



# City of Napoleon, Ohio

P.O. Box 151 ~ 255 West Riverview Avenue  
Napoleon, OH 43545  
Telephone: (419) 592-4010 Fax: (419) 599-8393

## 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:** April 09, 2020  
**Subject:** General Information

1. Calendar
2. April 13, 2020 Meetings Canceled
  - i. Electric Committee
  - ii. Water, Sewer, Refuse, Recycling & Litter Committee
  - iii. Municipal Properties, Buildings, Land Use & Economic Development Committee
  - iv. Board of Public Affairs
3. Board of Zoning Appeals; Tuesday, April 14, 2020 @4:30 pm
4. Planning Commission; Tuesday, April 14, 2020 @5:00 pm
5. Updated List of Council, Committees, Commissions and Boards
6. Ohio Municipal League (OML) Legislative Bulletin/April 8, 2020
7. AMP Weekly Newsletter/April 3, 2020

## April 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<i>March 29</i>	<i>March 30</i>	<i>March 31</i> 5:00 pm Special Planning Commission Meeting	1	2	3	4
5	6 7:00 pm City Council	7	8	9 3:30 pm – Special Civil Service Commission Mtg.	10 Closed – GOOD FRIDAY	11
12 EASTER SUNDAY	13	14 4:30 pm Board of Zoning 5:00 pm Planning Commission	15	16	17	18
19	20 6:00 pm Tree Commission 6:00 pm Parks & Rec 7:00 pm City Council	21	22	23	24	25
26	27 6:30 pm Finance & Budget 7:30 pm Safety & Human Resources Comm. Mtg.	28 4:30 pm Civil Service	29 6:30 pm Park & Rec Board	30		



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## Memorandum

**To:** City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, News media

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

**Date:** April 9, 2020

**Subject:** Electric Committee – Cancellation

The regularly scheduled meeting of the *Electric Committee* for Monday, April 13, 2020 at 6:15 pm has been CANCELED at the direction of the Committee Chair.



# City of Napoleon, Ohio

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## Memorandum

**To:** City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, News media  
**From:** *Roxanne Dietrich, Executive Assistant to Appointing Authority/Clerk of Council*  
**Date:** April 9, 2020  
**Subject:** Water, Sewer, Refuse, Recycling and Litter Committee – Cancellation

The regularly scheduled meeting of the **Water, Sewer, Refuse, Recycling and Litter Committee** for Monday, April 13, 2020 at 7:00 pm has been CANCELED at the direction of the Committee Chair.



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## Memorandum

**To:** City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, News media  
**From:** Roxanne Dietrich, Executive Assistant to Appointing Authority  
*Clerk of Council*  
**Date:** April 9, 2020  
**Subject:** Municipal Properties, Building, Land Use and Economic Development Committee – Cancellation

The regularly scheduled meeting of the ***Municipal Properties, Building, Land Use and Economic Development Committee*** for Monday, April 13, 2020 at 7:30 pm has been CANCELED due to a lack of agenda items.



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## Memorandum

**To:** Board of Public Affairs, City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, News media

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

**Date:** April 9, 2020

**Subject:** Board of Public Affairs – Cancellation

The regularly scheduled meeting of the BOARD OF PUBLIC AFFAIRS for Monday, April 13, 2020 at 6:15 pm has been *canceled* at the direction of the Chair.

City of Napoleon, Ohio

## BOARD OF ZONING APPEALS

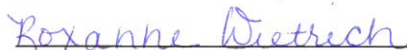
Meeting Agenda

**Tuesday, April 14, 2020 at 4:30 pm**

BZA 20-02 – 115 Vincennes Drive - Variance to Building Setback

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio  
and via Webex - details will be posted at [www.napoleonohio.com](http://www.napoleonohio.com)

1. Call to Order.
2. Approval of Minutes – October 08, 2019. *(In the absence of any corrections or objections, the Minutes shall stand approved.)*
3. New Business
  - i. BZA 20-02 – Variance to the Building Setback – 115 Vincennes Drive  
An Application for Public Hearing has been filed by Chad Moll, 115 Vincennes Drive, Napoleon, Ohio. The applicant is requesting approval for a variance to Section 1147 regarding the building setbacks in an R-2 Low Density Residential District. The applicant is requesting a variance to the backyard setback from 10' to 1' and the side yard from 7' to 1' to build a 16'x12' shed less than 200 square feet.
4. Closing Remarks.
5. Adjournment.



Roxanne Dietrich

Executive Assistant to Appointing Authority/Clerk of Council

# BOARD OF ZONING APPEALS

## MEETING MINUTES

Tuesday, October 08, 2019 at 4:30 PM

### BZA 19-09 Variance to the Property Setback ~ 120 Wayne Park Drive

<b>PRESENT</b>	
Board Members	Tom Mack-Chairman, Steve Small, David Dill, Lynn Rausch
Recording Secretary	Roxanne Dietrich
Zoning Administrator	Mark Spiess
Others	Fred Furney
<b>ABSENT</b>	
Board Member	Laurie Sans
<b>Call to Order</b>	Chairman Mack called the Board of Zoning Appeals meeting to order at 4:30 pm.
<b>Approval of Minutes</b>	Hearing no objections or corrections, the minutes from the August 13, 2019 meeting stand approved as presented.
<b>BZA 19-09 Background</b>	Mack read the background on BZA 19-09: An application for public hearing has been filed by Frank S. Cashman. The applicant is requesting a variance to Section 1147 regarding the building setbacks in an R-1 Zone, Suburban Residential. The applicant is requesting the variance to the Side Yard Setback from 10' to 6' to build a 24' x 40' building.
<b>Research and Findings</b>	Spiess read the research and findings for BZA 19-09: These lots were originally platted before the zoning determination was set for this area. The natural contours of this area limit the buildable space. Upon approval of this variance and issuance of a Zoning Permit, a Building Permit from Wood County Building Inspection shall be required followed by a Certificate of Occupancy.
<b>Discussion</b>	Spiess said the setback will push it behind his house. Mack asked if Spiess has heard from any of the neighbors? Spiess replied only one who is here tonight. Small stated before you mentioned this will push behind the house you said that there is also an issue with the contour of the land that will not allow it to go further, we are talking 4'. Spiess replied if you slid it over they would have a lot more expense to bring the ground up to make it level. Small asked this will be inside the edge of the concrete, right? Now it is lined up with the driveway. Spiess said it is lined up with the existing drive. Rausch noted there is a great big tree as you go down the drive on the left hand side, will it be inside there? That tree on is on the property line or close. Spiess responded some big trees were being taken down when I went out to look at the property. Furney noted two trees have been taken down.
<b>Motion to Approve BZA 19-09</b>	Motion: Dill Second: Rausch to approve BZA 19-09 a Variance to the Property Setback at 120 Wayne Park Drive.







# City of Napoleon, Ohio

## Code Enforcement

*Kevin Schultheis, Inspector/Zoning Administrator*

*255 West Riverview Avenue*

*Napoleon, OH 43545*

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

*www.napoleonohio.com*

BZA-20-02

Variance to the Property Setback

Location: 115 Vincennes Dr.

### **Memorandum**

**To:** Members of the Board and Zoning Commission

**From:** Kevin L. Schultheis, Interim Zoning Administrator/Code Enforcement Officer

**Subject:** Variance to the Property Setback

**Meeting Date:** April 14, 2020 4:30 PM

**Hearing #:** BZA-20-02

### **Background:**

An application for public hearing has been filed by Chad Moll, 115 Vincennes Dr., Napoleon, Ohio 43545. The applicant is requesting approval a variance to section 1147 regarding the building setbacks in an R-2 Low-Density Residential District. The Applicant is requesting a variance to the back yard setback from 10 feet to 1 foot, and the side yard from 7 feet to 1 foot, to build a 16'x 12' shed, less than 200 square feet.

### **Research and Findings**

1. A variance is needed to allow better access to a utility pole located near the existing shed and by allowing the move would create a better space.
2. This would allow the required 15 feet from a built in fire pit, ensuring the safety of the structures and residence.
3. Scope of Project: (see attached)

### **Standards for a Variance**

The board, after a hearing, may grant a variation from the regulations of the City's Planning and Zoning Code, but only when such variation is in harmony with the general purpose and intent of the Planning and Zoning Code, and the Board finds all of the following:

- (a) That there are exceptional or extraordinary circumstances or conditions applicable to the property or to the intended use that do not apply generally to the other property or use in the same vicinity or district.
- (b) That such variance is necessary for the preservation and enjoyment of a substantial property right possessed by other property in the same vicinity or district but which is denied the property in question.

- (c) That granting such variance will not be materially detrimental to the public welfare or injurious to the property of improvement in the vicinity or district in which the property is located;
- (d) That granting such variance will not alter the land used characteristics of the vicinity or district, diminish the value of the adjacent land and improvements, or increase the congestion in the public street. (Ord. 69-01. Passed 7-2-01)

*City of Napoleon, Ohio*

**PLANNING COMMISSION**

Meeting Agenda

**Tuesday, April 14, 2020 at 5:00 pm**

**PC 20-06 PRELIMINARY PLAT OF DEVELOPMENT**

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio  
and via Webex – details will be posted at [www.napoleonohio.com](http://www.napoleonohio.com)


- 1) Call to Order
- 2) Approval of Minutes – March 31, 2020 (in the absence of any objections or corrections, the minutes shall stand approved)

3) New Business

**PC 20-06 – Preliminary Plat of Development**

An application for a Public Hearing has been filed by Brooke Gray/Northwest Ohio Cremation Center and Precious Paws Pet Cremation, 1010 Westmoreland Avenue, Napoleon, Ohio. The applicant is requesting the approval of a Preliminary Plat of Development. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The property is in an I-1 Enclosed Industrial Zoning District.

- 4) Adjournment.

