

July 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 6:00pm Technology Committee-cancelled 7:00pm City Council	2	3	4 July 4th City Offices Closed	5	6
7	8 6:30pm BOPA 6:30pm Electric Com 7:00pm Water/Sewer 7:30pm Muni Prop.	9 4:30pm BZA 5:00pm Planning Commission	10	11	12	13
14	15 6:00pm Parks and Rec Commission 6:00 Tree Commission 7:00pm City Council	16	17	18	19	20
21	22 6:30pm Finance and Budget 7:30pm Safety and Human Resources	23 4:30pm Civil Service	24	25	26	27
28	29	30	31 6:30pm Parks and Rec Board	1	2	3



City of Napoleon, Ohio

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Memorandum

To: City Council, Mayor, City Manager, City Finance Director, Law Director, Department Heads, News-media
From: Mikayla Ramirez, Clerk
Date: June 28, 2024
Subject: Technology and Communications Committee – Cancellation

The regularly scheduled meeting of the **Technology and Communications Committee** for Monday, July 1, 2024, at 6:15 pm has been CANCELED due to lack of agenda items.

City of Napoleon, Ohio

CITY COUNCIL

MEETING AGENDA

Monday, July 1, 2024, at 7:00 pm

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

- A. **Call to Order**
- B. **Attendance** (Noted by Clerk)
- C. **Prayer and Pledge of Allegiance**
- D. **2024 AMP Richard H. Gorsuch Scholarship Award Presentation to Devin Dietrich**
- E. **Approval of Minutes** (in the absence of any objections or corrections, the minutes shall stand approved)
June 17, 2024, Regular Council Meeting Minutes
- F. **Citizen Communication**
- G. **Reports from Council Committees**
 - 1. The Finance and Budget Committee did meet on June 24, 2024 and;
 - A. Recommended to Council to approve the 2nd quarter budget adjustments
 - B. Recommended to Council to approve the 2025 Property Tax Budget
 - 2. The Safety and Human Resources Committee did not meet June 24, 2024 due to a lack of agenda items.
 - 3. The Technology and Communications Committee did not meet earlier tonight due to a lack of agenda items.
- H. **Reports from Other Committees, Commissions and Boards** (*Informational Only-Not Read*)
 - 1. The Civil Service Commission did not meet on June 24, 2024 due to a lack of agenda items.
 - 2. The Parks and Recreation Board did not meet on June 26, 2024 due to a lack of agenda items.
- I. **Introduction of New Ordinances and Resolutions**
 - 1. **Ordinance No. 021-24**, An Ordinance supplementing the annual appropriation measure (Supplement No. 2) for the year 2024; and declaring an Emergency (suspension requested)
 - 2. **Ordinance No. 022-24**, An Ordinance authorizing the Finance Director to make appropriation transfers (Transfer of Appropriation 2) from one appropriation line item to another appropriation line item pursuant to ORC. Section 5705.40 for the fiscal year ending December 31, 2024 as listed in Exhibit A; and declaring an Emergency (suspension requested)
 - 3. **Ordinance No. 025-24**, An Ordinance amending the City of Napoleon rules, terms and conditions governing the Water and Sewer Service, specifically Rule 5, "Special Service and Extension" and Rule 32, "Appendix A Fees; and declaring an Emergency
 - 4. **Resolution No. 026-24**, A Resolution authorizing the participation in the Ohio Department of Transportation (ODOT) Cooperative Purchasing Program; and declaring an Emergency
 - 5. **Resolution No. 027-24**, A Resolution authorizing the City Manager to execute all documents necessary to apply for and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for projects deemed necessary by the City Engineer in the year 2025; and declaring an Emergency
 - 6. **Ordinance No. 028-24**, An Ordinance authorizing and directing the execution of a wastewater collection and treatment contract between the City of Napoleon, Ohio and the Campbell Soup Company; and declaring an Emergency

J. Second Reading of Ordinances and Resolutions

1. **Ordinance No. 024-24**, An Ordinance approving current March 2023 through April 2024 replacement pages to the City of Napoleon Codified Ordinances

K. Third Reading of Ordinances and Resolutions

1. **Ordinance No. 017-24 Water Purchase Contract**, An ordinance authorizing and directing the execution of a Water Purchase Contract between the City of Napoleon, Ohio and the Village of Holgate, Ohio; and declaring an Emergency

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

1. Discussion/Action: To approve bid documents and engineering specifications to replace the transformer, switch gear and control house for the Enterprise Substation Upgrade project.
2. Discussion/Action: 2025 Tax Budget (direct the Law Director to draft the appropriate legislation)

M. Executive Session (for pending or imminent court action)

N. Approve Payments of Bills (In the absence of any objections or corrections, the payment of bills shall stand approved.)

O. Adjournment


Mikayla Ramirez—Clerk

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

- 1. Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: July 1, 2024 @6:15 pm)
- 2. Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 8, 2024 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for July 2024
 - b. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 1, 2024 @7:00 pm)
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 1, 2024 @7:30 pm)
- 5. Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, July 15, 2024 @6:00 pm)
- 6. Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, June 24, 2024 @6:30 pm)
- 7. Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, July 22, 2024 @7:30 pm)
- 8. Personnel Committee (as needed)**

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

- 1. Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, July 8, 2024 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for July 2024
 - b. Electric Department Report
- 2. Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, July 9, 2024 @4:30 pm)
- 3. Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, July 9, 2024 @5:00 pm)
- 4. Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, July 15, 2024 @6:00 pm)
- 5. Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, July 23, 2024 @4:30 pm)
- 6. Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wed., July 31, 2024 @6:30 pm)
- 7. Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, November 12, 2024 @10:30 am)
- 8. Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, December 10, 2024 @4:00pm)
- 9. Housing Council (1st Monday after the TIRC meeting)**
- 10. Health Care Cost Committee (as needed)**
- 11. Preservation Commission (as needed)**
- 12. Napoleon Infrastructure/Economic Development Fund Review Committee (NIEDF) (as needed)**
- 13. Tax Incentive Review Council**
- 14. Volunteer Firefighters' Dependents Fund Board (as needed)**
- 15. Volunteer Peace Officers' Dependents Fund Board (as needed)**
- 16. Lodge Tax Advisory & Control Board (as needed)**
- 17. Board of Building Appeals (as needed)**
- 18. ADA Compliance Board (as needed)**

City of Napoleon, Ohio
CITY COUNCIL MEETING MINUTES
Monday, June 17, 2024, at 7:00 pm

PRESENT

Council Members	Ross Durham - Council President, Brittany Schwab- Council President Pro-Tem, Ken Haase, Dr. David Cordes, Robert L. Weitzel, Tom Weaver, Jordan McBride
City Manager	J. Andrew Small
Finance Director	Kevin Garringer
Law Director	Billy Harmon
City Staff	Justin Ruffer-Assistant Chief of Police, Chad Lulfs-Public Works Director
Others	News- Media, Joel Miller
Clerk of Council	Mikayla Ramirez
Absent	Joseph Bialorucki-Mayor

CALL TO ORDER

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

APPROVAL OF MINUTES

The minutes from the June 7, 2024, Regular Council meeting are approved as presented.

CITIZEN COMMUNICATION

Joel Miller said, I am not here today representing the Chamber of Commerce. I am here today as a private citizen and a representative of an organization called Safe Haven LLC, which is a local group here who has been working to help the residents of Napoleon that are living at the old hotel at the north end of town. They lived there on a regular basis because they didn’t have any other options in town or within a radius of us to still get to work and live their lives. I have provided you with a packet of a project our organization has been discussing to possibly do in Napoleon. One of the things we would need to work on with the City of Napoleon is the ability to place these pallet homes in the city because at this time we are not permitted to do that because of ADU regulations and other rules. These pallets are temporary structures we would purchase from the Pallet Company. As you can see, they are on stands and can be easily moved by a forklift. This is an easy option to provide people with a heated and cooled space in a respectful way for those who need emergency housing. We potentially want to do three facilities with one bed and they do also make larger pallets with two beds. Then there is a communal bathroom made of the same material that will be at each facility. Our wish is that we could start a conversation with the City of Napoleon to potentially do this project and our goal is to eventually make a more permanent facility. We feel this would be a great option for the city because of its temporary nature, just in case those locations are suddenly made available for sale then, we could move the facility. We are not asking for funds from the city because we will be fundraising. What Safe Haven would like is for this to be sent to a committee that will work closely with us. With 3 facilities we do not believe people from northwest Ohio will be using these, we have already made restrictions limiting it to people of Napoleon. In addition to working with the city, we will also be working with Pillars of Success with Kelly Burkhart and her crew will maintain the facilities and help the people living there. The locations we are considering are close to their jobs and health and human agencies to navigate them through to get them back on their feet to be tax paying citizens. In the past we tried doing something similar but then COVID hit and the world changed. This is a new option to help us serve those folks this

winter and get them back on track. That would be our request to discuss this with a committee. As you can see in the packet, you have three different views front, side, interior view and one of these photos is from Fayetteville, Arkansas. These structures are mainly on the west coast but there are some cold climates, since that is our main concern is to be able to keep these people warm and out of their cars. McBride said, council president just to avoid any ethics issues and to give full transparency I am a part of that board for Safe Haven so I will not participate in any discussions or votes involving Safe Haven or zoning. Durham said, thank you. Then said, Joel you already answered my question which is where these complexes are located currently, and I think this is worth a discussion internally. I would like the members to do their own research first, before we send it to a committee. I am not opposed to the idea, but I certainly think we need to learn more first. Miller said, our feeling is that the city would draft legislation that would protect the city from a precedent like residents putting sheds in their backyard which none of us as citizens of Napoleon want to see happen. You can google search that pallet home and find a lot of information such as case studies, different models, and as you do it if you have any questions, please contact me the Vice President or the President Jason Massul. Cordes asked, are there any communities in Ohio. Miller said, no there are none in Ohio but the closest ones would be in Wisconsin or the suburbs of Toronto. There are also some in Vermont, Massachusetts, and the east coast but currently they are mostly in the west. This company is located in the west coast. I know in our prior discussions Commissioner Glen Miller had been to a national conference to watch a presentation and he was impressed. Cordes asked, on average, how long do individuals stay and how many are never able to. Miller said, it varies but we have already had a lot of discussions about this due to the small number of units available and want to get people forward in the process as soon as possible. We were talking about 6 months they would be eligible to live there and then, after they would hopefully get their own apartment. We do not want this to be long-term housing. Cordes said, there is concrete under the units. Miller said, that is just what that location decided to do. We would use stone base but nothing permanent, other than the utilities like water and electricity. At this time, we do not have a property in mind because we first wanted to address this first. The photo in the packet is just an example of how other communities have done it but ours would be less permanent. Cordes asked, who are the people that are backing this. Miller said, churches and health human service agencies intend on backing the project. Each unit is roughly \$40,000 with the delivery charge and put them up. We are looking at least \$170,000 to begin with and once we get one, we want to tour it around on Sundays to various churches, then ask if they would be willing to help as a congregation. They are our primary backer but also the health human services agencies. Schwab asked, where are the people currently being housed. Miller said, they are all over the place, in their cars, down by the river, and under overpasses. Kelly Burkhart is our main contact with that as a board member. Those are the people we are trying to assist but some may choose to live that life. We want to assist people who were evicted, don't have a deposit, might have recurrently been incarcerated, and have no other options. With only 3 facilities we will be vetting people because it will not solve the problem, but at least put a dent in it. Cordes asked who will manage the units, falls upon who. Miller replied, we envision a fenced area will have cameras, work with law enforcement, and Pillard for Success who would work with them daily. There also is Henry County Cares who will likely work with those people. Cordes asked, what is the estimated life span of the units. Miller said, I believe 6 years. They are a poly carbonate material, so they are sturdy. Once someone moves out we will just spray the unit down, which is nice. Cleaning up is easy and requires no painting. We have had a lot of discussions with the company and how they would perform in the cold since so few are located in colder areas. We also discussed the weight of the snow on the units and other considerations. Durham said, thank you for coming.

REPORTS FROM COUNCIL COMMITTEES

The Electric Committee did not meet June 10, 2024 due to a lack of agenda items.

The Water, Sewer, Refuse, Recycling and Litter Committee met June 10, 2024 and recommended to Council to approve the Water and Sewer Rules specifically Rule 5- Special Services and Rule 32- Fees recommended to Council to approve the Campbell's Wastewater Contract.

The Municipal Properties, Building, Land Use and ED Committee did not meet June 10, 2024 due to a lack of agenda items.

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

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

Resolution No. 018-24 Transfer of Certain Property to Wit

Council President Durham read by title Resolution No. 018-24, a Resolution authorizing the transfer of certain property to wit: approximately 7.71 acres, more or less of real property, Parcel No. 28-070032.0202, owned by the City of Napoleon to the Community Improvement Corporation of Henry County, Ohio; and declaring an Emergency (request suspension)

Motion: Haase Second: Schwab
to approve First Read of Resolution No. 018-24

Small said, this went through the Municipal Properties Committee and was one of five parcels we discussed having movement on. This parcel is made up of 7.71 acres that we will be transferring to the CIC, which acts as our economic development entity for sale of properties without a bid. This parcel has a large triangular parcel. It is 2.74 acres at the top of the triangle. This property is part of CORF the Clean Ohio Revitalization Funds, this property was cleaned up around 20 years ago. This property allows industrial use but no residential use. There is also an eagle's nest within 660 feet of this property which can limit the use of the property. The prospective buyer was made aware of both of those issues, since there are reporting requirements that go along with it being a CORF property. The company United Crane only wants to purchase 2.74 acres. They are from Hasting, Michigan and moved to Holgate but they now want this additional space. They offer a variety of services such as moving oversized loads, dismantling buildings for resale, and store/sell industrial equipment but it will primarily be used for storage. This will leave about 5 acres left to be used for development and I had a meeting with Jen Arps who was excited about that opportunity since it is adjacent to a railroad. The parcel split has been complete and currently at the courthouse so each parcel will have its own parcel number. I would like the council to approve the sale of this parcel and ask for suspension to get it moving because they are anxious to get business started. Harmon asked, so we have two parcels' numbers now and one parcel number in legislation. Small said, one parcel number is legislation that is going over to the CIC and they will retain that. Harmon said, now it exists as two parcels. Small said, I believe it does because it has been over there a couple of weeks. Harmon said, I suppose we can go back and fix it if it doesn't. If it no longer exists as one parcel, then we will need to update legislation to two parcels. Small said, rather than just transferring the one parcel we plan on selling. Harmon said, we can transfer the entire property still but if it exists as two parcels then we need to update legislation. Small said, I checked the auditor's website today and it does now show up as two parcels. Weitzel said, are we transferring the entire triangle are or just a section. Small said, we are transferring the entire section. Weitzel said, and right now that parcel exists as one. If we pass it tonight under emergency and suspend then, it would be dated. Assuming the auditor site is accurate it may not be split yet but if we did in under emergency and suspension we may have to restart. Unless you have confidence, it is still one according to the website then it is done and they get the entire parcel. Small said, as far as I know it is still one parcel. Weitzel said, if we wait until another meeting it will be split by then, would that be safe. Small said, yes. Harmon said, worst case scenario we must start over again. Weitzel asked, where would the CIC run into a

roadblock, if we officially transfer it. Small said, I don't believe they would hit a roadblock because by the time they process it, it maybe already be split. Weitzel said, so we would be safe to transfer the entire parcel tonight and not bring it back to another meeting. Harmon said, I believe it will be okay it just may require, depending on the timing that I draft new legislation and explain it already did split. Weitzel said, I just needed clarification that it is the entire parcel, but I would be comfortable with emergency and suspension. Harmon said, I am also comfortable with it. If the timing is off we may have to bring it back for legislation to transfer the two parcels to the CIC.

Motion: Weitzel Second: Haase
to suspend the rule requiring three reads of Resolution No. 018-24

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

Roll call vote to pass Resolution No. 018-24 under Suspension and Emergency
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

Resolution No. 019-24 City of Napoleon to remain in the Maumee Valley East CHIP Consortium
Council President Durham read by title Resolution No. 019-24, a Resolution authorizing the City of Napoleon to remain in the Maumee Valley East CHIP Consortium in order to submit an application for the fiscal year 2024 Community Housing Improvement Program (CHIP) funds to the Ohio Development Services Agency; and declaring an Emergency (suspension requested)

Motion: Schwab Second: Weaver
to approve First Read of Resolution No. 019-24

Small said, I would like to request a suspension on this piece of legislation as well. This legislation permits the City of Napoleon to remain in the Maumee Valley East CHIP Consortium. This is with Fulton County, Henry County, the city of Wauseon, and Napoleon. It is a community housing improvement program which is utilized for funds improvements in low- and moderate-income households. One thing I learned from speaking with Liz Keel, the administrator for the program, is the lead safe Ohio service line replacement money can be utilized. I received the information late and that is why I am asking for suspension because it all has to be signed and returned to them by today, but I got it pushed to tomorrow.

Motion: McBride Second: Schwab
to suspend the rule requiring three reads of Resolution No. 019-24

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

Roll call vote to pass Resolution No. 019-24 under Suspension and Emergency
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-

Yeas-7, Nays-0. Motion Passed.

Ordinance No. 024-24 Approve replacement pages to the City of Napoleon Codified Ordinances

Council President Durham read by title Ordinance No. 024-24, an Ordinance approving current March 2023 through April 2024 replacement pages to the City of Napoleon Codified Ordinances

Motion: Schwab Second: Haase
to approve First Read of Ordinance No. 024-24

Small said, this is the semi-annual update for the American Legal Publishing for Codified Ordinances and there are 193 replacement pages. All of those have been submitted with changes and I just ask for approval to add these pages to the Codified Ordinances.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-

Yeas-7, Nays-0. Motion Passed.

