
Memorandum

To: Mayor & Members of Council
From: Jon Bisher
Subject: General Information
Date: March 22, 2013

1. CALENDAR
2. CANCELED - *Finance & Budget Committee Meeting*
3. CANCELED - *Safety & Human Resources Committee Meeting*
4. AGENDA – *Dispatch Commission Meeting*; Tuesday, March 26th @10:30 am
5. AGENDA – *Civil Service Commission Meeting*; Tuesday, March 26th @4:30 pm
 - a) Civil Service Commission Meeting Minutes; January 22, 2013
6. AGENDA – *Parks & Recreation Board Meeting*; Wednesday, March 27th @6:30 pm
 - a) Parks & Recreation Board March 13, 2013 Special Meeting Minutes
7. OML Legislation Bulletin/March 22, 2013

JAB:rd
Records Retention
CM-11 - 2 Years

February 2013							March 2013							April 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	6	7	8	9	7	8	9	10	11	12	13
3	4	5	6	7	8	9	10	11	12	13	14	15	16	14	15	16	17	18	19	20
10	11	12	13	14	15	16	17	18	19	20	21	22	23	21	22	23	24	25	26	27
17	18	19	20	21	22	23	24	25	26	27	28	29	30	28	29	30				
24	25	26	27	28			31													

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
24	25	26	27	28	1	2
					BISHER - Vacation	BISHER - Vacation
3	4	5	6	7	8	9
BISHER - Vacation	6:45 PM Public Hearing (CDBG/HOME/OHTF Programs) 7:00 PM City COUNCIL Meeting 8:00 PM Technology & Communication Committee AV - Dan					
10	11	12	13	14	15	16
APPA Conference - DC: Bisher.	6:30 PM Electric Committee BOPA Meeting 7:00 PM Water/Sewer Committee Meeting 7:30 PM Municipal Properties/ED Committee Meeting AV - Rox APPA Conference - DC: Bisher.	APPA Conference - DC: Bisher.	6:30 PM Joint Meeting of Parks & Rec Board and Parks & Rec Committee APPA Conference - DC: Bisher. AV - Rox			
17	18	19	20	21	22	23
	6:00 PM City TREE Commission Meeting 6:45 PM Public Hearing (CDBG & CHIP Grants) 7:00 PM City COUNCIL Meeting AV - Dan		AMP - Bisher	AMP - Bisher		
24	25	26	27	28	29	30
	Greg Heath - Vacation	4:30 PM Civil Service Commission Mtg. Greg Heath - Vacation	6:30 PM Parks & Rec Board Mtg. AMP - Bisher Greg Heath - Vacation	BISHER - Vacation Greg Heath - Vacation	HOLIDAY - City Offices Closed BISHER - Vacation Greg Heath - Vacation	BISHER - Vacation Greg Heath - Vacation
31	1	2	3	4	5	6
BISHER - Vacation Greg Heath - Vacation	7:00 PM City COUNCIL Meeting 8:00 PM Technology Committee Mtg. AV - Dan			BISHER - Off	BISHER - Off	

March 2013						
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31						

April 2013						
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May 2013						
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19	20	21	22	23	24	25
26	27	28	29	30	31	

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
BISHER - Vacation Greg Heath - Vacation	7:00 PM City COUNCIL Meeting 8:00 PM Technology Committee Mtg. AV - Dan			BISHER - Off	BISHER - Off	
7	8	9	10	11	12	13
	6:30 PM Electric Committee BOPA Meeting 7:00 PM Water/Sewer Committee Meeting 7:30 PM Municipal Properties/ED Committee AV - Rox	5:00 PM Planning Commission Mtg.				
14	15	16	17	18	19	20
	6:00 PM City TREE Commission Meeting 7:00 PM City COUNCIL Meeting 8:00 PM Parks & Rec Committee Mtg. AV - Dan		AMP - Bisher	AMP - Bisher		
21	22	23	24	25	26	27
	6:30 PM Finance & Budget Committee Mtg. 7:30 PM Safety & Human Resources Committee Mtg. AV - Shery		6:30 PM Parks & Rec Board Meeting			
28	29	30	1	2	3	4
	Seasonal Cleanup	Seasonal Cleanup	Seasonal Cleanup	Seasonal Cleanup	Seasonal Cleanup	

Memorandum

To: Finance & Budget Committee, Council, Mayor, City Manager, City Law
Director, City Finance Director, Department Supervisors, Media

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

Date: 3/18/2013

Re: Finance & Budget Committee Meeting Cancellation

The Finance & Budget Committee meeting, regularly scheduled for Monday,
March 25, 2013 has been CANCELED due to lack of quorum.

Memorandum

To: Safety and Human Resources Committee, Township Trustees, Council,
Mayor, City Manager, City Law Director, City Finance Director, Department
Supervisors

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

Date: 3/18/2013

Re: Safety and Human Resources Committee Meeting Cancellation

The Safety and Human Resources Committee meeting scheduled for Monday,
March 25, 2013, has been CANCELED due to lack of quorum.

City of Napoleon, Ohio

DISPATCH COMMISSION

LOCATION: Henry County Commissioners Office, 1853 Oakwood Ave., Napoleon, OH

Meeting Agenda

Tuesday, March 26, 2013 at 10:30 AM

1. Call to Order
2. Consideration of Options for City Dispatch
3. Executive Session (if needed)

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

LOCATION: City Hall, 255 West Riverview Avenue, Napoleon, OH 43545

Meeting Agenda

Tuesday, March 26, 2013 at 4:30 PM

1. Approval of Minutes from January 22 (In the absence of any objections or corrections, the minutes shall stand approved.)
2. Special Request from Individual on Current Eligible List
3. Request for Promotional Exam for Fire Captain
4. Any Other Matters to come before the Commission

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
CIVIL SERVICE COMMISSION

Meeting Minutes

Tuesday, January 22, 2013 at 4:30 PM

PRESENT

**Members
City Staff**

Ellsworth Mitchell – Acting Chair, Mike Flory
Robert Bennett, Fire Chief
Dr. Jon A. Bisher, City Manager
Trevor Hayberger, Law Director
Gregory Heath, Finance Director/Clerk of Council
Sheryl Rathge, Executive Assistant
Robert Weitzel, Police Chief
Christine Peddicord

Recorder

ABSENT

David Meekison

Call To Order

Greg Heath called the meeting to order at 4:30 PM, noting that the new Commission member, Mike Flory, was sworn in prior to the meeting.