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

# PLANNING COMMISSION

## MEETING MINUTES

Tuesday, March 31, 2020 at 5:00 PM

PC 20-05 – Preliminary Plat of Development

<b>PRESENT</b>	
Members	Jason Maassel-Acting Chair, Suzette Gerken, Tim Barry-via Webex, Larry Vocke via Webex
City Staff	Kevin Schultheis-Code Enforcement/Interim Zoning Administrator
City Manager	Joel Mazur
Exec. Asst. to Appt. Authority/Clerk of Council	Roxanne Dietrich
Others	Steve Lankenau, Ken Stewart, Ron Weichers
<b>ABSENT</b>	
Commission Member	Marvin Barlow
<b>Call to Order</b>	Acting Chair Maassel called the Special Planning Commission meeting to order at 5:01 pm.
<b>Approval of Minutes</b>	The meeting minutes from March 10, 2020 were approved as presented.
<b>PC 20-05 Preliminary Plat of Development</b>	Maassel asked the City Manager to present the findings. Mazur read the findings. A preliminary plat of development permit is for any planned development to be located in the R-3 Moderate-Density Residential Zoning district as per 1145.01(a) Table of Permissible Uses. We have an application for a public hearing filed by Goodville Insurance Company at 1000 Westmoreland Avenue, Napoleon represented by Steve Lankenau. Is anyone else here from Goodville? Lankenau said Dave Gautsche the CEO called in via Webex. The applicant is requesting approval of a Preliminary Plat of Development. The request is pursuant to Chapter 1141 of the Codified Ordinances of the Napoleon Municipal Code. The property is in an R-3 Moderate-Density Residential Zoning District. Before we get into the conditions, lets review the plat map. At the top left is where the Goodville Insurance building is with a parking lot. To the right of that is an area that is also owned by Goodville. To the south of that building are two separate smaller lots that are split off and also owned by Goodville. Those are maintained as the overall Goodville property. They are proposing to split those three lots off the main lot and sell off as commercial properties. The other lots, 1 through 26, are if you go around the new road where Lynne Avenue gets extended and a small cul-de-sac is constructed, where it bends down and connects to Clairmont Avenue and then it is split off into 26 residential lots in total. It also includes the two lots that were purchased by Goodville from the schools that were recently auctioned off. Those are now also being split off as residential lots and replatted. The developer would like to keep the design standards the same for the adjacent development off of Clairmont Avenue. There are design standards and Steve Lankenau can talk them about. The design standard will remain the same and there is one condition that has been recommended. The City Master Plan has Lynne Avenue extending and connecting to the other section of Lynne Avenue that dead ends into the parking lot of St. Paul Lutheran Church. The condition would be not to sell or develop Lot No. 5 until that is the very last lot developed in case the road does ever get built from the other section, if there is ever a plan to build

that road. Lot No. 5 will be the last lot to be sold or developed either as a road or a residential structure. That way it conforms to the City's Master Plan.

Gerken asked will Lots 27, 28 and 29 stay commercial? Lankenau said he wanted to speak on that.

Acting Chair Maassel stated he officially recognized Steve Lankenau.

Lankenau referred back to the drawing. I apologize and I don't know how it came about but I will take the blame for it. That is not the most recent drawing but it does go with your question, these were at an earlier point and time proposed to be commercial; but, when Peterman & Associates designed the subdivision, there was a need for retention. The retention will go in the north side and that made those lots a little too small to be commercial. So, the long and short of it, everything being proposed today is to be residential. In fact, where you have two wider lots here they are actually to be split and all be residential. Stewart asked they are all residential? Lankenau said yes. Stewart said 27 and 28? Lankenau replied yes. I have that version here. Maassel asked what version is that? Lankenau said G. That shows they are all to be residential size and zoned single family. Mazur said you were talking about the three lots. Gerken said right, he mentioned they were to be commercial. Lankenau said those the City Manager mentioned are not part of the discussion today, those are just drawings on paper. They are not part of this preliminary plat approval. When you said design standard did you mean deed restrictions? Mazur said the design standards of the Lankenau interjected of the Gerken-Hoeffel, I refer to them as deed restrictions so we are all talking about the same thing. Gerken-Hoeffel is the area where Clairmont, Westmont, Westchester and Kenilworth are the newest parts were developed. The answer is yes we hope to do substantially the same type of deed restrictions as are in that subdivision. So you can have an idea of what will be permitted and what will not. That is what we were always asked by the school and the city as it was being designed or developed and that is what we want to do. The other thing I want to do besides answer questions is just make a point that hopefully you received a letter from the superintendent and also from St. Paul who we have been in communication. Maassel noted the letter from St. Paul letter came yesterday. Basically the letter says St. Paul is okay with it as long as the drainage does not adversely affect the farm ground. They do not want all the water going on the farm ground causing issues. Lankenau said it is our understanding the design does not allow for that; but, that would be a technical question for Peterman. St. Paul, Napoleon Area Schools and the developer of the condominium development who is here, is that the attempt was to design this with all these people involved in the process and this is what we have come up with.

Ken Stewart representing the Condo Association.

One issue of the issues that we have is on Lot 26 part of that property belongs to the Condo Association and seems would be wise to sell that to you. Mazur asked that is the .1 acres that is not owned by Goodville. Stewart said seems like it would be smart for everybody if that be bought and would be a lot cleaner development. Lankenau commented *the developer is interested in doing that*. Gerken confirmed that was Lot 26. Maassel said yes. Barry asked that is the little bump out where Lynne goes left to right and takes that slight curve is that where you are talking about? Maassel said yes. Lankenau said that was by the city when the condominium development was developed because they had to build the road and they had to have ownership of both sides of that road, I believe. Mazur said it was a right-of-way. Lankenau continued but we are interested in that. I may have spoken to the wrong person by speaking to Mr. Weichers, are you a member of the association? Weichers responded I think we are still involved in that. Lankenau went on I thought so. Stewart said 5311 code says to sell every one of our owners have to sign off on that. Lankenau said I

understand that. I made the request to the only person I knew in the association. Not that he would make the decision but the association as a whole would. Maassel asked if anyone else had anything to add. Stewart said he has a couple more issues. On Lot 19, Maassel pointed out for those on webex, that is right next to the condos the newest one right by the extended Lynne Avenue south side. Stewart continued the issue is our people, their living room is facing Lot 19 and they are upset they will be looking at a wall. They do not want to look at that wall and we would like to have a restrictive foot between the buildings, which is what we have in the Condo Association at least 50' between buildings. Maassel asked do we know how much space there is between the person's living room and the *border*? Stewart said he paced it off, when I look at the two stakes out there, I tried to eyeball it, we have about 19' on our property to the property line, so we are asking for basically 31' more feet on Lot 19 of the undeveloped. Lankenau said I'm confused and I don't mean it disrespectfully, but whether it's 35' or 50' if the concern is looking at a wall you are still going to be looking at a wall. Stewart-I realize that but at least you have some angles to look out. Mazur commented the standards for setbacks are a certain distance automatically. So if you have 20' from the property line to the condo wall Stewart interjected 15' for utilities you have 35' we'd like to have another 15' Mazur continued given the width of that lot, I'm pointing it out, I think there would be Stewart asked if the lots could be switched down a little bit. Lankenau-I always think when I look at these corner lots you have two right-of-ways that cut into that so it is not nearly as much as you might think. Stewart-seems like an option to look at. Mazur said it is something to weigh-in on but, I don't know that the Planning Commission, because they meet the zoning requirements for this development and as long as they meet the setback requirements that are outlined in the code for an R3. Maassel commented it is a neighborly thing to ask. Lankenau said what I would like to do is take it to Goodville and see what they might do with the request. Stewart said that was one issue, another issue is all of these lots along here. Maassel clarified he just pointed to the south of the existing Lynne Street condos. Mazur said the corner of Westmoreland and Maassel interjected it would be the lots closest to the high school on existing Clairmont. Stewart said yes. The residents there are up in arms about this because of the fact, originally the reason they bought these was for the great view they had of the high school and now you are going to put all these buildings in there and they will lose their view of the high school. Plus we are also getting affected by the zoning of Beck's Construction by the tax abatement you are given them is reducing the value of their homes. Lankenau said I can't speak to that. Stewart-that is a city issue but, between the two of you the value of homes is being reduced because you are ruining a good view, I have to agree with them, it is a great view. These houses that have it are going to lose it. I think maybe 24 would not affect their view, but 21-23 I think is an issue. Maybe if you put one in there if you find the right place where it wouldn't you know Maassel said I think one of the reasons to do this is those are kinda the easiest ones because the street is already built. Stewart-I knew you were going to say that. Lankenau commented I have dealt with other projects where the issues of visibility come into the discussion and I don't know what you folks have seen in your experiences here or elsewhere but, what I have seen is that is a right to a property owner when it is within their deed that that would be maintained. Someone has a view of the ocean or a cannon or a high school sometime that is a part of the legal documents. I don't know if that is the case. Stewart-I know all the realtors they told me all the realtors basically said they would have that view forever when they were bought. I'm not sure who all the realtors were. Stewart had another issue, I'm wondering out of curiosity if the sanitary line is adequate for 35 more units. Maassel said it will be built to specs to make sure that enough infrastructure is in place. It has to be built to specs so all that, the waterline is

sufficient and the sewage line is sufficient for all the potential buildings. Stewart had one more issue. According to the papers, the City has an easement on our properties. I went and checked with the recorder's office and that is not true at least according to the recorder's office. Maassel-city easement on the Stewart said for the electric line and the sanitary, according to the recorder's office there is no easement. Ohio Gas has an easement, the city does not. Maassel asked where is he pointing to? Mazur said the south side of the property line of the condos. Stewart-and the sanitary runs south of the sidewalks there I don't think that is legally right without an easement. Mazur said if they are working in the easement of the gas company that could be also. Stewart-it doesn't run there I don't think. Mazur-I thought you said the gas company. Stewart-they have an easement on our property. Maassel noted that is something to look at. Mazur said from a utility prospective we have other utilities that work in our right-of-ways.

