

January 2014							February 2014							March 2014						
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	2	3	4	5	6	7	8	2	3	4	5	6	7	8
5	6	7	8	9	10	11	9	10	11	12	13	14	15	9	10	11	12	13	14	15
12	13	14	15	16	17	18	16	17	18	19	20	21	22	16	17	18	19	20	21	22
19	20	21	22	23	24	25	23	24	25	26	27	28	23	24	25	26	27	28	29	
26	27	28	29	30	31								30	31						

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 6:30 PM Finance & Budget Committee Mtg. 7:30 PM Safety & Human Resources Committee Mtg. 8:00 PM Special City Council Meeting AV - Shery	28	29 6:30 PM Parks & Rec Board Meeting BISHER - 8:30 am - 2:00 pm	30	31	1
2	3 6:15 PM TECHNOLOGY Committee 7:00 PM City COUNCIL Meeting AV - Dan	4	5	6	7	8
9	10 6:30 PM ELECTRIC Committee Board of Public Affairs 7:00 PM WATER/SEWER Committee 7:30 PM Municipal Properties/ED Committee Meeting AV - Rox	11 BISHER - @ AMP	12	13	14	15
16	17 6:15 PM Parks & Rec Committee Mtg. 7:00 PM City COUNCIL Meeting AV - Dan	18	19	20	21	22
23	24 6:30 PM Finance & Budget Committee Mtg. 7:30 PM Safety & Human Resources Committee Mtg. AV - Shery	25 2:00 PM OMEA Legislative Day @ Vern Riffe Center AMP - Bisher	26 AMP - Bisher	27 BISHER - 12 Noon > Off	28 BISHER - Off	1

City of Napoleon, Ohio

TECHNOLOGY & COMMUNICATION COMMITTEE

LOCATION: City Hall Offices, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Meeting Agenda

Monday, February 3, 2014 at 6:15 PM

- I. Approval of Minutes from December 2, 2013 *(In the Absence of any Objections or Corrections, the Minutes Shall Stand Approved)*
- II. Discussion Regarding Using Social Media to Improve Communication with Residents
- III. Discussion Regarding Online Applications for Various Services
- IV. Any Other Matters Currently Assigned To Committee

Gregory J. Heath, Clerk/Finance Director

City of Napoleon, Ohio
Technology & Communication Committee

Meeting Minutes

Monday, December 2, 2013 at 8:00 PM

PRESENT

**Members
City Staff**

Jason Maassel - Chair, Christopher Ridley, Jon Tassler
Dr. Jon A. Bisher, City Manager
Gregory J. Heath, Finance Director/Clerk of Council
Dan Wachtman, MIS Administrator
Robert Weitzel, Police Chief

**Recorder
Others**

Tammy Fein
News Media

ABSENT

Call To Order

Chairman Maassel called the meeting to order at 8:47 PM.

Minutes Approved

Minutes from the April 1, 2013, meeting stand approved as presented.

**Making The City
Website More
Navigatable**

Wachtman stated he was waiting for feedback from Committee members regarding the ease of use of the City's website. Maassel suggested Wachtman use the City of Hudson's website as a template stating the ease of searches and the important forms such as tax forms and utility payments being on the home page.

Bisher stated the City's website is structured by subject since it was used by City Departments more than by consumers; Maassel stated this is no longer the case. Maassel stated he would like to see the following on the City's home page:

- Utility bill payment link;
- Parks & Rec Program registration form;
- Tax forms; and
- Chamber of Commerce website link.

Ridley added that he would also like to see a link to the Henry County CIC.

Tassler stated he attempted to register on the website earlier in the day and the website would not allow him to.

Ridley suggested an online survey for consumers to indicate which features they'd like to see on the site; Maassel suggested a counter to research which links were used the most. Wachtman stated he would work on these things and will add a Frequently Asked Questions link to the website as well.

Motion To Adjourn

Motion: Tassler Second: Ridley
To adjourn the meeting at 9:04 PM

Passed
Yea- 3
Nay- 0

Roll call vote on above motion:
Yea-
Nay-

Date Approved:

