



City of Napoleon, Ohio

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Memorandum

To: Mayor and Members of City Council
From: Roxanne Dietrich, Executive Assistant to Appointing Authority/Clerk of Council
cc: Joel L. Mazur-City Manager, Billy D. Harmon-City Law Director, Kelly O'Boyle-City Finance Director
Date: February 3, 2020
Subject: General Information

CALENDAR

CITY COUNCIL MEETING AGENDA

APPROVAL OF MINUTES

January 20, 2020 Regular Council Meeting Minutes

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

1. **Resolution No. 002-20**, a Resolution Designating Lori Siclair as Delegate to Represent the City of Napoleon, Ohio as a Member of the Board of Directors of the Ohio Municipal Electric Association; and Declaring an Emergency
2. **Resolution No. 003-20**, a Resolution Authorizing the Expenditure of Funds over Twenty-Five Thousand Dollars (\$25,000) for the Purpose of Implementation of a GIS System, and to Sole Source said Implementation to Stantec Consulting Services, Inc.; and Declaring an Emergency
Please see the attached Memorandum from Chad.
3. **Resolution No. 004-20**, a Resolution Authorizing the Participation in the Ohio Department of Transportation (ODOT) Cooperative Purchasing Program; and Declaring an Emergency
Enclosed is a Memorandum on this project from Chad.

SECOND READINGS OF ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 001-20**, an Ordinance Amending the Current Investment Policy in and for the City of Napoleon, Ohio (Investment Policy No. IP 16-0003); Amending Ordinance No. 013-16 and Policy No. 0002 as was periodically Amended
A copy of the Investment Policy showing the changes is included in your packet.

THIRD READINGS OF ORDINANCES AND RESOLUTIONS - None

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 East and West Graceway Drive Street Improvements
A Memorandum from Chad regarding this project is enclosed.

2. **Discussion/Action:** Approve recommendation-the New Swimming Pool Aquatic Center Commission Approved the Footprint of the Main Play Feature for the Napoleon Aquatic Center
Please see the attached Memorandum from Tony Cotter outlining the recommendation made by the Pool Commission at their meeting Wednesday evening.
3. **Discussion/Action:** on a 50% Reciprocity Income Tax Credit
Enclosed is a spreadsheet titled “Income Tax Credit Review – Potential Additional Revenue with Reduced Credit – Income Scenarios”.
4. **Discussion/Action:** Direct Law Director to Draft Legislation for ODOT to Repair the US6/SR24/Scott Street Overpass
5. **Discussion/Action:** Approval of the December 2019 Replacement Pages to the Codified Ordinances (direct the Law Director to Draft Legislation).

INFORMATIONAL ITEMS

Cancellation of Technology and Communications Committee meeting
OML Legislative Bulletin/January 31, 2020

February 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 9:00 am – Special Civil Service Commission Meeting (Police Officer Physical Agility Test) @ St. Paul's Lutheran Church
2	3 7:00 pm City Council	4	5	6	7	8
9 	10 6:15 pm Electric Comm. BOPA 7:00 pm Water/Sewer Comm 7:30 pm Muni Prop/ED Comm	11 4:30 pm Board of Zoning 5:00 pm Planning Comm.	12	13	14	15
16	17 6:00 pm Tree Commission 6:00 pm Parks & Rec Comm. 7:00 pm City Council	18	19	20	21	22
23	24 6:30 pm Finance & Budget 7:30 pm Safety & Human Resources Comm. Mtg. w/Townships	25 4:30 pm Civil Service	26 6:30 pm Park & Rec Board 	27	28	29

CITY COUNCIL

MEETING AGENDA

Monday, February 03, 2020 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. January 20, 2020 Council Meeting Minutes.

D. Citizen Communication

E. Reports from Council Committees

1. **Finance and Budget Committee** did not meet on January 27, 2020 due to lack of agenda items.
2. **Safety and Human Resources Committee** met on January 27, 2020; and
 - a. recommended a 50% Reciprocity Income Tax Credit in lieu of a vehicle crash fee or SAFER Grant
3. **Technology Committee**
 - a. Did not meet tonight due to lack of agenda items.

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

1. **Volunteer Peace Officers' Dependents Fund Board** met on January 27, 2020
2. **Volunteer Firefighters' Dependents Fund Board** met on January 27, 2020
3. **Civil Service Commission** met on January 28, 2020 and also met in a Special Meeting on Saturday, February 1, 2020
4. **Parks and Recreation Board** did not meet January 29, 2020 due to lack of agenda items.
5. **New Swimming Pool Aquatic Center Commission** met on January 29, 2020; and
 - a. Approved the Footprint of the Main Play Feature for the Napoleon Aquatic Center.

G. Introduction of New Ordinances and Resolutions

1. **Resolution No. 002-20**, a Resolution Designating Lori Siclair as Delegate to Represent the City of Napoleon, Ohio as a Member of the Board of Directors of the Ohio Municipal Electric Association; and Declaring an Emergency
2. **Resolution No. 003-20**, a Resolution Authorizing the Expenditure of Funds over Twenty-Five Thousand Dollars (\$25,000) for the Purpose of Implementation of a GIS System, and to Sole Source said Implementation to Stantec Consulting Services, Inc.; and Declaring an Emergency
3. **Resolution No. 004-20**, a Resolution Authorizing the Participation in the Ohio Department of Transportation (ODOT) Cooperative Purchasing Program; and Declaring an Emergency

H. Second Readings of Ordinances and Resolutions –

1. **Ordinance No. 001-20**, an Ordinance Amending the Current Investment Policy in and for the City of Napoleon, Ohio (Investment Policy No. IP 16-0003); Amending Ordinance No. 013-16 and Policy No. 0002 as was Periodically Amended

I. Third Readings of Ordinances and Resolutions - None

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 East and West Graceway Drive Street Improvements
2. **Discussion/Action:** Approve recommendation-the New Swimming Pool Aquatic Center Commission Approved the Footprint of the Main Play Feature for the Napoleon Aquatic Center

3. **Discussion/Action:** on a 50% Reciprocity Income Tax Credit
4. **Discussion/Action:** Direct Law Director to Draft Legislation for ODOT to Repair the US6/SR24/Scott Street Overpass
5. **Discussion/Action:** Approval of the December 2019 Replacement Pages to the Codified Ordinances (direct the Law Director to Draft Legislation).

K. Executive Session. (Personnel)

- L. Approve Payment of Bills.** (In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.)

M. Adjournment.



Roxanne Dietrich
Executive Assistant to Appointing Authority/Clerk of Council

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. **Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: Monday, March 2, 2020 @6:15 pm)
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, February 10, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for February 2020
 - b. Update on Substations
 - c. Review of Issues for APPA Legislative Rally
 - d. Electric Department Report.
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, February 10, 2020 @7:00 pm)
 1. Refuse Collection Rules (tabled)
 2. Update on Wastewater Treatment Plant Phase 1 Project
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, February 10, 2020 @7:30 pm)
 - a. Murals within the City
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, February 17, 2020 @6:00 pm)
6. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, February 24, 2020 @6:30 pm)
7. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, February 24, 2020 @7:30 pm)
 - a. Review of EMS Costs and Revenues with Townships, HCSJAD and Village of Florida
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, February 10, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for February 2020
 - b. Update on Substations
 - c. Review of Issues for the APPA Legislative Rally
 - d. Electric Department Report
 - e. Refuse Collection Rules (tabled)
 - f. Update on Wastewater Treatment Plant Phase 1 Project
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, February 11, 2020 @4:30 pm)
3. **Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, February 11, 2020 @5:00 pm)
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, February 17, 2020 at 6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, February 25, 2020 @4:30 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, February 26, 2020 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, May 12, 2020 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, June 09, 2020 @4:00 pm)
9. **Housing Council - Meets First Monday in April (must be after TIRC meeting)**
(Next Meeting: Monday, April 6, 2020 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 of Napoleon, Ohio
CITY COUNCIL MEETING MINUTES
Monday, January 20, 2020 at 7:00 pm

PRESENT

Councilmembers	Joseph D. Bialorucki-Council President, Daniel L. Baer-Council President Pro-Tem, Jeff Mires, Lori Siclair, Ken Haase, Jeff Comadoll, Ross Durham
Mayor	Jason P. Maassel
City Law Director	Billy D. Harmon
City Finance Director	Kelly O'Boyle
City Staff	Chief of Police-David Mack; Fire Chief-Clayton O'Brien; Public Works Director-Chad Lulfs; Parks and Recreation Director-Tony Cotter
Admin. to Appointing Authority	
Clerk of Council	Roxanne Dietrich
Others	Brian Koeller-Northwest Signal; Taryn Lawson-Defiance Crescent News; Jerry Tonjes

ABSENT

City Manager	Joel L. Mazur
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CALL TO ORDER

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

STATE OF THE CITY

Mayor Maassel presented his State of the City (a copy of his presentation is attached)

APPROVAL OF MINUTES

In the absence of any objections or corrections, the minutes of the January 6, 2020 City Council meeting shall stand approved.

Council President Bialorucki stated he is going to eliminate agenda item K.3. *Approval of Mural as presented by Jerry Tonjes* for the reason after discussing this with our Law Director, he advised it's not necessary since there currently are no restrictions regarding a mural on a privately owned building. Therefore, there's no reason to approve it. We will keep agenda item K4 for discussion and possibly action on creating a board or adding it to the Municipal Properties, Building, Land Use and Economic Development Committee to adopt some rules and be a review board.

CITIZEN COMMUNICATION

Jerry Tonjes spoke regarding the mural he will have painted on the side of his building. I want to bring everybody up to speed about the mural we're looking at putting on the side of my building. Tonjes showed a picture of the artist's rendition of what will be going on the side of my building (a copy is attached). It will be 24 feet high by 30 feet wide and will be painted by an artist known as Dave Rickerd of Rickerd Art. Dave is a native of Deshler and did the mural in Deshler and we have hired him. My fiancée and I have been sending letters out to different businesses and she went after a grant she found out about it through the Ohio Arts Council. We received a \$5,000 grant from the Ohio Arts Council, my business is donating \$500, her business is donating \$500, the Henry County Chamber has committed \$1,000 and I just heard from the Napoleon Rotary they are going to be donating \$500. This total project

is a \$10,000 investment and to date we have \$7,500. So, we are well past the stage of work, it's going to happen. Dave Rickerd has been hired for the spring. We have not come up with a date yet. Dave said it will take approximately one week, I don't know how he's going to do it in one week, but more power to him. We have done our research and have talked to our neighbors which is the Emmanuel Lutheran Church. I had a meeting with their church council. Forty-five minutes after I talked to them I got a text message from their board president saying what can we do to help? It approved unanimously. It's going to be a great asset. We think it's going to be an asset to Napoleon and I did tell the church the only complaint that I'm anticipating will be as more people use your parking lot to stop and take pictures. Dave Rickerd has a following. People travel all over with his artwork. We're hoping that they stop in Napoleon. I had a meeting with Joel Miller today. They are looking at putting an app right beside the mural where they can go and it'll bring up all the businesses in the entire city. If you get them from out of town and they're not familiar if they tap on the app it can go on their cell phone they'll find it. So I think that's a great idea. Everybody that is donating will be acknowledged on the mural. We are hoping to have a ribbon-cutting when it's done. I want to make it a little bit of an event. We decided on the site of my building because if you take that mural off my building it's a big brick building. Now we're going to be noticed. Maassel asked what's the picture of? Tonjes said if you would stand in the intersection of Clinton and Perry Street and look south on Perry it's from a 1920s postcard that I bought in Jackson Michigan. That is the theme of it. The artist has been told that he will have to do details because there are power poles with power lines and it has to be in the mural. I put a thing on my Facebook account yesterday, I just put it out there for people to say *yes* or *no*. We got one question regarding the state money he was questioning it was his tax dollars which is fine I'm glad he said it. We had 52 people comment. The comments came in from as far as California and South Africa in support of it so it's going to happen. The Henry County Bank has expressed interest of assisting there will be a fund set up at the Henry County Bank to donate so it will go right directly to them. Bialorucki asked you say you've been working on this for a couple of years what sparked this idea for you? Tonjes replied there's an ugly building and it's a billboard you come around you turn left on State Route 108 from in between the Emmanuel Lutheran Church and what used to be Family Video and it's going to hit you right in the face and that's what we want. I would be willing to help and assist anybody with this because the state asked if we had any other projects in mind. They gave us another resource for another grant. This gentleman asked if we would be applying for it next year. That was the maximum amount for Henry County that they could give so we got the max. We have a couple other projects we'd like to look at. We are doing research right now but the one that we would do would be 200 times larger than this. Thank you for your time. I appreciate it.

REPORTS FROM COUNCIL COMMITTEES

Chair Siclair reported the Electric Committee met on January 13, 2020 and approved the January 2020 Power Supply Cost Adjustment Factor and discussed the substations.

The Water, Sewer, Refuse, Recycling and Litter Committee met on January 13, 2020 with Chairman Comadoll reporting the Committee was given an update on the Wastewater Treatment Plant Project Phase One and the Long-Term Control Plan Project. We tabled the Refuse Collection Rules.

Mires, Chair of the Municipal Properties, Building, Land Use and Economic Development Committee reported the committee met on January 13, 2020 and recommended that the Municipal Properties, Building, Land Use and Economic Development Committee be the reviewing board for murals and adopt rules which will be discussed later in agenda item K4.

The Parks and Recreation Committee did not meet tonight due to lack of agenda items.

Ordinance No. 001-20 – City Investment Policy

Motion: Durham Second: Siclair
to approve First Read of Ordinance No. 001-20

Roll call vote on the above motion

Nay-

SECOND READING OF ORDINANCES AND RESOLUTIONS

Council President Bialorucki read by title Ordinance No. 105-19, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$3,500,000 in Anticipation of the Issuance of Bonds for the Purpose of Paying the Costs of the Construction of a Municipal Swimming Pool with Related Facilities and Appurtenances, including the Demolition of Existing Facilities, together with all necessary and related appurtenances thereto, and Declaring an Emergency.

Motion: Haase Second: Mires
to approve Second Read of Ordinance No. 105-19

Motion: Comadoll Second: Durham
to suspend the rule requiring three readings of Ordinance No. 105-19

Nay-

Nay-

Records Retention: CM-46 Permanent

Ordinance No. 098-19 – Water Treatment Plant Note

Motion: Comadoll Second: Haase
to pass Ordinance No. 098-19 on Third Read

Motion Passed Yea-7, Nay-0

Motion: Comadoll
to pass Ordinance No. 099-19 on Third Read

Motion Passed Yea-7, Nay-0

Motion: Comadoll
to pass Ordinance No. 100-19 on Third Read

Motion Passed Yea-7, Nay-0

Motion: Comadoll Second: Baer
to Pass Ordinance No. 101-19 on Third Read

Roll Call Vote to Pass Ordinance No. 101-19 on Third Read
Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham
Nay-
Motion Passed Yea-7, Nay-0

Maassel commented none of those were given, all were earned.