Election Of Chairman

Heath asked each member in seniority order to recommend someone as the new Chair. Ellsworth Mitchell recommended David Meekison as Chair.

**Motion To Elect
Meekison Chair**

Motion: Mitchell Second: Flory
To elect David Meekison as Chair of the Civil Service Commission for 2013

Heath asked Flory if he had a nomination for Chair. Flory passed.

**Passed
Yea-2
Nay-0**

Roll call vote on motion to elect Meekison as Chair:
Yea – Flory, Mitchell
Nay-

Heath asked Mitchell to serve as Acting Chair for this meeting since Meekison was absent.

Approval Of Minutes

Minutes of the November 27, 2012, meeting stand approved with no objections.

**Promotional Exam For
Police Lt.**

Mitchell asked Chief Weitzel to speak about the promotional exam for Police Lieutenant. Weitzel said he would prefer this testing be done at a different time than entry level testing for police and fire. He would like to purchase tests from the same company as last time. Heath read from the Civil Service Rule stating that advertising shall be not less than 30 days before the test. Heath asked Weitzel for an approximate date for testing. Weitzel said the test is not urgent since he does not know if the position will be filled, and hiring will be internal. Heath suggested Thursday, June 27.

Mitchell asked how long the test will take. Weitzel said it would take about 3 hours to administer. Mitchell believes the last promotional test was done at night at the EOC. Rathge said the last promotional test time was 2-1/2 hours. The Commission talked at their last meeting about doing the test in Council chambers at 4:00 PM, but no date was set. Mitchell said he wouldn't object to 4:30. He asked how many candidates there will be. Weitzel said there would be four at the most. Mitchell asked Flory what time would work best for him. Flory said 6:00 PM or later.

Chief Weitzel said the Commission can pick the test. The recommended reading list must be included when the position is posted. Rathge said she has information from the last promotional test. Heath recommended setting the date and time for this test.

**Motion To Set Police Lt.
Exam For 6/27 at 6:00 PM**

Motion: Mitchell Second: Flory
To set the date for the promotional exam for Police Lieutenant for Thursday, June 27 at 6:00 PM

Passed
Yea- 2
Nay- 0

Roll call vote on above motion:
Yea – Flory, Mitchell
Nay-

**Testing For Police & Fire,
Open Items**

Mitchell asked which items are open on the checklist for police and fire testing on May 11. Rathge said she has the advertising ready. She looked for places to advertise for free online to get a better selection of applicants. Heath said Mikolajczak left some information about advertising. Rathge said there were just a few places on that list. The cutoff date for applications is March 29. The next Civil Service meeting is not scheduled until April 23. She and Barb Nelson have to go through the applications before presenting them to the Commission. They would like to move the April meeting date back, to allow time to notify applicants after the Commission approves the applications.

Bennett said he and Weitzel used to go over the applications with the Commission prior to hiring a Human Resource Director. Bisher said extra points are awarded by the Commission at the meeting when applications are reviewed. Rathge and Nelson will go through applications prior to that meeting and make a list of applicants and their qualifications for the Commission to review. Heath said we had some issues previously with testing. Nelson created a checklist of tasks to be completed prior to testing to help assure that the rules are followed. Some of the dates listed on the checklist are arbitrary, but some are required by the rules.

Mitchell said if letters are to be sent out by April 11, the Commission should meet prior to that. Weitzel said Rathge and Nelson will know the maximum number of tests that will be needed on the application cutoff date of March 29. Any tests that aren't used can be sent back after the test is given. The Commission could meet on April 16. Letters would go out that week, which will give each applicant three weeks to get the letter and make travel plans to take the test.

**Motion To Schedule A
Special Meeting On 4/16 At
4:30 PM**

Motion: Mitchell Second: Flory
To schedule a special meeting on Tuesday, April 16, 2013 at 4:30 PM for the purpose of verifying eligibility of applicants for the police and fire test

Passed
Yea- 2
Nay- 0

Roll call vote on above motion:
Yea – Flory, Mitchell
Nay-

Review Of Forms A-K

Rathge said the only change for Forms A-K would be to replace *c/o Gloria Mikolajczak* with *c/o Clerk of the Civil Service Commission*.

**Motion To Change Forms
A-K As Requested**

Passed
Yea- 2
Nay- 0

**Review Of Fire Fighter/
Paramedic and Police Job
Descriptions**

Motion To Adjourn

Passed
Yea- 2
Nay- 0

Date Signed: _____

Motion: Mitchell Second: Flory
To change Forms A-K to list *Clerk of the Civil Service Commission* in place of
Gloria Mikolajczak

