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# Memorandum

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**To:** Mayor & Members of Council  
**From:** Monica Irelan, City Manager  
**Subject:** General Information  
**Date:** November 21, 2014

1. *Calendar*

2. *Agendas*

**MONDAY, NOVEMBER 24<sup>TH</sup>**

- **6:30 PM Finance & Budget Committee** (in Joint Session with CITY COUNCIL)
  - I. **Approval of Minutes** – the October 27, 2014 meeting minutes are attached
  - II. **Review of 2015 Budget Summary**
- **7:30 PM Safety & Human Resources Committee** (with Freedom, Napoleon, Harrison Townships and Henry County South Joint Ambulance District)
  - I. **Approval of Minutes** – the minutes from the August 25, 2014 meeting are attached.
  - II. **Review of EMS Run Rates Based on Medicare Inflationary Rates.**

3. *Cancellations*

- Civil Service Commission
- Parks & Recreation Board Meeting

4. AMP Weekly Update/November 21, 2014



MI:rd  
Records Retention  
CM-11 - 2 Years

October 2014							November 2014							December 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							1				1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13		
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20		
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27		
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31					
							30															

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>1</b>
	7:00 PM City COUNCIL Meeting		6:30 PM Parks & Rec Board Meeting			
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
	8:30 AM Healthcare Cost Committee Meeting 6:30 PM ELECTRIC Committee Board of Public Affairs 7:00 PM WATER/SEWER Committee 7:30 PM Municipal Properties/ED Committee Meeting	9:30 AM NIEDF Review Committee 10:30 AM Privacy Committee			8:00 AM 2015 Budget Review	8:00 AM 2015 Budget Review
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
	7:00 PM City COUNCIL Meeting	4:30 PM Civil Service Commission Meeting	AMP - Bisher @Danville, VA			
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
	6:30 PM Joint City COUNCIL & FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting			HOLIDAY - Thanksgiving		
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
	6:15 PM TECHNOLOGY Committee 7:00 PM City COUNCIL Meeting					

City of Napoleon, Ohio

**City Council**  
In Joint Session with  
**Finance & Budget Committee**

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

**Special Meeting Agenda**

Monday November 24, 2014 at 6:30 PM

- I. Review of 2015 Budget Summary
- II. Any Other Items or Matters That May Properly Come  
Before Council
- III. Adjournment

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Gregory J. Heath, Finance Director/Clerk

City of Napoleon, Ohio

## **Finance & Budget Committee**

In Joint Session with

## **City Council**

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

### **Meeting Agenda**

Monday November 24, 2014 at 6:30 PM

- I. Approval of Minutes
- II. Review of 2015 Budget Summary
- III. Any Other Matters or Items Currently Assigned To the  
Committee
- IV. Adjournment

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Gregory J. Heath, Finance Director/Clerk



**Council Approve  
Third Quarter  
Budget  
Adjustments**

**Passed  
Yea- 4  
Nay- 0**

Roll call vote on above motion:  
Yea- Maassel, Ridley, Wilson, Behm  
Nay-

**Council Call To Order**

President Helberg called the meeting to order at 6:45 pm.

Heath distributed a memo regarding the 2015 Estimated Revenue; see attached.

Maassel reported that the Third Quarter Budget Adjustments were approved by the Finance and Budget Committee, requesting that Council approve the recommendation.

**Motion To Direct  
The Law Director  
To Draft Two  
Pieces Of  
Legislation  
Regarding The  
Budget  
Appropriation And  
The Fund Balance  
Transfers**

Motion: Marihugh                              Second:     Maassel  
To direct the Law Director to draft two (2) pieces of Legislation regarding the Budget Appropriation and Fund Balance Transfers

**Passed  
Yea- 6  
Nay- 0**

Roll call vote on above motion:  
Yea- Helberg, Marihugh, Comadoll, Wilson, Ridley, Maassel  
Nay-

**2015 Revenue Review  
For 2015 Budget**

Heath distributed a memo regarding the 2014 Projected and 2015 Estimated Income Tax Revenue; see attached.