Resolution No. 102-19 – Contribution to CIC

Council President Bialorucki read by title Resolution No. 102-19, a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2020; and Declaring an Emergency

Motion: Baer Second: Siclair
to Pass Resolution No. 102-19 on Third Read

Roll Call Vote to Pass Resolution No. 102-19 on Third Read
Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham
Nay-
Motion Passed Yea-7, Nay-0

GOOD OF THE CITY (DISCUSSION/ACTION)

Power Supply Cost Adjustment Factor (PSCAF) for January 2020 as three month averaged factor \$0.01695, JV2 \$0.062811

Motion: Comadoll Second: Siclair
to approve the PSCAF for January 2020 as PSCAF three month averaged factor \$0.01695 and JV2 \$0.062811

Roll Call Vote on the Above Motion
Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham
Nay-
Motion Passed Yea-7, Nay-0

New Aquatic Center Concession Area

Motion: Durham Second: Haase
to approve placement of the concession area for the New Swimming Pool as presented by the Pool Commission

Cotter apologized for not being at the last meeting to help clarify some things. He continued showing the floor plan and the site plan. There was a memo in your packet regarding the concessions area. The concession area was proposed in the northeast corner for the reason we are trying to get most of the visitors to the concessions stand out of the main area of flow. We believe that this area of deck space which is right in front of the zero entry area will likely be very congested. There is a large playground piece here and some spray features will be positioned there. So we believe not only will swimmers be there but there will be parents and also others watching in that area. I know there was a question why wouldn't we have it on this side? We believe with a window here a lot of folks would be visiting, cutting off that fence and making a lot of congestion there. So by having concessions on this side with the access window facing the north side of the fenced in area you can also serve the ball diamond area and

possibly even serve some golf course patrons. As we move to the south, there's some activity on the southern parts of Glenwood Park and we can certainly put some signage here on a fence that will direct folks to the side where we would have our concession window to serve the outside patrons. Initially the thought was we wanted to try to share some resources with the Golf Course; but, we just weren't able to do that. So, the main focus was to serve outside patrons with the inside patrons along with a lot of the things that we needed to do. There is a lot of toilet space, we are required by Building Code to have a certain number of toilets. So, if you were wondering why there's so many facilities that's the answer. Maassel noted once it was explained about the congestion all my questions went away. Like I said two weeks ago I'm sure it made sense I just couldn't see it. Once I saw it, it made sense to me. Cotter continued another thing that we thought was important, not just for the concession area, but for the entire facility, this area will also provide some built-in shade and then we are going to add what's called a sail structure. The deck space will be large enough we can put picnic tables or some tables and chairs so once you get a concession you can sit and stay away from the concession stand. We certainly hope this will be very crowded that's the idea. A lot of thought has been given to the floor plan probably more so than anything else because everybody wants to get it right and we want to make sure it's functional. Bialorucki asked will there be restrooms on an outside wall? Cotter replied so what we have is your normal restroom/shower area on the inside and then we are also putting in our family restrooms where you'll have access to them from the outside. We considered it but were told to make those restrooms accessible to the outside would reduce the number of fixtures that are required inside that building and we'd have to have to add more toilets so we just kept the doors on that side. Bialorucki said so the restrooms can't be used if the pool is closed like you have at other parks? Cotter said again, we thought about that and thought that would be a good thing but we were told that cannot be the case, we would have to try to find another place to add them back in. Durham asked the concession that would face the parking lot is there adequate space there if that area does get congested is that far enough away from the parking lot? Cotter replied there's quite a bit of space there. There's probably more space on this side than there actually would be over here, the way its lined up and the way the parking lot is. This would be the porch extension, but it's likely that won't be part of the build it's just an option. The parking lot moves closer to the building on this side and there's actually a lot more space. Bialorucki thanked Cotter and Lulfs for all their hard work.

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

To have the Municipal Properties, Building, Land Use and Economic Development Committee as the Reviewing Board for Murals and Adopt Rules

Harmon explained as far as assigning a topic to a committee you wouldn't need legislation for that it's in the Charter and it's in the Council Rules that you can do so. As far as potentially adopting rules regarding murals, that's something we can discuss in committee and then further in Council. I would caution that when we start talking regulating murals and art as a municipality we start to run into some potential First Amendment problems. If you want to send the topic back to committee, I would attend the next meeting. I will attempt to do some research prior to see how other municipalities, if they do at all, regulate murals and art on the side of buildings and such. As we stand right now, we don't have any regulations on that topic. You could discuss this and see how Council wants to move forward on potentially some rules regarding these or not, depending on what Council decides. Bialorucki thought that would be a great idea to at least explore what other municipalities have done and we can go from there. Maassel asked have you looked at it yet? Harmon replied I have not, once I saw that this was on

the agenda, I decided to look at our rules first. I'm not finding a lot. I think most municipalities stay out of it but that's not my final answer. I've just started to research it a bit. If I find anything I'll run it past some case law to see if I think it would pass muster in the court system and we can go from there. Mires, Chair of the Municipal Properties, Building, Land Use and Economic Committee asked for murals to be referred it back to committee.

Murals Referred to Municipal Properties, Building, Land Use and ED Committee

Council President Bialorucki referred *Mural* back to the Municipal Properties, Building, Land Use and Economic Development Committee.

Direct Law Director to Draft Legislation Authorizing Lori Siclair as the OMEA Delegate

Motion: Durham

Second: Comadoll

to direct the Law Director to Draft Legislation Authorizing Lori Siclair as the OMEA Delegate

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

Sole Source GIS Implementation Project (direct Law Director to draft Legislation)

Motion: Comadoll

Second: Haase

to Direct the Law Director to Draft Legislation to Sole Source the GIS Implementation Project

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

ODOT 2020 Purchasing Program for Crack Sealing (direct Law Director to draft Legislation)

Motion: Comadoll

Second: Durham

to direct the Law Director to draft legislation to Authorize Participation in the ODOT 2020 Crack Sealing Program.

Lulfs reported the contract we are operating under is the same contract as last year on the state level, if we do it before April. The problem is, the legislation passed last year says for 2019 crack sealing so we need to have legislation drafted for the 2020 crack sealing contract to be able to buy off the state term contract. We are hoping to get that moving forward quickly so we can get the current price. The price will change with the new contract. Maassel asked is this like the salt contract where we say we're going to buy so much and they tell us the price later? Lulfs answered we know what the price is on this one already. The salt contract is one of a kind.

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

Appointments to the Tax Incentive Review Council (TIRC) for 2020

Motion: Haase

Second: Siclair

to appoint Jeff Mires and Jeff Comadoll to the Tax Incentive Review Council (TIRC) for 2020

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

AROUND THE TABLE

Harmon - nothing this time

Durham - great job on the snow removal.

Haase - I'll second that, good job on the snow removal.

Mires - third for me on the snow removal, good job. Kudos to the Police Department and K9 Luke on the capture.

Maassel - the CIC is working on a Workforce Development. Todd West, Guidance Counselor at Patrick Henry, the administration of Patrick Henry has made it one of his tasks to get the Patrick Henry kids in front of local employers in the April/May timeframe of their senior year to kind of do an open kind of interview day with some local employers. I think some other local schools are going to tag on too, maybe Liberty Center, Holgate. So that's kind of in the process going forward. Echo also what was said about the snow removal. When we don't want to be out there they are out there pushing snow. We appreciate that.

Baer - the only thing I have is Safety and Human Resources will meet next Monday but we will move it up to 7:00 pm since the Finance Committee is not meeting. This will be mainly to deal with Chief O'Brien's issues.

Siclair - nice address Mayor.

Comadoll - I have nothing.

O'Boyle - I would like to request an Executive Session for personnel.

Bialorucki - one thing I have is, I had a resident contact me and ask why he can no longer access the police radio or the police activity on his scanner. So, we have Chief Mack here to give us that answer. Chief Mack one of the things that kind of echoes what the Mayor said in his address is we're hopefully in the last stretch of radio transitions for the police and fire in 2020. In theory we're in the last stretch we're just not real sure how long that straightaway is before we see the finish line. They are currently working through Henry County issues in their dispatch center getting those lines pretty much ready to roll. Chief O'Brien and I have done a soft launch. That is what we've been calling it. Basically we've moved for the most part, our operations to the new frequencies in trying to identify the bugs and the coverage area things that we might need to deal with for Chief O'Brien. We have moved everything but fire operations to the new frequency and that's because the county still has not got their piece in place so any mutual aid type things we're still broadcasting on the old VHF radios. As far as police, most of our

traffic has been on the new system and probably the end of the week we will be completely on the new system. What that means to the citizens is their old scanners probably won't work. If they are still interested in it at some point I'm sure someone will broadcast it on the Internet. I'm sure that's not too far away from someone doing that. The other thing is, you just have to buy a scanner that can do the 700 system. Bialorucki commented, so it's similar to getting and needing to upgrade to a cell phone. Chief Mack said the scanners that have worked for as long as I've been an officer and beyond are no longer working for the new digital frequencies. They will just have to upgrade their technology if they still want to listen. Chief O'Brien is actually putting a lot of stuff out on Twitter for his responses. So, if someone is interested in where fire is going, when they hear sirens they can check his Twitter page. Bialorucki asked Chief O'Brien if he had anything to add. Chief O'Brien said the only thing I have is if somebody asks tell them it's called P25 when they look for a scanner. It is a little bit pricier than the conventional system we are on now, the VHF system. We are moving to a digital system and digital means the P25 in the scanner so if they are looking for those it'll be a P25. I know that if you've seen our Facebook page, we do lists those runs. We have the link there we are trying to figure out how we will be able to at least get that radio traffic on through the link. So, that's going to help because I do know that the price of those scanners on the digital side are more money. Bialorucki thanked both Chiefs, I'm sure that's been a headache for both of you trying to coordinate this and make this work. Chief Mack noted there are a lot of things that come up in projects like this you know. Chief O'Brien added it is nice to finally get to this point. This has been a project that we've been working on for three years and it's finally starting to come to light and it's working. The soft launch is going well and we can hope that they will finish the Sheriff's Office and be able to do a soft launch as well. The VHF system will still be maintained in the background so if we have any issues we can easily move back over to it. It's pretty exciting to know now that we're actually able to give the first responders at least in the fire service, multiple channels to be able to operate on. Before it was one channel for the entire county and one channel for the fire department at the city. So, being able to run water or operations or different things that are happening on the fire ground on different channels or just different incidents altogether. There have been many times we've had that structure fire with multiple EMS calls and all that radio traffic is still on the same one so it'll be really nice to be able to get to this new system. Bialorucki asked when you say that VHS system is still running in the background does that mean each firefighter and police officer has to carry a separate radio also? Chief O'Brien replied what that means is the VHF is still going to be our paging procedure so that's still how they get sent over on the pagers. If you remember we replaced the pagers last year at the Fire Department and those pagers are a dual band pager so they do the P25 on the digital side and the VHF side so this guarantees that the paging will still go out and still get to the members. It's also going to be maintained because that's how all the alarm systems are set up within the city and goes back to the dispatch center. It is also how the utilities talk back to the dispatch center. For us after we're on the new system, it's two radios in the back and dispatch that are hardwired together that'll simulcast over both of them and get our paging over. Chief Mack -you just won't hear any of the traffic coming back to dispatch unless you have a new scanner. Chief O'Brien - you will only hear what the dispatcher says. Bialorucki said that sounds very complicated kind of like you know I turned my light switch on lights come on and no idea how that happens I would think it's the same thing if I call 911 then you know a minute later I hear sirens you don't realize how much goes into that. Chief Mack -even in police operations the extra channels are well overdue I mean I know just in my tenure we've delayed two parades because of police emergencies happening. Now I can move that traffic off that band and be able to run my parade route while police operations go out without any interruptions. So, it's key for both our operations. Chief O'Brien said we are really appreciative of City Council and also Henry County Commissioners for really helping us to make this project happen because there was just no way that that would ever happen without all that support. Chief Mack added and our state legislators.

Bialorucki continued -great job with your speech today and awesome job for operations with the snow removal.

EXECUTIVE SESSION

Motion: Siclair Second: Haase
to go into Executive Session for Personnel.

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

City Council went into Executive Session at 7:56 pm.

Motion: Comadoll Second: Siclair
to come of Executive Session for Personnel.

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

City Council came out of Executive Session at 8:19 pm.
Council President Bialorucki noted no action was taken.

APPROVE PAYMENT OF BILLS AND FINANCIAL REPORTS

In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.

ADJOURNMENT

Motion: Siclair Second: Haase
to adjourn the City Council meeting at 8:20 pm.

Roll Call Vote on the Above Motion

Yea-Comadoll, Siclair, Baer, Bialorucki, Mires, Haase, Durham

Nay-

Motion Passed Yea-7, Nay-0

Approved:

February 03, 2020

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Submitted by:

Roxanne Dietrich, Executive Assistant to Appointing Authority/Clerk of Council

20/ 20 Vision.

2020. In my experience I have found that numbers ending in zero just seem to be more memorable. Ask people about their 30th or 40th birthday and they may remember, ask someone about their 33 or 44 and probably not as much. Anniversaries as well. People tend to celebrate the zero years. There are anniversary announcements in the paper almost daily for couples celebrating their 40th or 50th wedding anniversaries, almost none celebrating their, say 27th. So in that regard the year 2020 hopefully will be remembered for all of the positive change we see in Napoleon. Speaking of seeing, isn't 2020 vision what we all want? Either we have been blessed with it, or due to an optometrist we have vision corrected to 2020. But

before we begin looking forward, let us review how many things went well in 2019. Now mind you not everything that occurred in 2019 can be readily seen, but with a little effort we can reflect and take a look at all of the positive things that happened in 2019.

So many amazing things happened in 2019 at the city of Napoleon. Where do we begin? What about with the fire department. While their workload increased yet again, they kept the pace and improved service with the upgrading of the electronic patient care reporting system. These systems allow local hospitals to see patient's vital information live from the scene. This allows the emergency rooms to be better prepared when the ambulance arrives. When lives hang in the balance, seconds matter, and with this system we are saving precious moments for our patients. I do not want to gloss over the rise

of call outs. This is a continuing trend and deserves some serious discussion in 2020 from the Napoleon Fire Department, and city council.

Another item which effected both fire and police was the installation of a new radio system in the county. This will allow for better results with better command and control while on scene. It is an updated tool for our safety services to be more responsive and provide easier communications within the county and other safety service providers outside of Henry County. We look forward to its finalized implementation in 2020.

Chief Mack and the NPD were very busy this year. We have a new K-9 unit. This was truly a city project as over \$25,000 was donated from the community. It was a great showing of

support for this new member of the law enforcement community. The NPD along with Napoleon Area Schools entered into an agreement for the School Resource Officer. This SRO is on sight and interacting with the community daily. With the negative press about the law enforcement community this officer is on the ground level dealing with and presenting a positive opinion of our “boys in blue”. This is a good example of working with other local institutions for the betterment of Napoleon. It was not just the K-9 and the SRO, the police were able to obtain a grant for dash cameras. These cameras will help in many areas of our safety services.

