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# MEMORANDUM

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**To:** Mayor & Members of Council  
**From:** Jon Bisher  
**Subject:** General Information  
**Date:** February 8, 2013



## REMINDER

**This Sunday,  
Feb. 10<sup>th</sup> from 7:00 am – 1:00 pm  
the Napoleon Fireman Assoc.  
will be hosting their Pancake Breakfast**

## CALENDAR

**AGENDA – Electric Committee;** Monday, February 11<sup>th</sup> @ 6:30 pm

1. *Approval of Minutes –*
  - a. the January 14, 2013 Meeting Minutes are attached.
2. *Review/Approval of the Electric Billing Determinants for February, 2013*
  - a. Attached are the Billing Determinant Reports, Rate Review Comparison to Prior Periods, and Power (Energy) Cost Factor History for February.
3. *Electric Department Report*
4. *Performance Audit for the Electric Department*
  - a. We have enclosed Courtney & Associates' Proposal to Provide a Review of the Electric Utility Operations and also a Proposal to Prepare an Electric Rate and Functionalized Cost of Service Study along with the proposals received from Hometown Connections and the State Auditor.

**AGENDA – Board of Public Affairs;** Monday, February 11<sup>th</sup> @ 6:30 pm

**AGENDA – Planning Commission;** Tuesday, February 12<sup>th</sup> @ 5:00 pm

**AGENDA – Special Council Meeting;** Tuesday, February 12<sup>th</sup> @ 6:30 pm

1. Enclosed is 9-1-1 call details from 2010, 2011 and 2012 that Councilman McColley asked to be included.

## MEETINGS CANCELLED:

- a. *Water and Sewer Committee*
- b. *Municipal Properties/Economic Development Committee*
- c. *Board of Zoning Appeals*

## INFORMATIONAL ITEMS

1. AMP Update/February 1, 2013
2. OML Legislative Bulletin/February 5, 2013
3. OML Legislative Bulletin/February 8, 2013

JAB:rd

Records Retention CM-11 - 2 Years

January 2013							February 2013							March 2013						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	3	4	5	6	7	8	9
6	7	8	9	10	11	12	3	4	5	6	7	8	9	10	11	12	13	14	15	16
13	14	15	16	17	18	19	10	11	12	13	14	15	16	17	18	19	20	21	22	23
20	21	22	23	24	25	26	17	18	19	20	21	22	23	24	25	26	27	28	29	30
27	28	29	30	31			24	25	26	27	28			31						

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>1</b>	<b>2</b>
	6:20 PM Volunteer Fire Fighter Dependent's Board Mtg 6:30 PM Finance & Budget Committee Meeting 7:30 PM Safety & Human Resources Committee Meeting <b>AV - Shery</b>		6:30 PM Parks & Rec Board Mtg.	<b>BISHER - Vacation</b>	<b>BISHER - Vacation</b>	<b>BISHER - Vacation</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>BISHER - Vacation</b>	7:00 PM City COUNCIL Meeting <b>AV</b>					
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>
7:00 AM Napoleon Fireman's Association Pancake Breakfast	6:30 PM Electric Committee BOPA Meeting <b>AV - Rox</b>	5:00 PM Planning Commission Mtg. 6:30 PM Special Council Meeting <b>AV - Rox</b>				
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
	6:00 PM City TREE Commission Meeting 7:00 PM City COUNCIL Meeting 8:00 PM Parks & Rec Committee Meeting <b>AV - Dar</b>		<b>AMP - Bisher</b>	<b>AMP - Bisher</b>		
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>1</b>	<b>2</b>
<b>AMP - Bisher (Arizona)</b>	6:30 PM Finance & Budget Committee Meeting 7:30 PM Safety & Human Resources Committee Meeting <b>AV - Shery</b> <b>AMP - Bisher (Arizona)</b>	<b>AMP - Bisher (Arizona)</b>	<b>AMP - Bisher (Arizona)</b>	<b>BISHER - Vacation</b>	<b>BISHER - Vacation</b>	<b>BISHER - Vacation</b>

# City of Napoleon, Ohio

## ELECTRIC COMMITTEE

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio

### Meeting Agenda

Monday, February 11, 2013 at 6:30 PM

- I. Approval of Minutes (In the Absence of any Objections or Corrections, the Minutes Shall Stand Approved)
- II. Review/Approval of the Electric Billing Determinants for February:  
Generation Charge: Residential @ \$.07971; Commercial @ \$.09915;  
Large Power @ \$.04923; Industrial @ \$.04923; Demand Charge Large  
Power @ \$14.14; Industrial @ \$15.46; JV Purchased Cost: JV2 @  
\$.05595; JV5 @ \$.05595
- III. Electric Department Report
- IV. Performance Audit for the Electric Department (Tabled)
- V. Any Other Items Currently Assigned to Committee

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Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio  
**ELECTRIC COMMITTEE**

**Meeting Minutes**

Monday, January 14, 2013 at 6:30 PM

<b>PRESENT</b>	
<b>Members</b>	Travis Sheaffer – Chair, Patrick McColley, Jason Maassel
<b>BOPA</b>	Keith Engler – Chair, Mike DeWit, Dr. David Cordes
<b>City Staff</b>	Dr. Jon A. Bisher, City Manager Roxanne Dietrich, Executive Assistant Greg Kuhlman, Acting Electric Superintendent Trevor Hayberger, Law Director Gregory J. Heath, Finance Director/Clerk of Council Barbara Nelson
<b>Recorder</b>	Barbara Nelson
<b>Others</b>	News Media, Jim Hershberger, Mike Rosebrock, Jeff Waisner
<b>ABSENT</b>	None
<b>Call To Order</b>	Chairperson Sheaffer called the meeting to order at 6:34 PM.
<b>Approval Of Minutes</b>	The December 10, 2012, meeting minutes stand approved as presented.
<b>Review Of Billing Determinants</b>	The electric billing determinants for January were presented for review. Heath distributed charts: <i>Power Cost Factor – History</i> and <i>Demand Cost Factor – History</i> . The charts do not include distribution costs. Bisher said the solar project came in under budget. He asked AMP to recompute. We should get a credit next month.
<b>Motion To Accept BOPA Recommendation For Approval Of Electric Billing Determinants</b>	Motion: McColley                      Second: Maassel To accept the BOPA recommendation for approval of electric billing determinants for January 2013 as follows: Generation Charge: Residential @ \$.08140; Commercial @ \$.10018; Large Power @ \$.04858; Industrial @ \$.04858; Demand Charge Large Power @ \$15.15; Industrial @ \$17.27; JV Purchased Cost: JV2 @ \$.04749; JV5 @ \$.04749
<b>Passed</b>	Roll call vote on above motion:
<b>Yea-3</b>	Yea-McColley, Maassel, Sheaffer
<b>Nay-0</b>	Nay-
<b>Electric Department Report</b>	Greg Kuhlman gave the Electric Department Report (attached).
<b>Review Of Net Metering Policy</b>	Heath said minutes from various 2012 BOPA and Electric Committee meetings were included in the packet showing all discussions regarding net metering policy. A copy of the application for net metering was also distributed. Bisher said the policy/application were not in place for the Busch's, but the next one was brought to the electric department first. They inspect to be sure it won't feed back on the system and that proper meters are in place, then Bisher signs off and they go ahead.  Sheaffer said he wants two things changed in the policy: 1. Only businesses can be reimbursed for net metering

2. A system cap

McColley said we talked about this before. If residents pay for a new meter, they are helping us more than the business. They produce electricity during the day when businesses are using it. FirstEnergy gives a 100% reimbursement for this. We only give 50%.

Engler said the policy is in effect. If we change it, we have to go back and start over. He was concerned that people were not applying to the City for a net metering permit before installation. Hayberger said Tom Zimmerman, Building Inspector, deals with this kind of thing every day. He works with the applicant to make sure they meet all requirements.

Jeff Waisner said Rosebrock got the latest permit. Rosebrock went through the permit process before purchasing anything. He had all of the approvals before anything was done. McColley said the rules are in place now. Waisner will tell people to come to the City and the forms are ready.

Sheaffer said it is a business or residential question now. McColley said we talked about residential and Sheaffer voted no. Sheaffer said he voted no on the Busch's installation, not on the policy. McColley said he doesn't believe we should treat residents any different than businesses. It is at their risk. Sheaffer said we are in the business of selling power, not buying it back. Engler said the concern is 20 years from now. We have power bought through 2016. Bisher said one contract is 30 years from now. Cordes said this is supplemental power at best. McColley said we are giving a 50% generational credit and still charge distribution for what is pulled off the grid.

Maassel asked Rosebrock how much he paid. Rosebrock said he paid \$305 for the meter. McColley noted that in this policy the City Manager has the ability to say NO. Cordes said we could lower the percentage to let more people have it. Engler suggested letting the policy ride for a year or two, then re-evaluating it. Bisher said we have to work with something for more than six months before changing the policy. Waisner said in other cities, everything is included, including distribution and the credit goes back per kWh paid.

**Performance Audit For The  
Electric Department**

(Maassel left the meeting due to another commitment.) Bisher said two departments were excluded from the State Performance Audit: (1) Courts are excluded by law; and (2) Electric. Bisher reported estimates from three different entities to do a performance audit for the electric dept.:

State Auditor: \$17,220

John Courtney: \$20,000

APPA: \$12,000

Through APPA, AMP has a program that is an audit of the processes we are using for rate analysis. We get a discount of several thousand dollars because AMP is a member of APPA. APPA can do nationwide comparisons rather than just Ohio. John Courtney also has benchmarks to compare to. The State auditors have a good feel for other departments, but not necessarily for electric. DeWit said it is hard to do a performance audit if you have no benchmark. Bisher said the State auditors can compare with

other cities with electric departments, but this skews the whole budget process. McColley said it is a lot of money to audit one department. He would rather wait. Sheaffer said he would rather reject all quotes and not do anything.

Heath noted that Courtney's estimate includes an updated rate study in addition to the performance audit. Bisher said we are due for a rate study. McColley asked what Courtney would charge for a rate study. Heath said Courtney didn't break it out. McColley asked Heath to find out how much the rate study would cost with and without the performance audit. Sheaffer said if we decide to proceed with this, he would feel comfortable with John Courtney or Hometown Connections.

**Motion To Table Performance Audit Of Electric Dept.**

**Passed**  
**Yea-2**  
**Nay-0**

Motion: McColley                      Second: Sheaffer  
To recommend that *Performance Audit for the Electric Department* be tabled pending further information from staff

Roll call vote on above motion:  
Yea- McColley, Sheaffer  
Nay-

**Motion To Adjourn**

**Passed**  
**Yea-2**  
**Nay-0**

Motion: McColley                      Second: Sheaffer  
To adjourn the meeting at 7:21 PM

Roll call vote on above motion:  
Yea- McColley, Sheaffer  
Nay-

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**Date**

Travis Sheaffer, Chair

# Electric Department Report January 2013

There were 4 outages/callouts during the month of January. Two outages were due to the customer's breakers being tripped and our personnel showed them how to reset their breakers. One outage was due to an animal getting into the primary wires. One call out was to reconnect a service.

## **Line Department / Service Truck**

The line crews worked on the Sheffield and Strong street rebuild. They also removed hot arms for bridge work on Road 16, replaced insulators on Appian feeder, took down Christmas decorations, completed turn offs for non payment, moved and upgraded service on East Riverview for pump station, installed underground service, replaced riser pole for Henry County Hospital underground primary service, held pole for Nagel's on Welsted waterline project, performed pole replacement at Tano's Pizza, installed new wire & padmount transformers for Williamsburg Extension and removed capacitor bank at Southside Substation. The service truck completed Work Orders and installed new lighting in Service Building at time allowed.

## **Substation Department:**

Todd Wachtman and Nikk Hogrefe performed general substation maintenance, worked on the Industrial Substation cad drawings, updated substation prints and performed troubleshooting on SCADA RTU. They also worked on material procurement for Glenwood feeder replacement and the specifications for new bucket truck for substation and fiber maintenance.

## **Forestry Department:**

Jamie Howe and Thomas Miller are continuing to clear lines on the West end alleys. They also worked on Haley at railroad crossing, East Riverview, 424 west of Rd. N and Road 12 north of Napoleon.

## **Storeroom/Inventory/ Metering Department:**

Shawn Druhot has been reading meters along with purchasing, maintaining and counting inventory. Shawn also helped pre-wire new efficient lighting fixtures for installation in the Service Building at 1775 Industrial.