Jason Maassel, Chair

City of Napoleon, Ohio

CITY COUNCIL

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

MEETING AGENDA

Monday, February 3, 2014 at 7:00 pm

- A. **Attendance** *(Noted by the Clerk)*
- B. **Prayer & Pledge of Allegiance**
- C. **Mayor's State of the City Address**
- D. **Approval of Minutes:** January 20 *(In the absence of any objections or corrections, the minutes shall stand approved.)*
- E. **Presentation of Award:** by Mr. Derek Merrin, Regional Liaison for the Office of the Auditor of State
- F. **Citizen Communication**
- G. **Reports from Council Committees**
 - 1. **Personnel Committee** met on Wednesday, January 22 and Thursday, January 30 and:
 - a. Reviewed Personnel Matters
 - 2. **Finance & Budget Committee** *(Majority Report)* met on Monday, January 27 and recommended:
 - a. To set the General Fund limit at \$1 million and the CIP Fund limit at \$400,000;
 - b. To move \$60,000 from the 400 CIP Fund to the 401 CIP Reserve Fund, and to move \$126,000 from the 100 General Fund to the 101 General Reserve Fund;
 - c. To unappropriate \$45,500 from the 101 General Reserve Fund
 - 3. **Safety & Human Resources Committee** met on January 27 and:
 - a. Scheduled meetings with Townships
 - b. Reviewed EMS Costs and Revenues
 - 4. **Technology Committee** *(Majority Report)* met on Monday, February 3 and:
 - a. Discussed Using Social Media to Improve Communication with Residents
 - b. Discussed Online Applications for Various Services
- H. **Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
 - 1. **Civil Service Commission** did not meet on Tuesday, January 28 due to lack of agenda items.
 - 2. **Parks & Recreation Board** met on Wednesday, January 29 with the following agenda items:
 - a. Organization of Officers
 - b. Discussion regarding Youth Volleyball Program
- I. **Introduction of New Ordinances and Resolutions**

There are no first readings of Ordinances and Resolutions.
- J. **Second Readings of Ordinances and Resolutions**

There are no second readings of Ordinances and Resolutions.
- K. **Third Readings of Ordinances and Resolutions**

There are no third readings of Ordinances and Resolutions.
- L. **Good of the City** *Any other business as may properly come before Council, including but not limited to:*
 - 1. **Discussion/Action:** CIC Economic Development Update
 - 2. **Discussion/Action:** Sole Source I/I Study – VanHyning, E. Riverview & Front St. Interceptors
 - 3. **Discussion/Action:** Sole Source Purchase of Lighting Upgrades for the City Building
 - 4. **Discussion/Action:** Refer Unlimited Pickup Schedule to WSRRL Committee and BOPA
 - 5. **Discussion/Action:** To approve purchase of off state bid for replacement cardiac monitors
 - 6. **Discussion/Action:** Updates from the Personnel Committee regarding the hiring of a new City Manager
 - 7. **Discussion/Action:** Sewer Lateral Cost Responsibility and Sewer Assessments
 - 8. **Discussion/Action:** Approval of Change Order No. 7: Scott St. Improvements Project, Miller Bros. Construction, Inc.
- M. **Executive Session:** To discuss Compensation of Personnel
- N. **Approve Payment of Bills and Approve Financial Reports** *(In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.)*
- O. **Adjournment**

A. Items Referred or Pending in Committees of Council

1. Technology & Communication Committee (1st Monday)

(Next Regular Meeting: Monday, March 3 @ 6:15 pm)

2. Electric Committee (2nd Monday)

(Next Regular Meeting: Monday, February 10 @ 6:30 pm)

a. Review of Electric Billing Determinants

b. Electric Department Report

3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)

(Next Regular Meeting: Monday, February 10 @ 7:00 pm)

4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)

(Next Regular Meeting: Monday, February 10 @ 7:30 pm)

a. Updated Info from Staff on Economic Development (as needed)

5. Parks & Recreation Committee (3rd Monday)

(Next Regular Meeting: Monday, February 17 @ 6:15 pm)

6. Finance & Budget Committee (4th Monday)

(Next Regular Meeting: Tuesday, February 24 @ 6:30 pm)

7. Safety & Human Resources Committee (4th Monday)

(Next Meeting: Tuesday, February 24 @ 7:30 pm)

a. Scheduling of meetings with Townships

b. Review of EMS Costs and Revenues

8. Personnel Committee (As needed)

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

1. Board of Public Affairs (2nd Monday)

(Next Regular Meeting: Monday, February 10 @ 6:30 pm)

a. Review of Electric Billing Determinants

b. Electric Department Report

2. Board of Zoning Appeals (2nd Tuesday)

(Next Regular Meeting: Tuesday, February 11 @ 4:30 pm)

3. Planning Commission (2nd Tuesday)

(Next Regular Meeting: Tuesday, February 11 @ 5:00 pm)

4. Tree Commission (3rd Monday)

(Next Regular Meeting: Monday, February 17 @ 6:00 pm)

5. Civil Service Commission (4th Tuesday)

(Next Regular Meeting: Tuesday, February 25 @ 4:30 pm)

6. Parks & Recreation Board (Last Wednesday)

(Next Regular Meeting: Wednesday, February 26 @ 6:30 pm)

7. Privacy Committee (2nd Tuesday in May & November)

(Next Regular Meeting: Tuesday, May 13 @ 10:30 am)

8. Records Commission (2nd Tuesday in June & December)

(Next Regular Meeting: Tuesday, June 10 @ 4:00 pm)

9. Housing Council (1st Monday of the month after the TIRC meeting)

(Next Regular Meeting:)