SECOND READ OF ORDINANCES AND RESOLUTIONS

Ordinance No. 017-24 Water Purchase Contract

Council President Durham read by title Ordinance No. 017-24, an ordinance authorizing and directing the execution of a Water Purchase Contract between the City of Napoleon, Ohio and the Village of Holgate, Ohio; and declaring an Emergency (request suspension)

Motion: Haase Second: Weitzel
to approve the Second Read of Ordinance No. 017-24

Small said, I initially thought I would ask for suspension on this legislation but this evening I was notified that last Thursday due to some issues that the engineering firm had with the contract. Holgate has now requested some modifications to the contract. Again, this is a 30-year contract with a 25 year opt out clause which gets us through the debt service of the Water Treatment plant. It is the same rate as Florida and Malinta contract, but Holgate requested a change specifically for their membership on the water rate review commission. The engineering firm questioned who appointed that person and I thought it was clear in the contract. I told them I would add specific language in there that allows Holgate to appoint a person to the water rate review commission. The second item was a notification requirement if their daily water allowance increased more than 500,000 gallons if one single user utilizes that much. They would be required to notify us to protect us and protect the system. The purchaser cannot or will not provide additional measures or compensation to fully mitigate the impact on the seller's water. Including but not limited to pressure flow quality or necessity for reconfiguration. They wanted to increase the amount from 500,000 gallons to 900,000 gallons. I spoke with Jeff Weis, the Water Treatment Supervisor Superintendent, and he said it would be no problem to increase to 900,000 gallons. So, if any single user increases their rate by 9000,000 gallons per month then they have to notify us. These are the only changes to the contract so I would like to ask Council for approval to amend the contract with those changes and the approval of second read. Harmon said, it does not need to be amended.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

THIRD READ OF ORDINANCES AND RESOLUTIONS

Resolution No. 016-24 Immediate Moratorium

Council President Durham read by title Resolution No. 016-24, a Resolution extending the provisions contained in Resolution No. 057-23, wherein Council imposed an immediate moratorium on the issuance and processing of permits allowing retail dispensaries, cultivators, or processors of adult use marijuana within the City of Napoleon, Ohio; and declaring an Emergency

Motion: Schwab

Second: Weitzel

to motion to approve the Third Read of Resolution No. 016-24

Small said, this just continues the moratorium to the December 31st, 2024, date and there are no changes to the legislation. Durham asked, is there any update from the state. Small said, I have not heard any updates. Harmon said, it doesn't affect us but there are some medical marijuana distributors will start to have approved licenses shortly but I have not heard any updates about solid rules. McBride said, so the process OML talked through are they still going through the lottery and pin placement. Harmon said, they still haven't drafted any set of rules for that either. Currently, I believe the only rules in place are for medical marijuana places that already sell it. McBride said, at this time we don't have anybody inquiring or showing interest in our area and we wouldn't halt those businesses. Harmon said, I can't speak for businesses but I think having this in place protects the city so we can fully understand what is going to be put in place.

Roll call vote to pass Resolution No. 016-24 under Emergency

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

GOOD OF THE CITY (Discussion/Action)

Approval of the Power Supply Cost Adjustment Factor for June 2024 as PSCA 3-month averaged factor \$0.01634 and JV2 \$0.026886.

Small said, there is no significant change to the rate, it is basically the exact same.

Motion: Haase

Second: Schwab

to approve the Power Supply Cost Adjustment Factor for June 2024 as PSCA 3-month averaged factor \$0.01634 and JV2 \$0.026886

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

OPWC grant application (Direct the law director to draft legislation)

Lulfs said, this is a piece of legislation that is required for us to make an application for the Ohio Public Works commission for grant funding that is due in September. As part of this application, we are required to have a piece of legislation that gives the city manager permission to apply and accept funds. This is just a document that we are required to complete every summer and it has been the same for the

last 20 years. We are bringing it early that way we are not forced to do an emergency suspension. We are asking for approval for the law director to draft the legislation.

Motion: Schwab Second: McBride
to direct the law director to draft the legislation

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

To approve the modification to the Water and Sewer Rules specifically Rule 5- Special Services (hose meters and hydrant meters) and Rule 32- Fees (direct the Law Director to draft the appropriate legislation)

Small said, I recently met with the operation team and my director of Public Works to go over these rules. They had some comments and concerns about the protection of the city and we brought that forth to the committee last week, then approved. Haase said, it was an anonymous approval by the Board of Public Affairs and Water and Sewer.

Motion: Cordes Second: Haase
to direct the law director to draft the legislation

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

To approve entering into a contract with the Campbell Soup Company to accept their wastewater (direct the Law Director to draft the appropriate legislation) Executive Session (as needed)

Small said, Jeremy Oakley, Chad Lulfs, and I worked with Campbell's over the last few months to try and come to an agreement to accept their wastewater. I presented this to the Board of Public Affairs and Water Sewer committees to approve and I would like to request the law director to draft legislation.

Motion: Schwab Second: Weaver
to direct the law director to draft the legislation

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, Weaver, Cordes, Schwab
Nays-
Yeas-6, Nays-0. Obtained-1. Motion Passed.

Utilization of State Contract pricing for the 2024 Crack Sealing project (direct the Law Director to draft the appropriate legislation)

Lulfs said, as everyone knows with the budget every year we perform crack sealing throughout the town, those locations are determined by the operation superintendent and myself. The state contract requires legislation from the council to use that state contract but to stay within budget but be able to use this pricing we need councils legislation. I would like to request the law director to draft legislation.

Motion: Weitze Second: Haase
to direct the law director to draft the legislation

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

Second Quarter Budget Adjustments (Finance Committee meets on June 24, 2024) (direct the Law Director to draft the appropriate legislation)

Garringer said, this is something we ask every quarter prior to the meeting and this just allows the law director to in act the legislation for the committee that meets Monday.

Motion: Schwab Second: McBride
to direct the law director to draft the legislation

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

To accept donations to the Fire Department

Small said, last month Bill Snyder of Snyder Auto Group passed away and his widow Terry sent a check to the city for \$1,550 for the Napoleon City Fire Department in memory of Bill.

Motion: Haase Second: Schwab
to accept the donation

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

AROUND THE TABLE

Garringer-Thank you to the council for allowing me to attend the APAA Conference on their behalf as the AMP board member. It was a good conference about Public Power and it touched on many different topics. If you would be interested in more specifics, I would be happy to discuss.

Weaver we will move the Finance and Budget meeting to 5:30 pm.

Schwab-Nothing.

Durham- The APAA Conference went great! I learned best practices on my end with supply chain issues since we are not the only community facing that challenge. It is also nice to keep up with federal laws and the EPA.

Haase-Nothing.

Weitzel-Nothing.

McBride- Nothing.

Harmon-Do we need to get the 2025 tax budget over to the auditor? Garringer said, that will be discussed in the Finance and Budget Committee and that will be part of the legislation you'll complete after the meeting.

Small-Nothing.

Approve Payments of Bills (In the absence of any objections or corrections, the payment of bills shall stand approved.)

ADJOURNMENT

Motion: Schwab Second: Weaver
to adjourn the City Council meeting at 7:46 p.m.

Roll call vote on the above motion
Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab
Nays-
Yeas-7, Nays-0. Motion Passed.

Approved

July 1, 2024

J. Ross Durham, Council President

Joe Bialorucki, Mayor

Mikayla Ramirez, Clerk

ORDINANCE NO. 021-24

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION MEASURE (SUPPLEMENT NO. 2) FOR THE YEAR 2024; AND DECLARING AN EMERGENCY

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

Section 1. That, the annual appropriation measure passed in Ordinance No. 045-23 for the fiscal year ending December 31, 2024 shall be supplemented (Supplement No. 2) as provided in Exhibit A, attached hereto and made a part hereof.

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 4. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time because this Ordinance provides for appropriations for the current expenses of the City which are related to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper payment of current expenses, and for further reasons as stated in the Preamble hereof.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 021-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

2024 APPROPRIATION BUDGET - SUPPLEMENTAL #2

ORDINANCE No. 021-24

<u>Supplemental #2</u>	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>2024 FUND TOTAL</u>
Fund 100 General				
100.1900.53300 Serv. Fees-Professional		\$1,400.00		
100.1900.53900 Bank Servicing Charges		\$30,702.26		
100.2200.51413 Salary-Fire Parttime-OT	\$2,416.38			
100.2200.51570 Life Insurance	\$800.00			
100.2102.51300 Salary-Patrol Officer-SRO	\$1,020.60			
<i>Reason: Funds needed for tower fees and records destruction</i>				
<i>Reason: Had to pay back PNC bank interest overpayment</i>				
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
<i>Reason: 2024 DUP Grant received</i>				
			<u>\$36,339.24</u>	<u>\$36,339.24</u>
Fund 200 Street Construction and Maint.				
200.5100.53300 Serv. Fees-Professional		\$500,000.00		
<i>Reason: Additonal funds requested for annual road program</i>				
			<u>\$500,000.00</u>	<u>\$500,000.00</u>
Fund 220 Recreation				
220.4200.51101 Salary-Non Barg-OT	\$581.56			
220.4400.51191 Salary-Seasonal-OT	\$613.75			
220.4400.51101 Salary-Non Bargaining-OT	\$77.25			
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
			<u>\$1,272.56</u>	<u>\$1,272.56</u>
Fund 204 County Veh. Lic. Permissive Tax				
204.5100.54270 Supplies-Street Materials		\$100,000.00		
<i>Reason: Additonal funds requested for annual road program</i>				
			<u>\$100,000.00</u>	<u>\$100,000.00</u>
Fund 275 Municipal Probation Service				
275.1810.51500 PERS	\$7,280.00			
275.1810.56000 Misc. Operating Costs		\$1,500.00		
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
<i>Reason: Non budgeted body armor for probation officer</i>				
			<u>\$8,780.00</u>	<u>\$8,780.00</u>
Fund 287 CCA 2.0 Grant				
287.2023.51500 PERS	\$479.98			
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
			<u>\$479.98</u>	<u>\$479.98</u>
Fund 400 Capital Improvements				
400.5100.57500 Street Improvements		\$63,363.45		
<i>Reason: Increase due to change order on the 3rd Street Sanitary Improvement Project</i>				
			<u>\$63,363.45</u>	<u>\$63,363.45</u>
Fund 512 Water Debt Reserve				
512.8300.58500 Interest Payment-Bonds-GO		\$14,415.91		
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
			<u>\$14,415.91</u>	<u>\$14,415.91</u>
Fund 520 Sewer Utility Revenue				

EXHIBIT-A

2024 BUDGET

520.6300.58050 Principal Payment-Bonds-Revenue	\$37,830.06			
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
			<u>\$37,830.06</u>	<u>\$37,830.06</u>
Fund 521 Sewer Utility Replacement & Improvement				
521.6310.57800 Sanitary Sewer Improvements	\$3,123.70			
521.6310.57900 Storm Sewer Improvements	\$51,500.00			
<i>Reason: Increase due to change order on the 3rd Street Sanitary Improvement Project and Oakwood reconstruction</i>				
			<u>\$54,623.70</u>	<u>\$54,623.70</u>
Fund 522 Sewer Debt Reserve				
522.8800.58970 Interest Payment-WPCLF ST. Loans	\$12,739.77			
<i>Reason: Not enough was budgeted at the beginning of the year</i>				
			<u>\$12,739.77</u>	<u>\$12,739.77</u>
<hr/>				
TOTAL FUNDS	\$13,269.52	\$816,575.15	\$829,844.67	\$829,844.67
	=====	=====	=====	=====

ORDINANCE NO. 022-24

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO MAKE APPROPRIATION TRANSFERS (TRANSFER OF APPROPRIATION 2) FROM ONE APPROPRIATION LINE ITEM TO ANOTHER APPROPRIATION LINE ITEM PURSUANT TO ORC. SECTION 5705.40 FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024 AS LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY

WHEREAS, the City appropriates funds by fund, department, and category of personal services and other; and,

WHEREAS, transfer from one appropriation item to another is necessary to provide appropriations for current expenses of the City; **Now Therefore**,

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

Section 1. That, pursuant to Section 5705.40 of the Ohio Revised Code, and this Ordinance No. 022-24, the Finance Director is hereby authorized and directed to transfer from one appropriation item to another, in the Fiscal Year ending December 31, 2024, as listed in Exhibit A, attached hereto and made a part hereof.

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the City's Revised Code of General Ordinances.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 4. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to assure the prompt and efficient conduct of the municipal operations related to public peace, health or safety of the City; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper payment of current expenses, and for further reasons as stated in the Preamble hereof.

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 013-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

FISCAL YEAR ENDING 2024- TRANSFER OF APPROPRIATION (No. 2)

Ordinance Number: 022-24

	<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 100.1100.52000 Travel, Training and Education	(100.00)	
TO : 100.1100.54200 Supplies - Operating Materials		100.00
<i>Reason: Purchase power supply unit for council computer</i>		
FROM : 100.1370.53810 Legal Advertising	(712.50)	
TO : 100.1370.54900 Supplies - Civil Service		712.50
<i>Reason: Previous years billing paid this year. Need to pay current year</i>		
FROM : 100.1700.51100 Salary-Non Bargaining	(23,000.00)	
TO : 100.1700.51190 Salary-Seasonal		21,000.00
100.1700.51191 Salary-Seasonal-OT		2,000.00
<i>Reason: Non Budgeted Item</i>		
FROM : 100.1700.51100 Salary-Non Bargaining	(1,000.00)	
TO : 100.1700.51191 Salary-Seasonal OT		1,000.00
<i>Reason: Non Budgeted Item</i>		
FROM : 100.1800.53345 Service Fees Court Appt. Attorneys	(1,525.00)	
TO : 100.1800.53610 Cnt. Maint.-Building and Structures		1,525.00
<i>Reason: Additional funds need for new access doors and locks</i>		
FROM : 100.1800.53345 Service Fees Court Appt. Attorneys	(595.00)	
TO : 100.1800.53210 Cnt. Maint.-Computer Software		595.00
<i>Reason: Software Support for image migration in the courts CMS</i>		
FROM : 100.1900.56900 Undefined Contingencies	(12,800.00)	
TO : 100.1900.53300 Service Fees-Professional		12,800.00
<i>Reason: Account short due to Co. Rd. R Tower Fees</i>		
FROM : 100.2100.53540 Cnt. Maint.-Computer Hardware	(1,300.00)	
TO : 100.2101.54100 Office Supplies		1,300.00
<i>Reason: New Computer for Code Enforcement</i>		
FROM : 100.4700.53400 Contract Services	(2,000.00)	
TO : 100.4700.53300 Service Fees Professional		2,000.00
<i>Reason: Tree Removal</i>		
FROM : 220.4200.53520 Cnt. Maint-Equipment	(500.00)	
TO : 220.4200.54211 Supplies-Golf-Retail		500.00
<i>Reason: Additional retail funds needed</i>		
FROM : 220.4300.54240 Supplies-Chemicals	(600.00)	
TO : 220.4300.59000 Refunds-Misc.		600.00
<i>Reason: Additional retail funds needed</i>		
FROM : 510.6200.56900 Undefined Contingencies	(3,000.00)	

FISCAL YEAR ENDING 2024- TRANSFER OF APPROPRIATION (No. 2)

Ordinance Number: 022-24

	<u>Amount Requested</u>	<u>Amount Received</u>
TO : 510.6200.53520 Cnt. Maint.-Equipment <i>Reason: Cover Emergency repair on HVAC system</i>		3,000.00
FROM : 521.6310.57800 Sanitary Sewer Improvement	(16,745.13)	
TO : 521.6310.57900 Storm Sewer Improvement <i>Reason: Amounts reversed in budget</i>		16,745.13
	-----	-----
Total Transfer of Appropriation	(63,877.63)	63,877.63

ORDINANCE NO. 025-24

AN ORDINANCE AMENDING THE CITY OF NAPOLEON RULES, TERMS AND CONDITIONS GOVERNING THE WATER AND SEWER SERVICE, SPECIFICALLY RULE 5, "SPECIAL SERVICE AND EXTENSION" AND RULE 32, "APPENDIX A FEES ; AND DECLARING AN EMERGENCY

WHEREAS, the City, with the enactment of Ordinance No. 82-97 revised, rearranged and thereafter adopted City of Napoleon Rules for Water and Sewer Service"; and,

WHEREAS, since the adoption numerous amendments and/or revisions have been made with prior rules being repealed; and,

WHEREAS, the Board of Public Affairs and the Water, Sewer, Refuse, Recycling and Litter Committee of Council met on June 10, 2024, and are recommending that Council amend the current Water and Sewer Service Rules, specifically Rule 5, regarding special service and extension, and Rule 32, regarding fees; and,

WHEREAS, this Council now desires to amend the City of Napoleon rules for water and sewer service; **Now Therefore**,

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

Section 1. That, notwithstanding any prior legislation to the contrary, the City of Napoleon Rules for Water and Sewer Service, as most recently revised in year 2021, and as currently on file in the office of the City Finance Director, having been approved by the Board of Public Affairs, the Electric Committee of Council, and this Council, is hereby adopted and enacted as written.

Section 2. Any reference in a water or sewer service contract with the City referring to City water and sewer rules, regulations, policies and the like, shall mean these adopted rules as amended or revised.

Section 3. That, Rule 5 of the City of Napoleon Rules for Water and Sewer Service is hereby adopted as follows:

"RULE 5 SPECIAL SERVICE AND EXTENSION

Rule 5.1 Fire Protection Service (Outside Corporation)

(A) Where water main extensions are required solely for the purpose of providing fire protection to the property owner/customer, the property owner/customer shall pay the entire cost of such special mains including any special meters and/or approved backflow prevention device as may be required. In any event to avoid the possibility of cross-connecting, no special extensions of water mains will be made to provide fire protection service unless the customer agrees in writing to purchase 100% of customer's other water requirements from the City.

(B) Upon the expiration of any such agreement where such special fire protection has been established and the property owner/customer subsequently obtains his/her normal water supply from sources other than the City, the charge for the remaining fire protection service shall be in accordance with the minimum charges set forth in the City's

commercial & industrial rate schedules based, at the City's option, on the size of the water service line or main line required for the fire protection.

(C) The City may, but is not required to, maintain fire hydrants and flushing outside the corporate limits where the City furnishes water thereto.

Rule 5.2 Fire Protection Service (Within Corporation Limits)

(A) Unless waived in writing by the City Manager after consulting with the City Fire Chief, for all desired fire protection service installations within the corporation limits made after the October 20, 1997, there is required a special dedicated fire service line located on premises at the property owner's expense subject to City's inspection and approval, including all of the necessary complete and separate piping system extending from the property owner's system and connection to the City's existing water main; such installations being subject to all applicable backflow regulations.

(B) If any illegal diversion is suspected from old fire service lines, the property owner will be given reasonable written notice to properly install meters, and if not installed by the date specified by the City, the fire service line may be disconnected.

(C) Potable water supply off of fire lines will be permitted only when connections and valving are made outside of structure foundations and metered; moreover, such connections shall be made in a manner that will allow shut off of water supply without interruption of the fire protection system line.

(D) No water shall be diverted from a fire service line without the City's knowledge and consent, such diversion can constitute theft of a utility and be charged under the applicable section of law.

(E) No charge will be made for any measured water flow through said fire line resulting from use of water for fire fighting or flushing purposes.

(F) Under no condition will new fire service line extensions or connections be made, after the effective date of these Rules, unless customer purchases one hundred (100%) percent of his/her water requirements from the City. Where customer purchases one hundred (100%) percent of customer's water requirements from City and where all of customer's water requirements, including fire protection service, are taken through a single metered service line, no additional charge will be made for any fire lines or sprinkler systems connected to the regular metered service line.

