose: Funding Reserves for Current and Future Capital Purchases.		
FROM: 510 WATER REVENUE FUND	\$435,000	
TO: 511 WATER DEPR. FUND		\$435,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		

2018 APPROPRIATION BUDGET - TRANSFER OF FUNDS

RESOLUTION No. 081-17

BUDGET REVIEW - 2018 TRANSFER OF FUNDS

= TRANSFER AMOUNTS =
FROM TO

FUND NAME, FROM - TO, PURPOSE

FROM: 510 WATER REVENUE FUND	\$209,600	
TO: 512 WATER DEBT RESERVE FUND		\$209,600
Purpose: Funding for Debt Payments on Water Projects.		
FROM: 510 WATER REVENUE FUND	\$19,400	
TO: 513 WATER OWDA BOND RETIREMENT FUND		\$19,400
Purpose: Funding for OWDA Debt Payments on Water Projects.		
FROM: 510 WATER REVENUE FUND	\$53,940	
TO: 519 WATER PLANT RENOVATION & IMPRMNT. FUND		\$53,940
Purpose: Funding for Debt Service on New Water Plant Fund.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$88,310	
TO: 523 OWDA SA BOND RETIREMENT FUND		\$88,310
Purpose: Funding for OWDA Debt Payments on Sewer Projects.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$894,550	
TO: 521 SEWER REPLACEMENT & IMP. FUND		\$894,550
Purpose: Funding Reserves for Current and Future Capital Purchases.		
FROM: 520 SEWER (WWT) REVENUE FUND	\$426,390	
TO: 522 SEWER UTILITY RESERVE FUND		\$426,390
Purpose: Funding for Capital and Debt Payments.		
FROM: 560 SANITATION REVENUE FUND	\$40,000	
TO: 561 SANITATION DEPRECIATION RES. FUND		\$40,000
Purpose: Funding Reserves for Current and Future Capital Purchases.		
TOTALS - FROM	7,713,060	
TOTALS - TO		7,713,060
	=====	=====

RESOLUTION NO. 082-17

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 2018; 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 twenty five thousand dollars (\$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 2018; 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 or 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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 082-17 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

Resolution No. 082-17 Exhibit A

DEPARTMENT/CATEGORY/ITEM DESCRIPTION
<u>1300 CITY MANAGER/ADMINISTRATION</u>
Facilities management system
<u>1800 MUNICIPAL COURT/JUDICIAL</u>
Security cameras and hearing impaired equipment
<u>1600 MIS</u>
New telephone system (all departments)
Copy machines (various departments)
New door system
<u>1700 ENGINEERING/CITY ENGINEER</u>
GIS software
Surveying services
<u>2100 POLICE/SAFETY SERVICES</u>
Patrol car – replacement of one (1) vehicle
<u>2200 FIRE/SAFETY SERVICES</u>
None
<u>4400 RECREATION/PARKS AND PROGRAMS</u>
New playground equipment
<u>5100 SERVICES/STREETS SCM&R</u>
Roadside mowing (contracted)
Ice and snow removal (salt contracts)
Tree trimming and stump removal (contracted)
Street loader
<u>- ROAD & STREET IMPROVEMENT PROGRAMS</u>
Street striping and misc. painting (contracted)
Milling and resurfacing local streets (annual)
Materials – crack sealing, stone and other
Annual concrete grinding
Spray patching and street materials – yearly program
Downtown Resurfacing Project – Phase II
GIS setup
City parking lot repaving
Industrial Drive improvements
Scott Street traffic study
Scott Street soil borings
Park Street Improvement Project – Phase II
<u>6110 ELECTRIC/OPERATIONS DIST.</u>
Bucket truck
Wood poles

<u>5130 SERVICES/BUILDING MAINTENANCE & PROPERTY</u>
Service truck
Reel trailer
- <u>STREET LIGHTING IMPROVEMENT PROGRAM</u>
Street lighting improvements
- <u>ELECTRIC FEEDER LINE IMPROVEMENTS</u>
Electrical underground upgrades and maintenance
Electrical overhead upgrades and maintenance
- <u>TRANSFORMER REPLACEMENT & DISPOSAL PROGRAMS</u>
Transformer replacement and disposal (inventory)
- <u>ELECTRICAL IMPROVEMENTS & UPGRADES</u>
New system growth and updates
<u>6200 WATER TREATMENT PLANT OPERATIONS</u>
Outside services clean sludge lagoons (contracted)
TOC analyzer for Water Plant
Chemicals (Water Treatment Plant)
Chemicals (Miex resin and salt)
Hanger for Perry St. Bridge
Service truck
<u>6210 WATER DISTRIBUTION SYSTEM</u>
Leak detention and repair program
Valve asset and water loss program
Water supplies (yokes, stops, saddles, valve, etc.)
Service truck
<u>6300 SEWER/WASTEWATER TREATMENT PLANT</u>
Digester cleaning and inspection
Various sanitary sewer emergency repairs (contracted)
Sanitary sewer cleaning program (contracted)
Long Term Control Plan updates (contracted)
Storm sewer improvements
Chemicals (Wastewater Treatment Plant)
Sanitary lateral repairs in City ROW
Park Street Improvements – Phase II
Williams Pumping Station replacement
SCADA program replacement
<u>6400, 6410, 6411, 6420 SANITATION/COLLECTION & DISPOSAL</u>
Landfill services (contracted)
Yard waste grinding (contracted)
Recycling services (contracted)

Resolution No. 082-17 Exhibit A

Chemicals for mosquito control

RESOLUTION NO. 083-17

A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN EXCESS OF TWENTY FIVE THOUSAND DOLLARS (\$25,000.00) IN AND FOR THE YEAR 2018 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 2018 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 twenty five thousand dollars (\$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 twenty five thousand dollars (\$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 twenty five thousand dollars (\$25,000.00), in and for the year 2018, 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 twenty five thousand dollars (\$25,000.00), in and for the year 2018, 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 twenty five thousand dollars (\$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 2018 from the following vendors; however, in no event shall the amount exceed twenty five thousand dollars (\$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 twenty five thousand dollars (\$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: _____

Travis B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 083-17 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)
CIC of Henry County, Ohio	For: Economic Development Services
Four County Career Center	For: Training Services
Henry County Auditor	For: Auditor Fees and Assessment Fees
Henry County Chamber of Commerce	For: Chamber Programs
Henry County EMA	For: Emergency Management Agency
Henry County Engineer	For: Engineering Shared Projects and Materials
Henry County Regional Water/Sewer District	For: Payments for Water Collections
Auditor of State of Ohio	For: Annual Auditing Services
John Donovan - Law Librarian	For: Law Library Payments
MAN Unit	For: Police Services and Narcotics Task Force
Maumee Valley Planning	For: CHIS/CHIP Grant Administration
Napoleon/Henry County Chamber of Commerce	For: Tourist Bureau and other
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
Public Entities Pool (PEP)	For: Insurance Premiums (Property & Casualty)
Thomas R. Manahan, Attorney at Law	For: Prosecutor & Other Legal Related Services
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, Reimbursements	For: Inter-fund Reimbursements
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 Payments
Huntington National Bank	For: Banking & Debt Service Payments
Napoleon Area Schools	For: NCTU and Other
Napoleon, Inc.	For: Newspaper Publication Services
National City Bank	For: Debt Service Payment
Ohio CAT	For: Equipment Rental & Parts
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
PNC Bank, N.A.	For: Debt Service Payments
Rescue-Township Charges (EMS)	For: EMS Revenues to Townships
Robinson Salt	For: Salt for Miex Plant
Schonhardt and Associates	For: CAFR Preparation
Smart Bill, LTD	For: Outsourcing of Utility Bill Printing and Mailing
Squires, Patton, Boggs (US) LLP	For: Bond Counsel (Professional Services)
The Accumed Group	For: EMS Billings and Collections
Treasurer State of Ohio	For: Payments to State
US Bank N.A.	For: Debt Service Payments
US EPA (Treasurer, State of Ohio)	For: Permits
US Postmaster	For: Postal Services and Supply

Verizon Wireless

Walter Drain Co.

Weltman, Weinberg & Reis

For: Wireless Phone Services

For: Codification Services (Professional Services)

For: Collection Services

EXHIBIT "C"

A & A Custom Crushing	For: Concrete Crushing
Advanced Rehabilitation Technology	For: Sewer Cleaning and Rehabilitation
AECOM	For: Engineering Services (Professional Services)
Alloway	For: Professional Services – Lab Testing
American Pavements, LLC	For: Road Construction
Anixter Inc.	For: Electrical Transformers, Parts and Supplies
Aramark	For: Uniform Services
ART Advanced Rehab	For: Manhole Linings
Auglaize Tree Service	For: Tree Services
Baker Gas	For: Water Chemicals
Baldwin Poles	For: Utility Poles
Bauer Lawn Maintenance, Inc.	For: Brush Grinding & Leaf Disposal
BGL Asset Services, LLC	For: Inspections & Bridge Management & Repair
Bob Ross Auto Group	For: Operations Pickup Truck
Boundtree Medical Supply, LLC	For: Medical Supplies
Brownstown Electric Supply	For: Electrical Supplies
Buckeye Pumps	For: Pump Repairs and Parts
Burch Hydro	For: Electrical Supplies
Burch Hydro	For: Sludge Removal
Burke Excavating and Mowing	For: Construction and Mowing Services
Bryan Excavating	For: Construction Services
Cahaba Timber	For: Wood Electric Poles
Cargill, Inc.	For: Salt
CBW Tank Cleaning	For: Digester Cleaning
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
Clemons Nelson	For: Legal Services
CMI (Creative Microsystems, Inc.)	For: Software and Hardware Systems
Columbus Equipment	For: Operations Parts and Supplies
Concrete Specialist Company, Ltd.	For: Concrete Repair/Replacement
D & R Demolition Corp.	For: Concrete Crushing
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

Detroit Salt Company	For: Salt
Downtown	For: Downtown Renovation Vendors
Enaqua	For: Parts for UV Units
Estabrook, Corp.	For: Pump Supplies and Repairs
Ferguson Waterworks	For: Operations Parts and Supplies
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 Materials & Asphalt Laying
Go Green, Inc.	For: Brush Grinding Services
Henschen and Associates, Inc.	For: Software and Hardware Systems
Huron Lime	For: Lime Chemicals
Hydro Dyne Engineering, Inc.	For: Wastewater Remanufacturing of Screens
IXOM Water Care	For: Water Treatment Supplies
Jack Doheny Supplies Ohio, Inc.	For: Wastewater Supplies
J.A. Hillis Excavating, LLC	For: Excavation Services
Jennings Strauss & Salmon, LLC	For: Transmission Tariff Consultant
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
The Mannik and Smith Group, Inc.	For: Engineering Services (Professional Services)
Masterpiece Sign Graphics, Inc.	For: Signs
The Accumed Group	For: Ambulance Billing Services
Meeder Investment Management	For: Investment Management Services
Meggar	For: Electrical Testing Equipment
Mel Lanzer Co.	For: Construction Services
Melrose Pyrotechnics, Inc.	For: Fireworks
Michael D. Draper	For: Janitorial Services
Midwest Compost	For: Digester Cleaning
Miller Brothers Construction	For: Trucking, Hauling, and Excavating Services
Milsoft	For: Outage Management Software