This past year Chief Mack discovered the story of Napoleon Police Officer Clark Teeple. Officer Teeple was killed in the line of duty. Chief Mack, LT Legg and myself were able to attend a end of watch ceremony for fallen Ohio officers in London, Ohio,

and then Chief Mack, Councilman Mires and myself all went to Washington D.C. to observe the national end of watch ceremony there as well. It was a fitting way to honor Clark, and for his family to realize that even after all this time had passed, we still remember him, and appreciate his service to Napoleon. I do not want to speak for the others, but I think they would agree that hopefully we never have a need to go again.

Chief Mack, since assuming the role of Chief has made it a priority to be more involved in the city, and the K-9, the SRO, and the Coffee with a Cop, I think do a good job of presenting our police as friends of the community, and not the way mainstream media can sometimes portray those in law enforcement. I think this is true for the Police, as well as the Fire Department, Parks and Rec, Operations and the Finance Department. All of these departments have positive daily face

to face interaction with the public. They are all customer service driven and continue to represent Napoleon well.

Parks and Rec. Tony and his crew had an amazing 2019 and because of this, change is coming to the aquatic center. With the cranes and deconstruction equipment coming (or already here make sure this is up to date) the old pool is going away and for 2020 only will we not have an outdoor pool, but next year we should have amazing new recreational facility. We are all looking forward to this project and it will be exciting to see it come together. Sorry, but lets hope it all goes well

“swimmingly”. We wish to thank the pool levy commission for their efforts in helping move Napoleon forward. I do not want to gloss over this. Our residents took it upon themselves to help put the levy on the ballot, to work the campaign, and we will continue to use their help as the “fun” stuff of the pool is

decided. We owe them a thank you, and need to make sure they are there at the ribbon cutting in 2021 for the new aquatic center. Not only at the ribbon cutting, but probably all holding scissor and cutting the ribbon.

Since I was just talking about the ballot box, and as we move into the presidential election, there is something I want to make sure we all recognize. The peaceful transition of responsibility and leadership from one to another. I know that not many of the local races were contested, so it seems rather odd, but some races were contested, and after the count was complete, the voters choose, and the chosen went further. Not at the point of a bayonet, not at the business end of a rifle, just peaceful. There are rows of white markers in Arlington National Cemetery, and other final resting places for service members which helped make sure that continues.

Parks and Rec is implementing a new program with a technology change with the migration to RecDesk. This program should help our online presence, and point of sale for the golf course, aquatic center and the administration front desk.

On a personal note, I received so many compliments this year for how the city looked over the holiday season. The entire parks and rec department should be thanked for all of their work. It is very appreciated by so many people. We didn't have a white Christmas, but the decorations were shining and bright. Thank Tony!

Many of us were able to participate in the ribbon cutting ceremony at the Water Treatment plant. This project, started before any of us were elected to city governments, brings the

water making process to the new century, makes the process safer, more cost effective and a better product. Another piece was the painting of the large water tower. This is another item that has been on the to do list for since before any of us were elected. The repainted tower, the heart of the water system, looks great and should continue to provide reliable service for another generation. We thank Jeff Weis and his team and encourage them to keep working hard.

Not to be outdone, the IT department replaced the phone system. I must say I do like the new system in that I can receive an email with a voicemail. Due to this system I, along with Kelly O'Boyle were able to recently meet with a representative from the State Treasurer's office. This is another long-term project which was completed in 2019. Thanks for seeing this one through to the end. The whole IT system seems more robust.

Keep up the effort fellas. And look, no one calls them when everything is going well, but please join me in a challenge.

Between now and the end of February, call them when everything is working well and let them know you appreciate their efforts.

The Napoleon Power and Light department was hard at work over 2019. They repainted 52 light poles in the downtown area, and finished the bulk of the LED streetlight conversion. These brighter lights are more energy efficient than the older models.

They also helped with economic development with their work at JAC Products, as well as the Trail Drive Apartments, Raymond Street, and the West Villa Condos. We cannot forget the hard work the forestry people do for us. When a storm comes through and your lights do NOT go out, we should be thanking them for helping keep the branches out of the way of our

electric poles. We also have new truck coming soon. Denny, when it shows up, let us know and maybe we can start down there before a meeting, or bring it here and let us see what the new truck is all about. I wonder if the Northwest Signal and or the Crescent News would have room for a column about this new vehicle when it arrives.

The Finance Department has quite a year. We welcome Kelly O'Boyle. She has reported that income is over 5% year over year. How about that? New person comes in and raises revenue right away! Of course I kid, but in a job we all realize is heavily detail oriented, and heavily scrutinized, Kelly and her team, and yes Kelly, it is your team, continue to do a bang up job. Kelly let me know that in 2019

Utilities sent out 71,830 bills, 10,575 first delinquent notices, 12,670 second delinquent notices and 6,081 work orders were issued in the CMI system. The income Tax department did- APPROX. 7000 INDIVIDUAL, BUSINESS, WITHHOLDING RETURNS. They audit every return and assist people with filling out 30-40% of the returns. Purchase Orders for 2019 were 1,880. There were 4,051 checks and direct deposits processed through Tracy. Then there are the normal budget adjustments (transfer of appropriations, supplementals, transfer of funds, reimbursements, etc.); grants; investments; debt payments; receipting of checks; payroll; bank deposits; gov deals, etc. So yeah. They were busy in 2019 and I am sure they will be just as busy in 2020.

Law Department was kept busy this year with numerous criminal and traffic complaints as well as preparing the

legislation for council. The department also continues to work through the court system for our contractual rights in regards to water infrastructure. Billy, we thank you and Tami for all of your work. I know that I am impressed that normally you are a step ahead of us in many ways and we appreciate your efforts.

The HR department, okay who are we kidding, Lanie Lambert, the Human Resources Director reported that we had 10% turnover in 2019, which is under our 5 year average. Workplace injuries also continue to decline. The biggest objective for 2019 was the successful completion of all three union contracts, which was done. The Wellness program is going along with 98% participation in wellness screens, while we try to say thank you to our employees through the golf outing, the employee lunch, as well as being community leaders with the United Way

Campaign. We thank you Lanie for all she does and look forward to 2020.

Some of those items are easy to see, while others rely on a little more time to find. The Engineering department, along with Operations, had quite a year leading off with the finalization of the LTCP. This will save the city millions of dollars and help us, as well as future councils, to provide a better quality of life to the folks we represent. This does not even count the over \$6M in grants that were awarded for future projects with Oakwood, the State Route 108 and U.S. 24 interchange, as well as the Phase three of Park Street.

The operations department : 1 new tandem axle refuse truck purchased 1 new large dump truck with plow and salt spreader

Purchased a new to us leaf vacuum and spent 21 days and nights from January 1 of 2019 to December the 30th out plowing, salting or brining. Used approximately 500 ton salt and purchased 21,000 gallon of salt brine from ODOT.

Those are just a small piece of what our people do each day.

With clear vision we can see what has been done, but even 20/20 vision cannot help discern what will come this upcoming year. It is likely a fool's errand to try to think of the unknowns, as my grandmother used to say "I worried about a lot of things that never happened. Now, there are really two ways to take that, either worrying kept those events at bay, but I think of it the other way. She spent too much time on things that never happened. So why worry? Take them as they come. At the same time, what can we do to continue to grow Napoleon?

What can we do to keep pride in Napoleon? What can we do to continue to make Napoleon a great place to live with flowing opportunities?

Well, what about being a little more active in seeking a well-known commercial establishment? Can we look into that? Would that help growth? I am not sure about the funding sources for this, but is this possible? I think we can devote some time to this.

What about Napoleon Pride? For the first time ever (from what I have been told) a Napoleon athlete reached the Major Leagues. Art Warren is now a pitcher in the Seattle Mariners organization and perhaps some of the city limit signs near the Napoleon Area Schools should highlight this.

To make Napoleon a great place to live we are repaving some roads this year. South Perry will be done while the state paves from Holgate to the Maumee river bridge. Graceway, a year later than planned, should be repaved this year. American road will receive some attention as well. These are all coming.

Of course we will encounter some items none of us can prepare for, but together we can tackle these. None of us are naïve enough to think we all will agree, but the more important part is the respecting each other.

I want to thank Council President Baoiliucki for the committee assignments. That is a real puzzle to put folks where they want to be, along with maximizing their skills, into the committee matrix. That was a good job.

Let us continue to strive to make 2020 a year to remember with positives, and with clear vision continue to make Napoleon a great place to be. Yes we will have challenges, but with 2020 vision we can make this a year to remember here in Napoleon.

Thank you.

JT's Building & Maintenance & Construction
JT's Table & Chair Rental
PO Box 424
Napoleon, OH 43545

Henry County Chamber of Commerce
611 N Perry St
Napoleon, OH 43545

Dear Business Owner,

My name is Jerry Tonjes and together in partnership with the Henry County Chamber of Commerce, I am looking to raise money to help pay for a mural painting. The west side of my building located at 114 W Clinton Street would set as the backdrop. Dave Rickerd, a well-known artist would be commissioned to paint a scene of downtown Napoleon from the 1900's. Dave Rickerd, originally from Deshler, works out of a Cincinnati office and can be contacted at 513-490-2239 or rickerd-ART.com.

Public art on the side of commercial buildings is gaining popularity. Contributing to the arts allows for a sense of place in growing communities. Murals have proven to engage the local community and dress up what might be an otherwise boring wall. This opportunity would provide a focal point that speaks to what makes our community unique.

I'm writing to you to ask you to support me and my project. In addition to grant money I will rely on the generosity of businesses like you. Would you be willing to contribute to help me reach the goal of \$10,000?

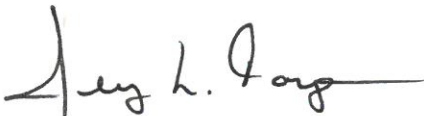
If you would like to speak further about my project, feel free to reach out to me at 419-592-6085 or jtconst@earthlink.net. I'd love to answer any questions you have and give you more information.

Thank you in advance for your contribution. You have no idea how much it means to me to have your support.

If you would like, you can send a donation to the Chamber of Commerce office, made payable to Henry County Chamber 114 Mural Fund. The Henry County Bank is also accepting direct deposits, made payable to account Henry County Chamber 114 Mural Fund.

Thank you again!

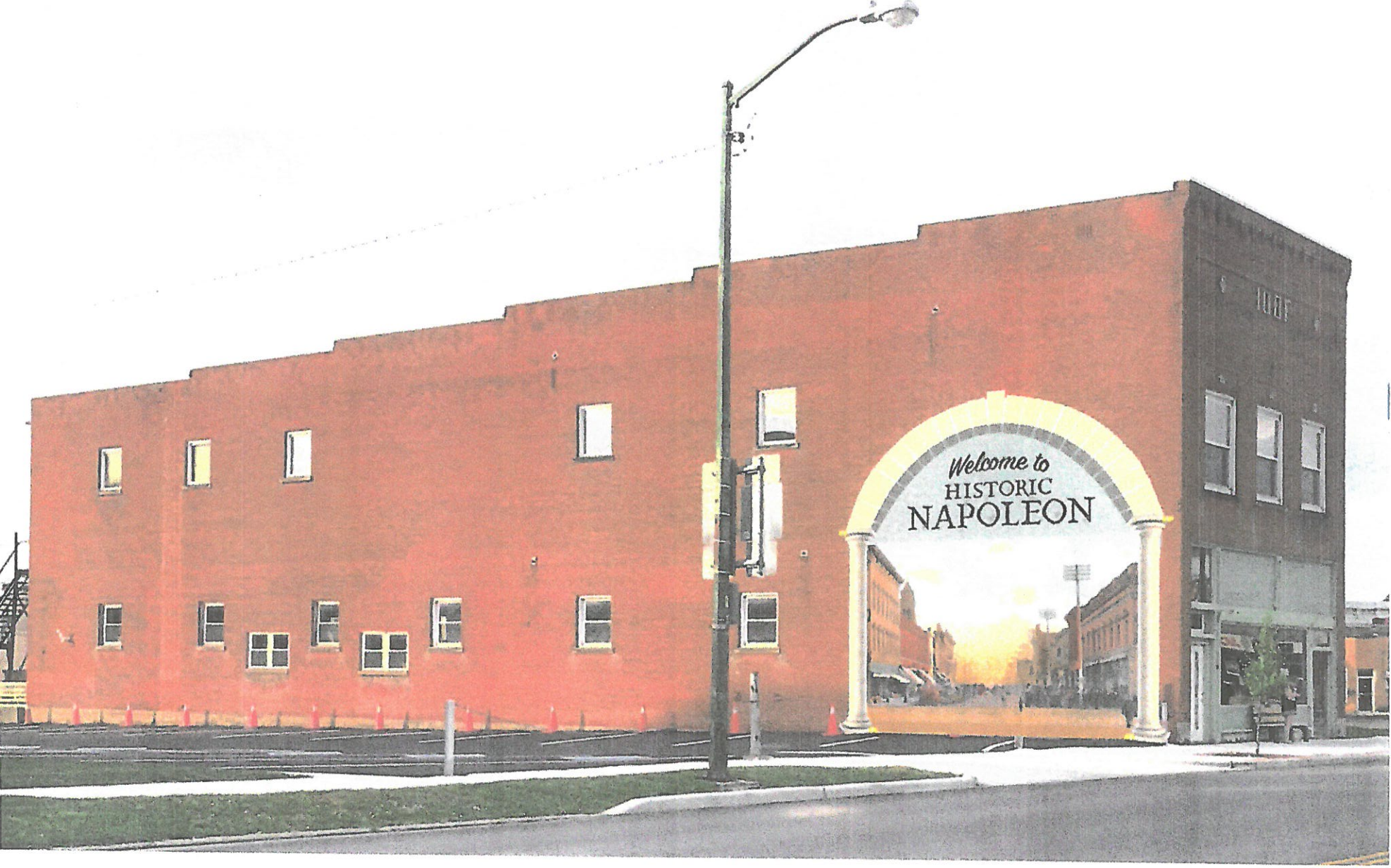
Sincerely,


Jerry Tonjes
Business Owner


Joel Miller
Executive Director

DONATIONS TO DATE:

COMPANY		AMOUNT
Ohio Arts Council		\$5,000.00
JT's Building, Maintenance & Construction		\$500.00
Kristi's Kanine Kuts		\$500.00
Henry County Chamber		\$1,000.00
	TOTAL:	\$7,000.00
	GOAL:	\$10,000.00
	NEEDED TO REACH GOAL:	\$3,000.00



RESOLUTION NO. 002-20

A RESOLUTION DESIGNATING LORI SICLAIR AS DELEGATE TO REPRESENT THE CITY OF NAPOLEON, OHIO AS A MEMBER OF THE BOARD OF DIRECTORS OF THE OHIO MUNICIPAL ELECTRIC ASSOCIATION; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon (“Municipality”) is a member of Ohio Municipal Electric Association (“OMEA”), a non-profit corporation in the State of Ohio whose members are Ohio municipal corporations that own and operate electric utility systems; and,

WHEREAS, OMEA exists for a public purpose, namely as a legislative liaison to assist municipally-owned electric systems in the State of Ohio in monitoring State and Federal legislative and regulatory activities relevant to the electric industry; and to keep appropriate State and Federal elected officials informed of the positive or negative impact of those activities on member systems; and,

WHEREAS, the affairs of OMEA are managed by a Board of Directors (“Board”), with sixteen (16) voting members (twelve (12) designated for elected officials, four (4) designated for either elected or non-elected officials, and three (3) of the sixteen (16) elected by the Board as named individuals on an Executive Committee); and,

WHEREAS, the voting members of the Board are elected by and among the membership, and the Municipality has been elected as a Director of the Board (“Director”); and,

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

WHEREAS, the Municipality also desires to provide for the appointment of an alternate representative to serve on the OMEA Board of Directors; **Now Therefore,**

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

Section 1. That, effective immediately, Lori Siclair, as incident of her capacity as a Councilmember of the Municipality, hereby is designated the representative of the Municipality on the Board to act on behalf of the Municipality and discharge duties as a Director; and that Lori Siclair may designate, in writing, another person, that person being Mayor, Jason Maassel, to serve as an alternate director (“Alternate”) on the OMEA Board.

