



City of Napoleon, Ohio

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Memorandum

To: Mayor and Members of City Council
From: Roxanne Dietrich, Clerk of Council
cc: Joel L. Mazur-City Manager, Billy D. Harmon-City Law Director, Kelly O'Boyle-Finance Director
Date: January 25, 2021
Subject: General Information

CALENDAR

MONDAY, JANUARY 25, 2021

6:15 pm – Volunteer Firefighters' Dependents Fund Board

6:20 pm – Volunteer Peace Officers' Dependents Fund Board

6:30 pm – Finance and Budget Committee Meeting

- **Review of Resolution No. 081-10** (compensation of Future Councilmembers and Mayor)
 - Attached is a copy of Resolution No. 081-10, Section 2.05 from the City Charter and the 2019 OML Salary Survey
- **Reciprocity Tax Funds**

CANCELED – Safety and Human Resources Committee Meeting

TUESDAY, JANUARY 26, 2021

Canceled – Civil Service Commission Meeting

WEDNESDAY, JANUARY 27, 2021

6:30 pm – Park and Recreation Board Meeting

INFORMATIONAL ITEMS

AMP Newsletter/January 15, 2021

JANUARY 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 7:00 pm – City Council	5	6	7	8	9
10	11 6:15 pm –Electric Committee BOPA 7:00 pm –Water/Sewer Committee	12	13	14	15	16
17	18 6:00 pm – Tree Commission 7:00 pm – CITY COUNCIL	19	20	21	22	23
24	25 6:15 pm –Vol Firefighter Dependent’s Fund Board 6:20 pm – Vol Peace Officers Dependents Fund Board 6:30 pm–Finance & Budget Comm.	26	27 6:30 pm–Park and Rec Board	28	29	30

City of Napoleon, Ohio

VOLUNTEER FIREFIGHTERS' DEPENDENTS FUND BOARD

Meeting Agenda

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio 43545
Go to www.napoleonohio.com for the WebEx link to the meeting

Monday, January 25, 2021 at 6:15 pm

1. Appointment of Fifth Board Member
2. Election of Chairperson
3. Election of Secretary
4. Approval of Minutes of January 27, 2020 (In the absence of any objections or corrections, the Minutes shall stand approved.)
5. Any Other Matters
6. Adjournment


Roxanne Dietrich - Clerk of Council

Motion to Adjourn

Motion: Comadoll
to adjourn the meeting at 6:56 pm.

Second: Dr. Cordes

Passed
Yea-3
Nay-0

Roll call vote on above motion
Yea-Comadoll, Celani, Dr. Cordes
Nay-

Approved

January 25, 2021

Chair

DRAFT

City of Napoleon, Ohio

VOLUNTEER PEACE OFFICERS' DEPENDENTS FUND BOARD

Meeting Agenda

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio 43545
the WebEx link for the meeting is at www.napoleonohio.com

Monday, January 25, 2021 at 6:20 pm

1. Appointment of Fifth Board Member
2. Election of Chairperson.
3. Election of Secretary.
4. Approval of Minutes: January 27, 2020 (In the absence of any objections or corrections, the Minutes shall stand approved.)
5. Adjournment



Roxanne Dietrich - Clerk of Council

Passed
Yea-4
Nay-0

Date Approved

January 25, 2021

Roll call vote on the above motion:
Yea-Mendez, Donley, Comadoll, Dr. Cordes
Nay-

Joe Bialorucki-Chairman

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE

MEETING AGENDA

Monday, January 25, 2021 at 6:30 pm

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
The WebEx link to the meeting will be posted on the City's website: www.napoleonohio.com

- 1) **Approval of Minutes – October 26, 2020, November 6, 2020 and November 7, 2020**
(In the absence of any objections or corrections, the Minutes shall stand approved.)
- 2) **Review of Resolution No. 081-10 (compensation of future Councilmembers and Mayor)**
- 3) **Reciprocity Tax Funds**
- 4) **Any matters currently assigned to the Committee.**
- 5) **Adjournment.**



Roxanne Dietrich - Clerk of Council

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE
MEETING MINUTES

Monday, October 26, 2020 at 6:30 pm

PRESENT

Committee Members	Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Mayor Jason Maassel
City Staff	Clayton O'Brien-Fire Chief Billy Harmon-City Law Director
City Staff via WebEx	Kelly O'Boyle-Finance Director
Clerk of Council	Roxanne Dietrich
Others	News Media on WebEx

ABSENT

CALL TO ORDER

The Finance and Budget Committee meeting was called to order by Chairman Bialorucki at 6:30 pm.

APPROVAL OF MINUTES

The minutes from the September 28, 2020 Finance and Budget Committee meeting were approved as presented.

REVIEW OF INITIAL DRAFT PROJECTIONS FOR 2021 REVENUE ESTIMATES (INCLUDING 2021 INCOME TAX PROJECTIONS)

O'Boyle presented a working draft of the revenue that we have at this point, noting this will be updated as we go along.

100 General Fund. The first five line items are from the tax budget that was passed earlier this year. It is roughly the same as it was in 2020. The contract with Napoleon Area Schools for the Resource Officer is a little less than last year. We do not know when he will be able to go back into the schools because of COVID or if it will change, so we predicted it a little less at this point. The interest earnings are less by about \$25,000 because of our called investments and the lower interest rates that we are receiving on our investments.

Reimbursements (Internal). We have plugged in a figure of \$2,000,000. As we finish the budget we will put in the real number. Last year it was about \$2,450,000.

Income Tax Transfer In. Right now it is the same as this year, we will get into more detail after we have been through the other revenues.

Bialorucki asked about the real estate tax actuals through September 30, 2020, the projected revenue for 2020 is the same, we will not receive anymore, is that correct? O'Boyle said correct. We received two settlements, one in March and the second in August. We have already received our entire property tax settlement from the county this year.

Fund 170-Income Tax. We will talk about this fund later on. At this point, we are projecting the same as the 2020 original and revised estimates of \$4,215,000.

Fund 200-Street Fund. This fund has the increased gas tax. With COVID, it looks like this is going to come in a little less than projected from the state. At this point, we are projecting \$450,000. If we receive any information from the state, we can adjust it. The blue shaded areas we will fill in with the reimbursements-internal when we do the rest of the budgets and we have the information.

Fund 210-EMS Transport Service Fund is for transport charges and non-emergency transports. We are estimating this will be similar to the 2020 estimates.

Fund 220-Recreation Levy Fund. The pool will be up and running in 2021. Obviously it was not running in 2020. The estimate for the new pool is about \$35,000.

Fund 221-Napoleon Aquatic Center. There are some blanks on this one. We are likely going to go to bond this year and we will have to pay off the note or roll it. We are in the process of getting those figures. Maassel asked what is the best guess for the rate of that? O'Boyle said we are looking at about 3.6% or so. I have on the Council agenda for November 2, 2020 to have the Law Director draft legislation to take the water note to bond. We have a little bit remaining for the UV and water projects and pool note to go to bond because they have a good number on the bonds for the pool project now. As we go along we will get better rates.

Fund 240 Hotel/Motel Tax is down because of COVID. The \$50,000 to the General Fund and \$50,000 to Tourism are plug figures, we can only pay out what we receive in.

Fund 243-Fire Loss Claims. We hope to never have money in this fund. This fund is for if there is a fire. We received some money this year from the house fire and the other part we received last year was from the Brick 'n Brew fire. We are projecting zero for 2021.

Fund 250 Local Coronavirus Relief Fund. We are projecting zero at this point for 2021. We are not sure if we will get any more money in 2021. We may get some redistribution of money that Henry County has but we are not sure how much that would be at this point.

On page 7 most of these are Police Department funds that are set by Ohio Revised Code. There is a little amount of revenue that comes in from these funds.

Fund 277 Probation Officer Grant is through Municipal Court. This is a two-year grant and they get the same allocation every year. We are projecting they will receive the grant as we have no reason to believe they will not.

Fund 288 Justice Reinvestment Incentive Grant has a two-year cycle too and that is the amount they usually receive.

Fund 290 Police Pension Fund is the .6 mill levy. This is the allocation from the tax budget. This fund is part of the real estate settlement so we won't get any more in that fund in 2020.

Fund 291 Fire Pension Fund is the same way as the Police Pension Fund, it is a .3 mill levy and we have received the money for 2020.

Fund 300 General Bond Retirement. The amount of the transfers-in for the bond will be put in as we get closer to completing the budget.

Fund 400 Capital Improvement Fund. We have to add grant money that we receive from some of the engineering projects. We are working on including those funds. Maassel asked on Fund 310 what are the highlighted areas for? O'Boyle said I wanted to make sure those were the amounts that were to go in that fund. On the 400 Fund the income tax coming in, we are projecting the same at this time. We need to add the pass through for the American Road project that Council passed the supplemental for. We have to add that revenue, it's really not revenue, it is just pass through.

Fund 500 Electric Utility Revenue Fund. The revenue we are predicting to receive is pretty steady. I want to point out the reimbursements-external O&M AMPT is for the substation is money we are getting when AMPT took over our substation. That is our guesstimate for 2021. Maassel added if Council decides to do this. O'Boyle said that is the substation that we already gave away. If Council chooses to do the new substations, we will have to adjust the revenue at that point.

Fund 510 Water Revenue Fund. The revenue appears to be \$3,635,627 for the revised revenue but we are keeping it lower. We raised the 2021 projected to \$3.25 million from the \$3.15 million. We want to be conservative in our estimate and hopefully we get more.

NWWS from Henry County the same amount is being projected for water and sewer.

Fund 511 Water Depreciation Reserve Fund. The blue shaded areas will be whatever the transfers-in are on the projects that Council approves. These amounts will be added as we go along.

The same goes for **Funds 513 Water OWDA Bond Retirement and 519 Water Plant Improvements**. The area that is highlighted is where the water note would be going to bond from so we will add that.

Fund 520 Sewer Revenue Sewer Sales. We are projecting about \$3.1 million which is right in line with what we projected last year. The internal reimbursements are highlighted blue because that will be when we finalize the budget and do the reimbursement spreadsheet.

Fund 521 Sewer Utility Replacement. We have to add some more grant funding and reimbursements for the DEFA loan for the Wastewater Treatment Plant Improvements. That will be adjusted and ready for the meeting on November 6, 2020.

Fund 532 Williams Pump Station. The pass through for the state money will have to be added.

Fund 560 Sanitation (Refuse) Revenue Fund. We are keeping the revenue the same for the major sales, that it is in line with what that amount usually is. The reimbursements will have to be added.

Fund 561 Sanitation (Refuse) Dep. Fund. The transfers-in will need to be added.

Fund 600 Central Garage Rotary Fund. We are working on the transfers-in and what the charges for services will be.

Overall it looks like there is a decrease of about \$13,000,000. That is because of the notes and other information that is not in here yet. There was about \$4,000,000 revenue estimate for 2020 for the Wastewater Treatment Plant Improvements but, that it will not happen until 2021.

The original estimate for income tax was \$4,215,000. The revised scenario is \$4,529,647. When we presented the numbers to Council a couple weeks ago, that figure was \$4,507,000. We have since received the September final numbers and updated the amount. In a couple of weeks, we will have the final for October so Council can see how that is going. The City Manager and I recommend to keep the 2021 estimate at \$4,215,000. If the projection from the scenario for 2020 is close to 2019, at a 7% reduction, that would be a reduction of \$314,000. The impact of COVID as we have been talking about all along, is unknown at this point. Unfortunately, our software does not allow us to predict that so we have to look at the history and what other communities are doing. Other communities are estimating being down between 7% and 10%. The chart shows scenarios if it is 8% down all the way up to 15% down what the estimate would be and what the difference on the \$4,215,000 would be. We will update that with any information we get. There is not anything in here for the reciprocity because it has not been passed yet. If that happens, then we will add that amount in. Maassel asked you are basing this on the \$4,215,000 number not the \$4,500,000 number, right? O'Boyle replied correct. The \$4,215,000 is 7% off of the \$4,500,000 which is close to the 2019 actual. We are hoping to come close to the scenario for 2020 but obviously we want to be conservative. We might come back and make a recommendation to adjust the estimate but at this point that is the number we have. Maassel pointed out if there is ever a year to be very cautious with income, I think this is the year to do it. O'Boyle said as we get more information we will keep you up-to-date. As soon as we have the October figures, I can send out an email to everyone with those amounts. The \$4,500,000 projection has us hitting 97% of our estimate for October, November and December and the actual through September is how that scenario looks.

SUPPLEMENTAL NO. 6

O'Boyle stated this is for Fund 250 the Local Coronavirus Relief Fund. We received another allocation after we passed the last supplemental in the amount of \$295,745.35. We are asking to supplement this amount so we can spend it as you will see in the next document. Maassel asked if we don't spend it, the money goes back to the county, it goes back to the state, or does it go to small businesses in the area? O'Boyle said it goes back to the county. Our understanding is that it gets redistributed to people that have spent their money within our county and then if people here cannot spend it, the money goes back to the state and then it goes back to the federal level.

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE
in Joint Session with
CITY COUNCIL
Friday, November 6, 2020 at 8:00 am
SPECIAL MEETING MINUTES

PRESENT

Committee Members	Joseph D. Bialorucki-Chair, Jason Maassel, Jeff Comadoll, Ken Haase
City Council	Lori Siclair, Dan Baer, Ross Durham, Molly Knepley
City Manager	Joel L. Mazur
City Law Director	Billy D. Harmon
Finance Director	Kelly O'Boyle
Clerk of Council	Roxanne Dietrich
City Staff	Municipal Court Judge Amy Rosebrook Chad E. Lulfs, P.E., P.S.-Director of Public Works Jeff Rathge, Operations Superintendent Justin Mullins-IT; Dustin Tewsbury-IT via WebEx Lanie Lambert-Human Resources Director Tony Cotter-Director of Parks and Recreation and Cemeteries Dave Pike-WWTP Superintendet Jeremy Okuley-WWTP Jeff Weis-WTP Superintendent Greg Kuhlman-Electric Dept. Superintendent Mike Dietrich-Electric Distribution
Others	April Welch, CIC Director
Others on WebEx	News Media

ABSENT

Committee Chair, Bialorucki called the Special Meeting to order at 8:01 am.

REVIEW 2021 BUDGET PROPOSALS

Mazur started with a generalized view of the proposed budget for 2021.

The Income Tax Projection from last year to this year is estimated to be the same. We are looking at a \$4.5 million revenue from income tax and are projecting \$4.215 million. We are comfortable with that in light of everything that has happened with the COVID. Some of the revenue decreases were expected with the impact of COVID. The 2020 income taxes will be collected in 2021. We had the large tax refund and that will continue to have an annual affect from here on out unless it changes. We had less investment income, the Local Government Fund (LGF) is less and that has been ongoing as well.

The biggest expense is the twenty-seven pays that amounts to \$317,000 and fringes. This is an impact to the budget that happens once every eleven years. Other increases are a 3.49% in healthcare cost, bargaining units wage pay increases, retirement payouts and general inflation of expenditure increases for contracts and supply costs. Typical run of the mill expenditure increases we see every year except for the twenty-seven pays. Additional Requests will be reviewed with each individual department and we will hold off until the end of the budget review to either approve or not.

Certain adjustments will have to be made throughout the year. We based the non-bargaining wage increases at 2%. If Council decides to change that amount, it will need to be adjusted. The change to the garage rotary was not included in the budget as it has to be passed. If necessary, later we will have the reduction in the appropriation fee for the refunding savings for the water and sewer bonds that was just passed on third read, those have not been adjusted yet. Debt payments for the pool and water have not been added yet. CARES Act Round 4, if that does come about then we will make adjustments. Workers Comp rebates, this year it was almost \$60,000. Sale of assets to AMP Transmission (AMPT) if that comes about, then we will make adjustments there. Should the reciprocity revenue and appropriation pass, there will be adjustments to be made. On Monday we will talk to the Water and Sewer Committee about the rate review from Courtney & Associates. If a rate increase is needed, those will need to be adjusted. If we apply for grants and receive any, that will have to be adjusted too. This does

not include encumbrances carried forward, that is the biggest item. Bialorucki asked about the 2% for non-bargaining. Can we get the dollar amount how much that will be? O'Boyle replied approximately \$137,000 plus fringes for the entire city. That will be a little bit higher as the bargaining units are getting more than 2%. Maassel asked what is the percentage the bargaining units are getting? Mazur replied 2.25%. Every year, Council passes an ordinance to split the income tax from 50%-50% to 62%-38%. Last year we did it as 65%-35% because the pool capital money was coming back into the 400 account from the pool rehab. We have done this budget at 65%-35% unless Council wants to adjust that to the 62%-38% allocation. Looking at the major funds, the General Fund projected balance is \$55,645. That is based on last year's actual budget, expenditures, what we are anticipating will be spent to the end of the year and expenditures from what is expected every year. The carryover balance gets rolled into next year and the fund balance gets replenished. If Council decides to go to 62%-38% that will impact that General Fund line item by roughly \$100,000 and will have to shift to the capital side. The Special Revenue Funds - Fund 200 Street Construction, Maintenance and Repair Fund. A lot of our street employees are paid out of the General Fund. If you switch back to the 62%-38% number, the 200 Fund will go down and the General Fund would stay the same and the 400 General Fund would be impacted too. O'Boyle noted we have seen an increase in the motor vehicle gasoline tax from the state. This year's projection is less than originally thought because of the COVID, we are hoping that goes back up. Maassel asked last year when we passed legislation for 65%-35% wasn't there a line in there saying this year we have to be at 62%-38%? Siclair noted there is to be an impact from the credit reduction, if the reciprocity is passed this will change. Maassel added it all goes toward personnel, not capital. Mazur said that is correct it will, that is how we framed it. Council does have the ability to make the adjustments however you see fit. O'Boyle reiterated the budget is being presented at 65%-35%. How do you want to handle this going forward, we can talk about it now or wait. Bialorucki said let's wait and let it simmer until the end of today or tomorrow, then we will see where we are at and ask for a recommendation from both of you. If the reciprocity passes when we will get money? O'Boyle said we would collect the withholdings right-away and most estimates would be collected in 2022. They can pay what they owe for 2020 or they can estimate up to 90% of what they think they might owe. We will get the withholdings right away but the rest will go into 2022. Maassel said it's not retroactive to 2020. O'Boyle said it would be effective for the 2021 calendar year. 2021 withholdings would happen right away and the 2021 estimates happen when it takes effect.

100-1300. CITY MANAGER/ADMINISTRATION

COVID disrupted our ability to provide services this year. We are back on track. We are continuing to see a great deal of housing development. The West View Villas is going better than the developer hoped for. The Senior Villas on the south side is delayed. A new subdivision is platted and a second is in the process of being platted (Goodville and Twin Oaks). Additionally, we have the Trailwind Apartments and the Fair Street Condominiums. In 2018 there were nine new single family residential homes, in 2019 we had eleven and so far in 2020 we have ten. Maassel pointed out there was one year we had zero, that was in 2017. Mazur continued business developments include Paul Martin & Sons, Love's Travel Stop, Team Green Expansion and Brick 'n Brew. The Napoleon Area School System Campus Improvements, a couple of street dedications, TIF District, Aquatic Center Construction and we have a property that wants to annex into the City. Utilities are a huge part of budget, the Long Term Control Plan (LTCP) was renegotiated, we were able to have the Wastewater Treatment Plant rehab and VanHying Pumping Station projects designed in 2020, the LED Street Replacement was completed, we are identifying water loss on our systems. In terms of capital improvements, the American Road project is started out in the Love's area, the Oakwood Avenue project we started design and that will carry over into 2021 with a plan for construction in the next two to three years. The roundabout project at St. Rt. 108 and US 24 will be in 2022 or 2023, that is an ODOT project. We had the annual Resurfacing Project, Graceway, South Perry, the Glenwood Waterline and the waterline on the second river bridge. We are working on the new city website layout, personnel turnover, succession, planning and retention, maintaining certain services, IT, garbage collection, code enforcement. Garbage collection is in here because we added a bag, added a person and do not have CCNO so we are seeing where the funds are at. We had the high school banner project and maintained our AMP Board seat. Good things in a rough year.

In 2021 we will have more growth. The Crematory on American Road, Main Stop, some project names cannot be disclosed. We will continue the Aquatic Center, assist downtown businesses, we have a contract with Napoleon Alive, the housing fee moratorium is on for discussion at Monday night's committee meeting.

The electric rates we are planning to have them go down with the expiration of the Morgan Stanley contract. We are still looking at the transfer of assets to AMPT. In terms of street lights we also have security lights that people pay for and are looking at converting them over to LEDs. We pushed to 2021 the electric rate review full cost of service study. We are always looking at reducing our line loss for water and electric.