Mississippi Lime	For: Lime Chemicals
Mohre Electronics Co.	For: Radio Services, Parts and Supply
Morton Salt	For: Road Salt
Neptune Equipment Co. (NECO)	For: Meter Parts and Supplies
Newegg Business	For: Computers and Supplies
Northwest Landscape Service	For: Landscaping and Supplies, Roadside and City Owned Property Mowing
Northwest Pools	For: Pool Chemicals
Ohio Dpt. of Transportation (ODOT)	For: Road Salt & Other Items
Office Depot	For: Office Supply
O'Reilly Auto Parts	For: Parts & Supplies
Orica Water Care, Inc.	For: MIEX Water Treatment Chemicals
Path Master	For: Traffic Signals Supplies and Services
Paulding County Engineer's Office	For: Cold Patch
Pepco	For: Supplies
Peterson Construction Company	For: Construction Services
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
Poggemeyer Design Group	For: Electrical Engineering Services
Porter's BP, LLC	For: Gas and Diesel Fuel
Powerhouse Supply	For: Electrical Parts and Supplies
Premier Patching, Inc.	For: Road Patching
Processing Solutions	For: Water Treatment Chemicals
Quality Cleaning (Michael D. Draper)	For: Janitorial Services
Reed City Power Line Supply Co.	For: Electrical Parts and Supply
Reinke Ford	For: Automotive Services
Residex, LLC	For: Golf Course Chemicals
Reveille	For: Engineering Services
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
Schneider	For: Software for Metering
Schweiter Engineering	For: Electrical Substation Materials
Snyder Chevrolet, Inc.	For: Automotive Services

Solomon Corporation	For: Transformers and Electric Supplies
Southeastern Equipment	For: Operations Parts and Supplies
Spectrum Engineering Corp.	For: Engineering Services (Professional Services)
Stantec Consulting Services, Inc.	For: Engineering Services (Professional Services)
Superior Uniform Sales, Inc.	For: Uniform Services
Survallent Technology	For: SCADA Programming Services
Thomas Spillis	For: Janitorial Services
Toledo Edison	For: Contracted Power Services
Toledo Fence & Supply Co.	For: Fencing Supplies
T & R Electric	For: Transformers
Tri City Industrial Power	For: Batteries & Other Power Supplies
Univar	For: Chemicals for Water Treatment
US Utility Contractor Co.	For: Traffic and Electrical Services
USALCO	For: Chemicals for Water Treatment
Utility Service Group	For: Chemicals for Water Treatment
Utility Services	For: NERC Compliance Services
Utility Truck Equipment	For: Bucket Truck
Vermeer	For: Wood Chipper/Parts
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
Wood County Land Fill	For: Sanitation Dumping Services
Woods Auto Supply	For: Parts and Supply
WR Meyers Co., Inc.	For: Construction and Excavating Services
Wright Express FSC-WEX, Inc.	For: Fuel Purchases
Zacks Recycling, LLC	For: Recycling Services
Zimmerman, Jack	For: Road Striping Services



December 1, 2017

Joel Mazur
City Manager
City of Napoleon
255 W. Riverview
Napoleon, OH 43545

RE: Notification of EcoSmart Choice rate adjustment starting Jan. 1, 2018

Dear Joel,

This letter constitutes notice of a rate adjustment for the EcoSmart Choice program.

Due to more affordable RECs available in the market, reduced program costs and projected REC values, the AMP Board of Trustees voted on November 16, 2017 to reduce the EcoSmart Choice program price from \$5/MWh (\$0.005/kWh) to \$3/MWh (\$0.003 kWh) effective January 1, 2018.

The price adjustment will align the program with projected marketplace REC values and pass savings along to participating members. In addition, the reduction will result in a reduction of sustainability grants awarded back to participating members after the annual true-up period.

Each EcoSmart Choice contract references a 90 day notification period prior to any rate changes. Unless we hear otherwise from you, we assume you agree with the Board's decision to waive the 90 day notice for this rate adjustment allowing it to begin on January 1, 2018.

Your ability to charge customers a higher rate to account for your administrative costs or other reasons is not impacted by this rate reduction.

An updated Excel report template reflecting the reduced program price will be emailed to you for the January-December 2018 reporting period.

Please let me know if you have any questions and thank you for participating in this program.

Sincerely,

Erin Miller, Director of Energy Policy and Sustainability

cc: Lori Rausch

DELAWARE DELAWARE MUNICIPAL ELECTRIC CORPORATION **INDIANA** CANNELTON **KENTUCKY** BENHAM • BERA • PADUCAH • PARIS • PRINCETON • WILLIAMSTOWN
MARYLAND BERLIN **MICHIGAN** CLINTON • COLDWATER • HILLSDALE • MARSHALL • UNION CITY • WYANDOTTE **OHIO** AMHERST • ARCADIA • ARCANUM • BEACH CITY • BLANCHESTER
BLOOMDALE • BOWLING GREEN • BRADNER • BREWSTER • BRYAN • CAREY • CELINA • CLEVELAND • CLYDE • COLUMBIANA • COLUMBUS • CUSTAR • CUYAHOGA FALLS • CYGNET • DELTA • DESHLER
DOVER • EDGERTON • EL DorADO • ELMORE • GALION • GENOA • GEORGETOWN • GLOUSTER • GRAFTON • GREENWICH • HAMILTON • HASKINS • HOLIDAY CITY • HUBBARD • HUDSON • HURON
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KNOXVILLE • NEWTON FALLS • NILES • OAK HARBOR • OBERLIN • OHIO CITY • ORRVILLE • PAINESVILLE • PEMBERVILLE • PIONEER • PIQUA • PLYMOUTH • PROSPECT • REPUBLIC • SEVILLE SHELBY •
SHILOH • SOUTH VIENNA • ST. CLAIRSVILLE • ST. MARYS • SYCAMORE • TIPP CITY • TOLEDO • VERSAILLES • WADSWORTH • WAPAKONETA • WAYNESFIELD • WELLINGTON • WESTERVILLE WHARTON •
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GROVE CITY • HATFIELD • HOOVERSVILLE • RUTZTOWN • LANSDALE • LEHIGHTON • LEWISBERRY • MIFFLINBURG • NEW WILMINGTON • PERKASIE • QUAKERTOWN • ROYALTON SAINT CLAIR •
SCHUYLKILL HAVEN • SMETHPORT • SUMMERHILL • WAMPUM • WATSONTOWN • WEATHERLY • ZELIENOPE **VIRGINIA** BEDFORD • DANVILLE • FRONT ROYAL • MARTINSVILLE • RICHLANDS
WEST VIRGINIA NEW MARTINSVILLE • PHILIPPI

State of Ohio
WATER SUPPLY REVOLVING LOAN ACCOUNT (or DWAF)

CONTRACT CHANGE ORDER

RECIPIENT Peterson Construction Company CHANGE ORDER NBR 008
 LOAN NUMBER FS390645-0011 CONTRACT G/M/E
 OWDA PROJECT No. 7609 DATE 12/01/17

Description of Change:

PCC CR	Description	Cost
34	Install security and access control system	\$ 49,710.00
	TOTAL	\$ 49,710.00

RECOMMENDED BY:  DATE: 12/01/17
 AECOM (Engineer)
 APPROVED BY: _____ DATE: _____
 CITY OF NAPOLEON (Recipient)
 ACCEPTED BY: Michael E. Fritchie DATE: 12/01/17
 (Contractor)

 PETERSON CONST.CO.(Company)

		OWDA APPROVAL
Original Contract Amt	\$13,287,000.00	The above proposal is hereby accepted and I recommend that it be approved and made a part of the contract noted above. The approval does not constitute an increase in the total loan amount, but represents approval for the work.
Previous Changes (+ / --)	\$ 152,905.00	
This Change (+ / --)	\$49,710.00	
Adjusted Contract Amt	\$13,489,615.00	
Ohio EPA Acceptance		Chief Engineer
Date		Date



18817 S. R. 501 North, PO Box 2058, Wapakoneta, Ohio 45895-0558
PH: 419-941-2233, Fax: 419-941-2244 www.petersonconstructionco.com

August 15, 2017

Via E-Mail

AECOM
277 West Nationwide Blvd
Columbus, OH 43215

ATTN: Brian Benedict

RE: Napoleon WTP Improvements
PCC Change Order Request No. 625-34
"CCTV & Door Access System Allowance"

Gentlemen:

Per your request, we offer a quote of **\$49,710** for the Camera and Door Access Systems for the above referenced project. Please note the above price includes Door Intrusion System at the Intake Building.

Excludes networking equipment

See the attached Summary Sheet and Subcontractor Quote for further details.

Please issue a formal Change Order for the appropriate amount if this is acceptable to you.

Do not hesitate to call with any questions you may have.

Sincerely,

PETERSON CONSTRUCTION COMPANY

Michael Fritchie
Project Manager

Attachments
MEF/ KMF
c: PCC Field

CHANGE ORDER REQUEST SUMMARY

PROJECT: Napoleon WTP Improvements

PROJECT NO.: P17-625

PCC CHANGE REQUEST NO.: 625 - 34

DATE: 08/15/2017

DESCRIPTION: CCTV & Door Access System Allowance

ARCHITECT'S REFERENCE: _____

ARCH. CHANGE ORDER NO.: _____

1)	<u>LABOR</u>		<u>AMOUNT</u>
	DIRECT FIELD LABOR		480
	SUPERVISION		480

TOTAL LABOR \$ 480

2)	<u>MATERIAL</u>			
	<u>VENDOR</u>	<u>DATE ISSUED</u>		<u>AMOUNT</u>
	_____	_____		_____
	_____	_____		_____
	_____	_____		_____
	_____	_____		_____
	_____	_____		_____

SUBTOTAL \$ 0

SALES TAX

TOTAL MATERIAL \$ 0

3)	<u>SUBCONTRACTORS</u>			
	<u>VENDOR</u>	<u>DATE ISSUED</u>		<u>AMOUNT</u>
	SecurCom/Woolace Electric	_____		65,162
	CCTV & Door Access System Allowance (\$20,000)	_____		(20,000)
	_____	_____		_____
	_____	_____		_____
	_____	_____		_____

TOTAL SUBCONTRACTORS \$ 45,162

4)	<u>EQUIPMENT</u>		
			<u>AMOUNT</u>
	_____		_____
	_____		_____
	_____		_____
	_____		_____

TOTAL EQUIPMENT \$ 0

5) **GENERAL REQUIREMENTS**

TESTING	<u>0</u>
SMALL TOOLS (3% OF Direct Labor)	<u>0</u>
FIELD OFFICE EXPENSE	<u>0</u>
WINTER PROTECTION	<u>0</u>
CLEAN-UP	<u>0</u>
DUMPSTER	<u>0</u>

TOTAL GEN. REQUIREMENTS \$ 0

SUBTOTAL (ACCUMLATIVE PREVIOUS COSTS) \$ 48001

6) **INSURANCES/BOND**

BLDRS. RISK INSURANCE	0.002 x total cost)	<u>96</u>
BOND	(0.015 x total cost)	<u>720</u>
LIABILITY INSURANCE	(0.015 x total cost)	<u>720</u>
CAT TAX	(0.003 x total cost)	<u>125</u>
OCP INSURANCE	(0.001 x total cost)	<u>48</u>

TOTAL INSURANCES/BOND \$ 1,709

SUMMARY	1. LABOR	2. MATERIAL	3. SUBCONT.	4. EQUIP.	5. & 6. GEN. REQ. INS./BOND	TOTAL
SUBTOTAL	<u>480</u>	<u>0</u>	<u>45,162</u>	<u>0</u>	<u>1,709</u>	<u>47,351</u>
OVHD%	8% <u>38</u>	8% <u>0</u>	3% <u>1,355</u>	8% <u>0</u>	0% <u>0</u>	<u>1,393</u>
SUBTOTAL	<u>518</u>	<u>0</u>	<u>46,517</u>	<u>0</u>	<u>1,709</u>	<u>48,744</u>
PROFIT %	7% <u>36</u>	7% <u>0</u>	2% <u>930</u>	7% <u>0</u>	0% <u>0</u>	<u>966</u>
SUBTOTAL	<u>554</u>	<u>0</u>	<u>47,447</u>	<u>0</u>	<u>1,709</u>	<u>49,710</u>
GRAND TOTAL						\$ <u>49,710</u>

TIME EXTENSION: _____ Calendar Days.
(Based upon written acceptance of this proposal by _____ .)