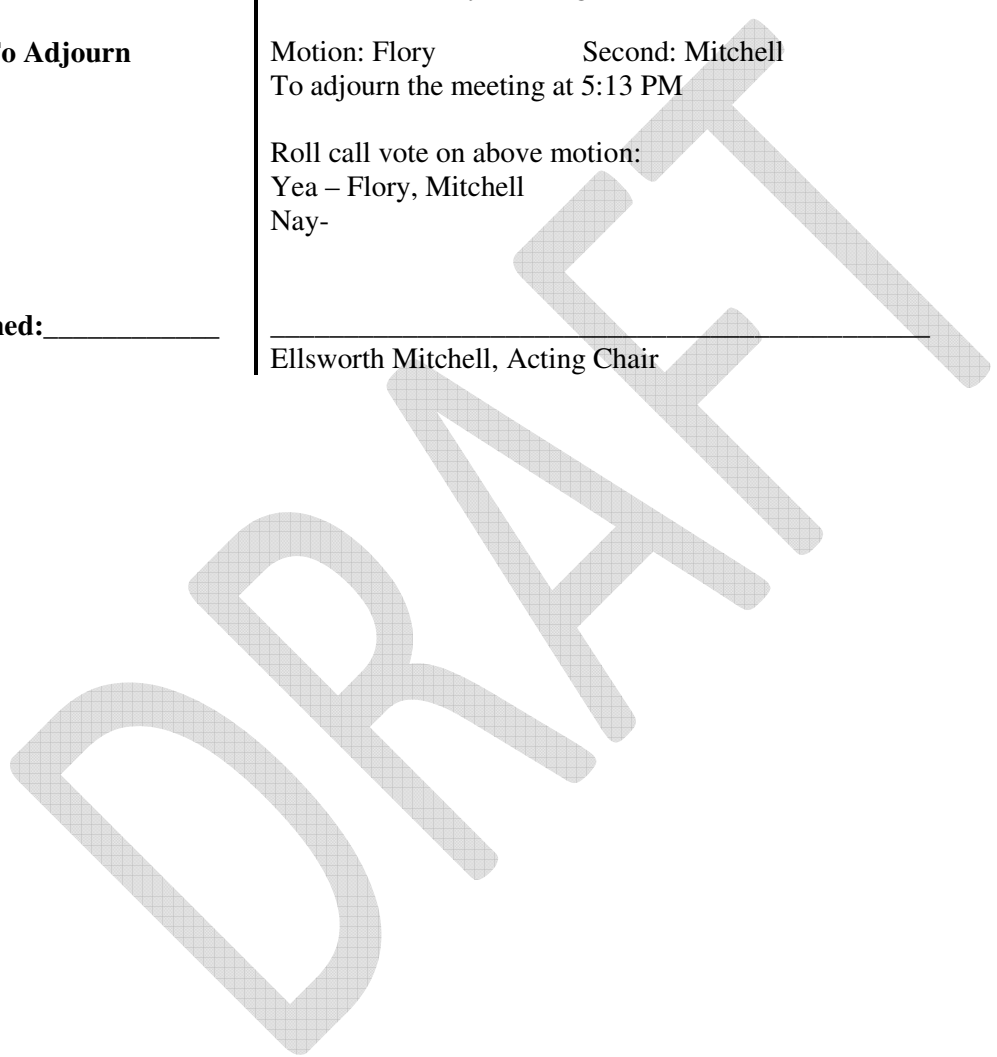
Roll call vote on above motion:
Yea – Flory, Mitchell
Nay-

Commission members reviewed the Fire Fighter/Paramedic and the Police Officer job descriptions. Rathge said the City Manager and Department Heads have the authority to change these as needed.

Motion: Flory Second: Mitchell
To adjourn the meeting at 5:13 PM

Roll call vote on above motion:
Yea – Flory, Mitchell
Nay-

Ellsworth Mitchell, Acting Chair



City of Napoleon, Ohio

PARKS & RECREATION BOARD

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

Meeting Agenda

Wednesday, March 27, 2013 at 6:30 PM

1. Call to Order
2. Approval of Minutes
3. Discussion and/or Action on Swimming Pool Management
4. Discussion on Accepting Credit Cards
5. Miscellaneous
6. Any other Items to Come Before the Board

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
PARKS AND RECREATION (P&R) BOARD

Special Meeting Minutes
Wednesday, March 13, 2013 at 6:30 PM

PRESENT

P&R Board

P&R Committee

City Council

City Staff

Matt Hardy – Chair, Peg Funchion, Chad Richardson, Shawn Thompson
Patrick McColley – Chair, Jeff Lankenau, John Helberg - Pro-Tem
John Helberg – President, Jeff Lankenau, Patrick McColley, Christopher Ridley,
Jason Maassel

Ronald Behm, Mayor

Tony Cotter, Parks & Recreation Director

Gregory Heath, Finance Director/Clerk of Council

Trevor Hayberger, Law Director

Chad Lulfs, Acting City Manager

Jeff Rathge, Operations Superintendent

Sheryl Rathge, Executive Assistant

Diane Ressler, Golf Clubhouse Supervisor

Barbara Nelson

Recorder

Others

News Media, Mike Lanzer, John Hoeffel, Jim Eisaman, Tom Russell

ABSENT

Board Members

Mike Saneholtz, David Prigge, Aaron Schnitkey

Call To Order

Chairman Hardy called the meeting to order at 6:32 pm

Approval Of Minutes

Minutes of the February 20, 2013, special meeting stand approved.

**Review Of Municipal
Operation Of The Golf
Course**

Cotter said there has been an ongoing discussion regarding golf course operations. The goal is to boost revenues and cut expenses. We want to bring together people with interest in the course who want to take ownership of issues there. Cotter believes the best course of action would be to assemble a committee, commission or focus group to come up with ideas. They could meet once a month or more and bring ideas to the Committee.

Hardy said many people would like to increase the cost of golf memberships. Cotter said he isn't sure this can be done in time since the course opens on April 1. A rate would need to be agreed on, put in ordinance form and go to Council. Since it involves rates, it usually goes for three readings. Raising memberships for current members may be okay, but the goal is to bring in additional memberships. A higher rate may discourage new members.

Lankenau asked how many golf memberships were sold last year. Cotter said 150. There were over 300 ten years ago. There has been a downturn in individual memberships and an increase in senior members. Lankenau asked who this advisory board would answer to. Hayberger said it would have to be Council since they are the only ones who can establish a Commission. They could report to the P&R Committee who would report to Council, but they would need to publish meetings, take minutes, etc. McColley said all meetings would be public and be advertised in the newspaper. Hayberger said as a public body, members can't get together anywhere, even in the clubhouse, with a quorum of members.

Hardy said Council committed to keeping the course open this year. What needs to happen in order to stay open after this year? McColley said he does not believe P&R will get to a revenue neutral state this year or next, but they need to show that progress is being made. He can't speak for everyone on Council. Helberg said this Council can't speak for future Councils. Lankenau said he would like to minimize the subsidy from the general fund. Hardy asked for a specific number. McColley said he would like to see P&R reduce \$30,000 overall in their general fund subsidy, without capital costs. Lankenau said his number would be near zero for overall operations, not including capital. Ridley said his immediate goal is the overall subsidy.