Heath reported that the estimated \$3.9 million Income Tax revenue is a conservative estimate, and the \$4 million mark may be broken depending on the quarterly billing results, adding that after the October billing is finalized, Heath stated by history that he can be approximately ninety six percent (96%) accurate with the figures. Heath stated that the Income Tax revenue budget for next year will be conservatively estimated at approximately \$3.7 million, and this does not take into account the proposed House Bill 5. Heath encouraged Council to contact the representatives regarding opposition to House Bill 5, which is currently in the Senate. Heath added that although central collection has been deleted from the wording of House Bill 5 currently, Heath believes this issue will not go away until this portion of the Bill passes. Helberg asked if the collection amounts from the agreement with Cleveland are in this projection; Heath stated that the City has not received any money from this agreement yet, but has received a list of names with an expected amount of approximately \$2,000 in November, Heath stated the amnesty process along with this collection agreement are working toward increasing taxpayer base and are incremental sources of revenue.

Heath reported that the revenue estimates including the General Fund related funds including self-contained funds with subsidies that go back into the General Fund such as the Street Fund, Recreation Fund, Enterprise Fund, Water Fund, Sewer Fund,

**2015 Revenue Review  
For 2015 Budget  
(Continued)**

Electric Fund, and Refuse Fund; these transfers go back into the General Fund for cost centering purposes. Heath reported that the General Fund Property Tax represents the inside 10 mill tax levy with 2 mill allocated to the General Fund, adding that Council could consider an additional property tax levy for operational costs if necessary; adding that this would take a vote of the people.

Heath reported that the Fire Protection Contracts represent the Township payments pursuant to their contracts.

Heath reminded Council that the Municipal Court controls the Court fines and costs; adding that these revenues have decreased from previous years. Marihugh stated that the distance of the City from Bowling Green is the reason for the decrease; Wilson requested an explanation from the Court for the decrease. Ridley asked what other factors contribute to this; Ireland stated that she has asked Judge Rosebrook about the reasons for this decrease with no clear answer, and offered to research the question again; Council agreed that they will ask during the Budget discussions. Heath stated that the revenues do not exceed the cost of their expenditures, adding that Council does have control over setting salaries and appropriation levels.

Heath reported that the Miscellaneous Revenues are revenues that are either miscellaneous billed or are not related to a fee or fine. Marihugh believes that the permit fees cannot be raised above the competition; Heath believes that the economy has caused building to decrease all over.

Heath reported that Interest earnings are based on City Policies including only investing in safe investments versus speculative investments; adding that the maximum revenue from this Fund has been \$1.3 million in the past; the 2015 projection currently is \$88,000 total for all funds combined.

Heath reported that the External Reimbursement Revenue Account consists of the Court and Prosecutor contracts with the County which remains the same; the court staff currently receives two (2) paychecks, one (1) from the State and one (1) from the City with the County reimbursing their share to the City.

Heath reported that the shared expenses of the Administrative Departments represent the Legislative Department, the Mayor, the City Manager, the Human Resources Department, the MIS Department, the Engineering Department, one (1) Police Dispatcher, and the Buildings and Properties Department. Heath stated that previously, over twenty (20) years ago, these were directly charged to all funds, now they are reimbursed. Heath believes these reimbursement amounts are maxed out currently, which is a wash to actual expenditures, netting twenty five percent (25%) to the General Fund and seventy five percent (75%) being allocated between the Electric Fund, Water Fund, Sewer Fund, and Sanitation Fund.

Heath reported that the Transfers represent the Hotel/Motel Tax, Unclaimed Monies Fund, Income Tax Fund, Law Library Fund, Miscellaneous Excess Fund, and the Kilowatt per Hour Tax. The 2014 General Fund projection was estimated at \$5.6 million; the 2015 estimate is \$5.5 million. Heath stated this is a balanced budget, and historically tries to keep a \$1 million balance in the General Fund from one year to the next.

Heath stated that there may be some changes made to the revenue before the budget review meetings.