This proposal shall remain valid for _____ Calendar Days.
(Peterson Construction Company reserves the right to review and/or revise this proposal if not accepted by _____ .)

SUBMITTED BY: Mike Fritchie DATE: 08/15/17
Project Manager

ACCEPTED BY: _____ DATE: _____
crsum-fmt

Michael E. Fritchie

From: Doug Fuhrmann <doug@woolace.com>
Sent: Thursday, August 10, 2017 4:34 PM
To: Robert Knapke
Cc: Michael E. Fritchie
Subject: FW: Napoleon WTP Cameras and Card Access
Attachments: Message from "RNP002673CD1A79"

Rob/Mike

The following is the cost for the Camera and Door Access systems at the Napoleon project
Also includes Door Intrusion System at the Intake building.

SecurCom

Provide equipment,install,terminate and test.(see attached scope)

Total cost \$61,812.00

Woolace

Provide rough ins at the Intake building for camera, door access and door intrusion

Total cost \$3,350.00

****Cost does not include any networking equipment****

For:
Woolace Electric Corporation
01978 County Road 22A
Stryker OH 43557
Attention: Paul Fuhrmann



SecurCom Inc.
 • Fire Alarm Systems • Communication Systems
 • Burglar Alarm Systems • Fiber Optics/Data

Job Name: Napoleon WTP Cameras and Card Access

August 07, 2017

17107-2

This quote is to provide, install, terminate and test Cameras (7 at Pertreatment, 13 at Existing Water Plant, 12 at New Membrane Building & 1 at Intake) Access Control (1 at Pertreatment, 2 at Existing Water Plant, 4 at New Membrane Building & 1 at Intake), also includes new Door Intrusion System at Intake Facility. Davis Bacon PW wages were accounted for.

Not included is conduit, stubs, backboxes or networking equipment.

<u>Qty</u>	<u>Description</u>
4	Single Door Access PoE Controller w/ External Circuit Board & Housing
33	4MP Indoor/Outdoor Vandal Dome Camera 2.8mm WDR IR IP66
33	Samsung Wall Mount Arm
33	Small Cap Rain Shield for Lite Camera's and Q Series
1	SRN-64SEN-24TBR 24TB NVR
33	Professional Single Camera License - Activation Card (min 25)
1,000	22/6 Plenum Access Control Reader Cable
4	Altronix 1.75Amp 12/24 VDC - 2 Output
1	Program and Test
1	Kantech 4 Door Access Panel w/ IP on board
1	KT-400 Power Supply
8	HID Prox Reader - Single Gang
1	Intevo Server with 3TBHD EntraPass Corp Software (need rack Mount Hardware)
1	Intevo Rack Mount Hardware for ADV Server Only
13	3/4" Recessed Magnetic Door Contact w/ 3/4" Magnet
1	16 Zone Control No Keypad, Built-in Access, 8 Partition, Maxsys Addressable
1	AC transformer, Plug-In, 110V/16V (40VA) UL
1	Keypad, LCD, Security Rated
5	Addressable Input Module
2,000	18-2 Plenum Jacket Wire
76	CAT 6 PATCH CORD 5 FOOT
37	Twisted Pair Cable per drop testing charge
37	Surface Mount Box - Accepts 1 or 2 MiniCom Modules
37	Category 6 Module
6,000	Cat6 Cable

307 West First Street • P.O. Box 116 • Minster, Ohio 45865
 Toll Free: 1(800) 949-4SCI • Local: 1(419) 628-1049 • Fax: 1(419) 628-2015
 SecurCom, Inc. is an Equal Opportunity Employer • Ohio State Contractors License 26322

Michael E. Fritchie

From: Benedict, Brian <brian.benedict@aecom.com>
Sent: Tuesday, August 08, 2017 12:00 PM
To: Robert Knapke; Mix, Jacob
Cc: Mark Schuerman; Michael E. Fritchie; Brad Meyer (bmeyer@napoleonohio.com)
Subject: RE: Napoleon WTP - CCTV and Door Access System Allowance

Rob,

If this is what the Coty wants, go ahead and price it up

Brian Benedict

Construction Services Manager, Water Resources Department
D 1-614-600-5812 C 1-614-204-3668
brian.benedict@aecom.com

AECOM

277 West Nationwide Blvd. Columbus, Ohio 43215
T 1-614-464-4500 F 1-614-464-0588
www.aecom.com

Please note my new AECOM email address.

From: Robert Knapke [mailto:rknapke@petersonconstructionco.com]
Sent: Monday, August 07, 2017 8:14 AM
To: Mix, Jacob; Benedict, Brian
Cc: Mark Schuerman; Michael E. Fritchie; Brad Meyer (bmeyer@napoleonohio.com)
Subject: FW: Napoleon WTP - CCTV and Door Access System Allowance

Jacob/Brian,

See comments below from Woolace Electric regarding changes requested by the owner to the Door Access System, which would affect the door hardware. Should we be including this in our upcoming door hardware change request?

Rob Knapke
Peterson Construction
(419) 941-2233 Office
(419) 295-0396 Cell

From: Doug Fuhrmann [mailto:doug@woolace.com]
Sent: Monday, August 07, 2017 9:07 AM
To: Robert Knapke <rknapke@petersonconstructionco.com>
Cc: paul@woolace.com
Subject: RE: Napoleon WTP - CCTV and Door Access System Allowance

Rob,

Here are some request from the city on card readers at the napoleon project, Secure Com is pricing this way ,cost will determine if more changes need to be made.

Sheet 2E-1

Add card reader to new door at pretreat building

Add network switch at pretreat building(Keoster to get to match what is already installed)

Sheet 3E-1

Delete card reader at door from Maintenance to loading dock

Delete card reader at door from Chemical Feed room to outside

Sheet 4E-1

Delete card reader at door from Connector to outside

Sheet 1E-1

Add card reader to front door at Intake building

These changes would affect your door hardware. Give me a call to discuss. I will contact Secure Com to see when we will have their quote

Thanks Doug

From: Robert Knapke [<mailto:rnapke@petersonconstructionco.com>]

Sent: Sunday, August 06, 2017 7:46 AM

To: Paul Fuhrmann <paul@woolace.com>

Cc: Michael E. Fritchie <mfritchie@petersonconstructionco.com>; 'Doug Fuhrmann' <Doug@woolace.com>

Subject: RE: Napoleon WTP - CCTV and Door Access System Allowance

Paul,

The revised door hardware schedule does include electric strikes, so Secure Com does not need to include them. The hardware schedule does not mention power supplies.

When do you anticipate having a proposal from Secure Com?

Rob Knapke
Peterson Construction
(419) 941-2233 Office
(419) 295-0396 Cell



City of Napoleon, Ohio

FINANCE DEPARTMENT

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545-0151

Telephone: (419) 599-1235 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: Members of City Council
Jason P. Maassel, Mayor
Joel L. Mazur, City Manager
Billy D. Harmon, City Law Director

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

cc: Chris Peddicord, Assistant Finance Director
Lori Rausch, Utility Billing Supervisor
Shannon Fielder, Income Tax
Kim Franz, Senior Account Clerk

Date: December 14, 2017

Subject: WRITE-OFF OF UNCOLLECTABLE ACCOUNTS

GH

Annually the Finance Department submits to City Council for approval the Write-offs of Uncollectable Accounts from current and prior periods. This year the write-offs have been impacted by two (2) events that actually occurred in the last half of 2016 and has impacted the amount of overall write-offs.

The first event was changing the Company who was doing the delinquent collections. The City changed from Credit Collections out of Defiance, Ohio, to Weltman, Weinberg & Reis Co., LPA out of Brooklyn Heights, Ohio. When the contract with Credit Collections terminated they turned back to the City a large number of accounts that were in their files with no activity. These files were turned over to Weltman for them to try to process but with limited success due to the age of the accounts. Weltman has turned back to the City those accounts they feel are not collectible, and that has increased the amount of overall write-offs.

The second event was changing EMS Billing Services from McKesson (Med-3000) out of Cincinnati, Ohio, to The AccuMed Group out of Riverview, Michigan. Again, when the contract with McKesson was terminated they turned back to the City a large number of accounts that were in their files. Some of these were turned over to Weltman whom attempted collection, but again, it was with limited success due to the age of the accounts. A number of these accounts are also included for write-off.

The following are the proposed Write-offs for 2017 as summarized by function and year:

Income Tax Write-offs (See Attachment A):

2017	\$4,715.70	
Total		\$4,715.70

(Write-Offs – Continued Next Page)

(Write-Offs – Continued)

EMS Write-offs – McKesson Returned (See Attachment B):

2014	-\$199.51	
2015	\$12,664.84	
2016	\$59,661.74	
Total		\$72,127.07

EMS Write-offs – Weltman Returned and City (See Attachment C):

<u>Weltman Write-offs</u>		
2011	\$2,858.20	
2012	\$23,166.71	
2013	\$18,835.84	
Total		\$44,860.75

<u>City Write-offs</u>		
2012	\$1,311.00	
2013	\$299.00	
2014	\$762.00	
2015	\$1,748.00	
2017	\$2,035.91	
Total		\$6,155.91

<u>City Write-offs - Bankruptcy</u>		
2011	\$527.83	
2012	\$157.40	
2013	\$1,454.93	
2014	\$365.44	
2015	\$879.58	
Total		\$3,385.18

<u>City Write-offs - Deceased</u>		
2012	\$2,578.23	
2013	\$2,572.59	
2014	\$683.49	
2015	\$1,954.83	
2016	\$9,976.43	
2017	\$5,510.35	
Total		\$23,275.92

Utility Billing & Misc. Write-offs – Weltman Returned and City (See Attachment D):

<u>Weltman Write-offs</u>		
2012	\$26,487.40	
2013	\$22,679.09	
Total		\$49,166.49

(Write-Offs – Continued Next Page)

(Write-Offs – Continued)

City Write-offs

2012	\$554.48	
2013	\$607.90	
2014	\$447.38	
2016	\$1,366.32	
2017	\$1,644.83	
Total		\$4,620.91

City Write-offs - Bankruptcy

2017	\$4,440.26	
Total		\$4,440.26

City Write-offs - Deceased

2017	\$3,777.57	
Total		\$3,777.57

City Write-offs – Miscellaneous

2013	\$1,810.00	
Total		\$1,810.00

Grand Total – All Write-offs for Periods Listed **\$218,335.76**

I am requesting a Motion from City Council to Approve Write-offs as listed.

Thank you.