Gerken asked if these will be spec homes or all custom? Lankenau replied it will be a mixture, it's a guess on my part whether they will be custom or spec. I would venture to guess it will be a combination. Usually the more expensive neighborhood is the less you see spec. Gerken said I think Gerken-Hoeffel is about all built out. Lankenau replied it is. Some of the calculus of this it would not compete with, I think there is about three left that maybe by the time this is online, if you will, would be largely if not completely sold out. It is a range that is to be similar. Gerken asked do you know what the lots prices are going to be? Lankenau answered I would say generally in the low 40's. Gerken then asked how soon are you going to start? Lankenau said as soon as you approve it. We have had bids and we would like to award almost immediately after City Council meets on April 6<sup>th</sup>. Mazur said thank-you for clarifying that hence the reason for the special meeting outside of the normal schedule. It's because of a timing issue with the bid. The contractor is on a tight schedule. Maassel asked Barry if he had anything to add. Barry asked will there be an issue to get fire trucks and service trucks, etc. back get in there especially with some tight corners back there. Mazur said that has been reviewed by the Fire Chief and it is better than what is there now. A dead-end street is tougher to maneuver in and out of. Barry said I didn't want them to get back in there and not be able to get around. I know the stuff we did over by the old West School we had some green space. There is a lot of density here with not a lot of green space are we following our guidelines of the Planning Commission to make sure we have some green space in here or is it not necessarily required. Gerken noted it is called common ground. Mazur said you are referring to the common ground. Since this is R3 moderate density, there is no requirement for green space and the lot sizes are congruent with what is in that zoning area. Barry commented there was talk at one point of lots 26, 27, 28 we don't need to do any retention, I see we have storm sewer out there. Lankenau said there is retention, it is not necessarily shown on there but it is shown on the architect's plan and it would be on the north side of the property where lots 26, 27 and 28 are. Barry asked to support this development or this development and the old German Mutual building? Lankenau said just for this development. Barry-I heard St. Paul said something about as long as the farmer is happy. I assume we are not chopping off all the field tile off on the east side of that. Maassel said that is correct. Barry said so as long as he is happy we don't have any other real issues. Maassel noted not with St. Paul's. Barry asked and the gentleman that was concerned about moving the line back to 50'. Mazur said there's not too much we can do for that as long as we are following the guidelines of our R3.

Maassel asked Larry Vocke if he had any comments. Vocke said I was wondering about school rush hour traffic. When this place is all developed down the road, I assume we may have before and after school traffic issues that we already have I believe. Stewart said he lives there and does not think that will be problem at all. All







# City of Napoleon, Ohio

## Code Enforcement

*Kevin Schultheis, Inspector/Zoning Administrator*

*255 West Riverview Avenue*

*Napoleon, OH 43545*

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PC-20-06

Conditional Use Permit

For a Recommended Preliminary Plat approval

Location: Parcel No: 270693020020 American Road

### **Memorandum**

**To:** Members of the City Planning Commission

**From:** Kevin L. Schultheis, Interim Zoning Administrator/Code Enforcement Officer

**Subject:** Preliminary Plat of Development

**Meeting Date:** April 14, 2020 5:00 PM

**Hearing #:** PC-20-06

### **Background:**

An application for public hearing has been filed by Booke Gray / Northwest Ohio Cremation Center and Precious Paws Pet Cremation, 1010 Westmoreland Avenue, Napoleon, Ohio 43545. The applicant is requesting the approval of a Preliminary Plat of Development. The request is pursuant to Chapter 1141 of the Codified ordinances of Napoleon, Ohio. The property is in an I-1 Enclosed Industrial Zoning District.

### **Research and Findings**

1. A Preliminary Plat of Development Permit is for any planned development to be located in the I-1 Enclosed Zoning District as per 1145.01(a) table of permissible uses.
2. Scope of Project: (see attached)
3. The property owner is requesting the following variances to the above requirements:  
The parcel be 3 acres instead of the required 5 acres that is stated under the cemetery guidelines in the City of Napoleon Regulations

### **Recommended Conditions:**

1. It is recommended the developer follow all of the conditions set forth under Chapter: 1135.02 of the codified ordinances.
2. All revisions made to plans by the City Engineer must be completed and approved before any construction begins.



*City of Napoleon, Ohio*  
*Kevin Schultheis, Interim Zoning Admin.*  
*Code Enforcement*

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Telephone: (419) 592-4010 Fax: (419) 599-8393  
[www.napoleonohio.com](http://www.napoleonohio.com)*

CONDITIONAL USE PERMIT

DATE: APRIL 14, 2020

HEARING No: PC-20-06

ADDRESS: PARCEL NUMBER: 270693020020 AMERICAN ROAD

APPLICANT: BROOKE GRAY / NORTHWEST OHIO CREMATION CENTER AND PRECIOUS PAWS PET CREMATION

PERMIT USE:

1. A PRELIMINARY PLAT DEVELOPMENT TO BE LOCATED IN THE I-1 ENCLOSED ZONING DISTRICT AS PER 1145.01 (A) TABLE OF PERMISSIBLE USES.
2. THE PROPERTY OWNER IS REQUESTING THE FOLLOWING VARIANCES TO THE ABOVE REQUIREMENTS: THE PARCEL BE 3 ACRES INSTEAD OF THE REQUIRED 5 ACRES THAT IS STATED UNDER THE CEMETERY GUIDELINES IN THE CITY OF NAPOLEON REGULATIONS.
3. ALL REVISIONS MADE TO THE PLANS BY THE CITY ENGINEER MUST BE COMPLETED AND APPROVED BEFORE AND CONSTRUCTION BEGINS.

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KEVIN SCHULTHEIS  
INTERIM ZONING ADMINISTRATOR / CODE ENFORCEMENT

**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

April 06, 2020

	<i>Name of Members</i>	<i>Date Started</i>	<i>Date Term Expires</i>
<b>City Council &amp; Mayor</b>			
<b>Meets 1<sup>st</sup> and 3<sup>rd</sup> Monday at 7:00 pm</b>	Joseph D. Bialorucki, President	01.18.2016	12.31.2021
	Daniel L. Baer, President Pro-Tem	01.01.2016	12.31.2023
	Lori Sicclair	06.05.2017	12.31.2021
	Ken Haase	01.01.2018	12.31.2021
	Jeffrey W. Comadoll	11.01.2019	12.31.2021
	J. Ross Durham	11.04.2019	12.31.2023
	Molly Knepley	04.06.2020	12.31.2023
	Mayor Jason P. Maassel	01.01.2016	12.31.2023
<b>Technology and Communications Committee</b>			
<b>Meets 1<sup>st</sup> Monday at 6:15 pm</b>	Ross Durham, Chair		
	Daniel L. Baer		
	Ken Haase		
<b>Electric Committee</b>			
<b>Meets 2<sup>nd</sup> Monday at 6:15 pm</b>	Lori Sicclair, Chair		
	Joseph D. Bialorucki		
	Ross Durham		
<b>Water, Sewer, Refuse, Recycling and Litter Committee</b>			
<b>Meets 2<sup>nd</sup> Monday at 7:00 pm</b>	Jeff Comadoll, Chair		
	Lori Sicclair		
	Ross Durham		
<b>Municipal Properties, Buildings, Land Use and Economic Development Committee</b>			
<b>Meets 2<sup>nd</sup> Monday at 7:30 pm</b>	Molly Knepley, Chair		
	Joseph D. Bialorucki		
	Lori Sicclair		
	Jason Maassel		
<b>Parks and Recreation Committee</b>			
<b>Meets 3<sup>rd</sup> Monday at 6:00 pm</b>	Ken Haase, Chair		
	Molly Knepley		
	Daniel L. Baer		
<b>Finance and Budget Committee</b>			
<b>Meets 4<sup>th</sup> Monday at 6:30 pm</b>	Joseph D. Bialorucki, Chair		
	Jeff Comadoll		
	Ken Haase		
	Jason Maassel		
<b>Safety and Human Resources Committee</b>			
<b>Meets 4<sup>th</sup> Monday at 7:30 pm</b>	Daniel L. Baer, Chair		
	Molly Knepley		
	Jeff Comadoll		
<b>Personnel Committee</b>			
<b>Meets As Needed</b>	Jason Maassel		
	Joseph D. Bialorucki		
	Lori Sicclair		

## 2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS

		DATE APPOINTED	TERM EXPIRES
<b>BOARD OF PUBLIC AFFAIRS (BOPA)</b> meets on the 2 <sup>nd</sup> Monday of the Month at 6:15 pm			
<b>Three (3) Members - Three (3) Year Term. Appointed by the Mayor and Approved by City Council</b>			
<i>Meets on the 2<sup>nd</sup> Monday at 6:30 pm</i>	Dr. David Cordes (re-appointed 12.17.2018)	01/07/2013	12/31/2021
	Mike DeWit-Chair	01/03/2012	12/31/2022
	Rory Prigge	02/05/2018	12/31/2020
Ordinance No. 311, Passed 04-07-1958, Charter Section 5.04, Codified Ordinance Chapter 157			
<b>BOARD OF ZONING APPEALS</b> meets on the 2 <sup>nd</sup> Tuesday of the Month at 4:30 pm			
<b>Five (5) Members - Alternating Five (5) Year Terms - One Member shall be a Member of the Planning Commission Appointed by the Mayor and Approved by Council</b>			
<i>Meets on the 2<sup>nd</sup> Tuesday at 4:30 pm</i>	Larry Vocke	03/16/2020	12/31/2021
	Tom Mack-Chair	11/18/1991	12/31/2022
	Lynn Rausch (re-appointed 12/3/2018)	10/16/2017	12/31/2023
	Steve Small	01/04/2010	12/31/2024
	David Dill	12/18/2000	12/31/2020
Ordinance 701 Passed 10.18.1965, Ordinance No. 69-01 Passed July 2, 2001, Charter Section 5.03			
<b>PLANNING COMMISSION</b> meets on the 2 <sup>nd</sup> Tuesday of the Month at 5:00 pm			
<b>Five (5) Members -the Mayor and Four (4) Residents appointed by the Mayor and Approved by City Council - Alternating Six (6) Year Terms</b>			
<i>Meets on the 2<sup>nd</sup> Tuesday at 5:00 pm</i>	Suzette Gerken	10/02/2017	12/31/2023
	Tim Barry-Chair	09/02/2008	12/31/2022
	Marvin Barlow (re-appointed 10-21-2019)	12/16/2013	12/31/2025
	Larry Vocke	08/06/2018	12/31/2022
	Jason Maassel, Mayor	Term of Office	12/31/2023
Ordinance No. 57-01 Passed July 2, 2001, Charter Section 5.02, Codified Ordinances Section 159			
<b>TREE COMMISSION</b> meets on 3 <sup>rd</sup> Monday of the Month at 6:00 pm			
<b>Five (5) Members - Four (4) Year Term - Appointed by the Mayor and Approved by City Council</b>			
<i>Meets on the 3<sup>rd</sup> Monday at 6:00 pm</i>	Gary Haase	10/21/2019	12/31/2023
	David Volkman	01/01/1994	12/31/2020
	Ed Clausing	04/18/2016	12/31/2020
	Larr Etzler	02/20/2017	12/31/2020
	Kyle Moore	09/18/2017	12/31/2020
	Molly Knepley- Council Representative	Term of Office	12/31/2023
	Aron Deblin	City Representative	
Ordinance No. 92-01 Passed 08-06-2001, Codified Ordinances Chapter 169			
<b>CIVIL SERVICE COMMISSION</b> meets on the 4 <sup>th</sup> Tuesday of the Month at 4:30 pm			
<b>Three (3) Members (not more than Two of One Party) - Six (6) Year Term - Appointed by the Mayor and Approved by City Council</b>			
<i>Meets on the 4<sup>th</sup> Tuesday at 4:30 pm</i>	Bill Finnegan (D) - Chair	08/03/2015	12/31/2021
	Megan Lytle-Steele (D)	02/01/2016	12/31/2023
	Amy Baines (R) appointed 12.2.2019	12/05/2016	12/31/2025
Ordinance No. 111-01 Passed October 1, 2001, Charter Section 5.01, Codified Ordinances Chapter 155			