We have the Wastewater Treatment Plant rehab, and we are looking at rebranding the Aquatic Center and Golf Course. We would like to do a facility study. That has been in the budget every year and we have not spent the money. This year the timing right to identify a needs assessment, especially taking a hard look at the Police Department and our position on the riverfront, what would it look like if we move off the riverfront. Maassel asked what is the rebranding of the Aquatic Center? Mazur explained when you do reconstruction like this, you are now part of a regional destination and it is a good time to change up the logo and beef up the website to attract more people to look at it.

100-1300-53350. Service Fees-Consultation. The zoning code update has been in the budget for the last two years. The estimated cost is \$50,000. There are grants available through JobsOhio to help when revamping zoning codes. We can get by but not without a lot of struggle, the code is outdated and can use a refresh. Siclair asked for an example. Mazur said is it an industrial use or commercial use? Maassel added is a bakery industry or commercial because they bake the cupcakes there. Siclair said is it a grocery or convenience store. Mazur said we are trying to make it work and help the business out. If this stays in, I would suggest we do not spend the money unless the grant funding comes in from JobsOhio.

100.1800 - Municipal Court. (8:48 am – 9:05 am)

Judge Rosebrook. We do not have a lot of changes over what we did last year. I am requesting a part-time Probation Officer. Ashley Bowen is the Probation Officer and is very tech savvy. We were awarded a grant from The Supreme Court in the amount of \$20,000 or \$25,000 to get our technology up to speed so we can get do things by zoom or work from home. The barrier for people on probation is a lack of transportation. Our caseload at Municipal Court has doubled in the last few years. The constitutional amendment to decriminalize did not pass. When Judge Collier reduces felony drug charges to a misdemeanor that defendant is administered by Bowen. We get number of cases from Judge Collier and those are likely to go up. Even if that did not get administered our court has experienced a substantial increase in cases. The new grant will cover the additional position. Grants are wonderful, you just do not know from one year to the next if will receive them. I am fairly confident we will get the grants, if not we will look for another funding source other than the General Fund. The Court received another \$55,000 from the CARES Act. We received \$65,000 in 2019 to update the software for the court system to file online. Thank-you for remembering us with some of the CARES Act money you received. The filtration people are at the court today. Maassel asked your part-time request for us to add to your personnel list, you think that will be covered by grants? Judge Rosebrook said the new position will be covered by the JRIG grant. Maassel asked do you have any candidates in mind already? Judge Rosebrook answered we do have a candidate in mind that Bowen has talked to. She is already qualified and works for a probation system in another community. Mazur added you never know if grant funding will be cut. The good thing about part-time is it can be cut or readdressed with re-appropriating funds if necessary and is something everyone can live with. Maassel asked this will be an **Additional Request**. Mazur-Yes. Siclair asked if Municipal Court has a program for juveniles? Judge Rosebrook said those are handled by Common Pleas.

Short Recess 9:05 – 9:12

3500 – HENRY COUNTY CIC (9:12 AM – 9:32 AM) April Welch

I work closely with the City Manager to keep projects moving and the flow of information going, it is working well. The CIC is not eligible for grants and we are not immune to the impact of COVID. The goal we set for ourselves was to increase private memberships, it was difficult as we were not able to do the events we wanted to do. We were able to increase our memberships over last year. The things we want to do that will add to our budget are, lean more into the public sector to build our membership since we did not get to the goal we set. We have line items to increase our marketing campaign to market the county and the assets of Henry County and the city to outside developers and market properties available. To increase workforce collaboration between the schools and businesses, to continue to build a pipeline of workforce talent we have. Maassel asked Welch to explain how COVID affected that. Welch said we were working on a signing day with 4-County and could not do. College is not necessarily the way to go and to know that is not exactly what you have to do to be successful. We make a signing day for students going on into the workforce and/or trade school. It is too early to plan for 2021. There are

certain industry and school trades that need to be filled and we continue to work with the schools. There are so many opportunities that you do not need to go to four-year university to have a successful career. We are advocating for upscaling workers. When unemployment is low, employers are looking at an under-skilled workforce and we need to get them connected to work skills. There is a line item for the audit, this is our year to be audited. In 2018 our audit cost just over \$7000. The significant increase under wages and benefits has to do with a change in a health insurance package. There is a 1.5% increase cost of living recommended. Mazur noted there is an **Additional Request for \$2,600, we reduced that to \$1,600** and will review it on Saturday. Siclair asked if there is a marketing campaign plan? Welch said we are working on a video with two segments that will talk about county assets and river access to 24. It will be on the website directed to anyone not familiar with Henry County and what assets we have. Campaign materials are the quality of life, amenities the area has, does the workforce want to live and stay here? What makes living in Henry County great and what do we have to do? Mazur added in talking with an employer interested in moving to Napoleon, we saw they were more interested with activities going on. We were able to highlight the pool at that time and update of the clubhouse. Welch had a discussion on downtown revitalization opportunities to find programs and grant opportunities to build on. The downtown builds on a town's identity, demographics look to gravitate to. Bialorucki said the CIC does a lot for our community and we appreciate all your efforts. Knepley is the chair of the Municipal Properties Committee, it may be a good idea to have you come to a meeting once a quarter. Maassel pointed out that is why Baer and I are on the CIC board. Bialorucki said for the amount of money the city is spending, I feel like I don't know 10% of things the CIC is doing for the City. Baer asked am I allowed to share what talked about? A good place to get Knepley started would be on a committee. There are seven members of Council and everyone's experiences and opinions are different. We have a sixteen member board and we want more involvement. In 2021 when new committee schedules are available, we want to bring in people from all over the county to help on the committees. Welch said I am available upon anyone's request. I try to stay in contact with Mazur regularly. Durham asked what are the committees the CIC has? Welch-Workforce Development, Membership Committee, Marketing Committee, Organizational Committee that covers the bylaws, Government training and the Finance Committee. The workforce and marketing committees are the most active. Durham asked if the board members represent certain businesses or are independent? Welch said we have nine at large members and seven are elected. We have a representative from a large corporation, Campbell Soup, Graminex and there is someone from a Holgate business. Baer added there is a realtor on the board. Welch said there is also a non-profit representative on the board too.

Joel Miller from the Chamber cannot be here today, he will reschedule.

Brief Recess. 9:33 am – 9:38 am

ENGINEERING AND OPERATIONS (9:38 am-11:00 am)

Chad Lulfs-Director of Public Works and Jeff Rathge-Operations Supt.

This year's biggest hurdle was the COVID situation. All the construction projects were piled into the fall. American Road is coming along nicely. Glenwood waterline is finished and Graceway is primarily done. The Oberhaus I/I project needs to have easements. The cost for a temporary easement is \$1.00/sf and permanent easements are \$2.00/sf. We are going to try to get them donated and if we cannot get it that way, will ask the property owner if there is something they would like to have done. For example, one property owner would like to have two trees removed. Mazur noted we will hire a consulting service to help acquire the easements. Lulfs said Adam Hoff will be coordinating the easements with Bockrath and Associates doing the legal descriptions, our Law Department will prepare the easements. This year the Fall Cleanup was smaller than the Spring Cleanup. We finished year six of the sewer plan, this is a ten-year program. The Wastewater Treatment Plant will get started next year. We hope to advertise in December and open the bids in early February, 2021. The pool is going. We started the design on Oakwood Avenue from Industrial to downtown. Maassel asked how much did the crushed concrete cost us? Lulfs-\$44,000. That was based on tonnage. Bialorucki commented he had a request from a resident. When the crews are flushing hydrants on Woodlawn, they start early in the morning which is the same time as school traffic and they wanted to know if there is any way we can try to flush hydrant later in the morning. Rathge-we will try to accommodate them. They are working one feeder from the plant to the outlying area. We will try to not start in the morning.

100-1700. Mazur said there are not any surprises. Lulfs and Rathge do a great job running a lean budget.

Lulfs said the biggest item in operating is professional services to hire someone. Last year we had \$20,000 we are asking for \$25,000 this year, historically it has been \$25,000. Training has been down the last couple of years. This year we could not travel. I am required to have continuing education with my license.

Mazur said there is an **Additional Request**. It is a **Pay Adjustment (3%) for the Construction Inspector Position** (Aron Deblin). This position along with Police Lieutenants were affected by the change on how overtime is calculated for non-bargaining. FLSA says you get overtime for actual time worked. If there is a holiday in the week and you have to work overtime, you get paid straight time. The additional request keeps the policy in place but makes an adjustment for him because he is impacted by that. The original request was 4% and I moved it to 3% because there are holiday times when he is not working overtime.

100-5130. Service Building.

There are not many changes here. The 27th pay affects all budgets.

Utilities and uniforms were adjusted. Mazur noted the electric charges are projected to go down by 8%.

Bialorucki asked about the operating materials is a pretty big increase, is that to have cushion? Rathge for basically two months there he was off a week on a week so, my production level was not very high at that time. You add another six to eight weeks to that he can get through that pretty quickly. We were really holding back this year. Only 20% of this budget comes from General Fund.

Haase asked if there is just one person on recycling? Rathge-we have two on the recycling truck. Because of COVID, we lost CCNO. We like the way things are now, we don't have to deal with that. Mazur added it was not as much of a cost savings as you'd think. Rathge pointed out plus the liability. Sometimes you would drive over there and they would not have anyone available.

200-5100. Street (SCM&R) Fund

Maassel asked if the server room HVAC was COVID related? Rathge-no, that was equipment failure.

Maassel said the professional fees has a big increase. Rathge- we are taking from one account into professional services to get the catch basins fixed instead of having barrels on the streets. We are going to hire the work out to get it done sooner.

Bialorucki-signs and signals at \$13,000, is that because you have no idea how much you will need? Lulfs-signs age and lose reflectivity. Rathge-the night Police Lieutenant will make a list and send it to us. Haase asked can you use the county sign making? They have their own sign shop. Rathge-we can ask them. Haase-may have some cost savings.

200-5110. Snow Removal Fund. Estimated at \$65,000. You never know what kind of harsh winter you will get. Rathge-like to have 1,000 tons of salt setting there all the time. You just don't know. We put a big number in and hope to give some back to you. Last year we bought 495 tons at \$81.95/ton. This year we are buying salt at \$53.77/ton and we only ordered 400 ton. It is nice to have that big salt shed, we are still thanking council for that move. We have to let ODOT know how many tons we want before we get a price. Bialorucki-it's to have the amount that we have, there are a lot of times when we may get just a little dusting that makes the streets slippery. Rathge-we have a contract with ODOT to buy brine.

200-5120. Catch Basins and Pipe.

201-5100. Spray Patch Materials. Roadside mowing is contracted.

202-5100-Professional Services \$25,000, dust control, chip sealing, contracted street services did not use any in 2019 because of all the rain. This is mainly used on a complaint basis. Comadoll asked if anything is going to be done about the canal basin, it looks terrible. It will cost us some money in the near future. Lulfs-there is not anything in the budget. Rathge-you go do something down there someone says you could be doing a street. Mazur-we will take a look at it. Comadoll-if there is money in a budget not being used, we can we get it from there.

203-5100-Contract Maintenance \$120,000. 2021 is the year to do the street striping project.

204-5100. Rathge we buy magnesium chloride to add to the salt to make it work better in colder weather. Beet heat.

Capital Fund 400-1700-57000

Pickup Truck for City Engineer \$40,000

Mazur. Pickup truck for the City Engineer, vehicles are tricky. We usually get hand me downs from the Police Department. It hurts this is capital that goes toward the roads. Durham asked if there is a way to set money aside each year for things like this? Mazur-since this has not been done, it is harder to start. Vehicles are tough to manage. I do not want to spend money, I want us to spend the money on roads. Durham-how frequently are we buying vehicles? Mazur noted even the police vehicles are out of rotation. Durham-can we set aside \$4,000 a year

instead of \$40,000 a year? Rathge-that is what we do in the refuse account for trucks. Maassel asked do we buy off the state contract or do we buy locally? Mazur- we look at the state list and then see if we can get it cheaper local. Durham-agree it is time for a new truck. Comadoll-you cut the Park and Rec truck last year and it went into the river this year.

Surveying Services \$10,000

Small Dump Truck \$105,000. This was cut out of the 2020 budget. Maassel when you get it, we want to see it at a council meeting. Rathge-we are trying to split up our trucks so we are buying one every five years.

400-5100-57200 Tree Plantings-\$60,000

400-5100-57400-Sidewalk/Curb Reimbursement Program \$25,000

Lulfs-this is for sidewalk and curb issues that need to be addressed. If a letter is sent to a homeowner that they have to redo a sidewalk, they do not get reimbursed.

400-5100-57500. Oakwood Avenue and American Road \$1,850,000. We have some grants we can use for pieces of this and the rest will be through the TIF grant. The road portion is estimated at \$1.43 million. That will be a full rebuild of American Road from where the current project leaves off up to and including the Oakwood intersection. Oakwood from American up to and including the intersection of Freedom. Mazur-had suggestions to redo County Road R in front of CustomAg. That is half in and half out of the city. We can look at that down the road.

Twin Oaks 7th Addition \$25,000. That is a thoroughfare that has to be wider than a normal street and the city is responsible for that. You will also see costs coming up because the sewer was oversized and the city is responsible for that cost. We do not have that cost yet from Greg Beck.

Oakwood Avenue Improvements \$210,000 a portion of the cost to design the project from Independence to downtown. The estimated design cost is \$400,000. If we were to rebuild the whole road the cost is 4 million dollars. We are working with ODOT to scale that back.

North Harmony Street Improvements \$20,000 is the last remaining concrete street in that part of town.

GIS Support from Stantec \$10,000

Survey Control Network-Update \$6,000

Annual Resurfacing Project \$450,000. We are looking at Briarheath and possibly some of the side streets off of Briarheath. We discovered there are a lot more problems out there than we were aware of, some of them are pretty bad. Mazur-there was discussion about the area between Ohio Street and Lagrange and those roads, North Sheffield, Highland, Michigan, Willard. Lulfs-that area we are continuing to look at. Right now I want to see what kind of cost we would have around Briarheath. If we can keep the resurfacing project in one neighborhood that keeps the mobilization costs down. Maassel said if you are doing that neighborhood the work will have to be done between June 15-August 15. Mazur-that area does tie-in with the Safe Routes to School grant application Siclair asked about DeRohm being canceled. Lulfs-that street needs to be completely redone, including storm and sanitary sewer. Mazur-would not recommend putting money into something if there is no real plan to spend multiple millions of dollars on that road project. There are needs all over the city, how do we address that? You spot repair and keep plugging away. Bialorucki-if we do the Briarheath area or over by Ohio with Clairmont just being done near the schools, it would make sense to do the other ones over there. Lulfs-do not know if we can include Westmoreland at this time that is a big road, there will be a lot of paving. It comes down to how much curb and gutter we have to replace, that is when it starts to get expensive.

510-6210 \$67,000 Additional Request for a Backhoe \$120,000. The current backhoe is a 2006.

510-6210 Water Distribution they are requesting less than from last year.

511-6210 Build Waterlines

\$200,000 Lynne Avenue from Glenwood to the west, replace waterline and repave the street. We will have to do something on the other side of Glenwood with Lynne soon.

\$16,000 Waterline on Enterprise Avenue designed. That has been an issue for a while.

\$375,000 Oakwood Avenue Improvements, Independence to N. Perry-design costs.

GIS report annual resurfacing program plug numbers for all those project

520-6310 Sewer (WWT) Collection System collection look at 1% request increase

520-6311 Sewer Cleaning and Improvements – requesting less on this one. CWRAP (Clean Water Removal Assistance Program)

521-6310 Sewer Replacement and Improvement Fund sewer account includes 2021 portion of Wastewater Treatment Plant rehab what is needed in 2021. The design contract is in place. This is construction. The whole project will be bid as one. We will bid and award the project next year, this will start and stop when it is all done.

Mazur-for rate purposes we are estimating \$14,000,000. Maassel asked when the project starts how long will it be? Lulfs-we are assuming 18 months up to 24 months.

Front Street Interceptor & Palmer Ditch Force Main Relocation \$400,000 cross center interceptor has to be relocated

Sanitary Sewer emergency repairs \$100,000

Oberhaus and Euclid projects carried over to 2021

We have financial responsibility for sewers in right-of-way

We do not have a long project list but we have sizeable projects.

Maassel asked are we still trying to recruit a new engineer? Lulfs-right now we are trying to get someone in to run the GIS system.

560-6400 Sanitation Collection and Disposal. Increasing 1.5-2%. A lot is due to landfill charges. Rathge those rates have increased our fees, the county has raised rates three times this year. That shows up in the cleanup lines.

560-6410 Sanitation Refuse fund seasonal pickup. Looking at an increase with the rates going up, that is hard to avoid.

560-6411 Yard Waste Site that is brushing grinding and concrete crushing

560-6412 Mosquito Spraying all most chemicals barrel of spray is \$12,000

560-6420 Recycling and Recycling Disposal and Recycling Bins. Siclair asked are you expecting more than last year? Mazur-you just never know. Rathge-we put the tickets in every day to see where we are going to be .

Maassel asked how hard is it to find a GIS tech? Lulfs-I'm not sure. We have a guy that we hired for the summer and he is coming back over Christmas break, I want to see what his long term plans are. Siclair asked what are the qualifications? Lulfs-there are different certifications.

Short Recess 11:00 am - 11:07 am

Law Department 100.1400 (11:07 am – 11:15 am) Billy Harmon, Law Director

We have not done any travel and training nor any of the CEL requirements this year because of COVID. Ohio Municipal Attorney Association (OMAA) has a 3-day training session that takes care of all continuing education. I hope to get to another one as mine expires at the end of 2021.

Legal Services. this last year has been extra-ordinary.

100-1400-54200 Supplies-Operating Materials. The numbers submitted are \$9,000 and \$5,400 as we still have not paid for the Matrix yet. Matrix is a way to track cases. The officers submit their information on every case, Wood County and Defiance uses Matrix. The defense attorney has full access to everything on this site. Once this is up and running, it will be beneficial to the officers.

Maassel said in 2020 outside counsel was used for water things, do we foresee any big issue in 2021? Harmon-not at all. We can handle most things, when you get into civil matters, it is time consuming.

IT Department 100-1600 (11:16 am – 11:32 am) Justin Mullins, Dustin Tewksbury via WebEx

Mazur-IT software is a continuing maintenance cost, it is a necessity for modernizing business practices.

Professional Services are up. We added \$8,000 for ongoing expenses to continually update the website.

Bialorucki noted there was \$2,900 cut in operations materials, is that not needed, you can hold off? Mazur-most PC's have been replaced. Mullins-we have two Windows 7 machines. Mazur-there is not a need for a bunch of new computers, screens, etc. At the IT Committee meeting, the committee discussed a capital replacement schedule to cover the cost of PCs and servers. When Windows 7 is not supportive anymore, the PC has to be replaced.

Capital Items 400-1600. There are a lot of cuts, these are more wants than needs. Durham asked what is the current setup of the city camera system? Tewksbury-that was the last of that era. It works fine. Durham-what we have budgeted for the website is sufficient? Mazur-yes. If we need to supplement we will come back. We are doing as much as we can in-house. The \$3,500 is for a camera that records. Like when we do press releases and take pictures for the website, it includes a tri-pod and equipment. I hesitated putting this in, do not want the perception that it was something frivolous. Durham asked about the photos for the website, are we paying for them? Mazur-Ashbaugh Aerials takes the pictures. Mullins-some were donated for us to use. Mazur-we have a \$200 Purchase Order with Ashbaugh Aerials right now. Siclair commented \$3,500 is a lot of money. Do you think you will use it a lot? Mullins-yes. If we were to get a camera that would improve our perception to the public. Mazur-IT is split between different departments. Maassel said put this is as an **Additional Request**.

Bialorucki thought it would be good for everyone looking for communication from the city.

Human Resources 100-1370 (11:33 am – 11:45 am) Lanie Lambert

New hires for 2020 we had three full-time and ten part-time or seasonal.

Resignations there were three full-time and four full-time retirements. We did not replace positions in Electric and Finance.

Turnover was at 6.5% and that is lower than we have had in the past, since 2016.

Workplace injuries have had five so far.

Health insurance has a 3.49% increase, that is the lowest we have had. Bialorucki asked does that have a lot to do with the wellness programs? Lambert we are hoping. Claims were down. During COVID people were not going to the doctor. As of Wednesday, 90 out of 159 employees and spouses have received their physical. They have until the end of December to get those done. For the employee appreciation lunch we ordered food and delivered to each department. The Mayor and City Manager went around and delivered certificates.

Retirements for 2021 we have six eligible. We have spent a lot of time on COVID, policy changes, staying up on regulations.

Goals. To work with each department in compliance with PERRP/Public Employee Risk Reduction Program.

Do CPR and Alice training for employees.

Job descriptions are updated when we have a new hire or someone leaves.

We hope to have the policy manual updates worked through by the end of the year.

Besides salary, requesting almost \$2,000/less. We are trying to do job postings online instead of in the newspapers.

