
Memorandum

:

To: Mayor and Members of City Council
cc: City Manager, Interim Finance Director, City Law Director
From: Roxanne
Regarding: General Information
Date: March 04, 2019

For those who receive internet reimbursement, Accounts Payable just informed me she needs a copy of your internet bill. *Thank-you.*

CALENDAR

AGENDA - City Council @7:00 pm

C. APPROVAL of MINUTES:

February 18, 2019 Council Meeting Minutes

G. INTRODUCTION of NEW ORDINANCES and RESOLUTIONS

1. **Resolution No. 020-19**, a Resolution Authorizing the City Manager to Execute Any and All Documents Necessary to Apply for, Accept, and Enter into an Ohio Environmental Protection Agency (OEPA) Division of Environmental and Financial Assistance (DEFA) Water Pollution Control Loan Fund (WPCLF) Agreement on behalf of the City of Napoleon, Ohio for Planning, Design, and/or Construction of Wastewater Treatment Facilities; and Designating a Dedicated Repayment Source for the Loan; and Declaring an Emergency. (*Suspension Requested*)

H. SECOND READINGS of ORDINANCES and RESOLUTIONS

1. **Resolution No. 012-19**, a Resolution Authorizing the Expenditure of Funds over Twenty-Five Thousand Dollars (\$25,000.00) for the Purpose of Implementation of a GIS System, and to Sole Source said Implementation to Stantec Consulting Services, Inc.; and Declaring an Emergency.
2. **Resolution No. 016-19**, a Resolution Authorizing the City Manager to Execute any and all Documents Necessary to Accept a Fiscal Year 2019 JAG LE Grant from the Office of Criminal Justice Services; and Declaring an Emergency.
3. **Ordinance No. 017-19**, an Ordinance Creating the Non-Bargaining Position of Assistant Water Superintendent for the Water Treatment Plant of the City of Napoleon, Ohio, and Amending Ordinance No. 075-18; and Declaring an Emergency.

I. THIRD READINGS of ORDINANCES and RESOLUTIONS

J. GOOD of the CITY (Discussion/Action):

1. *Discussion/Action:* Approval of Plans and Specs for the Williams Pumping Station Replacement Project.
 - a. Enclosed is a Memorandum from Chad on this project.
2. *Discussion/Action:* Approval of Plans and Specs for the Raymond Street Improvements Project.
 - a. A Memorandum from Chad explaining this project is attached.
3. *Discussion/Action:* Fire/EMS Contracts with Freedom, Harrison and Napoleon Townships, Henry County South Joint Ambulance District and the Village of Florida. (*Direct Law Director to Draft Legislation and Contracts*)

4. *Discussion/Action:* Henry County Mitigation Plan.

A copy of each donation is enclosed.

5. *Discussion/Action:* Acceptance of Donations to the K-9 Program.

6. *Discussion/Action:* Acceptance of Donation for the Fire Training Facility.

7. *Discussion/Action:* Appointments to the Tax Incentive Review Council (TIRC).

- a. The TIRC meeting will be held on Wednesday, March 13th at 9:00 am. Last year Jeff Mires and Jeff Comadoll were the City representatives.

8. *Discussion/Action:* First Quarter Budget Adjustments. (*Refer to Committee*)

INFORMATIONAL ITEMS

1. **CANCELLATION** – Technology and Communications Committee

2. Invite to Ohio Municipal League's Lobby Day on Wednesday, March 27th at 8:00 am

3. AMP Weekly Newsletter – February 22, 2019

Records Retention - CM-11 - 2 Years

March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 10:00 am Special Civil Service Commission
3	4 7:00 pm City Council	5	6	7	8	9
10 Daylight Saving Begins	11 6:15 pm Electric Comm 6:15 pm BOPA 7:00 pm Water/Sewer 7:30 pm Municipal Prop.	12 4:30 pm BZA 5:00 pm Planning Comm.	13	14	15	16
17	18 6:00 pm Parks & Rec Committee 6:00 pm Tree Comm. 7:00 pm City Council	19	20	21	22	23
24	25 6:30 pm Finance & Budget Committee 7:30 pm Safety & HR	26 4:30 pm Civil Service	27 6:30 pm Parks & Rec Board	28	29	30
31	Notes:					

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

Special Meeting Agenda ~ AMENDED

Saturday, March 02, 2019 at 10:00 am

Location: St. Paul Lutheran Church, 1075 Glenwood Avenue, Napoleon, OH

1. Approve Applicants for Police Officer Physical Fitness Test.
2. Administer the Police Officer Physical Fitness Test.
3. Any other matters to come before the Commission.
4. Adjournment.



Roxanne Dietrich
Interim Clerk of Council

City of Napoleon, Ohio

CITY COUNCIL

MEETING AGENDA

Monday, March 04, 2019 at 7:00 pm

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

A. Attendance *(Noted by the Clerk)*

B. Prayer and Pledge of Allegiance

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

1. February 18, 2019 Council Meeting Minutes.

D. Citizen Communication

E. Reports from Council Committees

1. **Finance and Budget Committee** did not meet due to lack of agenda items.
2. **Safety and Human Resources Committee met on February 25, 2019** and reviewed the EMS costs and revenues with Freedom, Harrison and Napoleon Townships, the Henry County South Joint Ambulance District and the Village of Florida.
3. **Technology and Communication Committee** did not meet earlier this evening due to lack of agenda items.

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

1. **Parks and Rec Board met on February 27, 2019** with the agenda item:
 - a. Discussion on the 2019 Budget.
2. **Civil Service Commission met on Saturday, March 2, 2019;** and
 - a. Approved the applicants for the Police Officer Physical Agility Test
 - b. Administered the Police Officer Physical Agility Test.

G. Introduction of New Ordinances and Resolutions

1. **Resolution No. 020-19**, a Resolution Authorizing the City Manager to Execute Any and All Documents Necessary to Apply for, Accept, and Enter into an Ohio Environmental Protection Agency (OEPA) Division of Environmental and Financial Assistance (DEFA) Water Pollution Control Loan Fund (WPCLF) Agreement on behalf of the City of Napoleon, Ohio for Planning, Design, and/or Construction of Wastewater Treatment Facilities; and Designating a Dedicated Repayment Source for the Loan; and Declaring an Emergency. *(Suspension Requested)*

H. Second Readings of Ordinances and Resolutions

1. **Resolution No. 012-19**, a Resolution Authorizing the Expenditure of Funds over Twenty-Five Thousand Dollars (\$25,000.00) for the Purpose of Implementation of a GIS System, and to Sole Source said Implementation to Stantec Consulting Services, Inc.; and Declaring an Emergency.
2. **Resolution No. 016-19**, a Resolution Authorizing the City Manager to Execute any and all Documents Necessary to Accept a Fiscal Year 2019 JAG LE Grant from the Office of Criminal Justice Services; and Declaring an Emergency.
3. **Ordinance No. 017-19**, an Ordinance Creating the Non-Bargaining Position of Assistant Water Superintendent for the Water Treatment Plant of the City of Napoleon, Ohio, and Amending Ordinance No. 075-18; and Declaring an Emergency.

I. Third Readings of Ordinances and Resolutions

J. Good of the City (Any other business as may properly come before Council, including but not limited to):

1. **Discussion/Action:** Approval of Plans and Specifications for the Williams Pumping Station Replacement Project.

2. **Discussion/Action:** Approval of Plans and Specifications for the Raymond Street Improvements Project.
 3. **Discussion/Action:** Fire/EMS Contracts with Freedom, Harrison and Napoleon Townships, Henry County South Joint Ambulance District and the Village of Florida. *(Direct Law Director to Draft Legislation and Contracts)*
 4. **Discussion/Action:** Henry County Mitigation Plan.
 5. **Discussion/Action:** Acceptance of Donations to the K-9 Program.
 6. **Discussion/Action:** Acceptance of Donation for the Fire Training Facility.
 7. **Discussion/Action:** Appointments to the Tax Incentive Review Council (TIRC).
 8. **Discussion/Action:** First Quarter Budget Adjustments *(Refer to Committee)*.
- K. Executive Session.** *(to Consider the Appointment or Employment of a Public Employee or Official; and Collective Bargaining Matters)*
- L. Approve Payment of Bills and Approve Financial Reports.** *(In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.)*
- M. Adjournment.**



Roxanne Dietrich
Interim Clerk of Council

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. **Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: Monday, April 1, 2019 @6:15 pm)
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, March 11, 2019 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for March 2019
 - b. Discussion on Mutual Aid to the Navajo Nation. (Tabled)
 - c. Electric Department Report.
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, March 11, 2019 @7:00 pm)
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, March 11, 2019 @7:30 pm)
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, March 18, 2019 @6:00 pm)
6. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, April 22, 2019 @6:30 pm)
 - a. First Quarter Budget Adjustments
7. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, April 22, 2019 @7:30 pm)
8. **Personnel Committee (as needed)**

B. Items Referred or Pending in Other City Committees, Commissions & Boards

1. **Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, March 11, 2019 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for March 2019
 - b. Discussion on Mutual Aid to the Navajo Nation. (Tabled)
 - c. Electric Department Report
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, March 12, 2019 @4:30 pm)
 - a. Variance for 417 West Washington Street – Steven and Mary Creager
3. **Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, March 12, 2019 @5:00 pm)
 - a. Revisions to a Previous Conditional Use Permit at 471 Freedom Drive – NR&G Equipment
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, March 18, 2019 at 6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, March 26, 2019 @4:30 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, March 27, 2019 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, May 14, 2019 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, June 11, 2019 @4:00 pm)
9. **Housing Council. (Monday, April 1, 2019 at 6:30 pm)**
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)**