10. Health Care Cost Committee (As needed)

11. Preservation Commission (As needed)

12. Infrastructure/Economic Development Fund Review Committee (As needed)

13. Tax Incentive Review Council (As needed)

14. Volunteer Firefighters' Dependents Fund Board (As needed)

15. Lodge Tax Advisory & Control Board (As needed)

16. Board of Building Appeals (As needed)

17. ADA Compliance Board (As needed)

18. NCTV Advisory Board (As needed)

City of Napoleon, Ohio
CITY COUNCIL

Meeting Minutes

Monday, January 20, 2014 at 7:00 pm

PRESENT

Council

John Helberg (President), Patrick McColley (President Pro-Tem), Jeffrey Marihugh, Jason Maassel, Christopher Ridley, Heather Wilson

Mayor

Ronald A. Behm

City Manager

Dr. Jon A. Bisher

Law Director

Trevor M. Hayberger

Finance Director/Clerk

Gregory J. Heath

Recorder

Tammy Fein

City Staff

Chad Lulfs, City Engineer

Dan Wachtman, MIS Administrator

Robert Weitzel, Police Chief

Others

News Media, Patrolman Patrick Lannan, Carey and Beth Lange

ABSENT

Council

Travis Sheaffer

Others

Call To Order

President Helberg called the meeting to order at 7:01 pm with the Lord's Prayer followed by the Pledge of Allegiance.

**Swearing In –
Patrolman Lannan**

Mayor Behm swore in Patrolman Patrick Lannan to the Napoleon Police Department. Patrolman Lannan is originally from Chicago and had previously served in the Army for 12 years, serving tours in Iraq and Afghanistan. Lannan has a wife and three (3) children and was a member of the Napoleon Police Auxillary.

Minutes Approved

Minutes of the January 6 Council meeting stand approved with the correction of 'TMT' replacing 'TNTE' on page eleven (11).

**Citizen
Communication**

None

**Reports From
Committees**

The Technology & Communication Committee did not meet on January 6 due to lack of agenda items.

Committee member McColley reported that the Electric Committee met on January 13 and recommended:

1. Approval of electric billing determinants

The Water, Sewer, Refuse, Recycling and Litter Committee did not meet on January 13 due to lack of agenda items.

The Municipal Properties, Buildings, Land Use and Economic Development Committee did not meet on January 13 due to lack of agenda items.

The Parks & Recreation Committee did not meet on January 20 due to lack of agenda items.

**Introduction Of
Resolution No. 005-14**

President Helberg read by title Resolution No. 005-14, a Resolution accepting the Annexation to the City of Napoleon certain territory that the Napoleon Area School

Helberg Referred Sole Sourcing I/I Study To The February 3 Council Meeting

Sewer Lateral Cost Responsibility And Sewer Assessments

Lulfs requested, to save time and money, to employ Stantec Consulting for the remaining studies instead of using the Quality Based Selection process to select a consultant.

Marihugh stated that he read the documents and did not see a Scope of Services included; Marihugh added that he would not vote on this issue without reading the Scope of Services since this is a \$425,000 project. McColley asked if this was a reasonable amount; Lulfs stated that this amount will likely be negotiated down to approximately \$400,000, but negotiations of the contract have not begun.

Maassel asked if the Quality Based Selection process was used when Scantec was chosen to do the previous I/I studies; Lulfs replied yes. Hayberger added that he is usually opposed to sole sourcing, however Scantec has been chosen through the Quality Based Selection process to do all the previous I/I studies.

Lulfs stated that the Van Hyning portion of the studies will be the largest of the three, with the East Riverview and Front Street being smaller, and these will complete the required I/I studies. Lulfs added that the Quality Based Selection process will take approximately six (6) weeks, so if that is Council's decision, Lulfs would like to get started as soon as possible. Lulfs stated that the Scope of Services is completed during the negotiations of the contract during the Quality Based Selection process, and has general information listed in the document; Lulfs will research the percentages in the Long Term Control Plan for further discussion.

Helberg referred the Sole Sourcing I/I Study back to the February 3 Council meeting, asking Lulfs to get more information regarding the Scope of Service.

Bisher stated he is still researching the information requested from other cities, and once the books are rolled regarding the Budget, Bisher will use the final figures to create the spreadsheet for Council to explore.

Maassel stated that having a deductible makes sense to decrease the amount of frivolous repairs that would be charged to the City; the average cost of these incidents is approximately \$5,000 with approximately six (6) to twelve (12) incidents per year. Maassel stated this caused the previous WSRRL Committee to have concerns with an 'open invitation' to residents for the City to pay for repairs. Maassel suggested a process in which the resident would pay the first \$2,000 of the incident, which would decrease the amount of frivolous incidents, the City paying the next \$4,000 of the incident and the resident being responsible for the remainder. Maassel stated this would decrease the perceived unfairness of the City paying one amount for one resident and a different amount for another.

