

December 2014							January 2015							February 2015						
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	4	5	6	7	8	9	10	8	9	10	11	12	13	14
7	8	9	10	11	12	13	11	12	13	14	15	16	17	15	16	17	18	19	20	21
14	15	16	17	18	19	20	18	19	20	21	22	23	24	22	23	24	25	26	27	28
21	22	23	24	25	26	27	25	26	27	28	29	30	31							
28	29	30	31																	

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1 HOLIDAY - New Year's Day	2	3
4	5 6:00 PM Volunteer Fire Fighters' Dependents Fund Board Meeting 6:15 PM TECHNOLOGY Committee 7:00 PM City COUNCIL Meeting	6	7	8	9 8:30 AM Healthcare Cost Committee Meeting	10
11	12 6:15 PM Volunteer Fire Fighters' Dependents Fund Board Meeting 6:30 PM ELECTRIC Committee Board of Public Affairs	13	14	15	16	17
18	19 6:00 PM City TREE Commission Meeting 6:15 PM PARKS & REC Committee Meeting 7:00 PM City COUNCIL Meeting	20	21	22	23	24
25	26 6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	27	28 6:30 PM Parks & Rec Board Meeting	29	30	31

City of Napoleon, Ohio
CITY COUNCIL
in Joint Session with
WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE

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

MEETING AGENDA

Monday, January 19, 2015 at 7:00 pm

- A. Attendance** *(Noted by the Clerk)*
- B. Prayer & Pledge of Allegiance**
- C. Approval of Minutes:** January 5 *(In the absence of any objections or corrections, the minutes shall stand approved.)*
- D. Presentation of Service Award to Jeff Comadoll**
- E. Naming of the drive currently known as "Marco Drive" to include the presentations from the students of the four (4) area schools**
- F. Citizen Communication**
- G. Reports from Council Committees**
1. **Parks & Recreation Committee** met on Monday, January 19 and discussed:
 - a. Golf Course Rates
 2. **Electric Committee** *(Majority Report)* met on Monday, January 12 and recommended:
 - a. Approval of January Power Supply Cost Adjustment Factor
 - b. Approval of charging City Departments/Divisions the appropriate current rate for other customers as soon as Legislation is passed
 3. **Water, Sewer, Refuse, Recycling & Litter Committee** did not meet on Monday, January 12 due to the meeting being rescheduled as a joint meeting with Council.
 4. **Municipal Properties, Buildings, Land Use & Economic Development Committee** did not meet on Monday, January 12 due to lack of agenda items.
- H. Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
1. **Civil Service Commission** did not meet on December 23, 2014 due to lack of agenda items.
 2. **Healthcare Cost Committee** met on January 9 and reviewed:
 - a. Healthcare Premium Cost Increases
 3. **Board of Public Affairs** met on Monday, January 12 with the following agenda items:
 - a. Review of Power Supply Cost Adjustment Factor
 - b. Electric Department Report
 4. **Board of Zoning Appeals** did not meet on January 13 due to lack of agenda items.
 5. **Planning Commission** did not meet on January 13 due to lack of agenda items.
 6. **Tree Commission** met tonight with the following agenda items:
 - a. 2014 Fall Programs
 - b. Spring Tree Programs
 - c. Tree Commission Webpage
- I. Introduction of New Ordinances and Resolutions**
1. **Ordinance No. 002-15**, an Ordinance amending the Personnel Code
 2. **Resolution No. 003-15**, a Resolution authorizing the City Manager to enter into a programmatic agreement with the Ohio Historical Preservation Office for the administration of programs using HUD allocated funds; and declaring an Emergency *(Suspension Requested)*
 3. **Ordinance No. 004-15**, an Ordinance amending Golf Rates; and declaring an Emergency
- 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:** Recommendation to approve January Power Supply Cost Adjustment Factor as follows: \$0.00233
 2. **Discussion/Action:** Acceptance of Pocket Park

- 3. Discussion/Action:** Acceptance of Ohio Department of Natural Resources Grant: \$21,903 to be used for the Pocket Park
 - 4. Discussion/Action:** Approval of Plans, Specifications, Documentation and Contracts for Appian Avenue Street Improvements Project PID No. 89266 *(Tabled)*
 - 5. Discussion/Action:** Approval of charging City Departments/Divisions the appropriate current rate as soon as Legislation is passed
 - 6. Discussion/Action:** Review of City Water and Sewer Rules
 - 7. Discussion/Action:** Water Treatment Plant Update
- M. Executive Session:** Economic Development
- 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**

Gregory J. Heath, Finance Director/Clerk of Council

A. Items Referred or Pending in Committees of Council

1. Technology & Communication Committee (1st Monday)

(Next Regular Meeting: Monday, February 2 @ 6:15 pm)