Hardy said the golf course is being singled out. The pool lost much more money than the golf course. We want to keep both. Hardy said the Mayor stated that the golf course is a small part of a bigger picture and \$100,000 is nothing to the City. Mayor Behm said he meant that \$100,000 is nothing in the big picture, but Council is attacking every piece of the budget. McColley said the subsidy needs to be reduced. Hardy said the subsidy has already been reduced. The P&R Board did things we said we would never do in order to save money.

McColley said the Board has done a good job, but there has been a significant drop in income at the golf course. Hardy said there is more opportunity to generate revenue at the golf course than at the pool. McColley said that's why the commission is very important. They can take advantage of their knowledge and increase revenue at the course. Many more cities have pools than golf courses. A kid can't ride their bike to Defiance to swim, but a golfer can get in their car and drive there.

Cotter said several people asked to be part of the commission. He gave a list of names to McColley. He recommended that a member of Council be on the commission to help determine what the City can and can't do. Someone asked about having 50/50 drawings, but the City can't do that. Heath a Golfers Association, similar to the Firemen's Association, could have 50/50 drawings. Lankenau said Hayberger could attend meetings if necessary, but he wouldn't recommend too many Council members or Board members being involved. We want new ideas.

Hayberger said this can also be done privately, then those interested can do what they want and not have to follow City rules. Helberg said he would rather that it not be a Commission. Hayberger said recommendations would go through Council eventually, but the group can come up with recommendations any way they want. Cotter can bring the recommendations to Council. Heath said it would be similar to a levy committee. Hayberger said no motions would be needed to create a private group like that. McColley suggested that a list of issues be created for the group to address.

Ken Hawley asked what happens if they are able to enhance golf course revenue by \$30,000, but the pool loses \$30,000. Is this about the entire recreation budget? Some people think golf course membership rates should be raised tonight. Looking at the numbers, he believes a 20% increase in rates would be a start. Ridley said this is usually a big process with 3 readings and he supports that; however, the group that rates would impact is asking for the increase. He is in support of expediting this legislation. Helberg suggested putting a moratorium on memberships at this point and bringing legislation with emergency and suspension

to the next meeting.

Mike Lanzer said he already got his membership this year. Hayberger said the City would honor that membership, but no new memberships would be issued under the old rates.

Cotter said current golf membership rates are:

Resident \$290	Non-resident \$350
Senior resident \$240	Senior non-resident \$270
Student resident \$160	Student non-resident \$200

Ridley said prices had been lowered in hopes of getting more memberships. Helberg said golfers realized they had it good for a long time. They are asking to raise the rates. McColley asked how soon the new group could get together to get a rate recommendation. Lulfs suggested the group email their recommendation to Cotter and get it on the agenda for the next Council meeting. Helberg said an avid golfer told him the cost should be no less than \$630 for a regular member. Hawley said that might be for an 18-hole golf course.

Hayberger said the next Council meeting is Monday, 3/18 and the next one after that is Monday, 4/1. Maassel said if someone wants to play golf in the meantime, they could pay the greens fees and we would put that money toward their membership. Ressler said she would prefer not to do it that way. The group could get together on Sunday to have a recommendation for Monday, 3/18. Hayberger said he can have legislation ready.

Hawley asked how the group can get more memberships if the City is planning to close the course next year. Helberg said no one wants to close the course, but we have to do something different, even if that means turning it over to someone else. We can't keep funding it at the current level.

Hardy said the P&R budget has to decrease as a whole. The Board and Cotter did a lot to reduce it. If the revenue at the golf course increases, Council would have a hard time closing it. Helberg said every round of golf that was played last year was subsidized another \$13 by the City for that round of golf including capital. Hardy said the numbers are way off for capital. Ridley said Council needs to determine a goal line for no subsidy in general and what the timeline is.

Hawley said the auditors picked nine courses for the performance audit and not one is making a profit. McColley said the course will never operate at a profit with capital expense included. It is a service to citizens. They will need to come up with ideas and do the legwork to make it work. Helberg said the group may want to talk to property owners west of the course and create an 18-hole golf course off City property, then the City would be out of it. McColley said the flooding won't go away. The Corps of Engineers won't allow the City to fix this. We would have to offset it and the ratio is usually 1.5 to 1. This is tough to do. If a non-profit group takes it over, maybe the City could pay something for every day it floods.

Hayberger asked if the Board wants a presence in this decision making. Hardy said he doesn't care. McColley said this must move quickly. He would rather see it go to the Board first. Funchion said the Board just recommends. Council has the power. Hardy said he is fine with Council making the decision. McColley said in the future, these issues should go to the Board too.

Ressler said it is unrealistic to think that this can be turned around in one year. The group will have to go to businesses for donations. She has worked diligently to keep things going and cut back every expense she can. She asked for more time. McColley said his opinion is that Council wants to see progress. Thompson asked what Council will ask from the P&R Board when the golf course meets their goal, but we still have to come up with \$60,000. He wants to know what the line is. Is it a separate issue for the golf course or one single number for P&R? The golf course and pool are our white whales. If the golf course gains \$20,000, it goes back in the fund. Lankenau said his bottom number would be zero from the general fund, not including capital expenses.

Thompson asked if the Board needs to make things separate. Funchion asked if there should be a committee for the pool, T-ball, etc. Hawley said kids shouldn't have to pay a fee to play baseball. Hardy said the Board will do everything they can to reduce expenses. The new group can bring a recommendation on rates. He asked for questions from the audience.

John Hoeffel asked if City compensates the cost back to the golf course for employee discounts. McColley said that topic will come up later in the meeting.

Jim Eisaman said he was approached as a businessman to donate \$1,000 and get a golf membership. The golf course was packed last Sunday and no one paid greens fees. Why were people allowed to golf for free? McColley said this is something to be addressed. Eisaman said he is not a member of the golf course anymore, but he planned to join again this year. Having to pay \$1,000 just because he is a business person in town is not right. Cotter said this solicitation did not come from his staff. Hardy said no one here knows about the \$1,000 donation request. Eisaman said the golf course membership graph should show 10-15 years ago. Helberg said everyone thought the golf course was making good money, but that does not include capital expense.