City Council
MEETING MINUTES

Monday, February 18, 2019 at 7:00 pm

PRESENT	
Councilmembers	Dan Baer-Council President Pro-Tem, Travis Sheaffer, Jeff Comadoll, Jeff Mires, Lori Siclair, Ken Haase
Mayor	Jason P. Maassel
City Manager	Joel L. Mazur
Law Director	Billy D. Harmon
Interim Finance Director	Christine Peddicord
Interim Clerk of Council	Roxanne Dietrich
City Staff	David Mack-Chief of Police; Chad E. Lulfs, P.E., P.S.-Director of Public Works
Others	Newsmedia
ABSENT	
Councilmember	Joseph Bialorucki
Call to Order	Council President Pro-Tem Baer called the meeting to order at 7:00 pm with the Lord's Prayer followed by the Pledge of Allegiance.
Approval of Minutes	Hearing no objections or corrections, the minutes from the February 04, 2019 City Council meeting stand approved as presented.
Citizen Communication	None.
Committee Reports	<p>Chairman Maassel reported the Personnel Committee met on Thursday, February 7, 2019 and also on Saturday, February 16th to consider the employment of a public employee or official and will go into executive session tonight with the results.</p> <p>Chairman Sheaffer reported the Electric Committee met last Monday and approved the PSCAF for February 2019 and tabled discussion on mutual aid to the Navajo Nation.</p> <p>Chairman Comadoll reported the Water, Sewer, Refuse and Recycling Committee met on February 11, 2019 and received updates on solids management at the Water Treatment and Wastewater Treatment Plants and also on the waterline for the Second River Bridge.</p> <p>The Municipal Properties, Building, Land Use and Economic Development Committee also met on February 11, 2019 with Chair Siclair reporting Clairmont Avenue was discussed and we will talk about that later tonight, we did the quarterly review for NORA and referred Review of the Sign Code to City Council as a discussion/action item at the March 4, 2019 City Council meeting. Due to not having any agenda items, the Parks and Rec Committee did not meet tonight.</p>
Introduction of Resolution No. 012-19 GIS System	Council President Pro-Tem Baer read by title, Resolution No. 012-19 , a Resolution Authorizing the Expenditure of Funds over Twenty-five Thousand Dollars (\$25,000.00) for the Purpose of Implementation of a GIS System and to

	Sole Source said Implementation to Stantec Consulting Services Inc.; and Declaring an Emergency.
Motion to Approve First Read of 012-19	Motion: Sheaffer Second: Haase to approve First Read of Resolution No. 012-19.
Discussion	Mazur stated this legislation will allow us to enter into a contract with Stantec Consulting Services to finish up the GIS services. Lulfs noted he is negotiating the contract for \$100,000.
Passed Yea-6 Nay-0	Roll call vote to approve First Read of Resolution No. 012-19. Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase Nay-
Introduction of Ordinance No. 013-19 Municipal Court Probation Officer Pay	Council President Pro-Tem Baer read by title, Ordinance No. 013-19 , an Ordinance Amending Ordinance No.(s) 057-18 and 075-18 regarding Employment Status of the Napoleon Municipal Court Chief Probation Officer in and for the Year 2019; and Declaring an Emergency.
Motion to Approve First Read of 013-19	Motion: Mires Second: Siclair to approve First Read of Ordinance No. 013-19.
Discussion	Harmon stated there was a discrepancy in the legislation passed earlier regarding the new person in the Chief Probation Officer position, the job description listed the position as hourly and the legislation had the position as salary, at the direction of the Judge, the legislation is being changed to hourly.
Motion to Suspend the Rules on 013-19	Motion: Haase Second: Comadoll to suspend the rules requiring three readings of Ordinance No. 013-19.
Passed Yea-6 Nay-0	Roll call vote to approve suspending the rules for Ordinance No. 013-19: Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase Nay-
Passed Yea-6 Nay-0	Roll call vote to pass Ordinance No. 013-19 under suspension and emergency. Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase Nay-
Introduction of Ordinance No. 014-19 Law Director Pay	Council President Pro-Tem Baer read by title, Ordinance No. 014-19 , an Ordinance Authorizing a Pay Increase for the City of Napoleon, Ohio Law Director; and Declaring an Emergency.
Motion to Approve First Read of 014-19	Motion: Comadoll Second: Sheaffer to approve First Read of Ordinance No. 014-19.
Discussion	Mazur requested suspension.

Motion to Suspend the Rules on 014-19	Motion: Sheaffer to suspend the rules requiring three readings of Ordinance No. 014-19.	Second: Comadoll
Passed	Roll call vote to approve suspending the rules for Ordinance No. 014-19.	
Yea-6	Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase	
Nay-0	Nay-	
Passed	Roll call vote to pass Ordinance No. 014-19 under suspension and emergency.	
Yea-6	Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase	
Nay-0	Nay-	
Introduction of Ordinance No. 015-19 City Manager Pay	Council President Pro-Tem Baer read by title Ordinance No. 015-19 , an Ordinance Authorizing a Pay Increase for the City of Napoleon, Ohio City Manager; and Declaring an Emergency.	
Motion to Approve First Read of 015-19	Motion: Sheaffer to approve First Read of Ordinance No. 015-19.	Second: Haase
Discussion	Harmon asked for suspension of the rules.	
Motion to Suspend the Rules on 015-19	Motion: Sheaffer to suspend the rules requiring three readings of Ordinance No. 015-19.	Second: Comadoll
Passed	Roll call vote to approve suspending the rules for Ordinance No. 015-19:	
Yea-6	Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase	
Nay-0	Nay-	
Passed	Roll call vote to pass Ordinance No. 015-19 under suspension and emergency.	
Yea-6	Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase	
Nay-0	Nay-	
Introduction of Resolution No. 016-19 Police Department JAG LE Grant	Council President Pro-Tem Baer read by title Resolution No. 016-19 , a Resolution Authorizing the City Manager to Execute any and all Documents Necessary to Accept a Fiscal Year 2019 JAG LE Grant from the Office of Criminal Justice Services; and Declaring an Emergency.	
Motion to Approve First Read of 016-19	Motion: Comadoll to approve First Read of Resolution No. 016-19.	Second: Sheaffer
Discussion	Mazur stated the legislation allows us to accept funds from the JAG LE Grant which is a federal grant, and to sign the agreement once we get it.	
Passed	Roll call vote to approve First Read of Resolution No. 016-19.	
Yea-6	Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase	
Nay-0	Nay-	
Introduction of Ordinance No. 017-19	Council President Pro-Tem Baer read by title Ordinance No. 017-19 , an Ordinance Creating the Non-Bargaining Position of Assistant Water	

Passed
Yea-6
Nay-0

Roll call vote to pass No. 003-19 on Third Read:
Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase
Nay-

**Third Read of
Resolution No. 004-19
JanMar Properties, LLC
CRA Agreement**

Council President Pro-Tem Baer read by title **Resolution No. 004-19**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio, and JanMar Properties, LLC within Napoleon CRA No. 6; and Declaring an Emergency.

**Motion to Approve
Third Read of 004-19**

Motion: Mires Second: Haase
to approve Third of Resolution No. 004-19.

Discussion

Mazur had nothing new to report.

Passed
Yea-6
Nay-0

Roll call vote to pass Resolution No. 004-19 on Third Read:
Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase
Nay-

**Third Read of
Resolution No. 005-19
MSG Investments, LTD.
CRA Agreement**

Council President Pro-Tem Baer read by title **Resolution No. 005-19**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio, and MSG Investments, LTD. within Napoleon CRA No. 6; and Declaring an Emergency.

**Motion to Approve
Third Read of 005-19**

Motion: Comadoll Second: Mires
to approve Third Read of Resolution No. 005-19.

Discussion

Mazur stated there have not been any changes.

Passed
Yea-6
Nay-0

Roll call vote to pass Resolution No. 005-19 on Third Read:
Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase
Nay-

**Third Read of
Resolution No. 006-19
Ridi Reio LLC
CRA Agreement**

Council President Pro-Tem Baer read by title **Resolution No. 006-19**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio, and Ridi Reio LLC within Napoleon CRA No. 7; and Declaring an Emergency.

**Motion to Approve
Third Read of 006-19**

Motion: Comadoll Second: Sheaffer
to approve Third Read of Resolution No. 006-19.

Discussion

Mazur had nothing new to report.

Passed
Yea-6
Nay-0

Roll call vote to pass Resolution No. 006-19 on Third Read:
Yea-Siclair, Comadoll, Baer, Sheaffer, Mires, Haase
Nay-

February 2019 PSCAF

Mazur stated at the APPA Rally next week there will be discussions about transmission charges with our federal legislators. Last year saw a 21%

Sheaffer	Nothing tonight.
Maassel	<p>Requested an Executive Session to discuss appointment or employment of a public official or employee.</p> <p>Our relationship with AMP is very important, we have our own electric department and during the last ice storm there were people who lost power for minutes versus days in other communities.</p> <p>Never dissolved solids in water does that come out in our system, manmade chemicals never dissolve in water. Mazur replied the PFAS's are filtered out through the RO system, I'm not sure if they go through the NANO filtration or not, there are new guidelines the EPA just put out. The wastewater treatment plant side would be impacted not the water treatment plant.</p> <p>Maassel continued, we talked about signs on Scott Street and just in talking we have noticed some signs have disappeared, we are starting to see results already. Haase asked isn't there an ordinance about putting signs on the city right-of-way? Harmon replied we are currently reviewing the sign code, there are different rules for temporary and portable signs, we are going through the code to see if it needs updated. Maassel added he does not want realtors forced to move <i>For Sale</i> signs closer to the houses.</p>
Baer	<p>Asked Chad about the pothole situation. Lulfs answered, no worse or better than previous years, we have been trying to get them filled, we are trying to keep up with them the best we can. Haase noted there are a couple of seams on the creek bridge on Scott Street with a couple other spots.</p>
Comadoll	Nothing for now.
Siclair	<p>Stated she spoke with someone last week who said they were visited by a police officer in the middle of the night, apparently the back of her car was opened and he thought it was likely something was in the way when they put the hatch down and then they went in and didn't pay attention but he felt he needed to make sure everything was okay and that they were okay, she was surprised that he did that and she was very thankful that he did that so I wanted to pass that along.</p> <p>Maassel added, I was talking to someone at a funeral home and she found her spouse and called 9-1-1 the police were the first to arrive and the officer stayed until a loved one showed up, good citizen service again Chief.</p> <p>Thank-you!</p>
Peddicord	<p>Nothing</p> <p>Comadoll asked about the old egg auction on Riverview that is no more it was Don Reynolds place and I see he has moved his stuff over the other way can we make him go back, I think there is no parking at all on that road. Harmon assured him the wheels are in motion on that and things are moving.</p>

Motion to go into Executive Session for Economic Development

Motion: Siclair Second: Mires
to go into Executive Session for Economic Development.