Zoning Code Update 100-1300-53350 (11:46 am – 12 Noon)

Mazur-this is a \$50,000 line item. We can get by if need to, if this needs to be cut. Comadoll asked how far out of date are we? Mazur-decade and a half. Siclair asked how much is driven by our Masterplan? Mazur-all of it.

Sicclair-shouldn't it renew automatically. Mazur-it's the definitions and permissible uses. Maassel thought it might be worth some dollars to get this updated. Sicclair asked if there is anything in the code about signs? Mazur-there is a tie-in. Haase asked with the Trailwind Apartments going in, is that storage unit beside Fruchey's being eliminated? Comadoll-it is going down, that is what they said. Mazur-the \$30,000 is contractual services. There are companies that specialize in modernizing codes that could be incorporated here. The code has to be tailored for Napoleon. If available, there could be \$20,000 of grant money to supplement the \$30,000 budgeted.

100-1300-53520 is to update this building. There are issues with the restrooms. Comadoll-I'm surprised this place has not fallen apart. Maassel asked do we want to do different things in this room? It is very sterile you can do a painting of a Tree City USA where each leaf is a new year, aerial photos. You go to other meeting places there is history there. Sicclair noted we don't want to spend a lot of money on it. Maassel noted maybe the art teacher from the high school is looking for a project. Haase or that man that did the mural on the downtown wall. Mazur suggested addressing in the council budget. We did talk about the front lobby last year. We do not want to cheap out the image we are trying to promote.

City Facility Preliminary Engineering 400-1300-57200. This is per the City Master Plan. The main theme was to develop the riverfront. What would it take, do we need to be here, what would our needs be if we stayed? The Fire Department building has not been looked at in a long time. There are cables that tie the back wall on. The Police Department specifically needs a deep dive. Their current setup does not allow them to be set up for modern policing. The evidence room needs to be looked at and how evidence is preserved.

Napoleon Campus Agreement this is payment number two of the agreement. There has been some public discussion about the plan for parking and that is still ongoing. We are working with the school on the drop-off locations.

12 Noon. Recess for Lunch – 12:31 pm

Parks, Recreation and Cemeteries (12:32 pm – 1:21 pm) Tony Cotter

2020 was not a very conventional year. The pandemic hit in March just as we finished our winter programming and were getting ready to go into the spring programs. Baseball and softball were canceled as we were not sure the guidelines issued would be doable and we did not get enough registrations. Flag football in the fall was canceled too. We are going to try to do basketball. We had a great year in golf. We did not open right-away, we were able to work out protocols to keep both the employees and patrons safe. Shields were put up in the golf clubhouse and were put on golf carts as barriers. When we could, people who had their own carts were allowed to

use them. We are open now because of the good weather we are having. This will be the best revenue year we have had in years. I am projecting \$188,000 and we could reach \$195,000 by the time we close. Golf in the country has saw a spike. Will that continue next year? The spike may have come from those who usually had baseball and softball and golf was the only recreational thing to do this year and the weather was good. We saw a lot of people out there who we never saw before. My staff worked their tale off. They had to disinfect and spray down all the carts when they came back in. The golf course got beat up a little bit, Mike Willhite did a good job. During a drought year you do not get disease on your turf. We still had to mow, because we water the course. Obviously, the outside pool was not open. We did think we could have open swim at the high school but, the school did not open their buildings so we had no swimming at all this year. We did not spend money on any of our rec programs so we saved money there. We also did not glean any revenue from participation fees but, we did not have to spend money for hats and shirts, commissioners and referees. It was disappointing we could not offer the programs we wanted to offer.

Cemeteries 100-4700. We did bring on a new employee with the retirement of Tracy Ekstrand. Tom Schwab was able to get moving and is doing a fantastic job. He has worked his tail off too as we have had a lot more openings and closings. We did save some money due to lack of mowing. Mazur noted the cemeteries is a general fund expense. Even with 27th pay, the operating expenses are down. Cotter continued an unknown for us each year is the indigent burials expense. This year we have had two. That cost is \$950/request. I budget for four. We rely pretty heavily on CCNO trustees to help with trimming around our stones and we did not have that luxury this year. We did hire a part-time college student and it worked out very well. He bounced between cemeteries and parks to help out. CCNO is really hard to rely on.

Recreation Administration 220-4100.

The only thing I am asking for is a laptop. When the swimming pool starts being operational, it will allow me to be on call 24-7. We will be implementing Rec Desk and I need to have the ability to log into that if I get calls to help out.

Recreation Golf 220-4200.

You plan for a bad year when there is hot humid weather and need chemicals to treat fungus and other types of problems that occur. Fertilizers and chemicals seem to be creeping up in costs. We had to add money to beer concessions, we sold a lot of beer this year. We do make money back on those sales. I have been asked why we don't charge more? I feel if we charged more, we will run the risk of people bringing their own onto the course. We currently charge \$2.00/can or \$10.00/6-pack.

Mazur-the biggest change is in furnishings for the club house. Whether we can roll these costs into the pool levy or not, we will see. Cotter-these are on the operating side as we are trying to go to bond in March and I may need to purchase the items before March. We can always reimburse the fund. Golf carts are a yearly requests and these will be to add to the fleet. If we have a large outing it is full and that is 18 teams and oftentimes we do not have enough carts for everyone and we have to rent carts. Our goal is to have enough carts so we don't have to rent carts out for the large outings. Bialorucki asked if there is still talk about adding in the golf simulator? Cotter said that will probably be one of the last items we add, we are going to look at that when we finish up the project. Bialorucki asked what is the cost? Cotter said they range from \$10,000-\$50,000. It just depends on what you want to do. We did make provisions in the building plans to have ceiling mounted ones but they are more expensive. Bialorucki-that could hopefully pay for itself with the weather we have around here. Mazur-you would have to factor in the cost of an employee. Siclair noted they have one in Wauseon.

Recreation Pool 220-4300

We had very little expenses in 2020. Next year, your guess is as good as mine on how things will go, especially for revenue. Bialorucki-have to factor in COVID also. Cotter-hopefully that is behind us by June. We added in \$10,000 for personnel. Will I need that? I'm not sure until the facility is open. The pool is a little bit smaller, we will have guards at the platforms. If I need an extra person walking around, we can adjust staff accordingly. It will be trial and error. Expenditures utility wise should be lower as we will not have the water loss. We did put enough money in on the chemical side, but will only use what we need, same with the liquid chlorine. Hopefully the new pool is much more efficient. The pool heater will cost less heating with natural gas. We will have splash out with kids jumping in and out of the pool. There are three pumps, one main circulation pump, one for the slide and one for the play features. The way I envision the grand opening would be, I would like to see the Mayor, City Manager, or someone from the Pool Commission to be the first one down the speed slide. Mazur said he has ideas for a press event. This will be a big deal. All input is invited. Baer asked in 2019 how many employees did we have in the pool? Cotter-Six guards on the stands, two in the pool and one would be off on break. The guard stands will be

placed at various spots on the desk, I anticipate we will need eight or nine a day. Concessions will be additional. We used to have vending machines. Most kids went over to the clubhouse to buy pop and candy. Now the concessions at the golf course will come down. Bialorucki asked if the city provides the certification guards need? Cotter-new guards have to have their CPR certification. Once they are on staff and come back, if they need recertification we pay for that. Mazur-this has machinery and equipment for the golf course clubhouse, we would like to get that expense rolled into the project and reimburse the fund when it's all said and done. Cotter said things are going well at the pool, the weather has been good. Astro Pool works four-10 hour days. All walls are up except at the zero entry where there will be none. They will pour the floor at the end of this month then the stainless steel walls. The deck will be poured in the spring. The general contractor has most of their underground and excavation work done. They are doing masonry work. Tom Ashbaugh has a feed on Facebook of an aerial view of the Aquatic Center. The only thing different with this pool is, it has eight 25 yard lanes. There will be a lot of play area. That is the main difference. We made modification as we did not want the pool to be too shallow. We had to have the depth up to 4½'-5', that was the suggestion by Astro-Pools. Siclair asked to explain how the wall is one material and the floors are another and does not leak out. Cotter-they use some sort of a caulk sealant that holds. They built the pools at Wauseon, Bowling Green, St, Henry's, Lancaster and Dublin. Astro Pools is building four pools right now.

Park Programming 220-4400

We are maintaining what we currently have. We did not have a lot going on in the recreation program side but hope to be able to get back to normal next year. Mazur noted since we did not have fireworks this year, we took that cost out of 1900 and put all of it in the Parks and Rec fund. There was some discussion in the Park and Rec Board and Committee about a pickleball court. I am going to recommend that we cut that. Here is why, we are still dealing with COVID and \$25,000 is not enough to cover the cost of a pickleball court and we are low on our income tax projected revenues a little bit more this year. The main reason is Cotter has other large projects going on right now and I don't want to spread everyone too thin when we have a large park project in progress. It is on the radar but, my recommendation is to omit this year. Maassel asked the pickleball court would have been where? Cotter-when they Park and Recreation Board had that discussion, my recommendation was next to the basketball court at Oakwood Park. The original master plan had that set up for tennis courts and I believe this community has enough tennis courts. Pickleball is becoming much more popular. It is a worthwhile project, \$25,000 is just going to be the city's participation. What we told the group that came to the Park and Re Board meeting, it will take anywhere from \$50,000 - \$70,000 depending on how many courts they put in. The group even talked about lighting and that will add another \$25,000. One of the tough things for them to do would be to raise some local private funding for it. We will push this off for a year and see what they can do in the way of private funding and hopefully in 2022 we can provide our contribution. Maassel-I agree you have your hands full and trying to build something else may not be the best time to do this. Durham asked the extra money that goes to parks and rec from the reciprocity change if that were to pass, where does that that go? O'Boyle it goes to the fund balance where Cotter makes the recommendation for the appropriation. Mazur noted all this is paid for from the Parks and Rec Fund except for cemeteries which is General Fund and any capital items that we will get into.

Capital Improvement Fund 400-4200-57000

Utility Tractor \$24,000 to replace the 1967 Massey Ferguson tractor. We have a new sweeper used to sweep the leaves and that is not working very well trying to pull it with this tractor. Maassel asked if this will be off state contract? Cotter-it likely will be. If we cannot find one to meet the budget amount, I do not have a problem looking for one off-lease.

New Deck Furniture for the pool \$15,000

Parks Mower \$15,000. Every other year we replace one of our front line mowers. We will likely trade-in our older John Deere mower. We are looking at a Ferris Zero-Turn mower at Red Barn in Liberty Center. Ferris has a nice suspension system. Comadoll asked Cotter to please go see Jason at Freedom Sales and try to shop local. Cotter- quite frankly Ferris was the cheapest one.

Mazur-Cotter does a good job managing without dipping into the capital side. Bialorucki asked how many parks do we have? Cotter-we have ten. I have a really good staff down there. Tom Ashbaugh is a very good worker. The other full-time workers are Tim Bruns and Sean Thompson. Having a permanent rec levy is confidence from the community and we owe it to them to keep our parks up.

Short Recess 1:22 -1:26

Wastewater Treatment Plant 520.6300 (1:20 pm – 1:57 pm)

Dave Pike WWTP Superintendent, Jeremy Okuley WWTP Chief Operator

In 2020 we had no violations. The digesters were cleaned, we are still struggling getting the sludge pressed and rid of. Our next step is to finish they plant up and get all buildings up to speed on fiber instead of radios. VanHying Pumping Station is scheduled to go out to bid this year. We are continuing our employee succession plan. Williams Pumping Station is completed and now is called Glenwood.

As far as CSOs and SSOs we have two uptown (Central School). Mazur-the wastewater plant rehab was a must regardless of whether or not it was in the Long Term Control Plan (LTCP). Pike-we eliminated 26 projects out of the LTCP into the six projects we have today. Bialorucki noted every year when we go to Washington DC this is one of the things that we always talk about. We spent all that money and our rates are higher than neighboring communities who didn't do what they were to do. Mazur-this will be a big part of the discussion on Monday at the committee meeting. The sewer fund, because of the deviation from the LTCP and reducing projects even with the rehab project, is doing much better on the wastewater side. Haase asked how much is left in the city to split the storm and sanitary sewer? In the fall of 1959 we did the first section and it was to be a 20-year plan. Mazur said you will never split downtown. Pike-we have an idea when that time comes to do some rerouting. We are only about 30% combined anymore. Mazur-it is cheaper to run water to the wastewater treatment plant than to separate it. The electric will stay the same as we do not know what we will need during the plant rehab project. Professional Services. We did increase consulting services since it seems this project has drug out a little bit, but we are okay. We want to make sure we get this done correctly upfront on the engineering side, that was one of the issues we had with the water treatment plant design, not everything was looked at with a fine tooth comb. The wastewater treatment plant is affected by the water treatment plant. We are trying to eliminate as many change orders as we can. You will never eliminate them all but, we can try to reduce them by making sure the drawings are as accurate before construction starts.

520-6300-57000 Machinery and Equipment

Running fiber to the lift stations has really helped. The SCADA system has an alarm system. Those lift stations have to run or sewage will back up in the large parts of the city. There are seven lift stations. Pike-VanHying is the most critical, that is the heartbeat of the north side.

Additional Request Truck for WWTP

Pike-my concern is, will the vehicle get me to Columbus. Bialorucki asked how many times a year do you go to Columbus? Pike-three or four conferences are dedicated to Columbus and one state conference. Bialorucki suggested maybe renting a vehicle for four or five times a year would be more cost effective.

Bargaining Unit contract for AFSCME employees. One is non-union and another is union.

Recess 2:00 pm – 2:05 pm

Water Treatment Plant 510-6200 (2:06 pm – 2:35 pm) Jeff Weis-WTP Superintendent

Being a dry year helped us. We are looking at coming under budget, consider that optimizing and being successful. We completed our Assessment Management Plan, that document is 7" thick. It has a lot of good information on vulnerability and risks we have to keep our eyes out for.

We are still looking into water loss and are narrowing things down.

We are still fighting through design issues and are trying to make modifications ourselves. A two-year old air compressor had to be replaced, we were spending more money to maintain it. It was oversized and not put in a controlled atmosphere. Siclair asked this is all from the original engineering issue? Weis-yes. A new air compressor was put in in October of 2018 and since has had three catastrophes because it was not in an air controlled room. Reviewing is super important, you cannot ever have enough eyes reviewing things to be ahead of the game. The Wastewater Treatment Plant has time, with the Water Treatment Plant we had to meet compliance by a certain date and they were trying to design while they were building. We are making compliant water. Goals for 2021. We want to continue making water and be compliant. It is a very good plant and we will keep maintaining the plant to keep it in tip top shape. Haase asked if the membranes are lasting like they said they would? Weis-yes. They are doing really well with the nanofiltration and REO. If we can make it to five years with the Nanofiltration with the river water we treat, that is phenomenal. I'm hoping for seven years out of the REO, they told us five years. Mazur-the asset management plan will take care of making sure we are putting away money each year for membranes and other capital needs. Weis-the old plant ran off of two pumps and we now have sixteen pumps. Being a dry year, we were running longer hours to make water and had a lot more electric usage. Everything else is pretty much the same from last year.

Membrane Cleaning 510.6200.54245

With a dry year, the organics were high in the river and we still cleaned less. Maassel asked did we draw much from Wauseon's reservoir? Weis-no. The Maumee River is always flowing no matter how dry the year is. The reservoir is in a worse algae state than we are during dry months. Unless we cannot get the volume from the river, we try not to draw off the reservoir. It is very different from the old plant. This is the first year we will meet the 365,000 gallons that needs to be sent to Wauseon. As of the end of September, we had sent 3.6 million gallons to Wauseon. Mazur-need to capture our revenue back that was missed in the original contract that expires in 2022. Maassel-this is a are cross county agreement that has been beneficial for both.

Capital 510-6200-57000.

Mazur- Weis asked for spare motor that was cut. Weis-that was a vulnerability put on us with the asset management plan. To have a quick overnight turnaround if something would happen to ours. Mazur-I don't want to expense everything out all at once. Durham-again this is something we can bring up over the course of a few years. Mazur-we can add this for next year.

Replace Sludge Telescoping Valves \$20,000. The originals are from 1964, these were missed on the original design of the rehab project. We will have to hire to have the work done. It is a 18' cast iron pipe that has to be dropped down, labor will be the expensive part, we will do as much as we can.

Security is on our radar. With a risk and resilience plan that is coming this year we have zero security other than cameras. If someone would break a window or access a window, that is on our radar. Mazur-the EPA will probably tell us we have to do this. This should have been in the engineering. Weis-Before we had motion detectors and the Police Department would be notified. The building is locked, if someone were to get in we would not know until we got there in the morning. Bialorucki-for \$10,000 out of the budget, what would it cost if something happened? We would look silly saying the *EPA didn't tell us*, I would like to see that put back in, we need something. Weis-that is the price for motion detectors in three buildings. **Add back in \$9,925.**

Additional Request We do not have anything for HVAC service and put in \$1,780 to have Fitzenriders come in. TEGG Service Electric Agreement. The main reason for this is we had a harmonic dampener for one of our leads go out and it was \$2,000 to have someone come out and evaluate when it could have been found on a service agreement. This is an annual cost. Offered looking into insurance credit to have preventive maintenance. Annual Membrane Savings this should not be an additional request, it should be added every year until we get to year five and can evaluate if need to be replaced.

Recess 2:35 pm – 2:42 pm

500-6110 Electric (2:43 pm -3:31 pm)

Greg Kuhlman-Elec. Dist. Supt., Mike Dietrich-Electric Distribution Services Supervisor

In 2020 the Electric Department received an RP3 designation for reliable power. We finished the LED street light conversion system and reduced our system losses down to 6.23%

Commercial customers added were, Paul Martin & Sons and Love's Truck Stop.

Maassel-that we have that service, that we have our guys is invaluable for business retention and expansion. I'm saying as an ED tool the job you guys do is valuable.

Two disaster sirens were installed one on Buckeye Lane and the second behind Walmart. We relocated the 3-phase line at the new Napoleon Eye Clinic at Independence and Oakwood. The 3-phase primary to Vorwerk Farms was upgraded. We are working on replacement poles on T-1, there have been a lot of new homes out on that stretch.

2021 Goals.

Electric Rate Study to be completed by Courtney and Associates.

If Council approves, we will move forward with the asset transfer for AMP Transmission.

We had a couple of retirements and now have a lineman vacancy we need to fill.

We did the street light conversion to LEDs.

Security and flood lights, people can have these installed and rent on a monthly basis.

Rehab and maintenance of decorative street lights around town that are starting to weather.

Helping new businesses Main Stop, Crematory, Napoleon Vision Center.

Budget. 500-6110. There is one big line item that has changed \$570,000 for stranded cost. We feel we can absorb that right now with what we have in the depreciation fund. This is the outstanding debt for the AMPGS project and is a stranded cost that has been on the books for many years and we have been paying interest on it. We feel it is good timing right now to this get off the books. Maassel asked is this the aborted coal fire plant someplace in

Ohio? Mazur-yes it is. Maassel-if we pay this back and that location gets sold, do we get some back? Mazur-we do. We purchase power off contract and are partners or part owner of a lot of different generating plants. This project was going through the process and due to regulations stopped. I believe AMP and all the members that were associated with this project were into this project for about 2 million dollars before the whole project got moved. Napoleon paid off a substantial portion of that debt previously and this is the remaining portion left sitting on the books. Bialorucki asked if the interest we are paying on this is more than what we are earning? Mazur-it's around \$31,000. Everything else is pretty much in line from previous years except for the very last item. The actual cost of street lights was put into the Electric Department rather than the General Government 1900 Fund. The \$500,000 will be a one-time cost, the \$25,000 for street lights will be an annual cost.

Durham-there has been some talk of string lights downtown, that is not associated with our costs, correct? Mazur-we will install them and Napoleon Alive will purchase the majority of the materials.

Travel and Training APPA. They will not be having the in-person legislative rally but we kept the cost in because there could be a trip scheduled at a later time. There may be a reason for us to go down and do lobbying for certain city issues. The same goes for the State House Rally, that was canceled. We have two really good legislators from Napoleon, it is good to have face time with them down at the statehouse.

Key Accounts is an old line item that was added into AMP dues. AMP does stay in contact with our major users to see if there are any issues and help provide them with services outside of what we normally do, it is a business retention tool.

500-6110-53300 Professional Service Fees

Full Cost of Service Electric Study with Courtney we are rolling over into 2021.