Cotter said the issue of people going on the course and playing for free just came to his attention. He does not want this to happen. He is light staffed in the clubhouse with one person working. The first tee is by the parking lot. He tries to make sure this doesn't happen and will impress it on his staff even more now. Helberg suggested that others help police the golf course too.

Outsource Management Of Municipal Pool

Cotter said one of the money saving ideas suggested by the performance audit was outsourcing management of the pool. He made contacts with two management companies in Ohio that manage country clubs and a few municipal pools. They try to minimize overall costs, but won't make money for the City. USA Pools of Ohio would charge \$74,130 per year. This includes staffing, day to day management and chemicals. The City would pay for utilities, maintenance and repairs, insurance and capital improvements. The City would keep revenues from attendance. Metro Pools of Cleveland gave a verbal quote in the minimum amount of \$75,000. Cotter is waiting for their detailed proposal.

Total estimated costs for City managed swimming pool operations vs. USA Pools management is a potential savings of \$1,630. However, the cost of utilities could be considerably higher since USA Pools may use more water and increase the water temperature level. We have been saving \$5,000-\$6,000 in natural gas costs by lowering the pool temperature. There would also be loss of management control of the facility.

Cotter said Representative Wachtmann offered the services of the Putnam County YMCA. Someone from the Y said they will get figures back to him next week. The Y would do pool management, supply personnel, and keep pool revenues. McColley suggested the P&R Board table this and review the proposal at their next meeting.

Motion To Table

Motion: Thompson Second: Funchion
To table *Outsource Management Of Municipal Pool*

Passed
Yea - 4
Nay - 0

Roll call vote on above motion.
Yea – Funchion, Richardson, Thompson, Hardy
Nay -

City Employee Discounts

Cotter said Union contracts offer half-price rates for P&R memberships, program fees, etc. Non-bargaining employees also have this benefit per personnel policies. This item can be addressed in union negotiations and Council can do as it wants with non-bargaining employees. Lankenau noted that this is the last year for all three Union contracts. Helberg said Council can tell Bisher to get this out of Union contracts. The City should take those moneys from that savings and allocate it back to the golf course since the course didn't lose the money. Cotter said there are no more than 10 City employee golf course memberships, about 5-6 for the pool. He doesn't know about recreation fees since this is the first year

Tom Russell asked if this applies to part-time employees too. Most of the people working at the golf course are part-time. Cotter said it states in the Personnel Code that anyone working at that entity is exempt from fees. This has been in place for several years at the pool and golf course. Russell asked if the 50% discount includes park usage. Cotter affirmed. Ridley said Council is limited on what it can do with bargaining units, but they can end the practice for non-bargaining employees. Lankenau said he believes this should be consistent for all employees.

McColley said Council could take away the 100% free for people working at the pool and golf course. Ressler said it would be difficult to find a golf course that does not give this discount to their employees. McColley said there is usually not a public board overseeing it. Ressler said she feels like she is being attacked about this. Russell said golf cart fees are the biggest profit margin on the course. Cotter said employees do not get a discount on carts, just memberships.

Lankenau suggested that Council direct Bisher to get the 50% discount out of union contracts, then we can address non-bargaining employees too. McColley said the 100% discount is minor. Helberg asked if golf course employees get free golf carts as well as the 100% discount. Ressler affirmed. Hardy asked how many employees get the 100% discount. Ressler said eight, but many of them walk the course. Lankenau suggested leaving this issue for recommendations from the new group.

Motion To Remove From Agenda

Motion: Funchion Second: Thompson
To remove *City Employee Discounts* from the agenda

Passed
Yea - 4
Nay - 0

Roll call vote on above motion.
Yea – Funchion, Richardson, Thompson, Hardy
Nay -

**Miscellaneous
Richardson**

Richardson – no items

Funchion

Funchion – no items

Thompson

Thompson – no items

Hardy

Hardy said softball registrations went out. He is concerned about the reduction in the number of players now that participation fees have been put in place. Cotter said registration ends Friday. Last year 250 kids registered and there are 75 so far this year.

Cotter

Cotter said online registration has not been a success. He has a total of one online registration so far. The process is more involved than he hoped. There is a \$3 flat fee on top of the \$20 participation fee for residents and on top of the \$30 fee for non-residents. He believes the \$3 conveyance fee (for the cost of using a credit card) is the problem. McColley said he would rather see this be a percentage. Hardy said he would rather not charge people to pay their participation fee. It is better for everyone to register online. The \$3 fee makes it not convenient. This should go away. Heath said the City pays about \$1,400 per year for conveyance fees at the golf clubhouse. Hardy asked if the City makes money on this fee. McColley said the conveyance fee goes to an outside vendor. Helberg said we could raise the rates to compensate for the fee. Funchion said people are paying for the convenience of paying by credit card. Helberg asked if we can change this.

Heath said there are other ways to do it. We can invoice for \$20. Hardy asked if the \$3 fee shows up when people register. Cotter said it does not, but the company told us it would. We created a form on the website. People who pay by credit card are linked to a third party that our bank contracted with. It is like an online purchase. McColley asked if people who come in and pay are exempt from the \$3 fee. Heath said they pay the \$3 fee if they use a credit card. Lankenau suggested putting this on the Parks & Recreation Board agenda and coming up with a recommendation.

**Motion To Adjourn
P&R Board**

Motion: Funchion Second: Richardson
To adjourn the meeting at 7:56 PM

**Passed
Yea - 4
Nay- 0**

Roll call vote on above motion.
Yea – Funchion, Richardson, Thompson, Hardy
Nay -

Date Approved

Matt Hardy, Chair



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March 22, 2013

HB51 (COMBINED ODOT BUDGET AND TURNPIKE LEGISLATION) PASSES BOTH HOUSES

HB51 will soon be on the way to Governor's Kasich's desk for signature. The House and Senate conferees reported the budget last Tuesday and the Senate voted on the conference report Wednesday afternoon and the measure passed by a vote of 27-6. The House in turn voted on the legislation Thursday afternoon and passed HB51 by a vote of 62-27.