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

exercise its functions, powers, rights and privileges, and to fulfill its obligations, as a Director and to carry out the full intent and purposes of this Resolution and the purposes and powers of OMEA.

Section 3. That, the Director and Alternate be entitled to receive reimbursement from OMEA for reasonable out-of-pocket expenses associated with service as a representative for the Municipality.

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 designate a new delegate to the OMEA Board which affects the public peace, health, and safety accessible to our citizens; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the process 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, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 002-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & 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, Clerk of Council

RESOLUTION NO. 003-20

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS OVER TWENTY-FIVE THOUSAND DOLLARS (\$25,000) 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 2020 Master Bid Resolution (Resolution No. 080-19) 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) 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. Further, the Emergency Clause is necessary to begin the process 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, Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 003-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & 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, Clerk of Council



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Luffs, 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. Luffs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Billy Harmon, City Law Director
Kelly O'Boyle, City Finance Director
Roxanne Dietrich, City Clerk of Council
Date: January 16, 2020
Subject: GIS Implementation Project ~ Sole Sourcing

As part of the 2020 Budget, the City has allocated \$70,000.00 to move toward full implementation of our GIS. The Engineering Department has been working with Stantec Consulting Services, Inc. since 2013 to implement the system. As part of that implementation, a detailed report outlining how to proceed was prepared. The budgeted funds will cover the estimated costs for the final phases of that program as well as continued development and support for the system.

Stantec currently handles all of our GIS management. Because of Stantec's intimate knowledge of our infrastructure, their familiarity with our staff, their preparation of our plan, their experience managing our current system, and their implementation of all previous phases of our plan, I am proposing to sole source this project to Stantec Consulting Services, Inc.

If approved for sole sourcing, I will negotiate a contract with Stantec. Once a contract is prepared, it will be brought back to Council for approval.

RESOLUTION NO. 004-20

**A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE
OHIO DEPARTMENT OF TRANSPORTATION (ODOT)
COOPERATIVE PURCHASING PROGRAM; AND DECLARING
AN EMERGENCY**

WHEREAS, Section 5513.01(B) provides the opportunity for counties, townships, municipal corporations, conservancy districts, township park districts, park districts created under Chapter 1545 of the Revised Code, port authorities, regional transit authorities, regional airport authorities, regional water and sewer districts, county transit boards, state universities or colleges to participate in contracts of the Ohio Department of Transportation (ODOT) for the purchase of machinery, material, or other articles; and,

WHEREAS, the City of Napoleon Department of Public Works desires to purchase the necessary materials for its 2020 crack sealing program; and,

WHEREAS, the materials can be purchased utilizing the State Cooperative Purchasing Program; and,

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

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

Section 1. That, the City of Napoleon authorizes the City Manager on behalf of the City of Napoleon to participate in the Ohio Department of Transportation (ODOT) contracts for the purchase of machinery, materials, supplies or other articles which the Department has entered into pursuant to Ohio Revised Code Section 5513.01(B).

Section 2. That, the City Manager is hereby authorized to agree on behalf of the City of Napoleon to be bound by all terms and conditions as the Director of Transportation prescribes.

Section 3. That, the City Manager is hereby authorized on behalf of the City of Napoleon to directly pay vendors, under each such contract of the Ohio Department of Transportation in which the City of Napoleon participates, for items it receives pursuant to the contract.

Section 4. That, the City of Napoleon agrees to be responsible for resolving all claims or disputes arising out of its participation in the cooperative purchasing program under Section 5513.01(B) of the Ohio Revised Code. The City of Napoleon agrees to waive any claims, actions, expenses, or other damages arising out of its participation in the cooperative purchasing program which the City of Napoleon may have or claim to have against ODOT or its employees, unless such liability is the result of negligence on the part of ODOT or its employees.

Section 5. That, the City of Napoleon authorizes the expenditure of funds in excess of \$25,000.00 for the purchase of the necessary materials for its crack sealing program, utilizing the State Cooperative Purchasing Program. Also, Council finds it to be in the best interest of the City to eliminate the necessity for competitive bidding.

Section 6. That, the City Manager is authorized to enter into a contract for said purchase.

Section 7. 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 8. 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 9. 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; 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 purchase 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, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 004 -20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & 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, Clerk of Council



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: *Mayor & City Council*
Kelly O'Boyle, City Finance Director
Roxanne Dietrich, City Clerk of Council
Date: *January 27, 2020*
Subject: *2020 Crack Sealing Program ~ State Contract*

As part of the 2020 Budget, City Council authorized the sealing of cracks on various streets. In an effort to obtain the best pricing for this project, City Staff requests approval to utilize the ODOT State Purchasing Contract. The requested legislation would allow staff to purchase materials and services for this project through the ODOT contract.

CEL

ORDINANCE NO. 001-20

**AN ORDINANCE AMENDING THE CURRENT INVESTMENT
POLICY IN AND FOR THE CITY OF NAPOLEON, OHIO
(INVESTMENT POLICY NO. IP 16-0003); AMENDING
ORDINANCE NO. 013-16, AND POLICY NO. 0002 AS WAS
PERIODICALLY AMENDED**

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

Section 1. That, the City previously adopted as the City's official Investment Policy, Investment Policy No. IP 16-0003 currently on file in the office of the City Finance Director, having been recommended by the Finance Director and the Finance and Budget Committee of Council, having been reviewed, and Ordinance No. 013-16 being unanimously approved by Council on May 16, 2016.

Section 2. That, Investment Policy No. IP 16-0003 may be amended from time to time by motion of Council.

Section 3. That, Ordinance No. 013-16 and Investment Policy No. 0002, as well as later amendments thereto, are hereby amended by this Ordinance No. 001-20.

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, upon passage, this Ordinance shall take 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, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 001-20 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, Clerk of Council

City of Napoleon, Ohio - Investment Policy



CITY OF NAPOLEON, OHIO

INVESTMENT POLICY

IP16-0003

ORDINANCE EFFECTIVE DATE – **June 15, 2016**

Policy Updates: - New Policy by Ordinance No. 013-16, passed 05/16/2016

Policy Updates: - Council Motion on **October** __,

UPDATED POLICY APPROVED AND ADOPTED BY CITY COUNCIL
IN ORDINANCE **NO. 013-16, passed 05/16/2016, Effective 06/15/2016**

Repealing **Ordinance 87-99, Passed November 15, 1999,**
INCLUDING ALL SUBSEQUENT AMENDMENTS THEREIN MADE BY MOTION OR LEGISLATION

Subsequent Policy Updates and Changes shall be approved by simple Motion of Council.

CITY OF NAPOLEON, OHIO
255 WEST RIVERVIEW AVENUE
P.O. BOX 151
NAPOLEON, OHIO 43545-0151
PHONE: (419) 599-1235
FAX: (419) 599-8393
E-MAIL: **gheathkoboyle@napoleonohio.com**

City of Napoleon, Ohio - Investment Policy

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APPENDIX'S ATTACHED:

APPENDIX A	- Chart of Accounts - Fund Listing
APPENDIX B	- Ordinance Authorizing Crediting of Interest
APPENDIX C	- Authorization to Invest (City and State Code Sections)
APPENDIX D	- Procedures Manual
APPENDIX E	- Ohio Ethics Law
APPENDIX F	- Authorized Brokers/Dealers, Banks and Advisors
APPENDIX G	- Ordinance Adopting Investment Policy

City of Napoleon, Ohio - Investment Policy

POLICY 0.0 PREFACE:

This document known as the Investment Policy (hereinafter referred to as **POLICY**), of the City of Napoleon, Ohio (hereinafter referred to as **CITY**), has been adopted and formally approved by the Legislative Body of the CITY, its City Council (hereinafter referred to as **COUNCIL**), in conjunction with the Revised Code of the State of Ohio as amended (hereinafter referred to as **ORC**), will govern the investments and the investment activities of the CITY.

POLICY 1.0 INVESTMENT POLICY MISSION STATEMENT:

It is the **POLICY** of the CITY to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the CITY, and conforming to all ORC and CITY statutes governing the investment of public funds.

POLICY 2.0 SCOPE:

This **POLICY** applies to all financial assets of the CITY. These funds are accounted for in the CITY's Comprehensive Annual Financial Report (hereinafter referred to as **CAFR**), and includes the following categories of funds:

2.1 Fund Categories:

- 1) General Funds
- 2) Special Revenue Funds
- 3) Debt Service Funds
- 4) Capital Project Funds
- 5) Enterprise Funds
- 6) Internal Service and Agency Funds

See "**APPENDIX A**" for a detailed listing of Fund Numbers and Names. Fund income allocation is authorized by a separate City Ordinance and is attached as "**APPENDIX B**". These Appendixes shall be deemed automatically updated from time-to-time as funds are added or deleted. All new funds are established and approved by COUNCIL, or by State Legislative Action pursuant to the ORC.

POLICY 3.0 PRUDENCE AND DUE DILIGENCE:

Investments will be made with judgment and care--under circumstances then prevailing--which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

3.1 Prudence:

The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio.

City of Napoleon, Ohio - Investment Policy

3.2 Due Diligence:

Investment officials acting in accordance with written procedures of this INVESTMENT POLICY, and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes provided that deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

POLICY 4.0 OBJECTIVE:

The primary objectives, in priority order, of the CITY's investment activities shall be **Safety, Liquidity and Return on Investment:**

4.1 Safety:

Safety of principal is the foremost objective of the investment program. Investments of the CITY shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will include steps to mitigate credit risk and interest rate risk.

- 1.) Credit Risk - the CITY will minimize credit risk, the risk of loss due to the failure of the security issuer or backer, by:
 - A - Limiting investments to the safest types of securities;
 - B - Diversifying the investment portfolio so that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- 2.) Interest Rate Risk - the CITY will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:
 - A - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operation, thereby avoiding the need to sell securities on the open market prior to maturity;
 - B - Investing a portion of operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools.

4.2 Liquidity:

The CITY's investment portfolio will remain sufficiently liquid to enable the CITY to meet all operating requirements which might be reasonably anticipated.

4.3 Return on Investment:

The CITY's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the CITY's investment risk constraints and the cash flow characteristics of the portfolio.

City of Napoleon, Ohio - Investment Policy

POLICY 5.0 DELEGATION OF AUTHORITY AND INVESTMENT PROCEDURES:

Authority to manage the CITY's investment program is derived from the following: City Charter, **Article 5 IV, Section 5.03 4.07** and City Administrative Code of Ordinances - Chapter 137 **all sections (Sections 137.01 and 137.06)**, and related sections of the ORC Chapters 135 and 731 (Sections 135.14 through 135.182, and Sections 731.567 to 731.59). All items listed are available online as listed in attached "**APPENDIX C**". This Appendix shall be deemed updated from time-to-time as changes occur to those sections listed.

5.1 Management Responsibility:

Management responsibility for the investment program is hereby delegated to the Finance Director (hereinafter referred to as **DIRECTOR**), who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Pursuant to Section 137.03 of the City Administrative Code, in the absence of the DIRECTOR, the designated ACTING FINANCE DIRECTOR is authorized to take those actions on behalf of the CITY that are delegated to the DIRECTOR.

The DIRECTOR and his/her Assistants shall participate in any beginning and/or continuing education training programs sponsored by the Treasurer of the State of Ohio, the Auditor of State of Ohio, or any professional association such as the Government Finance Officers Association (GFOA) or the Ohio Association of Public Treasurers (OAPT). Through participation in such programs, the DIRECTOR and his/her Assistants will develop and maintain an enhanced background and working knowledge in investment, cash management, and ethics.

5.2 Investment Procedures:

The DIRECTOR shall establish written procedures for the operation of the investment program consistent with this POLICY. The procedures should include reference to: safekeeping, PSA repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. The ACTING FINANCE DIRECTOR is authorized to execute investment transactions, or delegate such authority, in the absence of the DIRECTOR. No person may engage in an investment transaction except as provided under the terms of this POLICY and following the procedures established by the DIRECTOR. Procedures are attached as "**APPENDIX D**". This Appendix shall be deemed updated from time-to-time as changes occur.

POLICY 6.0 ETHICS AND CONFLICTS OF INTEREST:

6.1 Ethics:

All State of Ohio ORC Ethics Laws and related statutes **are available online as listed in see** attached "**APPENDIX E**", and shall apply to those with the responsibility and authority of investment transactions. This Appendix shall be deemed updated from time-to-time as changes occur.

City of Napoleon, Ohio - Investment Policy

6.2 Conflicts of Interest:

Investment officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials and employees shall disclose to COUNCIL any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the CITY.

POLICY 7.0 AUTHORIZED FINANCIAL DEALERS, ADVISORS & INSTITUTIONS:

The DIRECTOR will maintain a list of Financial Institutions and Advisors authorized to provide investment services to the City. See attached list “**APPENDIX F**” for approved financial institutions, advisors and dealers. This Appendix shall be updated from time-to-time as institutions or dealers are added or deleted.

7.1 Investment Advisors:

The CITY may engage the services of an investment advisor (hereinafter referred to as ADVISOR) to assist in the management of the CITY investment portfolio in a manner consistent with the CITY objectives. Such investment advisor may be granted discretion to purchase and sell investment securities in accordance with this investment policy. The investment advisor must be licensed by the division of securities under section 1707.141 of ORC or registered with the Securities & Exchange Commission, and possess experience in public funds investment management specifically in the area of state and local government investment portfolios, or the investment advisor is an eligible institution as mentioned in section of 135.03 of the ORC.

7.2 Annual Review:

The investment advisor must enter into a written investment advisory agreement with the CITY. The investment advisor must supply a copy of their Form ADV Part 2, or make a copy available, on an annual basis. In addition, the investment advisor must provide a periodic update to the CITY of the investment strategy, activity and portfolio metrics. Such update will be scheduled upon the request of the CITY on an annual basis, at a minimum.

7.3 Public Depository:

No public deposit shall be made except in a qualified public depository as established by laws of the State of Ohio.