Sclair asked to explain more about that, have heard criticism about all these thousands of dollars on studies. Mazur-the rate review we are doing now is very basic. Here is what you are spending, this is what your rate is, this is what you are collecting and this is what you need. The study looks into the cost of each category in a spreadsheet and talks about personnel cost, what you are spending money on, what your needs are and they look at external costs too, project costs, analyze what to project for those in the future and any changes in the industry. For water and sewer it is different, electric is a different animal. Courtney specializes in electric. What it comes down to is if the PSCAF needs to be adjusted. If the PSCAF is not accurate, we have wild swings. The industry standard recommends having a study done every five to seven years or if there are some big changes. We have both, time and big changes with the hydro plants coming on and the Morgan Stanley contract will be coming off. Durham asked when was the last time a study was done? Is this something we would do later if sale goes through. Mazur-it will have an impact on it and they may give recommendations on how to manage that influx of cash as rate stabilization or investment earnings or a blend of things. Durham asked if this is something that we have to have or should have every five to ten years is this another line item we could budget for? Mazur-for electric a \$40,000 line item once every five to seven years is not going to break the bank. Now that has a much larger impact on the water and sewer side. Water and sewer are two different utilities compared to electric. I know we could do these in house but, it goes back to having a second set of eyes look at it. We have more control over electric rates than we do over water and sewer rates. Water and sewer rates always go up, they never go down. I do think this is necessary right now. The electric industry changes quite a bit. Electric has much more external volatility than water and sewer.

Operations Budget Building maintenance item. The awning over the entry way needs to have some work done.

Insurance we did get word back our insurance will be up 3%.

Bialorucki had a question on payroll. The one vacant lineman position, are we looking to replace?

Mazur-Kuhlman assumed the role of Superintendent and retained the role of Construction Lineman Foreman. Ryan Pahl was promoted to Lead Lineman. Bialorucki asked if the projected overtime at \$39,000 is right? What is causing that? Our lines are good and we don't have many outages. Kuhlman-I went out on all calls before and I was hourly. I wanted to go out and make the call on outages instead of letting the guys who work on the poles that do not understand certain decisions in making calls. Now that I have taken over the superintendent's job I'm not going out. Mazur-the AFSCME overtime is down. Standby pay for substations has went up, but that is paid for by AMPT. M. Dietrich whether there is an outage or not, there is always someone who is on standby and getting paid to be on standby. Baer we do plan to fill that lineman position. Mazur-yes. Our lineman pay is low, they are the highest paid in AFSCME but are lowest paid for industry standards. But there are opportunities for overtime. We had some people from First Energy because they work too much overtime.

503-6110-57200 \$155,000 there is a line item for engineering cost if we do the substation deal with AMPT. There is a portion of that that is on our distribution side. If we do an asset transfer, there is still the distribution side that

is ours that is not covered. Siclair asked if there were any incidents on the north side since the transfer to AMPT? Mazur-they did a relaying project with a tie-in to First Energy. First Energy wanted to come in and put relays in and take over and AMPT said no, we will do it, that was all their costs. That would have been our cost (rate payers) of over a million dollars.

Additional Request. Is for Mike Dietrich's position requesting an additional 3%. With Clapp retiring, Mike is taking on more administrative duties to allow Kuhlman to be in the field more.

Recess 3:31 pm - 3:39 pm

City Council 100-1100 (3:39 pm – 3:56 pm)

Added \$2,000 for OML Training

Ten chairs for Council Chambers at \$400/chair (the Mayor's Chair is included in his budget/100-1200)

Bialorucki-we talked about an increase in council pay, it does not affect any of us during our term now, it would for the future. My main thought is we only get so many vacation days at my job and how many days a year am I taking vacation days away from my family. In the last couple of elections, there is not many people running for council, not that they are saying I want to get paid a lot of money for it but, at least to feel like you are getting paid for the time you are taking away from your family or other things. When would you vote on it? Maassel said do we want to have the Personnel Committee or Finance and Budget Committee look at it? There are four councilmembers seats that will expire at the end of 2021. That would be for the 2022 budget. Baer agrees even if we try to find someone to run, there has been an issue and this might be an incentive. Maassel-there is a minimum amount that you have to earn to get a full year of OPERS credit and you are not at it. Bialorucki-that may go hand and hand in with what the Fire Department is going through in getting volunteers. People are getting busier and are not able to get away from their jobs. That is something we should look at increasing. Mazur-everyone sees the amount of time that Councilmembers put into the job and this is a very dedicated Council. Everyone here is doing a phenomenal job. Everyone sees the amount of time, effort and dedication that you all put in. If you are looking for recommendation I would not balk at it. It is easy justification especially since it has been a while since these pay scales have been adjusted. Comadoll-I suggested this a couple of years ago and see no reason not to do it. Siclair-I see it could possibly encourage more people to get involved, but then if people are doing it for the money, there is a fine line there. Maassel-it would be a 50% pay increase to get a full year of credit in OPERS (\$8,000/year). Mazur-typically you benchmark what comparable cities are doing. When you compare cities it is just not population size, it is water, electric, wastewater, water treatment plant, seven members of council you are never going to find that exact match. Maassel-it would be nice to know in greater Northwest Ohio what City Councils in other cities are making. Assign it to the first Finance and Budget Committee meeting in January 2021. Maassel-will this look weird if we pass the reciprocity and give ourselves a raise? Bialorucki-maybe they will run for Council then.

Maassel asked in the Mayor's budget it would be nice to have some mayoral stationary with no name on it just *Office of the Mayor* to look more official. Can we look at the cost of that?

100-1500 Finance (3:57 pm – 4:09 pm)

Service Contract CMI System 3% increase

Audit Costs were increased a little, as we do not know what that the cost will be. We will probably have an A133 Audit because of the COVID money received. It was \$601,000 of Federal money and if we have other Federal money, it will push us over the \$750,000 limit for the audit.

Printing, Forms and Photos - added money for checks and W9 forms we have to do.

Salary. The Assistant Finance Director position is gone. The supplemental is included for the four people taking on added duties and I'm also taking on duties. If something happened and someone vacated one of the other positions, we may have to look at doing something different but, right now it is working great.

Maassel asked are you running yourself too short if someone goes away for training and someone is sick do you have enough people? O'Boyle-we are fine.

100-1520 Utility Billing

There is a slight increase (3%) under software for the CMI system.

Operating Materials we added a scanner, both of the scanners are very old. We already had to replace one in income tax this year.

City of Napoleon, Ohio
SPECIAL FINANCE AND BUDGET COMMITTEE MEETING MINUTES
in Joint Session with
CITY COUNCIL
Saturday, November 7, 2020 at 8:00 am

PRESENT

Committee Members	Joseph D. Bialorucki-Chair, Jason Maassel, Jeff Comadoll, Ken Haase Daniel Baer, Lori Siclair, Ross Durham, Molly Knepley
City Manager	Joel L. Mazur
Finance Director	Kelly O'Boyle
Clerk of Council	Roxanne Dietrich
City Staff	Dave Mack-Chief of Police Clayton O'Brien-Fire Chief

ABSENT

Bialorucki, Chair of the Finance and Budget Committee called the Special Meeting to order at 8:01 am.

Police 2100 (8:01 am – 9:38 am) Chief Mack

COVID-19 messed with us and some of our goals. We are constantly evaluating our spending, Officer Rubio was an evaluating specialist in the military and is a huge asset to us.

DARE Program. When the county went to SROs, the Sheriff said he could not provide for the city schools. Brad Strickland our SRO Officer will be starting the DARE Program before Christmas in the Elementary School, pending COVID. You will see changes in that budget as the City has never sponsored the DARE program from our agency. Most DARE programs are self-sufficient after they are up and running for a couple of years with donations and grants. Officer Strickland just received this in October and is trying to figure everything out.

Site analysis for our building was pushed back because of COVID-19. That is one of my goals, to figure out what we have to do with our building.

Sixth Dispatcher. Council is very supportive of.

Range Expansion we switched it 90° and added several hundred feet to the range behind the golf course driving range. This was a six figure idea several years ago when I was still a Lieutenant and was done with help of the City Engineer and road projects. We have been collecting dirt over the last five to six years and were able to do the expansion at a fraction of the cost. This has enhanced the capability allowing for rifle training.

2021 Goals

Front line cars, mine and administration, do not have cameras in them. They are expensive and we ran out of grant money. We are trying to secure more grant funding.

Body Cameras. We all know what the national conversations are. We have been certified, we were part of the first group of agencies to be certified on best practices on policies and procedures. We are trying to find grants. The legislative branch may have mandated legislation at Columbus on no-knock search warrants that has body camera language in it.

Managing two safety services in COVID has been challenging and rewarding at the same time. We did not lose any safety service personnel due to significant sickness. We are feeling more comfortable even though we are spiking. We have procedures in place and will continue to adjust. Safety services took a significant hit in the budget last year. This was the first year in some time we did not have to hire a dispatcher, that was a plus.

The dispatch center was updated with new computers and screens as those were outdated. Our off-site server was at its end of life, this is a big deal when you are an agency that deals with public records. The 700-800 MHz radio system is up and running and working pretty well. There is a need for some repeaters here and there in some vehicles to get some indoor coverage. Bialorucki-I want to commend your patience, from the building itself (the temporary building) to the range that was twelve years in progress and the server. I don't know how you have such patience for the tools that you need to do your job. Chief Mack it is all one team, we are not the only one in the city and have to figure it out, we all have dilemmas and have to have patience. We keep an open mind and take one item at a time.

We are the biggest monster in the budget when it comes to tax money, overtime. Chief Weitzel had records on overtime and I compiled all the data into a spreadsheet, the average was 1,585 hours for a 2-week period. This year we are at 1,694 hours, we have seen a spike in the last month or two due to mandated training that was delayed due to COVID. In 2018 with staffing cuts we had over 2,000 hours. Every year we do an asset program on what our building facility look like. That was a big goal when I took over. I tried to figure out when everything was replaced and started an asset management spreadsheet.

100-2100 Budget

You will see some increases in line items. Keep in mind, this budget took a \$42,000 cut last year and some of the numbers are getting back to where they were.

Travel and Training has the biggest increase. COVID 19 made us struggle with training. Training is your cheapest insurance, you are training for that next crisis. You are seeing that on a national level where training is one of the top two things you need to do. That was one of the budgets that took a hit last year, with COVID a lot of training was pushed back. We are back at \$17,000 and we may be in excess of that, but we can modify. Legal updates is a big deal every year. Firearms certification there are several different ones. Everything on the OC batman belt has its own training. We certify a lot of our instructors to do training in-house. Many of those certifications expired this year or will expire.

Memberships. We cannot stress the importance of the MAN Unit enough. Our drug problem is very real in Henry County. We are not in our own little bubble here methamphetamine has caused us great concern from caseload to usage and the domino effect for misdemeanor things. It definitely is an issue in Henry County.

Computer Software. The prices for software keep creeping up. The other significant increase in our department is the CAD computer it is dispatch software that we used to not pay for as we were not utilizing it to full capacity. Within thirty days of me taking over, because of changes at the county, we were served a notice that we had to pay for CAD. One of the biggest challenges is most of our software is going to cloud based storage. Our cameras software and the car cameras are all cloud based storage. That is beneficial to IT but it does come at a cost to us. Mazur-it is still cheaper when you talk about end of life and is cheaper to use their service. Chief Mack-and with that comes software that helps with redaction. Some of this is out of my control with what is going on in law enforcement. Bialorucki asked about updates on all the new things going on in the country is that part of that? Chief Mack-Lexipol is strongly recommended nationwide. The Law Director helped me make that decision, the cost is about \$8,000/year. Lieutenants had to research all new case law and submit any policy changes to the Chief. Lexipol is a national database of policies that we can modify, there is an online cost to that. Lexipol sends updates to you to review and gives you the reason and you can tailor to your department. Pursuits are on a significant rise in the area. They are one of the top dangerous things we can do.

Miscellaneous Operating Costs have increased. We put a big emphasis on community policing. Traditionally ours was Haunted PD and Safety City. We are trying to bridge a relationship with the community. Maassel asked when COVID ends, is it your intention to continue coffee with cops? Chief Mack-absolutely. The key is getting around to different businesses. During the summer Officer Strickland will be our community outreach guy. He's talking about a DARE camp and Safety City. Bialorucki-One of the things I have heard about is your Officers stopping and talking to the guys playing basketball. Chief Mack-our day shifters are very good about getting in there and playing sports. It has a huge impact.

2101 Code Enforcement – no changes. We are getting Schultheis a laptop to put in his car from CARES funding. We did not use a lot of abatement fees this year. There was a lot of voluntary compliance.

Mazur-there were 267 complaints. Zoning violations-36, grass and weeds-124, junk and debris-79, abandoned vehicles-29. Thirty-four summons were issued. We will focus on signs and get back to sending letters out again. Planning Commission in 2018 had 5 hearings, this year we have had 14, last year there were 7 hearings. Board of Zoning Appeals has had 6 hearings this year, there were 9 last year and 2 the year before. The Preservation Commission had 3 meetings this year, one last year and two the year before. In 2020, 13 new businesses filed, there were 7 in 2018 and 4 in 2019. Actual residential units saw 33 in 2018, 64 in 2019 and 34 in 2020. Schultheis is the Code Enforcement Officer and Zoning Administrator, neither one is a full-time job. Siclair asked about the clothing drop boxes. Mazur-they are being addressed, most have been removed. Chief Mack-Schultheis has law enforcement training and that has helped him in these positions and is an enhancement to the City.

School Resource Officer. O'Boyle noted we made the SRO and Canine Unit their own department so we truly know what each are costing the department. Chief Mack-there are no real changes in this budget. Some training expenses will come back on the revenue side because of the MOU (Memorandum of Understanding) with the

school. The DARE program gets billed back to Napoleon Area Schools. We track where Officer Strickland is at on each building. If he cannot be there, Lt. Legg covers the SRO position.

Capital Requests.

Safety City has been run at our office behind and around our building and causes a lot of issues. First and foremost is the weather and second is having thirty kids running around our building for two weeks and intermingling, we cannot stop our operations. Officer Strickland found, it looks like a wrestling mat, and the school is willing to let him do Safety City inside the school building. A donation was received from United Way and we trying to secure donations for the mat.

2103 Canine Account. There are no changes in the budget. Maassel-this is another good outreach. Chief Mack-he has logged a significant amount of hours on training and Luke is being utilized on a constant basis for narcotics. Methamphetamine is off the charts here. We can do outreach at KidzFest. He has to go through certification every year and breezed through it his first time this year, that is a big deal. Officer Lipscomb has dedicated lot of time. When I talk lots of training hours, just for your knowledge, he is not getting paid for a lot of training hours, he knew that going into this, that was part of the deal. He has logged over 130 training hours just in narcotics and apprehension this year doing in-house training. Hopefully when COVID leaves we can get back to the outreach piece. He received a call for mutual aid from the county with a violent offender. Luke was able to track him to that building and was able to have a peaceful resolution when the dog made his presence known. He definitely enhances officer safety and saves injuries.

Capital Items. Bite Suit for apprehension. The problem with just using an arm is they got in the habit of just using the arm. The bite site allows the dog not to get tunnel vision on one thing.

Miscellaneous Appropriations

273 Trust Fund, primary focus is seizures, this is any type of seized property.

274 Mandatory Drug Fine, has a revenue coming in from drug fines. We can use the revenue for drug education. This has been a struggle this year, we are seeing a significant increase in drug DUIs. This is the account where I pay for my drug tests. Historically DUIs were alcohol related. The Law Director wanted to focus on driving or operating a vehicle and getting a good conviction on cases. That is hard to do when they refuse a test. He wanted a dedication to get a search warrants that are in our capability and our Judges are on board. The end result is I cannot make someone blow into a machine but, I can take urine or blood and there is a cost when that test is sent to the lab. That cost can be anywhere from \$30 to \$170 depending on the amount of tests you run. We outspent what was budgeted early this year. The Law Director and I worked with Judge Rosebrook to start a procedure where we can try to get revenue back from these drug tests.

Additional Request 100-2100-53210

GreenLine Solutions is a software IT support that Tewksbury asked be moved to my budget for the phone system support.

Provision Video Systems is cloud storage for body cams. If we do body cams and if we get the grant there would be a reoccurring cost for our department of \$5,000.

Trancite Logic Systems is our crash and diagram software. Our current software is significantly outdated, CMI is recommending we update the software.

Professional Fees. Since I took over, all our heating and cooling units have failed and were replaced under emergency. Fitzenrider recommended having a contract with us to come in and do yearly maintenance service.

4100-2100-57000.

Patrol Cars. This is a big ticket item. Historically, cars were rotated out between 65,000 – 75,000 miles and were done on a 2 and 3 car rotation. The City Manager and I are trying to keep the cars longer but at the same time, not drive up the costs on repairs. We have a car with higher mileage that is dedicated to the SRO and not drove much. The same thing goes for the canine car that is driven one shift. My vehicle has 80,000 miles and traditionally would have been rotated out but, I'm not driving like the officers out there and can keep my vehicle until it gets closer to 100,000 miles. We did add two cars to the fleet but, those cars are getting driven by officers. The mileage and rotation will be stretched out. We have a front line car that will have estimated mileage for next year at 92,000 miles. I am asking for two cars this year. Maassel asked state contract? Chief Mack-state contract or below. For the last several years, we have been able to get a couple of dollars off with a local dealership. The cost of the cars is up. There was a design change in 2020 that translates into none of the gear can be transferred over. Any car rotated out going forward will need all new gear. Mazur-I bring this up every year. It is unproven right now, the cost of hybrid or electric is higher but the cost for economics and longevity could be a savings down the road. Chief Mack- Perrysburg is doing a pilot hybrid program this year. Ford came out with a hybrid this year. In talking with the

salesman, they are hoping to get two to three more years off the vehicles based off engine life. That is yet to be determined. I asked an equipment vendor to evaluate what we had, if we want to try one out next year. Maassel-the obvious thing is, can the car respond when it needs to? Mazur-this is a gas hybrid. Siclair asked are all federal vehicles going electric? Chief Mack -there is a big push. I don't know if all are, but I have heard a lot of conversation. Mazur-the longevity is longer on an electric vehicle. The biggest trick is the mindset. Chief Mack-I am very interested in a hybrid, we may be able to explore that next year. I'm interested in having a one-on-one conversation with Perrysburg before I make that decision. I was told there is 7 year unlimited miles for the battery under the warranty.

Annual Capital

Tasers. We have a program where we replace two a year with the older tasers being rotated to the auxiliary. The tasers have a 5-year warranty.

Ballestic Vests have a 5-year shelf life. They are worn by an officer daily and are part of a federal grant program. Patrol vest cost \$1500/new officer. We have been successful with a Federal grant and a BWC grant to offset cost. Miscellaneous Computer Upgrades. IT said all of this should be replaced.

Speed Trailer. We do not have one, the one we had quit working and cannot be upgraded. The speed trailer was 12-15 years old. Maassel asked do you find it useful? Chief Mack-I do, it is that visual piece. They work at slowing people down. It is a deterrent.

ADD Replacement is a big ticket item. The company sent us a letter that ours are at their end of life support and do not recommend we use them. We have eight of them in patrol vehicles.

Mazur-maintenance we should be doing internally. Some will be taken care of by the CARES Act. We have a hard time putting more money into the building until we have the building evaluated. Operations can do some of the work too. Durham asked about the locker rooms. Mazur-those are super important. Comadoll-where are you going to put them at? Chief Mack-we are not sure, I did talk to Jerry Tonjes on what his thoughts are. We have a larger room for males if we could divide that up. We have to do female locker rooms and if need to, we can build them out in the garage and lose that space. I have too many females, I have to do something. There is shower in the locker room but it has no privacy and cannot be used. Mazur-this building is not complaint with some of the standards we should have, they are working out of a shoe box. Durham-last year we discussed a safe area for the employees to enter the building especially with the heightened temperature nationwide on officers. Mazur-adding doors and fencing is expensive. We can do that but where do you put it? Siclair commented how much of an investment do you want to do in that building? Chief Mack-I agree with that. That is why I want the assessment kept in the budget. That challenge has been the conversation for my entire career about the facilities and has been pushed down the road. Mazur-hiring a female officer has really brought to light a lot of these major deficiencies. On the liability side we have the evidence room, no sally port, no place to interrogate. Chief Mack added employee safety and security. We are asking the Police Department to do a world class job with a caveman facility. Chief O'Brien and I went to Florida on facility planning to try to educate ourselves. The first stage they talked to us about was project initiation, to identify the problems with the facility, to develop an internal planning team to look at evaluate these things. The big piece is, it has to be paid for somehow and how to secure those funds. That has to happen at some point with our facility. Siclair it is the same as a vehicle. Chief Mack-the electrical grid has significant issues. Mazur-we have to have a committee. I would suggest having someone from Council, the committee chair from Municipal Properties or the Council President. There will be the financing piece. The USDEA pays up to 40% for safety services facilities that includes police and fire buildings, like a principal forgiveness. Bialorucki-if you are doing a facility study in 2021, need to add security in this room. Mazur-We will try to self-evaluate rather than hire an expensive consultant. The timing is good now in light of everything going on. Priority number one we will be working on in January.

9:38 am 5 minute recess

FIRE DEPARTMENT. Chief O'Brien (9:45 am – 10:28 am)

This is the first year for me to not have a huge amount of capital projects for 2021.