**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

		DATE APPOINTED	TERM EXPIRES
<b>PARKS AND RECREATION BOARD</b> meets on the last Wednesday of the Month at 6:30 pm			
<b>Seven (7) Members – Three (3) Year Term – Appointed by the Mayor and Approved by City Council</b>			
<i>Meets on the Last Wednesday of the Month at 6:30 pm</i>	Matt Hardy-Chair	01/17/2005	12/31/2021
	Chad Richardson	01/05/2015	12/31/2020
	Peg Funchion	01/03/2000	12/31/2021
	Ryan Funchion	1/31/2018	12/31/2020
	Mike Saneholtz (re-appointed 12.2.2019)	01/01/1995	12/31/2022
	Ryan Miller (re-appointed 12.2.2019)	02/29/2016	12/31/2022
	Jon Knepley (re-appointed 12.2.2019)	08/17/2015	12/31/2022
		Council Representative	
Ordinance No. 879 Passed 03-03-1969, Charter Section 5.06, Codified Ordinances Chapter 163			
<b>AMERICANS WITH DISABILITIES ACT COMPLIANCE BOARD (ADA)</b>			
<b>Five (5) Members – Three (3) Year Term – Appointed by Mayor and Approved by City Council</b>			
<i>Meets As Needed</i>	Richard Luzny	06/21/1993	12/31/2016
	Art Germann	06/21/1993	12/31/2017
	Wayne Barber	01/03/2012	12/31/2017
	Kevin Yarnell (re-appointed 12.17.2018)	06/21/1993	12/31/2021
Ordinance No. 60-93 Passed June 21, 1993, Codified Ordinances Chapter 171.03			
<b>AUDIT COMMITTEE</b>			
<b>Members of the Finance and Budget Committee of Council</b>			
<i>Meets as Needed</i>	Joseph D. Bialorucki, Chair	<i>Members of the Finance and Budget Committee of Council</i>	
	Jeff Comadoll		
	Ken Haase		
	Jason Maassel		
Ordinance No. 028-09 Passed April 6, 2009			
<b>BOARD OF BUILDING APPEALS</b>			
<b>Five (5) Members – Three (3) Year Term – Appointed by Mayor and Approved by City Council</b>			
<i>Meets as Needed</i>	Randy Germann (Structural Engineer)	02/20/2012	12/31/2017
	Alex Stites	03/05/2012	12/31/2017
	Phillip Rausch	03/19/2012	12/31/2017
	Greg Beck (Organized Labor, Building and Construction)	02/20/2012	12/31/2017
	Jeff Lankenau (Attorney)	02/20/2012	12/31/2017
Ordinance No. 052-06 passed June 5, 2006. Ordinance No. 1116, Charter Section 5.05, Codified Ordinances Chapter 177			
<b>CHARTER REVIEW COMMISSION</b>			
<b>Seven (7) Members: Five (5) Members Appointed by City Council and Two (2) Members Appointed by the Mayor (only Two (2) Members may be Councilmembers)</b>			
<i>Meets at Least Every 8 Years Meetings were in 2008, 2016</i> <b><u>Next Meeting/ Appointments will be in 2024</u></b>	Jason Maassel, Mayor	02/01/2016	
	Council	01/04/2016	
	Council (was Patrick)	01/04/2016	
	Mike DeWit	01/04/2016	
	Ted Rohrs	01/04/2016	
	Ron Behm	01/04/2016	
	Terry Holman	02/01/2016	
Ordinance No. 64-01 Passed June 4, 2001, Charter Section 5.07, Codified Ordinances Chapter 167			

**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

		DATE APPOINTED	TERM EXPIRES
<b>CIC BOARD</b>			
<b>One (1) Year Term for Officials-Appointed by the Mayor and Approved by City Council, 3 Year Term for Citizens-Appointed by the CIC Board</b>			
<i>Meets: 3<sup>rd</sup> Tuesday at 5:00 pm</i>	Jason Maassel, Elected Official [Resolution No. 089-19]	08/04/2014	12/31/2020
	Dan Baer, Elected Official [Resolution No. 089-19]	02/15/2016	12/31/2020
	Greg Beck, Citizen ( <i>resigned July 2018</i> )		
	Kevin Yarnell, Citizen		
	Chris Peper, Citizen		
	Kelli Burkhardt, Citizen	5/12/2012	12/31/2021
Ordinance No. 017-11 passed March 21, 2011, Codified Ordinances Chapter 165.01.			
<b>COUNTY/CITY GENERAL HEALTH DISTRICT</b>			
<b>Five (5) year term; Appointed by the City Manager and Approved by City Council</b>			
<i>Meets: As Needed</i>	Dr. Doug Lindsay	10/13/2011	03/01/2019
	Joel Miller (re-appointed 3.18.2019)	03/03/2008	12/31/2023
Ordinance No. 143-02 passed December 2, 2002. Codified Ordinances Chapter 161.01			
<b>FAIR HOUSING BOARD</b>			
<b>Three (3) Members - Three (3) year term, Appointed by the Mayor (shall not be employed by the City, an elected public official or candidate for public office) ex officio</b>			
<i>Meets: As Needed</i>	Mary Jo Sands	04/16/2012	
	Donna Fowler	04/16/2012	
	Trudy Wachtman	05/07/2012	
	Mayor	Ex-Officio Member	
Codified Ordinances Chapter 515.04 (1978 Code 100.04)			
<b>HEALTHCARE COST COMMITTEE</b>			
<b>Two (2) Representatives from each Collective Bargaining Unit (as selected by that unit), Two Representatives from Administration (selected by the City Manager) and Two (2) Non-Bargaining Members as Selected by the Mayor.</b>			
<i>Meets: As Needed</i>	Chad Lulfs, Non-Bargaining- Chair		
	Rocky Rubio, PD		
	Brad Strickland, PD		
	Toby Westhoven, FD		
	- Vacant - FD		
	Kent Bacon, AFSCME (4.2019)		
	Roger Eis, AFSCME		
	Dave Mack, Non-Bargaining	1/17/2016	
	Kelly O'Boyle, Admin	07.25.2019	
	Joel Mazur, Admin		
Ordinance No. 125-00 passed December 4, 2000			
<b>HENRY COUNTY METROPOLITAN HOUSING AUTHORITY</b>			
<b>Five (5) Year Term, Appointed by the Mayor</b>			
<i>Meets: as Needed</i>	Cheryl Hershberger		10/01/2022
	Anthony Greiser (re-appointed 12-3-2018)		09/22/2023

**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

		DATE APPOINTED	TERM EXPIRES
<b>HOUSING ADVISORY COMMITTEE</b>			
<b>Five (5) Members representing area agencies, organizations and businesses as determined appropriate by the Mayor - Four (4)-Year Term, appointed by the Mayor and Approved by City Council</b>			
<i>Meets: as Needed</i>	Greg Beck – Builder	03/19/2018	12/31/2021
	Trudie Wachtman – Realtor	03/19/2018	12/31/2021
	Chris Chamberlain – Business Owner	03/19/2018	12/31/2021
	Kelly Burkhart – Agency	03/19/2018	12/31/2021
	Joe Moser – Citizen-at-Large	03/19/2018	12/31/2021
Ordinance No. 063-05 passed July 5, 2005.			
<b>HOUSING COUNCIL</b>			
<b>Two (2) Members appointed by the Mayor; Two (2) Members appointed by City Council; Two (2) Members appointed by the Housing Council and One (1) Member appointed by the Planning Commission</b>			
<b>Three (3)-Year term</b>			
<i>Meets: 1st Monday in April (must be after TIRC has met) at 6:30 pm</i>	Joel Miller, (Mayor's Appointment) 12.17.2018	12/17/2018	12/31/2021
	Joseph D. Bialorucki (Mayor's Appointment) re-appointed 12.3.18	04/04/2016	12/31/2021
	Lori Sicclair, (Council Appointment) re-appointed 3.18.2019	04/03/2017	12/31/2021
	Ted Rohrs, (Council Appointment) re-appointed 3.18.2019	04/04/2016	12/31/2021
	Kevin Yarnell, (Housing Council Appointment) re-appointed 4.1.19	04/04/2016	12/31/2021
	Jerry Tonjes, (Housing Council Appointment) re-appointed 4.1.19	04/03/2017	12/31/2021
	Cheryl Hershberger, (Planning Commission Appt.) re-appointed 3.12.2019	04/12/2016	12/31/2021
Ordinance No. 120-00 Passed October 16, 2000			
<b>LOCAL BOARD OF TAX REVIEW</b>			
<b>Two (2) members appointed by Legislative Authority; One (1) member is to be a City Employee; but not an employee of the Finance Department, appointed by the City Manager – Two (2)-Year term</b>			
<i>Meets: as Needed</i>	Jonathon Floering	01/18/2016	12/31/2017
	Sheri Heckerman	01/28/2016	12/31/2017
	Ashley Bowen	04/06/2020	12/31/2021
Ordinance No. 053-15 Passed November 16, 2015, Codified Ordinances Chapter 194.18			
<b>LODGE TAX ADVISORY AND CONTROL BOARD</b>			
<b>Appointed by the Mayor – no term for Council or Mayor. Mayor Optional, Two (2) Councilmembers, One (1) Member from the Chamber, One (1) Member of the Parks &amp; Rec Board and One (1) Member from a Lodging Business for a Two (2)-Year term</b>			
<i>Meets: as Needed</i>	, Council Representative		Term of Office
	, Council Representative		Term of Office
	Joel Miller, Chamber		
	Jason Maassel, Mayor		Term of Office
	____ (Parks & Rec Board)		
	____ (Lodging Business)		
Ordinance No. 93-01 Passed September 4, 2001, Codified Ordinances Chapter 191.21.			
<b>MAUMEE VALLEY PLANNING ORGANIZATION BOARD</b>			
<b>One Member from the City, Appointed by the Mayor</b>			
<i>Meets: Quarterly</i>			