**2015 Revenue Review  
For 2015 Budget  
(Continued)**

Heath stated that the allocation of revenues among the Special Revenue Funds are determined by the tax levies; the City has levied the maximum number of tax levies allowed and the additional allocations are dictated by the Ohio Revised Code.

Marihugh asked what part of the State Highway Fund will be decreased due to the eight (8) miles of Riverview Avenue that is to be turned over to the City; Heath is not certain if this property has been turned over to the City as of yet; Irelan believes this will be turned over to the City now that the project has been closed.

Heath stated that he will be presenting the EMS Run Rates based on Medicare Inflationary Rates at the next Safety & Human Resources Committee meeting; Heath commended Council for keeping current on the updates regarding these rates.

Heath stated that Assistant Finance Director Peddicord works with Parks and Recreation Director Cotter regarding the Parks & Recreation estimates, adding that the Parks & Recreation Department has a tax levy with no costs deducted from that figure.

Heath reported that no grant is anticipated for the upcoming year for the Fire Department.

Heath reported that the Scott Street Improvement Project Fund had funds moved in that were not spent and will be sent back to the fund of origination next year but are currently available. Marihugh asked when this will be finalized; Hayberger believes this is mostly paid out.

Heath stated that electric sales are dependent on cost of purchased power; base rates were not increased for the projected amount listed.

Heath reported that the Electric Development Fund is the self-insurance fund for certain items, and reimbursables and transfers should always tie out evenly.

Heath explained the additional funds listed in the memo with no questions from Council.

Heath reported that an increase was estimated in the rates in the Water Fund however a conservative approach was used as Heath does not know yet where the satellite customers stand. Marihugh asked if there were concerns regarding the City having no partners in the rehabbing of the water plant; Irelan stated that she does not have that impression. Heath stated there are still contracts with the original entities. Marihugh stated the he would like to know how to collect the money that was spent on the proposed plant; Hayberger stated this would be part of the negotiations process. Marihugh asked Heath how this impacted his projected figures; Heath stated that it does not impact the projected figures because the satellite customers are still operating under contracts with an obligation to pay their allocated share. Irelan stated that the conversation with the satellite customers has deemed that every aspect of the rehabbing plan is negotiable and is still moving forward, adding that the contracts are still in effect. Heath stated that if the satellite customers are lost, this represents approximately twenty percent (20%) of revenue, however there will also be expenditure reductions to offset that amount; adding that McClure and Malinta are not billed but the master meter is; and the City does some billing for the Henry County Regional Water and Sewer.

Heath stated that there are no big projects planned for the next year except for the



**2015 Revenue Review  
For 2015 Budget  
(Continued)**

water plant. Marihugh asked when the construction projects that were held off by previous Councils that was related to required sewer projects would be added to the project list; Ireland stated that the projects have all been worked on in the meantime, none were put on hold. Ireland stated that these have already been listed in the bills for Council to see and have all been approved. Ireland stated that the first three (3) years were used for the planning and testing, and the City is currently in the process of monitoring the projects. Marihugh believed there was physical construction added to this; Ireland will research this and inform Marihugh.

Heath summarized that Council has been presented with the debt, the initial salary, wages and fringe benefits, and revenue; now these figures will be consolidated and the budgetary presentations will be made; the goal is to have the completed budget books to Council members by November 10<sup>th</sup> for the budget review meetings on November 14<sup>th</sup> and 15<sup>th</sup>. Heath reminded Council that the Budget is projected on what the City has control over including allocation, the Electric Fund, and expenditures. Heath believes that Liberty Center just passed a credit deduction on Income Tax which is the only item that can be controlled in the General Fund; Heath cautioned Council not to wait too long to make this decision as the State may also take this control away as well. Helberg asked if any adjustments to the Fund Balances should be made; Ireland stated that her budgeting technique may be changed for next year; starting with a revenue number and expending from that figure. Ireland does not want to rely on the carryover as much as it is currently; this year's budgeting will be similar to past budgetary practices, but in future years the process will change to a revenue/expenditure format. Heath stated that the revenue conservative estimates drive the expenditure side to be used as a buffer, forcing a reduction that has kept a balance of one million dollars in the General Fund; adding that if the City spends more than taking in without a buffer, the decrease becomes exponential. Maassel believes this should be monitored monthly; Heath stated that he monitors the major detailed funds monthly.