**Passed
Yea-6
Nay-0**

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

Motion to Go Into Executive Session for Purchase of Property

Motion: Siclair Second: Comadoll
to go into Executive Session for Sale and Acquisition of Property.

**Passed
Yea-6
Nay-0**

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

Motion to Go Into Executive Session for Appointment of a Public Employee or Official

Motion: Comadoll Second: Sheaffer
to go into Executive Session for Appointment of a Public Employee or Official.

**Passed
Yea-6
Nay-0**

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

City Council went into Executive Session at 7:55 pm.

Motion to Come Out of Executive Session Economic Development

Motion: Siclair Second: Haase
to come out of Executive Session for Economic Development.

**Passed
Yea-6
Nay-0**

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

President Pro-Tem Baer reported no action was taken.

Motion to Come Out of Executive Session Acquisition of Property

Motion: Comadoll Second: Mires
to come out of Executive Session on Sale and Acquisition of Property.

**Passed
Yea-6
Nay-0**

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

President Pro-Tem Baer reported no action was taken.

RESOLUTION NO. 020-19

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO APPLY FOR, ACCEPT, AND ENTER INTO AN OHIO ENVIRONMENTAL PROTECTION AGENCY (OEPA) DIVISION OF ENVIRONMENTAL AND FINANCIAL ASSISTANCE (DEFA) WATER POLLUTION CONTROL LOAN FUND (WPCLF) AGREEMENT ON BEHALF OF THE CITY OF NAPOLEON, OHIO FOR PLANNING, DESIGN, AND/OR CONSTRUCTION OF WASTEWATER TREATMENT FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon, Ohio seeks to upgrade its existing wastewater treatment facilities; and,

WHEREAS, the City of Napoleon, Ohio intends to apply for Water Pollution Control Loan Fund (WPCLF) funds for the planning, design and/or construction of the wastewater treatment facilities; and,

WHEREAS, the City of Napoleon, Ohio is eligible to apply for said Water Pollution Control Loan Fund (WPCLF) funding; and,

WHEREAS, the Ohio Water Pollution Control Loan Fund (WPCLF) requires the government authority to pass legislation for application of a loan and the execution of an agreement as well as designating a dedicated repayment source; **Now Therefore**,

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

Section 1. That, the City Manager is hereby authorized and directed to execute any and all documents necessary to apply for, accept, and enter into an Ohio Environmental Protection Agency (OEPA) Division of Environmental and Financial Assistance (DEFA) Water Pollution Control Loan Fund (WPCLF) agreement for planning, design, and/or construction of wastewater treatment facilities, on behalf of the City of Napoleon, Ohio, and designate a dedicated repayment source for the loan.

Section 2. That, the dedicated source of repayment will be the Sanitary Sewer Revenue Fund.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

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

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City

and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to meet the grant deadline; 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. Further, the Emergency Clause is necessary to begin the application process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: _____
Joseph D. Bialorucki, Council President

Approved: _____
Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, interim Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 020-19 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.

Roxanne Dietrich, interim Clerk of Council

RESOLUTION NO. 012-19

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS
OVER TWENTY-FIVE THOUSAND DOLLARS (\$25,000.00) FOR THE
PURPOSE OF IMPLEMENTATION OF A GIS SYSTEM, AND TO SOLE
SOURCE SAID IMPLEMENTATION TO STANTEC CONSULTING
SERVICES, INC.; AND DECLARING AN EMERGENCY**

WHEREAS, the City of Napoleon Engineering Department has been working toward full implementation of its GIS system; and,

WHEREAS, the City of Napoleon Engineering Department has been working with Stantec Consulting Services, Inc. since 2013 to implement the GIS system; and,

WHEREAS, Stantec Consulting Services, Inc. was included in the 2019 Master Bid Resolution (Resolution No. 079-18) for Engineering Services (GIS Software); and,

WHEREAS, the cost to implement the GIS system exceeds twenty-five thousand dollars (\$25,000.00); and,

WHEREAS, the City of Napoleon desires to sole source this project to Stantec Consulting Services, Inc. due to Stantec's intimate knowledge of the City's GIS system (Stantec has been involved in the City's GIS implementation plan since 2013, including a detailed report outlining how to proceed), which may expedite the project; therefore, it is the opinion of this Council that it is in the best interest of the City of Napoleon to eliminate the necessity for competitive bidding; **Now Therefore**,

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

Section 1. That, the City of Napoleon authorizes the expenditure of funds in excess of twenty-five thousand dollars (\$25,000.00) to continue the GIS implementation process, which was included in the Master Bid Resolution.

Section 2. That, Council finds it to be in the best interest of the City to eliminate the necessity for competitive bidding.

Section 3. That, the City Manager is authorized to enter into a Contract with Stantec Consulting Services, Inc. to conduct said GIS implementation.

Section 4. 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 5. 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 6. 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 the timely implementation of the system; 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: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, interim Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 012-19 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.

Roxanne Dietrich, interim Clerk of Council

RESOLUTION NO. 016-19

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ACCEPT A FISCAL YEAR 2019 JAG LE GRANT FROM THE OFFICE OF CRIMINAL JUSTICE SERVICES; AND DECLARING AN EMERGENCY

WHEREAS, the Office of Criminal Justice Services provides opportunities for financial assistance to police departments by means of offering grants which may be applied for and accepted by various entities; and,

WHEREAS, the Office of Criminal Justice Services is sponsoring a JAG LE grant for fiscal year 2019 for financial assistance with the purchase of in-car camera systems; and,

WHEREAS, the City of Napoleon desires to participate, by means of previously approved application and acceptance of the JAG LE Grant, in the Office of Criminal Justice Services' JAG LE grant program to receive financial assistance for the purchase of a combination of any and all eligible programs as listed above for the City; **Now Therefore**,

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

Section 1. That, the City Manager is authorized to execute all documents necessary to accept a previously applied for and approved fiscal year 2019 JAG LE Grant offered by the Office of Criminal Justice Services.

Section 2. That, the City Manager is authorized to execute the JAG LE Grant Agreement as substantially in the form as currently on file in the office of the City Finance Director which is between the City and the Office of the Criminal Justice Services.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

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

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for timely acceptance of the JAG LE grant; 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. Further, the Emergency Clause is necessary to commence the grant

acceptance in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, interim Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 016-19 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.

Roxanne Dietrich, interim Clerk of Council

ORDINANCE NO. 017-19

AN ORDINANCE CREATING THE NON-BARGAINING POSITION OF ASSISTANT WATER SUPERINTENDENT FOR THE WATER TREATMENT PLANT OF THE CITY OF NAPOLEON, OHIO, AND AMENDING ORDINANCE NO. 075-18; AND DECLARING AN EMERGENCY

WHEREAS, Council previously adopted Ordinance No. 075-18, creating a 2019 Classification Pay Plan for its non-bargaining employees; and,

WHEREAS, the position of Assistant Water Superintendent for the Water Treatment Plant of the City of Napoleon, was requested as an additional budget request, approved unanimously by this Council on December 17, 2018; and,

WHEREAS, the Safety and Human Resources Committee subsequently approved the job description and wage scale for the position of Assistant Water Superintendent for the Water Treatment Plant of the City of Napoleon, Ohio, and unanimously recommended said position be approved by Council, and added to the previously adopted 2019 Classification Pay Plan, Ordinance No. 075-18; and,

WHEREAS, Council now desires to create the non-bargaining position entitled “Assistant Water Superintendent” for the Water Treatment Plant of the City of Napoleon, Ohio, adding said position and associated wage scale to the current 2019 Classification Pay Plan, Ordinance No. 075-18; **Now Therefore**,

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

Section 1. That, this Council desires to create a new position, pursuant to Article II, Section 2.14 of the Charter of the City of Napoleon, entitled “Assistant Water Superintendent” for the Water Treatment Plant of the City of Napoleon, Ohio.

Section 2. That, said position is hereby created and established in and for the City for the Napoleon and shall be considered a non-bargaining, full time regular employee having an hourly, non-exempt status. The job description as included in the Pay Plan, as prepared and/or revised by the City Manager, is hereby approved by this Council. The Assistant Water Superintendent shall not be entitled to any longevity pay.

Section 3. That, the pay scale for the Assistant Water Superintendent shall be set in the City of Napoleon’s 2019 Classification Pay Plan, Ordinance No. 075-18.

Section 4. 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 5. 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 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 to allow the position to be in place to effectively and efficiently create distribute, and monitor quality drinking water for all City water customers, all of which are related to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to 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, and for further reasons as stated in the Preamble hereof.

Passed: _____
Joseph D. Bialorucki, Council President

Approved: _____
Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, interim Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 017-19 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.

Roxanne Dietrich, interim Clerk of Council

EXHIBIT "A"

(BASE HOURLY RATE)

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$12.01	\$13.82	\$14.84	\$15.94
Receptionist	\$13.58	\$15.58	\$16.70	\$17.96
Administrative Assistant	\$16.55	\$19.10	\$20.51	\$22.08
Front Desk Administrator	\$12.01	\$13.55	\$14.22	\$15.03
Service Building Secretary	\$12.01	\$13.55	\$14.22	\$15.03
Senior Service Building Secretary	\$14.92	\$17.12	\$18.41	\$19.87
Executive Assistant to Appointing Authority	\$20.10	\$21.42	\$22.80	\$24.24
Executive Assistant/Paralegal to the Law Director	\$24.24	\$26.48	\$28.44	\$30.41
Account Clerk I	\$12.01	\$13.55	\$14.22	\$15.02
Account Clerk II	\$14.92	\$17.12	\$18.42	\$19.87
Utility Billing Administrator	\$16.95	\$19.51	\$20.90	\$24.82
Senior Account Clerk	\$16.55	\$19.10	\$20.52	\$24.25
Records Clerk/Recorder	\$14.92	\$17.12	\$18.41	\$19.86
Accounts Payable Clerk	\$14.92	\$17.12	\$18.41	\$20.90
Tax Administrator	\$16.95	\$19.51	\$20.90	\$24.82
Engineering Technician	\$18.20	\$20.90	\$22.39	\$24.02
Senior Engineering Technician	\$21.61	\$24.89	\$26.64	\$28.58
Senior Engineering Technician/Zoning Administrator	\$21.61	\$24.89	\$26.64	\$31.44
Staff Engineer	\$20.09	\$23.16	\$24.89	\$26.73
Licensed Staff Engineer	\$27.19	\$29.24	\$31.45	\$35.17
Construction Inspector	\$23.64	\$27.16	\$29.11	\$31.98
Senior Electric Engineering Technician	\$21.61	\$24.89	\$26.64	\$28.58
Electrical Construction/Maintenance Inspector	\$26.21	\$30.16	\$32.34	\$34.67
Zoning Administrator	\$23.65	\$27.16	\$29.11	\$31.21
Chief Water Treatment Operator	\$21.61	\$24.89	\$26.64	\$30.12
Chief Wastewater Treatment Operator	\$21.61	\$24.40	\$26.64	\$30.12
Assistant Water Superintendent	\$29.02	\$30.09	\$31.75	\$33.41
Police Lieutenant		\$31.60	\$33.09	\$34.75
Deputy Court Clerk	\$16.04	\$17.47	\$18.74	\$20.08
Chief Probation Officer	\$19.38			\$21.42
IT Specialist	\$17.84	\$19.74	\$21.64	\$23.55