Helberg stated that the incidents that the City has any responsibility in should be limited to incidents located in the City right-of-way; Council agreed.

Helberg asked Lulfs what the average cost of a simple sewer repair on the resident's side of the street would be; Lulfs estimated approximately \$2,000 - \$2,500, but will research this with a local contractor. Carey Lange stated that his repair at 717 W. Clinton Street was thirteen (13) feet down on the opposite side of the street, with just the tap being repaired in the City right-of-way, with a cost of approximately \$7,245.

Maassel added that the concrete pavement reimbursement to residents has been at the

same rate for many years.

Ridley stated that he would like to see the spreadsheet figures; adding that the amount that the resident is responsible for must be capped. Bisher stated that the spreadsheet figures will be using the most recent data.

Wilson stated that the whole process regarding customer service must be looked at, not just the reimbursement rate.

Lange offered to communicate with Council as needed.

**No Action Taken;
Sewer Lateral Cost
Responsibility And
Sewer Assessments
Left On Agenda**

Council took no action regarding Sewer Lateral Cost Responsibility and Sewer Assessments, leaving the issue on the agenda for further discussion.

Bisher

None

Hayberger

None

Wilson

Wilson stated that the upcoming Mayor's State of the City Address should contain information regarding economic development to build and nurture different business relationships in the City; Bisher suggested contacting Rob McColley, CIC Director to see if he is available for the next Council meeting on February 3, at which the Mayor will give the State of the City Address.

Maassel

None

Behm

Behm requested Helberg assign Reserve Fund Analysis to the Finance & Budget Committee.

**Helberg Assigned
Reserve Fund Analysis
To The Finance &
Budget Committee**

Helberg assigned the Reserve Fund Analysis to the Finance & Budget Committee.

Behm received a phone call from a resident complaining that the City is making it difficult for competition to come into the City to compete with the cable company; Bisher stated that the City does not have any authority to negotiate regarding cable services, adding that the current contract is not exclusive and other companies could come into the City if they chose.

Helberg

Helberg asked Lulfs for an update on the Riverview project; Lulfs replied that ODOT stated that E. Riverview was left open during the project, while W. Riverview will not be left open but the schedule was not revised due to bad weather. Helberg asked Lulfs to relay thanks to ODOT for opening E. Riverview.

McColley

McColley stated that he is attending the OMEA Conference on February 25 and invited other Councilmembers to join him.

Ridley

Ridley stated the City Facebook page is great and has approximately 250 friends.

Marihugh

Marihugh thanked Bisher for the wind shear data.

Ronald A. Behm, Mayor

Gregory J. Heath, Finance Director/Clerk of Council

DRAFT



Dave Yost · Auditor of State

Jon Bisher, City Manager
City of Napoleon
255 West Riverview Ave P.O. Box 151
Napoleon, OH 43545

Dear Mr. Bisher,

Congratulations! Based upon your recently completed financial audit, it gives me great pleasure to inform you that the City of Napoleon has received the *Auditor of State Award with Distinction*. Clean and accurate record-keeping are the foundation for good government, and the taxpayers can take pride in your commitment to accountability.

The *Auditor of State Award with Distinction* is given to those entities that file an annual CAFR and timely financial reports in accordance with GAAP, as well as receive a "clean" audit report. The "clean" audit report means that your financial audit did not contain findings for recovery, material citations, material weaknesses, significant deficiencies, Single Audit findings or any questioned costs.

Congratulations again on receiving the *Auditor of State Award with Distinction*. My office looks forward to continuing to work with you to ensure clean, accountable and efficient government for all Ohioans.

Sincerely,

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, sweeping "D" and "Y".

Dave Yost
Auditor of State

(Letterhead)

For Immediate Release:

(Date)

Contact:

(Contact Name)

(Title)

(Contact Phone)

(Name) Receives Auditor of State Award

(Location) – A recent financial audit of (name) by the Auditor of State Dave Yost's office has returned a clean audit report. (Name)'s excellent record keeping has earned it the *Auditor of State Award*.

"Quote from entity official."