(A)

Income Tax Write off for 2017

\$4715.70

B

Mckesson Totals

	Encounter Balance	Transaction Amount	Encounter Patient Balance	Encounter Insurance Balance
TOTAL 2008	\$ 17,660.34	\$ 2,181.13	0	\$ 17,660.34
TOTAL 2009	\$ 19,363.88	\$ 3,731.61	0.00	\$ 19,363.88
TOTAL 2010	\$ 29,111.65	\$ 7,762.55	0.00	\$ 29,111.65
TOTAL 2011	\$ 35,381.29	\$ 10,166.44	0.00	\$ 35,381.29
TOTAL 2012	\$ 24,638.93	\$ 5,365.77	0.00	\$ 24,638.93
TOTAL 2013	\$ 35,821.68	\$ 9,159.34	0.00	\$ 35,821.68
TOTAL 2014	\$ 76,767.14	\$ 24,537.26	\$ - (199.51)	\$ 76,966.65
TOTAL 2015	\$ 122,368.23	\$ 36,869.53	\$ 12,664.84	\$ 109,703.39
TOTAL 2016	\$ 231,076.51	\$ 80,270.54	\$ 59,661.74	\$ 163,432.77
GRAND TOTAL	\$ 592,189.65	\$ 180,044.17	\$ 72,127.07	\$ 512,080.58

↑
✱

(C)

City of Napoleon Proposed 2017 EMS Write-offs

Active Accounts Placed Before 01/01/2014 Not in Legal and No Current Payment
Arrangement as of 10/30/2017 or Returned by Weltman
Deceased or Indigent and Bankruptcy

Account Name	List Date		
800*02987 SANCHEZ, MARTIN	5/17/2011	\$	641.08
800*02993 WARD, DAVID B.	5/17/2011	\$	539.14
800*02997 ACKERMAN, RONALD	5/20/2011	\$	814.84
800*03064 WILLIAMS, RAY	8/16/2011	\$	539.14
800*03100 GARCIA, VICTOR	10/21/2011	\$	324.00
TOTAL 2011		\$	2,858.20
800*03153 ACKERMAN, RON	2/2/2012	\$	818.77
800*03155 COOPER III, PAUL	2/2/2012	\$	577.18
800*03156 CREPS, MARK	2/2/2012	\$	174.70
800*03166 STEFFEN, LARRY	2/2/2012	\$	160.34
800*03180 ARROWOOD, ANTHONY	3/13/2012	\$	568.00
800*03181 DOUKAS, TIMOTHY	3/13/2012	\$	1,359.22
800*03182 GEHLAN, SEAN	3/13/2012	\$	116.24
800*03189 WENNER, RODNEY	3/13/2012	\$	280.18
800*03192 CLEVINGER, JAMES	4/9/2012	\$	826.64
800*03194 GEHLEN, SEAN	4/9/2012	\$	172.19
800*03198 PARTRIDGE, KIM	4/9/2012	\$	837.14
800*03199 STENNETT, REX	4/9/2012	\$	827.96
800*03213 DECK, JAMES	5/9/2012	\$	822.71
800*03216 GJELAS, ELVIS	5/9/2012	\$	533.89
800*03214 GOMEZ, ALBERTO	5/9/2012	\$	833.20
800*03208 PLASSMAN-CLARK, BARBARA	5/9/2012	\$	1,630.99
800*03219 RICE, CHARLOTTE	5/9/2012	\$	1,644.11
800*03238 DECK, JAMES	6/26/2012	\$	1,104.51
800*03247 FREEMAN, DONALD	6/26/2012	\$	528.64
800*03241 KNAPP, BRANDON	6/26/2012	\$	568.00
800*03243 MULLINS, LINDA	6/26/2012	\$	166.90
800*03273 DEETZ, AMY	8/14/2012	\$	1,658.54
800*03283 RAMEY, JESSE	8/14/2012	\$	554.88
800*03286 RYE JR, RICKEY	8/14/2012	\$	539.14
800*03290 YOUNG, HARVEY	8/14/2012	\$	847.64
800*03295 DOTSON, JASON	8/17/2012	\$	163.49
800*03301 SEXTON, POLLY	8/17/2012	\$	175.00
800*03323 BURGESS, CLEVELAND	11/1/2012	\$	561.44
800*03329 HOLLON, BLYTHE	11/1/2012	\$	548.32
800*03336 RUPLE, JEFF	11/1/2012	\$	552.26
800*03338 SCHOENITZ, DAVID	11/1/2012	\$	532.58

①

800*03337 SCOGGINS, AMBER	11/1/2012	\$ 557.50
800*03339 SMITH, AMANDA	11/1/2012	\$ 1,372.34
800*03427 HUBBARD, ANDREW	12/21/2012	\$ 552.07
TOTAL 2012		\$ 23,166.71

800*03460 HOUSCH, DARYL	2/12/2013	\$ 561.47
800*03483 BOWERS, DEVIN	3/18/2013	\$ 839.76
800*03490 EASTMANN, ALYSSA	3/18/2013	\$ 564.15
800*03492 GLASSFORD, CAMERON	3/18/2013	\$ 654.13
800*03493 HAAS, KIMBERLY L.	3/18/2013	\$ 148.45
800*03487 REX, WENDY	3/18/2013	\$ 110.22
800*03494 RICE, CHARLOTTE P.	3/18/2013	\$ 824.02
800*03499 PEDIGO, ALLEN	3/27/2013	\$ 842.44
800*03548 COX, ROBERT	4/10/2013	\$ 834.39
800*03547 CUTLIP, DENNIS	4/10/2013	\$ 578.93
800*03560 MCCOY, FREADA	4/10/2013	\$ 861.25
800*03620 ROWE, JUSTIN	6/7/2013	\$ 839.76
800*03650 CAMERON, GERALD R.	8/26/2013	\$ 174.12
800*03652 CRANSTON, ANGELO M.	8/26/2013	\$ 841.10
800*03653 EVANS, JESSICA L.	8/26/2013	\$ 577.58
800*03655 GIESIGE, JUSTIN	8/26/2013	\$ 149.28
800*03663 PATTON, TAMALA	8/26/2013	\$ 1,722.49
800*03664 SILVERS, TREVOR	8/26/2013	\$ 847.82
800*03665 SMITH, JOSHUA	8/26/2013	\$ 2,948.84
800*03671 BARTON, GARRETT	8/28/2013	\$ 113.90
800*03679 HAAS, JOSHUA E.	8/28/2013	\$ 581.61
800*03693 WIEDER, RONALD	8/28/2013	\$ 371.58
800*03704 DEEDS, MARCELLA	10/3/2013	\$ 281.05
800*03710 MILLER, STEVE A.	10/3/2013	\$ 843.79
800*03711 NORMAN, SEAN	10/3/2013	\$ 297.29
800*03724 BADENHOP, SARAH E.	11/7/2013	\$ 562.81
800*03732 SMITH, JOSHUA	11/7/2013	\$ 564.61
800*03736 VONDEYLEN, PATRICIA	11/7/2013	\$ 150.00
800*03737 WENNER, RODNEY M.	11/7/2013	\$ 149.00
TOTAL 2013		\$ 18,835.84

GRAND TOTAL 2017 **\$ 44,860.75**

City of Napoleon Small Balance Write-offs EMS Billing

Name	Date	Balance
ARWOOD, ANTHONY	3/13/2012	\$ 568.00
KNAPP, BRANDON	6/26/2012	\$ 568.00
SEXTON, POLLY	8/17/2012	\$ 175.00
TOTAL 2012		\$ 1,311.00
VONDEYLEN, PATRICIA	11/7/2013	\$ 150.00

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WENNER, RODNEY M.	11/7/2013	\$	149.00
TOTAL 2013		\$	299.00

LANE, RHONDA	6/24/2014	\$	150.00
WINTERSMITH-COOMBS, ELIZABE	8/12/2014	\$	612.00
TOTAL 2014		\$	762.00

BAUMANN, BARBARA	4/10/2015	\$	185.00
HUMMEL, ERIC	4/10/2015	\$	200.00
BUTCHBACH-GARRICK, NORA J.	5/7/2015	\$	340.00
SWEENEY, JAMES A.	6/26/2015	\$	323.00
WENNER, RODNEY M.	6/26/2015	\$	225.00
TUCKER, JOAN S.	11/13/2015	\$	225.00
BAUMANN, BARBARA	11/27/2015	\$	250.00
TOTAL 2015		\$	1,748.00

BAUM, DELORES	4/28/2017	\$	25.00
GIESIGE-SCHROEN, LORIANN	4/28/2017	\$	49.22
HEITZMAN, DOROTHY	4/28/2017	\$	14.32
ADAMS, CAROLYN	8/8/2017	\$	89.34
BEARD, RONALD E	8/8/2017	\$	178.74
CARROLL, JANEY K	8/8/2017	\$	93.03
COCKE, PATRICIA A	8/8/2017	\$	91.90
COLLINS, DOROTHY L	8/8/2017	\$	88.16
CREPS, SHIRLEY	8/8/2017	\$	86.82
DEGLER, PATSY A	8/8/2017	\$	16.62
FENSTERMAKER, RICHARD D	8/8/2017	\$	95.86
GIESIGESCHROEN, LORI A	8/8/2017	\$	49.43
GONZALES, TRENTON	8/8/2017	\$	33.64
HANDY, LAUREN	8/8/2017	\$	12.19
HATCHER, VIOLET	8/8/2017	\$	90.58
HAYMAN, KATHY S	8/8/2017	\$	92.78
HESTERMAN, WILFRED O	8/8/2017	\$	89.26
HOOVER, DENNIS D	8/8/2017	\$	76.26
LINDHORST, LARRY L.	8/8/2017	\$	46.16
MCADOW, ANITA	8/8/2017	\$	43.32
MCCRAY, NANCY	8/8/2017	\$	77.67
MEEKS, BETTY J	8/8/2017	\$	87.37
MILLER, SUZETTE R.	8/8/2017	\$	9.02
MYERS, HERBERT	8/8/2017	\$	45.88
NORDEN, MARK L	8/8/2017	\$	97.84
NORMAN, SEAN M	8/8/2017	\$	87.94
RAY, CASANDRA	8/8/2017	\$	85.20
WELLINGTON, ROBERT	8/8/2017	\$	7.34
WOLFF, ROBERT	8/8/2017	\$	88.38
WOOLRIDGE, DAVID B	8/8/2017	\$	86.64
TOTAL 2017		\$	2,035.91

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Small Balance 2017 EMS Write-offs \$ 6,155.91

City of Napoleon Bankruptcy Write-offs EMS Billing

Name	Date	Balance
AGANON, LORI	2/4/2011	\$ 527.83
TOTAL 2011		\$ 527.83
MARKSBERRY, ERNEST	11/1/2012	\$ 157.40
TOTAL 2012		\$ 157.40
ZAMARRIPA, M. L.	2/12/2013	\$ 897.49
RAYMOND, RICHARD	4/10/2013	\$ 557.44
TOTAL 2013		\$ 1,454.93
DELGADO, AMY	4/22/2014	\$ 365.44
TOTAL 2014		\$ 365.44
COOPER, ZACH W.	5/7/2015	\$ 879.58
TOTAL 2015		\$ 879.58