Rule 5.3 Temporary Service

Whenever the service requested by the property owner/customer is temporary, special short term or emergency, the written application or contract for such service shall specify the period of service and the character of service. The property owner/customer shall pay for all extra charges, including deposits, if any, as determined by the Utility Department, involved in connection, installation and removal of the service together with all material, labor and other expenses incidental thereto.

Rule 5.4 Special Watering

For summer watering of grass or the like, hose meters will be issued for a maximum period of ninety (90) days upon payment of a deposit as determined by the City Utility Department. Meters are limited; therefore, meters will only be issued to people watering a new yard, or newly planted trees, shrubs or the like, or filling swimming pools or the like, and will be distributed on a first come first serve basis. During prolonged drought conditions, and at the City Manager's discretion, hose meters will be available to customers doing summer watering of grass, trees, shrubs or the like for a maximum of thirty (30) days. When filling swimming pools or the like, the maximum period of time for hose meter use will be seventy two (72) hours. **No sewer credit as contained in Codified Ordinance 931.09 Section 3 will be given for these purposes without the use of a hose meter.** The fee for using a hose meter shall be as contained in Rule 32, pro rated to the nearest day.

Rule 5.5 Hydrant Meter Use

(A) Any request for a hydrant meter will need to be made a minimum of ~~twenty-four (24) hours~~ **three (3) business days** in advance. At the time of the request, the City shall be notified as to how many feet of hose is required. The City, upon payment of a deposit of **\$500** as determined by the City Utility Department and when determined practical for the intended use as determined by the City's Operations Department, will attach it to the fire hydrant, turn the hydrant on and place the hose beside the hydrant. When the customer is finished, the hose is required to be rolled back up and placed beside the hydrant. Any hoses left unrolled will result in additional charges for labor at the City's current hourly rate. Upon completion the customer is required to contact the City **Utility Operations** Department to have the hoses picked up and the hydrant closed and meter removed. Under no circumstance will the City allow ~~either~~ the customer ~~or contractor~~ to operate the City's hydrant.

(B) For people requesting a hydrant meter for reasons such as: to start a new lawn, fill a swimming pool, or the like, the service may only be allowed for a period not to exceed one (1) week.

(C) For contractors in the construction business requesting a hydrant meter for reasons such as: dust control, grading, building or other construction-related activities, the service may be allowed for short and long term usage. The contractor shall under no circumstances transport water out of city limits for any reason. Contractors shall not remove the meter from the hydrant on which it was originally installed. Only City personnel may install, remove or relocate hydrant meters.

~~(D)~~ (D) Due to limited availability of ramps, in cases where a hose must cross a road, the person requesting this service will be put on a list and will receive the service as soon as practical.

~~(E)~~ (E) All meters will be set and picked up during normal working hours. No request for hydrant meters will be handled on an overtime basis.

~~(F)~~ (F) Charges will be as follows: one (1) hour to set and pickup hydrant meter and hoses (at the City's current rate for labor), plus the cost of the water (which will be the current charge for bulk sales for water at the Water Treatment Plant) and any additional charges

for rolling up hoses. The fee for using a hydrant meter shall be as contained in Rule 32, pro rated to the nearest day.

(G) Any damage to the meter or its components **MUST** be reported to the City Operations Department immediately and returned for inspection and/or replacement. Any misuse of the device, intentional damage to the metering components, any other action that results in damage to the meter, or obtaining water without use of the meter will result in fines & fees. If the meter is lost or damaged in such a way that precludes obtaining an actual reading, the customer shall pay a sum for water usage calculated as follows: For each day after check-out date, the current rate approved by the City for water discharged through a hydrant based upon the maximum flow capacity of the hydrant meter for an eight (8) hour period.

Rule 5.6 Bulk Water Sales To Tank Trucks

Bulk water sales will be available at the City of Napoleon Water Treatment Plant. Rates shall be pursuant to the current rate schedule. If no special rate is developed for "bulk" sale, then it shall be the standard water rate.

Rule 5.7 Special Line Extensions

(A) Special extensions of the City's water mains will be made only where the property owner/customer pays the entire costs of such extensions. Where a property owner/customer or group of property owners/customers pay for the cost of a special extension, the terms and security of payments shall be as prescribed by the City and must meet the approval of the City.

(B) The size, specifications, and installations of all water main extensions shall be determined by the City and no connections will be made by the City unless the extensions conform to the City's specifications.

(C) This Rule does not supersede the Rules pertaining to water/sewer service outside the corporation limits.

Rule 5.8 Second Meters

When a second meter is installed on a premises for irrigation or other non-potable purposes, utilizing City water, where no discharge enters the sanitation sewer, the Customer shall pay all cost associated with installation, including time and material therefore and shall be charged the standard water rate applicable to the particular type premises with a 50% reduction in the regular capacity charge, and excluding any sewer charges. (This Rule is subject to Rule 24, Backflow Prevention.)”

Section 4. That, Rule 32, Appendix A, Fees, of the City of Napoleon Rules for Water and Sewer Service is hereby adopted as follows:

“Rule 32 Appendix “A” Fees

To partially offset the additional expense to the City in furnishing special services requested or caused by the customer, such as the connection service, collection of accounts, etc. the charges for such services are set forth in this Appendix "A". Normal connections will occur during regular business hours of the City. Any service connections after normal business hours may have an added fee to cover the additional cost of services. This appendix also covers other current rates, fees and charges. All rates not contained in this Appendix shall be as contained in Chapter 931 of the Codified Ordinances of the City or other policy, resolution or ordinance.

Trip Charges:

Initial Customer Requested Water Connection (Trip Charge)	\$0.00
Other Customer Requested Water Connection (Trip Charge)	\$20.00 \$50.00
City Maintenance Connection/Disconnection (Trip Charge)	\$0.00
Customer Emergency Maintenance Connection/Disconnection (Trip Charge)	\$0.00
City Disconnection Water Service (each trip) pursuant to RULE 15 (b)	\$50.00

Other:

Filing of Appeal Fee	\$35.00
Return Check Service Fee	\$35.00
Well, Pond Reservoir, Lagoon Permit Application Fee	\$50.00
Temporary Water Service Fee (Includes Permit Fee)	\$100.00
Hose Meter Charge (\$1.00 Minimum Fee)	\$10.00 Per Month
Hydrant Meter Charge (\$10.00 Minimum Fee) (When not used for city projects)	\$10.00 Per Day

Meter Testing Fee at Customer's Request (when no meter problem found) the customer's cost shall be time and material as determined ~~at~~ by the actual cost to City

* Fees listed under this Rule (Appendix A) apply only during normal business hours. Services performed after normal business hours will have an additional \$40.00 added fee for each service, except for appeals.

* Placement and/or removal of a limiter constitutes disconnect/connect for purposes of trip charges.”

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

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 8. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for the proper enforcement of City Water and Sewer rules; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin charging the appropriate rates in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 025-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

RULE 32 APPENDIX "A" FEES

To partially offset the additional expense to the City in furnishing special services requested or caused by the customer, such as the connection service, collection of accounts, etc. the charges for such services are set forth in this Appendix "A". Normal connections will occur during regular business hours of the City. Any service connections after normal business hours may have an added fee to cover the additional cost of services. This appendix also covers other current rates, fees and charges. All rates not contained in this Appendix shall be as contained in Chapter 931 of the Codified Ordinances of the City or other policy, resolution or ordinance.

Trip Charges:

Initial Customer Requested Water Connection (Trip Charge)	\$0.00
Other Customer Requested Water Connection (Trip Charge)	\$20.00 \$50.00
City Maintenance Connection/Disconnection (Trip Charge)	\$0.00
Customer Emergency Maintenance Connection/Disconnection (Trip Charge)	\$0.00
City Disconnection Water Service (each trip) pursuant to RULE 15 (b)	\$50.00

Other:

Filing of Appeal Fee	\$35.00
Return Check Service Fee	\$25.00 \$35.00
Well, Pond Reservoir, Lagoon Permit Application Fee	\$50.00
Temporary Water Service Fee (Includes Permit Fee)	\$100.00
Hose Meter Charge (\$1.00 Minimum Fee)	\$10.00 Per Month

Hydrant Meter Charge (\$10.00 Minimum Fee) **\$10.00 Per Day**
(When not used for city projects)

Meter Testing Fee at Customer's Request (when no meter problem found) the customer's cost shall be time and material as determined **at by** the actual cost to City

* Fees listed under this Rule (Appendix **A**) **apply** only during normal business hours. Services performed after normal business hours will have an additional \$40.00 added fee for each service, except for appeals.

* Placement and/or removal of a limiter constitutes disconnect/connect for purposes of trip charges.

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

RULE 5 SPECIAL SERVICE AND EXTENSION

Rule 5.1 Fire Protection Service (Outside Corporation)

- (A) Where water main extensions are required solely for the purpose of providing fire protection to the property owner/customer, the property owner/customer shall pay the entire cost of such special mains including any special meters and/or approved backflow prevention device as may be required. In any event to avoid the possibility of cross-connecting, no special extensions of water mains will be made to provide fire protection service unless the customer agrees in writing to purchase 100% of customer's other water requirements from the City.
- (B) Upon the expiration of any such agreement where such special fire protection has been established and the property owner/customer subsequently obtains his/her normal water supply from sources other than the City, the charge for the remaining fire protection service shall be in accordance with the minimum charges set forth in the City's commercial & industrial rate schedules based, at the City's option, on the size of the water service line or main line required for the fire protection.
- (C) The City may, but is not required to, maintain fire hydrants and flushing outside the corporate limits where the City furnishes water thereto.

Rule 5.2 Fire Protection Service (Within Corporation Limits)

- (A) Unless waived in writing by the City Manager after consulting with the City Fire Chief, for all desired fire protection service installations within the corporation limits made after the October 20, 1997, there is required a special dedicated fire service line located on premises at the property owner's expense subject to City's inspection and approval, including all of the necessary complete and separate piping system extending from the property owner's system and connection to the City's existing water main; such installations being subject to all applicable backflow regulations.
- (B) If any illegal diversion is suspected from old fire service lines, the property owner will be given reasonable written notice to properly install meters, and if not installed by the date specified by the City, the fire service line may be disconnected.
- (C) Potable water supply off of fire lines will be permitted only when connections and valving are made outside of structure foundations and metered; moreover, such connections shall be made in a manner that will allow shut off of water supply without interruption of the fire protection system line.

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

- (D) No water shall be diverted from a fire service line without the City's knowledge and consent, such diversion can constitute theft of a utility and be charged under the applicable section of law.
- (E) No charge will be made for any measured water flow through said fire line resulting from use of water for fire fighting or flushing purposes.
- (F) Under no condition will new fire service line extensions or connections be made, after the effective date of these Rules, unless customer purchases one hundred (100%) percent of his/her water requirements from the City. Where customer purchases one hundred (100%) percent of customer's water requirements from City and where all of customer's water requirements, including fire protection service, are taken through a single metered service line, no additional charge will be made for any fire lines or sprinkler systems connected to the regular metered service line.

Rule 5.3 Temporary Service

Whenever the service requested by the property owner/customer is temporary, special short term or emergency, the written application or contract for such service shall specify the period of service and the character of service. The property owner/customer shall pay for all extra charges, including deposits, if any, as determined by the Utility Department, involved in connection, installation and removal of the service together with all material, labor and other expenses incidental thereto.

Rule 5.4 Special Watering

For summer watering of grass or the like, hose meters will be issued for a maximum period of ninety (90) days upon payment of a deposit as determined by the City Utility Department. Meters are limited; therefore, meters will only be issued to people watering a new yard, or newly planted trees, shrubs or the like, or filling swimming pools or the like, and will be distributed on a first come first serve basis. During prolonged drought conditions, and at the City Manager's discretion, hose meters will be available to customers doing summer watering of grass, trees, shrubs or the like for a maximum of thirty (30) days. When filling swimming pools or the like, the maximum period of time for hose meter use will be seventy two (72) hours. **No sewer credit as contained in Codified Ordinance 931.09 Section 3 will be given for these purposes without the use of a hose meter.** The fee for using a hose meter shall be as contained in Rule 32, pro rated to the nearest day.

Rule 5.5 Hydrant Meter Use

- (A) Any request for a hydrant meter will need to be made a minimum of ~~twenty-four (24) hours~~ **three (3) business days** in advance. At the time of the request, the City shall be notified as to how many feet of hose is required. The City, upon payment of a deposit **of \$500** as determined by the City Utility Department and when determined practical for the intended use as

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

determined by the City's Operations Department, will attach it to the fire hydrant, turn the hydrant on and place the hose beside the hydrant. When the customer is finished, the hose is required to be rolled back up and placed beside the hydrant. Any hoses left unrolled will result in additional charges for labor at the City's current hourly rate. Upon completion the customer is required to contact the City **Utility Operations** Department to have the hoses picked up and the hydrant closed and meter removed. Under no circumstance will the City allow ~~either~~ the customer ~~or contractor~~ to operate the City's hydrant.

- (B) For people requesting a hydrant meter for reasons such as: to start a new lawn, fill a swimming pool, or the like, the service may only be allowed for a period not to exceed one (1) week.
- (C) For contractors in the construction business requesting a hydrant meter for reasons such as: dust control, grading, building or other construction-related activities, the service may be allowed for short and long term usage. The contractor shall under no circumstances transport water out of city limits for any reason. Contractors shall not remove the meter from the hydrant on which it was originally installed. Only City personnel may install, remove or relocate hydrant meters.**
- ~~(D)~~ (D) Due to limited availability of ramps, in cases where a hose must cross a road, the person requesting this service will be put on a list and will receive the service as soon as practical.
- ~~(E)~~ (E) All meters will be set and picked up during normal working hours. No request for hydrant meters will be handled on an overtime basis.
- ~~(F)~~ (F) Charges will be as follows: one (1) hour to set and pickup hydrant meter and hoses (at the City's current rate for labor), plus the cost of the water (which will be the current charge for bulk sales for water at the Water Treatment Plant) and any additional charges for rolling up hoses. **The fee for using a hydrant meter shall be as contained in Rule 32, pro rated to the nearest day.**
- (G) Any damage to the meter or its components MUST be reported to the City Operations Department immediately and returned for inspection and/or replacement. Any misuse of the device, intentional damage to the metering components, any other action that results in damage to the meter, or obtaining water without use of the meter will result in fines & fees. If the meter is lost or damaged in such a way that precludes obtaining an actual reading, the customer shall pay a sum for water usage calculated as follows: For each day after check-out date, the current rate approved by the City for water discharged through a hydrant based upon the maximum flow capacity of the hydrant meter for an eight-hour period.**

CITY OF NAPOLEON RULES FOR WATER AND SEWER SERVICE

Rule 5.6 ***Bulk Water Sales To Tank Trucks***

Bulk water sales will be available at the City of Napoleon Water Treatment Plant. Rates shall be pursuant to the current rate schedule. If no special rate is developed for "bulk" sale, then it shall be the standard water rate.

Rule 5.7 ***Special Line Extensions***

- (A) Special extensions of the City's water mains will be made only where the property owner/customer pays the entire costs of such extensions. Where a property owner/customer or group of property owners/customers pay for the cost of a special extension, the terms and security of payments shall be as prescribed by the City and must meet the approval of the City.
- (B) The size, specifications, and installations of all water main extensions shall be determined by the City and no connections will be made by the City unless the extensions conform to the City's specifications.
- (C) This Rule does not supersede the Rules pertaining to water/sewer service outside the corporation limits.

Rule 5.8 ***Second Meters***

When a second meter is installed on a premises for irrigation or other non-potable purposes, utilizing City water, where no discharge enters the sanitation sewer, the Customer shall pay all cost associated with installation, including time and material therefore and shall be charged the standard water rate applicable to the particular type premises with a 50% reduction in the regular capacity charge, and excluding any sewer charges.

(This Rule is subject to Rule 24, Backflow Prevention.)

CITY OF NAPOLEON HYDRANT METER APPLICATION

This application for Hydrant Meter Rental must be completed and approved three (3) business days in advance of request. The undersigned (Customer), agrees to the terms and conditions of the City of Napoleon Rules for Water and Sewer Service Rule 5.5 providing a hydrant meter and temporary water service.

Section 1. Customer Responsible for Hydrant Meter

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____ Evening Phone: _____

Utility Customer Account Number (if applicable): _____

Section 2. Location and Intended Use

Location Address: _____

Intended Use: _____

Amount of Hose Requested: _____

Section 3. Meter Availability Notice

Hydrant meters are limited and are in high demand during the spring and summer months; therefore, the City cannot guarantee the availability of a hydrant meter.

Section 4. Attestation

By signing below, Customer acknowledges, understands and has agreed to all terms and conditions for requesting a hydrant meter.

Signature: _____ Date: _____

<p>For Office Use</p> <p>Application Accepted By: _____ Date: _____</p> <p>Deposit Received: _____</p> <p>Deposit Return: _____</p>
--

RESOLUTION NO. 026-24

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

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

WHEREAS, the City of Napoleon Department of Public Works desires to purchase the necessary materials for its 2024 crack sealing program; and,

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

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

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

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

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

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

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

Section 5. That, the City of Napoleon authorizes the expenditure of funds in excess of fifty thousand dollars (\$50,000) for the purchase of the necessary materials for its crack sealing program, utilizing the State Cooperative Purchasing Program. Also, Council finds it to be in the best interest of the City to eliminate the necessity for competitive bidding.

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

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

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

Section 9. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the purchase process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 026-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

www.napoleonohio.com

Memorandum

To: J. Andrew Small, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Kevin Garringer, City Finance Director
Brian Okuley, Operations Superintendent
Mikayla Ramirez, City Clerk of Council
Date: June 28, 2024
Subject: 2024 Crack Sealing Program ~ State Contract

As part of the 2022 Budget, City Council authorized the sealing of cracks on various streets. In an effort to obtain the best pricing for this project, City Staff requests approval to utilize the ODOT State Purchasing Contract. The requested legislation would allow staff to purchase materials and services for this project through the ODOT contract. We are requesting that Council direct the Law Director to draft the appropriate legislation.

CEL

RESOLUTION NO. 027-24

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM (SCIP) AND LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (LTIP) FUNDS FOR PROJECTS DEEMED NECESSARY BY THE CITY ENGINEER IN THE YEAR 2025; AND DECLARING AN EMERGENCY

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

Section 1. That, the City Manager is directed to execute all documents necessary to apply for and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for the year for projects deemed necessary by the City Engineer in the Year 2025, including but not limited to execution of Grant Agreement(s).

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 4. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to assure the prompt and efficient application for project funds related to public peace, health or safety of the City; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper and timely application of grant funds, and for further reasons as stated in the Preamble hereof.