The final version passed by the General Assembly is the Senate version of the bill with additional amendments. A brief summary of the legislation is as follows.

1. Guarantees at least 90% of the bond revenue got to highway projects north of U. S. Route 30.
2. The bill preserves language inserted by the Senate stating which roads have a turnpike "nexus" and are eligible for bond money from the turnpike. An amendment was added by the conference committee that states that the Ohio Turnpike and Infrastructure Commission (OTIC) would have input into what a nexus project would consist of.
3. The EZ pass free was changed by the conference committee. The freeze is still for 10 years on passenger vehicles only for local trips paid electronically. Language was also added that allowed (OTIC) to raise tolls if needed to comply with existing bonds.
4. Allow overweight vehicles to drive within two miles of the turnpike without a special permit if they didn't need such a permit on the turnpike. The language also establishes a \$100 fee to operate a triple-trailer units at locations authorized under federal law.
5. Extend the maximum length of certain vehicles on public roadways from 40 feet to 50 feet.
6. Reduce the \$20 late fee for motor vehicle registrations to \$10 and increasing the 7-day grace period to 30 days.
7. Permit vehicles fueled by compressed natural gas to exceed gross vehicle weight limits and axle load limits by 2,000 pounds without penalty.
8. Raised the speed limit on rural Interstate Highways from 65mph to 70mph. Speeds on two-lane state highways outside municipal corporations could also raise from 55mph to 60mph by the Director of Transportation when certain conditions are met.
9. Allow overweight vehicles to drive within two miles of the turnpike without a special permit if they didn't need such a permit on the turnpike. The language also establishes a \$100 fee to operate a triple-trailer units at locations authorized under federal law.
10. Extend the maximum length of certain vehicles on public roadways from 40 feet to 50 feet.
11. Reduce the \$20 late fee for motor vehicle registrations to \$10 and increasing the 7-day grace period to 30 days.
12. Change turnpike commissioners' terms from three years to five years.
13. Permit vehicles fueled by compressed natural gas to exceed gross vehicle weight limits and axle load limits by 2,000

pounds without penalty.

14. Requires ODOT and local authorities to erect Stop at a railway highway crossing if (1) new warning or protective devices that are not active grade crossing warning devices are being installed at the grade crossing, and railroad crossbucks were the only warning devices at the grade crossing prior to the installation of the new warning devices and (2) the grade crossing is constructed after the bill's effective date and only warning devices that are not active grade crossing warning devices are not installed at the grade crossing. These stop sign requirements do not apply to a railroad highway grade crossing that the Director of Transportation has exempted from the requirements because of traffic flow or other consideration of factors.

15. Eliminates the \$3,000 surety bond requirement that owners or lessees of service stations must provide to municipal corporations or counties after the current bond expires.

16. Tightens up the scrap metal dealers and bulk merchandise container dealer law.

17. Requires the Registrar of Motor Vehicles, by the end of this calendar year, to adopt rules allowing a trailer or semi-trailer to be registered for any number of years, including a permanent registration, rather than for a period of not more than five years as under current law.

18. Reduces the late fee for motor vehicle registration from \$20 to \$10 and also increases the grace period before the late fee is paid from 7 to 30 days.

19. Makes changes to the powers of port authorities created before July 9, 1982.

A complete comparison document on HB51 can be accessed by clicking [HERE](#).

UPDATE OF THE SCHEDULE REMAINING FOR HB59 THE BIENNIAL OPERATING BUDGET

Week of March 25: Spring Break

Week of April 1: Spring Break

Week of April 8: (HOUSE ACTION)

Monday, April 8 - Introduce substitute bill.

Tuesday, April 9 - Public testimony in full finance.

Wednesday, April 10 - Public testimony in full finance.

Thursday, April 11 - Public testimony in full finance.

Amendment deadline for the omnibus amendment at 5:00 p.m.

Week of April 15: (HOUSE ACTION)

Monday, April 15 or Tuesday, April 16 – Accept omnibus amendment and move bill from Finance. (HOUSE)

Thursday, April 18 – Floor vote on operating budget (HOUSE)

Week of April 29-Week of June 10: (SENATE ACTION)

Senate Action

Week of June 17:

Conference Committee

Week of June 24:

Monday, June 24 or Tuesday, June 25 – Conference committee vote.

Thursday, June 27 – House floor vote on conference report.

HB 69 FOLLOW UP INFORMATION FROM OPERS

Legislation refines Notice of Right and Request for: Determination for OPERS Membership form

Who should read this notice

Finance directors, payroll, human resources, and benefits professionals

Situation overview

Recent legislation has changed the content of and the timeline for Notice of Right and Request for: Determination for OPERS Membership (form PEDREQ), effective immediately. Here's an overview of changes provided for by House Bill 67:

- The timelines for notice and requests has changed:
- By Sept. 7, 2013: Employers must notify individuals who provided personal services prior to Jan. 7, 2013 for which no retirement contributions were withheld.
- Individuals now have until Aug. 7, 2014 to request a membership determination from OPERS.

The PEDREQ form has been revised to reflect the new deadlines and now includes a field for Social Security numbers.

The most current form is now available at www.opers.org.

Specific actions requested

Employers are also encouraged to be knowledgeable about all aspects of this determination to help limit potential liabilities.

Here's how:

- Attend the OPERS-sponsored online seminar to obtain additional information on membership determinations. More details and how to registration can be found on www.opers.org.
- Consult with your legal counsel on how to comply with statutory obligations.
- Review records retention policies; know the archival requirement for all forms.

Why this is important

This legislation was designed to help protect employers from potentially large liabilities as employers are responsible for the employee and employer contributions, plus interest, if it is determined that an individual's retirement contributions should have been paid, but were not.

Timely requests also help to ensure that individuals receive the proper retirement system service credit, if applicable.

Note: OPERS will continue to process certifications of unreported time you send to us. Employers will continue to be billed for undisputed public service which was not reported, regardless of when the unreported service occurred.