Calls for Service. Currently we are sitting at 1,461 calls. In 2019 we had 1,375 calls for service, that is a difference of 86 calls. We are averaging 4.69 calls/day. If we continue this trend, we will have over 1,700 calls for service by the end of the year. Overlapping Calls year to date we are at 466. In years past, we were in the 450s.

We did suspend inspections due to COVID. We do plan on trying to get back out there in 2021 for the fire prevention program. We are still doing CPR classes. Long term care facility workers and our own employees still need their certification cards. Northwest State Community College nursing students need certification cards too.

We have a set date to do CPR training every month, it's the third or fourth Wednesday of each month. We do the training if we get called. We did some public education. Firefighter Phil did not happen. I'm not certain if they are still in business or not. The Firefighter Phil program is an excellent school program. We are getting a resolution to the staffing issue and truly appreciate all the support from the City Manager and City Council moving forward with the reciprocity.

Remounting Ambulances, this first medic is back. We will get the second ambulance back in January.

We purchased two Storm Sirens. The storm siren at Buckeye Lane and the one by Walmart were replaced and hooked up. They did not go off yesterday. There is some connection problem between dispatch and the sirens. The sirens come pre-programmed. When Ben hooked them up and powered them up they functioned. It is just a connection piece. If Ben can do fix them in-house he will take care of it if not, we will call Dave Mohr. We never realized how many people notice the fire sirens and are truly into it. Ben's knowledge in this is crazy, he has an old Walmart siren going and I allowed him to record what he is doing for YouTube. That is a side project he has been working on.

Throughout 2020 another goal was the COVID response. What we were able to do in collaborative was excellent. We have one individual that is quarantined that tested positive for COVID. Two days after his shift he had symptoms and is doing okay. We do pre-shift screenings. Bialorucki asked if it is time to have a second station? Chief O'Brien that is a balancing act with the second station plus it was a morale killer and makes it tough to maintain camaraderie at the station. If you are within 6' you have to have a mask on. In the training room you cannot be 6' apart and need to have mask on. We are continuing the safety measure that have been put in place.

2021 goals. Staff training we did not do due to COVID. Firefighter Westhoven has worked with Cleveland University to do rope rescue. They will come out and bring all their equipment and allow us to invite other agencies that have confined space entry.

Paramedic Refresher training is needed, that card expires every two years.

Training Facility Improvements. We are asking for \$10,000 for improvements. There were some things cut on the initial building we would like to add.

Building maintenance is to replace the kitchen floor. Currently there is a Duraceramic floor and would like to refinish the concrete as it is. Archbold Fire Department did it over there, there is less maintenance and is easy to mop.

100.2200.

Not many major changes.

Training budget happens on annual basis. Firefighters are required to have a certain amount of training to retain their cards. With the new firefighters there will be training.

Annual Physicals. Since having Activate, we did have a zoom call with a person to see if we can use Activate instead of having the trailer come in. Activate can do a majority but not all of the tests. When you start allocating cost, it started to be more than just having the trailer come in.

There isn't much to my budget this year. Bialorucki asked are you happy with it? Chief O'Brien- I am very happy with the way it turned out. Last year we took a \$42,000 cut. COVID helped us stay within that budget. We can work within these confines. The biggest thing is staffing. We have to be able to have people to respond to the calls.

210. EMS Transport Fund.

Same types of accounts we are just buying different things.

Professional Service covers Lexipol and EMS billing, we have to pay a percentage to AccuMed.

The only annual increase in the 210 Fund will be in EMS supplies and that is due to an increase in costs. We added ten percent to that line item. We try to plan to have enough on our shelves this time of year as spending stops in December. Maassel-you say spending stops in December? O'Boyle explained to get the Purchase Orders in place and bills coming in we give them a cutoff date. A final check run will be done at the end of December.

Bialorucki asked if there are any reimbursement for supplies? Chief O'Brien-when we do EMS calls there is a way we can try to get some. The average call is \$300 with AccuMed. The average ACLS bill may be \$1,400 but, you may only see between \$400-\$500 because of the variables on what type of insurance they have. 65% of our patients have Medicare. Medicare tells you what they will pay and you just takes what they send you. O'Boyle-we are also using the Attorney General's office on top of Weltman.

242. Fire Equipment Fund. Is a little different this year. We have the PID GAS meter and replacement of the mustang suit. The line item is consistent for turnout gear. When a new hire is brought on, we purchase a new set of turnout gear. We do not purchase for part-timers, they have to have some loyalty before make the investment. There are three individuals in the fire class. They have to have compliant gear and we try to put them in someone else's gear that they can wear for the day instead of spending \$2,500.

210 Payment to the Henry County Commissioners is the annual payment for the radios. That is a 10-year buyback with no interest.

The Fire Replacement Schedule goes out to 2043. Things at the Fire Department cost a lot of money when they need replaced and we are trying to plan and look ahead at what needs replaced when. These are penciled in for now, may be fluent as it moves. Mazur-the top highlighted part is what we put in per year. It was at stuck at \$90,000 and we made the decision to add \$5,000 per year because that \$90,000 was not keeping up with the cost of inflation for the equipment was. Chief O'Brien-that cost is not just from the City, it's also put in from the contracted townships too, it's a percentage. Mazur-we were getting behind. Chief O'Brien on the ladder truck. Haase-the original estimate was \$2.1 million, how is that increasing per year? Chief O'Brien-they are telling me 4% but that \$2.1 million is where we were shooting for and that's with that bill in there until that 2026 time. We are hoping that will still be accurate or below. There is a lot of cost in the but there is also a lot of cost in the equipment. You see it is listed from 2026 forward, that is based on if we decide to do a lease to own option there are many of those areas. As we get closer we can explore what those look like and the payments. At that time we will see if it makes sense or not. Mazur-we are looking at Quint that is a smaller ladder but can also serve as an engine truck. Chief O'Brien explained a Quint is a combined engine and ladder truck into one. The ladder would go away, 805 is a 1996 and is right behind it to be replaced. It would have more value to us to keep for the training facility that would be where the wear and tear of the truck goes on to use it out there rather than having to empty our own trucks. Our current front line engine would be used as a mutual aid engine and the ladder truck would be used as the first out. Going back to all the equipment that the Quint is, you are trying to set it up for not matter kind of response you are going to. With the limited amount of staffing, both now and in the future, having that ladder truck when you first arrive on scene positioning and going to work is going to be a lot better than the engine too. Durham noted Row 93 the account balance over the next couple of years looks like negative number. Chief O'Brien-if we continue with the same process and with no inflation, no grants, that is where you are at. Mazur-that increased got us through to the ladder in the 2030 range. We would have to re-evaluate how much we put away then. Siclair-you are estimating thirty years for that vehicle, there is a possibility its life could be longer. Chief O'Brien-the only thing that would directly affect ISO ratings, insurance cost for local. We try to keep a truck for thirty years they still want it for twenty to twenty-five years. That is just not feasible for us here in Napoleon. We do not use that truck to that point. By thirty years it does have some outdated things as far safety measures, as well as how it operates or works. Maassel-do any local fire departments in the area comply with that twenty to twenty-five years? Chief O'Brien-most are 25 to 30 years or longer. I did have an SCBA air compressor but it is at \$0 but that air compressor is doing well. If it is not broke, do not fix it We do have that tested annually. 400 Capital.

Mobile repeaters trying to get in. The reason we do have them not yet is they have not gave us the frequency. It is harder to get frequency for 700-800 MHz than the vhs system. When the frequency is identified for the Fire Department, Henry County can buy their own repeaters and use the frequency. The frequency cost is \$500. We are looking at a microgrant to get all frequencies regional. Mazur-we are working with the county chiefs to see if there is a grant. The Storz fittings for hydrants is in progress, serves as cap and fitting.

FINANCE/CITY MANAGER SUMMARY (10:30 AM-11:12 AM)

Review of the 2021 Projected Fund Summaries

General Fund Projected Ending Balance - \$55,600. That is if everything was expensed from the proposed budget and the revenue was as estimated. That includes a conservative estimate and a higher budget.

The 200 Fund has a projected ending balance of \$532,000.

Most of the other funds are just the standard funds.

Capital Funds projected ending balance - \$28,000. Some of the grant have to be added in. Like the court grant, it is appropriated this year but the Judge has not spent all of it.

Under the Proprietary Funds, you can see that the Electric Fund Balance, and the Water, Sewer and Sanitation are the major funds.

2021 General Fund Proposed Budget Summary

You take the \$809,000 projected ending balance without the adjustments, we added in \$100,000 if the income tax hits the \$4.5 million scenario we talked about for this year.

We just received a Workers Comp rebate of about \$59,200 which is a General Fund piece, the total amount was \$109,000. That is the third rebate we received this year. They are talking about possibly giving another rebate, so

hopefully we will get more rebates. We paid overtime into the Workers Comp Fund and they have a donate back program so they are giving us back what we paid.

CARES Act reimbursement \$421,000 from the salaries.

If you add those in, the project beginning balance would be about \$1.390 million. If you apply the revenue estimate of \$6.168 million, then you have available \$7.558 million.

The proposed budget with the 65%/35% split for the income tax and you apply the proposed budget that includes a 2% increase for the salary that is about \$6.9 million. The projected ending balance would be \$636,820 versus the \$55,600 showing on the first page. It is important that we have cash flow because we have a pay come out right away and the healthcare comes out right-away and other operating costs. The income tax is monthly, the real estate settlement is twice a year so we have to have that cash flow to be able to operate. We need to make sure that we maintain a healthy fund balance. We are hoping to hit the \$1.5 million margin and keep it that way. Mazur-that is with the \$250,000 that is our Rainy Day Fund. We have been able to build that up to \$250,000. Siclair-where does that money come from? Mazur-that is General Fund Rainy Day money. Every year we don't know because of COVID try to put some money in the budget.

O'Boyle-the historical revenue target using 2017, 2018 and 2019 actuals is about 100.77% so we are getting a conservative estimate and a little more. Next year we don't know because of COVID and income tax. We are hoping we are at \$4.215 projection. The historical expenditures target on the budget using those same years for actuals is about 90.55% so whatever the budget is, it is about 10% less. If you take that into account, the projected ending balance would be about \$1,338,000 which would be a projected cash balance use of about \$52,000. If you look at hitting without historical the \$636,800 projected ending balance we would dip into the cash reserve of \$753,000. At the beginning of next year we would not have that cushion to cash flow in to make sure there isn't anything, the revenues weren't down. We keep seeing the investments going down, we have worries about the COVID effect on the income tax. We want a healthy balance to be able to operate. This year we were fortunate enough to have the CARES Act Reimbursement, if you take off that \$421,000 you are not going to have that next year, we don't know if we will have a rebate for the Workers Comp so then you can see what the affects would be if everything got spent out and the revenues where we are.

Durham-that was really fast, that gray box down below the 2020 over/under revenue minus \$655,000 you are saying that is not factoring in the extra \$421,000 we are getting from the CARES Act money? O'Boyle-the \$655,000 was with the revenue estimate in the beginning of 2020 with the budget that Council passed. If the revenue hit and the expenses were met it would be \$655,000 out of the cash beginning balance. The one below had the revised revenue and the revised appropriations based off the departments' projections so that would be \$579,000 and would not include the adjustments from above. Those are one-time adjustments above that are affecting 2020. Mazur-when the actuals come back, it will obviously be a much clearer picture. Historically we use the carryover balances to balance next year's budget. I think everybody does that to some degree. For the most part, it does create more uncertainty for Finance Directors to estimate and calculate and balance budgets. That is the challenge with relying on the carryover balances every year to balance the budget. O'Boyle-I do want to rely on that less. We have a pot of revenue, that is like your checkbook, you have a certain amount of revenue so we would want to stay as close to it as possible. If it's a one-time thing it is okay to use to reserve for, but at some point that revenue and your beginning cash balance will decrease while your spending keeps increasing unless you change the income tax projection or have more income coming in. We really have to try to rely less on that. The way that we budget the budget we are fortunate enough historically that the underspend but, if it got spent, you can see what would happen. Knepley-is there a certain amount of money you want to see in the reserve? O'Boyle-I would like to see \$1.5 million. Mazur-not the Rainy Day Fund. O'Boyle-the cash balance carryover and the Rainy Day \$1.5 million together. You put that \$1.3 million and the \$250,000 we would want to keep it around the \$1.5 million in case something happens, like the COVID you didn't know was going to happen so we can continue to make sure that we are providing services and keep the low income tax that we have. At some point we have a really low income tax, but we have all these services that we have to provide and continuing increases. The investment income went down and the Local Government Fund went down. At some point we have to have more revenue and less expenses. Bialorucki the people that ended up getting unemployment that normally work and then they were off, are they taxed? O'Boyle-the unemployment and extra \$600 does not count. We will keep you updated as soon as we know. If you need any more information than we are giving you or have questions, feel free to contact one of us.

Appropriation Budget. Summary of what would be passed with everything that was in the presentations. With the adjustments Mazur talked about yesterday, we will have to update some items and depending on what is decided

for the additional requests those changes will have to be made and updated. At this point, the General Fund is \$6,921,000.

2021 Revenue Estimate. General Fund – investment income. We had Meeder do a presentation at a Council meeting about funds that were callable are being called to get a better deal. We have investments that are coming up and with the interest rate being really low at this point, we adjusted it to what we think the estimated annual income is. Hopefully this is a conservative estimate and we might get more. We had a lot of investments being called.

Reimbursements for Internal. This is the document we want to adjust to add the garage onto it. This is the budget for the general fund portion, it does get allocated to the outside major funds.

Income Tax is projected at the same as last year.

Transfer and kWh that went up a little from the prior year because of the shift the City Manager made of the street lights to the Electric Fund. There was more money to come to the General Fund.

The estimate for the 2021 projected revenue is \$6.2 million for the General Fund versus the projected revenue at the beginning of the year that was about \$6.4 million. The revised estimate is about \$5.9 million.

Fund 170-Income Tax Breakdown shows the \$4.215 million estimate. The same as we are holding the revised projection as the 2020 original projection but we are hoping we come close to hitting that scenario of \$4.5 million in 2020.

Fund 200 Streets the gas tax was increased by the state so we are getting more than we have historically but, it is less due to the COVID. We are hoping it will go back up again.

Fund 220-Recreation Levy. The pool revenue Cotter put in at \$35,000 and hopefully it goes higher.

Fund 221- Aquatic Center. The note proceeds for 2020 is at \$3.5 million. Since we are going to bond for the pool, we will get \$3.95 million in 2021. We will get \$450,000 more than the note because the project increased but it is still staying within the levy money. If not, then the Recreation Fund can offset that payment. Depending on what the interest rates are going to be when we go to bond in February, it could be less than the levy would be able to sustain it all.

Fund 240 Hotel/Motel – we have seen a decrease in this due to the COVID. Hopefully it will ramp back up. That is a split between the convention and visitor's bureau and the General Fund. Whatever dollars come in are split. There is no wondering if we will have enough there.

Fund 123 Fall Festival - we send money to the Chamber and they do the Fall Festival.

Fund 277 Probation- this is the grant funding Judge Rosebrook talked about. We are assuming they will get funded at the same level.

Fund 288 JRIG Grant- Judge Rosebrook was talking about for the extra position, we are assuming they will get the same level of state funding in 2021. It is on the State's year we have it guaranteed thru June 30, 2021. They will have to get another grant for July 1 – December 31, 2021. Sicclair asked Muni Court has a grant writer on staff, right? Mazur-they do grant writing. I think Ashley Bowen wrote the probation grant. Sicclair-wondered if the increase was justified by the grant money that comes in. Is the grant writer getting the grant paid probation officer? I know they got a computer grant. Mazur and a security one maybe two or three years ago. Sicclair-two years ago or so there was a pay increase to that particular person to write grants, It was specifically for grant writing. Mazur-it was to make that position full-time. That was Ashley Bowen. The probation officer was Bob Bogert before and he was part-time and they made it a full-time position so she would have time to dedicate towards grant writing. O'Boyle-that fund currently with the state they have partial for salaries and partial for operations. What the Judge is asking if you approve that part-time position would be funded through the grant. They would shift the operations so they would not have any operational cost in the grant, it would all be for the probation officer. The operational costs of the probation would have to be adjusted somewhere else. If it is approved, she would have to ask the state to change it and if the state approves it, then we would change the appropriation.

Fund 290 Police Pension. That offsets the police pension in the general fund.

Fund 291 Fire Pension. That offsets the fire pension in the general fund.

Fund 400 Capital-has \$1,125,000 coming in for the state loan subsidies. \$150,000 for American Road. The ODOT Jobs and Commerce we were to get in 2020 we have not received yet so that was moved to 2021. The SIB loan is \$1.125 million. There is \$325,000 pass through for Maumee Valley. We have to run through our books like American Road because it is our asset even though it is not revenue for us.

Fund 180 kWh Tax- shows reimbursement of city utilities and the JAC Product abatement. Mazur-JAC Products is a 3-year abatement. O'Boyle-this is our second year, the guesstimate is about \$5,400.

Debt Payments. Fund 300 the premium we received for the water and pool note will have to be paid out in 2021 when we do the bond.

Major funds electric, water, sewer and sanitation are pretty steady with what the users bring in. There are no real surprises with the revenue.

Fund 500 electric purchase power contract for AMP billing, we estimated about \$13.8 million because of the Morgan Stanley contract falling off.

Fund 519 Water Improvements. The water note that was in 2017 that is the balance of the note. That will go out and when we get the bond proceeds back to pay that off then we will start paying the debt payment. We have to include this in the budget. We have to add the bond payment to the water and pool note. We will have an interest payment due in June, 2021 and an interest payment and a principal payment due in December of 2021. We are waiting on what those payments might be. We do not have the refunding revenue bond savings in here because we will have to size and what the interest rate will be. We have a rating agency call on Thursday and we have a practice run on Monday.

The last document is the debt. This is showing the principal due and the balance of what is remaining at the end of 2021 for our general obligation and enterprise funds. We have some loans with the OWDA and we have rotary commission funds where if the property sells then they would come back. We had a couple in 2019. We get the money from the property and then we have to send part of it back to the state. At that point we would appropriate if we have any selling because we don't have it in there because we do not know what will sell. Next shows the current pool and water note the balance that is outstanding. Then I made a chart like last year that shows the principal outstanding as of December 31st and you can see most of it is in the water and sewer. The sewer will grow when the wastewater treatment plant renovations are done. Last are the interest payments for 2021 and again the water and sewer are the highest. The water does not include the note loan. Siclair these are nice, I think they are educational for me they are understandable. O'Boyle-if you think of any questions after these meetings, feel free to ask us.

ADDITIONAL REQUESTS (11:12 AM – 12 NOON)

Comadoll-we have to make a decision on the income tax split.

Mazur- the CIC request is not on the sheet. Their request was \$2,600, we made it \$1,600. If make it \$2,600 that would put it at \$40,000. Welch had in her budget \$39,000. Siclair asked Mazur what he thought. Mazur-four years ago the City added 10% and the Commissioners contribution did not increase. Welch has asked the Commissioners for an increase I do not believe they have not made a decision. Bialorucki-four years ago, the CIC Director at the time came to the budget meeting said we need an increase now but in a few years we are going to build up the membership so much that we are hoping that we won't even ask for any money from you. So, we did increase it four years ago and I don't know if that was something that was realistic anyway. Siclair-didn't we do a decrease when did the CRAs? Are we back at the original level? Mazur-we are back at the original level of \$37,400. The Commissioners cover the whole county and contribute \$64,000 or \$65,000. Mayor-some is in-kind with office space, the computer and phone. The City's portion increased \$1,600 and the Commissioners' portion did not increase. The City is continuing to contribute more to the CIC. The CIC is valuable a lot of the work is inside the City Napoleon is in Henry County. Why does the City pay but not the villages when they get the same service. It's because they spend a lot of time in the City. The previous CIC Director would not touch downtowns. Welch on the other hand wants to work with small businesses, especially in downtowns. Siclair-it does seem a little quiet and I know it has been a weird year. It would be nice to hear what has been worked on to benefit the City. Mayor-without bringing her to a meeting Baer and I can report. A lot is workforce development, businesses are growing and are expanding, it is tough without a great supply of industrial space to bring in industrial customers. Mazur-Memberships are to be going up. That is an important piece. Maybe look at third quarter and see where memberships are at and do an expense adjustment then. Bialorucki- it shows in 2018 membership received \$45,850 and in 2019 that went down \$10,000. Baer-part of issue in 2019 dealt with previous director. More people are against the City of napoleon. Siclair-we all know the problems we saw there, by comparison the previous was very visible and very active in drawing businesses. I was involved in several things she coordinated to help the community which is where I'm thinking it would be nice to ask her some questions what is being done on workforce front. Baer-a number of things she has going we don't even know what contracts are because of confidentiality she has several projects in the fire. Knepley agreed with Siclair it would be nice to have more presence from her. Durham-like idea keep it where it is now and assess where it is, maybe bring her in in June. Maassel- \$1,600 is a vote of confidence for their continuing programming. Mazur-they are doing the CRAs. Haase-\$1,600 as vote of

confidence. Baer-agree with the Mayor and do agree with Durham and Siclair we do need to bring her in in the middle of the year to review things and have her come in as needed. Mazur-Jon Bisher considered that position an extension of his staff. That is why he demanded the CIC Director be at his staff meetings. I have the same philosophy except she does not come to my staff meetings. The City pays money to have that staff, I have that expectation she is part of the staff. Durham-I trust the two board members if they think it is a vote of confidence. Mazur-I do expect from the CIC staff to honor their commitment to small businesses and downtown. Durham-like the point she brought up of younger demographic looking at downtown. **ADDITIONAL REQUEST \$1,600** Water Revenue Fund.