7.4 Policy Verification:

The State of Ohio requires a copy of this POLICY to be forwarded to each investment advisor, bank, broker or dealer doing investment transactions with the CITY. Their signature will be required indicating that they have received, read, understand, and will abide by its contents when recommending or selling investments to the CITY. The CITY and/or ADVISOR will develop and provide an authorization form for this verification process.

City of Napoleon, Ohio - Investment Policy

POLICY 8.0 AUTHORIZED & SUITABLE INVESTMENTS:

The DIRECTOR is empowered to invest in any security specifically approved as a part of this POLICY, listed below, and any security listed in the ORC, Chapter 135, that may be amended from time-to-time. The DIRECTOR and/or ADVISOR may obtain competitive quotes for each investment transaction. Eligible obligations include but are not limited to:

8.1 Obligations of the United States Government:

Bonds, notes, or other obligations of or guaranteed by the United States, or those of which the faith of the United States is pledged for the payment of the principal and interest thereon. This will include:

- 1) U.S. Treasury Bills;
- 2) U.S. Treasury Notes;
- 3) U.S. Treasury Bonds;
- 4) U.S. Treasury Strips.

8.2 Instrumentalities of the Federal Government:

Bonds, notes, debentures, or any obligations or securities issued by any federal government agency or instrumentality. All federal government agency or instrumentality securities must be direct issuances of the federal government agency or instrumentality. Issuers include:

- 1) Federal Farm Credit Bank;
- 2) Federal Home Loan Bank;
- 3) Federal Home Loan Mortgage Corporation;
- 4) Federal National Mortgage Association.

8.3 Commercial Paper:

Commercial Paper issued by any corporation incorporated under the laws of the United States or any state for which the following conditions apply:

- 1) Rated at the time of purchase in the single highest classification by two nationally recognized rating agencies.
- 2) The aggregate value of the notes does not exceed ten per cent of the aggregate value of the outstanding commercial paper of the issuing corporation.
- 3) Any investment in commercial paper of a single issuer shall not exceed 5% of the CITY investment portfolio at time of purchase.
- 4) The maximum maturity is 270 days.
- 5) The combined total invested in commercial paper and bankers acceptances is limited to 40% of the CITY investment portfolio at time of purchase.

8.4 Banker's Acceptances:

Banker's acceptances of banks insured by the Federal Deposit Insurance Corporation (FDIC) for which the following conditions apply:

- 1) The maximum maturity is 270 days.
- 2) The combined total invested in commercial paper and bankers acceptances is limited to 40% of the CITY investment portfolio at time of purchase.

8.5 Master Repurchase Agreements:

City of Napoleon, Ohio - Investment Policy

Repurchase Agreements with banks or institutions that have signed a written “Master Repurchase Agreement” which is on file with the CITY and are eligible for investment under State of Ohio statutes.

8.6 Certificates of Deposit:

Interim deposits in the eligible institutions applying for interim monies as provided in Section 135.08 of the ORC. The award of interim deposits shall be made in accordance with Section 135.09 of the ORC.

This includes investments in Certificates of Deposit with FDIC insurance coverage on the full amount of deposit plus accrued interest administered through the Certificate of Deposit Account Registry Service (CDARS). Eligibility of this investment is outlined in ORC.135.144 and would also apply to any other program that is deemed to meet the requirements of such statute.

8.7 Municipal Securities:

Bonds and other obligations of the State or its political subdivisions provided that, with respect to bonds or other obligations of political subdivisions, all of the following apply:

- 1) The bonds or other obligations are payable from general revenues of the political subdivision and backed by the full faith and credit of the political subdivision.
- 2) The bonds or other obligations are rated at the time of purchase in the three highest classifications established by at least one nationally recognized standard rating service and purchased through a registered securities broker or dealer.
- 3) The aggregate value of the bonds or other obligations does not exceed 20% of the City’s investment portfolio at the time of purchase.
- 4) The CITY is not the sole purchaser of the bonds or other obligations at original issuance.

8.8 Money Market Mutual Funds:

No-load money market mutual funds consisting exclusively of securities described in paragraphs 8.1 and 8.2 of this Section and repurchase agreements secured by such obligations, provided that the investments in securities described in the division are made only through eligible institutions mentioned in Section 135.03 of the ORC.

8.9 Other Suitable Investments:

- 1) The Ohio State Treasurer’s Asset Reserve Fund (STAR Ohio).
- 2) The STAR Plus Federally Insured Cash account.

POLICY 9.0 COLLATERALIZATION:

Collateralization will be required on two types of investments: CD’s and repurchase (and reverse) agreements.

9.1 Certificates of Deposit:

CD’s must be backed by collateral with a market value of at least one hundred five percent (105%) of ~~pooled specific~~ collateral of the certificate's value, **or 102% for pooled collateral (Pursuant to Chapter 135 4 of the ORC)** less FDIC, by a surety bond, or other as allowed by ORC.

9.2 Collateral Holding:

The collateral for certificates of deposit may be held by a third party, or in a separate trust account, or in a pool of securities as defined in Chapter 135 of the ORC. Specific

City of Napoleon, Ohio - Investment Policy

collateral issued will always be held by an independent third party with whom the CITY has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the CITY and retained. The right of collateral substitution is granted.

The CITY's demand deposit accounts may be placed in an account which meets the pooled collateral requirements stated in ORC Chapter 135. In this case, the collateral may be held by the institution at which the active funds are deposited.

9.3 Repurchase Agreements:

A Master Repurchase Agreement must be entered into between the CITY and the bank or broker/dealer covering any investments in repurchase agreements.

The individual securities which collectively are the subject of a repurchase agreement become the property of the CITY for the period of the agreement and are to be held by a third party for safekeeping. In order to anticipate market changes and provide a level of security for all funds invested under a repurchase agreement, the collateralization level will be one hundred two percent (102%) of the market value of principal and accrued interest.

POLICY 10.0 SAFEKEEPING AND CUSTODY:

All security transactions, including specific collateral for repurchase agreements, entered into by the CITY, except CD's, shall be conducted on a **delivery-versus-payment (DVP)** basis. Securities will be held by a third party custodian designated by the DIRECTOR and evidenced by safekeeping receipts.

POLICY 11.0 DIVERSIFICATION:

The CITY will consider diversification in its investments by security type and institution. Portfolio allocations by percentage of total funds available at time of investments are:

1) U.S. Government Guaranteed Obligations	100%
2) Obligations of Federal Instrumentality's	100%
3) Certificates of Deposits	100%
4) Repurchase Agreements	100%
5) Star Ohio (Authorized Pool)	100%
6) Commercial Paper & Banker's Acceptances Combined	40%
7) Commercial Paper per Issuer	5%
8) Municipal Securities	20%
9) Money Market Mutual Funds	100%
10) Star Ohio or Star Plus	100%

POLICY 12.0 PROHIBITED INVESTMENT PRACTICES:

The CITY is prohibited by state law from investment in stripped principal or interest obligations, reverse purchase agreements and derivatives. The issuance of taxable notes for the purpose of arbitrage, as well as the use of leverage and short term selling is also prohibited.

City of Napoleon, Ohio - Investment Policy

POLICY 13.0 MAXIMUM MATURITIES:

To the extent possible, the CITY will attempt to match its investments with anticipated cash flow requirements.

13.1 Maximum Maturity:

The maximum maturity for any investment including certificates of deposit but excluding commercial paper and banker's acceptances will be five (5) years from the date of purchase unless, as per the ORC, the investment is matched to a longer term liability of the CITY. Commercial paper and banker's acceptances are limited to a maximum maturity of 270 days.

Investments shall be made with the reasonable expectation they can be held to maturity. Securities may be redeemed or sold prior to maturity to meet additional liquidity needs, to enhance the yield of the portfolio, to re-structure the portfolio or to realize any capital gains.

POLICY 14.0 INTERNAL CONTROLS:

The DIRECTOR shall establish an annual process of independent review by an external auditor. This review will provide internal controls by assuring compliance with policies and procedures. Annual Audits are directed or performed by the State of Ohio, State Auditors Office.

POLICY 15.0 PERFORMANCE STANDARDS:

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

15.1 Market Yield- Benchmark:

The entity's investment strategy is active. Given this strategy, the basis used by the DIRECTOR to determine whether market yields are being achieved shall be the **one year U.S. Treasury Bill-average Star Ohio yield over a twelve (12) month period.**

POLICY 16.0 REPORTING:

The DIRECTOR shall provide COUNCIL, at a minimum, quarterly investment reports which provide a clear picture of the status of the current investment portfolio. The reports should include comments on the fixed income markets and economic conditions, discussions regarding restrictions on percentage of investment by categories, possible changes in the portfolio structure going forward and thoughts on investment strategies.

City of Napoleon, Ohio - Investment Policy

16.1 Reporting Format:

Schedules in the quarterly report should include the following:

- 1) A detailed listing of individual securities held at the end of the reporting period by authorized investment category.
- 2) Average life and final maturity of all investments listed.
- 3) Coupon, discount or earnings rate.
- 4) Par value, Amortized Book Value and Market Value as applicable.
- 5) Percentage of the Portfolio represented by each investment category.

POLICY 17.0 INVESTMENT POLICY ADOPTION:

The CITY's POLICY shall be adopted by Ordinance of the CITY's legislative authority, see "**APPENDIX G**". This POLICY may be reviewed annually by the COUNCIL and modifications made thereto must be approved by the COUNCIL on a simple Motion.

POLICY 18.0 SIGNATURES (APPOINTING AUTHORITY):

	_____/S/_____ Joel L. Mazur, City Manager
Joel L. Mazur, City Manager	Joel L. Mazur, City Manager

	_____/S/_____ Gregory J. Heath Kelly O'Boyle, Finance Director
Gregory J. Heath Kelly O'Boyle, Finance Director	Gregory J. Heath Kelly O'Boyle, Finance Director

APPROVED AS TO FORM:

	_____/S/_____ Billy D. Harmon, Law Director
Billy D. Harmon, Law Director	Billy D. Harmon, Law Director

POLICY 19.0 GLOSSARY:

City of Napoleon, Ohio - Investment Policy

Agencies: Federal agency securities and/or Government-sponsored enterprises.

Asked: The price at which securities are offered.

Bankers' acceptance (BA): A draft or bill or exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

Bid: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

Broker: A broker brings buyers and sellers together for a commission.

Certificate of Deposit (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

Collateral: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public funds.

Comprehensive Annual Financial Report (CAFR): The official annual report for the City of Napoleon, Ohio. It includes five (5) combined statements for each individual fund and account group prepared in conformity with GAAP. It also includes supporting schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, extensive introductory material, and a detailed Statistical Section.

Coupon: 1.) The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. 2.) A certificate attached to a bond evidencing interest due on a payment date.

Dealer: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his own account.

Debenture: A bond secured only by the general credit of the issuer.

Delivery Versus Payment: There are two (2) methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

Discount: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price shortly after sale also is considered to be at a discount.

Discount securities: Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

Diversification: Dividing investment funds among a variety of securities offering independent returns.

Federal Credit Agencies: Agencies of the Federal government set up to supply credit to various classes of institutions and individuals, e.g., S&L's, small business firms, students, farmers, farm cooperatives, and exporters.

Federal Deposit Insurance Corporation (FDIC): A federal agency that insures bank deposits, currently up to \$100,000 per deposit.

Federal Farm Credit Banks (FFCB): The Federal Farm Credit Banks Funding Corporation is an integral part of the Farm Credit System, a leading provider of loans, leases and services to rural

City of Napoleon, Ohio - Investment Policy

communities and U.S. agriculture. The Farm Credit System is a government sponsored enterprise, created in 1916 and dedicated to assuring a steady source of financing to qualified borrowers. The Funding Corporation issues highly rated notes and bonds on behalf of the four Banks of the Farm Credit System: AgFirst FCB, AgriBank, FCB of Texas and CoBank, ACB and partners with a select group of dealers to market and distribute the securities to investors in the United States and around the world.

Federal Funds Rate: The rate of interest at which Fed funds are traded. This rate is currently pegged by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB): Government sponsored wholesale banks (currently 12 regional banks) which lend funds and provide correspondent banking services to member commercial banks, thrift institutions, credit unions and insurance companies. The mission of the FHLB's is to liquefy the housing related assets of its members who must purchase stock in their district Bank.

Federal Home Loan Mortgage Corporation (FHLMC): The Federal Home Loan Mortgage Corporation (FHLMC), known as Freddie Mac, is a stock-holder owned government-sponsored enterprise (GSE). The FHLMC was created in 1970 to expand the secondary market for mortgages in the US. Along with the Federal National Mortgage Association (Fannie Mae), Freddie Mac buys mortgages on the secondary market, pools them, and sells them as a mortgage-backed security to investors on the open market. In addition Freddie Mac issues general debt obligations to fund its working capital requirements. Freddie Mac's securities are highly liquid and widely accepted.

Federal National Mortgage Association (FNMA): FNMA, like GNMA was chartered under the Federal National Mortgage Association Act in 1938. FNMA is a federal corporation working under the auspices of the Department of Housing and Urban Development (HUD). It is the largest single provider of residential mortgage funds in the United States. Fannie Mae, as the corporation is called, is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans, in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted. FNMA assumes and guarantees that all security holders will receive timely payment of principal and interest.

Federal Open Market Committee (FOMC): Consists of seven members of the Federal Reserve Board and five (5) of the twelve (12) Federal Reserve Bank Presidents. The President of the New York Federal Reserve Bank is a permanent member, while the other Presidents serve on a rotating basis. The Committee periodically meets to set Federal Reserve guidelines regarding purchases and sales of Government Securities in the open market as a means of influencing the volume of bank credit and money.

Federal Reserve System: The central bank of the United States created by Congress and consisting of a seven (7) member Board of Governors in Washington, D.C., 12 regional banks and about 5,700 commercial banks that are members of the system.

Generally Accepted Accounting Practice (GAAP): Generally Accepted Accounting Practice for local governmental entities.

General Purpose Financial Statements (GPFS): General Purpose Financial Statements prepared for the entity reporting financial status.

Government National Mortgage Association (GNMA or Ginnie Mae): Securities influencing the volume of bank credit guaranteed by GNMA and issued by mortgage bankers, commercial

City of Napoleon, Ohio - Investment Policy

banks, savings and loan associations, and other institutions. Security holder is protected by full faith and credit of the U.S. Government. Ginnie Mae securities are backed by the FHA, VA or FMHM mortgages. The term "pass-through" is often used to describe Ginnie Maes.

Liquidity: A liquid asset is one that can be converted easily and rapidly into cash without a substantial loss of value. In the money market, a security is said to be liquid if the spread between bid and asked prices is narrow and reasonable size can be done at those quotes.

Local Government Investment Pool (LGIP): The aggregate of all funds from political subdivisions that are placed in the custody of the State Treasurer for investment and reinvestment.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Master Repurchase Agreement: A written contract covering all future transactions between the parties to repurchase--reverse repurchase agreements that establish each party's rights in the transactions. A master agreement will often specify, among other things, the right of the buyer-lender to liquidate the underlying securities in the event of default by the seller-borrower.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Money Market: The market in which short-term debt instruments (bills, commercial paper, bankers' acceptances, etc.) are issued and traded.