**Any Other Matters  
Or Items Currently  
Assigned To The  
Committee**

None

**Finance Motion To  
Adjourn**

Motion: Ridley  
To adjourn the meeting at 7:55 pm

Second: Wilson

**Passed  
Yea- 4  
Nay- 0**

Roll call vote on above motion:  
Yea- Maassel, Ridley, Wilson, Behm  
Nay-

**Council Motion To  
Adjourn**

Motion: Marihugh  
To adjourn the meeting at 7:55 pm

Second: Maassel

**Passed  
Yea- 6  
Nay- 0**

Roll call vote on above motion:  
Yea- Helberg, Marihugh, Comadoll, Wilson, Ridley, Maassel  
Nay-

**Approved:**

**Date**

Jason Maassel, Chair

City of Napoleon, Ohio

**Joint Special Meeting**  
of  
**Safety & Human Resources Committee**  
with  
**Freedom, Napoleon, Harrison Townships &  
Henry County South Joint Ambulance District**

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

**Special Meeting Agenda**

Monday, November 24, 2014 at 7:30 PM

- I. **Approval of Minutes** (*In the absence of any objections or corrections, the minutes shall stand approved.*)
- II. **Review of EMS Run Rates based on Medicare Inflationary Rates**
- III. **Any Other Matters or Items Currently Assigned to the Committee**
- IV. **Adjournment**

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Gregory J. Heath, Clerk/Finance Director

**Safety & Human Resources Committee**

**Meeting Minutes**

**Monday, August 25, 2014, at 6:30 PM**

<b>PRESENT</b>	
<b>Committee</b>	Heather Wilson – Chair, Jeff Comadoll, Jeffrey Marihugh
<b>City Staff</b>	Monica S. Irelan, City Manager Gregory J. Heath, Finance Director/Clerk of Council Trevor M. Hayberger, Law Director
<b>Recorder</b>	Tammy Fein
<b>Others</b>	News Media; Betty Smith
<b>ABSENT</b>	
<b>Members</b>	
<b>Call To Order</b>	Chairperson Wilson called the meeting to order at 6:30 pm.
<b>Approval Of Minutes</b>	Minutes of the June 23 Safety & HR Committee meeting stand approved with no objections or corrections.
<b>Review of Highland Avenue Parking</b>	<p>Irelan distributed a memo regarding the Highland Avenue parking issue; see attached.</p> <p>Irelan reported that after the City had researched this issue, the conclusion is that the only legal option for the City is moving the allowable parking to the opposite side of the street. Marihugh asked if there had been any calls regarding Willard Street, which is similar to the situation on Highland Avenue with the parking being switched; Marihugh stated that he drove down Willard Street earlier in the day and he believes there is no problem with the way Willard Street is set up. Marihugh stated that he is making sure that moving the parking is not creating an issue, adding if there was a problem, the City should have heard about it by now.</p> <p>Betty Smith stated that she was present in case the Committee had any questions for her.</p> <p>Wilson asked how many streets were similar to this circumstance; Irelan was not certain.</p> <p>Wilson asked what cost would be attached to moving the parking and would the City pay the costs; Irelan stated this would be done by the Operations Department and the hourly rate would be absorbed as a cost since this is one of the day to day duties of the department. Marihugh agreed, stating that the City owns the signs and the right of way, and it is the responsibility of the City to maintain these.</p> <p>Wilson asked if the City has contacted the post office regarding the mailboxes; Irelan stated that when the original complaint came through, the City immediately called the post office and was told that this was “not a post office priority” and the post office would not change their current policies; leaving this as the only option for the City to correct the issue. Irelan stated this issue has also been looked into previously with no assistance from the post office being offered at that time either. Wilson was told by a resident that the post office offered to put in a collection of boxes at the end of the street, and asked if this was still an option; Irelan stated this is a question for the post office. Irelan stated that the City cannot legally enforce having a collection of mailboxes at the end of the street. Irelan stated that the City can try to talk to the post office on behalf of the residents if that is the direction given; Wilson wants the City to do its due diligence</p>

in finding a viable option, such as the centralized mailboxes. Hayberger stated that the City must be careful in spending taxpayer money in solving a private issue. Wilson suggested that the City call the OUPS line to see if the mailboxes could be moved; Hayberger replied that is far outside the scope of the City responsibility.