**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

		DATE APPOINTED	TERM EXPIRES
<b>NAPOLEON INFRASTRUCTURE/ECONOMIC DEVELOPMENT FUND REVIEW COMMITTEE (NIEDF)</b>			
<i>Meets: as Needed</i>	Joel Mazur, City Manager		
	Kelly O'Boyle, Finance Director		
	April Welch, CIC Director		
Resolution No. 030-11 Passed July 5, 2011, also covered in Contractual Agreement with CIC			
<b>PRESERVATION COMMISSION</b>			
<b>Five (5) Members each appointed by the Mayor, one for a term of one year, one for a term of two years, one for a term of three years, one for a term of four years and one for a term of five years.</b>			
<i>Meets: as Needed</i>	Mary Wesche-Chair	08/05/2013	12/31/2020
	Joel Miller	09/08/2009	12/31/2020
	Chris Peper	08/06/2018	12/31/2020
	Marv Barlow	09/08/2009	12/31/2020
	Glenn Miller	10/17/2011	12/31/2020
Ordinance No. 031-09 passed May 18, 2009, Codified Ordinances Chapter 181.01			
<b>PRIVACY COMMITTEE (notify Finance Director and Lori) meets on the 2<sup>nd</sup> Tuesday in May and November at 10:30 am</b>			
<b>Six (6)-year term with Experience in Customer Service, Accounting, Info. Sys/Tech, Human Resources, Senior Management or Law Enforcement</b>			
<i>Meets: 2<sup>nd</sup> Tuesday of May and November at 10:30 am</i>	Tony Cotter-Chair	03/06/2017	12/31/2019
	Joel Mazur	07/17/2017	12/31/2023
	Christine Peddicord (Retired 3.31.2020)		12/31/2021
Per Ordinance No. 083-08 Passed October 20, 2008			
<b>RECORDS COMMISSION meets on the 2<sup>nd</sup> Tuesday in June and December at 4:00 pm</b>			
<b>Five (5)-Year term, Mayor-Chair, Finance Director, City Manager, Law Director and One (1) Citizen</b>			
<i>Meets: the 2<sup>nd</sup> Tuesday of June and December at 4:00 pm</i>	Jason Maassel, Mayor-Chair		
	Kelly O'Boyle, City Finance Director		
	Joel L. Mazur, City Manager		
	Billy D. Harmon, Law Director		
	Doug Herman, Citizen		12/31/2020
Ordinance No. 56-94 Passed July 18, 1994, Codified Ordinances Chapter 173			
<b>TAX INCENTIVE REVIEW COUNCIL (TIRC)</b>			
<b>Appointed by Council President</b>			
	Joseph Bialorucki	03/16/2020	12/31/2020
	Jeff Comadoll	03/04/2019	12/31/2020

**2020 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS**

**VOLUNTEER FIREFIGHTERS DEPENDENTS FUND BOARD**

**Two (2) Members Appointed by City Council, Two (2) Members Appointed by the Fire Department and One (1) Member Appointed by the VFFD Fund Board – One (1)-Year Term**

<i>Meets: As Needed</i>	Jeff Comadoll, Appointed by Council	01/06/2020	12/31/2020
	Joe Bialorucki, Appointed by Council	01/06/2020	12/31/2020
	Betty Ward	Appt. by Vol. Fire Dept.	12/31/2020
	Pete Celani	Appt. by Vol. Fire Dept.	12/31/2020
	Dr. David Cordes	Appointed by Board 1-27-2020	12/31/2020

DATE APPOINTED      TERM EXPIRES

**VOLUNTEER PEACE OFFICERS’ DEPENDENTS FUND BOARD**

**Two (2) Members Appointed by Council, Two (2) Members Appointed by Fire Department and One (1) Member Appointed by the Board Per Ordinance No. 010-16 – One (1)-Year Term**

	Jeff Comadoll	01/06/2020 Council	12/31/2020
	Joe Bialorucki	01/06/2020 Council	12/31/2020
	Genia Donnelly	Appt. by Police Aux	12/31/2020
	Pete Mendez	Appt. by Police Aux	12/31/2020
	Dr. David Cordes	Appointed by Board 1-27-2020	12/31/2020

**NEW SWIMMING POOL AQUATIC FACILITY COMMISSION**

Members Appointed by Council President except for Park & Rec Board Representative was Appointed by the Park and Rec Board.

	Joel L. Mazur	City Manager
	Tony Cotter	Parks & Recreation Director
		Parks & Rec Committee Representative
	Ryan Funchion	Parks & Rec Board Representative
	Dr. Rachel Bostelman	Community Member
	Heather Gallagher	Community Member
	Molly Knepley	Community Member
	Lisa Nagel	Community Member
	Lisa Thompson	Community Member

Per Charter Section 5.08; Commission created on October 15, 2018

# Ohio Municipal League Legislative Bulletin

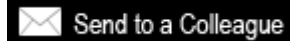
Ohio Municipal League <kscarrett@omlohio.org>

Wed 4/8/2020 8:40 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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## Legislative Bulletin

**April 8, 2020**

### OML UPDATE AT-A-GLANCE

Here are the most important things you need to know from the past few days:

- The Ohio Municipal League sent a letter to Ohio's Congressional delegation requesting a phase 4 of the federal aid package in response to COVID-19 and that it includes direct funding to all Ohio's municipalities as they continue to serve on the front lines of the ongoing battle against the coronavirus epidemic. You can read that letter [HERE](#).
- The Ohio Municipal Attorney's Association (OMAA) has provided information regarding the ability of a municipality to declare an emergency in response to the COVID-19 pandemic and what the impact would be for a community along with sample ordinance language. You can read the summary [HERE](#) and the full document [HERE](#).
- The DeWine Administration has formed the Ohio Manufacturing Alliance (OMA) to respond to the state's shortage of personal protective equipment (PPE),

specifically face masks. The OMA is requesting that communities give an estimate of how much PPE they need by tomorrow, Thursday April 9. Learn more about the request and how you can respond in the article below.

- If approved by the Ohio Bureau of Workers' Compensation (BWC) Board of Directors, the BWC will send up to \$1.6 billion in dividends to Ohio employers this spring. \$1.4 billion will be sent to private employers, while \$200 million will go to local governments.
- U.S. Department of Health and Human Services (HHS) has awarded over \$1.3 billion to 1,387 health centers as a response to the COVID-19 pandemic. Health centers can use the funds to help communities prevent, diagnose and treat COVID-19 while maintaining or increasing health capacity and staffing levels. You can access the full list of award recipients in Ohio [HERE](#) .
- The Ohio Attorney General's office has released a website that contains a formalized process for individuals, including local law enforcement, to forward tips regarding nonessential businesses not complying with Ohio's Stay at Home order to their office. The office also created an FAQ on changes to the open meetings law for local governments. You can find more on both in the article below.
- The Office of Budget and Management (OBM) has released preliminary data on March 2020 revenue collections. Total General Revenue Fund tax receipts finished the month \$159.4 million (-10.5%) below estimate, while total fiscal-year-to-date tax receipts through March exceed estimate by \$89.5 million (0.5%) and are \$362.0 million (2.2%) over total tax receipts through the same period last fiscal year.

### **DEWINE ADMINISTRATION CONTINUES COVID-19 RESPONSE**

- As of Wednesday afternoon, Ohio has 5,148 confirmed COVID-19 cases, 193 deaths, 1,495 hospitalizations and 472 ICU admissions.
- The DeWine Administration's extended Stay at Home order went into effect midnight on Monday, April 6 and extends until midnight on Friday, May 1. This

order is similar to current order with a few noted changes. The new order includes provisions that:

- creates a dispute resolution panel to determine cases where similar businesses are being treated differently within different health districts or counties;
  - requires retail businesses to establish a number of people that are allowed in the business at one time;
  - mandates retail stores establish lines for entering the store to ensure people stay 6 ft away from each other;
  - does not prohibit funerals and weddings;
  - closes campgrounds, swimming pools, day camps and residential camps;
  - prohibits both adult and child organized sports;  
allows state parks to stay open.
- 
- Under the extended Stay at Home order, travelers arriving in Ohio are instructed to voluntarily self-quarantine for 14 days. Visitors displaying symptoms of coronavirus are instructed not to travel to Ohio at all. This does not apply to persons who commute to and from Ohio as part of their daily job.
- 
- The Governor is encouraging Ohioans to follow the Centers for Disease Control and Prevention's (CDC) recommendation to wear cloth face masks in public to help slow the spread of the coronavirus. He has encouraged employers to allow employees to wear masks as well.
- 
- Lt. Gov. Husted announced the creation of the Office of Small Business Relief within the Ohio Development Services Agency (DAS) to identify ways to provide support to Ohio's small businesses. You can find more information at <https://businesshelp.ohio.gov/>
- 
- Lt. Gov. Husted has also announced that Ohio is working with providers to locate public hotspots Ohioans can use in areas where they may not otherwise have home internet access. A list of hotspot finders and locations by provider is available at [Coronavirus.Ohio.Gov/BusinessHelp](https://Coronavirus.Ohio.Gov/BusinessHelp) under the "Individuals and Families" tab.
- 
- The Ohio Liquor Control Commission passed an emergency rule allowing establishments with an existing on-premises liquor permit to sell or deliver alcohol, including high-proof liquor in limited quantity, for off-premise consumption. Patrons ordering carryout or delivering at Ohio businesses will be able to order up to two prepackaged drinks per meal. All drinks must be closed

and remain closed during the transport back home and must be consumed inside of the home.