Municipal Securities: A general term referring to a bond, note, warrant, certificate of participation or other obligation issued by a state or local government or their agencies or authorities (such as cities, towns, villages, counties or special districts or authorities). A prime feature of most municipal securities is that interest or other investment earnings on them are generally excluded from gross income of the bondholder for federal income tax purposes. Some municipal securities are subject to federal income tax, although the issuers or bondholders may receive other federal tax advantages for certain types of taxable municipal securities.

Offer: The price asked by a seller of securities. (When you are buying securities, you ask for an offer.) See Asked and Bid.

Open Market Operations: Purchases and sales of government and certain other securities in the open market by the New York Federal Reserve Bank as directed by the FOMC in order to influence the volume of money and credit in the economy. Purchases inject reserves into the bank system and stimulate growth of money and credit; sales have the opposite effect. Open market operations are the Federal Reserve's most important and most flexible monetary policy tool.

Portfolio: Collection of securities held by an investor.

Primary Dealer: A group of government securities dealers who submit daily reports of market activity and positions and monthly financial statements to the Federal Reserve Bank of New York and are subject to its informal oversight. Primary dealers include Securities and Exchange Commission (SEC) registered securities broker-dealers, banks and a few unregulated firms.

Prudent Person Rule: An investment standard. In some states the law requires that a fiduciary, such as a trustee, may invest money only in a list of securities selected by the custody state--the so-called legal list. In other states the trustee may invest in a security if it is one which would be

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bought by a prudent person of discretion and intelligence who is seeking a reasonable income and preservation of capital.

Qualified Public Depositories: A financial institution which does not claim exemption from the payment of any sales or compensating use or ad Valorem taxes under the laws of this state, which has segregated for the benefit of the commission eligible collateral having a value of not less than its maximum liability and which has been approved by the Public Deposit Protection Commission to hold public deposits; as established by laws of the State of Ohio.

Rate Of Return: The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond the current income return.

Repurchase Agreement (RP OR REPO): A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. The security "buyer" in effect lends the "seller" money for the period of the agreement, and the terms of the agreement are structured to compensate him for this. Dealers use RP extensively to finance their positions. Exception: When the Fed is said to be doing RP, it is lending money that is, increasing bank reserves.

Safekeeping: A service to customers rendered by banks for a fee whereby securities and valuables of all types and descriptions are held in the bank's vaults for protection.

Secondary Market: A market made for the purchase and sale of outstanding issues following the initial distribution.

Securities & Exchange Commission: Agency created by Congress to protect investors in securities transactions by administering securities legislation.

Sec Rule 15c301: See Uniform Net Capital Rule.

Structured Notes: Notes issued by Government Sponsored Enterprises (FHLB, BNMA, SLMA, etc.) And Corporations which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

Treasury Bills: A non-interest bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in three (3) months, six (6) months, or one (1) year.

Treasury Bonds: Long-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities of more than ten (10) years.

Treasury Notes: Medium-term coupon-bearing U.S. Treasury securities issued as direct obligations of the U.S. Government and having initial maturities from two (2) to ten (10) years.

Treasury Strips: Treasury STRIPS are fixed-income securities sold at a significant discount to face value and offer no interest payments because they mature at par. STRIPS is the acronym for Separate Trading of Registered Interest and Principal of Securities. STRIPS let investors hold

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and trade the individual interest and principal components of eligible Treasury notes and bonds as separate securities. When a Treasury fixed-principal note or bond or a Treasury inflation-protected security (TIPS) is stripped through the commercial book-entry system each interest payment and the principal payment becomes a separate zero-coupon security. Each component has its own identifying number and can be held or traded separately. STRIPS are not issued or sold directly to investors. STRIPS can be purchased and held only through financial institutions and government securities brokers and dealers.

Uniform Net Capital Rule: Securities and Exchange Commission requirement that member firms as well as non-member broker-dealers in securities maintain a maximum ratio of indebtedness of liquid capital of 15 to 1; also called net capital rule and net capital ratio. Indebtedness covers all money owed to a firm, including margin loans and commitments to purchase securities, one reason new public issues are spread among members of underwriting syndicates. Liquid capital includes cash and assets easily converted into cash.

Yield: The rate of annual income return on an investment, expressed as a percentage.

- 1.) *Income Yield* is obtained by dividing the current dollar income by the current market price for the security.
- 2.) *Net Yield* or *Yield To Maturity* is the current income yield minus any premium above par or plus any discount from par in purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

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Attachment to Investment Policy

CHART OF ACCOUNTS - FUND LISTING

Revised as of **October 19, 2018**

I - GOVERNMENTAL FUND TYPES (100 - 499):

1 - General Fund Types (100 - 199):

100 General Fund
101 General Reserve Balance Fund
123 Special Events Fund
130 Economic Development Fund
147 Unclaimed Monies Fund
170 Municipal Income Tax Fund
180 KWH Tax Collections Fund
195 Law Library Fund

2 - Special Revenue Fund Types (200 - 299):

200 Street Construction, Maintenance and Repair Fund
201 State Highway Improvement Fund
202 Municipal (50%) Motor Vehicle License Tax Fund
203 Municipal (100%) Motor Vehicle License Tax Fund
204 County Vehicle License Permissive Tax Fund
210 EMS Transport Service Fund
220 Recreation Fund
227 Cemetery Trust Fund
240 Hotel / Motel Tax Fund
242 Fire Equipment Fund
243 Fire Loss Claims Fund
261 CDBG Program Income Fund
270 Indigent Drivers Alcohol Treatment Fund
271 Law Enforcement and Education Fund
272 Court Computerization Fund
273 Law Enforcement Trust Fund
274 Mandatory Drug Fine Fund
275 Municipal Probation Service Fund
~~276 Law Enforcement Overtime Grant Fund~~
277 Probation Officer Grant Fund
278 Court Special Projects Fund
279 Handicap Parking Fines Fund
280 Certified Police Training Fund
281 Indigent Drivers Interlock/Alcohol Fund
287 Probation Improvement and Incentive Grant Fund
288 Justice Reinvestment Incentive Grant Fund
290 Police Pension Fund
291 Fire Pension Fund
295 IRS 125 Plan Employee Benefits Fund

~~(Fund Listing – Continued Next Page)~~

APPENDIX A
Attachment to Investment Policy

(Fund Listing – Continued)

3 - Debt Service Fund Types (300 - 399):

300 General Bond Retirement Fund
310 Special Assessment Bond Retirement Fund

4 - Capital Project Fund Types (400 - 499):

221 Napoleon Aquatic Center

400 Capital Improvement Fund
401 Capital Improvement Funding Reserve Fund
410 Fire Facility Training Grant Fund

II - PROPRIETARY FUND TYPES (500 - 699):

5 - Enterprise Fund Types (500 - 599):

500 Electric Utility Revenue Fund
503 Electric Development Fund
510 Water Revenue Fund
511 Water Depreciation and Reserve Fund
512 Water Debt Reserve Fund
513 Water OWDA Bond Retirement Fund
519 Water Plant Improvement and Renovation Fund
520 Sewer Utility Revenue Fund
521 Sewer Utility Replacement and Improvement Fund
522 Sewer Utility Debt Reserve Fund
523 OWDA Special Assessment Debt Retirement Fund
532 Williams Pump Station Improvement Project Fund
560 Sanitation (Refuse) Revenue Fund
561 Sanitation (Refuse) Depreciation and Reserve Fund
580 Meter Deposits (Utility Services) Fund

6 - Internal Service Fund Types (600 - 699):

600 Central Garage Rotary Fund

APPENDIX B
Attachment to Investment Policy

ORDINANCE NO. 116-97

**AN ORDINANCE PROVIDING FOR THE CREDITING OF INTEREST
FROM INVESTED FUNDS AND REPEALING ORDINANCE 11-96**

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

Section 1. That, the City Finance Director is authorized and directed to credit all interest from investments in certain specific funds as contained in attached Exhibit "A" made a part of this Ordinance back to the specific funds.

Section 2. That, the Finance Director is authorized and directed to credit all interest from investments in certain specific funds as contained in Exhibit "B" made a part of this Ordinance to the General Fund.

Section 3. That, any new funds added that earn interest other than those found in attached Exhibits "A" & "B" be automatically designated to the 100 General Fund unless otherwise authorized by Council or prohibited by law.

Section 4. That, for the purpose of this Ordinance, interest earnings shall be determined by a percentage of the beginning of the month fund balances against any actual interest earned for the month being credited.

Section 5. That, Ordinance Number 11-96 is repealed.

Section 6. That, the crediting, placement and adjustment of interest shall be retroactively applied to January 1, 1998 in accordance with the provisions of this Ordinance.


Section 7. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 8. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

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

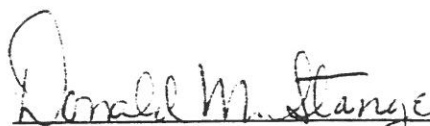
Passed:

12/29/97


Michael J. DeWit, Council President

Approved:

12/29/97


Donald M. Stange, Mayor

VOTE ON PASSAGE 7 Yea 0 Nay 0 Abstain

APPENDIX B
Attachment to Investment Policy

Attest:



Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 116-97 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the 9th day of January, 19 98; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.



Gregory J. Heath, Clerk/Finance Director

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APPENDIX C
Attachment to Investment Policy

Authorization to Invest, City and State Code Sections – Accessed Online

- City Charter, Article IV, Section 4.07

Reference Website:

<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OHNapoleon>

Click On > CHARTER OF THE CITY OF NAPOLEON, OHIO

Click On > ARTICLE IV - ADMINISTRATIVE DEPARTMENTS

Click On > SECTION 4.07 – Department of Finance

- City Administrative Code

Reference Website:

<http://whdrane.conwaygreene.com/NXT/gateway.dll?f=templates&fn=default.htm&vid=whdrane:OHNapoleon>

Click On > PART 1 – ADMINISTRATIVE CODE

Click On > TITLE FIVE - Administrative

Click On > CHAPTER 137 - Department of Finance

Click On > 137.01 - Department of Finance established; powers and duties of
Finance Director.

Click On > 137.06 - Investment policy.

- State - Ohio Revised Code,

Reference Website:

<http://codes.ohio.gov/orc/135>

Click On > Chapter 135 UNIFORM DEPOSITORY ACT

Click On > Sub-Chapters 135.14 through 135.182

Click On > Chapter 731 ORGANIZATION

Click On > Sub-Chapters 731.56 through 731.59

APPENDIX D
Attachment to Investment Policy

INVESTMENT PROCEDURES MANUAL
Revised as of June 15, 2016October 22 19, 2018

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Attachment to Investment Policy

PROCEDURES 0.0 PREFACE:

This document outlines the Investment Procedures for the Investment Program of the City of Napoleon, Ohio (hereafter referred to as **CITY**). The Investment Program is governed by the City Investment Policy as adopted by City Council and, along with input from the **CITY's** contracted Investment Advisor (hereafter referred to as **ADVISOR**), is implemented by the City Finance Director (also known as the Investment Officer, hereafter referred to as **DIRECTOR**), or by his/her designee. Changes to these procedures may be made from time-to-time by the **DIRECTOR** to reflect actual practice and changes to the City Investment Policy.

PROCEDURES 1.0 PURPOSE:

The purpose of Investment Procedures Manual is to create guidelines a to assist Finance staff with the day-to-day Investment Operations. As each City's investment operations are unique; these guidelines are listed as an outline, with individual items to be added or deleted as necessary or appropriate.

PROCEDURES 2.0 CASH REVIEW AND POOLING OF FUNDS:

The **DIRECTOR** or his/her designee (along with input from the **ADVISOR**) must review the Cash balances and investment portfolio daily, or as needed. Except for cash in certain restricted and special funds, the **CITY** will consolidate cash balances from ALL funds to maximize investment earnings.

Items to be reviewed should include:

- a) Balances, by fund if so deposited, at primary bank.
- b) Balances, by fund if so deposited at all other banks.
- c) Maturing investments (includes CD's, Commercial Paper, Bankers Acceptances and other General Securities).
- d) Bond sales and other large, periodic receipts.
- e) Bond and coupon payments (debt service) and other large periodic cash disbursements.

PROCEDURES 3.0 INVESTMENT SELECTION:

The **DIRECTOR** determines how much of the cash balance is available for investment and, with input from the **ADVISOR**, selects the area of the yield curve that most closely matches the required maturity date. In determining the maturity date, the **DIRECTOR** and **ADVISOR** should consider liquidity, cash flow and expected expenditures. A review of some of the following sources may be made to determine whether the investments should be placed to match projected expenditures or shorter, or to take advantage of current and expected interest rate environments:

- a) Wall Street Journal or similar daily business publication.
- b) Input from approved broker/dealers.
- c) Input from depository banks.
- d) Publications on general trends of economic statistics.
- e) Input from data services (Bloomberg, Reuters, etc.)

(PROCEDURES 3.0 INVESTMENT SELECTION – Continued Next Page)

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(PROCEDURES 3.0 INVESTMENT SELECTION – Continued)

To maintain the portfolio's current characteristics and/or to enhance its yield, swapping (i.e. the simultaneous sale of one security and the purchase of another) will be permitted provided that the loss, if any, on the sale is recovered in one-half (1/2) the time remaining to maturity of the security being sold.

PROCEDURES 4.0 PURCHASING AN INVESTMENT:

The **DIRECTOR**, with recommendations from the **ADVISOR**, shall establish with whom the **CITY** is going to transact business. This may be accomplished through the use of a developed questionnaire, which helps provide the following evaluation:

- a) Financial condition, strength and capability to fulfill commitments.
- b) Overall reputation with other dealers and investors.
- c) Regulatory status of the broker/dealer (providers).
- d) Background and expertise of the individual representative.

Financial (primary banking) institutions may be selected through the use of a "Request for Proposal (RFP)." The use of a nationally recognized financial institution rating organization may be used to assist in the evaluation.

The **ADVISOR** or the **DIRECTOR**, may contact an appropriate number of institutions, or as specified by the Investment Policy. In addition to the **DIRECTOR**, the **ADVISOR** is authorized to contact approved **Primary Broker/Dealers** and Banks to request offerings. With approval from the **DIRECTOR**, the **ADVISOR** may direct transactions with said **Primary Broker/Dealers** and Banks.

Final execution of any transactions **may be completed by the ADVISOR or the DIRECTOR.** and Movement of actual funds is the sole responsibility of **The the DIRECTOR** or his/her designee.

If a The **DIRECTOR** or **ADVISOR** should be as specific as possible in requesting **the any** offering. particular type of investment or a particular issuing agency is to be excluded due to policy limitations that should be stated to the providers. If collateral is required (i.e. for Repo's or CD's), the collateral limitations (excess margin, types of securities, maximum maturity, etc.) should be specified.