HVAC – we do not recommend for the reason we have in-house capabilities to handle. Operations. Tom Nagel. This is very basic maintenance of HVAC systems.

Electrical Agreement is needed for the Water Plant that is a worthy expense. We have a lot of issues they are still coping with as result of the finished product we got.

Chemical Feed Pumps is a Yes, this is a small ticket item in a big budget.

Bialorucki-what about the motor Jeff was talking about that would take four weeks to get here, why would we not do to keep the operation running the way it is designed to run. Mazur-the water fund is not as healthy as you would like it to be and cuts were made. Weis said he can live without this. The water rates are still worse off than even the sewer rates. Bialorucki-we will talk about that on Monday.

Membranes \$100,000 money is on hand. Mazur-has to be in there

Backhoe is for Rathge. Mazur-my recommendation is No. Maassel-is it a brand new? Mazur-Yes. Maassel-can we investigate what the cost would be on a used one? **No on a new one, Maybe on a used one.** If we can find one at the right cost and Rathge is happy with it. Then we will evaluate based on the water rates. If can find a great deal, we'll jump if not, it's off.

Mazur-when you see me cut a vehicle is not arbitrary, I research every single one of them. Like the Wastewater Plant, I am going to recommend that we DO NOT replace that. Pike did get a dropdown vehicle and that vehicle has very low miles and it functions just fine. I asked Tony Kuhlman if that vehicle is fine or not. Vehicles are very touchy, everybody wants a new one. Backhoes are functional. Hold off for now and finding a used one could be a savings for us. How many do we have and how often do we use the backhoes. Comadoll-Operations had one for street and one for water and the Construction Department had a mini-excavator. Mazur-same for Parks vehicles and Wastewater plant. Not that they need something new and fancy but, something off the lot is going to depreciate. Comadoll this backhoe is old. If we can get a good used one. Mazur-want us to bring this back when. Maassel-when he finds good deal. Haase-give him a target date. Mazur-end of first quarter.

Durham-\$15,000 for the extra motor can we do half this year and half next year. Mazur-if we put the money away it stays in the fund balance. O'Boyle-if incorporate in 2021 and do not use, it goes back to the fund balance.

JRIG Grant.

Yes to Bodycams.

Yes to Craft Software.

Aron Deblin is expensed out 80% General Fund. Did 4% for the Lieutenant two or three years ago. That was because the patrol officer pay was close to the Lieutenant's pay because the Lieutenants do not get overtime on holiday weeks. **That is request for the Construction Inspector Position. 3%**

Electric Fund Mike Dietrich, Distribution Service Supervisor-3%. Siclair asked what is savings between Clapp's position and Kuhlman's? Mazur-the difference is in the position for line foreman. Siclair-this is a little bit more. Maassel-do we talk in open session about non-bargaining and bargaining. Bialorucki-we go into executive session and take action when we come out.

Siclair asked has this been brought up, where do we stand with Henry County Transportation Network. Mazur-the van? They purchased it, not sure how much it has got used this year. Maassel-very limited use because of the health conditions in the county. Mazur and the population that use it. Knepley- Kinder Campus uses it. Siclair-they were going to use for employers too. Mazur-or people who live in the county who need transportation to the city. I will ask for an update to be submitted.

Mazur-going back to the truck at the WWTP that vehicle goes into the fund balance. The vehicle they have now is adequate. The fund balance for utility funds is different than the 400 capital funds.

Durham-**Security system \$10,000 for Water Treatment Plant add that in.** Bialorucki-**Definitely.**

\$25,000 Pickleball courts are we removing, YES. Mazur-we can take the mower out of the 400 account or the park fund. Durham-what is the utility tractor at \$24,000? Comadoll-for the golf course, right? Maassel-replacing the 1960 Massey Ferguson. Mazur-**that will come out of Parks and Rec Fund.**

RESOLUTION NO. 081-10

**A RESOLUTION ESTABLISHING AND/OR ADJUSTING THE
COMPENSATION OF FUTURE COUNCIL MEMBERS AND THE
MAYOR OF THE CITY OF NAPOLEON, OHIO**

WHEREAS, it is the intent of this Council to adjust the salaries of future Council persons and Mayor commencing with the year 2012 term of office; however, to be accomplished in a manner not to be construed as barring future Council's from making further adjustments as it deems necessary relating to increases or decreases in compensation or benefits; and,

WHEREAS, it is the intent of this Council to lower the automatic increases for the City's Council Members and Mayor as was previously established pursuant to Ordinance No. 161-96. Now therefore,

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

Section 1. That, commencing January 1, 2012, being the first day of the new term of office for Council Members in and for the City of Napoleon, Ohio, each person so elected for the new term shall receive an annual salary of \$4,663.26, with an automatic one and one-half (1 ½%) percent annual increase, said salary to be paid in equal amounts on a monthly basis. The compensation as established herein, with the automatic increases as established in this Section, shall be continued for each future term of office for the position of Council Member until lawfully changed by Council.

Section 2. That, elected or appointed Council members of the City of Napoleon, Ohio, currently serving upon the effective date of this Ordinance, or Council members later appointed to serve an unexpired term of said elected or appointed Council members, shall continue to receive as compensation, an annual salary of \$4,438.56, with an automatic annual increase of two and one-half (2 ½%) percent as was established in Ordinance No. 161-96, until completion of said term, to be paid in equal amounts on a monthly or semi annual basis.

Section 3. That, commencing January 1, 2012, being the first day of the new term of office for Mayor of the City of Napoleon, Ohio, the Mayor so elected for the new term shall receive an annual salary of \$13,314.25, with an automatic one and one half (1 ½%) percent annual increase, to be paid in equal amounts on a monthly basis. The compensation as established herein, with the automatic increases as established in this Section, shall be continued for each future term of office as Mayor until lawfully changed by Council.

Section 4. That, the elected or appointed Mayor of Napoleon, Ohio, currently serving upon the effective date of this Ordinance, or persons later appointed to serve an unexpired term of said elected or appointed Mayor, shall continue to receive as compensation, an annual salary of \$12,672.70, with an automatic annual increase of two and one-half (2 ½%) percent as was established in Ordinance No. 161-96, until completion of said term to be paid in equal amounts on a biweekly basis.

Section 5. That, the compensation as established in this Ordinance of Council members and Mayor shall be paid pro-rata according to time served in the position.

Section 6. Persons elected or appointed to the respective office of Council or Mayor in and for the City of Napoleon, Ohio, effective with the term commencing January 1, 2012, and each term thereafter, shall be entitled, while serving, to unlimited personal use of City provided internet service upon the payment of a flat monthly fee to the City in an amount as determined by the City's Finance Director, to be one-half the average cost of service, so long as such internet service is available. Said amount shall remain consistent through the end of a term of office. The elected or appointed Council Member or Mayor shall be responsible for any tax liability.

Section 7. That, this Council, pursuant to Article X, Section 10.03(C), finds that this Ordinance is in conformance with Article II, Section 2.05; and, Article III, Section 3.03 of the Napoleon City Charter.

Section 8. That, Ordinance No. 161-96 is repealed. Repealing of said Ordinance 161-96 shall not be construed eliminating the compensation amounts for elected City officials as was established in accordance with the City Charter, as said amounts have been restated in this Ordinance.

Section 9. 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 10. 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 11. That, this Resolution shall take effect at the earliest time permitted by law.

Passed: November 15, 2010


Glenn A. Miller, Council President

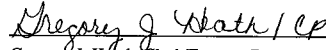
Approved: 15NOV10


J. Andrew Small, Mayor

VOTE ON PASSAGE 7 Yea 0 Nay 0 Abstain

Attest: Gregory J. Heath
Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 081-10 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the 20 day of November, 2010; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.


Gregory J. Heath, Clerk/Finance Director



CITY SALARY SURVEY

2019

**All information included in this survey is self reporting. This is not a legal document.*

175 S. Third Street, Suite 510
Columbus, Ohio 43215
Phone: 614/221-4349
www.omloho.org

City Salary Survey

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An asterisk(*) denotes pay per a meeting.**

MUNICIP	CENSUS	FORM GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
Akron	199110	Charter									
Alliance	22322	Statutory									
Amherst	12021	Statutory	120	69	63	1	20	\$ 56,029.00			\$ 6,887.00
Ashland	20362	Charter	240	240		37	29	\$ 89,284.00		\$ 8,328.00	
Ashtabula	19124	Charter									
Athens	23832	Statutory									
Aurora	15548	Charter	192	122	70	16	25	\$ 97,775.00			\$ 10,400.00
Avon	21193	Charter	175	140	35	35	32	\$ 142,670.00			\$ 12,500.00
Avon Lake	22581	Charter									
Barberton	26550	Charter									
Bay Village	15651	Charter	151	99	52	24	23	\$ 98,000.00			\$ 9,520.00
Beachwood	11953	Charter	509	202	307	41	42	\$ 155,000.00			\$ 15,000.00
Beavercreek	45193	Charter	140	115	25		50		\$ 6,000.00		\$ 6,000.00
Bedford	13074	Charter	365	150	215	27	35				\$ 19,971.00
Bedford Hts	10751	Charter									
Bellbrook	6943	Charter									
Bellefontaine	13370	Statutory									
Bellevue	8202	Statutory									
Belpre	6441	Statutory									
Berea	19093	Charter	308	152	156	23	30	\$ 102,000.00			\$ 11,000.00
Bexley	13057	Charter									
Blue Ash	12114	Charter	405	136	269	21	21		\$ 18,140.00		\$ 14,739.00
Bowling Green	30028	Charter	311	286	25	50	42		\$ 30,000.00		\$ 5,000.00
Brecksville	13656	Charter	312	132	180	16	33	\$ 110,000.00			\$ 16,500.00
Broadview Hts	19400	Charter									
Brook Park	19212	Charter	203	135	51	28	35	\$ 110,905.00			\$ 15,325.00
Brooklyn	11169	Charter		103	178	22	31	\$ 92,000.00			\$ 8,000.00
Brookville	5884	Charter		30	46	1	12		\$ 5,000.00		\$75.00*
Brunswick	34255	Charter									
Bryan	8545	Charter	165	140	25	8	16	\$ 56,375.00			\$250.00*
Bucyrus	12362	Statutory	121	82	39	13	21	\$ 54,636.00			\$ 6,679.00
Cambridge	10635	Statutory	136	136	48	20		\$ 71,565.00			\$ 7,250.00
Campbell	8235	Charter									
Canal Fulton	5479	Charter	92	27	65		11		\$ 9,900.00		\$ 7,200.00
Canal Winchester	7101	Charter	35	33	2			\$ 95,983.00		\$ 6,592.00	
Canfield	7515	Charter	53	28	8	12	17		\$ 6,600.00		\$ 3,000.00

MUNICIP	CENSUS	FORM_GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
Canton	73007	Charter									
Celina	10400	Statutory	114	93	21	16	16		\$ 15,999.00		\$ 4,500.00
Centerville 45458	23999	Charter									
Chardon	5148	Charter	135	68	67		12		\$ 7,000.00		\$ 6,000.00
Cheviot	8375	Statutory									
Chillicothe	21901	Statutory	259	245	30	48	47		\$ 55,803.00		\$ 5,305.00
Cincinnati	296943	Charter	6575	5214	1361	454	692	\$ 131,399.00		\$ 65,699.00	
Circleville	13314	Statutory	117	97	20	15	21		\$ 40,625.00		\$ 5,899.00
Clayton	13209	Charter	97	47	50	10	14		\$ 7,200.00		\$ 4,800.00
Cleveland	396815	Charter									
Cleveland Hts	46121	Charter									
Clyde	6325	Charter	185	67	118		20		\$254.00*		\$400.00*
Columbiana	6384	Charter									
Columbus	787033	Charter									
Conneaut	12841	Charter									
Cortland	7104	Charter	6	34	30	10	10		\$ 14,400.00		\$400.00*
Coshocton	11216	Statutory	100	80	20	17		\$ 50,000.00			\$ 7,750.00
Cuyahoga Falls	49652	Charter	635	393	246	63	70	\$ 131,558.00		\$ 19,733.00	
Dayton	141527	Charter									
Deer Park	5736	Charter									
Defiance	16494	Charter	175	1163	25	27	29	\$ 55,630.00			\$ 6,000.00
Delaware	34753	Charter	360	305	55	64	54		\$ 8,760.00		\$ 8,260.00
Delphos	7101	Statutory	151	38	113	4	10		\$ 13,500.00		\$ 3,000.00
Dover	12826	Statutory	152	152	88	24	25	\$ 93,364.00			\$ 7,564.00
Dublin	41751	Charter	622	400	222		69	\$ 15,750.00		\$ 11,250.00	
East Cleveland	17843	Charter									
East Liverpool	11195	Charter									
Eastlake	18577	Statutory									
Eaton	8407	Charter	114	61	53	5	14				\$100.00*
Elyria	54533	Charter									
Englewood	13465	Charter	145	76	69	11	20		\$ 3,000.00		\$ 2,000.00
Euclid	48920	Charter									
Fairborn	32352	Charter									
Fairfield	42510	Charter									
Fairlawn	7437	Charter	130	86	51	16	23		\$ 65,128.00		\$ 7,920.00
Fairview Park	16826	Charter									

MUNICIP	CENSUS	FORM_GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
Findlay	41202	Statutory	343	316	27	64	63	\$ 75,229.00			\$ 7,398.00
Forest Park	18720	Charter									
Fostoria	13441	Charter		82	5	19	25	\$ 43,440.00		\$ 5,500.00	
Franklin	11771	Charter	192	78	114	7	25		\$ 8,500.00		\$ 8,000.00
Fremont	16734	Charter									
Gahanna	33248	Charter									
Galion	10512	Statutory	102	92	10	17	18	\$ 30,000.00			\$ 4,200.00
Garfield Hts	28849	Charter	274	178	96	42	40	\$ 85,000.00			\$ 15,125.00
Geneva	6215	Charter									
Germantown	5547	Charter	134	23	99	1	11		\$ 6,000.00		\$ 5,400.00
Girard	9958	Statutory		76	35	13	18	\$ 49,530.00			\$ 7,600.00
Grandview Hts	6536	Charter	140	76	64	18	19		\$ 40,500.00		\$ 7,200.00
Green	25699	Charter	139	82	13	44		\$ 109,059.00			\$ 8,000.00
Greenville	13227	Statutory	100	95	5	20	25		\$ 47,640.00		\$ 5,400.00
Grove City	35575	Charter	289	163	126		64		\$ 40,000.00		\$ 11,000.00
Groveport	5363	Charter	168	87	81		21				\$ 6,000.00
Hamilton	62477	Charter									
Harrison	9897	Charter									
Heath	10310	Charter									
Highland Hts	8345	Charter	123	71	52	19	23		\$ 24,000.00		\$ 8,000.00
Hilliard	28435	Charter									
Hillsboro	6605	Statutory	63	60	3		19		\$ 25,000.00		\$ 3,600.00
Hubbard	7874	Statutory									
Huber Heights	38101	Statutory									
Hudson	22262	Charter	240	156	84		22		\$ 3,300.00		\$80.00*
Huron	7149	Charter									
Independence	7133	Charter	308	146	162	24	33		\$ 75,000.00		\$ 10,000.00
Indian Hill	5785	Charter	101	60	25		16				
Ironton	11129	Charter									
Jackson	6397	Charter									
Kent	28904	Statutory									
Kenton	8262	Statutory	70	64	6	10	15		\$ 11,500.00		\$ 3,200.00
Kettering	56163	Charter	744	406	338	56	60		\$ 12,000.00		\$ 8,000.00
Kirtland	6866	Charter									
Lakewood	52131	Charter	506	423	83	88	99	\$ 100,300.00			\$ 13,000.00
Lancaster	38780	Charter									

MUNICIP	CENSUS	FORM GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
Lebanon	20033	Charter	160	140	20	17	27		\$ 9,000.00		\$ 6,000.00
Lima	38771	Charter	422	405	17	74	97	\$ 123,500.00			\$ 12,666.00
Logan	7152	Charter									
London	9904	Statutory	108	77	31	19	19		\$ 30,000.00		\$ 5,000.00
Lorain	64097	Statutory	513	451	54	67	96	\$ 118,749.00		\$ 12,333.00	
Louisville	9186	Charter	75	42	33	1	14		\$ 7,920.00		\$ 3,690.00
Loveland	12081	Charter	48	43	5		16		\$ 6,570.00		\$ 5,700.00
Lyndhurst	14001	Charter									
Macedonia	11188	Charter									
Madeira	8726	Charter	26	26	9		14		\$ 1,400.00		\$ 1,000.00
Mansfield	47821	Charter	457	437	20	90	82	\$ 81,586.00			\$ 7,536.00
Maple Hts	23138	Charter									
Marietta	14085	Charter									
Marion	36837	Statutory	281		24	57	53	\$ 69,900.00			\$ 7,299.00
Martins Ferry	6915	Statutory									
Marysville	22094	Charter	289	189	100	40	37				\$ 7,200.00
Mason	30712	Charter		190	200	44	53		\$ 1,100.00		\$ 700.00
Massillon	32149	Charter									
Maumee	14286	Charter	277	160	117	3	42		\$ 27,951.00		\$ 7,107.00
Mayfield Hts	19155	Charter									
Medina	26678	Charter									
Mentor	47159	Charter	538	327	211	68	74				\$ 12,000.00
Mentor-On-Lake	7443	Charter	74	28	46	4	7		\$ 18,000.00		\$ 6,050.00
Miamisburg	20181	Charter									
Middleburg Hts	15946	Charter	296	163	133	25	31	\$ 168,298.00			\$ 16,265.00
Middletown	48694	Charter	394	371	23	79	69		\$ 9,000.00		\$ 5,000.00
Milford	6709	Charter	53	50	3		19		\$ 6,000.00		\$ 4,000.00
Monroe	12442	Charter									
Montgomery	10251	Charter									
Moraine	6307	Charter	156	104	52	25	27		\$ 2,400.00		\$ 1,200.00
Mt Healthy	6098	Charter									
Mt Vernon	16990	Statutory									
Munroe Falls	5012	Charter	52	19	33	2	7		\$ 24,000.00		\$ 4,400.00
N Canton	17488	Charter	137	93	44	12	24		\$ 17,640.00		\$ 7,920.00
N College Hill	9397	Charter									
N Olmsted	32718	Charter	479	217	262	41	48	\$ 107,015.00			\$ 13,699.00

MUNICIP	CENSUS	FORM_GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
N Ridgeville	29465	Charter									
N Royalton	30444	Charter	221	146	75	34	37	\$ 91,518.00		\$ 12,317.00	
Napoleon	8749	Charter	184	82	78	9	15		\$ 14,776.00		\$ 5,175.00
Nelsonville	5392	Charter									
New Albany	7724	Charter									
New Carlisle	5785	Charter	101	18	83				\$ 7,800.00		\$ 4,800.00
New Franklin	14227	Charter	84	48	36	13	14	\$ 72,000.00			\$ 6,000.00
New Philadelphia	17288	Charter									
Newark	47573	Statutory									
Niles	19266	Statutory	188	113	7	34	34	\$ 69,000.00			\$ 7,000.00
Northwood	5265	Charter									
Norton	12085	Charter	92	49	43	12	15		\$ 11,250.00		\$ 7,500.00
Norwalk	17012	Charter	153	125	130	18	24	\$ 67,990.00			\$ 3,000.00
Norwood	19207	Statutory	169	139	30	50	42		\$ 32,850.00		\$ 7,650.00
Oakwood 45419	9202	Charter	99	85	14	28	28		\$ 4,000.00		\$ 2,800.00
Oberlin	8286	Charter	185	109	76	5	17				\$ 12,000.00
Olmsted Falls	9024	Charter		32	45	7	10	\$ 81,600.00			\$ 7,920.00
Ontario	6225	Statutory	65	50	15		23	\$ 59,500.00			\$ 6,123.00
Oregon	20291	Charter	304	187	102	10	36	\$ 32,500.00		\$ 11,000.00	
Orrville	8380	Statutory									
Oxford	21371	Charter	204	114	90	9	26		\$ 5,400.00		\$ 4,800.00
Painesville	19563	Charter									
Parma	81601	Charter									
Parma Hts	20718	Charter									
Pataskala	14962	Charter	56	52	4		19		\$ 15,000.00		\$ 5,000.00
Pepper Pike	5979	Charter	73	45	28	6	17	\$ 55,000.00			\$ 8,200.00
Perrysburg	20623	Charter	160	164	63	27	31		\$ 28,000.00		\$ 7,000.00
Pickerington	18291	Charter	93	89	41		31		\$ 12,000.00		\$ 8,000.00
Piqua	20522	Charter	273	200	73	33	38		\$ 6,000.00		\$ 5,000.00
Port Clinton	6056	Statutory	58	53	5		17		\$ 20,000.00		\$ 4,100.00
Portsmouth	20226	Charter	262	251	11	38	42				\$ 5,500.00
Powell	11500	Charter	53	49	4		18		\$ 11,880.00		\$ 7,920.00
Ravenna	11724	Charter	135	101	34	18	22	\$ 76,783.00		\$ 8,148.00	
Reading	10385	Charter	127	27	67	14	19		\$ 26,568.00		\$ 6,356.00
Reynoldsburg	35893	Charter	164	130	34		57	\$ 97,802.00			\$ 7,920.00
Richmond Hts	10546	Charter	114	60	63	19	23		\$ 24,000.00		\$ 10,000.00