Bankruptcy 2017 EMS Write-offs \$ 3,385.18

City of Napoleon DECEASED Write-offs EMS Billing

Name	Date	Balance
REINBOLDT, JOYCE	3/13/2012	\$ 539.14
WALKER, BRENDA	6/26/2012	\$ 163.23
RICHARDSON, FORREST	8/14/2012	\$ 1,110.72
FRANCE, WANDA	12/21/2012	\$ 211.57
WILLIAMS, VERNIE	12/21/2012	\$ 553.57
TOTAL 2012		\$ 2,578.23
KIRSHMAN, DAVID	2/12/2013	\$ 539.14
CARRASQUILLO, JOEL	8/26/2013	\$ 632.65
KINCAID, GREGORY A.	8/26/2013	\$ 1,150.80
REINBOLT, CLEO	8/28/2013	\$ 250.00
TOTAL 2013		\$ 2,572.59
CABELL, VICTORIA S.	3/20/2014	\$ 567.06
CABELL, VICTORIA S.	5/8/2014	\$ 116.43
TOTAL 2014		\$ 683.49
LEITNER, MICHAEL	7/17/2015	\$ 573.01
SPIESS, CAROLYN G.	7/17/2015	\$ 190.00

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WILSON, ROBERT	11/13/2015	\$	250.00
HAAS, AMANDA	11/27/2015	\$	941.82
TOTAL 2015		\$	1,954.83

PHILLIPS, ZACHARIAH	7/26/2016	\$	871.08
PHILLIPS, ZACHARIAH	7/26/2016	\$	3,169.32
REYNOLDS, ANTHONY	7/26/2016	\$	944.60
ESTIS, ALFRED	8/16/2016	\$	858.60
BORCK, GLENDA	10/7/2016	\$	900.21
JOHNSON, JEFFERY	10/7/2016	\$	1,238.01
NALLY, NANCY	10/7/2016	\$	897.44
LLOYD, CHARLENE	11/28/2016	\$	1,097.17
TOTAL 2016		\$	9,976.43

LAROE, THOMAS	3/16/2017	\$	1,331.57
RAUCH, RUTH	3/16/2017	\$	700.31
ELLIOT, NORMA	4/28/2017	\$	1,253.73
HEIER, JOYCE	4/28/2017	\$	249.78
HOLZER, KATHRYN	4/28/2017	\$	919.63
TIETJE, ROBERT	4/28/2017	\$	250.00
KIRKENDALL, LYNN	10/31/2017	\$	125.33
WALKER, ROBERT	10/31/2017	\$	340.00
WRIGHT, ROBERT	10/31/2017	\$	340.00
TOTAL 2017		\$	5,510.35

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DECEASED 2017 EMS Write-offs		\$	23,275.92

GRAND TOTAL WRITE-OFFS FOR EMS		\$	77,677.76
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City of Napoleon Proposed 2016 Utility Write-offs

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Active Accounts Placed Before 01/01/2014 Not in Legal and No Current Payment Arrangement as of
12/01/2017 or Returned by Weltman, Weinberg & Reis

Name	List Date	Curr Bal
1ST CHOICE TOBACCO, LLC	7/23/2012	\$ 292.37
ALVAREZ, RAMIRO R	8/20/2012	\$ 116.25
BAILEY, DENNIS	7/11/2012	\$ 593.32
BANISTER, MEKENZE L.	8/3/2012	\$ 112.71
BERGER, LOUISE	5/3/2012	\$ 464.77
BOMAN, MELINDA K	11/8/2012	\$ 700.35
BRICKER, PAMELA S	3/30/2012	\$ 120.91
BROWNING, JOHNNY L.	7/17/2012	\$ 311.06
BULLOCK, RYAN	2/24/2012	\$ 189.57
BUTLER SPENCER, HEATHER L.	4/5/2012	\$ 501.69
BYBEE BELCHER, BRANDY R	5/2/2012	\$ 276.81
CACERES, NANCY L.	4/3/2012	\$ 101.54
CARPENTER, BRENDA	5/16/2012	\$ 215.26
CARTER, LAWRENCE F. III	12/5/2012	\$ 224.18
CARTHENS, JONATHAN A.	3/21/2012	\$ 128.02
CASDORPH KOSTIC, KERRI L	7/6/2012	\$ 289.01
CLARK, LADONA	4/4/2012	\$ 199.08
COCHRAN, ASHLEY E	7/17/2012	\$ 185.38
CORNELL, JUSTIN LEE	10/9/2012	\$ 737.25
CSENDES, APRIL	9/12/2012	\$ 527.31
DELANEY, PATRICK C	8/13/2012	\$ 223.14
DRAIN, ALYSHA	8/16/2012	\$ 115.25
DUNLAP, REGAN R.	4/26/2012	\$ 110.00
EASTMAN, JONATHAN K	9/14/2012	\$ 279.44
ELLIS, HEATHER RENEE	7/17/2012	\$ 241.47
ESPARZA, KRISTINA	10/31/2012	\$ 262.45
EVERS, JEREMY L.	9/12/2012	\$ 294.30
FARBROTHER, SANDRA	5/16/2012	\$ 288.82
FLOYD RICHMOND, MELISSA J	5/1/2012	\$ 490.79
GAMBLE, ELMER	9/4/2012	\$ 424.51
GARCIA, ANA K	11/8/2012	\$ 217.97
GONZALES, MICHELLE Y.	8/17/2012	\$ 146.99
GREEN, STEPHEN D	11/9/2012	\$ 290.11
HAHN, BETH G	7/11/2012	\$ 195.06
HALL, CODY	12/3/2012	\$ 119.03
HALL, THOMAS L.	7/17/2012	\$ 151.99
HAMMAN, JORDAN	2/16/2012	\$ 233.64
HARMON, MICHAEL L.	9/5/2012	\$ 307.39
HEBB, DONALD A	11/21/2012	\$ 509.54
HELMS, JESSICA L.	9/18/2012	\$ 265.22
HERNANDEZ, RUDY	12/4/2012	\$ 382.13
IRVIN, DENNIS L	9/13/2012	\$ 783.15
JIMENEZ, BENJAMIN	2/9/2012	\$ 308.35
LANDERO, FRANCISCO A	4/10/2012	\$ 470.77
LEE, MARY R.	12/12/2012	\$ 176.36

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LESTER JR, WILLARD	10/3/2012	\$	744.72
LIGHT, CHARLES	8/13/2012	\$	908.05
LONG, KIM W.	3/26/2012	\$	145.29
MARTINEZ, AMANDA L	1/11/2012	\$	235.75
MARTINEZ, MICKENZIE	4/4/2012	\$	791.95
MARTZ, SHANA M.	8/7/2012	\$	262.47
MCDOUGLE, DON P	5/11/2012	\$	229.25
MEEK, JANE M	4/2/2012	\$	117.79
MEYERS, RON	5/22/2012	\$	180.27
MUNCY, ROY	5/4/2012	\$	284.26
NAPOLEON OHIO ASSOC LLC -	7/31/2012	\$	738.71
OKULEY, MATTHEW J.	12/31/2012	\$	711.03
PETERS, MICHELLE	7/16/2012	\$	239.80
PHILLIPS, ELIZABETH A.	5/3/2012	\$	252.42
PHILLIPS, NICKOLAS	11/7/2012	\$	151.39
POOLE, RAYMOND J.	10/9/2012	\$	551.93
RAU, CRAIG	12/6/2012	\$	226.82
REDNOUR #201201077, JAMES	3/13/2012	\$	575.50
REDNOUR, KENNY E.	12/11/2012	\$	176.93
REEVES, DASHUN C.	5/10/2012	\$	122.18
REIMOND, DUSTIN A.	1/11/2012	\$	199.88
REINBOLT, ELIJAH G.	1/11/2012	\$	210.81
ROCHA, BRANDI J.	11/8/2012	\$	251.75
ROCHA, HECTOR	3/8/2012	\$	746.62
RYCKMAN, DIETRICIA	2/29/2012	\$	259.26
SANCHEZ, VIRGINIA	8/8/2012	\$	164.73
SCHOENITZ, JOYCE	6/18/2012	\$	1,025.68
SEEGERT, TODD R.	6/13/2012	\$	307.64
SHERRICK, WADE	8/9/2012	\$	181.69
SWANN, JENNY M	1/28/2012	\$	184.01
SWARTZLANDER, TAYLOR	12/4/2012	\$	102.92
TASKER, TASHA N.	3/13/2012	\$	241.66
TRENKAMP, MICHAEL	1/11/2012	\$	623.74
WARD, BRANDI C.	9/12/2012	\$	490.93
WARD, SCOTT L.	8/13/2012	\$	274.86
Total 2012		\$	26,487.40

Name	List Date		Curr Bal
ADAMS, TIFFANY M.	4/1/2013	\$	608.42
AGUILAR, ANTHONY C	1/15/2013	\$	577.14
AMSTUTZ GIBSON, JODY L	1/30/2013	\$	199.17
ATKINS, LORENZO	7/16/2013	\$	226.10
BABCOCK, SHANDA	11/7/2013	\$	174.72
BAKER, JESSE W.	5/7/2013	\$	230.58
BEHRMAN, ANNETTE	5/7/2013	\$	227.51
BELCHER, CHRISTOPHER	10/8/2013	\$	124.94
BLACKMON, TIMOTHY J	8/1/2013	\$	862.26
BOULDREY, JESSICA	8/7/2013	\$	516.46
BROWN, DUSTIN W	7/17/2013	\$	182.45

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BRUBAKER, DANIELLE M.	4/4/2013	\$	334.27
BUCHHOLZ, MELISSA L.	4/24/2013	\$	192.84
BUCKLAND, KELLY	8/6/2013	\$	214.73
CHAPA, ALEJANDRA M	1/15/2013	\$	172.29
COLLINS, JENNA	7/1/2013	\$	249.67
COLLINS, LAURIE L.	12/6/2013	\$	273.43
DULANEY III, CHARLIE R.	6/11/2013	\$	222.29
EMMERICH, LEE W.	2/11/2013	\$	110.98
EVERS, ROSS J.	4/4/2013	\$	457.87
FADEL, ABDIKARIM A. M.	5/31/2013	\$	140.51
FLANNAGAN, BETTY J.	6/7/2013	\$	199.88
FONSECA, GINA	10/1/2013	\$	157.73
FORBUSH, RANDAL LEE	4/1/2013	\$	101.72
FORSYTHE, DAWN	12/3/2013	\$	198.02
FRANCISCO, JOHN M.	8/23/2013	\$	126.99
GARCIA, STEPHANIE	4/4/2013	\$	604.79
GRUBB, EDWARD RALPH	4/4/2013	\$	303.54
HALL, SARAH L.	6/4/2013	\$	132.53
HALLER, ZACHARY B	11/7/2013	\$	416.81
HANSON, MIKE G	8/14/2013	\$	120.86
HOSKINS, CHRISTINE	8/5/2013	\$	181.44
HUNT, STEPHEN	9/5/2013	\$	211.27
HYRE, CARRIE A	9/6/2013	\$	257.48
JOHNSON, AMANDA K.	6/21/2013	\$	147.40
KELLEY, NICHOLE L.	4/26/2013	\$	196.70
KINCHELOE, RANDALL	4/29/2013	\$	240.39
LAUHARN, CHAD C.	4/4/2013	\$	198.41
LUDEMAN, ALBERT	6/12/2013	\$	331.77
MARSHALL, HONESTY B.	10/16/2013	\$	356.71
MARTINEZ, JACQUELINE R	7/11/2013	\$	134.45
MASON, JAMES	1/9/2013	\$	331.65
MCLAUGHLIN, BRIAN	4/4/2013	\$	369.79
MEADE, WILLIAM B	9/5/2013	\$	176.01
MIELKE, ROBERT R	11/1/2013	\$	199.76
MILLER, SANDRA F.	4/4/2013	\$	619.94
MILLER, STACEY A.	12/9/2013	\$	234.46
MINNICH, TRICIA A.	5/7/2013	\$	288.86
MORGAN, JP	4/2/2013	\$	505.61
MURRAY, TAMMY M	11/7/2013	\$	216.19
NEUHAUSER, MATT R	11/7/2013	\$	105.14
OLD ORCHARD GARDEN CTR & LANDS	9/4/2013	\$	1,078.17
PARTIN, SAMANTHA L.	9/6/2013	\$	227.17
PAWLIK, CHRISTIAN J.	8/14/2013	\$	227.06
PAXTON, JAMES E JR	8/16/2013	\$	187.45
PEREZ, SARAH	7/11/2013	\$	106.09
RAMIREZ, JUAN	7/17/2013	\$	226.37
REINBOLT, MELVIN G.	12/6/2013	\$	295.30
REPASS, RICK W.	7/16/2013	\$	147.93
RETTIG JURGENSEN, HOLLY M	8/14/2013	\$	187.05