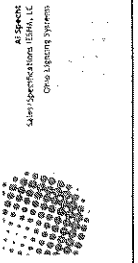
The *Auditor of State Award* is presented to local governments and school districts upon the completion of a financial audit. Entities that receive the award meet the following criteria of a "clean" audit report:

- Must be a GAAP entity without a CAFR (Certified Annual Financial Report) that timely files their financial reports with the Auditor of State;
- The audit report does not contain any findings for recovery, material citations, material weaknesses, significant deficiencies, Single Audit findings or questioned costs;
- The entity's management letter contains no comments related to:
 - Ethics referrals
 - Questioned costs less than \$10,000
 - Lack of timely report submission
 - Reconciliation
 - Failure to obtain a timely Single Audit
 - Findings for recovery less than \$100
 - Public meetings or public records

###

LUMINAIRE SCHEDULE

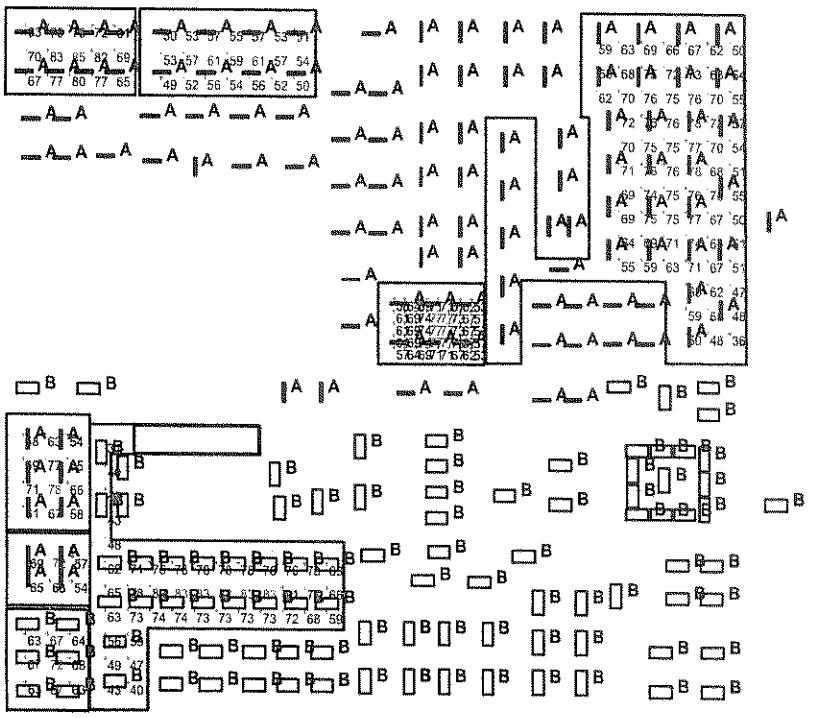
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
	A	123	SL40-40L-35K	2 Arrays of Prismatic White Plastic Reflector and Heatsink	Cree LEDs	Cree_Surface Ambient_SL40_40L_35K_IES1	Absolute	0.93	52.7
□	B	101	ZR24-40L-40K-10V	2 x 4 Troffer with aluminum, white painted reflector and body, and curved diffuse lens over LED string	Cree XHG LED	ZR24 Troffer IES file.ies	Absolute	0.93	41.9
	E	9	BS100LED4100K-4FT-45W-120/277	BEGHELLI LED LUMINAIRE WITH DIFFUSING LINEAR PRISMATIC LENS	208 WHITE LEDS. LUMEN OUTPUT = 4583 LMS.	BS100LED-WT41-50W.IES	Absolute	0.88	47.8



Napoleon City Bldg Lighting Upgrade

Designer
Al Specht
Date
Aug 6 2013
Scale
As shown
Drawing No.
Rev 013014

STATISTICS						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Accounts Rec		66 fc	78 fc	36 fc	2.2:1	1.8:1
Conference Rm		73 fc	85 fc	61 fc	1.4:1	1.2:1
Engineering Records		55 fc	61 fc	49 fc	1.2:1	1.1:1
Engineering Staff	+	64 fc	72 fc	54 fc	1.3:1	1.2:1
Finance Director	+	67 fc	77 fc	53 fc	1.5:1	1.3:1
Open Office		67 fc	83 fc	31 fc	2.7:1	2.2:1
Senior Engineering Tech	+	66 fc	78 fc	54 fc	1.4:1	1.2:1
Staff Engineer	+	66 fc	72 fc	63 fc	1.1:1	1.0:1