The following must be determined prior to contacting the providers:

- a) Settlement - cash, regular (next day), corporate (3 business days) or when-issued if a new issue.
- b) Amount - either par value or total dollars to be invested.
- c) Type of security to be purchased, or type to be excluded.
- d) Targeted maturity, or maturity range.
- e) Time limit to show offering - 5 minutes, 15 minutes, etc.

If choosing an external pool or fund as the preferred investment vehicle, the following should

APPENDIX D
Attachment to Investment Policy

be available for inspection prior to purchase and at any reasonable time thereafter:

(PROCEDURES 4.0 PURCHASING AN INVESTMENT – Continued Next Page)
(PROCEDURES 4.0 PURCHASING AN INVESTMENT – Continued)

- a) A written investment policy, if a government-run investment pool.
- b) A prospectus for money-market funds, mutual funds or bank-managed funds.
- c) A schedule of the types of reports and the frequency of distribution.
- d) A clear description of how interest rates are calculated (30/360, actual/365, etc.)
- e) A schedule of when and how income is distributed.
- f) Are the pool or fund types of investments restricted to your own legal and policy limits?
- g) Are the pool or fund investments restricted to your own maturity limits?

Before concluding the transaction, the **DIRECTOR** and/or **ADVISOR** should validate the following:

- a) The security selected for purchase meets all criteria, including portfolio diversification, collateralization (if appropriate) and maturity. If the security has any imbedded options such as call provisions or coupon adjustments, these should also be reviewed.
- b) Yield calculations should be verified.
- c) Total purchase cost (including accrued interest) does not exceed funds available for investment.
- d) Advise the successful provider that their offering has been selected for purchase.
- e) After confirmation of purchase, as a courtesy, notify the other broker/dealers or banks that you have placed the investment. Best price may be disclosed, if you choose to do so.

After consummation of the transaction, and prior to settlement date, the **DIRECTOR** and/or **ADVISOR** and the provider should exchange and review the following information to ensure prompt and uninterrupted settlement:

- a) Name of third-party safekeeping agent.
- b) ABA number of safekeeping agent.
- c) Safekeeping account number.
- d) Reconfirm amount of transaction.
- e) Reconfirm settlement date.
- f) Acquire CUSIP number of security, if applicable.

PROCEDURES 5.0 SETTLEMENT AND FOLLOW-THROUGH:

The **DIRECTOR** and/or **ADVISOR** should forward to the safekeeping agent a report of the investment transaction. The report may be verbal, but a written form should be sent and acknowledged. When applicable, the following should be verified:

- a) Provision of receipt or disbursement of funds.
- b) Internal transfer or wiring of funds.
- c) Validation of written "safekeeping receipt".
- d) Notification of discrepancy prior to acceptance or rejection of the transaction.
- e) Immediate notification if a fail has occurred: by provider if they are

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Attachment to Investment Policy

responsible, by safekeeping agent if they are responsible.

PROCEDURES 6.0 ACCOUNTING, REPORTING AND AUDITING:

The **DIRECTOR** along with the **ADVISOR**, in conjunction with the appropriate supervisor(s), and/or peers, should establish the following:

- a) Formats for **any** daily, weekly, monthly, quarterly and annual reports which will be provided to
City Council and other appropriate City Authorities.
- b) Benchmark(s) to measure the performance of the investment program. Such benchmarks should be representative of the makeup of the investment portfolio, and as such should be subject to change as the structure of the portfolio changes.
- c) A method of prorating, if appropriate, of investment income from pooled investments to participating funds.
- d) A program to ensure:
 - 1) Compliance with Generally Accepted Accounting Principles (GAAP) of the Government Account Standards Board (GASB);
 - 2) Establishment of a system of written internal controls designed to detect fraud, error, misrepresentation or imprudent actions;
 - 3) Documented (initialed) review of investment activities by the appropriate supervisors and/or elected authorities, as provided in the investment policy;
 - 4) Review of investment operations by the City Council and an external auditor (state examiner, independent auditor, etc.).
- e) Upon request the **DIRECTOR** should make available to those in the **CITY** concerned with ethics any information about the investment program which may be of interest to them.

PROCEDURES 7.0 ALLOCATION OF INVESTMENT INCOME:

Investment income will be allocated monthly to the various funds based on their respective participation (Percentage "%" of Fund Balance as of the first day of each Month), and in accordance with GAAP.

Fund income allocation is authorized by a separate Ordinance adopted by City Council. This Ordinance is attached and referenced as "**APPENDIX B**" in the City's Investment Policy.

APPENDIX E
Attachment to Investment Policy

Ohio Ethics Law – Accessed Online

- Ohio Ethics Law – PDF Copy

Reference Website:

<https://www.ethics.ohio.gov/education/factsheets/ethicslaw.pdf>

APPENDIX F
Attachment to Investment Policy
Listed Contact Name and Phone Numbers are Subject to Change

AUTHORIZED BROKERS/DEALERS, BANKS AND INVESTMENT ADVISORS
Revised Dealers List as of October 19, 2018
City of Napoleon, Ohio

BROKERS / DEALERS LIST:

- | | | |
|------|---|--|
| 1 - | Fifth Third Securities
21 East State Street, 14th Floor
Columbus, Ohio 43215 | Contact: Jim Miehl
Phone: 800-228-8852 |
| 2 - | Barclays Capital US
745 7 th Avenue
New York, NY 10019 | Contact: Sarah Tselios
Phone: 212-526-7000 |
| 3 - | BB&T Capital Markets
1133 Avenue of the Americas
New York, NY 10036 | Contact: Deb Gellman
Phone: 212-822-8119 |
| 4 - | BNY Mellon Capital
240 Greenwich Street
New York, NY 10286 | Contact: James Niederhauser
Phone: 212-815-6000 |
| 5 - | BofA Merrill Lynch
One Bryant Park
115 W. 42 nd Street
New York, NY 10036 | Contact: Michael York
Phone: 212-764-0694 |
| 6 - | D.A. Davidson & Co.
5115 Parkcenter Ave.
Dublin, OH 43017 | Contact: Steve Conn
Phone: 614-553-6607 |
| 7 - | FC Stone
708 Third Ave.
New York, NY 10017 | Contact: Meg Suriani
Phone: 877-391-8810 |
| 8 - | FNC
485 Metro Place South
Dublin, OH 43017 | Contact: Chip Marlowe
Phone: 614-726-7353 |
| 9 - | Goldman Sachs
200 West St.
New York, NY 10282 | Contact: Joshua Levine
Phone: 212-357-6277 |
| 10 - | Huntington Capital Corporation
41 South High Street
Columbus, Ohio 43216 | Contact: Mike Valo
Phone: 800-824-5652 |

APPENDIX F
Attachment to Investment Policy
Listed Contact Name and Phone Numbers are Subject to Change

- | | | |
|------|---|---|
| 11 - | InCapital
1800 North Military Trail
Boca Raton, FL 33431 | Contact: JD Wieske
Phone: 561-361-1256 |
| 12 - | JP Morgan Securities
383 Madison Ave.
New York, NY 10179 | Contact: Richard Singh
Phone: 212-272-2000 |
| 13 - | MarketAxess
299 Park Ave.
New York, NY 10171 | Contact: David Edelstein
Phone: 312-818-4267 |
| 14 - | Morgan Stanley
200 Public Square, 26 th Floor
Cleveland, OH 44114 | Contact: Charles Brennan
Phone: 216-292-9047 |
| 15 - | MultiBank Securities
1000 Town Center
Southfield, MI 48075 | Contact: Ken Bailey
Phone: 800-967-9031 |
| 16 - | Raymond James & Associates
1100 Ridge Way Loop
Memphis, TN 38120 | Contact: Kathryn Perry
Phone: 800-564-0595 |
| 17 - | Stifel, Nicolaus & Co., Inc.
200 Public Square, Suite 2945
Cleveland, OH 44114 | Contact: Bill Ward
Phone: 216-623-1267 |
| 18 - | KeyBanc Capital Markets
127 Public Square
MailCode OH-01-27-0424
Cleveland, Ohio 44114 | Contact: George Mohan
Phone: 216-689-7118 |
| 19 - | SunTrust
850 Ridge Lake Blvd.
Memphis, TN 38120 | Contact: George Borg
Phone: 901-842-3761 |
| 20 - | Wells Fargo Securities
6075 Poplar Ave.
Memphis, TN 38119 | Contact: HT Simonton
Phone: 901-622-5306 |

APPENDIX F
Attachment to Investment Policy
Listed Contact Name and Phone Numbers are Subject to Change

INVESTMENT ADVISORS:

- | | | |
|-----|---|---|
| 1 - | Meeder Investment Management
6125 Memorial Drive
Dublin, Ohio 43017 | Contact: Eileen Stanic
Phone: 614-791-2580 |
|-----|---|---|

SAFEKEEPING SERVICES:

- | | | |
|-----|--|---|
| 1 - | PNC Bank
116 Allegheny Center
Pittsburgh, PA 15212 | Contact: Sue Moore
Phone: 412-762-3709 |
|-----|--|---|

BANKS & OTHER FINANCIAL INSTITUTIONS:

- | | | |
|-----|--|---|
| 1 - | Farmers & Merchants State Bank
2255 North Scott Street
Napoleon, Ohio 43545 | Contact: Diana Dennie
Phone: (419) 592-2077 |
| 2 - | Fifth Third Bank
606 Madison Avenue
MD 292951
Toledo, Ohio 43604 | Contact: David Koenig
Phone: (800) 366-9846 |
| 3 - | First Federal Saving & Loan
625 Scott Street
Napoleon, Ohio 43545 | Contact: John Boesling
Phone: (800) 472-6292 |
| 4 - | Henry County Bank
122 East Washington Street
Napoleon, Ohio 43545 | Contact: Tony Grieser
Phone: (419) 599-1065 |
| 5 - | Key Bank
Mailcode: OH-01-27-1711
127 Public Square
Cleveland, Ohio 44114-1306 | Contact: Paula Brewer
Phone: (216) 689-7114 |
| 6 - | PNC Bank
701 North Perry Street
Napoleon, Ohio 43545 | Contact: Trisha Badenhop
Phone: (419) 599-2010 |
| 7 - | Dexia Credit
445 Park Ave
New York, NY 10022 | Contact: Jessica Gunsch
Phone: 212-515-7166 |

APPENDIX F

Attachment to Investment Policy

Listed Contact Name and Phone Numbers are Subject to Change

- | | | |
|------|---|---|
| 8 - | Toyota Motor Credit
6565 Headquarters Drive
Plano, TX 75024 | Contact: Norman Brem
Phone: 469-486-9776 |
| 9 - | TriState Capital Bank
301 Grant Street
Pittsburgh, PA 15219 | Contact: Maggie Cooper
Phone: 412-304-0362 |
| 10 - | STAR Ohio
6125 Memorial Drive
Dublin, OH 43017 | Contact: Laura Will
Phone: 800-648-7827 |



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: *Mayor & City Council*
Kelly C. O'Boyle, City Finance Director
Roxanne Dietrich, Clerk of Council
Date: *January 27, 2020*
Subject: *E. & W. Graceway Drive Street Improvements ~*
Approval of Plans & Specifications

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the E. & W. Graceway Drive Street Improvements Project. This project consists of resurfacing E. & W. Graceway Drive, replacing all of the concrete curbing and portions of the drive approaches, as well as some minor storm sewer and sanitary sewer repairs. The completion date is July 25, 2020 to avoid the fair and to also allow for scheduling of personnel for inspections.

Engineer's Estimate of Construction: \$465,000.00.

CEL



City of Napoleon, Ohio

Parks and Recreation Department

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 592-8955

www.napoleonohio.com

Memorandum

To: *Joel Mazur, City Manager*
From: *Tony Cotter, Parks and Recreation Director*
Date: *January 31, 2020*
Subject: *New Aquatic Center Play Feature
Recommendations*

The Napoleon Pool Commission met on January 29, 2020 to review the main play feature and the ancillary spray features proposed for the Napoleon Aquatic Center. There were four (4) options presented to the Commission for the main play feature that will be located in the center of the zero entry area. This will serve as the “centerpiece” attraction of the facility. There were three (3) options presented at its November 2019 meeting with a number of recommendations given by the Commission on revisions to the structure. In December, two (2) revised options were presented to the Commission for its review and approval. The Commission chose the first of the two options presented. A rendering with additional details on the included water features within the structure was presented to the commission this past week for its review and recommendation. The Commission passed a unanimous motion to accept the proposed main play feature. (See attached) In addition, the Commission asked for some additional information and details of the structure. This information will be presented at its next meeting.

There was also discussion on the ancillary play features that will be placed adjacent to the main structure. Several items were reviewed and discussed. The Commission re-affirmed its desire to include two play features in the plan – the Big Kahuna Water Slide and the Dew Drop (See attached). One (1) additional spray feature is also being reviewed that would cater more to smaller children and be more passive. I will be presenting options for this type of feature to the Commission at its next meeting.

Let me know if you have any questions or would like additional information.