Comadoll stated that he drove down Highland Avenue on Friday and observed only two (2) cars on Highland Avenue and two (2) cars on Woodlawn Avenue. Marihugh asked the Smiths if they were in favor of moving the parking; the Smiths replied yes. Marihugh stated that he is not opposed to making a six (6) month trial period of moving the parking to the opposite side of the street which would go through the Winter. Marihugh stated that the post office will also not deliver mail if the snow is not plowed up to curb; adding that he called the post office to no avail. Marihugh stated that he understands why the mailboxes were put where they were due to the lines.

Wilson asked if the residents not in favor of moving the parking lived in another block, and asked if one block could be moved and another left alone; Hayberger stated this would cause a liability. Wilson stated that at this point there are more residents not in favor of moving the parking, however, they are not attending the meetings to discuss the issue. Heath reminded the Committee that Council had already voted once to keep the parking as it currently is. Hayberger suggested allowing the Legislation to go through the three (3) reads so residents could attend; Irelan reminded the Committee that the Legislation went through two (2) reads before it failed previously. Irelan stated the decision should be up to Council, not Staff. Marihugh asked Staff if there has been any complaints regarding mail delivery on Willard Street, and Staff reported none. Marihugh sees this decision as not making everyone happy however it should not be coddled for an extended period of time. Marihugh suggested again a six (6) month trial; Hayberger added that parking can be changed at any time; Heath added that the City Manager has the authority to change parking temporarily at any time; Hayberger agreed, however Hayberger does not believe six (6) months to be temporary. Marihugh restated that the six (6) months will get the trial through the winter; Hayberger suggested leaving the six (6) month trial period out of the Legislation since this can be changed at any time.

Wilson asked if Chief Weitzel had any issues with moving the parking; Irelan replied no, there have been no issues that the City has been made aware of. Comadoll stated that he had spoken with the Chief and the Chief believes this to be the best option.

**Safety & HR  
Motion To  
Recommend  
Council Approve  
Parking Change On  
Highland Avenue**

Motion: Comadoll Second: Marihugh  
To recommend to Council to approve the parking change on Highland Avenue

**Passed  
Yea- 3  
Nay- 0**

Roll call vote on above motion:  
Yea- Comadoll, Wilson, Marihugh  
Nay-

**Safety & HR  
Motion To Adjourn**

Motion: Comadoll Second: Marihugh  
To adjourn the meeting at 6:50 pm

**Passed  
Yea- 3  
Nay- 0**

Roll call vote on above motion:  
Yea- Comadoll, Wilson, Marihugh  
Nay-

**Date**

Heather Wilson, Chairperson



September 10, 2014

The Center for Medicare and Medicaid Services recently released The Ambulance Inflation Factor (AIF) for CY2015 and has approved a 1.4% rate increase for EMS services. PLEASE NOTE: *you are not limited to a 1.4% fee increase.* McKesson recommends that your department review and adjust your charge rates annually, and adjust them when appropriate. Now is also a good time to make any other adjustments that may be applicable. For your convenience we have included your current charge rates. If you elect to adjust the fees, simply list the new amount and the effective date of the rate change and place a check mark (v) in the boxes of the rates your agency would like to establish.

E47-Napoleon	Current Rates (if preferred, check mark each box that applies)		2015 with AIF of 1.4% Rates (if preferred, check mark each box that applies)		2015 Preferred Adjusted Rates
Mileage (A0425)	\$ 13.68		\$ 13.87		\$
BLS (A0429)	\$ 534.71		\$ 542.20		\$
ALS1 (A0427)	\$ 822.13		\$ 833.64		\$
ALS2 (A0433)	\$ 1144.32		\$ 1160.34		\$

Effective date change of new rates: \_\_\_\_\_

X \_\_\_\_\_  
Authorized Signature Printed Name

If you have any concerns/questions, please feel free to contact me.