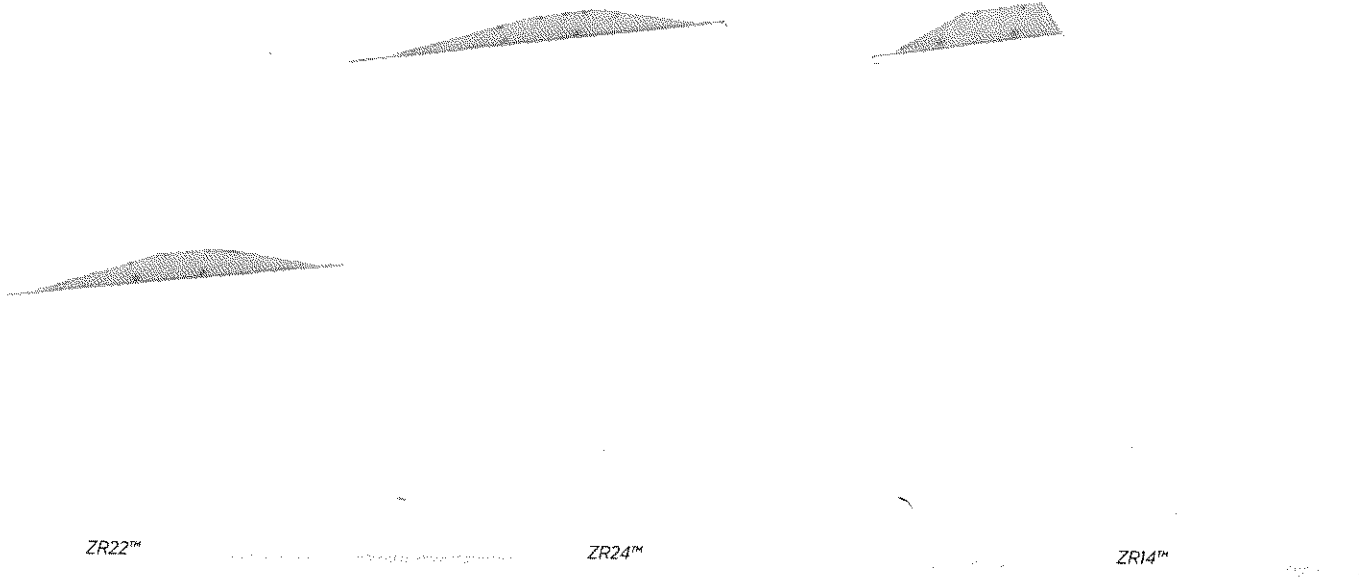


Plan View
Scale 1" = 20'

Calculated values include direct and interreflected components.

ZR Series

LED Troffer



Exceptional Performance at an Unexpected Price.

SUPERIOR Light Quality

Engineered with Cree TrueWhite® Technology, this fixture delivers 90 CRI and superior color saturation, enhancing the look of any space.

UNEXPECTED Price

Exceptional combination of brilliant light and enhanced aesthetics at a remarkable price, all backed by the Cree 10-year limited warranty.

EASY Installation

With an ultra-thin 3.9" height and lightweight design, the ZR Series troffer effectively targets a broad range of plenum spaces.

INSTANT Code Compliance

With continuous 0-10V dimming, the ZR Series troffer complies with CA Title 24 dimming codes as well as most nationwide energy codes.

Cree IS LED Lighting

Visit www.cree.com/lighting/zrseries or contact a Cree lighting representative to learn more.

ZR Series LED Troffer

The ZR Series LED troffer portfolio offers 2x2, 1x4 and 2x4 options targeted for both new construction and renovation. The ZR Series troffer delivers up to 4000 lumens of 90 CRI color quality with a pleasing aesthetic look and includes 0-10V dimming, which increases energy savings and helps meet local energy codes. The ZR Series troffer embodies a breakthrough in balancing energy savings, visual comfort, and payback.

PERFORMANCE SUMMARY

Cree TrueWhite® Technology

Assembled in the U.S. and Mexico

EFFICACY: 90 LPW

DELIVERED LIGHT OUTPUT: 3200, 4000 lumens

INPUT POWER: 35 to 44 watts

CRI: 90

CCT: 3500K, 4000K

INPUT VOLTAGE: 120-277 VAC

LIMITED WARRANTY: 10 years†

LIFETIME: Designed to last up to 75,000 hours

CONTROLS: 0-10V standard*

MOUNTING: Recessed

Product specifications subject to change at any time.
*Visit www.cree.com/lighting for recommended dimming control options.
See www.cree.com/lighting for warranty terms.†

CREE TRUEWHITE® TECHNOLOGY

A revolutionary way to generate high efficacy light with superior color rendering and lifelong color consistency. Cree TrueWhite® Technology delivers a no compromise solution to enhance any space.

CONSTRUCTION & MATERIALS

- Durable cold rolled steel housing provides strength and uniformity.
- Ultra-thin 3.9" fixture height and lightweight design effectively target a broad range of plenum spaces and allow for easy installations.
- Fixture is pre-painted for enhanced smooth finish.
- Provided t-bar clips and holes for mounting support wires enable recessed or suspended installation.
- Fixture sides and ends are hemmed in for safe, easy handling.

OPTICAL SYSTEM

- Unique fixture design creates perfect balance of both horizontal and vertical illumination.
- Optimized diffused lens eliminates pixelation and delivers a low-glare, smooth light distribution.

ELECTRICAL SYSTEM

- Cree-born components including highly efficacious Cree® LED chips along with an integral highly-efficient Cree® driver.
- Power Factor = 0.9 nominal.
- Input Power: Stays constant over life.
- Input Voltage: 120-277V, 50/60Hz.
- Battery Backup: Consult factory.
- Temperature Rating: Designed to operate in temperatures 0° to 35°C and below room side and plenum side.
- Total Harmonic Distortion: <20%.