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Lulfs, P.E., P.S., Director of Public Works

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

www.napoleonohio.com

Memorandum

To: Joel L. Mazur, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: City Council & Mayor
Chris Peddicord, Interim City Finance Director
Jeff Rathge, Operations Superintendent
Date: February 26, 2019
Subject: Williams Pump Station Replacement ~ Approval of Plans & Specifications

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the Williams Pump Station Replacement Project. This project consists of removing/abandoning the existing Williams Pump Station and constructing the proposed Glenwood Pump Station and facilities.

Engineer's Estimate of Construction: \$1,500,000.00.

CEL



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Lulfs, P.E., P.S., Director of Public Works

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

www.napoleonohio.com

Memorandum

To: Joel L. Mazur, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: City Council & Mayor
Chris Peddicord, Interim City Finance Director
Jeff Rathge, Operations Superintendent
Date: February 26, 2019
Subject: Raymond Street Improvements ~ Approval of Plans
& Specifications

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the Raymond Street Improvements Project. This project consists of reconstructing and widening Raymond Street, replacing all curbing and drive approaches, and installing a concrete walk on the north side of the street.

Engineer's Estimate of Construction: \$170,000.00.

CEL



City of *NAPOLEON*, Ohio

Police Department

310 Glenwood Ave • P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 599-2810 • Fax: (419) 599-7969

Web Page: www.napoleonohio.com

Mayor
Jason Maassel

February 19, 2019

Members of Council

PRESIDENT:
Joseph Bialorucki

Mr & Mrs. Kreider
2858 College Hill Ct
Beavercreek, Ohio 43431

PRESIDENT PRO-TEM:
Daniel Baer

Dear Mr. & Mrs. Kreider:

Travis B. Sheaffer
Jeff Comadoll
Kenneth Haase
Jeff Mires
Lori Siclair

I wanted to take a moment to thank you for your financial support of our K-9 Program. It is my hopes that we can make this happed this year. We would not be as far as we are with revitalizing this program, without the support of our citizens and families. I have forwarded your check to our financial department for deposit and it will have to be formally accepted by city council at our next meeting. I can not thank you enough for your support!

City Manager
Joel L. Mazur

Finance Director
Gregory J. Heath

On a separate note, I would also like to take this time to let you know that your son is an asset to our department and to this community. He is a very respected officer who's work ethic, dedication and caring personality is treasured by me and his co-workers. I am proud to have him as an employee, a coworker and as a friend.

Law Director
Billy D. Harmon

Public Works Director
Chad E. Lulfs, P.E., P.S.

I do not see many opportunities to thank the families of my officers for their sacrifices that they make due to their family members line of work, which is why I wanted to take this opportunity to share this with you and to thank you for that as well.

Police Chief
David J. Mack

Fire Chief
Clayton O'Brien

Respectfully,

Chief David Mack
Napoleon Police Department
310 Glenwood Ave, PO Box 151
Napoleon, Ohio 43545
E-mail: dmack@napoleonohio.com, Phone: 419-599-2810

ROBERT E KREIDER
 EDITH K KREIDER
 2858 COLLEGE HILL CT
 BEAVERCREEK, OH 45431
 937-429-5501

56-7807/2422 11180

DATE 2-14-19

PAY City of Napoleon Police Dept. \$ 500.00
 TO THE ORDER OF Five hundred and 00/100 DOLLARS

Universal 1 Credit Union, Inc
 2450 Esquire Drive
 Beavercreek, OH 45431

FOR Canine Donation Edith K Kreider MP

⑆ 242278072⑆ 100305405⑆ 11180

TO REORDER VISIT www.universalcredit.com
 20-CUB

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DATE 2-19-19 RECEIPT 389381
 RECEIVED FROM EDITH KREIDER / ROBERT KREIDER
 Address 2858 College Hill CT
BEAVERCREEK OHIO DOLLARS \$ 500.00
 FOR K9 Donation
\$ Given to Finance Director

ACCOUNT		HOW PAID	
BEGINNING BALANCE		CASH	
AMOUNT PAID		CHECK	<u>500.00</u>
BALANCE DUE		MONEY ORDER	

BY Dan Park
 NAPOLEON POLICE DEPT.
 P.O. Box 151
 Napoleon, Ohio 43545



City of *NAPOLEON*, Ohio

Police Department

310 Glenwood Ave • P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 599-2810 • Fax: (419) 599-7969

Web Page: www.napoleonohio.com

Mayor
Jason Maassel

February 19, 2019

Members of Council

PRESIDENT:
Joseph Bialorucki

Ms. Rosemarie Cole
1132 Bales Rd
Napoleon, Ohio 43545

PRESIDENT PRO-TEM:
Daniel Baer

Dear Ms. Cole:

Travis B. Sheaffer
Jeff Comadoll
Kenneth Haase
Jeff Mires
Lori Sicclair

I wanted to take a moment to thank you for your financial support of our K-9 Program. It is my hopes that we can make this happed this year. We would not be as far as we are with revitalizing this program, without the support of our citizens. I have forwarded your check to our financial department for deposit and it will have to be formally accepted by city council at our next meeting.

City Manager
Joel L. Mazur

On a separate note, we would like to do a public relations event with the officer and K-9 when they are fully trained, and I would like to take this opportunity to invite you to this event. It is our hopes that we will be able to have a photographer there as well to take photographs with anyone who donated and supported our programs and officers.

Finance Director
Gregory J. Heath

Should you have any questions please feel free to contact my office and I will have no problem answering your questions.

Law Director
Billy D. Harmon

I cannot thank you enough for your support!

Public Works Director
Chad E. Lulfs, P.E., P.S.

Police Chief
David J. Mack

Respectfully,

Fire Chief
Clayton O'Brien

Chief David Mack
Napoleon Police Department
310 Glenwood Ave, PO Box 151
Napoleon, Ohio 43545
E-mail: dmack@napoleonohio.com, Phone: 419-599-2810

Feb. 15, 2019

Enclosed please find a contribution in the amount of \$500⁰⁰ for the canine program.

Hopefully you will be able to get a dog soon.

Sincerely,
Rose Marie Cole

ROSEMARIE COLE
1132 BALES RD
NAPOLEON, OH 43545-1272

Date Feb. 15 2019

8206
56-1501/412

Pay to the Order of City of Napoleon

Five hundred and no/100

\$ 500⁰⁰
Dollars



Memo Canine Program Rose Marie Cole

Wilson Jones • Carbonless • S1654-NCR Duplicate • S1657N-CL Triuplicate

MADE IN U.S.A.
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DATE 2-19-19 RECEIPT 389382

RECEIVED FROM Rosemarie Cole

Address 1132 Bales Rd

Napoleon Ohio 43545 DOLLARS \$ 500⁰⁰

FOR K-9 Donation

\$ Given to Finance Director

ACCOUNT		HOW PAID	
BEGINNING BALANCE		CASH	
AMOUNT PAID		CHECK	500 00
BALANCE DUE		MONEY ORDER	

BY [Signature]

NAPOLEON POLICE DEPT
P.O. Box 151
Napoleon, Ohio 43545

ALLOTTA FARLEY CO., L.P.A.
Attorneys and Counselors at Law
2222 CENTENNIAL ROAD
TOLEDO, OH 43617
419.535.0075

Fifth Third Bank
56-5/412

17902

2/22/2019

PAY TO THE ORDER OF Napoleon Police Department

\$ **500.00

Five Hundred and 00/100***** DOLLARS

Napoleon Police Department
310 Glenwood Ave
PO Box 151
Napoleon, OH 43545



MEMO
K9 Program

ALLOTTA FARLEY CO., L.P.A.

17902

Date	Type	Reference	Original Amt.	Balance Due	2/22/2019 Discount	Payment
2/19/2019	Bill	2019 K9 Program	500.00	500.00		500.00
					Check Amount	500.00

Fifth Third Checking K9 Program

500.00

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Intuit® CheckLock™ Secure Check

Chief Clayton O'Brien
Napoleon Fire Department
Napoleon, Ohio 43545

February 20, 2019

Chief O'Brien:

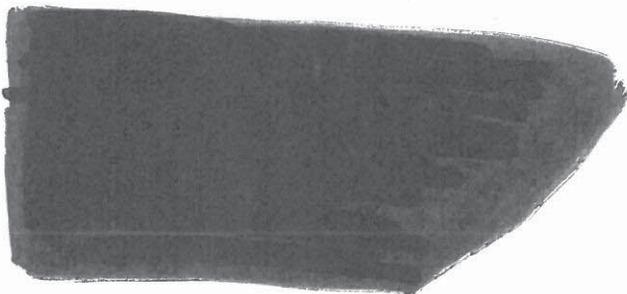
We would like to thank you for the excellent service that we received from your firefighters, paramedics and EMTs in March, May and July of 2018. We recently relocated to Napoleon and needed to call 911 three times. The first firemen were dispatched because our smoke alarm would not stop ringing and our furnace was not operating in the middle of the night. The two firemen were very professional and thoroughly checked our house and assured us that we did not have a CO2 issue and there was not a fire anywhere in the house. This gave us peace of mind until we could call a repairman on Saturday morning.