Best,

Meghan Creecy, Client Services Representative  
EMS Billing Division

937-291-2971 Fax  
937-353-1816 Office

McKesson  
Business Performance Services  
3131 Newmark Drive Suite 100  
Miamisburg, OH 45342  
[www.mckesson.com](http://www.mckesson.com)

# Memorandum

**To:** Civil Service Commission, Council, Mayor, City Manager, City Law Director,  
City Finance Director, Department Supervisors, Media

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

**Date:** 11/19/2014

**Re:** Civil Service Commission Meeting Cancellation

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The regular Civil Service Commission meeting, scheduled for Tuesday, November 25 at 4:30 PM, has been CANCELED due to a special meeting being held on Tuesday, November 18 at 4:30 PM.

# Memorandum

**To:** Parks & Recreation Board, Council, Mayor, City Manager, City Law Director,  
City Finance Director, Department Supervisors

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

**Date:** 11/19/2014

**Re:** Parks & Recreation Board Meeting Cancellation

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The regular meeting of the Parks & Recreation Board, scheduled for Wednesday, November 26 at 6:30 PM, has been CANCELED and rescheduled for Wednesday, December 3 at 6:30 PM.



# Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

November 21, 2014

## AMP reminds members about importance of Mutual Aid for emergency situations

By Michelle Palmer, PE – assistant vice president of technical services

With many reports of a potentially harsh winter, AMP strongly encourages members who have not yet signed a Mutual Aid agreement to do so.

AMP's Mutual Aid program is a network of municipal systems that stands ready to provide assistance to fellow municipal systems when local utility emergencies occur that are too widespread to be handled by one system alone. A total of 100 AMP members have executed the agreement.

As a reminder, Mutual Aid sector coordinators are:

**Red Sector** – Adam Brandt, Bryan

**Purple/Brown Sector** – Jim Haeselar, Schuylkill Haven

**Blue Sector** – Gregg Orians, Carey

**Black Sector** – Donnie Watts, Hamilton

**Green Sector** – Kenny McKenzie, Westerville

**Gold Sector** – Bill Lyren, Jr., Wadsworth

If you have any updates for Mutual Aid contacts or point persons, please let us know so we can be sure to have correct email addresses and phone numbers for every Mutual Aid community. Contact Jennifer Flockerzie at [jflockerzie@amppartners.org](mailto:jflockerzie@amppartners.org) or 614.540.0853 with updates.

For updated information and the Mutual Aid manual, please visit the Member Extranet section of the [AMP website](#).

## Regional meeting promotes safety

Member Safety Manager Scott McKenzie (pictured right) presented "Electrical Grounding" during AMP's Regional Safety Meeting on Nov. 19 in St. Clairsville. Todd Lambert, Northeast territory manager for Buckingham Manufacturing Co. Inc., also discussed the Occupational Safety and Health Administration's new fall protection requirements during the meeting.



AMP holds Regional Safety Meetings quarterly to help keep members up-to-date on safety issues. Meetings cover a variety of relevant topics for municipal electric systems. Dates for 2015 will be announced following the first of the year.

If your community is interested hosting a meeting, please contact Kyle Weygandt, director of member safety, at [kweygandt@amppartners.org](mailto:kweygandt@amppartners.org) or 330.323.1269.

## Volatility back in market

By Mike Migliore – assistant vice president of power supply planning & transmission

Last week's drop in the market was quickly erased early Monday after weather forecasts turned to the cold side again. After dropping below \$4/MMBtu last week, natural gas prices for December closed Thursday night at \$4.49/MMBtu. This was a \$0.51/MMBtu increase from seven days ago. Thursday's gas storage report showed the first withdrawal of the season occurred during the past week.