The Peak Load for January, 2013 was 25.58 MW occurring on the 22nd at 7:30 P.M. This was an increase of 1.46 MW from January of 2012. The average load for January, 2013 was 19.26 MW. This value was a decrease of 0.44 MW from January 2012. The Turbines ran on January 17<sup>th</sup> and produced 15.6 MW. The JV-2 and JV-5 ran on January 24<sup>th</sup> and produced 5.4 MW each. The Amp Solar Field showed a peak of 3.53 MW and the Output was 251,735.13 KWH.

# City of Napoleon, Ohio



## SUMMARY OF JANUARY 2013 OUTAGE/STANDBY CALL-OUTS

### **January 1, 2013:**

Electric personnel were dispatched at 11:00 a.m. to 845 W. Washington St. due to a power outage. The outage lasted forty five minutes and affected twelve customers. The outage was due to an animal getting into the wires and blowing a fuse. The personnel replaced the 8 amp fuse.

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### **January 7, 2013:**

Electric personnel were dispatched at 4:40 p.m. to 272 Grenwich Dr. due to a power outage. The outage was due to the customer's breaker being tripped. The personnel reset the breaker at the meter.

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### **January 9, 2013:**

One employee was dispatched at 3:45 p.m. to N433 SR 108 per the City Building for a reconnect of service.

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### **January 26, 2013:**

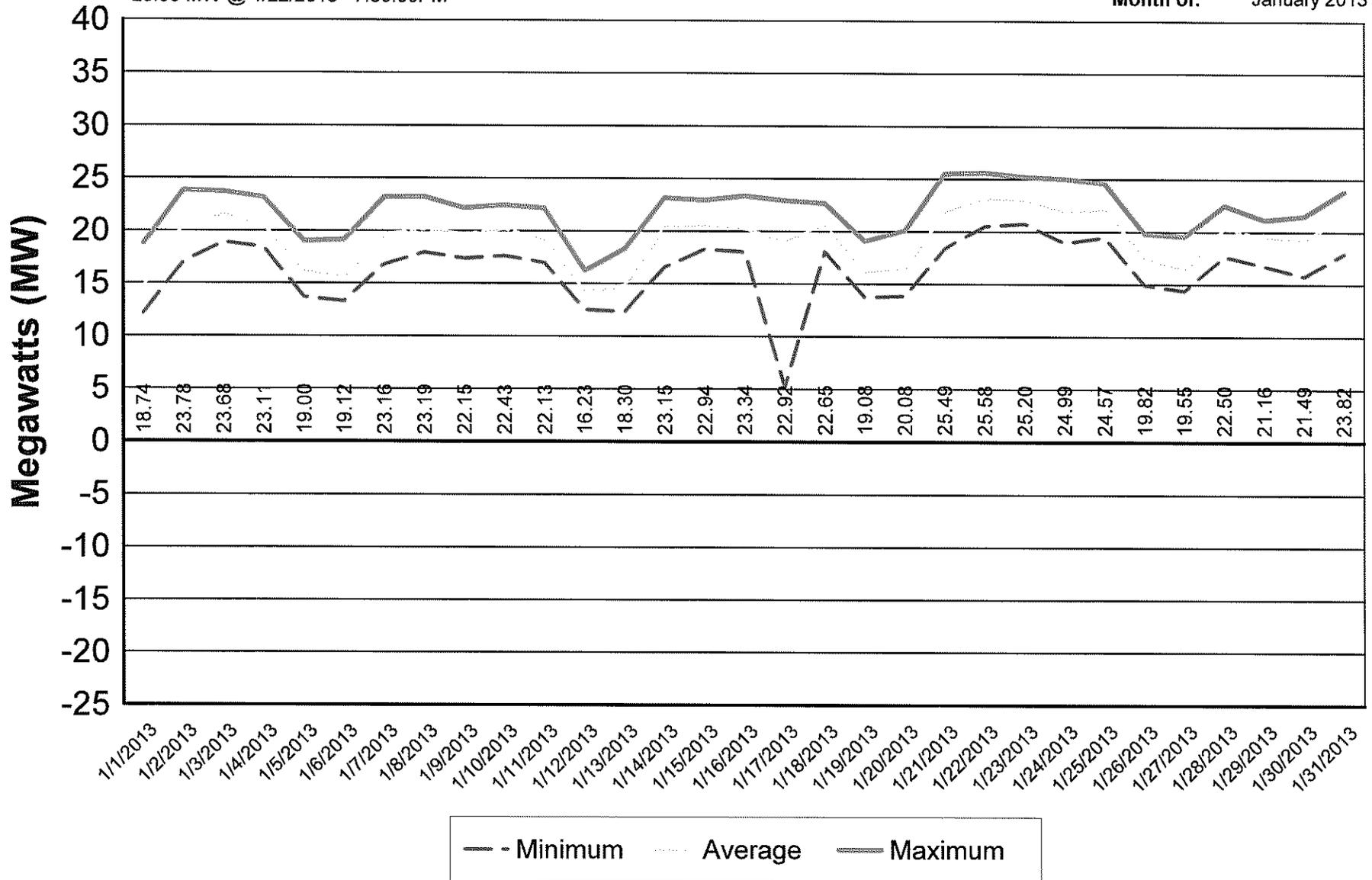
Electric personnel were dispatched at 3:00 p.m. to 1465 Ohio St. due to a power outage. The outage was due to the customer's main breaker being tripped. The personnel reset the main breaker and showed the customer how to reset it.

# Napoleon Power & Light

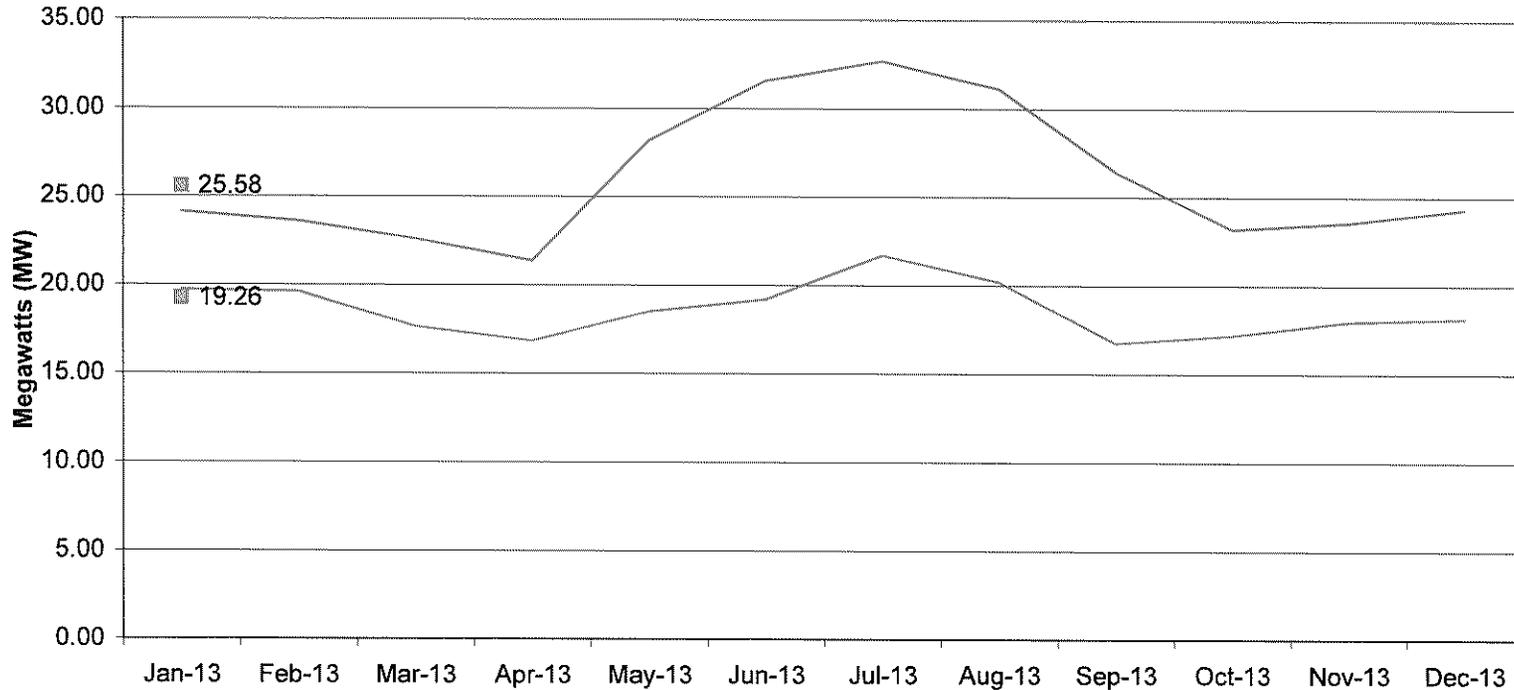
## System Load

Peak Load:  
25.58 MW @ 1/22/2013 7:30:00PM

Month of: January 2013



# NAPOLEON POWER & LIGHT



	1/1/2013	2/1/2013	3/1/2013	4/1/2013	5/1/2013	6/1/2013	7/1/2013	8/1/2013	9/1/2013	10/1/2013	11/1/2013	12/1/2013
— 2012 MAX	24.12	23.61	22.61	21.37	28.19	31.59	32.71	31.15	26.43	23.20	23.59	24.33
— 2012 AVG	19.70	19.61	17.64	16.86	18.51	19.21	21.71	20.19	16.77	17.21	17.98	18.15
■ 2013 MAX	25.58											
■ 2013 AVG	19.26											

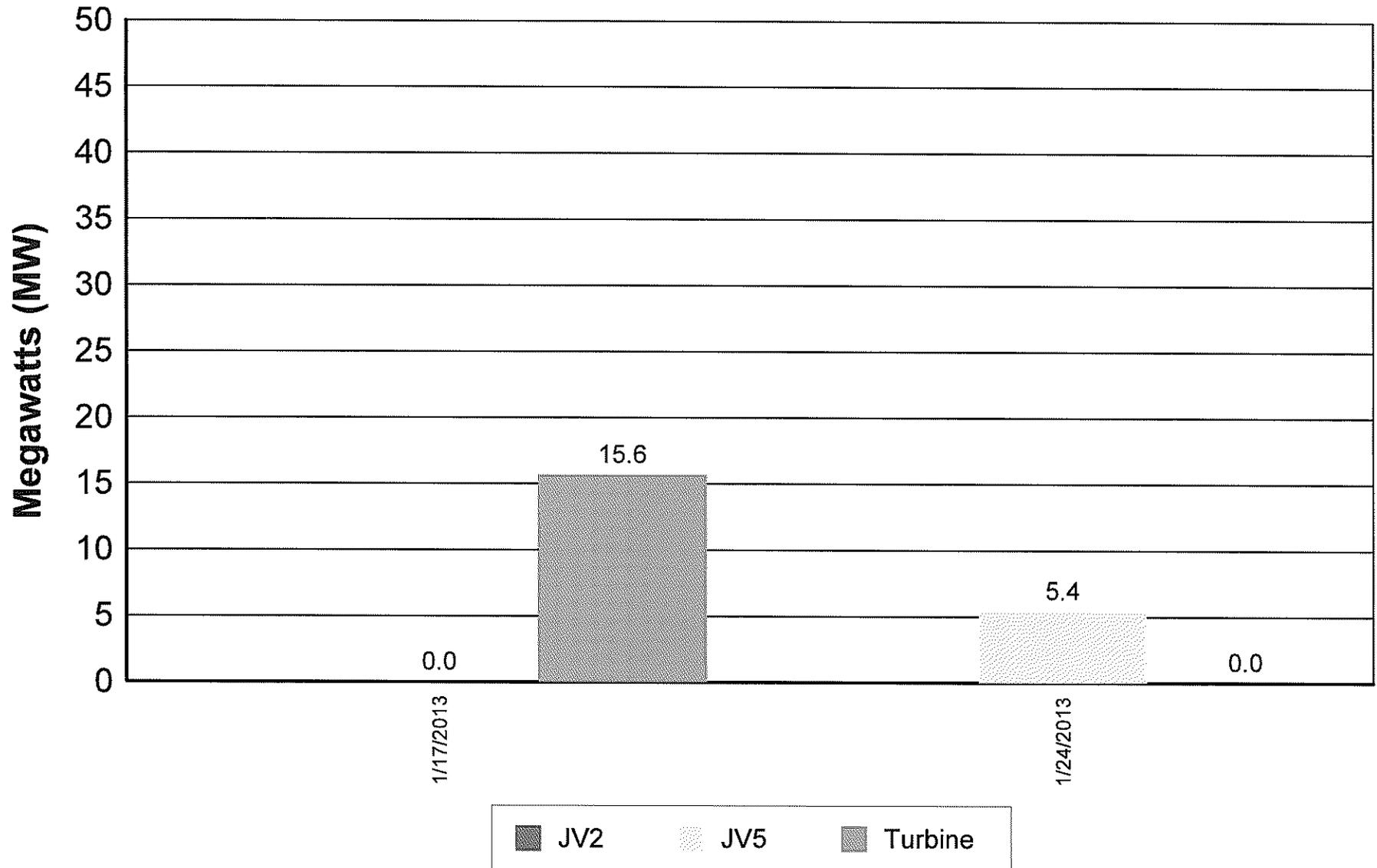
— 2012 MAX    — 2012 AVG    ■ 2013 MAX    ■ 2013 AVG