#### COVID-19 Response in Correctional Institutions:

- Ohio Department of Rehabilitation and Corrections (DRC) Corrections Officer John Dawson, who worked at the Marion Correctional Institution, has died of coronavirus. He is the first correctional officer to die of the virus since COVID-19 was first discovered in several correctional facilities in Ohio.
- Members of the Ohio National Guard are being deployed by Gov. DeWine to the Federal Correctional Institution in Elkton to assist with a COVID-19 outbreak that has killed three inmates and infected more. Additionally, 10 Ohio prisoners tested positive for COVID-19, with five each in Marion and Pickaway counties. 27 Ohio Department of Rehabilitation and Correction (DRC) staff have also tested positive at four facilities. Most of the cases are at Marion Correctional Institution.
- Gov. DeWine is asking the Correctional Institution Inspection Committee (CIIC) to consider early-release for approximately 141 inmates from minimal security facilities to help limit the spread of COVID-19. Eligible inmates have a pending release date on or before July 13, 2020 and were not convicted of violent offenses. These inmates also did not have prior incarcerations in Ohio, inter-state offenses, warrants or detainers, serious prison rule violations in the last five years, nor were they denied judicial release in the past.
- Governor DeWine is also asking the CIIC to consider early-release for 26 inmates who are 60 years or older and have one or more chronic health condition that makes them more vulnerable to COVID-19. Inmates were screened with the same criteria listed above. Habitual offenders with two or more prior convictions were also eliminated.

#### Resources for local communities:

- Municipal leaders can help share Gov. DeWine and Dr. Acton's important message with your networks, friends, family, and various communication channels by posting the attached logos on social media using #InThisTogetherOhio and #StayHomeOhio.
- Employers can find an updated COVID-19 checklist for businesses and employers [HERE](#), including information on the DeWine Administration's "Ohio Find It

Here" campaign to help residents support local businesses.

## **UPDATE ON FEDERAL RESPONSE TO COVID-19 OUTBREAK**

### Legislative Updates:

Congress is continuing work on a fourth federal aid bill in response to the ongoing coronavirus outbreak. The U.S. House and the Senate seem to be approaching a deal on the upcoming bill. While House Speaker Nancy Pelosi had previously called for a broader package that would include infrastructure, Senate Majority Leader Mitch McConnell signaled that he found that proposal too broad. Pelosi has since suggested passing a bill similar to the recently-enacted CARES Act and putting aid for infrastructure in a later bill.

The National League of Cities (NLC) has been lobbying legislative offices on Capital Hill on behalf of the nations cities. You can read their requests for a fourth aid package [HERE](#).

Just this week, U.S. House member Joe Nuguse of Colorado introduced a bill to provide a separate \$250 billion stand-alone fund for COVID-19 related costs for communities with fewer than 500,000 residents. The bill has 78 original cosponsors, and more will be added Friday. Included as cosponsors are Rep. Joyce Beatty (D-OH-3), Rep. Marcy Kaptur (D-OH-9) and Rep. Tim Ryan (D-OH-13).

While the CARES Act provides funds directly to units of local governments with a population that exceeds 500,000, this bill, the Coronavirus Community Relief Act, is a response to the short comings of the CARES Act in providing funds to smaller communities.

We want to thank the members of Ohio's Congressional delegation that have signed on to the bill thus far, and we ask the remaining members of the Ohio Congressional delegation to support this important relief effort directly to Ohio's municipalities.

We also encourage our members to call their members of Congress and urge them to cosponsor the Coronavirus Community Relief Act. The more members that sign on, the better chance that it or similar legislation has of being adopted in a fourth relief package.

NLC is also working closely on a soon-to-be-introduced bill that would provide tax credits to governmental employers who provide paid sick leave and paid emergency family leave under the Families First Coronavirus Response Act (FFCRA). Again, we encourage our members to reach out to the House members from your state to ask them to support this bill once it is introduced. We will share an any new information any legislation as soon as we get it.

### Agency Updates:

The U.S. Environmental Protection Agency released an FAQ on grants issued in response to the COVID-19 public health emergency to provide information to applicants for, and recipients of, EPA grants and cooperative agreements. You can read that FAQ [HERE](#).

Additionally, the Department of Labor released guidance on explaining paid sick leave and expanded family and medical leave benefits under the Families First Coronavirus Response Act (FFCRA). Among other things, this guidance broadens the definition of "emergency responder" to include "public works personnel" who may be excluded from paid sick leave or expanded family and medical leave by their employer under the FFCRA. This will help small water systems, among other entities, who have just a few essential employees. NLC has created a FAQ on this, which you can read [HERE](#).

Finally, the NLC has posted a blog about the funds that will be coming to local communities as a result of the CARES Act and how to keep it there. You can read that blog [HERE](#).

### **URGENT REQUEST: LOCAL GOVERNMENT INVOLVEMENT TO ADDRESS PERSONAL PROTECTIVE EQUIPMENT (PPE) SHORTAGE**

Ohio's municipalities are being asked to immediately respond to a request for an estimated number of how many personal protective equipment (PPE), specifically face masks, cities and villages will need for their communities. These estimates are needed by this **Thursday, April 9**. You can let us know your estimate for PPE needs by responding to this bulletin. You can access the specs for the face masks [HERE](#).

The request has come from the DeWine Administration, which has created the [RepurposingProject.com](#) to match those who need personal protective equipment (PPE) with those who can manufacturer PPE through the Ohio Manufacturing Alliance to Fight COVID-19.

The Alliance needs to know how many loop masks local governments statewide would take at \$2 per mask for the upcoming two-month period from each local government's best-informed estimate. The state will be paying for the masks, not municipalities. Additionally, this initial estimate will not be regarded as a commitment of delivery. There will be subsequent communication over the next few days once demand has been established to drive finance decisions.

**OHIO ATTORNEY GENERAL'S OFFICE ISSUES WEBSITE FOR ENFORCEMENT OF ESSENTIAL-ONLY BUSINESSES AND FAQ ON OPEN MEETINGS LAW**



The Ohio General Assembly recently passed legislation whose wide-ranging provisions address challenges posed by the COVID-19 pandemic and the state's emergency declaration related to the virus' spread. Included in amended Substitute House Bill 197 are some temporary changes to Ohio's Open Meetings Act, effective until the end of the declared emergency or Dec. 1, 2020. A summary of these provisions is available on the Ohio Attorney General's website, which you can access [HERE](#) .

Since the initial distribution of the summary, the Attorney General's Office has received many questions from local governmental officials and the general public regarding the temporary changes. In response, they are sharing their answers to the questions asked most frequently. As always, the Attorney General's office suggests that local public bodies consult with their respective legal counsel for guidance on this and other legal matters.

1. Do the changes to Ohio's Open Meetings Act prevent a local public body from continuing to hold all or some of its public meetings or public hearings on an in-person basis and in the presence of the public?

There is nothing in the legislation preventing a local public body from continuing to conduct all or some of its public meetings or public hearings with its members present in-person or to hold such gatherings in an open setting permitting members of the public to be physically present. It is important to note that, except where the bill made specific changes to the requirements of the law, the provisions of Ohio Revised Code 121.22 related to open meetings - including those regarding notice, the taking and maintenance of minutes, and limitations on executive sessions - continue to apply.

But the emergency declarations issued by Gov. Mike DeWine and the Ohio Department of Health do impose limitations on public gatherings and the number of people permitted to congregate. These declarations have been modified occasionally in substantive respects relevant to public meetings, and additional changes may be forthcoming. In addition, public health officials have provided guidance on maintaining "social distancing" during this pandemic.

As a result, before holding an in-person meeting, a public body should give due consideration the limitations and guidance and appropriate concern for the health and welfare of the members of the body and their constituents.

2. Can a public body conduct a public meeting or hearing using audio teleconferencing or must video conferencing be used?

The bill specifically permits a public body to conduct meetings via teleconference, video conference or any similar electronic technology. Thus, a public body may choose to use audio-only teleconferencing.

Of course, the law requires that access to any such meetings be afforded through some mechanism that makes it generally available, including teleconferencing; live streaming via the internet; or broadcasting on local radio, cable television or public-access stations. When using audio-only teleconferencing, the public body should ensure that speakers

are identified and individual votes announced verbally so that listeners can determine what each member is saying and how he/she is voting.

3. What type of notice should be given if a public body plans to hold a virtual meeting?

Absent an emergency situation, the law requires that notice of a virtual meeting be provided to the public and to media outlets that have requested notice of the body's meetings at least 24 hours before the meeting. The notice must include the technique being used to conduct the meeting and the method of access available to the media and the public. A public body is encouraged to provide notice in the same way that it has provided notice in the past regarding additions to the content of the notice and its recipients.

4. If a public body can't arrange to have a meeting as scheduled or a quorum is unavailable, may a public meeting be postponed or canceled?

Nothing in the law prohibits a public body from postponing or canceling a public meeting for any reason.

Notice of the cancellation or postponement should be given as soon as possible to the media and members of the public who have requested notice of the body's meetings, and through any other means of notice that the public body commonly uses. As long as a public body has no pressing business requiring it to meet as scheduled, a meeting may be postponed or canceled.

5. Is there a difference in how a public body must afford public access to a virtual "hearing" versus a virtual "meeting"?

Yes. The law defines a meeting of a public body as a prearranged gathering of a majority of the members of the body for discussing and deliberating upon public business. A public hearing is a specific type of gathering of the body, one designed to yield public input on a matter of interest to the general constituency or to particular stakeholders. A number of provisions in the Ohio Revised Code require a variety of public bodies to hold public hearings on specific matters. Under the bill, both public meetings and public hearings may be conducted virtually. In the case of virtual public meetings, the public body need only provide public access to the content of the meeting. Regarding public hearings required by law, the public body must provide interested parties access to the proceedings as well as a mechanism to provide input, question witnesses and view evidentiary material. Public hearings, therefore, require an interactive function.