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RIVERA, JESSICA	12/4/2013	\$	594.48
ROSEBROCK, DYLLAN W.	9/5/2013	\$	302.00
RURALOGIC INC	6/6/2013	\$	490.76
SINKHORN, WENDELL E.	11/8/2013	\$	1,074.31
SLUSSER, RYAN	5/7/2013	\$	1,490.91
SMITH, SHARLENE L.	6/25/2013	\$	223.15
STILWILL, DOMINIC B	7/11/2013	\$	248.41
TAYLOR, ERIC A.	5/13/2013	\$	151.66
THOMPSON, TIFFANY	4/4/2013	\$	459.26
THORNSBERRY, RACHAEL H.	7/19/2013	\$	106.94
UTTER, DANIEL	8/14/2013	\$	449.91
VANLIEU, STEPHANIE	4/5/2013	\$	205.55
WILLIAMS, VALERIE	2/11/2013	\$	234.23
Total 2013		\$	22,679.09

Total 2017 Weltman **\$ 49,166.49**

TEMPLETONALLENBAUGH, CHRISTINE	1/6/2012	\$	85.63
MUNCY, MIRANDA	1/31/2012	\$	80.00
WITTE, ASHLEY	2/14/2012	\$	89.74
NOYKOS JR, STEVEN	3/16/2012	\$	75.08
ADKINS, STEVEN	5/3/2012	\$	62.13
BEAUCLAIR, WILDA	10/16/2012	\$	75.47
ROBERTSON, ROBERT B	11/30/2012	\$	86.43
Total 2012		\$	554.48

RETCHER, BARBARA	2/5/2013	\$	68.34
SCHROEDER, JEREMY C	2/26/2013	\$	75.49
KRUSE, JACOB R	5/1/2013	\$	66.03
RIOS, IGNACIO D	5/7/2013	\$	79.18
NEWMAN, JUSTIN P.	6/10/2013	\$	97.15
VANAERNEM, STEVEN	7/8/2013	\$	65.08
RADER, WILLIAM J.	11/1/2013	\$	78.78
YOCUM, WILLIAM	11/1/2013	\$	77.85
Total 2013		\$	607.90

HUNTINGTON NAT'L BANK	6/9/2014	\$	82.99
MARTINEZ, KANDACE K.	6/9/2014	\$	55.45
SCHOENITZ, TRAVIS A.	6/9/2014	\$	55.01
RIEBESEHL JR, KEVIN	6/30/2014	\$	44.51
MYERS, JACK N.	7/10/2014	\$	61.29
BORSTELMAN, DILLON	10/28/2014	\$	62.65
KINDER, BETH A.	11/4/2014	\$	85.48
Total 2014		\$	447.38

EISENBRANDT, JAMIE	3/8/2016	\$	63.45
BEVILLE, TAYLOR L.	3/10/2016	\$	91.12
TEDROW, ADAM J. II	3/10/2016	\$	72.96
BENEKAM, LORETTA	4/15/2016	\$	79.56

BORSTELMAN, DILLON S.	5/2/2016	\$	73.48
SPARKS, THOMAS	5/2/2016	\$	44.14
BRESSLER, CHRISTOPHER C	5/3/2016	\$	25.70
CAVANAUGH, PAMELA L	5/9/2016	\$	79.09
SCHUETTE, DAVID S	5/9/2016	\$	42.76
DAVIS, CHRISTOPHER S.	5/27/2016	\$	98.68
MAY, BRADLEY S	6/13/2016	\$	89.11
MCGINN, KELLY	8/5/2016	\$	96.05
BOOTH-BUNN, HEATHER J	8/29/2016	\$	46.40
ZACHRICH, JULIE ANN	10/7/2016	\$	99.24
PERDUE, JEREMIAH D.	10/14/2016	\$	58.21
ESPINOZA, ANN M	10/28/2016	\$	0.73
MCNEAR, JUSTIN D.	11/4/2016	\$	36.49
HOOVER, DENNIS	11/9/2016	\$	66.04
PFUND, DAVID K.	11/10/2016	\$	56.46
MARSH, RICKEY L.	11/28/2016	\$	22.37
MOORE, NATHAN M	11/28/2016	\$	56.61
CALDWELL, PHILLIP	12/20/2016	\$	67.67
Total 2016		\$	1,366.32

HAZEL, MEGAN	1/6/2017	\$	56.42
BLAKE, FRANK G	1/26/2017	\$	87.57
GRUBAUGH, MATTHEW	2/1/2017	\$	34.39
HACKNEY, CORTNEY A.	2/6/2017	\$	79.67
DEYARMOND, APRIL	3/2/2017	\$	95.64
CLINE, BARRY L	3/6/2017	\$	61.24
WARDLOW, CAROL	3/14/2017	\$	31.73
ADAMS, ERIKA	3/20/2017	\$	63.05
SANDS, JASON R	3/24/2017	\$	42.92
SLEESMAN, TIMOTHY P.	3/30/2017	\$	40.00
MANSFIELD, TONI M	4/5/2017	\$	60.69
GUYER, ERIC D	4/19/2017	\$	85.65
WAXLER, DENISE A.	4/21/2017	\$	53.10
ROSEBROCK, DEBRA	4/28/2017	\$	86.83
LARA, RAQUEL	5/9/2017	\$	74.96
SANDERS, AIMEE	5/9/2017	\$	61.89
INGLE, NICHOLAS A	5/31/2017	\$	90.37
BURKEN, CLAYTON M	6/6/2017	\$	66.60
ALEXANDER, CHERYL	6/7/2017	\$	55.85
LICHTENWALNER, EDWIN B	7/5/2017	\$	86.99
SANCHEZ, MARTIN II	7/7/2017	\$	25.77
DRISKELL, LORRAINE K	8/17/2017	\$	77.95
PEARSON, HANNIBAL A.	8/31/2017	\$	50.83
LARIMER, JASON E	9/1/2017	\$	77.74
SLONE, GREG	9/18/2017	\$	42.60
PARKS, CYNTHIA L.	9/29/2017	\$	54.38
Total 2017		\$	1,644.83

Small Balance 2017 Write-offs		\$	4,620.91
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ARIAS, ROSE		\$	617.84
BANNISTER, C. ROBERT		\$	270.11
CUTSHAW, PHYLLIS	4/23/2013	\$	121.24
GRUBAUGH, MARC L.		\$	86.13
JOHNSON, JEFFREY C.		\$	282.46
MILLER, CATHERINE	10/31/2013	\$	269.00
MOSHELL, HERBERT C.		\$	89.84
PATTERSON, RUSSELL/MARLENE		\$	168.48
SHAW, RUSSELL L.		\$	219.98
SUMNER, JOAN		\$	1,369.65
WHETSTONE, DAVID C.		\$	282.84
Deceased 2017 Write-offs		\$	3,777.57

ARMSTRONG, AMBER	10/30/2017	\$	317.94
AVALOS, FRED	10/30/2017	\$	124.50
FINKEN, FRED	10/30/2017	\$	639.60
GASCHE, TERRY	10/30/2017	\$	120.19
GEAHLEN, JOSHUA	10/30/2017	\$	507.82
HERNANDEZ JR, JOSE	10/8/2012	\$	769.63
LEWIS, ROBIN M.	1/15/2013	\$	388.47
VILLAGE SQUARE	10/30/2017	\$	1,497.21
WAGNER, JAMES M.	10/30/2017	\$	74.90
Bankruptcy 2017		\$	4,440.26

Melissa Buchholz	4/12/2013	\$	10.00
Nichole L. Kelley	1/8/2013	\$	695.00
David Partin	4/22/2013	\$	10.00
Michael L. Rettig	7/16/2013	\$	600.00
Jack Trembach	8/5/2013	\$	495.00
Total 2017 Misc Write-offs		\$	1,810.00

Grand Total Write-offs for Misc & Utility **\$ 63,815.23**

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

SPECIAL Meeting Agenda

Monday, December 18, 2017 at 4:00 pm

Location: Council Chambers, 255 West Riverview Avenue, Napoleon, OH

1. Approval of Minutes: October 24, 2017 and November 14, 2017 *(in the absence of any objections or corrections, the minutes shall stand approved)*
2. Review Applications for Police Officer Civil Service Exam.
3. Review of Testing Date for Police Officer/Patrolman.
4. Discussion on Testing Options for Firefighter/Paramedic and Patrolman (Tabled)
5. Any other matters to come before the Commission.
6. Adjournment.



Gregory J. Heath
Finance Director/Clerk of Council

Motion to Approve Promotional Examination for Fire Captain on Saturday, February 3, 2018 at 9:00 am

To approve the promotional examination for Fire Captain on Saturday, February 3, 2018 at 9:00 am.

**Passed
Yea-2
Nay-0**

Roll call vote on above motion:
Yea-Lytle-Steele, Finnegan
Nay-

Discussion on Testing Options for Firefighter/Paramedic and Patrolman (Tabled)

Testing options for Firefighter/Paramedic and Patrolman remains tabled.

Any Other Matters to Come Before the Commission

None.

Motion to Adjourn

Motion: Lytle-Steel Second: Finnegan
motion to adjourn the Civil Service Commission meeting.

**Passed
Yea-2
Nay-0**

Roll call vote on motion:
Yea-Lytle-Steele, Finnegan
Nay-

Adjournment

Meeting was adjourned at 4:39 pm.

Date Approved:

Bill Finnegan, Chair



City of Napoleon, Ohio

255 West Riverview Avenue • P. O. Box 151
Napoleon, Ohio 43545-0151
Phone (419) 599-1235 Fax (419)-599-8393
www.napoleonohio.com

MEMORANDUM

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

FROM: Gregory J. Heath, Finance Director/Clerk of Council *G. J. Heath*

DATE: December 14, 2017

RE: Tree Commission Meeting Cancellation

The Tree Commission meeting regularly scheduled for Monday, December 18, 2017 at 6:00 pm has been CANCELED due to lack of agenda items.



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: City Council, Mayor, City Law Director, City Manager, Department Supervisors, Newsmedia
From: Gregory J. Heath, Finance Director/Clerk of Council *G.J.H.*
cc:
Date: December 14, 2017
Subject: Parks & Recreation Committee – Cancellation

The regularly scheduled meeting of the Parks and Recreation Committee for Monday, December 18, 2017 at 6:00 pm has been CANCELED due to lack of agenda items.



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: City Council, Mayor, City Law Director, City Manager, Department Supervisors, Newsmedia
From: Gregory J. Heath, Finance Director/Clerk of Council *GH.*
Date: December 14, 2017
Subject: Ad-hoc Committee on Organizational Health and Strategic Vision Meeting – Cancellation

The regularly scheduled meeting of the Ad-hoc Committee on Organizational Health and Strategic Vision for Monday, December 20, 2017 at 6:15 pm has been CANCELED at the direction of the Chair.