\*\* 900-1400 residential homes served / MW average load  
 \*\* 300-800 residential homes served / MW peak load

# Napoleon Power & Light

## AMPO Generation

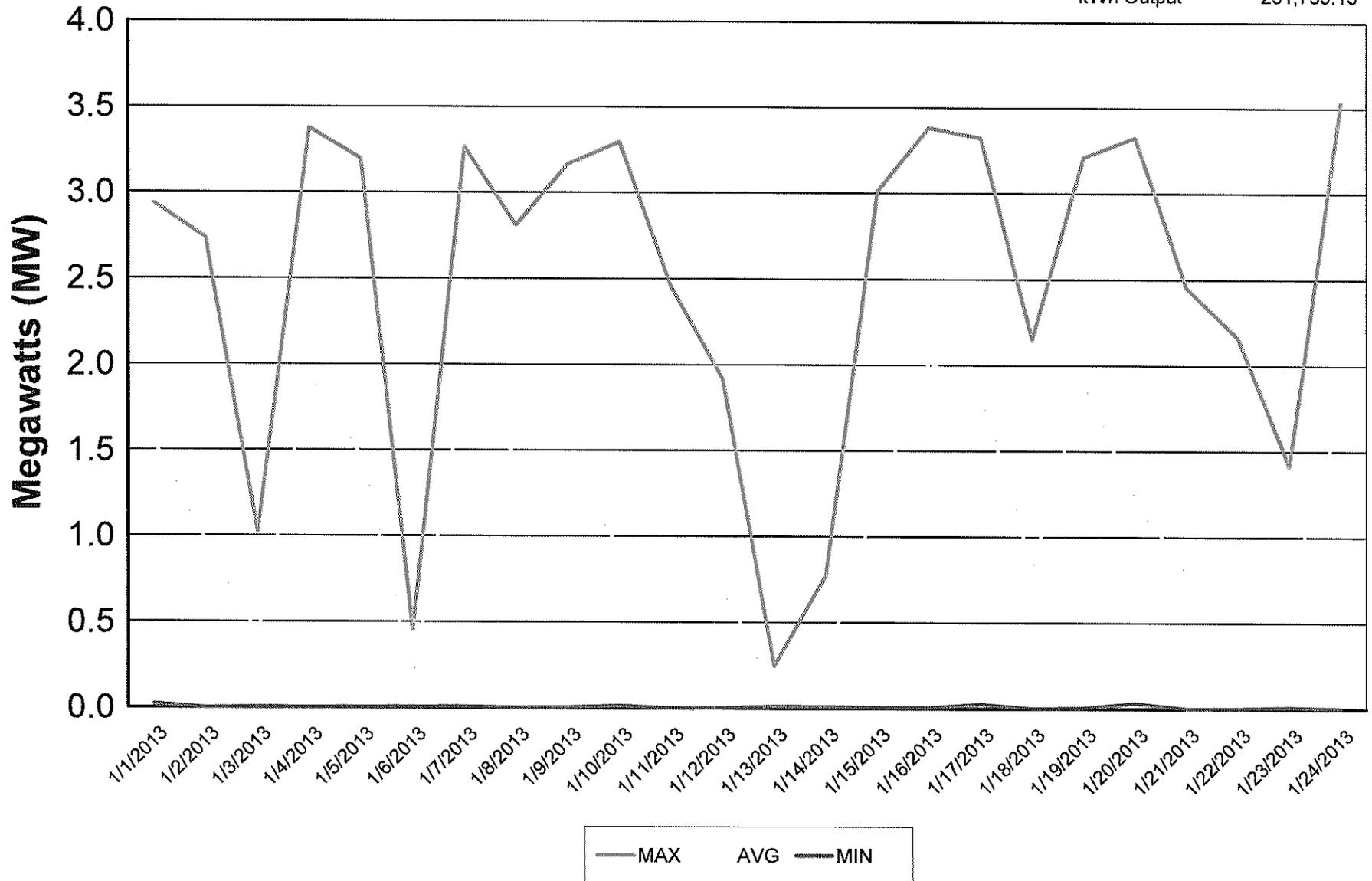
Starting: January 1, 2013 0:00  
Ending: February 1, 2013 0:00



# Napoleon Power & Light

## Solar Field Output

Peak Output: 3.53  
kWh Output 251,735.13



# COURTNEY & ASSOCIATES

## *Public Utility Consultants*

1016 North Blanchard Street, Suite A

P.O. Box 676 • Findlay, Ohio 45839

Tel (419) 425-2719

Fax (419) 425-2118

December 28, 2012

City of Napoleon, Ohio  
Attn: Mr. Gregory J. Heath  
255 West Riverview Avenue  
P. O. Box 151  
Napoleon, Ohio 43545-0151

Subject: Proposal to Provide a Review of the Electric  
Utility Operations of the City of Napoleon, Ohio

Dear Mr. Heath:

In response to your request, we are pleased to submit this proposal to provide a review of the electric utility operations of the City of Napoleon, Ohio (City). Based on our previous discussions, we have developed a proposed scope of services which is outlined below. An estimate of the cost and time associated with providing the proposed scope of services is also provided herein.

### Purpose of Review

It is our understanding that the general purpose of this review of electric operations (Review) is to determine the efficiency of the City's electric utility operations. The Review will involve a review of the staffing levels and wages, operations facilities, equipment and vehicles, inventory, operating procedures, records keeping, and computer hardware and software. The Review will also include a comparison of the City's staffing levels and wages to those of other comparable sized municipal electric utilities. Please note that the Review will not include a review of the adequacy of the City's electric system facilities, power supply arrangements and costs or rate structures.

### Scope of Services

Based on our previous discussions, and the general purpose of the Review described above, we propose the following scope of services be performed:

December 28, 2012

1. Identify and review certain information and data required for the Review. This will include, but not be limited to, operations manuals and logs, rules and regulations, hardware and software documentation, emergency procedures, organizational charts, wages and salaries, etc.
2. Meet with various City employees to discuss the daily operating routines and procedures and familiarize with the City's electric operations and facilities.
3. Review the City's use of computers and software in the electric utility operations.
4. Review the City's record keeping procedures and practices as they relate to the electric utility operations.
5. Provide a written report summarizing the results of the investigation and analyses, including our conclusions regarding the efficiency of the City's electric utility operations and our recommendations to improve the operations.

We anticipate that the above scope of services will be completed and a draft report submitted approximately 6-8 weeks following the City's authorization to proceed. Ten (10) copies of the final report would be submitted approximately 1 week following receipt of the City's comments.

#### Qualifications and Experience

As you know, Courtney & Associates advises several municipalities in matters relating to utility financing, rates and forecasting, system planning, feasibility evaluation and utility management and operations. The firm has more than fifty municipal clients which own and operate electric, water and/or wastewater utilities. As such, we are very familiar with the operations of municipal utilities. A copy of the firm's Statement of Qualifications and Experience and references can be provided upon request.

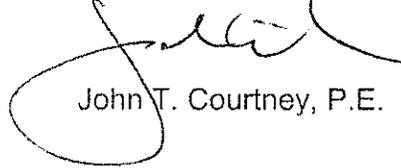
#### Compensation

We propose that the services described herein be provided on a time and expense basis, with invoices being rendered at the end of each calendar month reflecting the actual hours of service provided multiplied by our standard billing rates, plus out-of-pocket expenses directly related to the project. We estimate our fees and expenses associated with providing the proposed scope of services to be approximately \$7,500. This estimate reflects two trips to Napoleon and ten copies of the final report.

December 28, 2012

On behalf of Courtney & Associates, we would like to thank the City of Napoleon for this opportunity to again be of service to the City. We believe that our firm is well qualified, based on past experience, to provide the requested services. We are available to meet with you and other City representatives to discuss this proposal in greater detail and answer any questions you might have.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "John T. Courtney", written over the printed name below it.

John T. Courtney, P.E.

eorproprnapoleon

# COURTNEY & ASSOCIATES

## *Public Utility Consultants*

1016 North Blanchard Street, Suite A

P.O. Box 676, Findlay, Ohio 45839

Tel (419) 425-2719

Fax (419) 425-2118

December 28, 2012

City of Napoleon, Ohio  
Attn: Mr. Gregory J. Heath  
255 West Riverview Avenue  
P. O. Box 151  
Napoleon, Ohio 43545-0151

Subject: Proposal to Prepare an Electric Rate  
and Functionalized Cost of Service  
Study for the City of Napoleon, Ohio

Dear Mr. Heath:

In response to your request, we are pleased to submit this proposal to prepare an Electric Rate and Functionalized Cost of Service Study (Study) for the City of Napoleon, Ohio (City). Set forth below is an outline of the scope of services to be provided in connection with the Study and our proposed fee for providing those services.

### **Purpose of Study**

Essential to sound fiscal management of any municipal utility are the rates and charges for the services provided. Increasing power supply costs, expansion requirements, inflation, service demands and competition present increasing challenges and opportunities to municipal utilities in developing and administering fair and equitable utility rates.

The purpose of this Study will be to develop electric rates and charges which properly reflect the functionalized (unbundled) cost of providing service, taking into consideration any stranded or transitional costs which the City may incur as the electric industry moves towards competition at the retail level. Such rates are to be designed to provide adequate revenues that will enable the City's electric operations to continue to be maintained in excellent operating condition and provide adequate and reliable service, and maintain the City in a sound, stable fiscal position with fair and equitable rates to its customers.

### Scope of Services

In summary, the Study will consist of achieving the following assignments:

1. Acquisition, review and verification of historical billing, operating and financial data for the electric department;
2. Preparation of a three year (2013 - 2015) projection of electric revenue requirements and electric revenues at current rates;
3. Preparation of a functionalized cost-of-service analysis to identify, to the extent practical, the unbundled cost of serving each customer class;
4. Preparation of detailed electric rate schedules, including terms and conditions of service; and
5. Comparison of proposed rates to existing rates and rates of adjacent utilities.

The final results of the Study, along with our recommendations, will be summarized in a written report (Final Report) and presented to the City for consideration. In addition to the Final Report, the Study will also include development of several computer models for analyzing and projecting operating and financial data and for rate calculations. These computer models will be provided in spreadsheet format and can be utilized by the City's staff in future electric rate analyses.

As outlined below, we propose that the Study be performed in five (5) phases in order to facilitate involvement and input from the City's designated representatives with respect to our evaluations and recommendations. The proposed phases are categorized as follows:

- (1) Data Acquisition and Verification
- (2) Revenue Requirements
- (3) Cost of Service
- (4) Rate Design
- (5) Final Report

### **Data Acquisition and Verification**

The purpose of this phase of the Study will be to acquire and verify the basic data necessary for the Study. In order to ensure the proper interpretation and incorporation of the basic data into our detailed analyses, we would perform the following tasks:

- (1) Identify basic data needs for the Study;
- (2) Review data needs and available data with staff; and
- (3) Perform certain analyses in order to verify the accuracy of the data acquired.

It should be noted that, when possible, our preference is to obtain the prior twelve (12) months billing data directly from the City's billing system. For purposes of this proposal, it is assumed that this data can be extracted from the billing system in a suitable format. The fee estimate contained in this proposal is based on that assumption.

In order to expedite this phase of the Study, following submittal of our initial request for data we will travel to Napoleon to review and analyze the available data. We anticipate this phase will be completed approximately two (2) weeks following your authorization to proceed.

### **Revenue Requirements**

This phase will include a review of the historical revenue requirements for the electric department. Based on that review, as well as a review of the 2013 budget and input from the City's staff and other source documents relating to future operating, debt service and capital improvement needs, we will prepare a three (3) year projection (2013 - 2015) of future revenue requirements. This projection will establish the anticipated expenses as well as the target revenues to be provided by future rates. We anticipate completing this phase and reviewing the results with the City staff approximately thirty (30) days following completion of the Data Acquisition and Verification phase.