On a Sunday afternoon in late May your department was called for a near drowning incident in our swimming pool. Again the personnel responded quickly, were very knowledgeable and professional while the outcome turned out well.

Another call was placed to your department in July because of a severe fall from a bicycle into a brick wall causing a serious injury and again the EMT personnel tended to the victim and transported to the Henry County Hospital emergency room.

We are very pleased that we reside in Napoleon and have a fire and rescue staff that is so highly trained and caring which is a reflection of your leadership. We would like to express our appreciation for the excellent care provided us by the following men: Robert Marciniak Firefighter & Paramedic, Alex Rupp Firefighter & EMT and Captain Tyler Reiser. We realize that you are proud of all those that make up the department and strive to continually improve.

After talking with you Chief, we would like to make an anonymous donation of 500 dollars to be used at the training facility. This seems in line with your department goals. Please remove our names from any materials as we only want to show our appreciation to those who helped us without any fanfare.





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 Manager, City Law Director, Interim Finance Director, Department Supervisors, Newsmedia

From: Roxanne Dietrich, Interim Clerk of Council 

Date: February 28, 2019

Subject: Technology and Communications Committee – Cancellation

The regularly scheduled meeting of the **Technology and Communications Committee** for Monday, March 04, 2019 at 6:15 pm has been CANCELED due to lack of agenda items.

Member Alert

The Ohio Municipal League

Tue 2/26/2019 4:34 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;



MEMBER ALERT

Dear Roxanne,

On behalf of the Ohio Municipal League and in cooperation with the Mayors Association of Ohio President Bill Flaute, I want to invite you to put aside your local responsibilities for a day and travel to Columbus for Ohio Municipal League's Lobby Day. The event is scheduled for Wednesday, March 27.

We plan to begin the morning at 8 am with breakfast at the Sheraton Hotel ([75 E State St, Columbus, OH 43215](#)). The League will cover the cost for the meal. During breakfast, you will be provided with a one-page briefing on issues that have been included in the "as introduced" state operating budget that will impact municipalities. You will also receive a one-page document on topics that have not been included in the budget bill that you may want to address with your State Representative or your State Senator. Both documents will be emailed to you once they have been prepared.

For those who are unable to travel until later in the day, we will also be serving lunch (also at the Sheraton Hotel and also paid for by OML). During lunch that will begin at noon, we will be providing the same information as was provided in the morning session.

Once you have had the opportunity to ask any questions you may have about the information you have received, we will cross the street to the Statehouse (State Senators have their offices in the Statehouse Annex) and the Vern Riffe State Office Tower (the location of the offices of the State Representatives) to meet with the elected officials that represent you and your residents.

I would strongly urge you to contact your State Representative and State Senator at least two weeks in advance to make appointments with them so that you can be certain they will be there when you arrive (there's nothing quite like cooling your heels in one of their offices waiting and hoping that they will eventually return so that you can see them.) The OML staff can assist with making appointments for you should you prefer assistance with that process.

President Flaute and I urge you to attend. If just ten percent of our mayors would be willing to join us for Ohio Municipal League Lobby Day, we would have 93 mayors knocking on the doors of the members of the General Assembly. That would make an impression on the

legislators. If half of us were willing to take the time to do so, the impact would be far greater (466 mayors!)

If you've never lobbied your state legislators before, I realize the prospect could be intimidating. We can assist you in that process by providing some conversational tips that will help you feel more at ease.

Parking can also be problematic. There are a number of public parking garages in the vicinity of the Statehouse. A list of parking garages and their addresses is enclosed so that you can put the location of your preferred garage in your GPS system. You may also want to make arrangements to travel with other mayors from your area who may be more familiar with downtown Columbus.

I would encourage you to make plans early. **Please contact Zoë Wade by March 22nd (614)221-4349 or Zwade@omloho.org) to let us know you will be participating so that we will have enough food to sustain our efforts; let Zoe know with the registration form attached **HERE** if you will be coming for breakfast, for lunch, or will be there for both meals. Please RSVP your attendance as soon as possible.**

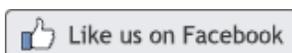
Feel free to call me if you have specific questions I can answer. I can be reached at Sidney City Hall (937) 498-8148), or by email (mbarhorst@sidneyoh.com). You should also feel free to contact the OML offices, as they will have answers for most every question!

Sincerely,



Mayor Mike Barhorst, Sidney
President
OML Board of Trustees

STAY CONNECTED:



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

[SafeUnsubscribe™ rdietrich@napoleonohio.com](#)

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Sent by kscarrett@omloho.org in collaboration with

Constant Contact 

Try it free today



LOBBYING DAY REGISTRATION

I will attend Lobbying day on Wednesday March 27th, 2019.

Name _____

Title _____

Email _____

I will attend Breakfast beginning at 8:00 AM I will attend Lunch beginning at 12:00 PM

OR

I will attend both Breakfast & Lunch Sessions

RSVP by March 22nd, 2019

Ohio Municipal League Legislative Bulletin

Ohio Municipal League

Fri 3/1/2019 2:05 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;

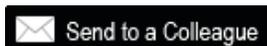
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Legislative Bulletin

March 1, 2019

OML UPDATE AT-A-GLANCE

Here are the top three things you need to know from this week:

- On Monday, the Controlling Board approved a \$2 million temporary transfer to the Ohio Department of Taxation to cover shortages in taxes municipalities received created by taxpayers filing estimated payments to multiple municipalities. These estimated payments were file to the state via the Ohio Business Gateway as part of the state centralized collection of municipal net profit business filings. Taxpayers underestimated payments to some municipalities while overestimating payments to others. ODT has estimated 445 municipalities have been shorted as a result.
- Realtor.com has listed Cincinnati and Columbus as numbers 4 and 5 on a list of top millennial housing markets. Millennials made up over 50% of new mortgages in both municipalities.
- The Ohio Bureau of Workers' Compensation board of directors have voted to removed OxyContin from their formulary and replace it with a drug that is harder to abuse.

OHIO MUNICIPAL LEAGUE TO HOST LOBBYING DAY

On Wednesday, March 27th, the Ohio Municipal League is inviting all municipal officials from across the state to a Lobbying Day for local leaders to spend a day at the Statehouse speaking with their legislators about the issues most pressing to Ohio's cities and villages.

This Lobbying Day presents a unique opportunity for our members to engage with their representatives and senators on issues such as restoring the Local Government Fund, investing in infrastructure and preserving municipalities' constitutional right to Home Rule.

The day will begin at 8am at the Sheraton Hotel in downtown Columbus with a breakfast meeting, where each participant will be given briefing materials on issues in the State Operating Budget for discussions with members of their legislative delegations. For those unable to travel until later in the day, a 12pm lunch will also be served at the Sheraton Hotel with the same briefing materials provided.

The rest of the day will be spent speaking with legislators and their staff in meetings at the Statehouse and in the Vern Riffe State Office Tower. Participants are strongly encouraged to contact their state representative and senator at least two weeks in advance to schedule meetings to ensure there will be an opportunity for a meeting. The League can assist with scheduling those meetings if needed.

The League will work hard to ensure that the process of lobbying state legislators is not intimidating. All levels of municipal officials who are able to attend are encouraged to do so. Our staff will assist by providing some conversational tips that will help you feel more at ease. As for parking, you can find a number of public parking garages in the vicinity of the Statehouse.

Participants are encouraged to make plans early. Please RSVP to Zoë Wade by March 22nd at (614)221-4349 or Zwade@omloho.org, and please indicate on the registration form attached [HERE](#) if you will be coming for breakfast, lunch or will be there for both meals.

TRANSPORTATION BUDGET RECEIVES MORE HEARINGS IN BOTH HOUSE AND SENATE

HB 62 received hearings in both legislative chambers this week as multiple interested parties testified on various aspects of the Transportation Budget. In the Senate Transportation, Commerce and Workforce Committee, Ohio Department of Transportation (ODOT) Director Jack Marchbanks presented the same testimony outlining the Governor's proposed gas tax increase that he presented to the House Finance Committee last week. In the House Finance Committee, representatives from the Ohio Department of Public Safety, the Ohio Public Works Commission and the Central Ohio Transit Authority all testified to the need for additional funding for their services. The Director of the Developmental Services Agency, former Findlay Mayor Lydia Mihalik, also testified. You can read more about her testimony in the article below.

On Wednesday, a variety of interested parties testified on HB 62, including many representing municipalities. Mayor Chase Ritenauer of the City of Lorain testified, alongside Akron Mayor Dan Horrigan, Toledo Mayor Wade Kapszukiewicz and the Directors of Public Service for Columbus and Lima, Jennifer Gallagher and Howard Estro. Each of their testimonies detailed the need to invest in transportation infrastructure, citing specific needs within their own communities. You can read their testimonies by clicking [HERE](#).

Thursday, Mayor William Lautar of the City of Kettering and Mayor Lawrence Mulligan of the City of Middletown testified, outlining the specific transportation infrastructure needs within their communities. You can read their testimonies by clicking on the same link above. The fact that local leaders are taking time out of their schedules to travel to Columbus and testify sends a strong message to the General Assembly that our cities and villages must have properly-funded transportation infrastructure in order to build strong, thriving local economies that contribute to the overall economic success and stability of the state of Ohio.

We encourage our members to continue to reach out to their legislative delegation and educate them on the need to properly fund transportation infrastructure. The League will continue to report on the progress of HB 62 as it moves through the legislative process. If there are any further opportunities to testify, we will let our membership know. The bill will pass through the legislative process entirely by the end of March.

DAS DIRECTOR MIHALIK HIGHLIGHTS TRANSPORTATION GRANTS FOR LOCAL GOVERNMENTS

During Finance Committee hearings this week, the Director of the Development Services Agency (DSA), former Findlay Mayor Lydia Mihalik, spoke on the funding in HB 62 for DSA programs that create state and local partnerships for economic development projects.

Dir. Mihalik spoke at length about DSA's Roadwork Development or "629" Grant. This grant helps local governments fund road improvement projects that are directly connected with business investments. The 629 Grant program, which the Transportation Budget would fund at \$15.2 million each year for two years, can pay for up to 50% of the costs of these road improvement projects.