6. What about providing for public speech or some other kind of public input in relation to a virtual meeting?

Nothing in Ohio law affords the public the right to make comments, pose questions or otherwise speak at a meeting of a public body. Generally, most public bodies do give those attending in-person the opportunity to speak, usually under reasonable, defined and uniform limitations. A public body may arrange for such input at a virtual meeting through the electronic technology being used by the body, but it is not required to do so.

Clearly, taking steps to allow input is commendable, as it serves to maintain an additional facet of normalcy at meetings of the public body.

7. May a public body hold an executive session as part of a virtual meeting?

Yes. Nothing has changed regarding the executive sessions that public bodies may hold or the way that a public body enters into executive session.

A public body must convene in open session and, after a motion and a second, vote by roll call to go into an executive session to consider one or more of the permitted topics set out in R.C 121.22. If a personnel matter is at issue, the section requires more specific identification of the matter. Also, an attorney for the body must participate in any executive session convened for the purpose of discussing pending or imminent litigation. At the conclusion of the executive session, the public body must return to open session before taking any action or vote or before adjourning. These standards apply to both virtual and in-person meetings.

As in all matters related to virtual meetings, there will be challenges. It is suggested that a virtual broadcast could be stayed or paused when the public body moves into an executive session, with appropriate notice to viewers or listeners, and that the broadcast be reinitiated as the public body returns to an open session.

Those with questions can contact Mark Altier, Director of Open Government in the office of Attorney General Dave Yost, at [mark.altier@ohioattorneygeneral.gov](mailto:mark.altier@ohioattorneygeneral.gov) or (937) 603-8645.

Additionally, the Ohio Attorney General's office recently created a website related to the extension of the Stay at Home order that went into effect Monday at midnight.

Over the course of the pandemic, the Ohio Department of Health (ODH) has issued several orders to protect the health and safety of Ohioans. However, because of the general nature of each order, a variety of questions have arisen as to the scope and applicability of these orders to both individuals and businesses.

The Ohio Attorney General's Office is supporting ODH by contacting businesses thought to be in violation of ODH's orders and requesting more information. Many local officials, including local sheriffs, police, and prosecutors, are also receiving these same inquiries.

This week, the Attorney General's Office activated a publicly-available website that contains a formalized process for individuals who wish to forward tips to their office. That site can be found here: <https://www.ohioprotects.org/Public-Health-Order-Tip>.

It is important to note that this site is not intended to be a catch-all for every tip or complaint. Many tips regarding alleged violations are still best handled by local law enforcement and health departments. However, if there is an allegation of widespread

abuse or violations of an ODH order in multiple jurisdictions, the Attorney General's office is happy to review those tips and assist if possible.

## **THE U.S. DEPT. OF VETERANS AFFAIRS EXTENDS FINANCIAL BENEFITS AND CLAIMS RELIEF TO VETERANS**

The Department of Veterans Affairs (VA) have announced a number of actions to provide Veterans with financial, benefits and claims help amid VA's COVID-19 response.

"As all Americans come together to fight the COVID-19 pandemic, we want veterans to be focused on their health and safety," said VA Secretary Robert Wilkie. "That's why we're taking action to give those with pending debts, claims and appeals greater flexibility during these challenging times."

The financial relief actions include the following until further notice:

- Suspending all actions on veteran debts under the jurisdiction of the Treasury Department.
- Suspending collection action or extending repayment terms on preexisting VA debts, as the veteran prefers.

For benefit debts, veterans can contact the VA Debt Management Center at 1-800-827-0648 to make arrangements. For health care debts, veterans can contact the Health Resource Center at 1-888-827-4817 to make arrangements.

The benefits and claims relief actions include giving veterans the option to submit their paperwork late for the following actions:

- perfecting claims
- challenging adverse decisions
- submitting Notices of Disagreement
- submitting Substantive Appeals
- responding to Supplemental Statements of the Case

Veterans requesting claim extensions can simply submit them with any late-filed paperwork and they do not have to proactively request an extension in advance. For added convenience, VA will also accept typed/digital signatures instead of wet signatures on its forms. Those with questions can call 1-800-827-1000.

## **OHIO DEPT. OF COMMERCE PROVIDES COVID-19 UPDATE FOR CEMETERY STAKEHOLDERS**

The Ohio Department of Commerce has provided clarification on the extension of Ohio's Stay Home Order as it relates to funerals. Funeral, mortuary, cremation, burial, cemetery and related services are essential businesses and operations. These essential businesses and operations may remain open. Individuals may leave their homes to attend funerals. Funerals are not subject to the Order's ten-person limitation.

However, any essential business and operation that chooses to remain open must comply with social distancing requirements as defined in the Order by maintaining a six-foot distancing for both employees and members of the public at all times, including but not limited to when any customers are standing in line.

Essential businesses that continue to operate must take proactive measures to ensure compliance with social distancing requirements, including where possible, all requirements under section (15)(a) of the Order:

- Designate six-foot distances - Designating with signage, tape, or by other means six foot spacing for employees and customers (in line) to maintain appropriate distance.
- Hand sanitizer and sanitizing product - Have hand sanitizer and sanitizing products readily available for employees and customers.
- Separate operating hours for vulnerable populations - Implementing separate operating hours for elderly and vulnerable customers.
- Online and remote access - Post online the facility hours of operation and provide the best contact information including phone, email or point of contact.

Any questions can be sent to [WebReal@com.state.oh.us](mailto:WebReal@com.state.oh.us).

## **Ohio Municipal League Meetings & Trainings**

**Due to COVID-19 OML Meetings & Trainings are currently postponed.**

### **OML/OMAA Webinar**

**April 22, 2020 11:00 am ~ 12:00 pm**

**"Alternative Business Models and Financing for Intelligent**

**Network Infrastructure"**  
**Registration Information**

**Ohio Municipal League**

**Legislative Inquires:**

[Kent Scarrett, Executive Director](#)

[Edward Albright, Deputy Director](#)

[Ashley Ringle, Director of Communications](#)

[Thomas Wetmore, Legislative Advocate](#)

[Garry Hunter, General Counsel](#)

**Website/Bulletin Issues:**

[Zoë Wade, Office Manager](#)

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

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## AMP Update for April 3, 2020

American Municipal Power, Inc. <webmaster@amppartners.org>

Fri 4/3/2020 3:44 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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



### A farewell message from Marc Gerken

On Tuesday of this week, I completed my tenure as President/CEO of AMP for over a 20-year period. When I look over the last two decades, it has been challenging, rewarding and fun to go to work every day. Marsha and I want to thank the membership, Board of Trustees and staff for the opportunity to be the leader of the best public power organization in the United States. What AMP has accomplished in the last 20 years has been remarkable and we should all be very proud of this growth phase of the organization.



The pandemic crisis presents a huge challenge for AMP and its members, but the industry will see dynamic changes. AMP's new executive team is more than capable of executing the AMP Board's strategic direction. The future for AMP and its members will require strategic direction, innovation and bold decisions through dynamic member engagement practices. AMP's staff and members need to embrace these opportunities.

Over the last year, people have asked me what I will miss the most, and I respond that I will miss the staff, members, Board of Trustees and other industry colleagues. My timing could not have occurred at a better time; new leadership brings with it exciting energy and fresh ideas.

I want to thank you all.

Best of luck and stay healthy,

*Marc*

### AMP holds call on mutual aid efforts during COVID-19 crisis

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

AMP held a conference call to help provide guidance on possible mutual aid efforts during the COVID-19 crisis. Approximately 65-70 member communities participated in the call.

**Mutual Aid**  


Members will request mutual aid in the same manner they have in the past, but AMP is providing additional guidelines on social distancing, marshaling efforts and gathering materials. For instance, responding utilities are encouraged to supply their own sanitization items and food, and we recommend they maintain a safe distance between individual workers.

Additionally, at the request of the Mutual Aid Committee, AMP staff has prepared a list of contractors that are available to provide assistance as a contingency in the case that sufficient help is not available. It should be noted that AMP is not explicitly endorsing or recommending any particular contractor.

With these new measures in place, it is possible that response times may be slower than they have been in the past, but it is imperative that the safety of all lineworkers and employees remain the priority.

Information from the call can be found on the Mutual Aid section on the COVID-19 Resources page of the [member extranet](#) (login required). If you have any questions regarding mutual aid efforts, please contact me at [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org) or 614.565.4779, or Scott McKenzie at [smckenzie@amppartners.org](mailto:smckenzie@amppartners.org) or 614.306.4269. For a mutual aid emergency, please contact your sector coordinator or the Dispatch Center at 614.540.1020.

## **COVID-19 resources available on the AMP Member Extranet**

*By Holly Karg - director of media relations and communications*

The COVID-19 Resources page, on the AMP website's Member Extranet, is updated daily with useful information for member municipalities and electric systems.

This week, AMP posted new information on the COVID-19 Resources [extranet page](#) (login required), including a video on N95 respirator use from Hamilton and resources on mutual aid, federal financial assistance, small business assistance and key takeaways from AMP's Member Roundtable weekly conference calls.

We encourage members to share policies, procedures, communications or other information developed to help manage your local efforts related to the COVID-19 crisis. If you would like to provide resources for posting, receive call-in information for the member conference calls or need assistance with extranet login credentials, please send an email to [COVID-19@amppartners.org](mailto:COVID-19@amppartners.org).

## **Adam Ward named senior vice president of member services and external affairs**

*By Jolene Thompson - President/CEO*



Adam Ward has been promoted to senior vice president of member services and external affairs, adding him to the organization's Executive Management Team.

In this role, Ward provides oversight to AMP's communications, government relations, technical services, and member programs. This includes steering the organization's corporate compliance and sustainability efforts.

Ward is an integral part of AMP's member services, external affairs, advocacy and policy efforts. His unique perspective and leadership allowed him to effectively tackle the challenges of an ever-changing industry. He is a strong addition to the organization's executive management team as we continue to provide industry-leading services to our members.

Ward came to AMP in February 2016, bringing 20 years of experience having previously served in various leadership roles with the Ohio Environmental Protection Agency.

Ward is a graduate of Bowling Green State University; holds a master's degree from the University of Findlay; and is a Certified Public Manager through the Ohio State University.

## **Michael Beirne named executive director of OMEA**

*By Jolene Thompson*



The OMEA Board of Trustees Executive Committee named Michael Beirne as its executive director during their March board meeting.