### **Cost of Service**

This phase will consist of the preparation of a functionalized class cost-of-service analysis to determine, to the extent practicable, the unbundled cost of serving each of the various customer classes. This analysis will involve an allocation of the functionalized expenses to the various customer classes and will identify any stranded or transitional costs which the City may incur as a result of the movement toward retail competition.

Consideration will be given to the cost of meeting peak rates of usage as well as average rates of usage. In particular, we will review the City's power supply arrangements to determine the proper method of allocating power supply related costs. We anticipate that power supply costs will represent more than two-thirds of the City's projected revenue requirements and, as such, will have a significant impact on the cost of service results.

The cost-of-service results will be compared to the revenue distribution at current rates in order to determine the distribution of future revenue adjustments. We anticipate that the cost-of-service results would be reviewed with the City staff approximately thirty (30) days following completion of the Revenue Requirements phase.

### Rate Design

The purpose of this phase of the Study is to evaluate and develop pricing methods and structures which will result in equitable rates and ensure that:

- (1) Recognition is given to the functionalized cost of providing service to the various customer classes and customers within each class;
- (2) Rates and charges are competitive with those of other area utilities; and
- (3) Proper price signals are sent to consumers.

This phase will include the following tasks:

- Develop and evaluate rates which reflect the unbundled cost of providing service (power supply, transmission and distribution).
- Compare the proposed rates to existing rates and, where applicable, to those charged by adjacent utilities.
- Present the results together with the recommendations for review and comments by the City staff.

In this phase, we anticipate utilizing twelve (12) months of actual billing data to calculate revenues under present and proposed rates on a customer class basis. To the extent that sufficient data is available, alternative rate forms such as time-of-use, interruptible, institutional and governmental rates, and their applicability, will also be considered.

The benefits and merits as well as the disadvantages and impact of these rate design alternatives will be evaluated and discussed with the City. We anticipate the Rate Design phase will be completed and presented to the City approximately thirty (30) days following completion of the Cost of Service phase.

### **Final Report**

The results of our Study, incorporating comments and input from the City, will be presented to the City in the Final Report. In addition to the Final Report, we will also provide loose rate and detailed tariff sheets in a format defined by the City. We will also provide copies of the computer models developed for the Study which can be used to analyze operating and financial data. These models will be provided in spreadsheet format and will include historical and projected sales/revenues, power supply requirements/costs, revenue requirements, operating results and the cost of service model. These models can be updated periodically to assess the need for future rate adjustments.

### **Qualifications and Experience**

Courtney & Associates is a public utility consulting firm which specializes in providing professional services to publicly owned utilities in the areas of planning, operation and management, financing, rates and feasibility analyses. Courtney & Associates has prepared numerous electric rate and cost of service analyses similar to that proposed herein, including the one prepared for the City in 2008. A copy of our firms Statement of Qualifications, along with the resumes of key personnel that would be assigned to the project and a list of references, can be provided upon request.

### **Compensation**

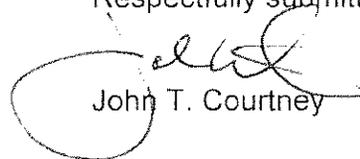
We propose that the services set forth above be provided on a time and expense basis for a not-to-exceed fee of \$20,000. Invoices would be rendered at the end of each month for time expended at standard billing rates, plus all out-of-pocket expenses associated with providing the services. Our fee includes five (5) trips to Napoleon and providing ten (10) copies of the Final Report. Should additional trips or additional copies of the Final Report be requested, those services would be provided on a time and expense basis billed at our standard billing rate.

Page 6  
Mr. Heath

December 28, 2012

We appreciate the opportunity to assist the City of Napoleon in this important matter and we are available to discuss this proposal with you or to provide any supplementary information you may require.

Respectfully submitted,



John T. Courtney

ersproppnapoleon2013

# Hometown Connections®

DELIVERING VALUE TO PUBLIC POWER

## Organization Check Up – Draft Agenda

### Day One

- 8:00 a.m. Introduction, Project Kickoff (15 minutes)
- 8:15 a.m. Community Background (15 minutes)
- 8:30 a.m. Customer Loyalty/Satisfaction (60 minutes)
- Service satisfaction, rate satisfaction, billing and payment options, customer service processes
- 9:30 a.m. Community Outreach/Communications (30 minutes)
- How information is conveyed and gathered between the utility and customers, role of utility in community, media relations
- 10:00 a.m. Utility Programs (30 minutes)
- Economic development, key accounts, renewables, DSM and energy efficiency, broadband, other programs
- 10:30 a.m. Electric Supply (60 minutes)
- Load characteristics, suppliers, own generation, reliability, pricing
- 11:30 am **Lunch**
- 12:30 p.m. Distribution (90 minutes)
- Description, design, maintenance, technologies deployed, reliability, new construction
- 2:00 p.m. Employee Safety (60 minutes)
- Budget, equipment, manual, training, goals, recognition, performance
- 3:00 p.m. Governance (60 minutes)
- Form of government, reporting structures, understanding of roles, policy and/or strategic guidance, proper balance of governing board involvement
- 4:00 p.m. Strategic Planning (30 minutes)
- Level of strategic (not system) planning occurring, processes, goals, implementation
- 4:30 p.m. **Recap and Adjourn**

Day Two

- 8:00 a.m. Rates (60 minutes)
- Rate options, planning, performance, approvals
- 9:00 a.m. Accounting/Finance/Admin. (60 minutes)
- Budget and accounting systems, policies and procedures, transfers, purchasing authorities
- 10:00 a.m. Technology (60 minutes)
- Transmission, distribution, generation, meter reading, communications, information technology
- 11:00 p.m. HR/Employee Development (90 minutes)
- Personnel policies and procedures, compensation and benefits, pay for performance, training and development, succession planning
- 12:30 Lunch – Wrap Up and Adjourn

Our price for utilities the size of Napoleon is \$14K plus travel expenses for two facilitators. As AMP is a sales affiliate of Hometown Connections, we will provide a \$2K discount bringing the price down to \$12K plus travel expenses for two facilitators. I have also attached a draft agenda for our check up service to give Napoleon a better feel for the areas we cover. Let me know if Napoleon has questions and what the next steps are to get this scheduled.

Tim Blodgett  
President and CEO  
Hometown Connections



# Dave Yost • Auditor of State

January 14, 2013

Honorable Ronald Behm, Mayor  
City of Napoleon  
255 West Riverview  
Napoleon, OH 43512

Dear Mayor Behm:

As a follow-up to our meeting on December 19, 2013, I am providing the following proposed scope of work for the performance audit of Napoleon Light & Power:

- **Revenue and expenditure analysis** – an analysis of the department’s financial data.
- **Salary and benefit analysis** – a comparison of salary and benefit levels to peers.
- **Bargaining agreement analysis** – a comparison of bargaining agreement provisions to peers and state standards.
- **Service efficiency** - an analysis of the department’s efficiency and effectiveness compared to peers and/or established benchmarks.
- **Rate comparison** – a comparison of the department’s rate structure in comparison to peers.
- **Staffing and organizational structure** – a comparison of staffing levels to peers and/or established benchmarks based on performance metrics.
- **Overtime, compensatory time, leave use** – an analysis of leave time utilization in comparison to peers and/or established benchmarks.
- **Equipment/assets** – an analysis of the department’s equipment inventory including an assessment of the number of pieces of equipment in relation to department size and purchasing practices.
- **Vehicle (fleet) management** – an assessment of the fleet size, age, utilization and replacement strategy.

The total estimated cost to complete the areas of assessment listed above is \$17,220. Any modifications to the scope of work resulting from your review of this outline will be reflected in the final cost estimate.

We appreciate the opportunity to respond to your interest in our services. Should you have any questions on the above proposal including scope items or a potential project timeline please do not hesitate to contact me.

Sincerely,

Max Uhl  
Ohio Performance Team

xc: Danny Cecil

# City of Napoleon, Ohio

## BOARD OF PUBLIC AFFAIRS (BOPA)

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio

### Meeting Agenda

Monday, February 11, 2013 at 6:30 PM

- I. Approval of Minutes (In the Absence of any Objections or Corrections, the Minutes Shall Stand Approved)
- II. Review/Approval of the Electric Billing Determinants for February:  
Generation Charge: Residential @ \$.07971; Commercial @ \$.09915;  
Large Power @ \$.04923; Industrial @ \$.04923; Demand Charge Large  
Power @ \$14.14; Industrial @ \$15.46; JV Purchased Cost: JV2 @  
\$.05595; JV5 @ \$.05595
- III. Electric Department Report
- IV. Any Other Items to Come Before the Board

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Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio  
**BOARD OF PUBLIC AFFAIRS**

**Meeting Minutes**

Monday, January 14, 2013 at 6:30 PM

<b>PRESENT</b>	
<b>Members</b>	Keith Engler – Chair, Mike DeWit, Dr. David Cordes
<b>Electric Committee</b>	Travis Sheaffer – Chair, Patrick McColley, Jason Maassel
<b>City Staff</b>	Dr. Jon A. Bisher, City Manager Roxanne Dietrich, Executive Assistant Greg Kuhlman, Acting Electric Superintendent Trevor Hayberger, Law Director Gregory J. Heath, Finance Director/Clerk of Council Barbara Nelson
<b>Recorder</b>	Barbara Nelson
<b>Others</b>	News Media, Jim Hershberger, Mike Rosebrock, Jeff Waisner
<b>ABSENT</b>	
	None
<b>Call To Order</b>	Clerk of Council Heath called the BOPA meeting to order at 6:30 PM.
<b>Swearing In Of New Member</b>	Nelson gave the Oath of Office to new BOPA member, Dr. David Cordes.
<b>Election of BOPA Chairperson</b>	Heath asked each member in seniority order for a recommendation of a name for Chair. Chairperson Engler had no recommendation. DeWit recommended Engler.
<b>Motion To Elect Engler Chair</b>	Motion: DeWit                      Second: Cordes To elect Keith Engler as Chair of the Board of Public Affairs  Cordes had no recommendation.
<b>Passed</b>	Roll call vote on motion to elect Engler:
<b>Yea-3</b>	Yea- Engler, Cordes, DeWit
<b>Nay-0</b>	Nay-
<b>Approval Of Minutes</b>	The December 10, 2012, meeting minutes stand approved as presented.
<b>Review Of Billing Determinants</b>	The electric billing determinants for January were presented for review. Heath distributed charts: <i>Power Cost Factor – History</i> and <i>Demand Cost Factor – History</i> . The charts do not include distribution costs. Bisher said the solar project came in under budget. He asked AMP to recompute. We should get a credit next month.
<b>Motion To Recommend Approval Of Electric Billing Determinants</b>	Motion: DeWit                      Second: Cordes To recommend approval of electric billing determinants for January 2013 as follows: Generation Charge: Residential @ \$.08140; Commercial @ \$.10018; Large Power @ \$.04858; Industrial @ \$.04858; Demand Charge Large Power @ \$15.15; Industrial @ \$17.27; JV Purchased Cost: JV2 @ \$.04749; JV5 @ \$.04749

**Passed**  
**Yea-3**  
**Nay-0**

## **Electric Department Report**

### **Review Of Net Metering Policy**

Roll call vote on above motion:

Yea- Engler, Cordes, DeWit

Nay-

Greg Kuhlman gave the Electric Department Report (attached).

Heath said minutes from various 2012 BOPA and Electric Committee meetings were included in the packet showing all discussions regarding net metering policy. A copy of the application for net metering was also distributed. Bisher said the policy/application were not in place for the Busch's, but the next one was brought to the electric department first. They inspect to be sure it won't feed back on the system and that proper meters are in place, then Bisher signs off and they go ahead.

Sheaffer said he wants two things changed in the policy:

1. Only businesses can be reimbursed for net metering
2. A system cap

McColley said we talked about this before. If residents pay for a new meter, they are helping us more than the business. They produce electricity during the day when businesses are using it. FirstEnergy gives a 100% reimbursement for this. We only give 50%.

Engler said the policy is in effect. If we change it, we have to go back and start over. He was concerned that people were not applying to the City for a net metering permit before installation. Hayberger said Tom Zimmerman, Building Inspector, deals with this kind of thing every day. He works with the applicant to make sure they meet all requirements.

Jeff Waisner said Rosebrock got the latest permit. Rosebrock went through the permit process before purchasing anything. He had all of the approvals before anything was done. McColley said the rules are in place now. Waisner will tell people to come to the City and the forms are ready.