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 027-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

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Memorandum

To: J. Andrew Small, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: City Council & Mayor
Kevin Garringer, City Finance Director
Mikayla Ramirez, Clerk of Council
Date: June 28, 2024
Subject: W. Clinton Street Improvements ~ Required
Legislation for O.P.W.C. Grant Application

The Engineering Department traditionally applies for funding for sanitary sewer projects through the Ohio Public Works Commission (O.P.W.C.). This funding source is generically referred to as Issue II. This year I plan to apply for funding to offset a portion of the cost associated with the replacement of the existing storm, sanitary, and waterline on W. Clinton Street & Erie Street. As part of our application, legislation is required to allow the City Manager to sign all the forms and to make the application. If you have any questions or require additional information, please contact me at your convenience.

CEL

ORDINANCE NO. 028-24

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF A WASTEWATER COLLECTION AND TREATMENT CONTRACT BETWEEN THE CITY OF NAPOLEON, OHIO AND THE CAMPBELL SOUP COMPANY; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon is organized and established under the provisions of the Ohio Revised Code, for the purpose of constructing and operating a wastewater collection and treatment system serving water users within the area described in plans now on file in the office of the City Finance Director and to accomplish this purpose, Campbell Soup Company will require the collection and treatment of wastewater; and,

WHEREAS, the City of Napoleon owns and operates a wastewater collection and treatment system with a capacity currently capable of serving the present customers of the City of Napoleon's system and wastewater produced by Campbell Soup Company, e as shown in the plans of the system now on file in the office of the City Finance Director; and,

WHEREAS, the City of Napoleon desires to authorize the City Manager to enter into a Wastewater Collection and Treatment Contract with Campbell Soup Company;
Now Therefore,

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

Section 1. That, the provisions of a Wasterwater Collection and Treatment Contract, attached hereto as Exhibit A and by reference made a part hereof, between the City of Napoleon, Ohio and Campbell Soup Company which provides that the City will collect and treat wastewater produced by Campbell Soup Company, is hereby approved.

Section 2. That, the City Manager is authorized and directed to execute and deliver said Wastewater Collection and Treatment Contract in the name of and on behalf of the City of Napoleon, such instrument to include any other necessary or advisable provisions as determined by the City Manager and as approved by the City Law Director.

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

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

Section 5. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time because the addition of Campbell Soup Company to the City's

Wastewater Collection and Treatment process is mutually beneficial for both parties; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for the commencement of the project to begin at the earliest possible time, and for further reasons as stated in the Preamble hereof.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 028-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

WASTEWATER COLLECTION AND TREATMENT CONTRACT

This contract for the collection and treatment of wastewater is entered into as of the _____ day of _____, 2024, between the CITY OF NAPOLEON, OHIO, 255 W. Riverview Avenue, Napoleon, Ohio 43545, herein referred to as the "City", and the CAMPBELL SOUP COMPANY, 12773 OH-110, Napoleon, OH 43545, herein referred to as the "Company". When referencing both the City and the Company together, they shall be referred to as the "Parties".

WTNESSETH:

Whereas, Resolution No. _____ was enacted on the _____ day of _____, 2024, by the City for the collection and treatment of wastewater from the Company in accordance with the provisions of this Agreement; and,

Whereas, the In-service Date for billing purposes shall be defined as the date on which the valve is open and wastewater flows through the meter.

NOW THEREFORE, in consideration of the foregoing and the mutual agreements hereinafter set forth,

A Representations of the City:

1. Quantity: To treat wastewater produced by the Company to the extent that it meets applicable quality standards of the Ohio Department of Health and The Ohio Environmental Protection Agency, not to exceed 150,000 gallons per day, unless mutually agreed upon by the parties.
2. Billing Procedure: The City shall furnish the Company at the above address not later than the 10th day of each month, with an itemized statement of the wastewater processed by the City during the preceding month, unless unforeseen circumstances occur that would prohibit the ability to provide a timely statement.

B. Representations of the Company:

1. Point of Collection: Company shall furnish, install, operate, and maintain the necessary metering equipment at the point of collection for properly measuring the quantity of wastewater delivered to the City and to calibrate such metering equipment as needed. A meter registering not more than two percent (2%) above or below the test result shall be deemed to be accurate. The previous reading of any meter disclosed by test to be inaccurate shall be corrected for the six months previous to such test in accordance with the percentage of inaccuracy found by such tests. If any meter fails to register for any period, the amount of wastewater delivered during such period shall be deemed to be the amount of wastewater delivered in the corresponding period immediately prior to the failure, unless Seller and Purchaser shall agree upon a different amount. The metering equipment shall be read monthly. An appropriate official of the City at all reasonable times shall have access to the meter for the purpose of verifying its readings.

WASTEWATER COLLECTION AND TREATMENT CONTRACT

- 2. Payment: The following rate structure shall be charged as follows:
 - a. To pay a capacity charge (base charge) of \$35.19 per month
 - b. To pay a commodity charge of \$7.56 per unit (100 cubic feet) per month
 - c. If deemed necessary, industrial metering and monitoring shall be charged at a rate of \$25.00 per sample.
 - d. Excess Strength surcharges shall apply as shown (per codified ord. 931.09):
 - Charge per pound of CBOD above 200 MG/L: \$0.15
 - Charge per pound of SS above 250 MG/L: \$0.15
 - Charge per pound of phosphorus above 7 MG/L: \$0.15
 - CBOD = Carbonaceous Biological Oxygen Demand
 - SS = Suspended Solids
 - MG/L = Milligrams per Liter

All charges are subject to increases by Napoleon City Council.

IN WITNESS WHEREOF, the parties hereto, acting under the authority of their respective organizations, have caused this contract to be duly executed in four counterparts, each of which shall constitute an original.

City of Napoleon

The Campbell Soup Company

By: _____
J. Andrew Small, City Manager

By: _____
Name Title

Attest:

Mikayla Ramirez, Clerk of Council

Attest:

Name Title

Approved as to Form:

Billy Harmon, Law Director

Approved as to Form:

Name Title

ORDINANCE NO. 024-24

AN ORDINANCE APPROVING CURRENT MARCH 2023 THROUGH APRIL 2024 REPLACEMENT PAGES TO THE CITY OF NAPOLEON CODIFIED ORDINANCES

WHEREAS, certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution; and,

WHEREAS, various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances; and,

WHEREAS, the City has heretofore entered into a contract with the American Legal Publishing Corporation (formerly known as Walter H. Drane Company) to prepare and publish such revision which is before Council; **Now Therefore**,

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

Section 1. That, the Ordinances of the City of Napoleon, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the current March 2023 through April 2024 Replacement Pages to the Codified Ordinances are hereby approved and adopted; such having been certified as correct by the Clerk of Council and the Mayor.

Section 2. That, among others, the following sections and chapters are hereby added, amended or repealed as respectively indicated in order to comply with current State law.

Administrative Code

Fire/Rescue Fee Schedule

Municipal Tax Code

Traffic Code

Enforcement, Impounding and Penalty

Operation Generally

OVI; Willful Misconduct; Speed

Licensing; Accidents

Safety and Equipment

Commercial Drivers

Parking Generally

General Offenses Code

General Provisions and Penalty

Animals and Fowl

Health, Safety and Sanitation

Waste Collection

Recreation Facilities

Section 3. That, the complete text of all current Codified changes is set forth in the current replacement pages to the City of Napoleon’s Codified Ordinances, said pages which are attached to this Ordinance as Exhibit A. Any summary publication of this Ordinance shall include a complete listing of these sections. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

Section 4. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon, Ohio.

Section 5. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 6. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 024-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

ORDINANCE NO. 017-24

AN ORDINANCE AUTHORIZING AND DIRECTING THE EXECUTION OF A WATER PURCHASE CONTRACT BETWEEN THE CITY OF NAPOLEON, OHIO AND THE VILLAGE OF HOLGATE, OHIO; AND DECLARING AN EMERGENCY

WHEREAS, the City of Napoleon is organized and established under the provisions of the Ohio Revised Code, for the purpose of constructing and operating a water supply distribution system serving water users within the area described in plans now on file in the office of the City Finance Director and to accomplish this purpose, the Village of Holgate will require a supply of treated water; and,

WHEREAS, the City of Napoleon owns and operates a water supply distribution system with a capacity currently capable of serving the present customers of the City of Napoleon's system and the estimated number of water users to be served by the Village of Holgate as shown in the plans of the system now on file in the office of the City Finance Director; and,

WHEREAS, the City of Napoleon desires to authorize the City Manager to enter into a Water Purchase Contract with the Village of Holgate; **Now Therefore**,

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

Section 1. That, the provisions of a Water Purchase Contract, attached hereto as Exhibit A and by reference made a part hereof, between the City of Napoleon, Ohio and the Village of Holgate, Ohio which provides that the City will furnish and sell water to the Village, is hereby approved.

Section 2. That, the City Manager is authorized and directed to execute and deliver said Water Purchase Contract in the name of and on behalf of the City of Napoleon, such instrument to include any other necessary or advisable provisions as determined by the City Manager and as approved by the City Law Director.

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

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

Section 5. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time because the addition of Holgate would provide additional water users and income for the City; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time

permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for the commencement of the project to begin at the earliest possible time, and for further reasons as stated in the Preamble hereof.

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 017-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2024; & 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.

Mikayla Ramirez, Clerk of Council

WATER PURCHASE CONTRACT

This contract for the sale and purchase of water is entered into as of the _____ day of _____, 2024, between the CITY OF NAPOLEON, OHIO, 255 W. Riverview Avenue, Napoleon, Ohio 43545, hereinafter referred to as the “Seller” and the VILLAGE OF HOLGATE, OHIO, 327 Railway Ave, Holgate, OH 43527, hereinafter referred to as the “Purchaser”. When referencing both the Seller and the Purchaser together, they shall be referred to as the “Parties”.

WITNESSETH:

Whereas, the Purchaser is organized and established under the provisions of the Ohio Revised Code, for the purpose of constructing and operating a water supply distribution system serving water users within the area described in plans now on file in the Office of the Purchaser and to accomplish this purpose, the Purchaser will require a supply of treated water; and,

Whereas, the Seller owns and operates a water supply distribution system with a capacity currently capable of serving the present customers of the Seller’s system and the estimated number of water users to be served by the said Purchaser as shown in the plans of the system now on file in the Office of the Purchaser; and,

Whereas, Resolution No. _____ was enacted on the ____ day of _____, 2024, by the Seller for the sale of water to the Purchaser in accordance with the provisions of this Agreement; and,

Whereas, Resolution No. _____ was enacted on the ____ day of _____, 2024, by the Purchaser for the purchase of water from the Seller in accordance with the provisions of this Agreement.

Whereas, the In-service Date for billing purposes shall be defined as the date on which the valve is open and water flows through the meter.

Whereas, minimum charges, as specified in Section B-2(b) shall not apply until the second month following the In-service Date.

Whereas, once the In-service Date has been established, an addendum to this Contact (Addendum A) will be issued and signed by both Parties to establish the “Effective Date” referenced in C-1 (Term of Contract).

NOW THEREFORE, in consideration of the foregoing and the mutual agreements hereinafter set forth,

A. Representations of the Seller:

1. Quality and Quantity: To furnish the Purchaser at the point of delivery hereinafter specified, during the term of this contract or any renewal or extension

thereof, potable treated water meeting applicable quality standards of the Ohio Department of Health and The Ohio Environmental Protection Agency in such quantity as may be required by the Purchaser not to exceed 400,000 cubic feet per month.

2. Pressure: That water will be furnished at a reasonably constant pressure calculated at no less than 35 lbs./sq. inch. If a greater pressure than that normally available at the point of delivery is required by the Purchaser, the cost of providing such greater pressure shall be borne by the Purchaser. Emergency failures of pressure of supply due to main supply line breaks, power failure, flood, fire, and use of water to fight fire, earthquake or other catastrophe shall excuse the Seller from this provision for such reasonable period of time as may be necessary to restore service. Initially the Purchaser will use the available pressure from the Seller's water system to supply their distribution system; however, the Purchaser has the right to install a booster pump station whenever the Seller's water system is unable to supply sufficient pressure.

3. Point of Delivery: Seller shall furnish, install, operate and maintain the necessary metering equipment at the point of delivery for properly measuring the quantity of water delivered to the Purchaser and to calibrate such metering equipment as needed, but not including the meter pit. A meter registering not more than two percent (2%) above or below the test result shall be deemed to be accurate. The previous reading of any meter disclosed by test to be inaccurate shall be corrected for the six months previous to such test in accordance with the percentage of inaccuracy found by such tests. If any meter fails to register for any period, the amount of water furnished during such period shall be deemed to be the amount of water delivered in the corresponding period immediately prior to the failure, unless Seller and Purchaser shall agree upon a different amount. The metering equipment shall be read monthly. An appropriate official of the Purchaser at all reasonable times shall have access to the meter for the purpose of verifying its readings.

4. Billing Procedure: Seller to furnish the Purchaser at the above address not later than the 10th day of each month, with an itemized statement of the water furnished the Purchaser during the preceding month, unless unforeseen circumstances occur that would prohibit the ability to provide a timely statement.

B. Representations of the Purchaser:

1. Water Purchasing: To purchase water solely from the Seller so long as there is sufficient amount available for its needs.

2. Water Payment:

(a) To pay the rate of \$9.51/1,000 gallons of water, subject to increases reviewed by the Water Rate Review Commission and City of Napoleon Council approval and subject to increases already approved by the Napoleon City Council.

(b) There shall be a monthly minimal charge which shall be computed by using as a base a minimum usage of 30,000 cubic feet and multiplying this base by the charges as shown in 2 (a).

(c) Prior to any use of water line(s) constructed and installed by it, Purchaser will pass a resolution to adopt or approve rules and regulations governing the use and control of such line(s) which shall be substantially identical in substance, form, intent, and purpose to those passed by or amended by the Seller.

(d) The Purchaser shall not add any one user as a customer who will use over 120,313 cu. ft. (900,000 gallons) per month, without prior approval of the Seller. The Purchaser and Seller agree that this provision is intended to provide a review process solely for the purpose of determining whether the Seller's water system can physically support the additional demand without adversely affecting pressures or flows in the Seller's system.

The Seller reserves the right to refuse the additional request or service only in the event that:

- i) There would be an adverse impact on the Seller's water system, including, but not limited to, pressure, flow, quality, necessity for reconfiguration of water delivery point, increased meter size and testing.
- ii) The Purchaser cannot or will not provide additional measures or compensation to fully mitigate the adverse impact.

3. Point of Delivery: To furnish, install, operate and maintain at its own expense at point of delivery, the necessary materials and equipment, including the meter house or pit, valves and required devices of standard type for properly operating metering equipment. An appropriate official of the Seller at all reasonable times shall have access to the meter for the purpose of verifying its readings.

C. Representations of the Parties:

1. **Term of Contract:** The term of this contract will commence on the date shown in Addendum A, which is herein acknowledged as the "Effective Date," and shall end after a period of Thirty (30) years. After 25 years, the Purchaser may terminate the agreement, without penalty, with 180 days notice to the Seller.
2. **Water Rate Review Commission:** The Seller established a Water Rate Review Commission as a standing body that will review water rates on an as needed basis and make recommendations to City Council related to the review and establishment of water rates. The Commission shall meet with the Napoleon Board of Public Affairs and the City Council Water, Sewer, Refuse, Recycling and Litter Committee at the designated times to review items that could impact water rates. The Commission will consist of at least two (2)

members from Napoleon, appointed by City Council and one (1) member of any community (appointed by said community) that is party to a contract with the City of Napoleon for purchasing water. The Commission shall also review contracts for any communities that would enter into contracts with the City of Napoleon Water System and would have a seat on the Commission to ensure that the terms and conditions of the contracts are congruent with this contract.

- 3. Failure to Deliver Water:** That the Seller will, at all times, operate and maintain its system in an efficient manner and will take such action as may be necessary to furnish the Purchaser with quantities of water required by the Purchaser. Temporary or partial failures to deliver water shall be remedied with all possible dispatch. In the event of an extended shortage of water, or the supply of water available to the Seller is otherwise diminished over an extended period of the time, the supply of water to Purchaser's consumers shall be reduced or diminished in the same ratio or proportion as the supply to Seller's consumers is reduced or diminished.
- 4. Modification of Contract:** That the provision of this contract pertaining to the schedule of rates to be paid by the Purchaser for water delivered are subject to Section B of this agreement. Other provisions to this contract may be modified or altered by written mutual agreement.
- 5. Regulatory Agencies:** That this contract is subject to such rules, regulations, or laws as may be applicable to similar agreements in this State and the Seller and purchaser will collaborate in obtaining such permits, certificates, or the like as may be required to comply therewith.
- 6. Miscellaneous:** That the construction of the water supply distribution system by the Purchaser may be financed by a loan made or insured by, and/or a grant from the United States of America, acting through the Farmers Home Administration of the United States Department of Agriculture, and the provisions hereof a Home Administration of the United States, and the provisions hereof pertaining to the undertakings of the Purchaser are conditioned upon the approval, in writing of the State Director of the Financing. If the Purchaser obtains alternate financing, the Purchaser certifies that it will do all necessary undertakings required by alternate lender.
- 7. Successor to the Purchaser:** That in the event any occurrence rendering the Purchaser incapable of performing under this contract, any successor of the Purchaser, whether the result of legal process, rights of assignment, or otherwise, shall succeed to the rights of the purchaser hereunder.
- 8. Operations and Maintenance Agreement:** The Parties may agree in a separate Operations and Maintenance Agreement for the Seller to take responsibility for the Operations and Maintenance of the Purchaser's water system, which may include, but is not limited to, billing, leak detection, hydrant flushing, operating a backflow program, providing a certified Operator of Record, valve exercising, asset management, Meter reading, tower inspections and maintenance, hydrant maintenance, capital improvement

planning, adopting an asset management plan and contingency plans, maintaining parts inventory for inevitable repairs and maintenance, and incorporating the water system into a GIS program. The Operations and Maintenance Agreement will detail the costs associated with operating and maintaining the Purchaser's water system.

- 9. Purchaser Termination:** Purchaser shall notify the Seller in writing of the Purchaser's desire to terminate the Agreement. The Agreement shall terminate after 180 days of the notice of termination. Purchaser shall pay a fee in the amount equal to the previous 24 months of water purchases starting from the date of the receipt of the notice of termination if the Purchaser decides to terminate the contract effective prior to the contract expiration date. The fee is justified to maintain the long-term financial stability of the water system. Purchaser agrees to pay the full cost of any work needed to disconnect from the Seller's water system connection point at the time of termination. The aforementioned fee shall not be imposed in the event Purchaser exercises its right not to renew the contract after 25 years (per Section C-1).

IN WITNESS WHEREOF, the parties hereto, acting under authority of their respective governing bodies, have caused this contract to be duly executed in four counterparts, each of which shall constitute an original.