MUNICIP	CENSUS	FORM GOVMT	#Empl	FT Reg	PT/Seas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
Rittman	6491	Charter	160	40	120	2	10		\$ 4,800.00		\$ 3,600.00
Riverside	25201	Charter	87	66	21	15	29		\$ 6,000.00		\$ 4,000.00
Rocky River	20213	Charter	200	200	276	28	36	\$ 98,500.00			\$ 12,000.00
Rossford	6293	Charter	78	31	47		14		\$ 7,500.00		\$ 3,000.00
S Euclid	22295	Charter									
Salem	12303	Statutory		83	47	16	23		\$ 50,289.00		\$ 4,553.00
Sandusky	25793	Charter	275	240	35	47	48				\$ 5,200.00
Seven Hills	11804	Statutory									
Shaker Hts	28448	Charter	469	312	157	48	63	\$ 87,000.00		\$ 10,440.00	
Sharonville	13560	Charter									
Sheffield Lake	9137	Charter	59	45	14	12	9		\$ 16,800.00		\$ 7,920.00
Shelby	9317	Charter	111	98	13	13	19	\$ 59,625.00			\$ 7,415.00
Sidney	21229	Charter	226	191	36	36	37		\$ 5,250.00		\$ 4,200.00
Solon	23348	Charter	627	276	359	59	47	\$ 134,580.00			\$ 11,877.00
Springboro	17409	Charter	134	84	50		26		\$ 13,573.00		\$ 12,927.00
Springdale	11223	Charter	155	116	39	29	34		\$ 21,000.00		\$ 7,875.00
Springfield	60608	Charter									
St Clairsville	5184	Charter									
St Marys	8332	Charter	98	92	63	13	16		\$ 15,000.00		\$ 5,000.00
Steubenville	18659	Charter									
Stow	34837	Charter	287	239	48	54	42	\$ 81,194.00			\$ 14,950.00
Streetsboro	16028	Charter	138	97	49	19	29	\$ 85,850.00			\$ 3,600.00
Strongsville	44750	Statutory									
Struthers	10713	Charter									
Sylvania	18965	Charter									
Tallmadge	17537	Charter	294	108	199	13	25	\$ 91,640.00		\$ 10,327.00	
Tiffin	17963	Charter									
Tipp City	9689	Charter	120	73	50	1	19		\$ 5,000.00		\$ 5,000.00
Toledo	287208	Charter									
Toronto	5091	Statutory	58	34	24	6	10		\$ 12,000.00		\$ 4,200.00
Trenton	11869	Charter	106	47	59		17		\$ 6,400.00		\$ 2,400.00
Trotwood	24431	Charter	138	85	53	17	28		\$ 12,000.00		\$ 6,000.00
Troy	25058	Charter	303	192	111	44	42		\$ 23,580.00		\$ 8,382.00
Twinsburg	18795	Statutory									
Uhrichsville	5413	Charter									
Union	6419	Charter		18	60		8		\$ 1,500.00		\$480.00*

MUNICIP	CENSUS	FORM_GOVMT	#Empl	FT Reg	PT/Scas	FT Fire F	FT Police	Mayor		Council Member	
								Full Time	Part Time	Full Time	Part Time
University Hts	13539	Statutory									
Upper Arlington	33771	Charter									
Upper Sandusky	6596	Charter	88	70		3	13	\$ 50,000.00		\$ 5,000.00	
Urbana	11793	Charter	110	97	13	23	20		\$ 13,000.00		\$ 7,200.00
Van Wert	10846	Charter	129	99	30	18	22	\$ 54,180.00			\$ 4,900.00
Vandalia	15246	Charter	413	131	282	9	27		\$ 5,700.00		\$ 5,200.00
Vermilion	10594	Charter	118	63	64		23	\$ 65,000.00			\$ 5,000.00
W Carrollton	13143	Charter									
Wadsworth	21567	Statutory	293	204	89	13	29		\$ 45,821.00		\$ 7,985.00
Wapakoneta	9867	Charter									
Warren	41557	Charter									
Warrensville Hts	13542	Charter									
Washington CH	14192	Statutory	112	120		12	21				\$ 8,404.00
Waterville	5523	Statutory									
Wauseon	7332	Statutory									
Wellston	5663	Charter	68	59	9	3	7	\$ 20,000.00			\$ 1,800.00
Westerville	36120	Charter									
Westlake	32729	Charter	453	241	212	42	53	\$ 155,250.00			\$ 15,680.00
Whitehall	18062	Charter	200	160	40	38	49	\$ 82,500.00			\$ 5,200.00
Wickliffe	12750	Statutory									
Willard	6236	Charter	142	58	84	6	15		\$ 2,000.00		\$ 2,000.00
Willoughby	22268	Charter		210	107	39	42	\$ 112,264.00			\$ 10,000.00
Willoughby Hills	9485	Charter									
Willowick	14171	Charter	148	62	86		22		\$ 24,000.00		\$ 8,000.00
Wilmington	12520	Charter	197	144	53	15	19		\$ 20,900.00		\$ 3,780.00
Wooster	26119	Charter									
Worthington	13575	Charter	360	148	212	34	33				\$ 7,920.00
Wyoming	8428	Charter									
Xenia	25719	Charter	240	220	20	42	41		\$ 4,773.00		\$ 4,273.00
Youngstown	66982	Charter	741	702	39	125	148	\$ 104,935.00		\$ 27,817.00	
Zanesville	25487	Charter									

Section 8.02 Public Records

- (A) **Local Method of Record Retention.** Council may, by ordinance or resolution, establish a method for record retention, disclosure and destruction that may be contrary to the laws of Ohio.
- (B) **Record Exemption.** Notwithstanding any provision of the laws of Ohio, no record received, created, or maintained by the City related to any City owned or operated utility is required to be released as a public record when, disclosing such record would more likely than not provide or create a competitive disadvantage to any of the City's owned or operated utilities or be of economic value to a competitor or a person other than the City.

ARTICLE IX INITIATIVE, REFERENDUM AND RECALL

Section 9.01 Initiative

The electors of the City shall have the same right and power to initiate or propose any legislation as is now or hereafter may be provided by the Constitution or laws of Ohio.

Section 9.02 Referendum

The electors of the City shall have the same right and power to approve or reject any legislation passed by Council as is now or hereafter may be provided by the Constitution or laws of Ohio.

Section 9.03 Removal from Office and Recall

(A) **Power to Recall.** The electors of the City shall have the right and power to remove from office by a recall election any officer of the City holding an elective office, but only after that officer has served six (6) months of his or her term. A petition demanding the removal of an elected officer may be filed with the Clerk of Council, who shall note thereon the name and address of the person filing the petition and the date of such filing, and deliver a receipt to that person.

The separate parts of the petition shall be bound together and filed as one (1) document. Each part shall contain the name and office of the person whose removal is sought and a statement in not more than two hundred (200) words of the grounds for removal. The petition shall be signed by at least that number of electors which equals twenty-five percent (25%) of the number of electors voting at the last general municipal election. Within ten (10) days after filing the petition, the Clerk of Council shall determine whether or not it meets the requirements hereof. If the Clerk of Council finds the petition insufficient, he or she promptly shall certify the particulars in which the petition is insufficient, deliver a copy of his or her certificate to the person who filed the petition, and make a record of such delivery. The person who filed the petition shall be allowed a one (1) time period of twenty (20) days after the day on which the delivery of the certificate was made to him or her to make the petition sufficient. If the Clerk of Council finds the petition sufficient, he or she promptly shall certify it to Council, deliver a copy of the petition and his or her certificate to the officer whose removal is sought, and make a record of such delivery if the officer does not resign.

all matters coming before Council, but in no case shall he or she, in his or her dual capacity as a Council member and as presiding officer of Council, cast more than one (1) vote on any matter.

- (D) **President as Acting Mayor.** If the Mayor is temporarily absent from the City, or becomes temporarily disabled by sickness, accident or for any other reason, or in case of an emergency and the Mayor is absent, or whenever authorized by the Mayor, the Council President also shall have those powers and perform those duties of the Mayor until the Mayor returns, except he or she shall have no power to veto ordinances or resolutions, to order reconsideration, or to make or remove mayoral appointments, all as provided by this Charter. The Mayor may act to make appointments or removals, in writing, or to veto ordinances or resolutions as provided for in this Charter, while he or she is temporarily disabled or temporarily absent or absent from the City. If the Mayor dies, resigns or is removed from office, or if the office of Mayor becomes vacant for any other reason, the Council President also shall serve as Acting Mayor for the unexpired term or until a successor to the Mayor is elected and qualified as provided by this Charter, but for no longer than his or her term as a Council member, except he or she shall have no power to veto ordinances or resolutions or order reconsideration as provided by this Charter.
- (E) **Temporarily Absent or Disabled Defined.** Notwithstanding any other provision in this Charter for the calculating of days, for the purpose of this Article, "Temporarily absent" or "temporarily disabled" shall not be deemed to occur until the expiration of at minimum fourteen (14) consecutive calendar days from the commencement of the disability or absence.
- (F) **Dual Capacity Compensation.** In the event the Council President serves in the dual capacity of Mayor and Council President due to the death, resignation, recall, removal or forfeiture of office of the Mayor, the Council President shall be entitled to receive the greater of the two (2) salaries established for the positions during the time of the dual service of Acting Mayor and Council President.

Section 2.05 Compensation

The salary of Council members shall be established by ordinance or resolution and may be changed by ordinance or resolution; however, except as otherwise provided in this Charter, no such change shall affect any Council member's salary during his or her current term of office. Any change in the salary of Council members shall be effective commencing with the terms of office of Council members elected at the next general municipal election occurring not less than twelve (12) months after the enactment of such change.

Section 2.06 Quorum

A majority of the current members of Council shall constitute a quorum for the transaction of business at any Council meeting, but a number less than a quorum may adjourn a meeting and compel the attendance of absent members in such manner and under such penalties as Council may provide. For the purpose of this Charter, "current members of Council" means, "those current elected or appointed members serving in office".



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: Mayor and City Council, City Manager,
City Law Director, Finance Director, Department
Supervisors, News Media

From: Roxanne Dietrich, Clerk of Council

Date: January 22, 2021

Subject: Safety and Human Resources Committee –
Cancellation

Due to lack of agenda items, the regularly scheduled meeting of the **SAFETY AND HUMAN RESOURCES COMMITTEE** for Monday, January 25, 2021 at 7:30 pm has been *cancelled*.



City of Napoleon, Ohio

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Napoleon, OH 43545

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

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Memorandum

To: Civil Service Commission
cc: Mayor and City Council, City Law Director, City Manager, Finance Director, Department Supervisors, News Media
From: Roxanne Dietrich, Clerk of Council
Date: January 22, 2021
Subject: Civil Service Commission – Cancellation

Due to lack of agenda items, the **CIVIL SERVICE COMMISSION** meeting scheduled for Tuesday, January 26, 2021 at 4:30 pm has been *cancelled*.

City of Napoleon, Ohio

PARKS AND RECREATION BOARD

Meeting Agenda

Wednesday, January 27, 2021 at 6:30 pm

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
The WebEx link to the meeting is posted at www.napoleonohio.com

1. Organization of Board Members.
2. Approval of Minutes: November 04, 2020. (in the absence of any objections or corrections, the Minutes shall stand approved)
3. Update on the Napoleon Aquatic Center
4. Discussion and/or Action on Golf Cart Trail Fees
5. Discussion and/or Action on 2020 Parks and Recreation Service Award
6. Miscellaneous.

Roxanne Dietrich

Roxanne Dietrich ~ Clerk of Council

AMP Update for Jan. 15, 2021

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

Fri 1/15/2021 5:24 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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



Jan. 15, 2021

Register for the 2021 APPA Legislative Rally

By Michael Beirne - AMP vice president of external affairs and OMEA executive director

AMP is encouraging members to register for the 2021 American Public Power Association (APPA) Legislative Rally, taking place virtually, March 1-2.



"The APPA Legislative Rally provides our members with the opportunity to meet with lawmakers for a face-to-face discussion of issues impacting municipal electric systems," said Jolene Thompson, AMP President/CEO. "There are no better advocates or resources than our public power leaders to explain how legislation and regulation impact communities in the real world."

It is critical that our voices be heard, and this event provides the best opportunity of the year to meet with legislators and regulators to discuss the major issues facing our industry and to advocate on behalf of our positions. Among the key issues that our delegations will be focusing on this year are the recent FERC Minimum Offer Price Rule (MOPR) Order, rising transmission costs, the continued effects of sequestration, climate change legislation and FCC regulation of pole attachments.

Registration information was recently emailed. If you have yet to receive registration information or have questions regarding the Rally, please visit the APPA website or contact me at mbeirne@amppartners.org or Brian Hickman at bhickman@amppartners.org.

Prairie State production in December 2020 is second highest month ever

By Mike Migliore - vice president of power supply and marketing

The Prairie State Energy Campus (PSEC) finished the year strong with a monthly net-energy output of 1,156,680 MWh in December. This is the highest amount of generation produced in a single month by the PSEC Units 1 and 2 since December 2016. The 1.156 million MWh equates to a 98.3 percent capacity factor based on the nominal 1,582 MW rating of the plant.

Focus Forward Advisory Council meeting held Jan. 12

The Focus Forward Advisory Council (FFAC) met on Jan. 12 to review 2020 accomplishments and plan activities for 2021. The webinar recording can be found in the [Focus Forward section](#) of the [Member Extranet](#) (login required).



Based on a recent survey and feedback during the Jan. 12 call, the FFAC in 2021 will prioritize:

- *Educating and Engaging Customers - solar, energy storage, electric vehicles, demand response, etc.*
- *Data Analytics and Rate Design*
- *Electric Vehicles - Incentives and Managed Charging*
- *What do Customers Want? Using Design Thinking for Program Development*
- *Community Solar 101 and Models*

In addition to hosting the educational webinars, the FFAC will:

- Continue developing resources to help members educate their customers about electric vehicles (EVs), rooftop solar and battery storage.
- Review distributed energy resource legislative/regulatory items of interest for policy position considerations/recommendations.
- Guide deliverables for the DEED funded Public Power Grid-Interactive Heat Pump Water Heater Guidebook and Calculator project.
- Hold virtual roundtable conversations for AMP members with the Smart Electric Power Alliance and national experts on topics such as energy storage, EVs, microgrids, solar and more.

The next Focus Forward webinar is scheduled for March. If you are interested in joining the FFAC, please contact me at emiller@amppartners.org or 614.540.1019.

Clarification for reporting COVID-19 cases on OSHA 300, APPA Safety Awards forms

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

In response to questions regarding the reporting of recordable COVID-19 cases on OSHA 300 and American Public Power Association (APPA) [Safety Awards of Excellence forms](#), APPA has provided the following clarifying guidelines.

For utilities finalizing these forms, APPA recommends recording a COVID-19 case only when it has been confirmed as work related. In process terms, this can be determined through OSHA's 2020 [enforcement memo](#), which defines the following three parameters:

1. The case is confirmed to be COVID-19, as defined by the Centers for Disease Control and Prevention (CDC): [see here](#).
2. The case is work-related as defined by 29 CFR § 1904.5: [see here](#).
3. The case involves one or more of the general recording criteria set forth in 29 CFR § 1904.7: [see here](#).

If you have questions about these guidelines or completing either of these forms, please contact Lee Doyle at rdoyle@amppartners.org or 614.581.7217.

AMP holds virtual safety training course

By Cody Crose - lead circuit rider and general safety coordinator

On Jan. 12, AMP held the virtual training course Reclosure Safety. The session covered the basic operation of single- and three-phase reclosers, why we use reclosers, how it provides a safer environment for the public in AMP member communities and how reclosers provide a safer working environment for lineworkers.

If you were unable to attend, a video recording has been posted to the [Member Extranet](#) (login required) and the AMP YouTube channel (links available to members upon request). If you have any questions, need assistance accessing the Member Extranet or would like the YouTube link, please contact Jennifer Flockerzie at jflockerzie@amppartners.org or 614.540.0853.

AMP TECHNICAL AND SAFETY TRAINING WEBINAR SCHEDULE

In an effort to continue providing members with high-quality training opportunities, AMP has temporarily transitioned trainings to a webinar format. Please see the below schedule - we will continue to update the schedule as needed. We are in this together.

Jan. 19, 9 a.m.
Slip, Trips, Falls
Instructor: Darren Westenberger

Jan. 26, 9 a.m.
New Year's Safety Resolutions
Instructor: Kyle Weygandt



For more information on the AMP Training Program or to access the virtual training webinars, please contact Jennifer Flockerzie, AMP's manager of technical services logistics, at jflockerzie@amppartners.org.



AMP to host members-only COVID-19 roundtable call Jan. 28

By Corey Bentine - director of key accounts

AMP has scheduled the next members-only COVID-19 Roundtable Call for Jan. 28 at 2 p.m. AMP is happy to report the return of Dr. Clay Marsh, West Virginia University's (WVU) vice president and executive dean for Health Sciences, who will be presenting to the group. Participants will learn about the COVID-19 vaccination rollout, challenges faced and expectations moving forward and a status update on the U.S.

While the call will be recorded and posted for those who cannot attend, this call is for AMP members only. For call in details, please contact me at cbentine@amppartners.org or 614.204.8500.

Dr. Marsh is WVU's chief health officer, and serves as a member of President E. Gordon Gee's leadership team. As WVU's vice president for health sciences, he oversees five health sciences schools and three health campuses, and he serves on the governing boards that determine policy and priorities for WVU Medicine and its component organizations. In addition, as executive dean, he is the leader of the WVU School of Medicine. Dr. Marsh was appointed by West Virginia Governor, Jim Justice, as the state's COVID-19/Coronavirus Czar.

APPA to host two Energy Efficiency Management Certificate Program courses

By Michelle Palmer, P.E.

The American Public Power Association (APPA) will be hosting two new courses relating to energy efficiency in February. These courses are part of the [Energy Efficiency Management Certificate Program](#), which members may be interested in. Please note, there is an enrollment fee for this program and the subsequent courses.

**THE
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AMERICAN PUBLIC
POWER ASSOCIATION

The Energy Efficiency Management Certificate Program, which consists of five courses taught by the industry experts at VEIC, gives participants a firm grounding in all aspects of an energy efficiency program development, implementation, budgeting, marketing and management. To earn an Energy Efficiency Management Certificate, participants must complete all of the courses and then, within a year of completing the coursework, pass an online exam and submit an energy efficiency program business plan.

The first two courses in the series are:

[Designing Efficiency Programs to Serve Your Customers](#): Feb. 3, noon - 3:30 p.m.

Learn how to design energy efficiency programs that achieve your utility's strategic goals while serving your customers. Discuss how to define and target specific customer markets and deliver the value that customers expect. Integrate Design Thinking exercises and other tools to generate ideas and insights to inform program design. Receive practical tools that you can leverage immediately.

[Innovations in Energy Efficiency and Distributed Energy Resources](#): Feb. 10, noon-3:30 p.m.

Learn about industry trends in energy efficiency, including the rise of artificial intelligence and connected devices. Learn the benefits of distributed energy resources (DER) and key opportunities for municipal utilities to improve customer service, increase reliability and reduce costs through a range of DER activities.

These courses combine real-time presentation, small group breakout sessions, case studies and Q&A sessions. Attendees can also earn continuing education credits for participating.

If you have questions, please contact Ursula Schryver, APPA, at uschryver@publicpower.org, or APPA's Education Team at educationinfo@publicpower.org.