Past Bulletins:

[2013](#)

[2012](#)

[2011](#)

[2010](#)



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

March 22, 2013

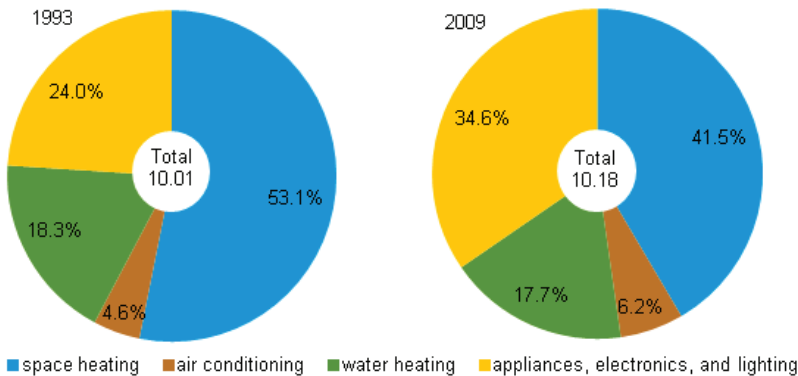
Trends in sustainability

By Julia Blankenship – manager of energy policy and sustainability

The Energy Information Administration (EIA) of the U.S. Department of Energy noted this month that heating and cooling have slipped as the majority component of home energy use in the U.S. Data collected in 2010 and 2011 as part of the Residential Energy Consumption Survey show that 48 percent of home energy usage in 2009 was attributed to heating and air conditioning; the same usage accounted for 58 percent of home energy usage in 1993.

What can best be observed on the chart below is the very large increase in energy usage by appliances, electronics, and lighting (shown in yellow), despite the efficiency gains for those products. EIA notes that the gains in efficiency have been offset by the increased number of devices in the home that run on electricity. More details from the report can be found at <http://www.eia.gov/todayinenergy/detail.cfm?id=10271>

Energy consumption in homes by end uses
quadrillion Btu and percent



Source: U.S. Energy Information Administration, Residential Energy Consumption Survey

Note: Amounts represent the energy consumption in occupied primary housing units

Attacks on tax-exempt financing continue

By Julia Blankenship

Fresh from a productive visit to Washington for the APPA Rally last week, AMP learned on March 15 that the Senate Budget Resolution for Fiscal Year 2014 appears to repeat the same threats to tax-exempt financing as seen previously from the Obama Administration and the 2010 Deficit Reduction Commission.

The budget resolution is non-binding, but sets forth policies and tax and spending priorities for the coming fiscal year. The Senate version would add \$925 billion in new revenues, much of which would appear to come from “eliminating loopholes and cutting unfair and inefficient spending in the tax code for the wealthiest Americans and biggest corporations,” according

see TAX-EXEMPT Page 2

Webinar scheduled regarding PJM Base Residual Auction

By Alice Wolfe – assistant vice president of power supply planning and alternative generation

The PJM Base Residual Auction for the 2016-2017 delivery year (June 1, 2016, through May 31, 2017) will take place May 13-17. In order to meet PJM deadlines for auction preregistration, AMP is requesting to receive signed Schedules of Interruptible Load for Reliability (SILR) by April 12.

To prepare participants, AMP will host a webinar on the Demand Response program at 2 p.m. on March 28. Details regarding the webinar along with the presentation and an updated SILR will be sent via email next week.

Responsibility for the Demand Response program is transitioning from Timothy Walton to me. Cody Ward, power supply planning engineer, will be supporting the program as well. Feel free to contact me with questions at awolfe@amppartners.org or 614.540.6389.

Call-before-you-dig webinar explains new law in Ohio

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

In December, the Ohio Legislature passed legislation to update the state’s call-before-you-dig law. This new law includes a number of provisions and compliance measures of interest to Ohio municipal electric systems.

In an effort to help educate members on the new law, we have asked the Ohio Utilities Protection Service (OUPS) to schedule a webinar to provide an update on the implementation and what is required of municipalities. The webinar will be live, so questions can be asked as the presentation goes along.

The webinar will be held at 9 a.m. March 27. To register, please visit <https://www1.gotomeeting.com/register/996576705>. If you are unable to attend at this time, but would like to participate in a future webinar, please let me know and we can work on scheduling another.

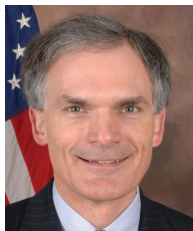
Please contact me at mbeirne@amppartners.org or 614.540.0835 if you have any questions or need additional information about the new law.

to the Senate Budget Committee's accompanying documentation. The committee also cited as an "illustrative tax reform plan" the draft report from the Simpson-Bowles Deficit Reduction Commission, which recommended taxing interest on all newly issued municipal bonds.

This week, AMP wrote letters to Democratic Senators from AMP footprint states opposing these and other efforts to weaken the tax-exempt financing program. It is unclear if the Senate Budget Resolution will be reconciled with the House version, but it is clear that these attacks are continuing.

As we discussed at the APPA Rally, AMP members are urged to contact their U.S. Representatives to encourage them to cosponsor H.Res. 112, a bipartisan measure introduced by Reps. Lee Terry (R-NE) and Richard Neal (D-MA) celebrating the history and contribution of municipal bonds to the economic growth of the United States. Rep. Bob Latta (R-OH) has already signed on and we greatly appreciate his support.

Please let us know if you need any background information to assist you. AMP also is drafting a sample resolution for your community's consideration, which we will be providing shortly.



Rep. Bob Latta

AMP promotes Wolfe to assistant vice president

By Pamala Sullivan – senior vice president of marketing and operations

Alice Wolfe has been promoted to the position of assistant vice president of power supply planning and alternative generation. In this new role, Alice will supervise the Power Supply Planning Department and continue work on alternative generation and smart grid activities.



Alice has served as the manager of alternative generation and smart grid for the last three years. Prior to joining AMP, she spent 10 years at different manufacturing facilities, working in environment, health and safety; supervising quality control departments, and leading teams as a Lean Six Sigma Black Belt. She holds a bachelor's degree from Case Western Reserve University and a master's degree from Yale University.