Sheaffer said it is a business or residential question now. McColley said we talked about residential and Sheaffer voted no. Sheaffer said he voted no on the Busch's installation, not on the policy. McColley said he doesn't believe we should treat residents any different than businesses. It is at their risk. Sheaffer said we are in the business of selling power, not buying it back. Engler said the concern is 20 years from now. We have power bought through 2016. Bisher said one contract is 30 years from now. Cordes said this is supplemental power at best. McColley said we are giving a 50% generational credit and still charge distribution for what is pulled off the grid.

Maassel asked Rosebrock how much he paid. Rosebrock said he paid \$305 for the meter. McColley noted that in this policy the City Manager has the ability to say NO. Cordes said we could lower the percentage to let more people have it. Engler suggested letting the policy ride for a year or two, then re-evaluating it. Bisher said we have to work with something for more than six months before changing the policy. Waisner said in other cities, everything is included, including distribution and the credit goes back per kWh paid.

## PLANNING COMMISSION

LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio

### Meeting Agenda

Tuesday, February 12, 2013 at 5:00 PM

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes (In the absence of any corrections or objections, the minutes shall stand approved.)
- IV. Business
  - A. PC 13-01 Preliminary Plat

An application for public hearing has been filed by First Federal Bank of the Midwest. The applicant is requesting a review of a Preliminary Plat of The Re-plat of Lot # 5 of the MWT Subdivision at 2269 N. Scott St., Napoleon, OH. The request is pursuant to Chapter 1105 of the Codified Ordinances of Napoleon Ohio. The property is located in an I-2 Open Industrial Zoning District.
  - B. PC 13-02 Rezoning

An application for public hearing has been filed by First Federal Bank of the Midwest. The applicant is requesting to change the official zone map from I-2, Open Industrial to C-4, Planned Commercial at the address of 2269 Scott St. The request is pursuant to Chapter 1121 of the Codified Ordinances of Napoleon, OH.
  - C. PC 13-03 Review of Changes to Planning & Zoning Codes

Chapter 11, the Planning and Zoning Section of The City of Napoleon's Codified Ordinances has proposed changes. These changes must be approved by this board and by a committee of Council. Pending approval by both, it will then go before the full body Council.
- V. Closing Remarks
- VI. Adjourn

City of Napoleon, Ohio  
**PLANNING COMMISSION**  
**Meeting Minutes**

Tuesday, October 9, 2012 at 5:00 PM

PC 12-07 Replat of Lots 199, 200, 201 in Adam Stout's First Addition

<b>PRESENT</b>	
<b>Members</b>	Robert McLimans - Chair, Kevin Yarnell, Fredric Furney, Mayor Ronald Behm
<b>City Staff</b>	Tom Zimmerman, Building Inspector
<b>Recorder</b>	Barbara Nelson
<b>Others</b>	Tony Cotter, Brent Gray
<b>ABSENT</b>	
	Tim Barry
<b>Call To Order</b>	Chairperson McLimans called the meeting to order at 5:00 PM, noting that a quorum was present.
<b>Approval Of Minutes</b>	Meeting minutes from May 15, 2012, stand approved as presented.
<b>PC 12-07 Background</b>	McLimans read the background on PC 12-07: An application for public hearing has been filed by Robert L. Jones and Cathy J. Jones. The applicant is requesting to subdivide property in Adam Stout's First Addition at 960 W. Riverview Ave., Napoleon, OH into two smaller lots. The request is pursuant to Chapter 1105 of the Codified Ordinances of Napoleon, Ohio. The property is located in an R-2 Low Density Residential Zoning District.
<b>PC 12-07 Research And Findings</b>	Zimmerman read the research and findings for PC 12-07: <ol style="list-style-type: none"><li>1. The proposed subdivision of land meets all the requirements of Chapter eleven of the City's Codified Ordinances pertaining to Subdivision regulations, lot size, building setbacks and parking requirements.</li><li>2. The City Engineer has reviewed and approved the proposed subdivision. Lot B is served by existing public utilities from Glenwood Ave.</li></ol> <p>Zimmerman showed pictures of the current lot with proposed replatting. He spoke on Mr. Jones behalf since Mr. and Mrs. Jones were not present. They own a large lot and would like to subdivide it off to include Lot B, and build a house there. It is a buildable lot. The basement will come out into the ravine that is not part of the floodplain. It is a small lot, but meets the square footage requirements for that zone. Zimmerman sent letters to neighbors. There was no response for or against this replat of property.</p> <p>Furney asked if there was a problem with cutting off the corner of the utility easement. Zimmerman said not as long as they don't build there. They must maintain a 10' rear setback from the line. They are well out of the utility easement.</p>
<b>Motion To Approve PC 12-07</b>	Motion: Yarnell                      Second: Mayor Behm To approve PC 12-07
<b>Passed</b>	Roll call vote on above motion:
<b>Yea- 4</b>	Yea- Yarnell, Furney, Mayor Behm, McLimans
<b>Nay- 0</b>	Nay-

**Meeting Continued**

Meeting continued with consideration of PC 12-08.

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**Date**

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Robert McLimans, Chairperson

DRAFT

City of Napoleon, Ohio  
**PLANNING COMMISSION**  
**Meeting Minutes**

Tuesday, October 9, 2012 at 5:00 PM

PC 12-08

524 N. Perry Street, Lots 31, 32, 33 & 34

Alley Vacation

(Meeting continued after consideration of PC 12-07.)

<b>PRESENT</b>	
<b>Members</b>	Robert McLimans - Chair, Kevin Yarnell, Fredric Furney, Mayor Ron Behm
<b>City Staff</b>	Tom Zimmerman, Building Inspector
<b>Recorder</b>	Barbara Nelson
<b>Others</b>	Tony Cotter, Brent Gray
<b>ABSENT</b>	
	Tim Barry
<b>PC 12-08 Background</b>	McLimans read the background on PC 12-08:  An application for a public hearing has been filed by Bill Snyder. The applicant is requesting the city vacate a certain alley located between the buildings at Snyder Chevrolet Olds, Inc., 524 N. Perry Street, Lots 31, 32, 33 & 34 in the Original Plat of the City of Napoleon. This request is pursuant to City Code Chapter 909.
<b>PC 12-08 Research And Findings</b>	Zimmerman read the research and findings for PC 12-08:  1. Snyder Chevrolet Olds Co., Inc. owns all the property in this City Block. All City Departments have reviewed and verified that this alley is not used for any utilities and has no public purpose.  Zimmerman displayed pictures of the Snyder Property. Mr. Snyder is doing extensive renovation to one building. An overhead doorway will be cut in one side of that building near the property line. It must be within 10' of the line or they will have to use fire-rated construction. By vacating the alley, there are no fire issues. Since one person owns all of the properties adjacent to the alley in question, there were no other property owners to send letters to.
<b>Motion To Approve PC 12-08</b>	Motion: Yarnell                      Second: Furney To approve PC 12-08
<b>Passed</b>	Roll call vote on above motion:
<b>Yea- 4</b>	Yea- Yarnell, Furney, Mayor Behm, McLimans
<b>Nay- 0</b>	Nay-
<b>Meeting Continued</b>	Meeting continued with consideration of PC 12-09.
<b>Date</b>	Robert McLimans, Chairperson

City of Napoleon, Ohio  
**PLANNING COMMISSION**  
**Meeting Minutes**

Tuesday, October 9, 2012 at 5:00 PM  
PC 12-09 Parks & Recreation Building

(Meeting continued after consideration of PC 12-08.)

<b>PRESENT</b>	
<b>Members</b>	Robert McLimans - Chair, Kevin Yarnell, Fredric Furney, Mayor Ron Behm
<b>City Staff</b>	Tom Zimmerman, Building Inspector
<b>Recorder</b>	Barbara Nelson
<b>Others</b>	Tony Cotter, Brent Gray
<b>ABSENT</b>	
	Tim Barry
<b>PC 12-09 Background</b>	McLimans read the background on PC 12-09:  An application for a public hearing has been filed by The City of Napoleon Parks and Recreation Department. The applicant is requesting approval of a storage building the Napoleon Aquatic Club is proposing to build located at 515 Glenwood, which is the Municipal pool.
<b>PC 12-09 Research And Findings</b>	Zimmerman read the research and findings for PC 12-09:  <ol style="list-style-type: none"><li>1. One of the duties of the Planning Commission, as stated in section 159.01 of the City's Ordinances is to recommend the approval or disapproval related to the construction or authorization for construction on city property. A site plan has been submitted and approved by the City's Parks and Recreation Board and all City Departments for the location of this storage building.</li><li>2. The applicant will obtain a commercial building permit from Wood Co. to insure that it is a code compliant building.</li></ol>
<b>Swearing In</b>	McLimans swore in Tony Cotter, Parks & Recreation Director.
<b>Testimony</b>	Cotter said Jay Finn from the Aquatic Club approached him about this project. Brent Gray is here tonight. They proposed a building at the City pool. They have lots of equipment that has been sitting outside. They want to build a storage building adjacent to the pump house (showed location on map). Staff has no issues with it and it will benefit the Parks & Recreation Department. The City will enter into an agreement regarding utilities, etc. when approval is given.
<b>Swearing In</b>	McLimans swore in Brent Gray, Napoleon Aquatic Club
<b>Testimony</b>	Gray said the building will be a 25' X 50' prefinished metal pole barn with a concrete foundation. The intent is to pour a slab and go forward to get approval from Wood County. He is not sure who will build the building. Yarnell said he hopes the Club will use local builders. Gray said the intent is not to heat the space. There has been some discussion about water lines.
<b>Question &amp; Answer</b>	Mayor Behm said this was discussed at Council and the building is not City

owned. Cotter said the Aquatic Club's intent is to build the building and donate it to the City. Behm said there would need to be an agreement on upkeep. Cotter said we are working on this. The City Manager, City Engineer and Cotter met with Jay Finn. They would like to enter into a license/user agreement similar to the Rotary & Lions Club when they donated a center at the park. It will state who covers utility costs, usage, etc. The intent is that all major costs will be borne by the Aquatic Club.

**Motion To Approve PC  
12-09**

Motion: Yarnell                      Second: Furney  
To approve PC 12-09

**Passed**  
**Yea- 4**  
**Nay- 0**

Roll call vote on above motion:  
Yea- Yarnell, Furney, Mayor Behm, McLimans  
Nay-

**Motion To Adjourn**

Motion: Yarnell  
To adjourn the meeting at 5:15 PM.

**Passed**

Motion approved by unanimous voice vote

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**Date**

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Robert McLimans, Chairperson

*City of Napoleon, Ohio*

## **CITY COUNCIL**

*LOCATION: City Hall Offices, 255 West Riverview Avenue, Napoleon, Ohio*

### **Special Meeting Agenda**

**Tuesday, February 12, 2013 at 6:30 PM**

- A. Review of Recommendations in the State Performance Audit
- B. Any Other Items That May Properly Come Before Council
- C. Adjournment

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Gregory J. Heath, Finance Director/Clerk of Council

# E 9-1-1 Call Detail

1/1/2010 To 12/31/2010

00:00:00 - 23:59:59

Total Calls	Completed Calls	Land Line Calls	Wireless Calls	Long Ring	Avg Ring	Long Talk	Avg Talk
6,809	6,397	2,313	4,496	0:00:10	21:13:14	0:27:29	22:43:56
SO		Trunk 1 received	2,055 Call(s)	0:00:10	23:59:25	0:17:09	0:01:07
		Trunk 2 received	2,053 Call(s)	0:00:03	23:59:24	0:27:29	0:01:11
		Trunk 3 received	788 Call(s)	0:03:30	0:00:05	0:20:07	0:01:13
		Trunk 4 received	1,023 Call(s)	0:01:03	5:33:41	0:22:40	0:01:12
PD		Trunk 5 received	442 Call(s)	0:00:19	0:00:05	0:07:37	0:00:53
		Trunk 6 received	415 Call(s)	0:00:05	23:56:37	0:09:24	0:00:52
		Trunk 7 received	5 Call(s)	0:00:07	0:00:05	0:00:43	0:00:20
		Trunk 8 received	28 Call(s)	0:00:07	0:00:05	0:01:21	23:09:42
Abandoned Calls(s)-->		Position 0 answered	407 Call(s)	0:00:00	0:00:00	0:00:00	0:00:00
		Position 1 answered	1,451 Call(s)	0:00:10	0:02:06	0:17:53	0:01:13
		Position 2 answered	4,075 Call(s)	0:07:42	19:20:57	0:27:29	0:01:16
		Position 3 answered	693 Call(s)	0:00:24	23:58:01	0:09:24	11:22:26
		Position 4 answered	183 Call(s)	0:00:05	0:00:05	0:07:54	0:00:57