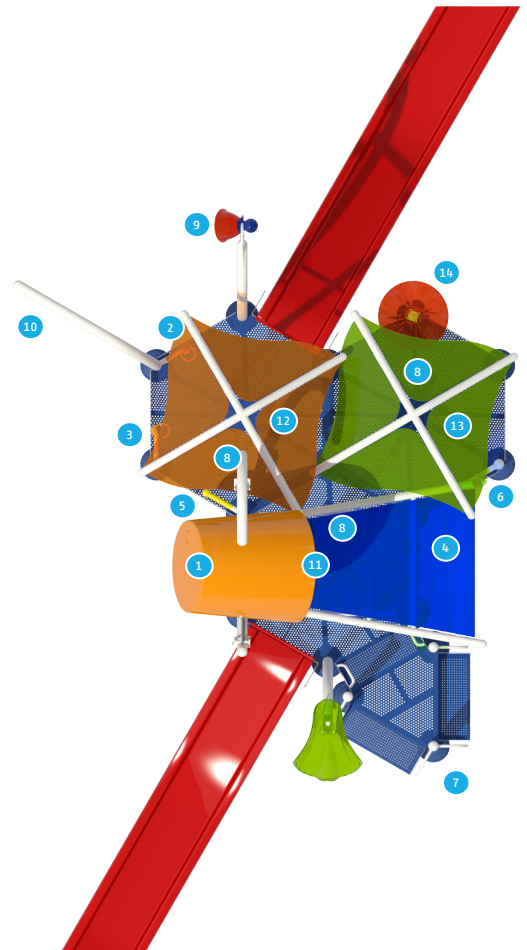
Vortex L4-1150b

- | | | | | |
|-------------|-------------|----------------|---------------|----------------|
| ① Orb Spray | ④ Orb Spray | ⑦ Aquadome | ⑩ Seven Falls | ⑬ Shade-Roof |
| ② Orb Spray | ⑤ Orb Spray | ⑧ Deck Geysers | ⑪ Supersplash | ⑭ Water Flower |
| ③ Orb Spray | ⑥ Orb Spray | ⑨ Dumping Bell | ⑫ Shade-Roof | ⑮ Water Leaf |



POOLPLAY® COMPONENTS

#	ITEM	QTY	GPM	LPM	CHOICE	RAL 4006	RAL 3000	RAL 2001	RAL 1017	RAL 1023	RAL 6029	RAL 6018	RAL 6025	RAL 6021	RAL 6019	RAL 6027	RAL 5024	RAL 5002	RAL 5007	RAL 5003	RAL 8024	RAL 9003	RAL 1015	RAL 7040	RAL 9017	Sparkle	Custom
INTERACTIVE WATER PLAY FEATURES																											
1	Orb Spray No1	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
2	Orb Spray No2	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
3	Orb Spray No2	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
4	Orb Spray No2	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
5	Spray Bar No2	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
6	Spray Bar No2	1	20	76	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
TOTAL INTERACTIVE FEATURES		6	120	453.6																							
WATER PLAY FEATURES																											
7	Aquadome	1	20	76	n/a																						
8	Deck Geysers	3	30	113	n/a																						
9	Dumping Bell	1	20	76	Post Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Seeflow™:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
10	Seven Falls	1	40	151	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Post Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
11	Supersplash	1	40	151	Bucket Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Seeflow™:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Roof Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
12	Shade-Roof	1	40	151	Post Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Seeflow™:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
13	Shade-Roof	1	40	151	Post Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Seeflow™:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
14	Water Flower	1	40	151	Paint:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●
					Seeflow™:	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●	○	●	●	●	●	●	●



ELEVATIONS™ L4-1150b
COLORS & SPECIFICATIONS







CITY OF NAPOLEON, OHIO - INCOME TAX CREDIT REVIEW
POTENTIAL ADDITIONAL REVENUE WITH REDUCED CREDIT -INCOME SCENARIOS

Tax Credits:

Qualifying Wages: Reduction of Credit:		AVERAGE INDIVIDUAL			AVERAGE COUPLE			\$80,000.00	\$90,000.00
		\$20,000.00	\$30,000.00	\$40,000.00	\$50,000.00	\$60,000.00	\$70,000.00		
100%		\$300.00	\$450.00	\$600.00	\$750.00	\$900.00	\$1,050.00	\$1,200.00	\$1,350.00
95%		\$285.00	\$427.50	\$570.00	\$712.50	\$855.00	\$997.50	\$1,140.00	\$1,282.50
90%		\$270.00	\$405.00	\$540.00	\$675.00	\$810.00	\$945.00	\$1,080.00	\$1,215.00
85%		\$255.00	\$382.50	\$510.00	\$637.50	\$765.00	\$892.50	\$1,020.00	\$1,147.50
80%		\$240.00	\$360.00	\$480.00	\$600.00	\$720.00	\$840.00	\$960.00	\$1,080.00
75%		\$225.00	\$337.50	\$450.00	\$562.50	\$675.00	\$787.50	\$900.00	\$1,012.50
70%		\$210.00	\$315.00	\$420.00	\$525.00	\$630.00	\$735.00	\$840.00	\$945.00
65%		\$195.00	\$292.50	\$390.00	\$487.50	\$585.00	\$682.50	\$780.00	\$877.50
60%		\$180.00	\$270.00	\$360.00	\$450.00	\$540.00	\$630.00	\$720.00	\$810.00
55%		\$165.00	\$247.50	\$330.00	\$412.50	\$495.00	\$577.50	\$660.00	\$742.50
50%		\$150.00	\$225.00	\$300.00	\$375.00	\$450.00	\$525.00	\$600.00	\$675.00
45%		\$135.00	\$202.50	\$270.00	\$337.50	\$405.00	\$472.50	\$540.00	\$607.50
40%		\$120.00	\$180.00	\$240.00	\$300.00	\$360.00	\$420.00	\$480.00	\$540.00
35%		\$105.00	\$157.50	\$210.00	\$262.50	\$315.00	\$367.50	\$420.00	\$472.50
30%		\$90.00	\$135.00	\$180.00	\$225.00	\$270.00	\$315.00	\$360.00	\$405.00
25%		\$75.00	\$112.50	\$150.00	\$187.50	\$225.00	\$262.50	\$300.00	\$337.50
20%		\$60.00	\$90.00	\$120.00	\$150.00	\$180.00	\$210.00	\$240.00	\$270.00
15%		\$45.00	\$67.50	\$90.00	\$112.50	\$135.00	\$157.50	\$180.00	\$202.50
10%		\$30.00	\$45.00	\$60.00	\$75.00	\$90.00	\$105.00	\$120.00	\$135.00
5%		\$15.00	\$22.50	\$30.00	\$37.50	\$45.00	\$52.50	\$60.00	\$67.50
0%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

SCENARIOS WITH PROPOSED NAPOLEON 50% REDUCTION OF CREDIT

WORK CITY	2.25%	\$450.00	\$675.00	\$900.00	\$1,125.00	\$1,350.00	\$1,575.00	\$1,800.00	\$2,025.00
NAPOLEON 50%	0.75%	\$150.00	\$225.00	\$300.00	\$375.00	\$450.00	\$525.00	\$600.00	\$675.00
TOTAL NEW AMOUNT DUE	3.00%	\$600.00	\$900.00	\$1,200.00	\$1,500.00	\$1,800.00	\$2,100.00	\$2,400.00	\$2,700.00
WORK CITY	2.00%	\$400.00	\$600.00	\$800.00	\$1,000.00	\$1,200.00	\$1,400.00	\$1,600.00	\$1,800.00
NAPOLEON 50%	0.75%	\$150.00	\$225.00	\$300.00	\$375.00	\$450.00	\$525.00	\$600.00	\$675.00
TOTAL NEW AMOUNT DUE	2.75%	\$550.00	\$825.00	\$1,100.00	\$1,375.00	\$1,650.00	\$1,925.00	\$2,200.00	\$2,475.00
WORK CITY	1.80%	\$360.00	\$540.00	\$720.00	\$900.00	\$1,080.00	\$1,260.00	\$1,440.00	\$1,620.00
NAPOLEON 50%	0.75%	\$150.00	\$225.00	\$300.00	\$375.00	\$450.00	\$525.00	\$600.00	\$675.00
TOTAL NEW AMOUNT DUE	2.55%	\$510.00	\$765.00	\$1,020.00	\$1,275.00	\$1,530.00	\$1,785.00	\$2,040.00	\$2,295.00
WORK CITY	1.50%	\$300.00	\$450.00	\$600.00	\$750.00	\$900.00	\$1,050.00	\$1,200.00	\$1,350.00
NAPOLEON 50%	0.75%	\$150.00	\$225.00	\$300.00	\$375.00	\$450.00	\$525.00	\$600.00	\$675.00
TOTAL NEW AMOUNT DUE	2.25%	\$450.00	\$675.00	\$900.00	\$1,125.00	\$1,350.00	\$1,575.00	\$1,800.00	\$2,025.00

**ADDITIONAL COST PER \$1,000 OF
INCOME**

\$7.50



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, Department Supervisors, Newsmedia
From: Roxanne Dietrich, Executive Assistant to Appointing
Authority/Clerk of Council
Date: January 30, 2020
Subject: Technology and Communications Committee –
Cancellation

The regularly scheduled meeting of the **Technology and Communications Committee** for Monday, February 03, 2020 at 6:15 pm has been CANCELED due to lack of agenda items.

Ohio Municipal League Legislative Bulletin


Ohio Municipal League <kscarrett@omlohio.org>

Fri 1/31/2020 12:05 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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Legislative Bulletin

January 31, 2020

OML UPDATE AT-A-GLANCE

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

- Commissioners in Clermont, Jackson, Lawrence, Meigs and Scioto counties, as well as the trustees of Jackson Township in Perry County, have declared themselves as "Second Amendment sanctuaries." Read more about this in the article below.
- The City of Columbus has been ranked fifth in the world for quality of life by numbeo.com. The site has ranked 227 cities based on cost of living, the ratio of property prices to income, traffic commute time, purchasing power, safety, health care, pollution and climate. You can read the full list [HERE](#).
- The Bureau of Workers' Compensation has announced that public employers will save approximately \$18 million in premiums in 2020 due to a rate cut that went into effect January 1st. Roughly 3,700 cities, counties, schools and other public taxing districts are projected to save an average of 10% on their premiums compared to last year.

PTSD BILL AMENDED TO REMOVE ONE-YEAR CAP ON SERVICES

This week, HB 308 was amended to remove a guardrail capping services at one year for PTSD coverage for first-responders without an accompanying physical injury.

The bill, sponsored by Rep. Patton (R - Strongsville), concerns workers' compensation and disability retirement for peace officers, firefighters and emergency medical workers diagnosed with post-traumatic stress disorder arising from employment without an accompanying physical injury. (Link: <https://bit.ly/2RFXuBb>). During its third hearing before the House Insurance Committee, an amendment was adopted 13-2 to remove the one-year cap on PTSD services that would be covered by the Bureau of Workers' Compensation (BWC).

The Fraternal Order of Police testified in support of the bill, while the Ohio Chamber of Commerce testified in opposition, saying the physical injury requirement is the "foundation of Ohio's workers' compensation system."

The Bureau of Workers' Compensation (BWC) projects that without any parameters around PTSD coverage for first responders, it would cost approximately \$70 million each year to provide that coverage. That analysis was done by the BWC when the same PTSD provision was in HB 80, the BWC budget. The League, along with other local government organizations, expressed concerns about the lack of parameters around the provision and at our request, it was removed so it could be considered in separate legislation.

HB 308 changes the precedent the BWC system is based upon, which is the coverage only of physical injuries and mental conditions resulting from physical injuries. Another concern is that the one-year cap for coverage has now been removed, which the League opposes. The one-year cap and additional guardrails are needed when considering breaking with precedent that has been set since the BWC was created and establishing an entirely new kind of coverage.

We will continue to provide updates to our members regarding this legislation.

COUNTIES, TOWNSHIPS DECLARE THEMSELVES "SECOND AMENDMENT SANCTUARIES"

Clermont, Jackson, Lawrence, Meigs and Scioto counties, along with Jackson Township in Perry County, have declared themselves "Second Amendment sanctuaries" while commissioners in Crawford, Muskingum, Pike, Preble, Ross and Winton counties are reportedly considering doing the same. This begs the question: what is a "Second Amendment sanctuary"?

These political subdivisions have passed resolutions stating they will not enforce any gun control laws that may be passed by the state or the federal government. These

declarations have largely been in response to Gov. DeWine's STRONG Ohio legislation, SB 221, and similar bills currently pending in the legislature.

(Link: <https://bit.ly/38Tg52e>).

Much like the declaration by a political subdivision that they are a "sanctuary city" for undocumented immigrants, the declarations by these counties and Jackson Township are symbolic political statements as commissioners and township trustees cannot pass ordinances that contradict state or federal law.

Thus far, no Ohio municipality has passed such a resolution. SB 221 and other gun control bills are still pending in the legislature, so we will notify our members with any updates on this issue.

LEAGUE TO HOST NEWLY ELECTED COUNCIL TRAINING PROGRAM

This spring, the League will be hosting regional training seminars for newly-elected council members. In addition to local leaders starting their first terms in office, these seminars are a great opportunity for current municipal leaders as well.

The seminars will focus on topics such as home rule and local control, city and village financing procedures, council powers and procedures, public records and liability for municipalities and municipal officers. The seminar will also feature an overview of the unique opportunities municipal leaders have access to through the League's service corp.

The seminars will be held on Saturday, February 29 at the Cincinnati Marriott Northeast; Saturday, March 21 at the Columbus/Worthington Doubletree; and Saturday, April 4 at the Rockside Embassy Suites. To find out more information and to register, click [HERE](#).

HERITAGE OHIO TO HOST WEBINAR ON MUNICIPAL PLANNING AND ZONING

On Wednesday, February 12 from 1 p.m. to 2 p.m., Heritage Ohio will host a webinar called "Municipal Planning and Zoning Fundamentals." Kimberly Burton and Kyle Ezell from The Ohio State University's City and Regional Planning Program will be the webinar's featured speakers.

The webinar is an opportunity for attendees to learn how city planning and zoning can be used as practical tools for municipal governance. Topics will include municipal governance fundamentals, plans and codes, communicating with the public, negotiating conflict, community revitalization and a host of other important issues in which local leaders should be well-versed.

You can register for the webinar by clicking [HERE](#). Those who register will receive a link to the recorded webinar after its conclusion.

COMMITTEE UPDATE: BILLS OF MUNICIPAL INTEREST

Here are the bills impacting municipalities that received committee hearings this week:

- **SB 33 - CRITICAL INFRASTRUCTURE.** Sponsored by Sen. Hoagland (R - Adena), would modify certain criminal offenses with respect to critical infrastructure facilities and to impose fines and civil liability for damage to a critical infrastructure facility. During its seventh hearing before the House Public Utilities Committee, 45 opponents submitted written testimony against the bill, which was passed unanimously out of committee. The League is neutral on this legislation.(Link: <https://bit.ly/2Ocl1Ye>)
- **HB 163 - WATER/SEWER SERVICE.** Sponsored by Rep. Brinkman (R - Cincinnati), would create a process for withholding local government funds and state water and sewer assistance from municipal corporations that engage in certain water and sewer practices with respect to extraterritorial service. During its sixth hearing before the House Public Utilities Committee, a technical amendment was adopted to set the standard for the presumption of reasonableness at 125% of rates set in other areas. Representatives from Ballville Township and Delaware Township testified in support of the bill. The League opposes this legislation.(Link: <https://bit.ly/38W42BA>)

COMMITTEE SCHEDULE FOR THE WEEK OF FEBRUARY 2, 2020

Tuesday, February 4, 2020

SENATE WAYS AND MEANS

Tue., Feb. 4, 2020, 11:15 AM, North Hearing Room

Sen. Roegner: 614-466-4823

SB212** AUTHORIZE TOWNSHIPS-EXEMPT PROPERTY TAX (SCHURING K) To authorize townships and municipal corporations to designate areas within which new homes and improvements to existing homes are wholly or partially exempted from property taxation.

Fourth Hearing, All Testimony

Report(s): My Tracked Bills, OML Legislative Report

SB190** TAX CREDIT-LAW ENFORCEMENT (SCHAFFER T) To allow an income tax credit for law enforcement officials who purchase safety or protective items to be used in the course of official law enforcement activities.

Third Hearing, All Testimony

Report(s): My Tracked Bills, OML Legislative Report

CHECK OUR WEBSITE MONDAY FOR ANY CHANGES TO THE COMMITTEE SCHEDULE

Ohio Municipal League Meetings & Trainings

<u>Mayors Court 2020 Initial Training</u> February 20 & 21	<u>Registration Information</u>
<u>Newly Elected Council Training Programs</u> Saturday February 29, Mason Area Saturday March 21, Columbus Area Saturday April 4, Independence Area	<u>Registration Information</u>

OML/OMAA Webinar

February 12, 2020 11:00 am ~ 12:00 pm "Top Errors Municipalities make in the Discipline Process" <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](#)

Website/Bulletin Issues:

[Zoë Wade, Office Manager](#)

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

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

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