ANNUAL OPERATIONS DATA		
	2020	2019
Fremont Capacity Factor	58%	58%
Prairie State Capacity Factor	82%	87%
Meldahl Capacity Factor	52%	52%
Cannelton Capacity Factor	54%	51%
Smithland Capacity Factor	50%	27%
Greenup Capacity Factor	38%	42%
Willow Island Capacity Factor	54%	63%
Belleville Capacity Factor	59%	74%
Blue Creek Wind Capacity Factor	29%	30%
JV6 Wind Capacity Factor	15%	18%
Front Royal Solar Capacity Factor	21%	21%
Bowling Green Solar Capacity Factor	22%	21%
Avg. A/D Hub On-Peak Rate	\$24/MWh	\$31/MWh
<small>* Fremont capacity factor based on 675 MW rating. * PS capacity factor based on 1,582 MW rating. * Meldahl capacity factor based on 105 MW rating. * Cannelton capacity factor based on 87.6 MW rating. * Smithland capacity factor based on 76.2 MW rating. * Greenup capacity factor based on 70 MW rating. * Willow Island capacity factor based on 44.2 MW rating. * Belleville capacity factor based on 42 MW rating. * Front Royal Solar capacity factor based on 2.5 MW rating. * BG Solar capacity factor based on 20 MW rating.</small>		

DECEMBER OPERATIONS DATA

	December 2020	December 2019
Fremont Capacity Factor	69%	22%
Prairie State Capacity Factor	98%	96%
Meldahl Capacity Factor	78%	60%
Cannelton Capacity Factor	84%	53%
Smithland Capacity Factor	87%	21%
Greenup Capacity Factor	50%	41%
Willow Island Capacity Factor	78%	69%
Belleville Capacity Factor	72%	81%
Blue Creek Wind Capacity Factor	39%	39%
JV6 Wind Capacity Factor	15%	24%
Front Royal Solar Capacity Factor	12%	13%
Bowling Green Solar Capacity Factor	7%	9%
Avg. A/D Hub On-Peak Rate	\$27/MWh	\$27/MWh
<small>* Fremont capacity factor based on 675 MW rating. * PS capacity factor based on 1,582 MW rating. * Meldahl capacity factor based on 105 MW rating. * Cannelton capacity factor based on 87.6 MW rating. * Smithland capacity factor based on 76.2 MW rating. * Greenup capacity factor based on 70 MW rating. * Willow Island capacity factor based on 44.2 MW rating. * Belleville capacity factor based on 42 MW rating. * Front Royal Solar capacity factor based on 2.5 MW rating. * BG Solar capacity factor based on 20 MW rating.</small>		

Energy market update

By Jerry Willman - assistant vice president of energy marketing

The February 2021 natural gas contract decreased \$0.061/MMBtu to close at \$2.666 yesterday. The EIA reported a withdraw of 134 Bcf for the week ending Jan. 8, which was above industry estimates of -129 Bcf. The year-ago draw was 91 Bcf and the five-year average was -161 Bcf. Storage is now 3,196 Bcf, 4.1 percent above a year ago and 7.3 percent above the five-year average. The withdrawal season running total of -762 Bcf is about even with the five-year average of -773 Bcf.

On-peak power prices for 2022 at AD Hub closed yesterday at \$32.30/MWh, which increased \$0.05/MWh for the week.

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

Week ending Jan. 15

MON	TUE	WED	THU	FRI
\$31.09	\$26.27	\$26.21	\$26.24	\$26.28

Week ending Jan. 8

MON	TUE	WED	THU	FRI
\$26.27	\$31.21	\$30.12	\$27.83	\$31.30

AEP/Dayton 2022 5x16 price as of Jan. 14 — \$32.30

AEP/Dayton 2021 5x16 price as of Jan. 7 — \$32.25

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) plant was in 2x1 configuration last Friday and Saturday. CT1 was removed from service for general maintenance on Sunday. The plant returned to 2x1 configuration on Monday and for the remainder of the week. Duct firing operated for 82 hours this week. For the week, the plant generated at an 81 percent capacity factor (based on 675 MW rating).

Security tip - How to keep your organization safe, in and out of the office

By Jared Price - vice president of information technology and CTO



Whether you work from home or work in an office, the security of your organization must be a top priority. While these two locations can feel quite different, you can use the same precautions no matter where you are working. Here is brief look at some important cybersecurity rules and how they can be used both in the office and at home.

Only use secure devices

- Remember that your device is only as secure as the apps running on it. Never install an application or plugin without checking with your IT department first.
- Only use your work devices for work. If you are using your personal computer for work, we recommend that you create a separate user account with a unique username and password.
- In the office, network security is probably managed by your IT department. To help keep your home internet connection secure, use a complex password on your router. If your organization offers access to a Virtual Private Network (VPN), connect to that as well.

Protect your physical workspace

- In the office, watch out for piggybacking and tailgating. A piggybacker is someone who claims to be part of your organization and follows you into a secure area without the use of a badge or entry code. A tailgater is someone who waits for you to enter or exit a secure area and then sneaks in while the door is still open. Be suspicious of anyone who you do not recognize and do not be afraid to ask for identification.
- At home, find a private and comfortable workspace, where no one can view your screen while you work. You must keep all sensitive information out of sight for any unauthorized persons - including your partners, children and friends.
- Always lock your computer when you step away from your desk. If you leave your computer unlocked, anyone can use it to access sensitive data, steal your login credentials or even install malware.

Think before you click

- Never click a link or download an attachment from an email that you were not expecting. Even if the sender appears to be part of a legitimate organization, the email address could be spoofed.
- When an email asks you to log in to an account or online service, navigate to that service through your browser and not by clicking the link in the email. That way, you can ensure you are logging in to the real website and not a phony look-alike.
- When in doubt, call the sender of the email to be sure the request, link or attachment is legitimate. Do not call the phone number provided within the email as it may be a fake number.

SEPA Connect Virtual Roundtable for AMP members Feb. 10

By Erin Miller

AMP members are invited to an exclusive Smart Electric Power Alliance (SEPA) Connect Virtual Discussion on Feb. 10, 2-3 p.m. to consider strategies and concepts relating to effective electric vehicle (EV) program management. Thought leaders from SEPA and the utility industry will lead a roundtable discussion of lessons learned from other municipal utilities with successful



**Smart Electric
Power Alliance**

EV programs and provide insights on strategies for your utility.

At the end of the event, participants should be able to:

- Evaluate metered and unmetered EV charging rate designs at municipal utilities
- Describe and assess EV program design and management
- Identify and access SEPA resources that can assist with the development of EV programs

Speakers include:

- Chris Monacelli, Electric Utility Manager, City of Westerville; AMP Focus Forward Advisory Council Chairman, Member of AMP Board of Trustees
- Bill Bottiggi, General Manager, Braintree Electric Light Department
- Skip Dise, V.P. of Product Management, Clean Power Research
- Garrett Fitzgerald, Principal, Electrification, SEPA

The event is free and available for AMP members. Register [here](#).

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2021

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coupon code **AMP** to
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. There is no charge for this service.

DEMEC seeks applicants for compliance administrator

The Delaware Municipal Electric Corporation (DEMEC) is seeking a technical person for a new full-time position responsible for the timely and accurate compliance reporting for a 100MW, single cycle, peaking

power plant. Regulating agencies include DNREC, NERC, EPA and PJM. The position requires a self-motivated professional with a bachelor's degree from an accredited university in a related field with five years of relevant experience or any other combination of experience and training, which provides an equivalent to the minimum desirable employment standards.

Significant experience in regulatory, compliance, operations, engineering, power plant, control systems, energy management systems, SCADA, cyber-security and/or physical security-related experience strongly preferred. Please indicate your interest by submitting a resume to jobs@demecinc.net or mail to DEMEC, Inc., PO Box 310, Smyrna, DE 19977. The position will remain open until filled. The full listing can be found [here](#).

City of Columbus seeks applicants for two positions

Plant maintenance electrician

The City of Columbus is seeking qualified candidates for the position of plant maintenance electrician I. To apply, you must first take the open-competitive examination. Applications may be submitted to the Civil Service Commission by applying online at www.csc.columbus.gov by Jan. 19. Applicant tracking is now managed by NEOGOV. If you have submitted a profile in the past, you will have to submit a new one through NEOGOV.

This position is responsible for installing, maintaining, troubleshooting and repairing electrical equipment (up to 15kV AC), wiring systems and accessories. To qualify you must have two years of experience installing and repairing three-phase electrical equipment in an industrial facility with voltages up to 2,400 volts. Substitution(s): successful completion of a formal classroom or apprenticeship training program in the general principles of electricity may substitute for six months of the required experience. Possession of a valid driver's license is required. Salary is \$49,088-\$65,790.

Contact the Civil Service Commission at 614.645.8300 with questions. The City of Columbus is an Equal Opportunity Employer.

Power distributions system operator I

The City of Columbus is seeking qualified candidates for the position of power distribution system operator I. To apply, you must first take the open competitive examination. Applications must be submitted to the Civil Service Commission by applying on-line at www.csc.columbus.gov by Feb. 2. Applicant tracking is now managed by NEOGOV. If you do not already have a profile in NEOGOV, you will have to set up a new one in NEOGOV before you can submit an application.

This position is responsible for monitoring detection systems, such as the Outage Management System, and documenting the day-to-day operations of the power distribution and transmission control system. To qualify you must have one year of experience in electrical power distribution work that may include substation maintenance, power line or cable worker duties. Substitution(s) include significant college coursework (12 semester or 15 quarter hours) in power distribution, electrical systems, electrical engineering or a closely related field may substitute for the experience. Proof of completion of the classroom curriculum for a vocational educational program in power distribution or electrical theory may substitute for the required experience. North American Electric Reliability Corporation System Operator Certification may substitute for the required experience. Possession of a valid driver's license is required. Salary \$51,812.80-\$80,100.80.

Contact the Civil Service Commission at 614.645.8300 with questions. The City of Columbus is an Equal Opportunity Employer.

City of Marshall seeks applicants for two positions

Assistant director of electric utilities

The City of Marshall is a quaint Norman Rockwell style community with a population of 7,068 in lower, central Michigan. The city is located less than one hour from the campuses of the University of Michigan and Michigan State University, two hours from Detroit and beautiful Lake Michigan, and three hours from Chicago. Marshall has installed a fiber to the premises system to every property in the city, with symmetrical speeds up to 10 mbps.

The community is seeing unusual growth, with over \$1 billion of industrial growth. Click [here](#) to view a "Choose Marshall" 2018 wrap-up video. Located at the intersection of I-94 and I-69, the crossroads of international highways, the city is preparing for large industrial and residential growth with a 1,000-acre mega industrial site. The downtown district is 97 percent commercially occupied. The city has the largest National Historic Landmark District in Michigan, with many neighborhoods of historic homes.

In the next three years, it is anticipated a peak demand growth from 23 MW to 123 MW. The city will be constructing infrastructure to meet this demand. A privately developed dual unit 500 MW gas fired power plant is proposed in the city.

Qualifications for the assistant director of electric utilities position include a degree in electrical engineering or a closely-related field, and a minimum of three to five years of experience working for an electric utility with supervisory or executive leadership responsibilities. A State of Michigan licensed professional engineer desired. Annual salary of \$90,000-\$100,000, depending on qualifications, with excellent benefits. A complete job description and application instructions can be found at www.cityofmarshall.com.

The City of Marshall is an Equal Opportunity Employer.

Finance director

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Qualification for the Finance Director position include a degree in accounting, finance or a related field and a minimum of five years' experience in municipal finance. Annual salary of \$75,000-\$85,000, depending on qualifications, with excellent benefits. A complete job description and application instructions can be found at www.cityofmarshall.com.

The City of Marshall is an Equal Opportunity Employer.

Village of Wellington seeks applicants for two positions

Apprentice lineworker

The Village of Wellington is seeking applicants for the position of apprentice lineworker. Duties include assisting with the operation, maintenance and routine construction of the electric distribution system. Minimum qualifications include a high school diploma or equivalent, one year of experience as an 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 within 12 months of hire date and ability to complete a four-year apprentice lineworker training program. Apprentice lineworker position pay range is \$17.85-\$26.78.

Journeyman lineworker

The Village of Wellington is seeking applicants for the position of journeyman 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 lineman, 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. Journeyman lineworker position pay range is \$21.24-\$30.80.

Application and job description may be obtained online at www.villageofwellington.com or at the Village Town Hall, 115 Willard Memorial Square in the lobby area. Applications must be returned to Village of Wellington, Attn: Steve Dupee, Village Manager, 115 Willard Memorial Square, Wellington, OH 44090. Applications will be accepted for position until filled.

The Village of Wellington is an EEO/AA employer.

American Municipal Power, Inc.



www.amppartners.org

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

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Legislative Bulletin

The Ohio Municipal League <zwade@omlohio.org>

Fri 1/22/2021 12:45 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>



Classified Ads

Legislative Bulletin

January 22, 2021

OML UPDATE AT-A-GLANCE

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

- This week, the Ohio Senate released the list of 16 standing committees for the 134th General Assembly, their chairs and member assignments. Sen. Matt Dolan (R – Chagrin Falls) is returning as the chair of the Senate Finance Committee. The Senate has added five new committees: Financial Institutions and Technology; Local Government and Elections; Small Business and Economic Opportunity; Veterans and Public Safety; and Workforce and Higher Education. You can read the full list of committee leadership [HERE](#).
- **Budget Watch:** The Ohio Attorney General's office submitted a preliminary budget request for an increase in General Revenue Funds (GRF) of 0.2% in FY22 and 1.5% in FY23. However, the proposal decreases the office's overall budget by over 3% over each year of the biennium due to a decrease in federal funding of 10.3% in FY22. The office's overall budget would be \$383.3 million in FY22 and \$386.1 million in FY23, down from \$398.6 million in FY21.
- The Ohio House has released its session schedule for 2021 with its first if-needed session scheduled for Wednesday, February 3. The first House committee hearings will be held on Tuesday, February 16. There are two if-needed sessions schedule in July and no session scheduled for

August, with sessions resuming on Tuesday, September 14. You can access the full committee schedule [HERE](#).

· Recently, the League hosted our 2021 Municipal Income Tax Seminar. The Seminar featured an important presentation on the current and future impacts to municipal revenues due to the shift in where workers perform their occupational responsibilities. The presentation covers the current temporary law allowing municipalities to continue municipal income tax withholding for those working remotely and is an excellent, in-depth overview of issues related to Section 29 of HB 197. The ongoing discussion on this issue, which is currently pending in the courts, has been the subject of previous and future legislation. We feel it is important for our members to be familiar with these issues and the substantial and lasting impact they could have on both the Ohio municipal income tax and the delivery of future essential municipal services. Members may access the recorded presentation [HERE](#).

PRESIDENT BIDEN UNVEILS “AMERICAN RESCUE PLAN” WITH LIMITED FUNDING FOR LOCAL GOVERNMENTS

Last week, President Biden announced his \$1.9 trillion “American Rescue Plan” to fund vaccinations, provide immediate and direct relief to families impacted by the COVID-19 pandemic and supporting struggling communities. You can read a detailed breakdown of the entire proposal [HERE](#). The plan includes:

- Mounting a national vaccination program and setting up community vaccination sites nationwide
- Scaling up testing and tracing and eliminating supply shortage problems
- Safely reopening schools
- Sending \$1,400 per-person checks to households across America.
- Providing direct housing and nutrition assistance
- Expanding access to safe and reliable childcare and affordable healthcare
- Increasing the minimum wage to \$15 per hour
- Extending unemployment insurance
- Providing \$15 billion in flexible, equitably distributed grants for the hardest-hit small businesses.
- Modernizing federal information technology to protect against future cyber attacks.

The following provisions in the plan directly impact local governments:

- Provide expanded paid sick and family and medical leave and reimburse state and local governments for the cost of this leave
- Leverage \$35 billion in successful state, local, tribal, and non-profit small business financing programs into \$175 billion in additional small business lending and investment
- Provide \$350 billion in emergency funding for state, local, and territorial governments to keep front line public workers such as first responders and other essential workers on the job and paid
 - Allocate \$3 billion of this funding to the Economic Development Administration (EDA). Grants from EDA provide resources directly to state and local government entities, tribal institutions, institutions of higher education, and non-profits to fund initiatives that support bottom's up economic development and enable good-paying jobs
- Allocate \$20 billion in relief for the hardest hit public transit agencies

We will update our members as this proposal works its way through the federal legislative process. We encourage our members to continue to contact their Congressional delegation and urge them to include direct, robust and flexible funding for local governments in the next federal relief package.

OHIO CORONAVIRUS RESPONSE UPDATE

- As of Thursday afternoon, Ohio is reporting 849,704 cases of coronavirus, 10,518 deaths, 44,315 hospitalizations and 6,564 ICU admissions. 500,176 have received doses of COVID-19 vaccine thus far.

Vaccine Distribution:

- Governor DeWine has outlined the vaccine distribution timeline for Phase 1B of Ohio's vaccination program, which began Tuesday for those ages 80 and up.
 - **Week of January 25:** Vaccinations are anticipated to begin for those ages 75 and up. Vaccinations will also be available to those with severe congenital, developmental, or early-onset medical disorders, and who have a developmental or intellectual disability.
 - A representative from the local county developmental disabilities board will reach out to help coordinate receipt of the vaccination for Ohioans with severe congenital, developmental, or early-onset medical disorders, as well as a developmental or intellectual disability.
 - **During the week of February 15, Ohioans with any of these conditions, and do not have a developmental or intellectual disability, will be eligible to receive the vaccination.** Additional

information on how these individuals can choose to receive their vaccines is forthcoming.

- Each provider will begin administering vaccines the day after they receive their shipment. All vaccines must be distributed within seven days.
- **Week of February 1:** Vaccinations are anticipated to begin for those ages 70 and up following the same process outlined above.
- **Week of February 8:** Vaccinations are anticipated to begin for those ages 65 and up following the same process outlined above.
 - The Ohio Department of Health has launched a tool on vaccine.coronavirus.ohio.gov to assist residents looking for a provider that has been allocated vaccines.
 - The tool is searchable by zip code and county, but it will not be updated in real-time. It is critical that those eligible to receive a vaccine consult local resources to determine up-to-date vaccine availability.

K-12 School Vaccinations:

- **Vaccinations will also be available for personnel in Ohio schools in Phase 1B.**
 - As of Tuesday, 96% of public school districts have committed to returning to school at least partially in-person by March 1.
- **Week of Feb 1:** Vaccination administration will be coordinated with school-provider partnerships, and a majority will be closed clinics for school personnel only.
- Schools committed to at least partially returning to in-person by March 1 have been designated a local Educational Service Center as a working partner. Additional details will be confirmed this week between the working partners and school districts.
 - School districts are also choosing a retail pharmacy partner, secured by the state, or an existing local partnership, to administer the vaccinations to school personnel.

In-Home Rapid Test:

- **Governor DeWine announced that the state is purchasing 2 million at-home, rapid COVID-19 test using telehealth services** where the results are delivered in minutes without the need to send the test to a lab for processing.
 - Developed by Abbott, BinaxNOW is an easy-to-use antigen test that detects the virus when people are most infectious.
- To facilitate the delivery of the BinaxNOW test to the home and the guided collection and testing process, Abbott has partnered with digital health solutions provider eMed™, who will deliver people their results through Abbott's complementary NAVICA™ app in a

matter of minutes. eMed™ will report the rapid test results in the electronic lab reporting system.

- This partnership will provide at least 2 million of the BinaxNow tests for Ohioans as, Abbot, eMed™, and the Ohio Department of Health pursue innovative efforts to end the COVID-19 pandemic.

Curfew Extension:

- **Governor DeWine announced that the Ohio Department of Health will extend Ohio's 10 p.m. to 5 a.m. curfew.**
 - The curfew does not apply to those going to and from work, those who have an emergency, or those who need medical care. The curfew is not intended to stop anyone from getting groceries or going to the pharmacy.
 - Picking up carry-out or a drive-thru meal and ordering for delivery is permitted, but serving food and drink within an establishment must cease at 10:00 p.m.

Cybersecurity Update:

- Lt. Governor Husted outlined various resources available to Ohioans who are interested in earning a credential, or pursuing a career, in cybersecurity. Strengthening the state's talent and workforce in this industry is a key component to improving cybersecurity efforts and protecting citizens and businesses from cyberattacks.
- Resources include:
 - Industry-recognized credentials are offered at high schools across Ohio. Learn more at education.ohio.gov.
 - Cybersecurity programs offered at institutions of higher education: OhioC3.org
 - The Ohio Cyber Range supports curriculum development, cyber contests for k-12 to college students, internship programs, and more. Learn more at OhioCyberRangeInstitute.org
 - TechCred: Offers tech-focused credentials, including many on cybersecurity. Visit TechCred.Ohio.Gov to learn more.

Miscellaneous:

- Governor DeWine announced today his nomination of former Ohio Supreme Court Justice Judith L. French as Director of the Ohio Department of Insurance.

THERE ARE CURRENTLY NO COMMITTEES OF INTEREST. THERE WILL BE NO ACTIVITY UNTIL APPOINTMENTS ARE MADE .

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