- a. City Website Upgrade (*Tabled*)

2. Electric Committee (2nd Monday)

(Next Regular Meeting: Monday, February 9 @ 6:30 pm)

- a. Review of Power Supply Cost Adjustment Factor
- b. Electric Department Report

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

(Next Regular Meeting: Monday, February 9 @ 7:00 pm)

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

(Next Regular Meeting: Monday, February 9 @ 7:30 pm)

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

5. Parks & Recreation Committee (3rd Monday)

(Next Regular Meeting: Monday, February 16 @ 6:15 pm)

6. Finance & Budget Committee (4th Monday)

(Next Regular Meeting: Monday, February 23 @ 6:30 pm)

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

(Next Meeting: Monday, February 23 @ 7:30 pm)

2015 Regular Meetings with Townships scheduled for February and November

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 9 @ 6:30 pm)

- a. Review of Power Supply Cost Adjustment Factor
- b. Electric Department Report

2. Board of Zoning Appeals (2nd Tuesday)

(Next Regular Meeting: Tuesday, February 10 @ 4:30 pm)

3. Planning Commission (2nd Tuesday)

(Next Regular Meeting: Tuesday, February 10 @ 5:00 pm)

4. Tree Commission (3rd Monday)

(Next Regular Meeting: Monday, February 16 @ 6:00 pm)

5. Civil Service Commission (4th Tuesday)

(Next Regular Meeting: Tuesday, January 27 @ 4:30 pm)

6. Parks & Recreation Board (Last Wednesday)

(Next Regular Meeting: Wednesday, January 28 @ 6:30 pm)

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

(Next Regular Meeting: Tuesday, May 12 @ 10:30 am)

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

(Next Regular Meeting: Tuesday, June 9 @ 4:00 pm)

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

Second Read Of Ordinances And Resolutions

There were no Second Readings of Ordinances and Resolutions

Third Read Of Ordinance No. 072-14

President Sheaffer read by title Ordinance No. 072-14, an Ordinance providing for the issuance and sale of notes in the maximum principal amount of \$2,500,000, in anticipation of the issuance of bonds, for the purpose of paying the costs of improving the Municipal Water System by constructing a new Water Treatment Plant, acquiring and improving related interests in real property, improving and rehabilitating the existing Water Treatment Plant and related storage facilities, and rehabilitating the elevated storage tanks, together with all necessary and related appurtenance thereto

Motion To Approve Third Read

Motion: Comadoll Second: Marihugh
To approve Third Read of Ordinance No. 072-14

Discussion

Heath stated there were no changes to the Ordinance since the Second Read; this Ordinance will be effective thirty (30) days after it is passed, and bids will be accepted beginning February 1, 2015.

Passed
Yea- 7
Nay- 0

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

GOOD OF THE CITY
Discussion/Action
Assignment Of Certain Permanent Agenda Items To Various Committees Of Council For 2015

Heath distributed a memo outlining the certain permanent Agenda items to be assigned to various Committees of Council for 2015; see attached.

Motion To Approve Permanent Agenda Items As Presented

Motion: Marihugh Second: Wilson
To approve the permanent Agenda items to various Committees of Council as presented, including:
1. Assign the scheduling of Safety & Human Resources Committee meetings with the Townships; previously set as the fourth Monday of February and November;
2. Assign 'Review of EMS Costs and Revenues' to the Safety & Human Resources Committee meetings with the Townships; previously set as the fourth Monday of February and November;
3. Assign 'Review of Power Supply Cost Adjustment Factor' and 'Electric Department Report' to the monthly meeting of the Electric Committee and the Board of Public Affairs; and
4. Assign 'Review Updated Information from Staff on Economic Development' to the Municipal Properties, Buildings, Land Use & Economic Development Committee on an as needed basis.

Passed
Yea- 7
Nay- 0

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

Donation From Richard E. Johnson To The Fire

Heath distributed a copy of the proposed donation from Richard E. Johnson to the Fire Department; see attached.

Department: \$175.00

Heath reported that this would be added to the EMS Fund Donations Account with no specific designation attached.

**Motion To Accept
Johnson Donation**

Motion: Ridley Second: Marihugh
To accept Johnson donation of \$175.00 to the Fire Department

**Passed
Yea- 7
Nay- 0**

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

**Award Of Bids:
Water/Waste Water
Chemicals Fiscal Year
2015**

Bilow distributed a Summary of the Water/Waste Water Chemical Bids that were received for the bid opening on Wednesday, December 17, 2014; see attached.

Bilow explained that the low bids were highlighted on the Summary and requested that Council award the Water/Waste Water Chemical Bids as listed; Ireland agreed with Bilow's recommendation.