SELLER:

The City of Napoleon, Ohio

By: _____
J. Andrew Small, City Manager

Attest:

Mikayla Ramirez, Clerk of Council

Approved as to Form:

Billy Harmon, Law Director

PURCHASER:

The Village of Holgate, Ohio

By: _____
Elva Posadas-Wyandt, Mayor

Attest:

Clerk

Approved as to Form:

Village Solicitor

ADDENDUM A

This document establishes the “Effective Date” as _____
for the Term of Contract specified in section C-1 of the Water Contract between the Seller, CITY
OF NAPOLEON, OHIO and the Buyer, VILLAGE OF HOLGATE, OHIO.

IN WITNESS WHEREOF, the parties hereto, acting under authority of their respective
governing bodies, have caused this Addendum to be duly executed in four counterparts, each of
which shall constitute an original.

SELLER:

The City of Napoleon, Ohio

By: _____
J. Andrew Small, City Manager

Attest:

Mikayla Ramirez, Clerk of Council

Approved as to Form:

Billy Harmon, Law Director

PURCHASER:

The Village of Holgate, Ohio

By: _____
Elva Posadas-Wyandt, Mayor

Attest:

Clerk

Approved as to Form:

Village Solicitor



NAPOLEON POWER & LIGHT

TRUST. STRENGTH. COMMUNITY.

1775 INDUSTRIAL DRIVE, PO Box 151

NAPOLEON, OH 43545

PHONE: (419) 599-1891 FAX: (419) 875-3100

MEMORANDUM

TO: J Andrew Small, City Manager

FROM: Greg Kuhlman, Electric Superintendent

SUBJECT: Enterprise Substation Upgrade Project

DATE: June 24, 2024

CC: Mayor & City Council
Kevin Garringer, City Finance Director
Mike Dietrich, Distribution Services Supervisor

The City of Napoleon's Electrical Department requests approval to bid materials and engineering specifications for the Enterprise Substation Upgrade project. This project consists of upgrading the transformer, switch gear, and control house at Enterprise Substation which was built in 1974.

Napoleon Power Light
One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
Bid Form

THE UNDERSIGNED RESPONDENT, having familiarized himself with the work required by the Contract Documents, the site where the work is to be performed, local labor conditions, and all laws, regulations and other factors affecting performance of the work and having satisfied themselves of the expense and difficulties attending performance of the work.			
HEREBY PROPOSES and agrees, if this bid is accepted, to enter into agreement to perform all work, including the assumption of all obligations, duties and responsibilities necessary to the successful completion of the Contract and the furnishing of all materials and equipment required to be incorporated in and form a permanent part of the work; tools, equipment, supplies, transportation, facilities, labor, superintendence and services required to perform the work; all as indicated or specified in the Contract Documents to be performed or furnished by the RESPONDENT as follows:			
Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Pricing (USD)	Specified	Bidder To Fill In Data And Answer Yes or No
1	Total Lump Sum Price For Transformer #1, Including Factory Testing		
2	Total Lump Sum Price For Delivery of Transformer #1 To Point of Delivery		
3	Total Lump Sum Price For Off Loading Transformer #1 and Setting On Pad		
4	Total Lump Sum Price For Transformer #1 Installation & Field Service		
5	Are Required Spare Parts For Transformer #1 Included In the Transformer Price?		Yes/No
6	Price Adder for Required Spare Parts For Transformer #1 if Not Included in Transformer Price		
7	Lump Sum Firm Price For Transformer #1 including required spare parts, delivery, installation on pad, assembly, vacuum filling, and final acceptance testing per the specifications		
8	Total Lump Sum Price Reduction Per Transformer (Each) to Not Perform Noise Test Per Specification		
9	Is a price list provided for MANUFACTURER's recommended spare parts?	Required	Yes/No
	Delivery and Drawings	Specified	
10	Delivery Date	March 1, 2027	
11	Delivery Notes	If the desired delivery date in the Data Form cannot be met it will not disqualify the bid. NPL encourages submitting a proposal with the delivery date that the MANUFACTURER can meet.	
12	Number of Weeks To Provide Outline Approval Drawings	Twelve Weeks After Date on Purchase Order	
13	Number of Weeks To Provide Remaining Approval Drawings	Sixteen Weeks After Date on Purchase Order	
	Warranty	Specified	Bidder To Fill In Data And Answer Yes or No
14	Is Five Year Warranty Being Provided?	Required	Yes/No
15	Does Warranty Include the Entire Transformer Including all Auxiliary Equipment And Third Party Supplied Equipment Such as Bushings, Arresters, ETM, Etc.?)	Required	Yes/No
16	If No, what is excluded and what is the length of the warranty on these parts?		
17	Are In and Out Charges Included in the Warranty?	Required	Yes/No
18	If so, what is the term of the In and Out coverage?	5 Years	
19	If so, what is the cap for the In and Out coverage?		
20	Is a copy of the Manufacturer's Warranty Provided?	Required	Yes/No
21	Price Adder Per Transformer For Full Inclusive Warranty Per Specification Requirements		

Napoleon Power Light
 One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
 Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	General	Specified	Bidder To Fill In Data And Answer Yes, No, or Not Applicable
22	The information requested in the specifications with “ PROVIDE IN PROPOSAL ” shall be submitted with bid		Yes/No
23	Location of Manufacturing Plant		
24	Note: The manufacturing location cannot change without written permission from PURCHASER.		
25	Are Customers Allowed Into The Factory?		Yes/No
26	Altitude of Manufacturing Plant (feet above sea level)		
27	Location of Sales Personnel		
28	Location of Service Personnel		
29	Is a Preliminary Production Schedule Provided?	Required	Yes/No
30	Preliminary Outline Drawing Number (Furnish With Proposal)	Required	Yes/No
31	Are tank welds located within 6 inches of the corners?		Yes/No
32	If Yes, is documentation provided to demonstrate equivalent strength of not meeting this requirement?		Yes/No/Not Applicable
33	Is documentation provided meeting the specification requirements that the transformer has sufficient mechanical strength to withstand through faults?	Required	Yes/No
34	Are any design and material changes being used that do not have demonstrated performance? If so, what are these and is sufficient documentation provided for NPL's review and approval?		Yes/No
35	What method is used to dry the transformer?		
36	List all Special Tools for Installation & Maintenance		
	Overall Dimension, Inches	Specified	Bidder To Fill In Data
37	Height		
38	Width		
39	Depth		
40	Height Over Top of Tank to Remove Bushings		
41	Width Base		
42	Depth Base		
43	Accuracy of all Dimensions		
	Approximate Weight, Pounds	Specified	Bidder To Fill In Data
44	Core and Coils		
45	Tank and Fittings		
46	Oil		
47	Total Assembled, with Oil		
48	Accuracy of all Weights		

Napoleon Power Light
 One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
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Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Physical Characteristics	Specified	Bidder To Fill In Data And Answer Yes or No
49	Exterior Paint Finish Coat Color	ANSI #70 Gray	
50	Will Main Tank be Supplied with Rescue Manhole?	Required	Yes/No
51	Number of Phases	3	
52	Frequency	60	
53	Number of Windings	Two	
54	Maximum Elevation for operation	3,300 feet	
55	Maximum Altitude For Continuous MVA Ratings	3,300 feet	
56	Ambient Temperature range (Max and Min) for operation	-32 Degrees C to +45 Degrees C	
57	Core and Coil Cold Start Temperature	-32 Degrees C ambient with Core and Coils at -32 Degrees C	
58	Which segment is the LTC located?	Not Specified	
59	Which segment is the Control Cabinet located?	Not Specified	
	Transformer Ratings, Performance, and Configuration	Specified	Bidder To Fill In Data
60	Nominal Voltage Rating - High Side	69kV	
61	Nominal Voltage Rating - Low Side	12.47kV	
62	Winding Connection - High Side	Delta	
63	Winding Connection - Low Side	Grounded Wye	
64	Phase Relationship (LV/HV)	Low Side Lags High Side by 30 Degrees with a 'Dyn1' configuration	
65	Cooling Class	ONAN/ONAF/ONAF	
	Transformer Continuous MVA Rating at 65 Degrees C Rise	Specified	Bidder To Fill In Data
66	69kV High Side Windings	20.0/26.7/33.3	
67	12.47kV Low Side Windings	20.0/26.7/33.3	
	Transformer Winding - BIL	Specified	Bidder To Fill In Data
68	69kV High Side Windings	350kV	
69	12.47kV Low Side Windings	110kV	
70	X0 Neutral Low Voltage Winding	110kV	
	Transformer Winding - BSL	Specified	Bidder To Fill In Data
71	69kV High Side Windings	291kV	
72	12.47kV Low Side Windings	92kV	
	Transformer Positive Sequence Impedance at Nameplate 65 Degrees C ONAN Rating, in Percent	Specified	Bidder To Fill In Data And Answer Yes or No
73	69kV HV to LV Impedance at 69/12.47kV (LTC "N") at 20 MVA Base Rating	9.50%	
74	Is the reduced tolerance from proposed impedance to tested impedance acknowledged?	Per These Specifications (Tighter Tolerance)	Yes/No
75	HV to LV Maximum Impedance at 20 MVA Base Rating		
76	DETC Position For Maximum Z		
77	LTC Position For Maximum Z		
78	HV to LV Minimum Impedance at 20 MVA Base Rating		
79	DETC Position For Minimum Z		
80	LTC Position For Minimum Z		
	Zero Sequence Impedance at Nameplate 65 Degrees C ONAN Rating, in Percent	Specified	Bidder To Fill In Data
81	High Voltage to Low Voltage at 20 MVA Base Rating	Per IEEE Standards	

Napoleon Power Light
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Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Transformer Overexcitation	Specified	Bidder To Fill In Data
82	Maximum sustained output voltage at no load without gassing or exceeding guaranteed temperatures	110%	
83	Maximum sustained output voltage at full load without gassing or exceeding guaranteed temperatures. The load power factor shall be 80% lagging, but the input voltage can be limited to 110%.	105%	
	Transformer Harmonic Distortion	Specified	Bidder To Fill In Data
84	Maximum Total Harmonic Distortion	5%	
	Guaranteed Temperature Rises at Maximum 65 Degrees C Nameplate Rating	Specified	Bidder To Fill In Data
85	Maximum Average Winding Rise	65 Degrees C	
86	Maximum Top Oil Rise	65 Degrees C	
87	Maximum Hot Spot Rise	80 Degrees C	
	Transformer Calculated Temperature Rises at Maximum 65 Degrees C Nameplate Rating	Specified	Bidder To Fill In Data
88	Maximum Average Winding Rise	Calculated Value Requested	
89	Maximum Top Oil Rise	Calculated Value Requested	
90	Maximum Hot Spot Rise	Calculated Value Requested	
	Transformer Losses - Guaranteed (in kW)	Specified	Bidder To Fill In Data
91	No-Load (Ref. Temp. 20° C) at LTC 1R		
92	69/12.47kV Load Losses at 65 Degrees C 20 MVA ONAN Rating		
93	Total Auxiliary Losses at Maximum Rating		
94	Maximum Total Measurement Error for No Load Losses		
95	Maximum Total Measurement Error for Load Losses		
	Transformer Losses - Not Guaranteed (in kW)	Specified	Bidder To Fill In Data
96	No-Load (Ref. Temp. 20° C) at LTC N		
97	69/12.47kV Load Losses at 65 Degrees C 33.3 MVA ONAF/ONAF Rating		
98	Auxiliary Losses 1st Stage Cooling		
99	Auxiliary Losses (no cooling)		
	Transformer Guaranteed Efficiency at Percent of Maximum 33.3 MVA 65 Degrees C Rating , in Percent	Specified	Bidder To Fill In Data
100	100 Percent Rated Load		
101	75 Percent Of Maximum Rating		
102	50 Percent Of Maximum Rating		
103	25 Percent Of Maximum Rating		
	Transformer Voltage Regulation at Maximum 33.3 MVA 65 Degrees C Rating, in Percent	Specified	Bidder To Fill In Data
104	100 Percent Power Factor		
105	90 Percent Lagging Power Factor		
106	80 Percent Lagging Power Factor		
	Regulation based on the following at the 20 MVA 65 Degrees C base rating at the transformer operating temperature	Specified	Bidder To Fill In Data
107	X %		
108	R %		
109	X/R Ratio		

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	Exciting Current in Percent of Self Cooled 20 MVA 65 Degrees C (ONAN) Rated Load Current at:	Specified	Bidder To Fill In Data
110	110 Percent Rated Voltage		
111	100 Percent Rated Voltage		
112	90 Percent Rated Voltage		
	Guaranteed Maximum Sound Level at 105% Excitation	Specified	Bidder To Fill In Data
113	ONAN Rating at 1 foot	69 dBA at 1 foot, 105% excitation, and highest flux density DETC and LTC Taps with the LTC in a bridging position if a preventative autotransformer is provided.	
114	ONAF/ONAF Rating at 3 feet	72 dBA at 3 feet, 105% excitation, and highest flux density (loudest) DETC and LTC Taps with the LTC in a bridging position if a preventative autotransformer is provided.	
	Estimated Maximum Sound Level at 105% Excitation	Specified	Bidder To Fill In Data
115	ONAN Rating at 1 foot	Calculated Value Requested	
116	ONAF/ONAF Rating at 3 feet	Calculated Value Requested	
	Oil and Oil Preservation Equipment	Specified	Bidder To Fill In Data And Answer Yes or No
117	Proposed Insulating Fluid (Supplier, Type, & Cut Sheet)	Ergon HyVolt II NG or NPL Approved Equal	
118	Are Minimum Characteristics for Insulating Fluid Included?	Required	Yes/No
119	Type of Oil Preservation System	Inert Gas Pressure System	
120	What Nitrogen System is Being Provided (Supplier, Type), If Applicable	Constant Pressure System	
	Winding Type (Helical, Disc, Etc.)	Specified	Bidder To Fill In Data
121	High Voltage		
122	Low Voltage		
123	LTC Regulating		
124	LTC Preventative Auto (PA)		
125	LTC Series (Booster), If Required		
	Winding Insulation - High Voltage	Specified	Bidder To Fill In Data And Answer Yes or No
126	Manufacturer/Type		
127	Minimum Thickness		
128	Graded Winding?		Yes/No
129	Volts per Turn		
130	Description of Insulation System (Attached if necessary)		
	Winding Insulation - Low Voltage	Specified	Bidder To Fill In Data And Answer Yes or No
131	Manufacturer/Type		
132	Minimum Thickness		
133	Graded Winding?		Yes/No
134	Volts per Turn		
135	Description of Insulation System (Attached if necessary)		
	Winding Insulation - LTC Regulating	Specified	Bidder To Fill In Data And Answer Yes or No
136	Manufacturer/Type		
137	Minimum Thickness		
138	Graded Winding?		Yes/No
139	Volts per Turn		
140	Description of Insulation System (Attached if necessary)		

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	Winding Insulation - LTC Preventative Auto	Specified	Bidder To Fill In Data And Answer Yes or No
141	Manufacturer/Type		
142	Minimum Thickness		
143	Graded Winding?		Yes/No
144	Volts per Turn		
145	Description of Insulation System (Attached if necessary)		
	Winding Insulation - LTC Series (Booster), If Required	Specified	Bidder To Fill In Data And Answer Yes or No
146	Manufacturer/Type		
147	Minimum Thickness		
148	Graded Winding?		Yes/No
149	Volts per Turn		
150	Description of Insulation System (Attached if necessary)		
	Internal Arresters, Non-Linear Resistors, or Reactors	Specified	Bidder To Fill In Data And Answer Yes or No
151	Are internal arresters or non-linear resistors proposed to limit transient over voltages?		Yes/No
152	If so, is the required justification as outlined in the specifications provided?		Yes/No
153	Are internal reactors being used to increase impedance?	Not Allowed	Yes/No
	Core	Specified	Bidder To Fill In Data And Answer Yes, No, or Not Applicable
154	Core Type	3 Legged Core Form	
155	Core Steel Type - Main	See Specifications	
156	Core Steel Type - Preventative Auto (PA)	See Specifications	
157	Core Steel Type - Series (Booster)	See Specifications	
158	Include brief description of transformer construction - Include core design and material, main coil design, and method of clamping coil. (Attach if necessary)		
159	What is the Manufacture's maximum allowed core gap?		
160	If it is greater than 1/8" is the documentation provided to justify not meeting this requirement?		Yes/No/Not Applicable
161	What is the minimum winding clamping pressure?	6 N/mm ²	
162	What is the core induction at nominal voltage and nominal taps?	1.72 Tesla	
163	What is the maximum core induction for all tap positions at the maximum excitation condition?	1.93 Tesla	
	DETC Equipment	Specified	Bidder To Fill In Data And Answer Yes or No
164	Is a DETC Being Provided?	Required	Yes/No
165	Manufacturer/Model Number		
166	DETC Location	69kV Winding	
167	DETC Taps	5 taps, two 2 1/2% above and two 2 1/2% below the nominal voltage rating: 70,450; 70,725; 69,000; 67,275; 65,550	
168	Is the DETC Proposed Maintenance Free?	Required	Yes/No
	LTC Equipment	Specified	Bidder To Fill In Data And Answer Yes or No
169	Is an LTC Being Provided?	Required	Yes/No
170	Manufacturer/Model Number	Reinhausen RMV-II	
171	Is this a Vacuum LTC?	Required	Yes/No
172	Nominal Voltage Rating (Neutral Position) at 12.47kV	12.47kV	
173	Range at 12.47kV (+/- %)	+/-10%	
174	Change Per Step at 12.47kV	5/8%	
175	Number of Steps at 12.47kV	+/-16	

Napoleon Power Light
One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
176	Load Tap Changer Location (What Winding?)	Low Side 12.47kV	
177	LTC Constant MVA or Constant Current Below Neutral	Constant Current	
178	Is the LTC a Variable Flux Design?	No	Yes/No
179	If variable flux design, is an LTC voltage table provided for each tap with the percent change per step provided?	Not Applicable	
180	Is there a Preventative Auto?		Yes/No
181	Is there a Series Transformer?		Yes/No
182	Is an Artic Breather being provided?		Yes/No
183	Regulating Relay (Mfgr./Cat. #)	Beckwith M-2001D-6L4S20F0D00 with an M2067B adapter plate	
184	LTC Backup Relay (Mfgr/Cat. #)	Beckwith M-0329B	
185	LTC Control Voltage Rating	120 VAC	
186	LTC Motor Voltage Rating	200-230 VAC	
187	Is LTC Terminal Board Rated for Full Main Tank Vacuum When LTC Compartment is Empty of Oil?	Required	Yes/No
188	Is Tubing for LTC Dehydrating Breather Copper or Stainless?	Required	Yes/No
189	Will the LTC Dehydrating Breather Operate Properly with the minimum ambient temperature specified?	Required	Yes/No
190	LTC Current Aux Relay (5.0/.02 Amps) (Mfgr./Cat. #)	Beckwith M-0169A	
	Radiators	Specified	Bidder To Fill In Data
191	Number of Radiators per Bank		
192	Number of Radiator Banks		
	Fan Data	Specified	Bidder To Fill In Data
193	Manufacturer/Model Number		
194	Number per Radiator Bank		
195	Total Number of Fans		
196	Horsepower		
197	Voltage Rating		
198	Number of Phases		
199	Full Load Current, Amperes		
200	Locked Rotor Current (LRA), Amperes		
	Bushings - High Voltage	Specified	Bidder To Fill In Data And Answer Yes or No
201	Bushing Manufacturer	Hitachi (ABB)	
202	Bushing Style (Cat) Number Being Provided	069Z0412AN	
203	Location	Segment 3	
204	BIL	69kV	
205	Voltage Class	350kV	
206	BIL	400 amps	
207	Creep Distance		
208	Strike Distance		
209	Draw Lead or Bottom Connected?	Draw Lead	
210	Bushing Stud Connectors included?	Required	Yes/No