# E 9-1-1 Call Detail

1/1/2011 To 12/31/2011

00:00:00 - 23:59:59

Total Calls	Completed Calls	Land Line Calls	Wireless Calls	Long Ring	Avg Ring	Long Talk	Avg Talk
8,082	7,563	2,326	5,756	0:00:09	20:04:32	1:03:47	22:50:29

SO

Trunk 1	received	2,262 Call(s)	0:07:49	23:59:27	1:03:47	0:01:25
Trunk 2	received	2,256 Call(s)	0:04:01	15:51:47	0:26:02	0:00:43
Trunk 3	received	990 Call(s)	0:01:35	0:00:05	0:23:28	0:01:37
Trunk 4	received	975 Call(s)	0:02:25	0:00:05	0:58:48	0:01:36

PO

Trunk 5	received	863 Call(s)	0:00:05	0:01:45	0:13:03	12:58:44
Trunk 6	received	687 Call(s)	0:00:09	4:32:34	0:11:17	0:01:10
Trunk 7	received	9 Call(s)	0:00:14	0:00:05	0:01:25	0:00:29
Trunk 8	received	40 Call(s)	0:00:09	0:00:02	0:01:21	0:00:22

Abandoned Calls(s)-->	Position 0	answered	505 Call(s)	0:00:00	21:31:43	0:00:00	0:00:00
	Position 1	answered	225 Call(s)	0:00:34	0:00:06	0:10:58	0:01:21
	Position 2	answered	5,833 Call(s)	0:07:49	20:50:59	1:03:47	0:01:19
	Position 3	answered	1,265 Call(s)	0:00:09	0:01:13	0:13:03	16:29:13
	Position 4	answered	254 Call(s)	0:00:55	0:00:05	0:10:23	0:01:33

**E 9-1-1 Call Detail**  
**1/1/2012 To 12/31/2012**  
**00:00:00 - 23:59:59**

Total Calls	Completed Calls	Land Line Calls	Wireless Calls	Long Ring	Avg Ring	Long Talk	Avg Talk
7,987	7,503	2,135	5,852	0:00:06	21:39:49	0:38:12	20:04:21

*Trunks 1-4 are  
SO 911 calls*

Trunk 1	received	2,221 Call(s)	0:06:07	0:00:05	0:33:15	0:00:37
Trunk 2	received	2,210 Call(s)	0:05:48	23:58:47	0:38:12	0:01:17
Trunk 3	received	960 Call(s)	0:00:41	0:00:05	0:28:49	0:01:23
Trunk 4	received	947 Call(s)	0:00:35	0:00:05	0:14:34	0:01:23

*Trunks 5-8 are  
PD 911 calls*

Trunk 5	received	823 Call(s)	0:00:25	1:20:34	0:13:01	0:01:04
Trunk 6	received	794 Call(s)	0:00:06	0:01:53	0:10:24	8:19:53
Trunk 7	received	4 Call(s)	0:00:05	0:00:03	0:01:42	0:00:43
Trunk 8	received	28 Call(s)	0:00:10	0:00:03	0:00:56	0:00:24

Abandoned Calls(s)-->	Position 0	answered	471 Call(s)	0:00:00	0:00:00	0:00:00	0:00:00
	Position 1	answered	354 Call(s)	0:00:34	23:56:01	0:34:57	0:01:21
	Position 2	answered	5,545 Call(s)	0:06:07	23:59:49	0:38:12	0:01:09
	Position 3	answered	1,324 Call(s)	0:00:25	9:56:05	0:13:01	0:13:04
	Position 4	answered	293 Call(s)	0:00:06	0:00:04	0:07:05	0:01:13

# Memorandum

**To:** Water, Sewer, Refuse, Recycling & Litter Committee, Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors

**From:** Gregory J. Heath, Finance Director/Clerk of Council

**Date:** 2/4/2013

**Re:** Water, Sewer, Refuse, Recycling & Litter Committee Meeting Cancellation

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The Water, Sewer, Refuse, Recycling & Litter Committee, which is regularly scheduled to meet on Monday, February 11 at 7:00 PM, has been CANCELED due to lack of agenda items.

# Memorandum

**To:** Municipal Properties, Buildings, Land Use & Economic Development  
Committee, Council, Mayor, City Manager, City Law Director, City Finance  
Director, Department Supervisors

**From:** Gregory J. Heath, Finance Director/Clerk of Council

**Date:** February 4, 2013

**Re:** Municipal Properties, Buildings, Land Use & Economic Development  
Committee Meeting Cancellation

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The Municipal Properties, Buildings, Land Use & Economic Development  
Committee, which is regularly scheduled to meet on Monday, February 11  
at 7:30 PM, has been CANCELED due to lack of agenda items.

# Memorandum

**To:** Board of Zoning Appeals, Council, Mayor, City Manager, City Law  
Director, City Finance Director, Department Supervisors, Media

**From:** Gregory J. Heath, Finance Director/Clerk of Council

**Date:** 1/25/2013

**Re:** Board of Zoning Appeals Meeting Cancellation

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The Board of Zoning Appeals meeting regularly scheduled for Tuesday,  
February 12 at 4:30 PM has been CANCELED due to lack of agenda items.



# Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

February 1, 2013

## Gerken participates in briefing for Hill staff

By Jolene Thompson – senior vice president of member services and external affairs and OMEA executive director

AMP President/CEO Marc Gerken was one of three presenters at a briefing for key Capitol Hill energy and tax staff in Washington, D.C., on Jan. 31. The event was hosted by the American Public Power Association (APPA), Transmission Access Policy Study Group (TAPS) and Large Public Power Council.

Gerken represented TAPS. APPA CEO Mark Crisson and Sacramento Municipal Utility District top executive John DiStasio also spoke. The presentations included explanations of public power and the importance of municipal bonds to the provision of reliable, affordable electric service. The briefing was very well attended. AMP and OMEA have been working with APPA, TAPS and others to keep this issue before policymakers and we encourage our members to take every opportunity to raise the issue with their federal lawmakers.

If you need more information, please contact me or Julia Blankenship at 614.540.1111, [jthompson@amppartners.org](mailto:jthompson@amppartners.org) or [jblankenship@amppartners.org](mailto:jblankenship@amppartners.org).

## Two major final rules published this week

By Julia Blankenship – manager of energy policy and sustainability

This week, two major final rules impacting AMP and member generating units were published in the Federal Register, a necessary administrative step prior to determining the rules' effective dates and other pertinent deadlines. The Federal Register versions of regulations are also considered the official final versions, which take precedence over other prior-released versions from various agencies.

On Jan. 30, the final rule establishing National Emission Standards for Hazardous Air Pollutants (NESHAP) for certain Reciprocating Internal Combustion Engines (RICE units) was published. AMP held a webinar on the implications of this rule last week, and a meeting for the JV participants will be scheduled in the near future. All diesel units must be in compliance with the RICE NESHAP by May 3, 2013.

The final rule establishing Maximum Achievable Control Technology requirements for smaller utility and industrial boilers (25 MW and below – Boiler MACT) was published Jan. 31. AMP has led a coalition of impacted utilities, including several AMP members, on this issue for a number of years and is in the process of evaluating possible next steps, including continued litigation. The effective date for the Boiler MACT final rule is April 1, 2013.

If you have any questions about these final rules, please feel free to contact me at [jblankenship@amppartners.org](mailto:jblankenship@amppartners.org) or 614.540.0840.

## Essays mailed to AMP scholarship nominees

By Karen Ritchey – manager of communication programs

A total of 55 senior high school students were nominated for 2013 AMP Scholarships – 28 for the Richard H. Gorsuch Scholarships and 27 for the Lyle B. Wright Scholarships.

Essay packets were mailed to nominees earlier this week and they have been asked to write an essay of no more than 500 words answering a question about public power. Completed essays must be received by the close of business on Feb. 27.

The essays will be used to determine finalists for each scholarship. Finalists will be invited to visit their local municipal electric utility to tour the facility, take a test on public power and watch a video about AMP. Winners will be chosen based on their test score, personal achievements and scholastic records.

Up to four Gorsuch and four Wright scholarship recipients will be determined in May. Each recipient will be awarded a one-time \$2,000 scholarship.

Since the program began in 1988, AMP has awarded \$224,000 in scholarships.

For more information, please contact me at [kritchey@amppartners.org](mailto:kritchey@amppartners.org) or 614.540.0933.

## Save the date – OMEA state legislative update webinar

By Michael Beirne – assistant vice president of government affairs and publications

This year, we're pleased to be able to provide webinars on state legislative updates. Our first webinar will be held at 2 p.m. Feb. 15 and will provide an overview of key state legislative and political issues.

Topics of interest include the state budget, energy policy issues, municipal and other local government matters.

The webinar is open to all member communities and we welcome your participation.

To register, please contact me at 614.540.0835 or [mbeirne@amppartners.org](mailto:mbeirne@amppartners.org).



## Landfill gas generation facility begins commercial operation, supplies Oberlin with environmentally friendly electricity

City of Oberlin press release

The City of Oberlin began receiving carbon neutral, environmentally friendly electricity supply on Jan. 25 from one of two newly constructed waste-to-energy generating facilities owned and operated by Waste Management Renewable Energy (WMRE).

WMRE is a wholly owned subsidiary of Waste Management Inc., the leading provider of comprehensive waste and environmental services in North America.

In February 2011, Oberlin City Council authorized a 15-year purchase power agreement through AMP for 8.1 megawatts of generation capacity from two proposed waste-to-energy facilities located in New Springfield and Geneva, Ohio.

This landmark decision helped transform the city's power portfolio from a fossil fuel-based portfolio to an environmentally friendly and carbon-neutral portfolio, creating steep reductions in the community's CO<sub>2</sub> emissions while maintaining reliability and affordability of the city's electricity supply.

The 15-year electric supply contract is valued at \$66 million, representing the single largest purchase power agreement in Oberlin's history. Together, both landfill gas generation facilities will generate about 60,000 megawatt-hours on an annual basis, representing approximately 55 percent of the city's energy requirements.

Construction of the Mahoning Landfill Gas Generating Facility was completed in December 2012 and the facility commenced commercial operation Jan. 25. The city expects the Geneva Landfill Gas Generating Facility to be completed and commercially operational in April.



Photo courtesy of the City of Oberlin  
Construction of the Mahoning Landfill Gas Generating Facility was completed in December 2012 and commercial operation began Jan. 25.

## Energy markets drop despite cold

By Craig Kleinhenz – manager of power supply planning

All the cold weather over the last couple of weeks has caused an increase in natural gas usage across the United States. This led analysts to expect a large withdraw of natural gas out of storage, but when the actual withdraw number was announced yesterday, it was much smaller than expected.

This surprise news helped to push energy prices lower for the week. March natural gas prices closed down \$0.11/MMBtu from last week to end at \$3.34/MMBtu. 2014 on-peak electric prices at AD Hub finished down \$0.37/MWh from last week, closing at \$40.98/MWh.

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

### Week ending Feb. 1

MON	TUE	WED	THU	FRI
\$36.25	\$30.50	\$28.50	\$34.50	\$41.75

### Week ending Jan. 25

MON	TUE	WED	THU	FRI
\$40.75	\$44.75	\$52.00	\$54.00	\$50.50

AEP/Dayton 2014 5x16 price as of Feb. 1 — \$40.98

AEP/Dayton 2014 5x16 price as of Jan. 25 — \$41.35

## SEPA solar survey under way

By Alice Wolfe – manager of alternative generation and Smart Grid

Survey says ... public utilities have the chance to quantify the impacts of solar power and increase public awareness about utility efforts to integrate solar.

The Solar Electric Power Association (SEPA) is accepting responses for its sixth annual Utility Solar Rankings survey. The survey can be accessed at <http://sepa.utilityrankings.sgizmo.com/s3/>, with responses due by Feb. 21.

The survey is collecting information from utilities in regard to the amount of solar they integrated to their grid through the close of 2012, and the expectations they have for future project development in their service territories.

One of the survey benefits is it allows utilities to benchmark themselves against their peers. SEPA ranks all participants, with awards going to the top-ranking utilities. Awards are offered based on the total megawatts within the utility and the number of watts-per-customer, which allows smaller utilities to also be recognized. The survey effort ultimately leads to the development of SEPA's Utility Solar Ranking Report, the organization's most recognized publication.

SEPA is a nonprofit organization that provides information on solar technologies, policies and programs. AMP is an enterprise member of SEPA, which enables all AMP members to have direct access to SEPA's tools.