This withdrawal was slightly more than the five-year average, but less than 2013's takeout. 2015 on-peak electric rates rose \$0.90/MWh over the week with AD Hub 2015 5x16 power now priced at \$47.70/MWh.

## AFEC weekly update

By Ryan Thompson – power supply planning engineer

Despite extremely cold temperatures, AFEC did not run the entire week. PJM dispatched the plant offline on Sunday, which was the mildest day of the week with a high of 37 degrees and an overnight low of 27 degrees the rest of the week.

AFEC was at or near maximum base levels during most of the on-peak hours. Even though duct firing cleared in the day ahead for a total of 23 hours during the week, PJM did not dispatch any duct firing during the week. The plant ended the week with a 56 percent load factor (based on 675 MW).

## AMP 'Update' to return on Dec. 5, 2014

Due to the Thanksgiving holiday, there will be no Update newsletter for the edition of Nov. 28, 2014.



## AMP's OSHA webinar series is available online

By Michelle Palmer, PE

AMP wrapped up its four-part webinar series last week on the Occupational Safety and Health Administration's (OSHA) recent rules update. Recordings of the one-hour webinars, presented by AMP's safety team, are available on the Member Extranet section of the [AMP website](#). Series topics were: Host/Contractor Provisions, Minimum Approach Distance and Arc Flash Hazard Analysis, Fall Protection, and General Training.



Please note that some of OSHA's new rules are already in effect. For questions or more information, email to [newOSHArule@amppartners.org](mailto:newOSHArule@amppartners.org), contact me at 614.540.0924 or [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org), Gary Keffer at [gkeffer@amppartners.org](mailto:gkeffer@amppartners.org) or 614.540.0998, or any member of AMP's safety team.

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

#### Week ending Nov. 21

MON	TUE	WED	THU	FRI
\$36.79	\$55.26	\$46.17	\$46.12	\$45.21

#### Week ending Nov. 14

MON	TUE	WED	THU	FRI
\$41.10	\$39.89	\$41.95	\$48.63	\$45.39

AEP/Dayton 2015 5x16 price as of Nov. 21 — \$47.70

AEP/Dayton 2015 5x16 price as of Nov. 14 — \$46.80

## Member Directory updated

Updates have been made to the AMP Member Directory. The directory is located on the Member Extranet section of the [AMP website](#) (login required). On that web page, you will also find a document that details all the changes made since the last directory update. Please contact Bethany Kiser at 614.540.0945 or [bkiser@amppartners.org](mailto:bkiser@amppartners.org) if there are changes to your community's directory page.

## AMP recognizes 2014 Hard Hat Safety Award recipients

Communities with Hard Hat Safety Award winners were recognized at the 2014 AMP/OMEA Conference in Columbus, but individuals were not announced. They are, and will continue to be, recognized at meetings in their home communities later this year and presented with their awards at that time.

The Hard Hat Safety Awards recognize municipal electric system employees who contribute to safety within their community during the past year, show adherence to on-the-job safety procedures, and promote electrical

safety within their department and community.

Member utilities with 2014 Hard Hat Award winners are: Cuyahoga Falls Electric System, Dover Light & Power – Generation, Hudson Public Power, Minster Electric Department, Montpelier Municipal Utility, Napoleon Light & Power, Painesville Municipal Electric, St. Clairsville Light and Power, Shelby Division of Electric and Telecommunications, City of Wadsworth Electric & Communications and City of Westerville Electric Division.



Don Smithberger (center) of St. Clairsville receives a 2014 Hard Hat Safety Award from Scott McKenzie (right), AMP member safety manager, and St. Clairsville Mayor Robert Vincenzo, member of the OMEA Board of Directors Executive Committee.



Scott McKenzie (right), AMP member safety manager, presents Jeremy Savage of Westerville (center) with a 2014 Hard Hat Safety Award. Also pictured is City of Westerville Electric Division Manager Andy Boatright, member of the AMP Board of Trustees.