Napoleon Power Light
 One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
 Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Bushings - Low Voltage	Specified	Bidder To Fill In Data And Answer Yes or No
211	Bushing Manufacturer	Hitachi (ABB)	
212	Bushing Style (Cat) Number Being Provided	025W2000BE	
213	Location	Segment 1	
214	Voltage Class	25kV	
215	BIL	150kV	
216	Current Rating	2000 amps	
217	Creep Distance		
218	Strike Distance		
219	Draw Lead or Bottom Connected?	Bottom Connected	
220	Bushing Stud Connectors included?	Required	Yes/No
	Bushing - X0 Neutral	Specified	Bidder To Fill In Data And Answer Yes or No
221	Bushing Manufacturer	Hitachi (ABB)	
222	Bushing Style (Cat) Number Being Provided	025W2000BE	
223	Location	Segment 1	
224	Voltage Class	25kV	
225	BIL	150kV	
226	Current Rating	2000 amps	
227	Creep Distance		
228	Strike Distance		
229	Draw Lead or Bottom Connected?	Bottom Connected	
230	Bushing Stud Connectors included?	Required	Yes/No
	Bushing Centerline Spacing in Inches	Specified	Bidder To Fill In Data
231	Center - to - Center - High Side	53 Inches Minimum	
232	Center - to - Center - Low Side	24 Inches Minimum	
	Surge Arresters - High Side	Specified	Bidder To Fill In Data
233	Arrester Manufacturer	Hubbell (Ohio Brass)	
234	Arrester Style (Cat) Number	SVN060GA048	
235	MCOV Rating	48kV	
236	Duty Cycle	60kV	
237	Energy Rating	11kJ/kV-MCOV - Class F	
238	Current Rating	65kA	
239	Strike Distance		
240	Leakage Length		
241	Cantilever Strength		
	Surge Arresters - Low Side	Specified	Bidder To Fill In Data
242	Arrester Manufacturer	Hubbell (Ohio Brass)	
243	Arrester Style (Cat) Number	EVP000900	
244	MCOV Rating	8.4kV	
245	Duty Cycle	10kV	
246	Energy Rating	9kJ/kV-MCOV - Class E	
247	Current Rating	63kA	
248	Strike Distance		
249	Leakage Length		
250	Cantilever Strength		

Napoleon Power Light
One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Temperature Gauges	Specified	Bidder To Answer Yes or No
251	Is a Main Tank Top Oil Temperature Gauge Being Provided?	Required	Yes/No
252	Is a Hot Spot Temperature Gauge Being Provided?	Yes, X2 Bushing	Yes/No
253	Is a LTC Temperature Gauge Being Provided?	Required	Yes/No
	Transformer Bushing Current Transformers - High Voltage - Include Ratio, Accuracy, and Thermal Rating	Specified	Bidder To Fill In Data
254	H1, H2, H3	2 CT's Per Phase (2 Sets) – Outer and Inner 1200/5 multi-ratio with ANSI Standard taps C800, TRF=2.0	
	Bushing Current Transformers - Low Voltage - Include Ratio, Accuracy, and Thermal Rating	Specified	Bidder To Fill In Data
255	X1, X2, X3	3 CT's Per Phase (3 Sets) – Outer and Middle 2000/5 multi-ratio with ANSI Standard taps C800, Middle Inner 1500/5 single ratio C200 Min for ETM, TRF=2.0	
256	X1 (LDC)	1 CT – Inner 1500/5 single ratio C200 Min, TRF=2.0	
257	X2	1 CT - Inner Hot Spot Gauge C200 Min - Ratio Set by MANUFACTURER, TRF=2.0	
	Bushing Current Transformers - X0 Neutral - Include Ratio, Accuracy, and Thermal Rating	Specified	Bidder To Fill In Data
258	X0	1 CT – Neutral Current 1200/5 multi-ratio with ANSI Standard taps C800, TRF=2.0	
	Additional Physical Characteristics	Specified	Bidder To Fill In Data
259	CT wire Type (Inside Tank To Control Cabinet)	ETFE/FEP 150 Deg C rated	
260	Control wire Type	Flame resistant, oil resistant, heat resistant, and moisture resistant and can withstand the ambient temperatures specified.	
	Equipment Descriptions	Specified	Bidder To Fill In Data
261	Description of Electronic Temperature Monitor (including manufacturer and model number, number of sensors, output contact set-points, number of output contacts, etc.).	Qualitrol ITM509-200 (Preliminary)	
262	Description of I/O and/or Automation/Communication Devices	SEL-241121ADADADA1A1430 with 125 VDC power supply and control voltage (Preliminary)	
263	Description of DGA Monitor	Not Applicable	
	Shipping and Installation Information:	Specified	Bidder To Fill In Data And Answer Yes or No
264	Method for Shipping Transformer		
265	Method for Shipping Accessories		
266	Total Gallons of Oil		
267	Method of Oil Shipment		
268	Quantity of Oil Shipped Separate from Tank, Gallons		
269	Dimensions And Weight of Largest Shipping Piece		
270	Height, Inches		
271	Width, Inches		
272	Depth, Inches		
273	Weight, pounds		
274	Total Shipping Weight		
275	Items Requiring Field Assembly		
276	Is field vacuum filling required?		Yes/No
277	Recommended Minimum Space Between Transformer and Adjacent Wall, inches		

Napoleon Power Light
 One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
 Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Will the following be performed per specifications? If no, provide clear detailed exceptions and clarifications or Bid could be rejected for not being responsive.	Bidder To Fill In Data	Bidder To Answer Yes or No
278	Virtual Monitoring		Yes/No
279	Design Review		Yes/No
280	Observations		Yes/No
281	Factory Acceptance Testing		Yes/No
282	Shipping Requirements		Yes/No
283	Unloading		Yes/No
284	Where the site restrictions and notes, if any, stated in the Data Form included in the quotation for unloading each transformer and moving it to its pad?		Yes/No
285	Transformer Vacuum Filling in the Field		Yes/No
286	Vacuum Processing in the Field - Will Hot Oil Circulation and Leak Down (Leak Up) Processes be Used Per Specification Requirements to Verify Insulation Moisture Content?		Yes/No
287	Transformer Vacuum Processing in the Field - Will Insulation Moisture Content be Less Than 0.5% Per Specification Requirements?		Yes/No
288	Field Testing		Yes/No
289	If required to validate warranty or required in the Data Form, is the cost of the on-site MANUFACTURER's representative included in the purchase price of the transformer?	Required	Yes/No
	Dimensions and Weight of Largest Shipping Piece:	Specified	Bidder To Fill In Data
290	Height, inches		
291	Width, inches		
292	Depth, inches		
293	Weight, pounds		
	Maximum Shipping Withstand Forces in "g"	Specified	Bidder To Fill In Data
294	Longitudinal	Design Value Requested	
295	Vertical	Design Value Requested	
296	Transverse	Design Value Requested	
	Subcontractors	Specified	Bidder To Fill In Data And Answer Yes or No
297	Will any subcontractors be used for unloading, delivery, acceptance testing, assembly, vacuum filling, or final acceptance testing?		Yes/No
298	If so, list all subcontractors and describe their tasks		

Napoleon Power Light
 One (1) 69/12.47kV, 20.0/26.7/33.3 MVA Transformer with LTC
 Bid Form

Item #	Description	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC	69/12.47kV, 20.0/26.7/33.3 MVA Power Transformer with LTC
	Clarifications and Exceptions	Specified	Bidder To Fill In Variations And Exceptions
299	The following list states any and all variations from and exceptions to the requirements of the Contract Documents and that otherwise it is the intent that the work will be performed strictly in accordance therewith. If no exceptions are taken, state "NONE". (Note: Use separate page, if necessary). If left blank, "NONE" will be recorded. When attaching standard literature like field service processes, factory testing, etc. clearly state on each attachment that the attachment is not an exception to these specifications. If this is not followed, it may be assumed that the attachment is an exception and/or a clarification. Specifically state all exceptions and clarifications to prevent confusion and misevaluation of your bid.		
	Acknowledgements and Signature	Bidder To Fill In Data And Answer Yes or No	
300	THE UNDERSIGNED hereby agrees to furnish the required bonds, if requested, at an additional cost and to enter into a Contract within 10 days from and after the acceptance of this bid and further agrees to complete the entire work covered by this bid in accordance with the schedule milestones in the Contract Documents. For every day the Notice of Award is delayed, the completion date will be adjusted the same.	Yes/No	
301	THE UNDERSIGNED hereby agrees that the Contract will be subject to liquidated damages in accordance with the General Conditions.	Yes/No	
302	THE UNDERSIGNED understands that the right is reserved to reject any and all bids.	Yes/No	
303	THE UNDERSIGNED is prepared to submit a financial statement on request.	Yes/No	
304	THE UNDERSIGNED acknowledges receipt of Addenda (List Each One)		
305	By (Printed Name)		
306	Title		
307	Date		
308	Telephone Number		
309	Contact Person		

05/30/2024

NAPOLEON POWER & LIGHT

ENTERPRISE SUBSTATION *075 OUTDOOR METAL CLAD SWITCHGEAR*

PROJECT NUMBER:
0236070

PROJECT CONTACT:
GARY DONOFRIO, P.E.

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**TECHNICAL REQUIREMENTS
SPECIFICATION NO. OMCS-01
OUTDOOR METAL CLAD SWITCHGEAR**

1. SCOPE

This Specification defines metal clad switchgear to be designed and manufactured for installation and satisfactory operation outdoors under the conditions set forth below. The switchgear furnished under these specifications must be in accordance with all the requirements of applicable ANSI, NEMA, and IEEE standards. All materials and devices must be in accordance with the applicable requirements of the Federal "Occupational Safety and Health Standards".

2. RATINGS

Refer to the Data Sheets in Appendix A.

3. SERVICE CONDITIONS

3.1 Seismic Forces

The seismic forces to which the CMU may be subjected to are defined by the site's latitude and longitude and the latest U.S. Geologic Survey MCE maps of the United States. The CMU vendor and Contractor must confirm the site specific seismic force for their design. The site specific earthquake acceleration is determined by the procedures delineated in ASCE7-16 as calculated in the ATC Hazard Tool.

Site MCE:

- a. Latitude: 41°24'39.76"N
- b. Longitude: 84° 5'47.47"W
- c. Risk Category: III
- d. Site Class: C
- e. Ss: 0.158
- f. S1: 0.054

3.2 Site Specific Conditions

3.2.1 The switchgear will be installed outdoors on a 12.47kV system.

3.2.2 Ambient temperature range surrounding the enclosure of the switchgear: -30° C to +40°C

3.2.3 Altitude: 700ft above sea level.

3.2.4 The switchgear defined by this Specification will be installed at the Enterprise Substation in Napoleon, Ohio.

4. DESIGN & CONSTRUCTION

4.1 General Arrangement

Each switchgear assembly must be a complete, separate unit and must consist of the equipment indicated herein, arranged as shown on the Specification Drawings, Panel Arrangements, Bills of Material, and Nameplate Schedules.

**TECHNICAL REQUIREMENTS
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OUTDOOR METAL CLAD SWITCHGEAR**

4.1.1 Type

The switchgear assembly must be arc-resistant IEEE Type 2B, outdoor single-row weatherproof and dustproof walk-in with operating and maintenance aisle.

The switchgear and termination cabinet shall be enclosed in a weatherproof enclosure(s) with the following features:

- a. The switchgear exterior shall be two hour fireproof rated, including the roof and excluding the cubicle rear draw outside
- b. Two (2) weatherproof double doors, one at each end of enclosure
- c. Shuttered, screened, and filtered ventilation opening may be integrated into the HVAC system.
- d. Interior lighting, with switches at all doors
- e. Convenience outlets
- f. Exterior lighting
- g. HVAC system(s)
- h. AC and DC loadcenters

4.2 Construction Requirements

- 4.2.1 The switchgear must consist of circuit breaker cubicles, auxiliary cubicles, bus, etc., arranged to form a rigid, self-supporting, completely metal-enclosed structure providing two thicknesses of painted steel between breaker compartments. Each cubicle must be segregated by sheet steel into compartments to house the various components per ANSI/IEEE C37.20.2. Minimum steel thickness for the entire structure must be 11 gauge. All steel sheets must be hot-rolled, pickled, and oiled material.
- 4.2.2 The switchgear must be suitable for installation on concrete pier foundations.
- 4.2.3 The switchgear shall utilize an enclosure designated per Appendix A of ANSI/IEEE C37.20.2. The enclosure shall be Category B, intended for use in installations not subject to deliberate unauthorized acts by members of the unsupervised general public or other unauthorized personnel primarily to provide a degree of protection to unauthorized and untrained personnel against incidental contact with enclosed equipment.
- 4.2.4 The draw-out side of each cubicle must be covered by formed hinged doors equipped with yellow zinc plated steel hinges and door latches. Circuit breakers must be installed "single-high", and they must be installed in the lower portion of the cubicle and separate doors must be provided for the lower and upper portions of the cubicle. These doors must have 90-degree flanges which overlap with the door openings. Doors must contain the specified control devices, relays, meters, and instruments as shown on the Specification Drawings. When the breaker is moved from the connected position, all high voltage parts must be covered with 11 gauge grounded metal barriers or phenolic barriers. Positive-acting stops must

**TECHNICAL REQUIREMENTS
SPECIFICATION NO. OMCS-01
OUTDOOR METAL CLAD SWITCHGEAR**

be provided to hold draw-out-side doors in the open position, and provisions must be made for padlocking in the closed position.

- 4.2.5 Interior auxiliary panels, if requiring rear access must be mounted on yellow zinc plated steel hinges, must latch into the closed position, and must include a handle to latch and unlatch the panel and assist in swinging it out. When any such interior auxiliary panel is open, there must be no exposed high-voltage parts.
- 4.2.6 Door and auxiliary panels must allow for devices to be mounted over the full height of the panels while providing for the panel to be closed with any interior circuit breaker in disconnect or the test positions. Such panels must be adequately braced with cross members to ensure rigidity and must be provided with necessary guards to protect devices mounted on the panel from circuit breakers during cubicle entry and withdrawal and from any voltage transformer or associated fuse carriages during operation of draw-out or tilt-out carriages to disconnect the transformer(s).
- 4.2.7 The cable-exit side of each cubicle must be covered by formed hinged door(s) equipped with yellow zinc plated steel hinges and door latches. All doors must have 90-degree flanges which overlap the door openings. Positive acting stops must be provided to hold all cable-exit-side doors in the open position and provisions must be made for padlocking in the closed position.
- 4.2.8 Switchgear must include all necessary mounting hardware (angle clips, beveled washers, etc.) necessary to properly secure the switchgear to Owner-furnished anchor bolts.
- 4.2.9 The enclosure coating system must comply with the requirements of ANSI C37.20.2, except that a minimum of a prime coat and a finish coat of paint must be applied after phosphatizing. Internal and external surfaces must have at least two (2) coats of paint. Color must be ANSI No. 70 Sky Gray.
- 4.2.10 For outdoor installations, bottom rails of appropriately sized channels or I beams suitably protected from corrosion with mastic coating must be installed on the base of the switchgear assembly to unify the cubicles to span the concrete pier foundations.
- 4.2.11 The switchgear must include a roof with provisions to prevent the entrance of water between the walls of adjacent cubicles. The roof must be sloped to prevent accumulation of standing water and to direct water away from operating areas, aisle doors, and roof seams.
- 4.2.12 The enclosure coating system must comply with the requirements of ANSI C37.20.2, except that a minimum of a prime coat and a finish coat of paint must be applied after phosphatizing. Color must be ANSI No. 70 Sky Gray. When electrostatically applied epoxy powder paint is applied, only a phosphatizing procedure is required before applying the finish coat.

**TECHNICAL REQUIREMENTS
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OUTDOOR METAL CLAD SWITCHGEAR**

- 4.2.13 Each cubicle must be equipped with sufficient pre-wired thermostatically controlled electric heaters located and sized to prevent moisture condensation and suitable for use with the specified heater voltage in Appendix A below. Space heaters must be capable of maintaining at least 65° F at all times. Thermostats for space heaters must be adjustable with manual shut-off. Heaters must be located to preclude damage to any other component.
- 4.2.14 Outdoor protected aisle switchgear must be enclosed in weatherproof enclosures with the following features:
- a. Two (2) weatherproof doors, one at each end of aisle
 - b. Shuttered, screened, and filtered ventilation opening. Filters are to be dry cartridge type.
 - c. Interior lighting, with switches at both doors
 - d. Convenience outlets

4.3 Circuit Breaker Cubicles and Compartments

4.3.1 Configuration

Circuit breaker cubicles must be arranged "single-high" in conformance with the Specification Drawings.

4.3.2 Partitioning

Each circuit breaker cubicle of the switchgear must be partitioned by metal sheets into the following separate compartments:

- a. Tie breaker
- b. Main bus
- c. Circuit breaker
- d. Low-voltage control
- e. Outgoing or incoming cable or bus

4.3.3 Breaker Interface Features

Circuit breaker cubicles must be constructed to accommodate the circuit breakers specified in 5.1. Interlocks must fully comply with ANSI C37.20.2, and a test position must be provided. Panels and doors must close over a circuit breaker in disconnect or the test positions with no interference with devices mounted on the panels or doors. Stationary primary disconnecting contacts must be silver-plated copper. Access to the stationary primary disconnecting contacts must be blocked by a shutter when the circuit breaker is withdrawn to the test or disconnect position or removed from its compartment. It must be possible to observe the circuit breaker mechanical position indicator and operation counter and to rack the breaker to any position with the main cubicle door closed. Breaker must be capable of rolling directly from compartment onto the floor without any special lifting devices.