Beirne joined AMP and OMEA in 1998 and has advocated on behalf of Ohio's public power communities before state and federal policymakers. Prior to joining OMEA, he worked as a legislative aide in the Ohio House of Representatives to the chair of the public utilities committee. At AMP, he was promoted to Vice President of External Affairs in 2016, where he oversees the organization's state legislative efforts, communications, publications and event planning. He is a graduate of The Ohio State University, and is a registered lobbyist in Ohio.



"Michael has been an integral part of OMEA for more than two decades and has been instrumental in gains OMEA and public power have made at the Statehouse," stated OMEA Board President and Dover Mayor Rick Homrighausen.

Beirne's experience and knowledge of the inner workings of the Ohio legislature, his understanding of the public power business model and his strong working relationships with our member community officials will serve OMEA well in this capacity.



## **AMP employees promoted**

*By Adam Ward - senior vice president of member services and external affairs*

We are pleased to announce the promotion of three employees.

Erin Miller has been promoted to assistant vice president of energy policy and sustainability, where she will oversee business and economic development, and member key accounts. Miller previously served as director of energy policy and sustainability.

John McGreevy has been promoted to assistant vice president of environmental, health, safety and compliance, where he will oversee environmental compliance, corporate safety and NERC issues. McGreevy previously served as director of energy policy and sustainability.

Lee Doyle has been promoted to director of corporate health and safety, where he will continue to oversee health and safety efforts throughout the organization.

Miller and McGreevy will now report to Michelle Palmer, vice president of technical services, while Doyle will now report to McGreevy.

Please join me in congratulating Erin, John and Lee on their new roles!

## **APPA releases *Smart Decarbonization* eBook**

*By Erin Miller - assistant vice president of energy policy and sustainability*

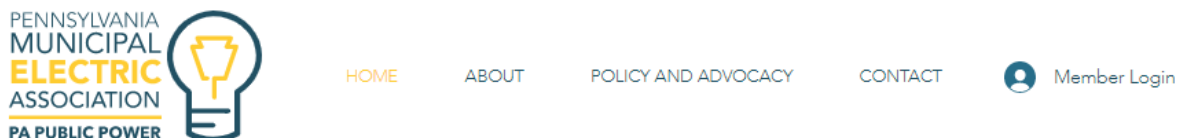
The American Public Power Association (APPA) has released a new eBook titled *Smart Decarbonization: Public Power's Case for Generating Diversity and Affordability*, which is available to AMP member communities. This interactive report presents key data on trends in electricity generation and explains the impact that including a diverse mix of resources in these targets has on cost and electric reliability.

The report includes information on topics including:

- Electricity sector declines in carbon dioxide emissions
- Trends in public power's generating mix
- Renewable and clean energy targets by state and territory
- Zero-emitting generation by state
- Cost projections to achieve emissions reductions targets
- Challenges and opportunities for public power
- Examples of public power clean energy efforts and partnerships

Please feel free to share information from the report with local decision-makers and customers to inform community discussions about emissions. Download the report [here](#).

## PMEA launches new logo and redesigned website



The Pennsylvania Municipal Electric Association (PMEA) has unveiled a new logo and launched its redesigned website - [www.papublicpower.org](http://www.papublicpower.org). The new website contains a list of PMEA members, services, events, advocacy material, awards, news and more, as well as general information on public power. PMEA members can log into the site to access relevant information and resources. The new logo incorporates their namesake, the "Keystone" state into the lightbulb. For more information, please contact PMEA Executive Director Diane Bosak at [bosak@papublicpower.org](mailto:bosak@papublicpower.org) or 717.489.2088.

## March 2020: Warm weather, quarantines lead to new record low prices

*By Mike Migliore - vice president of power supply planning*

Last month, the headline was "how low can prices go?" March gave us a hint of the new possibilities. March was the fourth straight winter month with warmer than normal temperatures. March average temperatures in the AMP service territory ranged from five to eight degrees above normal. Prices for the first 20 days of March averaged around \$19/MWh, which was similar to February. During the last 11 days, as non-essential businesses closed and spring-like weather kicked in, prices averaged \$16.70/MWh. The month's highest price of a mere \$41/MWh occurred on March 16 during the 8 a.m. hour, as that day's temperature only dropped to 30 degrees (record low is -6 degrees). Prices were below \$20/MWh for over

70 percent of the month. Although we did have record low power prices, congestion costs were slightly higher than past months.

<b>AVERAGE DAILY RATE COMPARISONS</b>			
	<b>March 2020 \$/MWh</b>	<b>February 2020 \$/MWh</b>	<b>March 2019 \$/MWh</b>
<b>A/D Hub 7x24 Price</b>	<b>\$18.24</b>	<b>\$20.07</b>	<b>\$31.01</b>
<b>PJM West 7x24 Price</b>	<b>\$18.63</b>	<b>\$19.89</b>	<b>\$31.21</b>
<b>A/D to AMP-ATSI Congestion/Losses</b>	<b>\$1.27</b>	<b>\$0.09</b>	<b>\$0.35</b>
<b>A/D to Blue Ridge Congestion/Losses</b>	<b>\$0.87</b>	<b>-\$0.45</b>	<b>\$0.30</b>
<b>A/D to PJM West Congestion/Losses</b>	<b>\$0.39</b>	<b>-\$0.18</b>	<b>\$0.20</b>
<b>PJM West to PP&amp;L Congestion/Losses</b>	<b>-\$2.95</b>	<b>-\$2.23</b>	<b>-\$3.16</b>
<b>MISO to A/D Hub Congestion/Losses</b>	<b>\$1.28</b>	<b>\$0.86</b>	<b>\$2.05</b>

## **Energy market update**

*By Jerry Willman - assistant vice president of energy marketing*

The May 2020 natural gas contract decreased \$0.035/MMBtu to close at \$1.552 yesterday. The EIA reported a withdrawal of 19 Bcf for the week ending March 27, which was below market expectations of -26 Bcf. The year-ago build was 6 Bcf and the five-year average was -19. Storage is now 1,986 Bcf, 77 percent above a year ago and 18 percent above the five-year average. The winter withdrawal running total is - 1,727 Bcf versus the five-year average of -2,017.

On-peak power prices for 2021 at AD Hub closed yesterday at \$30.40/MWh, which increased \$0.45/MWh for the week.

## On Peak (16 hour) prices into AEP/Dayton hub

Week ending April 3

MON	TUE	WED	THU	FRI
\$17.46	\$21.32	\$20.93	\$18.27	\$16.86

Week ending March 27

MON	TUE	WED	THU	FRI
\$21.68	\$19.29	\$20.39	\$18.77	\$17.88

AEP/Dayton 2021 5x16 price as of April 2 — \$30.40

AEP/Dayton 2021 5x16 price as of March 26 — \$29.95

### AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) was available for 2x1 operation for the week. Mild weather overnight last weekend and into Monday caused the plant to cycle offline overnight based on PJM Day-ahead economics. Duct firing operated for 110 hours this week. For the week, the plant generated at an 80 percent capacity factor (based on 675 MW rating).

### Security tip - Exploiting the Coronavirus: Fear of infection

By Jared Price - vice president of information technology and CTO

The newest Coronavirus-themed phishing attack may be the most ruthless yet. The cybercriminals are sending emails that appear to be from a hospital and warn that you have been exposed to the virus through contact with a colleague, friend or family member. Attached to the email is a "pre-filled" form to download and take with you to the hospital. Do not be fooled. The attachment is actually a sophisticated piece of malware. This threat relies on panic and fear to bypass rational thinking. Don't give in!



Remember to stay vigilant:

- Think before you click. The bad guys rely on impulsive clicking.
- Never download an attachment from an email you were not expecting.
- Even if the sender appears to be from a familiar organization, the email address could be spoofed.

## FOCUS FORWARD 2020 WEBINAR SERIES

Register by clicking this schedule or contact Erin Miller, assistant vice president of energy policy and sustainability at 614.540.1019 or by email at [emiller@amppartners.org](mailto:emiller@amppartners.org).



**May 14, 2-3 p.m.**

EVs for Your Fleet

**July 21, 2-3 p.m.**

Beyond Electrons — social engineering services for customers

**September** (during AMP Annual Conference)

Rate Design — what do customers want and need

**November 10, 2-3 p.m.**

EV Rate Design and Managing Demand

The Focus Forward Advisory Council has identified these topics to help educate and inform AMP's members about emerging industry trends and to prepare for further integration of distributed energy resources.



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receive the member rate.



## Classifieds

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

**City of Amherst seeks applicants for electric lineworker**

The City of Amherst is seeking applicants for the position of electric lineworker. Duties include the operation, maintenance and routine construction of the electric distribution system.

Minimum qualifications include a high school diploma or equivalent, successful completion of journey lineworker apprenticeship program and four years of experience as apprentice lineworker, or an equivalent combination of education and experience which provides the skills and abilities necessary to perform the job. Valid State of Ohio Driver's License, valid Ohio Class A Commercial Driver's License and Journeyman Lineworker Certification required. Annual pay range is \$82,000-\$95,000 depending on qualifications.

For more information regarding an application and job description call Amherst City Hall at 440.988.4380 or request by email at [mayor@amherstohio.org](mailto:mayor@amherstohio.org).

## Town of Bedford seeks applicants for assistant right-of-way supervisor

The Town of Bedford is seeking applicants for the position of assistant right-of-way supervisor. Applicants must be experienced in trimming, climbing and working around electric hazards. Class A CDL required and the ability to operate a bucket truck, chain saws and other right-of-way clearing equipment. Ability to supervise right-of-way crew and promote on the job safety. Compensation based on experience and skill level. Salary up to \$45,760 annually with benefits package to include health insurance, retirement, life insurance and annual leave.

Applications are available online at [www.bedfordva.gov](http://www.bedfordva.gov). Submit a completed town application online or mail to: Human Resources, 215 E. Main St., Bedford, VA 24523. Applications will be accepted until the position is filled. Resumes alone are not accepted and must be sent in with application. EOE

### Qualifications

Must have a Class A CDL (or obtain a CDL in first year of employment) and be experienced right-of-way trimmer.

## Opportunities available at AMP

AMP is seeking applicants for the following positions:

SCADA system programmer/analyst

American Municipal Power, Inc.

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