For more information, contact Becky Campbell at [bcampbell@solarelectricpower.org](mailto:bcampbell@solarelectricpower.org) or 202.559.2030.

## AFEC weekly update

By Craig Kleinhenz

Even with a week that saw temperatures wildly fluctuating, AFEC continued with strong production. The plant ended the week with a 76 percent load factor (based on 675 MW), with last Friday seeing the highest production (88 percent) as cold temperatures chilled the Midwest.

Tuesday saw the lowest load factor (66 percent) as the region experienced temperatures near 70 degrees. With the exception of last Friday, there were very few hours that duct burners were used as the morning and evening peak prices did not support their operation. For the week duct burners were on 11 percent of the hours. AFEC was \$3.74/MWh cheaper than Day Ahead 7x16 prices for the week.



## AMP Hard Hat Award Winner



Dustin Kolanski (left), St Clairsville lineman, receives a 2012 AMP Hard Hat Safety Award from Don Smithberger, St Clairsville electric superintendent. During the 2012 AMP/OMEA Conference held in Cleveland in October, 14 municipal electric systems were recognized with Hard Hat Safety Award winners.

## AMP provides training classes to City of Columbus

By Michelle Palmer – assistant vice president of technical services

This past week, AMP provided two one-day training classes at the request of the City of Columbus. Both classes were related to the National Electric Safety Code 2012 revisions.

The classes, led by David Marne of Marne and Associates, were geared to engineers, supervisors and lineworkers. About 50 electric employees participated. AMP received positive feedback that attendees found the training useful and helpful.

AMP offers utility employee training courses to improve skills and increase knowledge of utility operations.

For more information, please contact me at 614.540.0924 or [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org)

## Calendar

Feb. 14—AMP finance & accounting sub-committee meeting  
Dow Leadership and Conference Center, Hillsdale, Michigan

Feb. 28—AMP finance & accounting sub-committee meeting  
Zelienople Borough Council Chambers, Pennsylvania

March 11-13—APPA Legislative Rally  
Grand Hyatt, Washington, D.C.

March 14—AMP finance & accounting sub-committee meeting  
TBA

March 23—APPA Lineworkers Rodeo  
Kissimmee, Florida

March 24-27—57th Annual Engineering and Operations Technical Conference  
Kissimmee, Florida

## APPA webinar

APPA and Hometown Connections will offer the webinar "Improving Customer Service and Operational Efficiency through Integrated Technology," from 2 to 3:30 p.m. Feb. 14.

The webinar will highlight how utilities can leverage new integrated software and technologies to provide better customer service and operate more efficiency while reducing burden on staff.

Cost is \$89, \$179 for nonmembers. To register for the webinar, click [here](#).

## Update Classifieds

### Village of Beach City is accepting applications for part-time village administrator

Part-time village administrator – Village of Beach City, Ohio. Responsible for the drafting, promulgation and administration of by-laws and regulations related to the Public Utilities of the Village which must be consistent with village or state laws.

Hours will range for 800 to 1,200 annually, along with emergency call outs. Experience and education in the areas of leadership and management, independent judgment in decision making, purchasing water, sewer, and electric distribution, along with job site assistance to department workers. Hourly rate (no additional benefits) will commensurate with experience.

A detailed job description along with applications can be obtained at the Village Hall, 105 E. Main St., Beach City, Ohio 44608 beginning Feb. 1 through Feb. 15, 2013. Applications must be completed on site between the hours of 9 a.m. and 3 p.m. weekdays.

### City of Columbus seeks power division administrator

The City of Columbus Department of Public Utilities is seeking qualified candidates for an administrator for the division of power. Under administrative direction, this position is responsible for planning, coordinating, and directing the operations of the Division of Power.

Applicants must possess a Bachelor's degree and five years of management experience to include policy formulation and implementation, management of a budget in excess of one million dollars, and direction of a large staff (20 employees or more) through subordinate supervisors.

Substitutions: A master's degree in business administration, public administration, or closely related field may be substituted for one year of the required experience. Salary \$89,627 to \$149,344.

Send resumes by Feb. 7 to: Krista McGee, Department of Public Utilities, 910 Dublin Road – Room 4150, Columbus, OH 43215, or fax them to 614.645.0500, or email to [DPURecruitment@Columbus.gov](mailto:DPURecruitment@Columbus.gov). Telephone: 614.645.5883. EOE



# UPdate

A weekly newsletter presented by AMP President/CEO Marc Gerken

February 8, 2013

## Gorsuch demolition moves forward

By Mike Perry – senior vice president of generation operations

The demolition of the Richard H. Gorsuch Generating Station (pictured right) is well under way. The No. 4 boiler is now being dismantled.

The decommissioning also continues to go well. As reported in the Jan. 11 edition of *Update*, the closure of the ash disposal landfill was completed by the end of 2012 and the asbestos removal abatement continues to progress as expected. The 51-acre, 213 MW plant – which came online in the early 1950s – will be completely remediated by the end of 2013.



AMP's Board of Trustees is still reviewing options for the best use of the Marietta site, which will provide the greatest value to project participants.

## Gerken speaks at national renewable energy policy forum

By Jolene Thompson – senior vice president of member services and external affairs & OMEA executive director

AMP President/CEO Marc Gerken was part of a panel discussing the energy policy needs of the country with a focus on renewable technologies at an event in Washington, D.C., hosted by the American Council on Renewable Energy.

Other panelists were FERC Commissioner John Norris and executives from Morgan Stanley, Lockheed Martin and POET. Marc discussed AMP's "all of the above" energy strategy and how public power approaches power supply planning differently than investor-owned utilities. Marc raised concerns about the lack of a cohesive national energy policy, explained the capacity for additional hydro development in the country and noted the need for bureaucratic regulatory approval processes to be streamlined.

see FORUM Page 2

## Four gain support of AMP's Mutual Aid program

By Gene Post – Wadsworth manager of electric and communications & AMP Gold Sector coordinator and Mutual Aid chairman

Three Michigan members and one Pennsylvania member have decided to enhance their customer service and increase reliability by becoming participants of AMP's Mutual Aid program. Clinton, Coldwater, Marshall and Zelenople all recently joined the program, which provides members access to a network of municipal systems that stand ready to provide assistance to fellow municipal systems when local utility emergencies occur that are too widespread to be handled by one system alone.

Letters on the details of Mutual Aid were mailed at the end of the year to nonparticipants regarding the benefits of the program. AMP's mutual aid procedure can be found in the online Member Directory on the Member Extranet.

The Mutual Aid program began in 1984, and has proven its worth time and again during emergencies and crisis.

Participating member communities in Ohio, Michigan, Pennsylvania, Kentucky and West Virginia are divided into mutual aid sectors, each with a coordinator who is responsible for organizing response efforts.

If your community hasn't signed up for AMP's Mutual Aid program, we encourage you to do so – it's an important "insurance policy." Please contact Michelle Palmer, assistant vice president of technical services, at 614.540.0924 or [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org)



## News or Ads?

Call Krista Selvage at 614.540.6407 or email to [kbselvage@amppartners.org](mailto:kbselvage@amppartners.org) if you would like to pass along news or ads.

Commissioner Norris admitted that improvements are needed in the generation interconnection process and explained the steps FERC and the regional transmission organizations are taking to try to make those processes more efficient. Norris also talked about the shift from viewing renewable generation as a solution for carbon concerns to more of a focus on job creation and he predicted that this would shift back to a focus on carbon mitigation.

## APPA Legislative Rally reminder

By Michael Beirne – assistant vice president of government affairs and publications

There's still time to register and join your fellow public power officials on Capitol Hill for the upcoming APPA Legislative Rally, March 11-13. Our group already numbers more than 60. Preparations are under way, with congressional meetings being scheduled and work on the resolutions to be debated during the L&R Committee that will guide APPA's advocacy before lawmakers. We will email members as the meetings are scheduled with lawmakers.

As an additional reminder, we will be hosting two webinars – on March 5 at 2 p.m. and March 7 at 10 a.m. – to provide an update on congressional activity of importance. These webinars are open to all members, even if you will not be attending the Rally.

Please contact Betty Wehrman at 614.540.6413 or [bwehrman@amppartners.org](mailto:bwehrman@amppartners.org) for Rally registration and event information, or to register for one of the webinars. We look forward to seeing you in Washington.

## Finance & Accounting Subcommittee to meet in Hillsdale

By Chris Deeter – senior director of member credit compliance

AMP's next Finance & Accounting Subcommittee Meeting will be held Feb. 14 at the Dow Leadership and Conference Center in Hillsdale.

Steve Green, principal with Winkel, Green and Van Horn, will discuss internal controls and why municipalities should consider establishing them. Kelly Hephner, finance director for the Village of Montpelier, will present "Not on My Watch – A Case for Internal Controls Review," in which attendees will listen to the personal experience of a fellow municipal finance professional who experienced internal control challenges. Dawn Lund, with Utility Financial Solutions, is slated to speak next on "Explaining Rate Increases to Your Council and the End User."

Following lunch, AMP's Financial Advisor Rick Tilghman, with Samuel A. Ramirez & Co., will present "Interest Rates and Fixed Income Debt Strategies." Jim Moore, principal with Kensington Capital Advisors and AMP's derivative advisor, will then discuss the recent actions of the Federal Reserve.

Rounding out the day will be AMP's Director of Marketing Harry Phillips, who will provide an overview of AMP's Eastlake Project. Details on community participation will be discussed followed by a question and answer session.

Interested parties from member municipalities, including finance staff, municipal management and support staff, and elected officials are invited.

For meeting reservations, please contact me at 614.540.0848 or [cdeeter@amppartners.org](mailto:cdeeter@amppartners.org)

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

### Week ending Feb. 8

MON	TUE	WED	THU	FRI
\$41.00	\$35.75	\$33.75	\$37.00	\$35.25

### Week ending Feb. 1

MON	TUE	WED	THU	FRI
\$36.25	\$30.50	\$28.50	\$34.50	\$41.75

AEP/Dayton 2014 5x16 price as of Feb. 8 — \$41.53

AEP/Dayton 2014 5x16 price as of Feb. 1 — \$40.98

## Energy markets have mixed week

By Craig Kleinhenz – manager of power supply planning

For a second week in a row, the amount of natural gas withdrawn from storage was smaller than expected. This news sent natural gas prices slightly lower, despite the recent cold wave.

March natural gas prices closed down \$0.06/MMBtu from last week to end at \$3.28/MMBtu. Electric markets did not follow suit as prices closed higher for the week. 2014 on-peak electric prices at AD Hub finished up \$0.55/MWh from last week, closing at \$41.53/MWh.

## AFEC weekly update

By Craig Kleinhenz

Lower overnight temperatures last weekend combined with below-normal temperatures this week led to one of the strongest production weeks of the year so far. The plant ended the week with a 83 percent load factor (based on 675 MW), with last Friday seeing the highest production (94 percent) as the low Friday night was around 8 degrees.

The only day that saw load factors below 80 percent was Saturday (76 percent) with the rest of the week being between 82-84 percent. The consistent production is due to the plant being at full base levels 24 hours a day. With the exception of last Friday, duct burners were not used all. AFEC was \$10.62/MWh cheaper than Day Ahead 7x16 prices for the week.

## Subcommittee Webinar

The next quarterly meeting of AMP's Sustainability Subcommittee will be held via webinar at 2 p.m. Feb. 27. Updates on various AMP projects and the Efficiency Smart program will be discussed. Contact Julia Blankenship at 614.540.0840 or [jblankenship@amppartners.org](mailto:jblankenship@amppartners.org)



## Calendar

Feb. 14—AMP finance & accounting sub-committee meeting  
*Dow Leadership and Conference Center, Hillsdale, Michigan*

Feb. 15—OMEA state legislative webinar  
*To register, call 614.540.0835 or email mbeirne@amppartners.org*

Feb. 28—AMP finance & accounting sub-committee meeting  
*Zelienople Borough Council Chambers, Pennsylvania*

March 11-13—APPA Legislative Rally  
*Grand Hyatt, Washington, D.C.*

March 14—AMP finance & accounting sub-committee meeting  
*TBA*

March 23—APPA Lineworkers Rodeo  
*Kissimmee, Florida*

March 24-27—57th Annual Engineering and Operations Technical Conference  
*Kissimmee, Florida*

April 23-24—7th Annual AMP Technical Services Conference  
*Columbus*

April 25—AMP finance & accounting sub-committee meeting  
*Oberlin Fire Department, Oberlin*

May 14—OMEA Legislative Day and Mayors' Reception  
*Vern Riffe Center, Columbus*

May 23—AMP finance & accounting sub-committee meeting  
*Napoleon Shelter House, Napoleon*

June 3-7—AMP Basic 1 Lineworker training  
*AMP Headquarters, Columbus*

June 6—AMP finance & accounting subcommittee meeting  
*Salem Civic Center, Virginia*

June 14-19—APPA National Conference and Public Power Expo  
*Nashville, Tennessee*

June 17-21—AMP Intermediate Lineworker training  
*AMP Headquarters, Columbus*

July 25—AMP finance & accounting sub-committee meeting  
*AMP Headquarters, Columbus*

Aug. 29—AMP finance & accounting sub-committee meeting  
*Holiday Inn-Johnstown, Pennsylvania*

Sept. 12—AMP finance & accounting sub-committee meeting  
*Fort Piqua Plaza Banquet Center, Piqua*

Oct. 6-12—Public Power Week activities in member communities

Oct. 28-31—AMP/OMEA Conference  
*Hilton Columbus at Easton, Columbus*

## Update Classifieds

### Village of Beach City accepts applications for part-time village administrator

Part-time village administrator – Village of Beach City, Ohio. Responsible for the drafting, promulgation and administration of by-laws and regulations related to the Public Utilities of the Village which must be consistent with village or state laws.