Two examples of successful 629 Grant-funded projects were outlined in the director's testimony. The first was a project in the City of Portsmouth that reconstructed a road next to a manufacturing business to accommodate heavy tractor trailer use. The second project was in the City of Cleveland, where the 629 Grant helped fund a road reconstruction that made a mixed-use development project possible. You can read Dir. Mihalik's testimony in full [HERE](#).

Local governments, port authorities and companies are all qualified to apply for these Roadwork Development Grants. The grants can cover widening, paving, road construction or reconstruction and right-of-way infrastructure improvements including sewer or utility lines. The road improvements are required to support either the expansion or the attraction of businesses. A complete information guide to the program can be found [HERE](#). For municipalities that may be interested in applying for a 629 Grant, click [HERE](#).

NEW BILLS OF MUNICIPAL INTEREST INTRODUCED THIS WEEK

Here are the bills impacting municipalities that were introduced this week:

- SB 62 - FIREARM TRANSFERS. Sponsored by Sen. Thomas (D - Cincinnati), would require a firearm transfer to be made through a dealer, through a law enforcement agency, or pursuant to a specified exception, and require a background check when a firearm is transferred.

BILLS OF MUNICIPAL INTEREST: COMMITTEE RECAP

Here are the bills of municipal interest that received hearings in committee this week:

- HB 80 - BWC BUDGET. Sponsored by Rep. Oelslager (R - Canton), would make appropriations for programs related to transportation and public safety for the biennium beginning July 1, 2019 and ending June 30, 2021, and provide authorization and conditions for the operation of those programs. During its first hearing before the House Insurance Committee, BWC CEO Stephanie McCloud testified as a proponent of the bill, outlining the provisions and asking for the General Assembly's approval of the proposed annual budget. The League is neutral on this legislation.
- SB 10 - THEFT IN OFFICE. Sponsored by Sen. Wilson (R - Maineville), would expand the penalties for theft in office based on the amount stolen and to include as restitution audit costs of the entity that suffered the loss. During its first hearing before the Senate Government Oversight and Reform Committee, the bill's sponsor explained that while other theft cases can end in second- or first-degree felony charges, the highest penalty for theft in office is a third-degree felony. The League is supportive of this legislation.
- SB 52 - CYBER SECURITY. Sponsored by Sen. Gavarone (R - Bowling Green), would create the civilian cyber security reserve forces, to make the Secretary of State a member of the Homeland Security Advisory Council, require the Secretary of State to appoint a chief information security officer, to require the boards of elections to audit election results, and make an appropriation. During its second hearing before the Senate Government Oversight and Reform Committee, Secretary of State Frank LaRose said the creation of the Reserve will address cyber security problems that affect many aspects of government, including elections. Proponent testimony was also given by Adjutant General John Harris and Robert Pardee, a representative from the Ohio Cyber Collaboration Committee. The League is supportive of this legislation.
- HB 75 - PROPERTY VALUES. Sponsored by Rep. Merrin (R - Monclova Township), would require local governments that contest property values to formally pass an authorizing resolution for each contest and to notify property owners. During its first hearing before the House Ways and Means Committee, the bill's sponsor explained that he does not think that the current process has enough oversight from a local government's legislative authority. The League is still looking into this legislation.
- SB 8 - OPPORTUNITY ZONES. Sponsored by Sen. Schuring (R - Canton), would authorize tax credits for investments in an Ohio Opportunity Zone. During its second hearing before the Senate Ways and Means Committee, the County Executive for Summit County and a representative from the Greater Cleveland Partnership testified in favor of the bill. The witnesses said the bill would both keep investors for Opportunity Zones here in state as well as support local economic development projects. The League is supportive of this legislation.

- HB 46 - SPENDING DATABASE. Sponsored by Rep. Greenspan (R - Westlake), would require the Treasurer of State to establish the Ohio State Government Expenditure Database. During its first hearing before the House State and Local Government Committee, the bill's sponsor said the bill would allow Ohio taxpayers more transparency in seeing how taxpayer money is spent. The League is neutral on this legislation.

COMMITTEE SCHEDULE FOR THE WEEK OF MARCH 3, 2019

Tuesday, March 5, 2019

HOUSE COMMERCE AND LABOR

Tue., Mar. 5, 2019, 11:00 AM, Hearing Room 114
Rep. Manning: 614-644-5076

HB79** INDUSTRIAL COMMISSION BUDGET (OELSLAGER S) To make appropriations for the Industrial Commission for the biennium beginning July 1, 2019, and ending June 30, 2021, and to provide authorization and conditions for the operation of Commission programs.

Second Hearing, All Testimony, POSSIBLE VOTE
Report(s): My Tracked Bills, OML Legislative Report

SENATE WAYS AND MEANS

Tue., Mar. 5, 2019, 4:00 PM, South Hearing Room
Sen. Terhar: 614-466-8068

SB8** TAX CREDITS-OHIO OPPORTUNITY ZONE (SCHURING K) To authorize tax credits for investments in an Ohio Opportunity Zone.

Third Hearing, Opponent/Interested Party Testimony, POSSIBLE VOTE
Report(s): My Tracked Bills, OML Legislative Report

Wednesday, March 6, 2019

SENATE JUDICIARY

Wed., Mar. 6, 2019, 9:15 AM, North Hearing Room
Sen. Eklund: 614-644-7718

Also on the agenda are presentations from Annette Chambers-Smith, director of the Ohio Department of Rehabilitation and Correction, and Ryan Gies, director of the Ohio Department of Youth Services.

SB16** PEACE OFFICERS-PROPER INTERACTION (WILLIAMS S) Regarding instruction for peace officers, students, and new or student drivers on proper interactions with peace officers.

Second Hearing, Proponent Testimony
Report(s): My Tracked Bills, OML Legislative Report

PLEASE CHECK THE WEBSITE MONDAY FOR ANY CHANGES TO THE COMMITTEE SCHEDULE

Ohio Municipal League Meetings & Trainings

<u>OML Lobbying Day</u> March 27, 2019	<u>Registration Information</u>

[Ohio Municipal League](#)

Legislative Inquires:
[Kent Scarrett, Executive Director](#)
[Edward Albright, Deputy Director](#)
[Ashley Brewster, Director of Communications](#)
[Thomas Wetmore, Legislative Advocate](#)

Call To Action: House Bill 62

The Ohio Municipal League

Fri 3/1/2019 1:12 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;



Call to Action

March 1, 2019

The Ohio Municipal League is urging our members to contact their state senators and representatives and support the 18-cent gas tax increase in HB 62, the Transportation Budget.

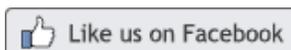
This bill is moving quickly and will pass through the legislative process entirely by the end of March. The House Finance Committee will be voting on the measure soon, so there is a very small window of time for local leaders to urge the General Assembly to keep the 18-cent gas tax increase in the final version of the bill.

We have a list of talking points [HERE](#) to help you message your support for HB 62 and the gas tax increase as you speak with your legislative delegation. Legislators are also very interested in hearing specific information and examples from our local leaders and the conditions "on the ground" in their municipalities.

We encourage local leaders at every level of municipal government to call or email their legislators' offices to educate them on the need to properly fund transportation structure and how municipalities would benefit from the proposed 18-cent gas tax increase in HB 62. **This issue is both urgent and time-sensitive, so contact your state senator and representative immediately.**

For any assistance you may need in contacting your legislator, you can reach out to the League's Director of Communications Ashley Brewster at 614-221-4349 or abrewster@omlOhio.org.

STAY CONNECTED:



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

AMP Update for Feb. 22, 2019

American Municipal Power, Inc.

Fri 2/22/2019 2:02 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;

Having trouble viewing this email? [Click here to view web page version](#)



AMP seeks participants for new Cybersecurity Assessment pilot

By *Brannan Kelley - chief information officer*

While electric utilities and the grid as a whole become more connected than ever, the risk of cyberattacks continues to grow. Cybersecurity can seem like an overwhelming issue to consider for a small utility and it can be difficult to imagine how a small town or city can become cybersecure. That is why AMP is launching a Cybersecurity Assessment pilot program.

AMP is looking for up to four member communities to participate in the program over an approximate two-day period. The pilot would consist of the following phases:

Phase I - Initial Assessment/Health Check

Examples of services in this phase include: vulnerability assessment/penetration test, completion of APPA Cyber Scorecard and phishing exercise(s).

Phase II - Develop Cyber Roadmap

Examples of services in this phase include: alignment of current systems with CIS Critical Security Controls (SANS20) and listing of any gaps, identification of high value/impact areas from initial assessment to focus on immediately, development of a three-to-five year strategic plan and budget for cyber security and assistance with remediation efforts as needed.

Taking part in the program will require participants to grant AMP cyber staff access to member systems and key personnel in order to successfully complete all work during the two-day period.

The cyber program will provide participating members with a number of benefits including a better understanding of the state of their cybersecurity program, guidance on making cybersecurity improvements and assistance in making their systems secure.

AMP's efforts pair with the American Public Power Association's (APPA) Cybersecurity Scorecard. Launched in 2018, the scorecard allows public power utilities to start assessing their cybersecurity risks and vulnerabilities and will score the utility and provide customized recommendations that can be used to build a cybersecurity action plan.

As a member of AMP, your membership with the APPA is paid for, so your utility has free access to the scorecard. Even members who are not participating in AMP's pilot program are encouraged to utilize this

valuable tool. Access the Cybersecurity Scorecard at www.publicpower.org/gridsecure and begin preparing your utility today.

If your community has interest in participating in the pilot program, please send your request to cyberprogram@amppartners.org. If you have questions, concerns or need advice, please feel free to reach out to me at bkelly@amppartners.org or to Jared Price at jprice@amppartners.org.

OSHA issues final rule on electronic reporting of injury and illness

By Michelle Palmer, P.E. - vice president of technical services



On Jan. 25, 2019, OSHA issued a [final rule](#) determining that collecting sensitive worker injury data through Forms 300 and 301 would subject the information to a meaningful risk of public disclosure, and therefore, proposed to rescind the requirement for certain employers to electronically submit such information. However, employers must still maintain injury and illness records on-site.

The final rule repeals the requirement that employers with 250 or more employees electronically submit data. Despite the revision, there are still some reporting requirements. Employers with 20 or more employees in certain industries and employers with 250 or more employees are still required to submit data from OSHA Form 300A annually, this includes [most public power utilities](#). The final rule also now requires that employers submit their employer identification number along with their injury and illness data submissions. The compliance date for employers to submit their employer identification number is March 2, 2020.