CONTROLS

- Continuous dimming to 5% with 0-10V controls comes standard.*

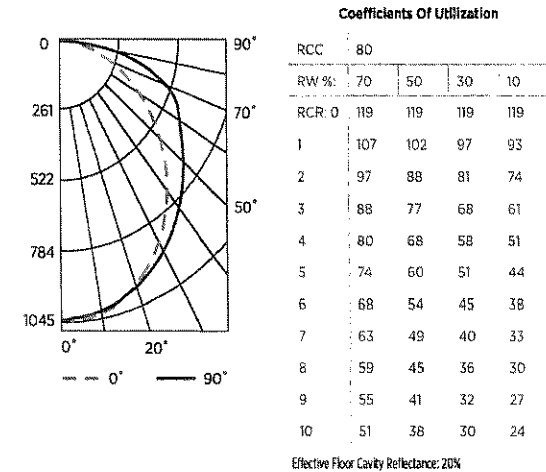
REGULATORY & VOLUNTARY QUALIFICATIONS

- UL924 (EB14 option).
- cULus listed.
- Suitable for damp locations.
- Designed for indoor use.

PHOTOMETRY

ZR22™ / Based on CESTL Report Test #: 2014-0006

Fixture photometry has been conducted by a NVLAP accredited testing laboratory in accordance with IESNA LM-79-08. IESNA LM-79-08 specifies the entire luminaire as the source resulting in a fixture efficiency of 100%.



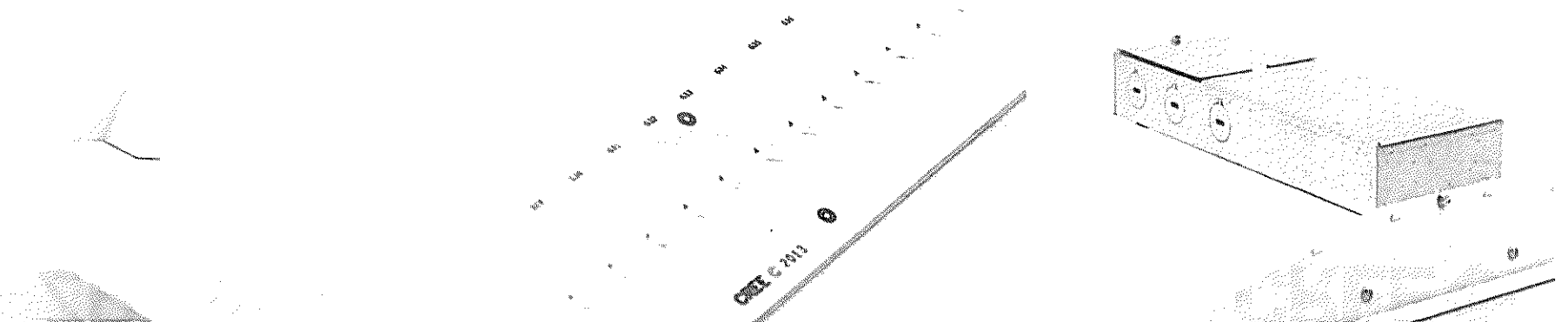
Average Luminance Table (cd/m²)

Vertical Angle	Horizontal Angle		
	0°	45°	90°
0°	1035	1035	1035
45°	664	710	759
55°	504	579	657
65°	342	451	570
75°	186	321	408
85°	53	104	125

Zonal Lumen Summary

Zone	Lumens	% Lamp	Luminaire
0-30	808	N/A	24.7%
0-40	1328	N/A	40.5%
0-60	2394	N/A	73.1%
0-90	3274	N/A	100%
	3274	N/A	100%

Visit www.cree.com/lighting for an explanation of calculations for these recommended ZR Series Lumen Maintenance Factors. Reference www.cree.com/lighting for detailed photometric data.



Memo

To: Napoleon City Council

From: Chief Robert Bennett

Date: January 31, 2014

Re: New Monitors

I would like to request your approval to purchase 3 LifePack 15 monitors on the State Term Contract at an approximate cost of \$ 72,345.00. The money has been approved in the 2014 Budget at \$90,000.00. Thanks



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

www.napoleonohio.com

Memorandum

To: Dr. Jon A. Bisher, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Date: January 24, 2014
Subject: Sanitary Sewer Service Ownership Comparison

Per your request, I contacted surrounding communities as well as other communities as requested by Council to obtain information regarding ownership and financial responsibility for sanitary sewer services. The information I obtained is listed below:

<u>City/Village</u>	<u>Ownership/Financial Responsibility</u>
Village of Archbold	Property Owner owns the service to the sewer main.
City of Bowling Green	Currently the responsibility is the City's, however, there has been some consideration to shift this onto the property owner.
City of Bryan	City owns the service to the foundation.
City of Norwalk	Property Owner owns the service to the sewer main.
Village of Paulding	The Village owns the service inside the right-of-way, however, if a false claim is made and the final result is an issue on private property, the property owner is billed for time & material costs incurred by the Village.
City of Van Wert	The responsibility is the property owner's to the sewer main, plus they must pay a \$150 tap fee (used to cover inspection costs). A \$1,000 refundable bond is required if they are excavating the roadway.
City of Waterville	City owns the service in the right-of-way.
City of Wauseon	The responsibility is the property owner's up to the back of the curb or edge of pavement. However, the property owner is responsible to excavate and visually prove to a City representative that the issue is under the roadway

If you have any questions or require additional information, please contact me at your convenience.