**TECHNICAL REQUIREMENTS
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OUTDOOR METAL CLAD SWITCHGEAR**

4.3.4 Breaker Control

A local control switch must be provided for each circuit breaker, with red and green indicating lights. Other control devices, such as lock-out relays, local-remote switches, etc. are shown on the Specification Drawings. Two-pole low voltage, molded case circuit breaker, coordinated with upstream over-current protection devices must be provided behind the cubicle door in the low-voltage compartment to ensure positive disconnecting capability for both AC and DC control power to the circuit breaker. All circuit breaker control and protection circuits must be operational when the breaker is in the test position or when the test jumper cable specified in 5.10.1 is in use. A truck-operated cell switch with five (5) normally open and five (5) normally closed contacts for Owner's use must be provided to monitor whether or not the circuit breaker is in the connected position.

4.4 Auxiliary Cubicles and Compartments

4.4.1 Partitioning

Each auxiliary cubicle of the switchgear must be partitioned by metal sheets into the following separate compartments for equipment shown on the Specification Drawings:

- a. Main Bus
- b. Voltage transformers and fuses
- c. Low-voltage control
- d. Outgoing or incoming cable or bus

4.4.2 Voltage Transformer Primary Fusing and Secondary Disconnects.

The primary fuses of voltage transformers must be mounted in such a way that they must be disconnected from the primary circuit before access can be obtained. Provisions must be made for permanently grounding the primary winding during the disconnecting operation.

4.4.2.1 Voltage Transformer Mountings and Fuse Mountings

Provisions must be made for disconnecting the secondary circuit and permanently grounding the secondary winding during the primary fuse disconnecting operation. Primary fuses and voltage transformers must be mounted on a common draw-out or tilt-out carriage.

4.4.2.2 Control Power

AC and DC control power will be provided from an external sources.

4.5 Power Cable Cubicles and Compartments

4.5.1 Cable

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- 4.5.1.1 Feeder Circuit breakers will be connected by others to 15kV EPR-insulated metal tape-shielded cable(s) per phase. Cable termination will be cold shrink 3M terminators with the conductor terminal being a 2-hole NEMA-standard terminal pad. Designs predicated on the use of "stacking lug" conductor terminals are not acceptable. Cable terminators, conductor terminals, bolts, etc. will be supplied by others.
- 4.5.1.2 The switchgear must provide adequate cable-training and terminating space to allow proper installation of cable terminators with adequate spacing and leakage distance above the terminators. Cable entry to the cubicle will be into the bottom of the cable compartment.
- 4.5.1.3 Adequate space must be provided for field-insulation of conductor terminals and the exposed bus to which they connect. Materials for such insulation will be supplied by others.
- 4.5.1.4 Two-bolt tin-plated bronze connectors, Anderson Type SWH-TP or equivalent, must be provided for terminating AWG copper conductors on the ground bus in each compartment in which high-voltage cables are terminated.
- 4.5.1.5 Cable cubicles to be equipped with 120/240VAC strip heaters to prevent condensation build up inside the compartment.
- 4.5.2 Surge arresters must be Station Class, 12.47kV nominal, 8.4kV MCOV, 10kV Duty Cycle. Incoming main and feeder cable entrances must be furnished as shown on the one-line with three (3) surge arresters and must be mounted at the bus or cable termination locations. Connections must be provided from the cable termination to the arrester and from the arrester to the ground bus with a minimum #4 AWG CU wire.
- 4.5.3 Roof Bushing
Incoming main circuit breaker and associated bus will be connected to outdoor porcelain bushings incorporated in the cubicle roof. Continuous current rating of these bushings must match that of the associated circuit breaker and main bus.
- 4.6 Dustproof Switchgear Requirements
Dustproof switchgear must employ replaceable fiberglass filters over all ventilating openings. Such filters must be replaceable without exposing maintenance personnel to any possibility of contact with any high-voltage or low-voltage source.
- 4.7 Requirements for Switchgear with Operating and Maintenance Aisle
 - 4.7.1 The aisle must be dimensioned to allow easy installation and removal of circuit breakers from the switchgear and to allow adequate space for maintenance and repair of circuit breakers. Space for circuit breaker maintenance and repair must

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exist with the breaker fully withdrawn into the aisle and all cubicle doors closed with no interference with panel-mounted devices.

- 4.7.2 A weather-proof door, adequately sized to allow circuit breaker ingress and egress, must be located at each end of the aisle. These doors must be equipped with panic-exit hardware to permit opening from within under all conditions. Positive stops must be provided to hold these doors in the open position.
- 4.7.3 If individual components or sub-assemblies of any circuit breaker in the switchgear weigh in excess of 50 pounds, the ceiling of the aisle must incorporate provisions for a lifting beam and hoist (see 5.10.7 below) for use in removing these components or sub-assemblies from the circuit breaker.
- 4.7.4 Interior LED AC lighting must be provided with switches at both doors.
- 4.7.5 Emergency interior DC lighting consisting of self-contained battery and lighting units automatically activated upon loss of AC power must be provided.
- 4.7.6 A 120-Vac, 20-A duplex receptacle with integral ground-fault circuit interrupter must be located at each end of the aisle.
- 4.7.7 Thermostatically controlled electric space heaters must be provided capable of maintaining at least 65 °F in the switchgear aisle at the above-specified minimum ambient temperature conditions. Thermostats for the space heaters must be adjustable with manual shut-off.

5. COMPONENTS

5.1 Circuit Breakers

- 5.1.1 Circuit breakers must be 3-pole, indoor, oil-less, vacuum, draw-out type. The circuit breakers must be mechanically and electrically trip-free and must have ratings per Appendix A below and the Specification Drawings.
- 5.1.2 Circuit breakers must be designed, manufactured, and tested by the manufacturer of the switchgear. Circuit breaker interrupters and mechanisms must be designed, assembled, and tested by the circuit breaker manufacturer.
- 5.1.3 Circuit breakers must be electrically operated by a stored energy mechanism normally charged by a small motor, but which can also be charged by a manual handle (furnished by the Manufacturer) for emergency closing or for test. Mechanism opening springs must be fully charged prior to main contact closure on a closing operation.
- 5.1.4 Control voltage tolerances for circuit breakers must be as shown in ANSI C37.06-2009, Table 18 excluding note 3.
- 5.1.5 One trip coil(s) must be provided on each circuit breaker.

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- 5.1.6 Each circuit breaker must be equipped with auxiliary contacts in sufficient quantities to meet all requirement imposed by the switchgear being proposed, plus five (5) normally open and five (5) normally closed contacts for the Owner's future use. Contacts provided for the Owner's future use must be wired to terminal blocks in the associated secondary control compartment.
- 5.1.7 Each circuit breaker must be furnished with a mechanical operation counter which must be observable without opening the main cubicle door.
- 5.1.8 Each circuit breaker must be furnished with a mechanical position indicator which must be observable without opening the main cubicle door.
- 5.1.9 Each circuit breaker must have means for racking it in and out of its compartment with the main cubicle door closed. Means must be provided for holding the circuit breaker in the compartment in the operating, test, and disconnect positions. Interlocking must be provided to prevent racking a closed breaker to or from any position, including fully withdrawn from its compartment. In addition, provisions must be made for padlocking the breaker in both the test and the disconnect positions. An additional interlock must discharge the closing springs upon circuit breaker insertion into or removal from its compartment. A position indicator to show circuit breaker position within its cubicle must be provided. This indicator is to be observed without opening the breaker door.
- 5.1.10 Provide a remote racking mechanism and system so that each breaker can be racked in and out from a position that is outside the switchgear enclosure. The remote racking mechanism shall be capable of performing all racking functions. The remote racking mechanism shall have a power cord for a 120 volt AC outlet. The remote racking mechanism shall be controlled with a hand-held box, with a 50 foot cord, that has an in/out selector switch and an on/off control switch.
- 5.1.11 Control wiring connections between the stationary structure and the circuit breaker must be provided with automatic self-coupling contacts which must engage in the operating and test positions. The self-coupling contacts must be rated for the control and control power voltages specified herein.
- 5.1.12 All movable primary contact fingers and springs must be mounted on the circuit breaker. Contact surfaces must be silver-plated copper.
- 5.1.13 Circuit breakers rated 1200A continuous must be constructed and wired to allow instantaneous reclosing initiated by a reclosing relay.
- 5.1.14 Circuit breakers must have provisions for manually operating their charged stored energy mechanisms to open and to close the contacts. Means must also be provided for showing the measure contact travel between the closed and open positions.
- 5.1.15 All circuit breakers of equal ratings must be interchangeable. Circuit breakers with higher continuous and/or interrupting current ratings must be usable in

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cubicles normally occupied by similar circuit breakers with lower continuous and/or interrupting current ratings, but not vice versa.

- 5.1.16 Each circuit breaker must have an 11-gauge-minimum steel front barrier which completely isolates the high voltage section of the breaker from the cubicle control section.
- 5.1.17 The circuit breakers must be equipped with secondary disconnecting contacts which must automatically engage in the operating and test positions to complete circuits as required.

5.2 Instrument Transformers

5.2.1 General Requirements

Instrument transformers furnished as part of the switchgear assembly described by this specification must conform to the requirements of ANSI/IEEE C57.13-2016, "IEEE Standard Requirements for Instrument Transformers".

5.2.2 Current Transformers

- 5.2.2.1 Current transformers must be multi-ratio type with fully distributed windings and with ratios as shown on the Specification Drawings.
- 5.2.2.2 Window-type current transformers installed on circuit breaker stationary contact or other insulating tubes must have dry-type insulation for a minimum 600V nominal system voltage, 10kV BIL. The current transformer insulation in combination with the circuit breaker cubicle bus insulation and stationary contact insulating tubes must withstand the full low frequency and impulse test levels specified in Appendix A. Bar-type current transformers must be dry-type with windings completely encapsulated in a cast insulation system. Bar-type current transformers must withstand the full low-frequency and impulse test levels specified in Appendix A.
- 5.2.2.3 The continuous current rating factor for all current transformers must be a minimum of 2.0 at 30°C ambient, 1.5 at 55°C ambient.
- 5.2.2.4 Current transformers must have thermal and mechanical withstand capabilities at least equal to the circuit breaker short-time current and closing and latching capabilities specified in Appendix A.
- 5.2.2.5 Minimum ANSI relay accuracy class for current transformers must be C200. Ratio correction for current transformers used in relaying and panel meter circuits must not exceed 10 percent at any current from 1 to 20 times rated secondary current with the actual specified burden connected.

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- 5.2.2.6 All current transformer leads must be wired to short-circuiting type terminal blocks. Grounding to be at the terminal block.
- 5.2.3 Voltage Transformers
 - 5.2.3.1 Voltage transformers must have ratios and ratings as shown on the Specification Drawings.
 - 5.2.3.2 Voltage transformers must be dry-type with windings completely encapsulated in a cast insulation system. Voltage transformers must withstand the full low-frequency and impulse test levels specified in Appendix A.
 - 5.2.3.3 Minimum thermal burden rating of all voltage transformers must be 500VA at 55°C average ambient.
 - 5.2.3.4 Voltage transformers must have the maximum ANSI accuracy class available for the burdens shown in the Specification Drawings. Minimum permitted accuracy class must be 0.3 for ANSI burdens W, X, M, and Y at the secondary voltage(s) shown in the Specification Drawings.
- 5.3 Control Power Transformers
 - 5.3.1 Switchgear control power will be provided from station service equipment located elsewhere in the substation. The switchgear must include electrical connection points for control power cables, prior to the control power distribution system inside the switchgear. As such a battery and charger system is not required in the switchgear nor a transformer.
- 5.4 Primary Bus, Bus Taps, and Insulation
 - 5.4.1 Bus bars must be copper bar and must be silver-plated at connection points.
 - 5.4.2 Main bus continuous current rating must be as specified in Appendix A. Taps to breakers must have a continuous current rating at least equal to the breaker rating.
 - 5.4.3 Bolted bus connections must be used. All bolting hardware must be Grade 5 with zinc dichromate finish.
 - 5.4.4 All bus, corona preventive, bus taps, and bus connections must be insulated by means of removable preformed flame-resistant, track-resistant insulation boots, secured with nylon fasteners. Flame-resistant, track-resistant, epoxy inserts mounted in fiberglass reinforced polyester bus supports must support the insulated bus and have a rating at least equal to that of the bus insulation.
 - 5.4.5 Bus insulation and supports must be designed as a single system with mutually compatible materials.

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- 5.4.6 Removable panels must be provided for access to all interior compartments containing primary bus.
- 5.4.7 Switchgear vendor must provide provisions for a future 2000 A bus duct connection used for a bus tie circuit to future external switchgear connections as shown in the Specification Drawings.
- 5.5 Ground Bus
 - 5.5.1 The ground bus must be constructed of bare copper measuring at least ¼” x 2” and must be silver plated at connection points.
 - 5.5.2 The ground bus continuous current rating must be a minimum of 800A. The ground bus must be capable of carrying for 3 seconds the rated short-time current of the highest rated circuit breaker installed in the switchgear.
 - 5.5.3 Bolted bus connections must be used.
 - 5.5.4 The ground bus must be secured to each cubicle and must be accessible for grounding all cable shields, neutrals, instrument transformers, etc. The bus must extend the length of the switchgear assembly with connectors externally accessible at each end of each main bus switchgear section for connection to NEMA 2-hole pad conductors to the substation grounding system.
 - 5.5.5 The ground bus in each cable-termination compartment must include NEMA 2-hole pads for connection to neutral and cable-shield grounding conductors.
- 5.6 Control Switches
 - 5.6.1 Control switches and other control devices, such as local-remote switches, etc. must be provided and installed as shown on the Specification Drawings.
 - 5.6.2 Control switches and instrument switches must be of the rotary type. In general, circuit breaker control switches must have pistol grip handles and instrument switches must have round knurled handles. Indicating lights must be of the flush-mounted type, cluster LED with colored lens caps, suitable for operation on the specified control voltage.
 - 5.6.3 Relays, Instruments, and meters will not be installed in the switchgear and will be installed in a remote control location by others. A termination cabinet for wiring for breaker control, indication, and instrument transformers circuit shall be provided. CT circuits shall be terminated on shorting blocks.
- 5.7 Control and Secondary Wiring
 - 5.7.1 General

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- 5.7.1.1 All devices furnished under these specifications and requiring electrical connections must be designed for wiring into electrical enclosures with terminal blocks. Terminal blocks must be furnished for conductors requiring connection to circuits external to the specified equipment, for internal circuits crossing shipping splits, and where equipment parts replacement and maintenance will be facilitated.
- 5.7.1.2 Splices will not be permitted in control wiring or instrument leads. Secondary control circuits must be segregated from high-voltage sections by grounded metal conduits or panels.
- 5.7.1.3 All spare contacts on all electrical devices must be wired out to accessible terminal blocks for future external connection.
- 5.7.1.4 All wiring leaving a compartment must leave from terminal blocks and not from other devices in the compartment.
- 5.7.1.5 A raceway system, minimum 3" by 3" in cross section, must be provided between adjacent cubicles to accommodate the Owner's control wiring.
- 5.7.1.6 Auxiliary equipment such as terminal blocks, auxiliary relays, or contacts must be readily accessible. Auxiliary equipment must be located in compartments in such arrangement that a serviceman will have direct access to the equipment without removal of barriers, cover plates or wiring.
- 5.7.2 Wire and Cable
 - 5.7.2.1 Control and instrument transformer secondary wiring must be type SIS, 90°C temperature rated, with a minimum conductor size of No. 14 AWG copper and Class C stranding. Highly-flexible wire must be used for wiring to devices on hinged panel.
 - 5.7.2.2 Conductor sizes provided must have adequate ampacity per the NEC for the loads they serve.
 - 5.7.2.3 Current transformer secondary wiring must be a minimum conductor size of #10 AWG copper or larger.
 - 5.7.2.4 General-service power and control cables, integral to the switchgear but not used for internal wiring of control compartments or panels, must be rated for the maximum service voltage but not less than 600 volts. Single-conductor cables must have ethylene-propylene rubber insulation with a hypalon jacket, and multi-conductor cables must have flame retardant cross-linked polyethylene conductor insulation and an overall hypalon jacket or acceptable equal insulation system, except NEC Type SF-2 silicone rubber insulated cable with braided glass jacket or NEC Type FEP fluorinated ethylene propylene insulated

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cable must be used where ambient conditions cause conductor operating temperatures to exceed the temperature ratings of the general-service cable insulation specified.

5.7.2.5 All control wires must be permanently marked to correspond to the wiring diagram(s) using the opposite-end (destination) convention.

5.7.3 Conductor Terminal Connectors

5.7.3.1 Control conductor terminal connectors must be compression, long barrel type connectors properly sized for the conductor and the terminal. The connectors must be constructed of copper and must be tin plated. The interior surface of the connector wire barrel must be serrated, and the exterior surface of the connector wire barrel must be furnished with crimp guides.

5.7.3.2 Pre-insulated ring-tongue type terminal connectors must be used on all circuits smaller than #8 AWG.

5.7.3.3 Pre-insulated terminal connectors must include a vinyl sleeve, color coded to indicate conductor size.

5.7.3.4 No more than two (2) conductor terminations must be permitted on any terminal block or device terminal.

5.7.4 Terminal Blocks

5.7.4.1 Terminal blocks must be 600V barrier type with washer head screws, suitable for ring-tongue lugs. Terminal blocks must be mounted on side walls or on interior panels. Roof or concealed locations for terminal blocks are not acceptable. Terminal points must be marked neatly and permanently, with identification numbers, letters, and wiring points, as indicated on the schematic and wiring diagram drawings. Step-type terminal blocks and angle mounting of terminal blocks are not acceptable. Fuses must not be mounted on terminal blocks. At least 20% spare points are to be provided in each compartment.

5.7.4.2 Outputs of associated current transducers and voltage transducers must be wired to a common terminal block.

5.7.4.3 A shorting type terminal block must be installed at an accessible location for each set of current transformers supplied with the equipment furnished under these specifications. No other shorting type terminal blocks are required unless specified otherwise.

5.7.5 External Control and Control Power Wiring

5.7.5.1 Control, data, and control power requirements and sources external to the switchgear (e.g. other on-site control points or controlled devices, supervisory control and data acquisition remote terminal units, etc.) are

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shown in the Specification Drawings. Wiring from devices within the switchgear to or from these external locations must terminate on terminal blocks grouped in a master termination cabinet.

5.7.5.2 External control and control power cables will enter the switchgear's master termination cabinet from below. The switchgear design must accommodate these cable and associated conduit entries.

5.7.6 Control Wiring Across Panel Hinges

Control wiring harnesses to hinged panels and doors must be arranged and clamped in such a way as to provide a minimal amount of axial twisting of the harness instead of bending it. The wire harness is to be protected from physical damage by means of spiral wrap.

5.7.7 Temporary Factory Wiring

All temporary wiring installed for factory testing must be removed from the switchgear prior to shipment.