The deadline to electronically submit OSHA Form 300A data for calendar year 2018 is March 2, 2019. Employers are required to submit data through OSHA's ITA portal [here](#).

If you have questions or need guidance in regard to these rules, please contact Lee Doyle at rdoyle@amppartners.org or 614.540.0869, or Kyle Weygandt at kweygandt@amppartners.org or 614.203.9183.

Upcoming AMP training courses

By Jennifer Flockerzie - manager of technical services logistics

Throughout the year, AMP hosts a series of high-quality training courses designed to help improve employee performance, enhance safety and ultimately lead to greater system reliability and customer satisfaction. Members are encouraged to browse the 2019 AMP training catalog to register for any training courses that may be beneficial for the community or employees. A copy of the catalog is available on the [member extranet](#) (login required).



Upcoming training courses include:

- **AMP Underground Distribution Workshop - March 18-20:** This workshop is designed to help keep participants up-to-date on underground networks and new technology
- **Climbing Proficiency Class - April 30-May 1:** This course will cover proper climbing techniques, transitioning over equipment and proper tool inspection, while using the latest wood pole fall protection equipment.
- **Customer Relations for Utility Personnel - May 7:** This course focuses on how to develop a culture of excellence in customer service among public power utility employees.

Don't wait for classes to fill up, sign up now. if you have any questions about the courses or how to sign up, please contact me at jflockerzie@amppartners.org or 614.540.0853.

Step up social media efforts with the Public Power Connections page

By Holly Karg - director of media relations and communications

Over the past year, AMP staff has created a number of communications toolkits and social media graphics for member use. Members are encouraged to use these materials, which can be found on the [Public Power Connections page](#) of the [member extranet](#) (login required).

Community Energy Savings Day Toolkit

The goal of this toolkit is to assist members in communicating to consumers the request and benefits of reducing energy usage during peak demand days and times. It includes a video, fact sheets, sample messages, phone scripts and social media graphics. Access it [here](#).



Benefits of Public Power Toolkit

The goal of this toolkit is to assist members in communicating to consumers the various benefits and advantages of municipal electric service and being in a public power community. It includes a video, fact sheet, sample op-ed and social media graphics. Access it [here](#).

The toolkits have been crafted to assist members in communicating with customers on specific topics, but members can also find additional social media graphics for each month to supplement their social media calendar. Additional content and information can be found on the [Currents page](#) of the [AMP website](#) or AMP's [YouTube page](#).

If your community has yet to launch a presence on social media, there is no better time than now. If you have questions or need advice, please feel free to contact me at hkarg@amppartners.org or 614.540.6407. If you need help downloading content or accessing the Public Power Connections page, please contact Bethany Kiser at bkiser@amppartners.org or 614.540.0945.

Energy Market update

By Jerry Willman - assistant vice president of energy marketing

The March 2019 natural gas contract increased \$0.061/MMBtu to close at \$2.697 yesterday. The EIA reported a withdrawal of 177 Bcf for the week ending Feb. 15. Market expectations were for a withdrawal of 169 Bcf. Gas in storage now stands at 1,705 Bcf. This is 18 percent under the five-year average of 2,067 Bcf. NOAA issued an updated outlook for March which shows a cold first half and mild final two weeks.

On-peak power prices for 2020 at AD Hub closed yesterday at \$36.75/MWh, which was \$0.20 higher for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending Feb. 22				
MON	TUE	WED	THU	FRI
\$27.89	\$35.65	\$28.93	\$26.96	\$28.05
Week ending Feb. 15				
MON	TUE	WED	THU	FRI
\$29.37	\$25.33	\$27.15	\$24.66	\$27.85
AEP/Dayton 2020 5x16 price as of Feb. 21 — \$36.75				
AEP/Dayton 2020 5x16 price as of Feb. 14 — \$36.55				

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) was on-line for the week. The plant had a strong week with regards to its gas burn and output. Fremont cost to generate is competitive with other PJM generating units due to gas prices that are relatively low for the season. Fremont's output range varied between maximum base and duct fire range. Duct firing operated for 117 hours this week. The plant generated at a 90 percent capacity factor (based on 675 MW rating).

Members encouraged to participate in DOE's National Renewable Energy Laboratory initiatives

By Erin Miller - director of energy policy and sustainability

The Department of Energy's (DOE) National Renewable Energy Laboratory (NREL) is looking for public power utilities to participate in two initiatives, as described below. Members are encouraged to take part in these efforts.



National Renewable
Energy Laboratory

New Dataset and Tool to Estimate Electric Vehicle (EV) Charging Loads & Profiles

The NREL has developed a dataset of standardized EV charging load profiles. The dataset and interactive user interface enables utilities, cities and researchers to explore the impact of different EV charging scenarios on electricity demand. Users can input customized assumptions on the number and types of vehicles, climate and driver charging preferences and behaviors. The annual demand profiles can inform decisions around rate structure design, grid impacts, solar synergies and more.

NREL would like to hear from interested parties from the public power sector. If you would like to learn more about the standard EV load profiles, are willing to participate in a brief interview to define user preferences or would be interested in attending a workshop to learn how to use the tool when it is released, please contact Joyce.McLaren@NREL.gov to have your name added to their contact list.

Tool for Exploring Solar and Storage Impacts on Distribution Systems

The NREL is developing a regional distribution system tool for utilities that want to increase levels of solar and storage to their network over time, or to integrate customer-owned rooftop solar and electric vehicles.

The (DG)2 platform informs technical and operational decisions by allowing utilities to:

- Compare alternative distributed energy resource (DER) deployment scenarios and technology options across a regional network
- Identify opportunities to postpone major infrastructure upgrades
- Identify options to ensure grid reliability and increase energy resiliency
- Model the economic value of DERs through peak shaving, load balancing and reduced transmission costs
- Optimize DER operation based on market prices, system loads and network conditions
- Plan the deployment of broadband and smart meter technology in conjunction with DERs.

NREL would like to hear from public power sector members who are interested in the "Distribution Generation on Distribution Systems platform - aka (DG)2. If you would like to learn more, are willing to participate in a brief interview to define user preferences or would be interested in attending a workshop to learn how to use the tool when it is released, please contact Joyce.McLaren@NREL.gov to have your name added to their contact list.

**AMERICAN PUBLIC
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2019

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Non-members can enter coupon code **AMP** to receive the member rate.

- Understanding the Generation & Transmission Grid: **March 8**
- Rating Agency Outlook for Public Power: **March 12**
- Operating a Local Public Power System: **March 22**
- Overview of Public Power Governance: **March 22**
- Maintaining or Improving Your Utility's Bond Rating: **March 26**



Classifieds

Members interested in posting classifieds in Update may send a job description with start and end advertisement dates to zhoffman@amppartners.org. There is no charge for this service.

City of Bowling Green seeks applicants for public works equipment operator

The City of Bowling Green is seeking applicants for the position of public works equipment operator. This position maintains roads and parks; participates in trash and recycling collection; prepares/paves/maintains streets; plows/shovels snow; mows/trims grass; trims trees; maintains cemetery/digs graves; performs building maintenance such as light plumbing and electric; operates heavy equipment such as front-end loaders, dump trucks and back hoes; operates street sweepers; tears out and rebuilds basins; and performs other related duties as assigned. Heavy physical demands: lifting up to fifty pounds. Work is usually performed outdoors. High school diploma or equivalent; six months related experience; Commercial Driver License (Class B) required. A copy of the job description will be provided to applicants.

Interested persons must complete an application that is available either [online](#) or by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St., Bowling Green, OH 43402-2399. Resumes may be included, but will not substitute for a completed application. All completed application materials must be returned to the Personnel Department by one of the following methods: via email to BGPersonnel@bgohio.org, via fax to 419.352.1262 or via U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8:00 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is March 1, 4:30 p.m. AA/EEO

Opportunities available at AMP

AMP is seeking applicants for the following positions:

Hydro plant operations and maintenance supervisor - Willow Island

Accountant/senior accountant

For complete job descriptions, please visit the [AMP careers page](#).

American Municipal Power, Inc.

STAY CONNECTED



www.amppartners.org

American Municipal Power, Inc., 1111 Schrock Road, Suite 100, Columbus, OH 43229

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AMP Update for March 1, 2019

American Municipal Power, Inc.

Fri 3/1/2019 2:35 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;

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AMP members well-represented at the APPA Legislative Rally

By Jolene Thompson - AMP executive vice president of member services and external affairs and OMEA executive director

Representatives from more than 25 AMP and OMEA member communities participated in the 2019 American Public Power Association (APPA) Legislative Rally Feb. 25-27. The annual Rally is an opportunity for municipal electric system representatives to learn more about legislative issues affecting the industry and to share firsthand insights with federal lawmakers and staff.

More than 45 participants from AMP and OMEA member communities attended the Rally. Our group represented municipalities in Ohio, Delaware, Pennsylvania, Virginia and West Virginia.

The annual APPA Legislative Rally provides a valuable opportunity for public power officials to directly engage in the legislative process and raise awareness about the issues that affect their local communities and customers. The key issues we raised were concerns about the continued sequestration of Build America Bonds and New Clean Renewable Energy Bonds, increasing transmission costs, and regulatory overreach by the Federal Communications Commission.

During the Rally's Legislative & Resolution Committee meeting on Feb. 26, APPA members adopted five resolutions. AMP and OMEA were the primary sponsor of Resolution 19-05: "In Support of Controlling Transmission Cost Increases," and we co-sponsored Resolution 19-03: "In Support of Affirming Local Control of Pole Attachments" and Resolution 19-04: "In Support of Municipal Bond Modernization." The full listing of resolutions can be viewed at www.publicpower.org.

Throughout the week, AMP and OMEA members met with 15 congressional members including meetings with Sen. Sherrod Brown (D-OH), Sen. Shelley Moore Capito (R-WV), Sen. Tom Carper (D-DE), Sen. Bob Casey (D-PA), Sen. Rob Portman (R-OH), Rep. Troy Balderson (R-OH), Rep. Warren Davidson (R-OH), Rep. Bob Gibbs (R-OH), Rep. Anthony Gonzalez (R-OH), Rep. Bill Johnson (R-OH), Rep. Dave Joyce (R-OH), Rep. Bob Latta (R-OH), Rep. Tim Ryan (D-OH), Rep. Lloyd Smucker (R-PA) and Rep. Steve Stivers (R-OH).