Hours will range for 800 to 1,200 annually, along with emergency call outs. Experience and education in the areas of leadership and management, independent judgment in decision making, purchasing water, sewer, and electric distribution, along with job site assistance to department workers. Hourly rate (no additional benefits) will commensurate with experience.

A detailed job description along with applications can be obtained at the Village Hall, 105 E. Main St., Beach City, Ohio 44608 through Feb. 15. Applications must be completed on site between the hours of 9 a.m. and 3 p.m. weekdays.

### APPA Academy Webinar Series



An internet connection and a computer are all you need to educate your entire staff for just \$89. Register today at [www.APPAAcademy.org](http://www.APPAAcademy.org). Non-APPA members enter coupon code **webinar** to receive the member rate.

- **Safety—Accident Investigation and Near Misses** March 5
- **Electric Utility 101 Series—Transmission** March 18
- **Duties, Responsibilities and Legal Obligations of Public Power Governing Boards** March 28
- **Federal Legislative and Regulatory Issues for Boards** April 15
- **Electric Utility 101 Series—Distribution** April 16
- **Strategic Issues Facing Public Power Governing Bodies** April 23

Copies of past webinar can be purchased through the APPA Product Store at [www.PublicPower.org/store](http://www.PublicPower.org/store)

Co-hosted by



**American Municipal Power**  
1111 Schrock Road,  
Columbus, Ohio 43229  
614.540.1111 • FAX 614.540.1113  
[www.amppartners.org](http://www.amppartners.org)

**Fw: Ohio Municipal League Legislative Bulletin**

From: "Gregory J Heath" <gheath@napoleonohio.com>  
To: "Roxanne Dietrich" <rdietrich@napoleonohio.com>

02/05/13 01:41 PM

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-----Original Message-----

From: "Ohio Municipal League" <ajoo@omlohio.org>  
To: gheath@napoleonohio.com  
Date: 02/05/2013 01:07 PM  
Subject: Ohio Municipal League Legislative Bulletin

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## Ohio Municipal League

February 5, 2013

### **GOVERNOR KASICH RELEASES 2014-'15 EXECUTIVE BUDGET**

Late yesterday, Governor Kasich unveiled his detailed overview of what he recommends should be included in the state operating budget for fiscal years 2014'-15. The budget plan, which has been titled "Ohio Jobs Budget 2.0" can be found at <http://jobsbudget.ohio.gov>.

The actual bill language has not been officially introduced yet so there has not been an official bill presented with a bill number. As proposed, the budget plan does not contain further cuts to the Local Government Fund nor does the plan include language related to the municipal income tax. Although municipal tax issues are not addressed, there are other areas of tax reform proposed that would affect local government funding on the state level, through changes in Ohio's Sales and Severance taxes.

The House Finance Committee has scheduled a first hearing on the Executive budget today and will continue through next week and beyond. We expect components of the budget to be broken-down by subject matter and assigned to other standing House committees that focus on those specific issues, before the proposals are folded back into one measure and considered by the full Ohio House. As is constitutionally required, the House and Senate must conclude their work and the Governor must sign the budget by July 1st.

As part of the budget overview document, the administration included a preview of components that will make-up the ODOT transportation budget, which can be found under the

2/6/13

Inbox [1/80] - UNIGOV WebMail - Roxanne Dietrich <rdietrich@napoleonohio.com>

heading of Ohio Jobs and Transportation Plan. The transportation budget will be released tomorrow and we will report on the plan in Friday's Legislative Bulletin.

**Fw: Ohio Municipal League Legislative Bulletin**

From: "Gregory J Heath" <gheath@napoleonohio.com>  
To: "Roxanne Dietrich" <rdietrich@napoleonohio.com>

02/08/13 02:01 PM

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-----Original Message-----

From: "Ohio Municipal League" <ajoo@omlohio.org>  
To: gheath@napoleonohio.com  
Date: 02/08/2013 01:51 PM  
Subject: Ohio Municipal League Legislative Bulletin

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## Ohio Municipal League

February 8, 2013

### **OML LEGISLATIVE LUNCHEON ATTENDED BY THOSE NEAR AND FAR**

On behalf of the OML Board of Directors and League staff, we would like to give a heartfelt THANK YOU to the members of the Ohio legislature and the 200+ municipal officials who joined us for our Legislative Luncheon, this week. We especially want to thank (in order of appearance) Ohio House of Representatives Speaker Pro Tempore Rep. Matt Huffman, Ohio Senate Minority Leader Sen. Eric Kearney, Ohio House of Representatives Minority Leader Rep. Armond Budish and Ohio Senate President Pro Tempore Sen. Chris Widener, for speaking to our lunch guests and sharing their insights on issues that may be addressed by the 130th Ohio General Assembly pertaining to municipalities and state government, in general. We hope legislators and our members had an opportunity to talk again about issues of concern to their communities. Thank you again for all those who helped make the event such a great success!

### **MUNICIPAL INCOME TAX UNIFORMITY BILL SCHEDULED FOR FIRST HEARING**

Ohio House Ways and Means Committee Chairman Peter Beck has scheduled a first hearing on HB5, the Municipal Income Tax Uniformity bill that was introduced by Rep. Cheryl Grossman (R-Grove City) and Rep. Mike Henne (R-Vandalia). The House Ways and Means Committee will be meeting at 4 p.m. on Wednesday, February 13 in Hearing Room # 116.

The hearing will consist of testimony provided by the sponsor(s) of the legislation.

As we reported to you previously, HB 5 is a reintroduction of the uniformity proposal the same legislators introduced last year as HB 601. The authors of the legislation did make changes to the language that was included in HB 601, and those changes are beneficial to municipalities and we appreciate the consideration that was given in making those minor adjustments. Attached [HERE](#) you will find a comparison document highlighting differences in HB 601 and HB 5.

The new expanded list of Coalition members, who are driving hard for the quick passage of HB 5, can be found [HERE](#). Also of interest, the once Municipal Income Tax Uniformity Coalition has changed its title and is now calling it's self the Municipal Tax Reform Coalition. Although there are many topics addressed in the uniformity legislation that we support and are happy we have come to agreements with those seeking greater uniformity on, there remain significant proposals drafted in the bill that we oppose due to what would result in the stripping of local control and administration of the municipal income tax and the unnecessary assault on the ability of communities to raise revenue on the local level, as they currently do. Attached [HERE](#) you will find our list of areas of opposition to the legislation. These points of opposition are almost identical to the same points of opposition we had concerning HB 601, from the previous General Assembly. Also, you will find [HERE](#) a press release explaining the league's position on the as introduced version of HB 5.

We would encourage our members to consider joining us at the Ohio Statehouse February 13 and attend the House Ways and Means Committee to hear first-hand how Ohio municipalities are being characterized by supporters of the municipal tax reform package.

Below is the committee schedule for next week.

We hope you all have a great weekend.

## **LEGISLATIVE COMMITTEES FOR THE WEEK OF FEBRUARY 10, 2013**

Monday, February 11, 2013

HOUSE TRANSPORTATION SUBCOMMITTEE Rep. McGregor: 614-466-2038

Mon., Feb. 11, 2013, 12:30 PM, Hearing Room 122

TRANSPORTATION BUDGET (MCGREGOR R) To make appropriations for programs related to HB35 transportation and public safety for the biennium beginning July 1, 2013, and ending June 30, 2015, and to provide authorization and conditions for the operation of those programs.

Second Hearing, Invited Testimony

Tuesday, February 12, 2013

HOUSE INSURANCE Rep. Hackett: 614-466-1470  
Tue., Feb. 12, 2013, 10:00 AM, Hearing Room 121

WORKERS' COMPENSATION BUDGET (HACKETT R) To make appropriations for the Bureau of HB34 Workers' Compensation for the biennium beginning July 1, 2013, and ending June 30, 2015; and to provide authorization and conditions for the operation of the Bureau's programs.

First Hearing, Invited Testimony

HOUSE STATE AND LOCAL GOVERNMENT Rep. Blair: 614-466-6504  
Tue., Feb. 12, 2013, 3:00 PM, Hearing Room 121

AUDIT PROCEDURE-POLITICAL SUBDIVISIONS (THOMPSON A, GREEN D) To create an agreed-HB6 upon procedure audit for certain eligible political subdivisions and to eliminate the Auditor of State's exemption from filing a rule summary and fiscal analysis with proposed rules.

First Hearing, Sponsor Testimony

HOUSE MANUFACTURING AND WORKFORCE DEVELOPMENT Rep. Schuring: 614-752-2438  
Tue., Feb. 12, 2013, 4:00 PM, Hearing Room 114

OHIO WORKFORCE DEVELOPMENT LAW (DERICKSON T, ROMANCHUK M) To require a local HB1 workforce investment area to use OhioMeansJobs as the local workforce investment area's job placement system, to rename county one-stop systems, and to make other changes to Ohio's Workforce Development Law.

Second Hearing, Proponent Testimony

Wednesday, February 13, 2013

HOUSE POLICY AND LEGISLATIVE OVERSIGHT Rep. Dovilla: 614-466-4895  
Wed., Feb. 13, 2013, 10:00 AM, Hearing Room 115

GAMBLING LAW (HUFFMAN M) To permit the Bureau of Criminal Identification and Investigation HB7 to investigate criminal activity related to the Gambling Law, to make changes related to schemes of chance, and to require certifications related to the conduct of a sweepstakes.

First Hearing, Sponsor Testimony

HOUSE TRANSPORTATION SUBCOMMITTEE Rep. McGregor: 614-466-2038  
Wed., Feb. 13, 2013, 2:00 PM, Hearing Room 122

TRANSPORTATION BUDGET (MCGREGOR R) To make appropriations for programs related to HB35 transportation and public safety for the biennium beginning July 1, 2013, and ending June 30, 2015, and to provide authorization and conditions for the operation of those programs.

Third Hearing, Invited Testimony

HOUSE WAYS AND MEANS

Rep. Beck: 614-644-6027

Wed., Feb. 13, 2013, 4:00 PM, Hearing Room 116

HB5 MUNICIPAL CORPORATIONS INCOME TAXES (GROSSMAN C, HENNE M) To revise the laws governing income taxes imposed by municipal corporations.

First Hearing, Sponsor Testimony

Thursday, February 14, 2013

HOUSE TRANSPORTATION SUBCOMMITTEE Rep. McGregor: 614-466-2038

Thu., Feb. 14, 2013, 2:00 PM, Hearing Room 122

TRANSPORTATION BUDGET (MCGREGOR R) To make appropriations for programs related to HB35 transportation and public safety for the biennium beginning July 1, 2013, and ending June 30, 2015, and to provide authorization and conditions for the operation of those programs.

Fourth Hearing, All Testimony

Tuesday, February 19, 2013

HOUSE FINANCE AND APPROPRIATIONS Rep. Amstutz: 614-466-1474

Tue., Feb. 19, 2013, 1:30 PM, Hearing Room 313

TRANSPORTATION BUDGET (MCGREGOR R) To make appropriations for programs related to HB35 transportation and public safety for the biennium beginning July 1, 2013, and ending June 30, 2015, and to provide authorization and conditions for the operation of those programs.

Second Hearing, All Testimony

PLEASE CHECK OUR WEBSITE MONDAY MORNING TO SEE IF THERE HAVE BEEN ANY CHANGES TO THE COMMITTEE SCHEDULE