Never-ending winter pushes natural gas, power prices higher

By Craig Kleinhenz – manager of power supply planning

The cold weather of winter continues to stick around much of the United States. Normal highs for this time of year are in the mid 50s, but the temperature only got to 31 degrees Thursday in Columbus. This prolonged cold continues to push both natural gas and power prices higher for the fifth week in a row.

April natural gas prices closed up \$0.12/MMBtu from last week to end at \$3.93/MMBtu. This represents a five week gain of \$0.77 MMBtu. 2014 on-peak electric prices at AD Hub finished up \$0.50/MWh from last week, closing at \$43.22/MWh (a five week increase of \$2.14/MWh).

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

Week ending March 22

MON	TUE	WED	THU	FRI
\$36.01	\$45.14	\$49.07	\$35.49	\$39.56

Week ending March 15

MON	TUE	WED	THU	FRI
\$31.50	\$36.65	\$37.88	\$44.37	\$37.71

AEP/Dayton 2014 5x16 price as of March 22 — \$43.22

AEP/Dayton 2014 5x16 price as of March 15 — \$42.72

'Public Power Connections' spring edition coming soon

By Krista Selvage – manager of publications

The Spring Edition 2013 of *Public Power Connections* will be released in the next week to AMP principal contacts and those who request it.

This issue includes articles on outdoor electrical safety, What Is: Reliability?, how landscaping can reduce power costs and save energy, and How It Works:

Solar Power. It also includes efficiency and safety tips.

If you'd like to be added to the list of email recipients, please contact me at kbselvage@amppartners.org or 614.540.6407. Member comments and suggestions are also welcomed.

For current and past editions, visit the Member Extranet section of AMP's website and choose "Public Power Connections" on the right-hand side.

AMP website promotes solar generation with new page

By Bethany Kiser – manager of electronic publications/website

A new [Solar Power page](#) is now live on the AMP website, featuring information and photos of the Napoleon Solar Facility and the Greenfield Solar Demonstration.

The Napoleon facility, a 3.54-MW (AC) project developed and owned by AMP, is one of the largest solar projects in Ohio. The Greenfield Solar Demonstration Project is a 30-kW solar facility located at the City Greenhouse in Rockefeller Park in Cleveland.

The Solar Power page is located under the [Generation Assets](#) section of the website.

AFEC weekly update

By Craig Kleinhenz

Last Friday night, AFEC ramped down to start its spring outage. This outage was a planned maintenance outage and is expected to last through next Sunday.

For the week, 7x16 On-Peak market prices were \$43.95/MWh and 7x8 Off-Peak market prices were \$38.61/MWh at the Fremont LMP.



Calendar

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

April 23-24—8th Annual AMP Technical Services Conference
Columbus

April 25—AMP finance & accounting subcommittee meeting
Oberlin Fire Department, Oberlin

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

May 23—AMP finance & accounting subcommittee 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

Member Directory updated

Updates have been made to the AMP Member Directory. The 2013 directory is located on the Member Extranet section of the AMP website (login required). On that web page, you will also find a Word document that details all the changes made since the last directory update. Please contact Bethany Kiser at 614.540.0945 or bkiser@amppartners.org with directory changes or questions. We appreciate you keeping us up-to-date on changes in your community.

American Municipal Power
1111 Schrock Road,
Columbus, Ohio 43229
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www.amppartners.org

Update Classifieds

St. Marys seeks director of public service and safety

The City of St. Marys, a city of 8,332 residents in west central Ohio with an annual budget of \$45 million, invites qualified applicants to apply for the position of director of public service and safety. Successful applicant will be appointed by and serve at the pleasure of the mayor and will plan, direct, and manage administrative, public safety, public works, and public utility services; prepare and monitor city's budget and expenditures; develop and enforce policies and procedures; and administer five labor agreements.

Must possess a bachelor's degree in public administration, business administration, or engineering (civil or electrical) or other related program with master's degree or professional engineer preferred, plus five years of experience with public financing and supervision or an equivalent combination of training and/or experience. Must become a city resident within six months. Salary commensurate with experience.

Interested applicants can request an employment application be sent to them by contacting Patrick Hire at Clemans, Nelson and Associates, Inc. at 419.227.4945. A properly completed application and resume with references must be submitted to the above address no later than March 30 to be considered. EOE. For more information on the city of St. Marys, visit us at www.cityofstmarys.net.

Borough manager applicants wanted in Ellwood City

Borough of Ellwood City, PA (population 7,966). 41 full-time employees. Combined General/Electric/Sewer budget of \$13.4 million. Minimum of BS or BA in administration. 2-plus years of increasingly responsible experience for a community of similar size and complexity. Candidate should possess a strong background in municipal and fi-

nancial management with effective leadership and communication skills.

Knowledge of PA Borough Code. Reports to a seven member council elected at large. Salary is DOQ with benefits. Submit cover letter, detailed resume, and three professional references by April 20 to Borough of Ellwood City, c/o Domenic A. Viccari, 525 Lawrence Avenue, Ellwood City, PA 16117.

Danville looks to fill position for division director of water and gas distribution

City of Danville: Division Director of Water & Gas Distribution. The Utilities Department is seeking an experienced professional to direct the operation of the division and to ensure compliance with local, state, and federal regulations. Plans and coordinates gas marketing activities and gas rate structure. Oversees preparation and implementation of annual and five year budget. Monitors major construction projects and ensures operation and maintenance requirements are met. Prepares and presents letters, ordinances, resolutions, and reports on regulatory, legal and technical matters in formal settings.

Candidate must possess a comprehensive knowledge of water and gas distribution systems and a comprehensive knowledge of local, state, and federal regulations and standards. Must have the ability to prepare annual budgets for capital improvement, operations, maintenance and major system improvement projects. Must be able to effectively communicate in both speaking and writing. Bachelor's degree in civil engineering or related field required with a minimum of three years experience in a progressively responsible supervisory position.

Position will remain open until filled. Salary range: \$70,858-\$110,957/DOQ. Visit our website to apply online: www.danville.va.us Equal Opportunity Employer.