Tax reform update

By Michael Beirne - vice president of external affairs

The U.S. Congress is one step closer to enacting tax reform after the Senate this week passed their version of the legislation. House and Senate leaders announced on Thursday their appointments of members to a conference committee that will resolve differences between the two bills.

Of primary interest to AMP and member municipal electric systems is the impact the proposal would have on Treasury credit payments to issuers of Build America Bonds. Federal law - known as Pay-Go - requires automatic spending cuts for legislation adding to the federal deficit. The tax reform proposal is estimated to add approximately \$1.5 trillion to the deficit. Fearing that automatic cuts would go into effect, impacting everything from BABs to Medicare to student loans, House Speaker Paul Ryan and Senate Majority Leader Mitch McConnell issued a joint statement indicating that the automatic cuts "will not happen" and they would "work to ensure these spending cuts are prevented."

The exact method for fixing this issue remains to be worked out, however, as it cannot be part of the tax reform bill itself due to congressional rules. We are pleased that the leaders recognize the importance of this concern, and thank members who called their lawmakers to raise awareness of this potentially devastating outcome. We will keep you posted as the issue moves through the conference committee and will be asking for another round of grassroots calls to reinforce the importance of preventing BABs subsidies from being further sequestered.

Local retail store benefits from Efficiency Smart program

By Steven Nyeste - Efficiency Smart communications project manager

Watson's Hardware has been a familiar site in downtown Oberlin for more than a century. The store has been helping residents and businesses with their hardware needs since it was founded in 1895.

The Efficiency Smart program has been working with local retail stores since 2015, offering efficient lighting (LED) products at a discounted price, while also eliminating the need for customers to complete various forms or bring coupons.

For local retailers like Watson's Hardware, it is also an opportunity to increase sales and foot traffic in the store.

As one of the Oberlin retail stores that participated in the lighting markdown, Watson's met its goal and sold more than 2,000 light bulbs through the promotion.

"I enjoyed being a part of the lighting promotion," said Jerry Anderson, owner of Watson's Hardware. "Since the promotion, I've noticed that we are now selling more lightbulbs, even at regular prices. I believe this is due to the positive experiences customers had during the promotion."



Jerry Anderson, Watson's Hardware owner

Anderson also worked with Efficiency Smart to replace all of the existing lights in his store with T-LED linear lights. As a result of the project, he is expected to save more than \$8,400 annually, and more than \$45,000 over the lifetime of the LEDs.

After the success of the lighting markdown promotions and his in-store upgrade, Anderson is eager to work with Efficiency Smart on future projects.

"Jerry has been a great example in helping promote energy efficiency in the Oberlin community," said Doug McMillan, Oberlin energy services manager. "His store has not only been a successful part of Efficiency Smart program; he has also invested in energy efficiency products for his business."

Prairie State Generating Company kicks off Holiday

By Alyssa Harre - PSGC director of public relations and government affairs

The Prairie State Generating Company (PSGC) has kicked off its 10th Annual Holiday Drive. PSGC's employees start each holiday season by partnering with local not-for-profit organizations and agencies to benefit local children and families in need. Over the past 10 years, this program has provided toys, clothing and school supplies to more than 1,400 children in Bond, Clinton, Madison, Randolph, St. Clair and Washington counties.



"Prairie State's Holiday Drive program is well recognized in the communities surrounding our campus," said Don Gaston, President and CEO of PSGC. "The generosity and leadership our employees have taken throughout the past 10 years to provide for children in need is something we're all very proud of and honored to do."

This holiday season, PSGC partnered with nine local schools and not-for-profits to fulfill the holiday wish lists of 130 children.

AMP leadership participates in Wells Fargo symposium

Marc Gerken, AMP president and CEO and Marcy Steckman, AMP senior vice president of finance and CFO, participated in Wells Fargo's 16th Annual Pipeline, MLP and Utility Symposium in New York on Dec. 6 and Dec. 7.

The symposium is an opportunity to meet with investors and hear from industry executives through presentations, breakout sessions and one-on-ones with executives from more than 100 leading industry companies.

Gerken participated on the "Finding the Finest Financial Structure for the Public's Power" along with Tom Falcone, Long Island Power Authority CEO. The panel was moderated by Randy Gerardes, Wells Fargo Securities senior municipal research analyst.



Marc Gerken (far right) with Tom Falcone of Long Island Power Authority and Randy Gerardes of Wells Fargo Securities.

November 2017: Average temperatures and prices

By Mike Migliore - vice president of power supply and marketing

November 2017 started and ended with warm temperatures but saw enough cold days in the middle of the month to finish with temperatures close to average. Prices did not see any extreme numbers. The maximum price for the month was \$59 / MWh on the evening of Nov. 10. Congestion throughout the system was normal other than the unusual case of a negative spread from A/D Hub to Virginia.

AVERAGE DAILY RATE COMPARISONS			
	November 2017 \$/MWh	October 2017 \$/MWh	November 2016 \$/MWh
A/D Hub 7x24 Price	\$29.16	\$29.85	\$26.28
PJM West 7x24 Price	\$30.24	\$29.35	\$26.82
A/D to AMP-ATSI Congestion/Losses	\$0.63	\$0.43	-\$0.09
A/D to Blue Ridge Congestion/Losses	-\$1.49	\$0.90	\$1.19
A/D to PJM West Congestion/Losses	\$1.07	-\$0.50	\$0.54
PJM West to PP&L Congestion/Losses	-\$4.89	-\$5.79	-\$4.47
IND Hub to A/D Hub Congestion/Losses	\$0.76	\$0.24	-\$1.60

NOVEMBER OPERATIONS DATA

	November 2017	November 2016
Fremont Capacity Factor	72%	5%
Prairie State Capacity Factor	101%	37%
Meldahl Capacity Factor	62%	59%
Cannelton Capacity Factor	72%	71%
Smithland Capacity Factor	77%	N/A
Greenup Capacity Factor	46%	68%
Willow Island Capacity Factor	72%	66%
Belleville Capacity Factor	83%	88%
Blue Creek Wind Capacity Factor	36%	38%
JV6 Wind Capacity Factor	18%	18%
Napoleon Solar Capacity Factor	12%	14%
Bowling Green Solar Capacity Factor	12%	N/A
Avg. A/D Hub On-Peak Rate	\$33/MWh	\$29/MWh

* Fremont capacity factor based on 675 MW rating.

* PS capacity factor based on 1,582 MW rating.

* Meldahl capacity factor based on 105 MW rating.

* Cannelton capacity factor based on 87.6 MW rating.

* Smithland capacity factor based on 76.2 MW rating.

* Greenup capacity factor based on 70 MW rating.

* Willow Island capacity factor based on 44.2 MW rating.

* Belleville capacity factor based on 42 MW rating.

* Napoleon Solar capacity factor based on 3.54 MW rating.

* BG Solar capacity factor based on 20 MW rating.

* Fremont and Prairie State were in maintenance outages in November 2016.

Prairie State sets new capacity factor high during November

By Mike Migliore

After completion of their fall maintenance outage, both units at the Prairie State Energy Campus were continuously on-line and generating for the entire month of November. This high availability led to a new

record for capacity factor for the month. For November 2017, Prairie State produced a net output of 1,153,815 MWh. Based on the original net rating of the plant of 1,582 MW, this amounts to a 101.3 percent capacity factor for the month. This surpasses the previous record of 100.2 percent set in December 2016.

Energy markets update

By Jerry Willman - assistant vice president of energy marketing

The January 2018 natural gas contract decreased \$0.159/MMBtu to close at \$2.763 yesterday. The EIA reported an injection of 2 Bcf for the week ending Dec. 1. This was the first time in five years that the EIA reported a storage injection during a week ending in December, pressuring January futures contract to continue its trending decline.

On-peak power prices for 2018 at AD Hub closed yesterday at \$35.26/MWh which was \$.84/MWh lower for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending Dec. 8				
MON	TUE	WED	THU	FRI
\$26.68	\$27.55	\$30.95	\$35.17	\$35.75
Week ending Dec. 1				
MON	TUE	WED	THU	FRI
\$28.88	\$25.83	\$27.28	\$28.26	\$28.01
AEP/Dayton 2018 5x16 price as of Dec. 7 — \$35.26				
AEP/Dayton 2018 5x16 price as of Nov. 30 — \$36.10				

AFEC weekly update

By Jerry Willman

Fremont plant operated in 2x1 configuration for the week. Duct firing operated for 19 hours this week. The plant generated at a 71 percent capacity factor (based on 675 MW rating).

Filippi and Vogelhuber receive Hard Hat Safety Award



Gabe Filippi, City of Dover journeyman lineman, receiving the AMP Hard Hat Safety Award from Scott McKenzie, AMP member safety manager.



Jeff Vogelhuber, City of Orrville Electric Distribution Department supervisor receiving the AMP Hard Hat Safety Award from Scott McKenzie.

Register now for Webinars

An internet connection and a computer are all you need to educate your entire staff for just \$99. Register today at www.PublicPower.org/Academy and click on webinars. Non-members enter coupon code **AMP** to receive the member rate.

- Wireless Pole Attachment Regulation at the FCC and in the States **Dec. 7**
- A Public Power Guide to Understanding the U.S. Plug-in Electric Vehicle Market **Dec. 13**
- Workforce Series:
Game Changers and Gaps in the Energy Workforce Pipeline **Jan. 11**
- Governance Series:
Communicate the Public Power Advantage **Jan. 24**





Classifieds

Columbus seeking applicants for engineer II position

The City of Columbus Division of Power is accepting resumes for a vacant engineer II position. Salary: \$66,497 - \$99,736. This position will act as a project manager in the Power Engineering Section. This position will be responsible for administering plan review and project management for the Division of Power.

To qualify you must have a valid State of Ohio certificate as a registered professional engineer, five years of practical engineering experience, and have a valid motor vehicle operator's license.

If you are interested, please submit an application to the Civil Service Commission by applying online at www.csc.columbus.gov by Dec. 18, 2017. Please attach a resume to your application. You may also apply by emailing your resume to DPURecruitment@columbus.gov.

If you prefer to mail in a paper application, please mail it to: Lindsay Tartt, 910 Dublin Road, Columbus, Ohio 43215, phone: 614.645.5802, fax: 614.645.0500. Pre-employment medical/drug screen and background investigation required if selected. EOE

Carey seeking two journeyman-lineman

The Village of Carey is seeking applications for two qualified journeyman-lineman with a minimum of four-years experience. The journeyman-lineman role is responsible for operation and routine maintenance of the village transmission, substation and distribution system. Applicant must possess a high school diploma or GED and a valid class B, CDL license with air brakes or obtain same within

six months of hire date. Knowledge of overhead and underground primary distribution lines required. May require pole climbing and operation and use of a bucket truck, digger truck, trencher or other required equipment.

Position requires a 30-minute response time to call out emergencies including: holidays, weekends and standby time in rotation with other department members.

Position requires varied integrated additional duties to include but not limited to: snow removal, tree trimming to clear power lines and other general maintenance duties. Any of the above may require working in inclement weather.

Applications may be obtained at the village offices, 127 North Vance Street Carey, weekdays from 8 a.m. until 5 p.m. Candidates should return applications with resume and all supporting documentation helpful in consideration of employment to the attention of the Village Administrator. EOE / Drug testing. Applications will be accepted until positions are filled.

Pay range \$23.75-\$26.25.