CEL

CHANGE ORDER

No. 7

PROJECT

Scott Street Improvements
PID NO. 86846

DATE OF ISSUANCE

January 15, 2014

OWNER

City of Napoleon
255 W. Riverview Ave., P.O. Box 151
Napoleon, OH 43545

CONTRACTOR

Miller Bros. Const., Inc.
P.O. Box 30
Archbold, OH 43502

ENGINEER

Chad E. Lulfs, P.E., P.S.
City Engineer

CONTRACT FOR: Scott Street Improvements (PID No. 86846)

You are hereby directed to proceed promptly with the following change(s):

DESCRIPTION: Correct Change Order No. 1 and Change Order No. 3

ATTACHMENTS - (List Documents Supporting Change) see Exhibit "A"

If a claim is made that the above change(s) have affected Contract Price or Contract Time, any claim for a Change Order based thereon will involve one of the following methods of determining the effect of the change(s).

Method of Determining Change In

CONTRACT PRICE

- Time and Materials
- Unit Prices
- Cost Plus Fixed Fee
- Other

Method of Determining Change In

CONTRACT TIME

- Contractor's Records
- Engineer's Records
- Other

Estimated Increase/Decrease in

CONTRACT PRICE \$170,463.59

If the Change involves an Increase, the estimated amount is not to be exceeded without further authorization.

Estimated Increase/Decrease in

CONTRACT TIME days

If the Change involves an Increase, the estimated time is not to be exceeded without further authorization.

Recommended

CITY of NAPOLEON

Accepted

MILLER BROS. CONST., INC.

Contractor

Chad E. Lulfs, P.E., P.S.; City Engineer

by: _____

Authorized

Jon A. Bisher, City Manager

Original Contract Prior to this Change Order
Increase / Decrease Resulting from this Change Order
Current Contract Price, Including this Change Order

\$2,996,529.04
\$170,463.59
\$3,166,992.63

EXHIBIT "A"

Change Order	Item	Amount Processed	Miller Bros.
1	Concrete Collar	\$480.00	\$480.00
	71-Conduit Bored or Jacked 16" Steel Casing Pipe	-\$21,090.00	
	Open Cut 16" Steel Casing Pipe	\$12,597.00	\$12,597.00
	9-Subgrade Compaction	-\$1,590.00	
	10-Geotextile Fabric	-\$12,590.00	
	13-Granular Material, Type C	-\$108,558.00	
	14-Excavation of Subgrade	-\$30,155.00	
	9-Subgrade Compaction	\$300.00	
	10-Geotextile Fabric	\$2,125.00	
	13-Granular Material, Type C	\$14,994.00	
	14-Excavation of Subgrade	\$4,165.00	
	12" Stabilization	\$98,496.00	\$74,772.00
	Mix Design	\$8,000.00	\$8,000.00
	Total on Change Order No. 1	-\$32,826.00	\$95,849.00
2	Old Abutment Removal	\$8,200.00	\$8,200.00
3	9-Subgrade Compaction	-\$300.00	
	10-Geotextile Fabric	-\$2,125.00	
	13-Granular Material, Type C	-\$14,994.00	
	14-Excavation of Subgrade	-\$4,165.00	
	12" Stabilization	-\$98,496.00	
	Mix Design	-\$8,000.00	
	9-Subgrade Compaction	\$482.00	
	10-Geotextile Fabric	\$3,672.00	
	13-Granular Material, Type C	\$264.06	
	14-Excavation of Subgrade	\$73.35	
	12" Stabilization	\$73,800.00	
	Mix Design	\$8,000.00	
	Upsize MH No. 32-4, 33-1 & 33-4 from 4' Diameter to 5' Diameter	\$2,196.00	\$2,196.00
	Total on Change Order No. 3	-\$39,592.59	\$2,196.00
4	SWP3	\$4,507.51	\$4,507.51
5	Replace Plug 16" Waterline	\$4,145.66	\$4,145.66
6	Topsoil & BMP's	\$26,345.68	\$26,345.68
	Totals:	-\$29,219.74	\$141,243.85

Difference - Change Order No. 7 Amount: \$170,463.59