Additionally, our group met with key staff members in 11 congressional offices. This included the offices of Sen. Tim Kaine (D-VA), Sen. Joe Manchin (D-WV), Sen. Pat Toomey (R-PA), Sen. Mark Warner (D-VA), Rep. Marcia Fudge (D-OH), Rep. Morgan Griffith (R-VA), Rep. Jim Jordan (R-OH), Rep. David McKinley (R-WV), Rep. Denver Riggleman (R-VA), Rep. Mike Turner (R-OH), and Rep. Brad Wenstrup (R-OH).

Thank you to everyone who participated!









AMP member communities answer the call for mutual aid

By Michelle Palmer, P.E. - vice president of technical services

Following a major wind event in many AMP member communities between Feb. 24-25, the City of Bowling Green and the City of Oberlin answered the call for mutual aid in the Village of Bloomdale and the Village of Plymouth, respectively. Cody Crose, AMP member training and safety manager, accompanied the Bowling Green crew to assist in the coordination effort. Additionally, Piqua responded to a call for mutual aid by Dayton Power and Light. All power was restored by the morning of Feb. 25.

Mutual Aid
AMI

In an event unrelated to the wind storm, the City of Westerville answered the call for mutual aid in the Village of Prospect. The Westerville crew assisted in the repair of a broken substation switch.

Thank you to Bowling Green, Oberlin, Piqua and Westerville for assisting in the restorations. Your efforts are appreciated!

If you have questions about mutual aid or want to learn more, please contact Jennifer Flockerzie at jflockerzie@amppartners.org or 614.540.0853.

New Customer Relations for Utility Personnel course set for May

By Michelle Palmer, P.E.

AMP is set to offer members a new training course for members this May titled Customer Relations for Utility Personnel. The new course will focus on developing a culture of excellence in customer service among public power utility employees.



The course will be held at AMP headquarters in Columbus on May 7, and members are encouraged to attend. The course content is designed for customer service managers, supervisors, and representatives, but is also recommended for utility senior managers with cross-departmental responsibilities, governing board representatives, and senior officials.

Throughout the year, AMP offers high-quality training designed to improve employee performance and enhance safety. AMP staff is always looking for new beneficial training opportunities to offer members, and Customer Relations for Utility Personnel is our latest offering. Members are encouraged to browse the [2019 training catalog](#) on the [member extranet](#) (login required) and sign up for any courses that might benefit their community.

If you have questions about this new training course or how to sign up for it, please contact Jennifer Flockerzie at jflockerzie@amppartners.org or 614.540.0853. We look forward to seeing you in May!

EV Charging Station Incentives: Lessons Learned webinar scheduled for March 12

By Erin Miller - director of energy policy and sustainability



The Focus Forward Advisory Council and Electric Vehicle (EV) sub-group is scheduled to meet via Skype on March 12, 1-2 p.m.

Chris Monacelli, electric utility manager, City of Westerville and Kristian Fenner, assistant administrator, City of Columbus, will share details of their EV charging incentive programs including lessons learned. In addition, participants will preview the draft DEED funded Public Power EV Planning Toolkit and Guidebook.

Login details can be found on the upcoming events section of the [Focus Forward](#) member extranet page (login required). If you have questions or need additional information, contact me at emiller@amppartners.org or 614.540.1019.

RSVP for Gold Sector Mutual Aid meeting by March 8

By Scott McKenzie - director of member training and safety

Members who are interested in attending the Gold Sector Mutual Aid meeting on March 13 should RSVP with me by March 8 in order to get accurate numbers for lunch orders. The meeting will be held from 10 a.m. to 1 p.m. at the City of Wadsworth Fire Department.

At the recommendation of our Mutual Aid Committee, AMP is hosting a Mutual Aid meeting for each sector. These meetings will provide participants an opportunity to meet the communities within their Mutual Aid sector and to discuss Mutual Aid procedures in a small group setting.

If you have questions or would like to RSVP, please contact me at smckenzie@amppartners.org or 614.306.4269.

February 2019: Lack of volatility in weather and prices

By Mike Migliore - vice president of power supply planning

The polar vortex at the end of January turned to spring-like temperatures for the start of February. The remainder of February saw mostly normal temperatures, leading the average for the month to finish on the warm side. Many cities in the western part of the United States and Canada saw one of the coldest Februarys ever, which was the exact opposite of the consensus forecast for the month going into the winter season. February 1 at 8 a.m. was the highest price of \$74/MWh. This was one of only four hours that exceeded \$50/MWh. Congestion throughout PJM was very low for the third winter month in a row.

AVERAGE DAILY RATE COMPARISONS			
	February 2019 \$/MWh	January 2019 \$/MWh	February 2018 \$/MWh
A/D Hub 7x24 Price	\$26.78	\$30.99	\$25.88
PJM West 7x24 Price	\$27.28	\$33.57	\$27.61
A/D to AMP-ATSI Congestion/Losses	\$0.60	\$1.26	\$2.18
A/D to Blue Ridge Congestion/Losses	\$0.52	\$0.81	\$1.00
A/D to PJM West Congestion/Losses	\$0.50	\$2.58	\$1.73
PJM West to PP&L Congestion/Losses	-\$2.30	-\$1.84	-\$3.10
MISO to A/D Hub Congestion/Losses	\$1.44	\$3.43	\$2.68

Energy Market update

By Jerry Willman - assistant vice president of energy marketing

The April 2019 natural gas contract increased \$0.013/MMBtu to close at \$2.812 yesterday. The EIA reported a withdrawal of 166 Bcf for the week ending Feb. 22. Market expectations were for a withdrawal of 174 Bcf. Gas in storage now stands at 1,539 Bcf. This is 22 percent under the five-year average of 1,693 Bcf. Gas in storage for this week one year ago was 1,693 Bcf.

On-peak power prices for 2020 at AD Hub closed yesterday at \$36.75/MWh, which remained unchanged for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending March 1				
MON	TUE	WED	THU	FRI
\$33.24	\$32.63	\$33.24	\$31.25	\$35.81
Week ending Feb. 22				
MON	TUE	WED	THU	FRI
\$27.89	\$35.65	\$28.93	\$26.96	\$28.05
AEP/Dayton 2020 5x16 price as of Feb. 28 — \$36.75				
AEP/Dayton 2020 5x16 price as of Feb. 21 — \$36.75				

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) was 100 percent available for the week. PJM dispatched the plant offline last Sunday due to economics. AFEC's output range varied between maximum base and duct fire range. Duct firing operated for 103 hours this week. The plant generated at a 76 percent capacity factor (based on 675 MW rating).

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Webinars can be purchased individually or as the 5-part series:

- Exploring Electric Utility Regulations and Business Models: **February 22, 2019**
- Understanding the Generation & Transmission Grid: **March 8, 2019**
- Operating a Local Public Power System: **March 22, 2019**
- Managing a Public Power Utility Enterprise: **April 5, 2019**



Classifieds

Members interested in posting classifieds in Update may send a job description with start and end advertisement dates to zhoffman@ampppartners.org. There is no charge for this service.

City of Cuyahoga Falls seeks applicants for apprentice lineworker

The City of Cuyahoga Falls Civil Service Commission will hold an open examination for the position of apprentice lineman on March 27 at 6:00 p.m. Starting pay is \$18.46 per hour with up to \$38.45 per hour as a top lineman. Non-smoking environment. Visit www.cityofcf.com for details. Applications must be postmarked March 19, 2019. Non-Refundable application processing fee: \$25 cash or money order due with application (no personal checks). EEO/ADA

City of Bowling Green seeks applicants for public works equipment operator

The City of Bowling Green is seeking applicants for the position of public works equipment operator. This position maintains roads and parks; participates in trash and recycling collection; prepares/paves/maintains streets; plows/shovels snow; mows/trims grass; trims trees; maintains cemetery/digs graves; performs building maintenance such as light plumbing and electric; operates heavy equipment such as front-end loaders, dump trucks and back hoes; operates street sweepers; tears out and rebuilds basins; and performs other related duties as assigned. Heavy physical demands: lifting up to fifty pounds. Work is usually performed outdoors. High school diploma or equivalent; six months related experience; Commercial Driver License (Class B) required. A copy of the job description will be provided to applicants.

Interested persons must complete an application that is available either [online](#) or by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St., Bowling Green, OH 43402-2399. Resumes may be included, but will not substitute for a completed application. All completed application materials must be returned to the Personnel Department by one of the following methods: via email to BGPersonnel@bgohio.org, via fax to 419.352.1262 or via U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8:00 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is March 1, 4:30 p.m. AA/EEO

City of Milford seeks applicants for electric superintendent

The City of Milford Public Works Department is seeking applicants for the position of electric superintendent. The electric superintendent oversees the overall operations of the city's electric system that serves approximately 7,500 homes and businesses from two substations in an approximately 12 square mile service territory, covering all of Milford and portions of unincorporated areas of Kent and Sussex Counties. The system peaks at just over 46,000 MW and delivers over 225 million kWh annually.

The electric superintendent supervises approximately 10 employees and is responsible for construction, maintenance and design of the distribution system, including substation operations and maintenance. Electricity is purchased in bulk from the Delaware Municipal Electric Corporation. Work is performed under the general supervision of the public works director.

The city is seeking applicants with a bachelor degree in electrical engineering (preferred) or a related field with at least five years of experience; or 10 years of experience in the electric utility industry with considerable supervisory and management experience may be substituted for a degree; or any combination of education and experience equivalent to the requirements. Possession of a valid Delaware vehicle operator's license and Class B CDL (minimum - within one year of the date of hire) is required.

Salary range: \$84,136-\$107,681.60 based on qualifications and experience.

To apply: Click [here](#) and attach your resume.

The position will remain open until filled.

Opportunities available at AMP

AMP is seeking applicants for the following positions:

Manager of marketing/member relations

Hydro plant operations and maintenance supervisor - Willow Island

Accountant

Senior accountant

For complete job descriptions, please visit the [AMP careers page](#).

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