## Village of Elmore invests in efficiency to save on energy costs

By Steven Nyeste – communications & public affairs specialist, Efficiency Smart

The Village of Elmore recently used Efficiency Smart's comprehensive energy efficiency services to install efficient equipment during a renovation of its Waste Water Treatment Plant (WWTP). Although this upgrade might not be noticeable to the public, it will have a visible impact on the community through the reduced energy and cost to operate the WWTP.

The village worked with a contractor and selected efficient controls for pumps and blowers and other high-use aspects of the WWTP. Efficiency Smart then calculated the energy savings and avoided costs of the project, which allowed village officials to present the energy savings information to council and show the direct economic benefit of the efficient upgrades. With the efficient controls installed, the village will save more than 206,500 kilowatt-hours (kWh) of energy annually, \$19,500 annually, and \$184,800 over the lifetime of the efficient controls.

"We appreciate Efficiency Smart showing us the avoided energy consumption in our waste water treatment plant project," said Buck Stoiber, Elmore superintendent. "In addition to the technical services, the rebate we received lowered the payback period of the project and provided additional funds to be used for future efficiency projects."

Aside from the project at its WWTP, the village's efforts to reduce energy use are also visible to those who step into the municipal building where new light-emitting diode (LED) tube lights have been installed throughout the offices. These new lights not only save energy, but also last longer and provide better lighting quality. In addition, the village plans on completing an LED streetlight project in 2015, showing yet another way the village is improving its efficiency and being a good steward of its tax revenues.

For more information regarding Efficiency Smart's services, visit [www.energysmart.org](http://www.energysmart.org) or call 877.889.3777.

## Classifieds

### Ellwood City in need of Electric Department superintendent

The Borough of Ellwood City is accepting resumes for a fulltime Electric Department Superintendent. The superintendent is responsible for planning and maintaining a \$6 million budget (Enterprise Fund). Planning, developing and instituting all maintenance and upgrading of the borough's electric grid. The borough maintains a 4KV system with one substation and two regulating stations. The borough maintains and upgrades as needed over 700 transformers. The Electric Department has five fulltime employees.

Candidates should have a minimum of a high school diploma, advanced technical training in electrical theory and practice. Several years of experience in municipal electric operations and distribution systems is preferred. Salary is DOQ with benefits. A complete copy of the job description is available upon request. Submit cover letter, three professional references by Nov. 21, 2014, to the Borough of Ellwood City, care of Bob Villella, Borough Manager, 525 Lawrence Ave., Ellwood City, PA 16117. EOE

### Columbus seeks Division of Power administrator candidates

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 \$91,416 - \$152,339. Interested applicants may send resumes through Nov. 28, 2014 to: Krista McGee, Department of Public Utilities, 910 Dublin Road – Room 4150, Columbus, OH 43215; fax them to 614.645.0500; or email to [DPURecruitment@Columbus.gov](mailto:DPURecruitment@Columbus.gov). Telephone: 614.645.5883. EOE

### AMP is accepting applications for fulltime, intern positions

American Municipal Power, Inc. (AMP) is seeking applicants for the following positions. For a complete job description, please visit the "careers" section of the [AMP website](http://AMPwebsite) or email to Teri Tucker at [tucker@amppartners.org](mailto:tucker@amppartners.org).

**SCADA and Plant Systems Intern:** The essential functions of this internship will include monitoring the IT Support Application and resolving tickets, assisting SCADA engineers and business/systems analysts, and travel (with others) to various sites to assist with IT work and installing equipment. Applicants must be currently enrolled at an accredited college or university with achievement of junior or senior status – preferably in an electrical engineering, computer engineering, or computer science field. Candidates must also have experience with Microsoft Windows and Microsoft Office tools, specifically Microsoft Excel and Visio; and have the ability to lift 15-20 lbs.

**Treasury Professional:** This position provides a high level of subject matter expertise and internal consultation on the best practices to obtain, evaluate, interpret, record and analyze financial data utilized in the preparation of financial statements. A bachelor's degree is required and candidates must have a minimum of three years of relevant experience. Certified Treasury Professional (CTP) or equivalent professional accreditation, and proficiency with Treasury Workstation and Oracle Cash Management applications are preferred.