5.8 Control Power Panelboards and Circuits

5.8.1 A direct-current and an alternating current type panelboard must be provided for protection of all control power circuits. These panelboards must have adequate breaker positions and ampacity for all design loads, plus 20% for future growth. Loads to be served external to the switchgear are shown in the Specification Drawings. Minimum interrupting rating of molded case breakers in the DC panelboard must be 10kA. Minimum interrupting rating of molded case breakers in the AC panelboard must be 10kA.

5.8.2 The direct-current panelboard must not include a main circuit breaker but must include a main molded-case switch. The alternating-current panelboard must not include a main circuit breaker and must be main lug only.

5.8.3 A separate DC and a separate AC circuit breaker and circuit must be provided to each circuit breaker's control compartment. Separate DC and AC circuit breakers and circuits must be provided for any solid-state relays as necessary on a breaker-by-breaker or feeder-by-feeder basis. Primary and backup or breaker-failure relaying must not share a common control power circuit or circuit breaker. Other separate AC and DC circuits and circuit breakers must be provided as necessary to protect critical loads from failures of unrelated conductors and components.

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5.9 HVAC

- 5.9.1 The switchgear vendor shall determine the number of single, packaged, vertical wall-mounted air handling units. Units shall be equipped with an electric heater and DX air conditioner, replaceable filters, and packaged automatic controls.
- 5.9.2 The unit shall be provided with R410A refrigerant, scroll compressor, aluminum finned copper coils, case constructed from 20-gauge pre-painted zinc steel, and base constructed of 16-gauge zinc coated steel. All electrical components shall be accessible through service panels coated.
- 5.9.3 HVAC unit(s) shall be provided with manufacturer supplied thermostats. Thermostats shall be capable of automatic changeover between heating and cooling and will have a maximum deadband of 2 degrees.
- 5.9.4 Unit shall have a minimum seasonal energy efficiency ratio (SEER) as required by local energy codes, or a minimum of 10, whichever is greater.
- 5.9.5 Unit shall be a standard product of a company regularly engaged in the manufacture of heating and cooling equipment.
- 5.9.6 Unit shall have a minimum of one normally open and one normally closed alarm contact (or one form "C" contact). Alarm contacts and associated wiring to be rated minimum 1 amp at 125 VDC.
- 5.9.7 Provide two thermostats with adjustable set points for alarming purposes mounted near the control thermostats. One (1) thermostat will alarm at high temperature and the other thermostat will alarm at low temperature. These alarm thermostats must have a form "C" contact (or one "A" and one form "B") rated for minimum of 1 amp at 125 VDC. Alarm contacts must be wired out to the master termination cabinet.
- 5.9.8 Upon completion of the installation of the heating and air-conditioning system, an authorized service representative is to inspect and test the system and provide a certified report. This report shall be included in the Switchgear Operations and Maintenance manual.

5.10 Accessories

The following accessory equipment must be provided with each lineup of the switchgear. Space and mounting provisions must be provided for the storage of all required accessory equipment within the switchgear enclosure.

- 5.10.1 One (1) test jumper cable to allow circuit breaker operation when the breaker has been fully withdrawn from its cubicle. The test jumper must include necessary controls for test tripping and closing the breaker.

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- 5.10.2 One (1) removable racking lever or crank for use in withdrawing circuit breakers from their cubicles.
- 5.10.3 One (1) removable charging lever or crank for use in manually charging circuit breaker operating mechanism springs.
- 5.10.4 One (1) remote racking control mechanism with a hand-held box, 50 foot cord, in/out selector switch, and on/off control switch.
- 5.10.5 One (1) removable circuit breaker manual operating lever for use in manually tripping or closing a charged breaker operating mechanism, if required by circuit breaker design.
- 5.10.6 One (1) complete set of test plugs of each type required for all test switches, relays and meters.
- 5.10.7 Special handling brackets or fittings required for circuit breaker component or subassembly removal.

6. SHIPPING

- 6.1 The method of preparation for shipment shall be such as to protect against corrosion, dampness, breakage or vibration injury that might be encountered in transportation and handling. Devices must be shipped in their installed positions, to the greatest degree possible consistent with this Specification.
- 6.2 Operating and maintenance aisle sections must be shipped assembled.
- 6.3 Drawings or diagrams depicting rigging details, weight, and center of gravity of each shipping unit will be provided at least three weeks prior to date of shipment.
- 6.4 Switchgear must be skid mounted to facilitate handling. The sections must be adequately braced and protected by a suitable covering to prevent entrance of moisture, dirt and dust, and must have sufficient mechanical protection overall to avoid damage to instruments, meters and other devices and to the enclosure itself.
- 6.5 Drawout equipment such as the power circuit breakers may be shipped separately and individually or with special bracing specially designed for shipping. All parts must be protected against entrance of moisture, dirt, and dust.
- 6.6 If shipped separately, circuit breakers must be shipped in crates designed for stacking, or the crates must be designed and clearly marked to preclude stacking.
- 6.7 Delivery shall be made on or prior to the Required Delivery Date, but not earlier than the Earliest Acceptable Delivery Date specified on the Request for Proposal (RFP). Seller shall allow sufficient time for transit of the equipment in order to meet the Required Delivery Date. Should delivery be made prior to the Earliest Acceptable Delivery Date, Owner reserves the right to withhold payment without any additional cost until 30 days

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after the Earliest Acceptable Delivery Date. In addition, Seller shall be responsible for all incidental costs incurred by Owner due to early delivery.

- 6.8 The switchgear is to be shipped FOB site. Offloading expenses and arrangements, such as for cranes, shall be the responsibility of the Seller.

7. DRAWINGS, APPROVALS, & INSTRUCTION BOOKS

- 7.1 Drawings and data supplied with the bid proposal must contain sufficient information for a thorough engineering evaluation. One (1) set of the following documents must accompany the Bidder's proposal:

- 7.1.1 Design test data specified in Section 8.2.1
- 7.1.2 General arrangement drawings showing the overall dimensions and relative location of all principal parts (including future bus extension provisions).
- 7.1.3 General description of type of materials used for the principal components.
- 7.1.4 General description of the construction, including drawings, photographs, or catalog cuts which show the general construction and any accessories included.
- 7.1.5 Completed bid data sheet. Do not refer to any accompanying material.

- 7.2 One (1) set of electronic approval documents must be sent to the Engineer and the Owner. All approval and final drawings or documents must be marked with the Station Name, Purchase Order Number, and the Owner's name.

- 7.3 Final documents, drawings, installation, operation and maintenance instruction books must be provided by the Manufacturer. They must be shipped as follows:

To Owner:
Two (2) Copies of Instruction Manuals

Two (2) Copies of Drawings
Electronic Files Must be PDF and
AutoCAD Version 2018

To Engineer:
One (1) Electronic Copy of Instruction
Manuals
One (1) Electronic Copy of Drawings
Electronic Files Must be PDF and
AutoCAD Version 2018

Napoleon Power & Light
Operations/Service Building
1775 Industrial Drive

POWER Engineers, Incorporated
6530 W Campus Oval Suite 200
New Albany, OH 43054

Attention: Mike Dietrich
(419) 599-1891

Attention: Mark Samborsky
(614) 502-3915

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7.4 Required Document Schedule

- Approval documents will be returned by Engineer 2 weeks after receipt from Manufacturer.
- Final documents to Engineer 3 weeks after Manufacturer's receipt of approval documents from the Engineer.

8. QUALITY CONTROL

8.1 Codes and Standards

The equipment covered in this Specification, except as noted, must be designed, manufactured, and tested in accordance with the latest revisions of the applicable standards of:

ANSI	American National Standards Institute
ASTM	American Society for Testing and Materials
IEEE	Institute of Electrical and Electronic Engineers
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
NESC	National Electrical Safety Code

All references to standards and codes in this Specification must be understood to be to the latest revision, including all applicable supplements and appendices.

8.2 Manufacturer's Tests and Reports

8.2.1 It is the intention of the Owner and the Engineer that switchgear furnished to this Specification employs proven components and designs. Certified test reports must be submitted with the Bidder's Proposal covering design tests on substantially identical equipment as follows:

8.2.1.1 Circuit breakers, as required by ANSI/IEEE C37.09, "IEEE Standard Test Procedure for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis" to substantiate ratings and capabilities complying with ANSI/IEEE C37.04, "IEEE Standard Rating Structure for AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis", and ANSI C37.06, "AC High-Voltage Circuit Breakers Rated on a Symmetrical Current Basis - Preferred Ratings and Related Requirements".

8.2.1.2 Metal-clad switchgear, as required by ANSI/IEEE C37.20.2, "IEEE Standard for Metal-Clad and Station-Type Cubicle Switchgear".

8.2.1.3 Metal-clad switchgear, with breakers installed, to demonstrate seismic withstand specified in Section 3 above. Certified design calculations may be considered in lieu of test reports.

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- 8.2.1.4 Failure to submit acceptable certified test reports of design tests required herein with the Bidder's Proposal may be cause for rejection of the proposal. Consideration may be given to purchase of the switchgear subject to satisfactory design testing to be performed prior to shipment, but such arrangements will not alter any shipment or delivery dates or liquidated damages described herein.
- 8.2.1.5 Production tests as required by ANSI/IEEE C37.20.2 must be performed on each circuit breaker and on all complete metal-clad switchgear assemblies furnished to this specification. Production dielectric testing must be performed with all removable elements installed in the switchgear. Any evidence of corona at voltage levels equal to or lower than 1.10 times the line to neutral value of rated maximum voltage during low-frequency dielectric production testing must be cause for rejection of the switchgear. No remedial measures for corona (e.g. duct seal) not fully design-tested as part of the bus insulation system will be allowed during low-frequency dielectric production testing. Certified test reports covering all production tests must be provided to the Engineer.
- 8.2.1.6 The Owner's representatives may inspect the switchgear assembly during fabrication and assembly. In addition, the Owner reserves the right to witness switchgear performance and verification tests. The Manufacturer must notify the Owner two weeks prior to all test dates so that travel arrangements can be made.

9. DELIVERY

- 9.1 Delivery must be made F.O.B. site, 1939 Enterprise Ave, Napoleon, Ohio 43545.
- 9.2 Delivery of all units and components to the site must be no later than TBD. Purchase order will be submitted to successful Bidder by TBD.
- 9.3 The Owner or Owner's representative will take delivery of the units at the site. Offloading expenses and arrangements, such as for cranes, shall be the responsibility of the Seller.. The manufacturer must provide a minimum of seventy-two (72) hours written notice to the Owner prior to shipment release. The trucking company must provide a minimum of twenty-four (24) hours notice prior to delivery at the site. Failure to give notice may delay the unloading of the units. Any demurrage charges resulting from such failure to give notice must be the Manufacturer's responsibility. Delivery must be made Monday through Friday 8:00 A.M. to 2:00 P.M., except on holidays recognized by the Owner. The contact point for each notice is listed in Section 7.3.

10. WARRANTY

The Manufacturer must warrant the switchgear to be free of defects in materials and workmanship for a period of one (1) year from energization or eighteen (18) months after

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delivery, whichever is sooner. Any modifications or repairs to remedy defects must be performed by the Manufacturer at no charge to the Owner.

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APPENDIX A
OUTDOOR METAL CLAD SWITCHGEAR
EQUIPMENT DATA SHEET**

	UNIT	REQUIRED VALUE
IEEE Switchgear Type		Metal-Clad, Arc Resistant Type 2B
Rated frequency	Hz	60
Phase		3
System Voltage, Nom.	kV, rms	12.47
System Grounding		Solidly Grounded
Nominal Voltage Class	kV, rms	15
Rated Maximum Voltage	kV, rms	15
Insulation Levels		
Impulse Withstand	kV, crest	95
Continuous Rating		
Main Bus Current	A, rms	2000
Circuit Breaker Current		
Main	A, rms	2000
Tie	A, rms	2000
All feeder circuits and spares	A, rms	1200
Rated Short Circuit Current and Short-Time Current	kA, rms	25
Closing and Latching Capability	kA, crest	52
Interrupting Time	cycles	3
Control Voltages		
Spring Charging Motor	Vac	120/240
Close Coil	Vdc	125
Trip Coil	Vdc	125
Heater Voltage	Vac	120/240
Accessory Voltage	Vac	120/240

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APPENDIX B
OUTDOOR METAL CLAD SWITCHGEAR
BIDDER'S DATA SHEET**

	UNIT	PROPOSED VALUE
Switchgear Type (Manufacturer's Designation)		
Detailed descriptive literature showing switchgear proposed is included?		Yes _____ No _____
Nominal Voltage Class	kV, rms, 60 Hz.	
Maximum Design Voltage	kV, rms, 60 Hz.	
Rated continuous current of bus	A, rms	
Rated continuous current of circuit breakers	A, rms	
Interrupting Medium		
Interrupted, Class	MVA	
Rated short-circuit current at maximum voltage	kA, rms	
Bus Bracing	kA, rms	
Maximum symmetrical interrupting capability and short time current	kA, rms	
Closing and latching capability	kA, crest	
BIL	kV crest	
Low Frequency Withstand	kV, rms	
Circuit breaker opening time (from trip coil energization to contact parting)	cycles	
Circuit Breaker Closing Time	cycles	
Maximum interrupting time for 25 to 100% of rated interrupting	cycles	
Maximum interrupting time for 0 to 25% of rated interrupting	cycles	
Maximum current required by mechanism spring-charging motor at rated voltage	A, (ac, rms) (dc)	
Maximum current required by closing coil at rated voltage	(A, rms)(dc)	

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BIDDER'S DATA SHEET**

	UNIT	PROPOSED VALUE
Maximum current required by shunt trip circuit for open-close-open operation at rated voltage	A, dc	
Control Voltages Spring Charging Motor Close Coil Trip Coil(s)	V(ac)(dc) V(ac)(dc) Vdc	
Minimum inherent instantaneous reclosing intervals	cycles	
Heater Voltage	V	
Heater Wattage	W	
Total Wattage in Switchgear	W	
Outline dimensions of assembled metal-clad units, LxWxH (include drawings showing location of primary and control cable entrances.)	in.	
Drawings included?		Yes _____ No _____
Total Installed Weight	lbs.	
Total Shipping Weight	lbs.	
Outline dimensions of largest piece to be handled, LxWxH	in.	
Weight of largest piece to be handled	lbs.	
Circuit breaker design test certified test reports specified are attached?		Yes _____ No _____
Switchgear design test certified test reports specified are attached?		Yes _____ No _____
Has this type of switchgear been subjected to seismic testing adequate to assure it's suitability for this application?		Yes _____ No _____
If seismic testing has not been conducted, provide information verifying suitability of equipment.		
Certified test reports or other information verifying seismic suitability is attached.		Yes _____ No _____

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BIDDER'S DATA SHEET**

	UNIT	PROPOSED VALUE
A list of accessories and special tools that will be furnished with the switchgear is attached.		Yes _____ No _____

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APPENDIX C
OUTDOOR METAL CLAD SWITCHGEAR
PRICING AND DELIVERY**

1. PRICING

- 1.1 Total firm price for one (1) switchgear assembly,
as specified (f.o.b. destination) \$ _____
- Total firm price for _____ () switchgear assemblies,
as specified (f.o.b. destination) \$ _____
- 1.2 Is field engineer required to supervise assembly to preserve
warranty? _____ Yes _____ No
- 1.3 Is field engineers' cost for supervising assembly included?
If not, (see the next two questions). _____ No _____ Yes
- 1.4 Cost of field engineer at the job site for two (2) eight (8)
hour days (including all expenses) \$ _____
- 1.5 Cost of field engineer for additional eight (8) hour day
(including all expenses) on the same trip \$ _____

2. DELIVERY

- 2.1 Delivery is scheduled after receipt of order _____ Weeks
- 2.2 Delivery is scheduled after drawing approval _____ Weeks
- 2.3 Shipping must be by:
Truck only _____
Train and Truck _____
Other _____

3. DRAWINGS & INSTRUCTION BOOKS

- 3.1 Schematics, outline and general assembly drawings
will be sent _____ weeks ARO
- 3.2 Final Construction drawings will be sent _____ weeks ARO
- 3.3 Installation, operation and maintenance instruction
books will be sent _____ weeks ARO

**TECHNICAL REQUIREMENTS
APPENDIX C
OUTDOOR METAL CLAD SWITCHGEAR
PRICING AND DELIVERY**

4. DEVIATIONS/EXCEPTIONS

- 4.1 Are there any deviations or exceptions to this Specification?
If yes, attach explanation. _____ No _____ Yes
- 4.2 Is Manufacturer's Warranty Policy attached? _____ Yes _____ No
- 4.3 Is Manufacturer's Field Service Policy attached? _____ Yes _____ No

5. POINT OF CONTACT

- 5.1 Contact for technical information
(Name, address, and phone number) _____

- 5.2 Contact for commercial information
(Name, address, and phone number) _____

NAME OF BIDDER

ADDRESS OF BIDDER

BY _____

DATE

TITLE OF OFFICER

On or before July 20th two copies of this Budget must be submitted to County Auditor

Henry County, Ohio

Office of the Board of Trustees of **NAPOLEON CORP**, _____, 20____

To the County Auditor:

The Board of Trustees of Said Township hereby submits its annual Budget for the year commencing January 1st, 2010 for consideration of the county budget Commission pursuant to Section 5705.30 of the Revised Code.

Fiscal Officer

County Auditor

County Treasurer

County Prosecuting Attorney

Schedule A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount approved by Budget commission Inside 10 M Limitation	Amount to be derived from Levies Outside 10 M Limitation	County Auditor's	
			Inside 10 M Limit	Outside 10 M Limit
1. General Fund	\$ 413,220.00		2	
4. Road and Bridge Fund				
5. Cemetery Fund				
9. Police District Fund	\$ 123,966.00		0.6	
10. Fire District Fund	\$ 61,983.00		0.3	
11. Road District Fund				
12. Park Levy Fund		\$294,163.00		1.9
14. Miscellaneous Funds				
15. General Bond Retirement Fund				
20. Special Levy Funds				
21. Capital Equipment Fund				
28. Ambulance and Emergency Medical Services Fund				

\$707,383.00

SCHEDULE B

LEVIES OUTSIDE 10 MILL. LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Max. Rate Authorized to be Levied	County Auditor's Est. of Yield of Levy (Carry to Schedule A, Collumn II)	
GENERAL FUND:			
Current Expense Levy authorized by voters on 20 not to exceed years.			
SPECIAL LEVY FUNDS:			
Levy authorized by voters on 2019 PARKS & REC not to exceed 20 years EXPIRES 2038TY	1.9	\$ 294,163.00	
Levy authorized by voters on 20 not to exceed years			
Levy authorized by voters on 20____ not to exceed years			
Levy authorized by voters on 20____ not to exceed years			
Levy authorized by voters on 20____ not to exceed years			
Levy authorized by voters on 20____ not to exceed years			