Napoleon accepting applications for police officer

The City of Napoleon, Ohio is accepting applications for an open position beginning Thursday, Nov. 16, 2017 through Friday, Dec. 15, 2017, for the position of police officer. Testing date for the written civil service exam will be held on Saturday, Jan. 13, 2018 at 8:00 a.m. at the Napoleon Fire Department, 265 West Riverview, Napoleon, Ohio 43545. The physical agility test will be administered that same day to applicants passing the written exam.

Applications may be secured beginning Thursday, Nov. 16, 2017 from the City of Napoleon's Administration Building, 255 West Riverview Avenue P.O. Box 151, Napoleon, Ohio 43545, between the hours of 7:30 a.m. to 4:00 p.m. Monday through Friday or downloaded from the City of Napoleon's website, www.napoleonohio.com. A properly completed notarized application must be returned to the above address to the attention of the Human Resources Director with a copy of all required documentation as specified on the City's website at www.napoleonohio.com. Applications are due no later than 4:00 p.m. on Friday, Dec. 15, 2017. Study guides are available from the test supplier at www.publicsafetycompass.com/study. The City of Napoleon is an Equal Opportunity Employer.

Zelienople hiring lineworker position

The Borough of Zelienople is seeking applications for a qualified full-time electrical line utility worker - responsible for installation, operation and routine maintenance of the municipal electrical distribution system both overhead and underground.

Candidate must possess a high school diploma or GED and a valid CDL license with air brake or ability to obtain one within six months after hire date. Knowledge of overhead distribution lines, underground primary distribution lines required and operation and use of bucket trucks.

Position requires various duties to include but not limited to: water distribution repairs, tree trimming power lines, road maintenance and snow removal and other general maintenance as required. Above duties will require working in all weather conditions.

Applications may be obtained at the Zelienople Municipal Building at 111 W. New Castle St., Zelienople, PA, 16063, weekdays from 8 a.m. - 5 p.m. or on our website at www.zelieboro.org under the Public Works tab. Candidates should return applications with résumé and supporting documentation that would be helpful for consideration of employment. Salary commensurate with experience plus an excellent benefit package. Applications will be accepted until Dec. 29. (EEO/AA)

Montpelier seeking supervisor of administrative services

The Village of Montpelier is taking applications for the position of Supervisor of Administrative Services until 4:30 p.m. on Monday, Dec. 18, 2017. The position requires completion of secondary education; minimum of 5 years of experience in administration and municipal government operations; familiarity with building codes and construction; knowledge of utility systems, ability to examine and interpret blue prints; supervisory training and experience in civil and architectural engineering, including electric, water, wastewater and storm sewer utilities. Will act as the liaison between the village manager and the various village departments. Qualified candidates must possess a valid Ohio driver's license. This is a full-time position with a great benefit package. Application and complete job description may be found online at www.montpelieroh.net/employment_opportunities.html.

Please mail cover letter, resume including references and application to: Village of Montpelier, c/o Kevin Brooks, P.O. Box 148, Montpelier, OH 43543. Inquiries should be directed to Kevin Brooks at 419.485.5543. EOE.

Arcanum seeks water/wastewater operator 1

The Village of Arcanum Utility Department is now accepting applications to fill a vacancy for water/wastewater operator 1. Duties include operating and maintaining electrical generation facilities, monitoring water/sewer facilities, and performing physical labor within the utility department as needed.

Requirements include a high school education, Water Supply License and Wastewater Works License 1, a valid Ohio driver's license, and must possess a class B CDL endorsement or obtain within six months of employment.

Applications are available at the City Building located at 104 W. South St., Arcanum, Ohio, 45304 or www.villageofarcanum.com. Job applications are not kept on file beyond six months, so any previous applicants are encouraged to re-apply. EOE.

Lineworker position available in Bradner

The Village of Bradner is seeking a qualified full-time electrical line utility worker; responsible for operation and routine maintenance of the village electrical distribution system.

Must possess a high school diploma or GED and a valid class B, CDL license with air brake or obtain six months after hire date. Knowledge of overhead distribution lines and underground primary distribution lines required - water and wastewater experience helpful. May require pole climbing and operation and use of bucket truck. Position requires response within 30-minute time period to call-out emergencies, and 24/7 carry of village-issued cell phone for troubleshooting and emergencies, including holidays and weekends.

Position requires various duties to include but not limited to: water distribution repairs, assist in wastewater treatment plant, tree trimming power lines, road maintenance and snow removal, park and pool maintenance, lawn care and other general maintenance as required. Above duties will require working in all weather conditions. Twice monthly Board meeting attendance is also required.

Applications may be obtained at the Town Hall (located at 130 N. Main St., Bradner, Ohio) on weekdays from 8:30 a.m. - 5 p.m. or at www.bradnerohio.org. Candidates should return applications with résumé and supporting documentation that would be helpful for consideration of employment to the attention of James Smith, Board of Public Affairs President. They can also be mailed to PO Box 599, Bradner, Ohio, 43406, or emailed to kkaminski@bradnerohio.org.

Opportunities available at AMP

AMP is seeking applicants for the following positions:

Director of AFEC Facility

Electrical Engineer

Information Systems Intern

Hydro Plant Operations and Maintenance Supervisor - Smithland

For complete job descriptions, please visit the "careers" section of the [AMP website](#).

American Municipal Power, Inc.

STAY CONNECTED



www.amppartners.org

Special Bulletin:

From: "The Ohio Municipal League" <kscarrett@omloho.org>

12/13/17 11:54 AM

To: rdietrich@napoleonohio.com



Special Bulletin: SERP Amendment NOT added to HB 69

December 13, 2017

We would like to alert our members that this morning, the Senate Ways and Means committee followed the advice of our municipal officials from around the state and did not include an amendment to HB69 exempting Supplemental Executive Retirement Plans (SERPs), along with other non-qualified defined benefit plans including non-statutory stock options and restricted stocks, from municipal income tax.

The League is grateful to our members who mobilized, reaching out to legislators and apprising them of the damage this amendment would have on already depleted municipal revenues. We also greatly appreciate those who wrote testimony and drove to the Statehouse early this morning to testify.

The League would also like to thank the members of the Ohio Senate and House of Representatives who appreciated the significant negative impact the proposal would have to already fragile municipal budgets and "activated" on behalf of their cities and villages. We appreciate their help in exposing problems with the language and encouraging their fellow legislators to support rescinding the language, at this time.

As you will recall from our previous "Call to Action" and legislative bulletin, the Senate Ways and Means committee was considering a proposed amendment to HB 69 that would have exempted all non-qualified defined benefit plans including SERPs, non-statutory stock options and restricted stocks, from municipal income tax. The language was also retroactive to Jan. 1, 2016, meaning municipalities would have had to pay two years' worth of refunds out of 2018 municipal budgets with funding that does not exist.

The issue will continue to be a source of conversation at the Ohio Statehouse by those special interests that seek this change to the municipal income tax. We anticipate more attempts will be made next year to address the issue so we ask that our members remain vigilant on the subject with their legislative delegation.

The activity today and the direct involvement of league members should serve as a reminder of the importance of making our voices heard on issues before the legislature that impact municipalities and the acknowledgement that the legislature is listening.

Thank you!

STAY CONNECTED:



The Ohio Municipal League, 175 S. Third Street, Suite 510, Columbus, OH 43215

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Constant Contact 

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HOOPS and HEROES

a Benefit for LUCAS ANTHONY MARCINIAK



VS



December 18
7:00 PM

Napoleon High School Grand Canyon
(701 Blairheath Ave # 1, Napoleon, OH 43545)

\$5 Adults

\$2.50 Students 5-18

Children under 4 Free

Napoleon High School Pep Band and Dixie Band to perform

Donations to the Lucas Anthony Marciniak Fund can be made at First Federal Bank in Napoleon.

Event Partners:

Napoleon Civic Center, Napoleon Firemen Association, Napoleon Police Association, Henry County Chamber of Commerce, Fabor Trophy, Napoleon High School Athletics, Northwest Signal, Three Cord, Soaring Arts, and WNDH

All proceeds benefit Lucas Anthony Marciniak

ABOUT LUCAS

Lucas Anthony Marciniak, son of Robert and Julie Marciniak, was born on April 8, 2017 at 35 weeks. At birth Lucas was diagnosed with trisomy 21 (Down's Syndrome), pulmonary hypertension, heart hx of pda, VSD/PFO and was in NCIU for 26 days after birth. Recently Lucas was admitted for respiratory infect (parainflunza) and had to be intubated twice and will soon know if he may need open heart surgery to close his Ventricular Septal Defect (VSD).

Captain David Bowen

Please help us get the word out about this event.

We will be playing against the NPD to raise money to help one of our own.



City of NAPOLEON, Ohio

Operations Department

1775 Industrial Dr., P.O. Box 151, Napoleon, OH 43545

Phone: 419/599-1891 Fax: 419/592-4379

Website: www.napoleonohio.com

Operations Superintendent
Jeffrey H. Rathge

Water Distribution Foreman
Brian Okuley

Streets/Sewer Foreman
Roger Eis

Refuse/Recycling Foreman
Perry Hunter

Head Mechanic
Tony Kuhlman

Press Release

WINTER WATERLINE PROTECTION

TO ALL RESIDENTS WHO HAVE HAD PROBLEMS WITH WATER SERVICES FREEZING IN THE PAST:

The City of Napoleon Water Distribution Department is asking you to leave your water running at one of your inside faucets; a stream the size of a pencil lead will be sufficient. Before doing so, you must contact the Utilities Department at 419/592-4010. Only those individuals who have made prior arrangements will receive credit on their monthly water bill.

Thank you for your cooperation. If there are any questions, please contact the Water Distribution Department at 419/599-1891 between 7:00 a.m. and 3:30 p.m.



City of NAPOLEON, Ohio

Operations Department

1775 Industrial Dr., P.O. Box 151, Napoleon, OH 43545

Phone: 419/599-1891 Fax: 419/592-4379

Operations Superintendent
Jeffrey H. Rathge

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Roger Eis

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Perry Hunter

Head Mechanic
Tony Kuhlman

PRESS RELEASE

WINTER WATERLINE AND METER PROTECTION

Once again the cold weather is upon us. The City of Napoleon Water Distribution Department is reminding all residents to inspect their waterlines. Please check the following items in your home to reduce the freezing risk for your waterlines and meters:

- ✿ Make sure that your basement windows are closed tightly and are draft free. You may want to temporarily place insulation over the windows to prevent drafts.
- ✿ Check all areas of your basement that contain waterlines to make sure the temperature is not below freezing.
- ✿ Make sure that any cracks in your basement or crawl space are repaired to avoid drafts and freezing temperatures.
- ✿ If you have a crawl space, make sure the vents are closed. You may want to temporarily place insulation over the vents to prevent drafts.
- ✿ Check any exposed waterlines on outside walls to make sure they are warm and that no drafts are in this area.
- ✿ If you have any waterlines that may possibly freeze, wrap them with insulation. In some cases you may need to install heat tape on your pipes to keep them from freezing.
- ✿ If you have an inside meter you will need to protect it, as it is part of your water system. This may include wrapping the meter with insulation or heat tape.
- ✿ If you have any waterlines or a water meter in the garage, remember to have the doors open as little as possible.

Please note that there is a replacement charge for water meters damaged due to neglect. The charge consists of the cost of the meter and a service call. This is a sizable fee.

Thank you for your cooperation. If there are any questions, please contact the Water Distribution Department at 419/599-1891 between 7:00 a.m. and 3:30 p.m.