**Motion To Approve
Award Of Bids For
Water/Waste
Water Chemicals**

Motion: Marihugh Second: Wilson
To approve award of bids for the Water/Waste Water Chemicals for the 2015 Fiscal Year, including:

Pebble Lime	Mississippi Lime	\$165.87/ton
Liquid Chlorine	Bonded Chemical	\$0.485/pound
Carbon	Bonded Chemical	\$0.82/pound
Polyphosphate	Bonded Chemical	\$0.950/pound
KMnO4	Bonded Chemical	\$3.01/pound
Soda Ash	Bonded Chemical	\$375.25/ton
Flouride	Bonded Chemical	\$0.481/pound
Alum Sulfate	ChemTrade Chemical	\$0.9126/gallon
Liquid CO2	USALCO	\$175.00/ton
Rock Salt	State Bid	\$122.00/ton

**Passed
Yea- 7
Nay- 0**

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

**Approval Of Plans,
Specifications,
Documentation And
Contracts For Appian
Avenue Street
Improvements Project**

Lulfs requested approval of the plans, specifications, documentation and contracts for the Appian Avenue Street Improvements Project, PID Number 89266.

Lulfs reported that this project consists of reconstructing Appian Avenue from E. Maumee Avenue (S.R. 110) to the bridge crossing Hog Creek, replacing portions of the waterline and sanitary sewer, installing new storm sewers where there are none, and constructing new concrete walks and drive approaches. Lulfs added that this project is partially funded through a grant from the Ohio Department of Transportation, with an Engineer's Estimate of Construction of \$2,685,761.10 and the ODOT Grant Amount totaling \$1,291,200.00.

Marihugh asked if there has been any progress regarding ingress/egress for affected businesses; Ireland replied that there was progress, though the specific contracts have not been signed. Comadoll stated that he had spoken with the owner of the affected restaurant and the owner is concerned this will ruin his business; Ireland stated that negotiations are in progress and this issue will be handled, though cannot be discussed in an open meeting due to the negotiations. Ridley added that these are merely plans and specifications; Helberg added these documents outline traffic details and how they will be handled. Ireland stated that

the intersection that is of concern is going to be open until the specific part of the project requires it to be closed. Maassel asked how long the intersection will be closed; Ireland believes it should be closed less than ten (10) days; Lulfs added that it will be closed at different times for different parts of the project, and it may be less than ten (10) days. Marihugh asked the completion date; Lulfs stated the contract states October 31, 2015. Ireland recommended the approval so the bidding process can begin to be completed by this date. Helberg stated that ODOT adds completion dates for each portion of the project as well as a completion date for the entire project in their contracts, and suggested Lulfs identify any issues that may occur to meet the completion date. Helberg stated that he has heard many complaints regarding previous projects; Marihugh agreed. Ireland stated that Policies and Procedures should be discussed before each project; Helberg stated that these have been discussed though no options have been changed, and the specifications should outline the traffic issues that have been continual; Helberg added that he will vote no on this due to the traffic issues only, not the design. Ireland stated that the negotiations with businesses are continual, and the traffic issues for this project will be much more complicated and costly due to the area. Ridley asked if the raised concerns that could be addressed by changing the plans and specifications to minimize the issues, or if there could be negotiations with the Contractor after the plans and specifications have been written; Helberg stated negotiating after the documents are written causes the City to lose the negotiating edge. Helberg stated that October 31, 2015 is an aggressive date for this project to be completed.

Motion To Table Plans, Specifications, Documentation And Contracts For Appian Avenue Street Improvements Project

Motion: Marihugh Second: Comadoll
To table Plans, Specifications, Documentation and Contracts for Appian Avenue Street Improvements Project

Passed
Yea- 7
Nay- 0

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

Electric Rates For City Departments/ Divisions

Heath reported that the Board of Public Affairs had recommended that the City Department/Division electric rates be changed during the May 12, 2014 Board of Public Affairs meeting. Heath reported that the proposed change included amending the currently discounted interdepartmental Residential rates to either Commercial or Industrial rates as appropriate, and at that meeting Heath suggested making the amendment effective as of January 1, 2015, however the Electric Committee Tabled the BOPA recommendation and in error, the recommendation was not untabled meaning that Council has not taken any formal action on the recommendation. Heath asked if Council desired to readdress the Interdepartmental Rate to match regular Commercial and Industrial Rates, or if they would like to continue with the Current Rate Structure in place for the Interdepartmental Rates.

Sheaffer asked if changing these rates would affect the 2015 Budget; Heath replied that it would.

**Sheaffer Referred
Electric Rates For City
Departments/Divisions
To Electric Committee**

Sheaffer referred the Electric Rates For City Departments/Divisions to the Electric Committee

Heath

Heath stated that the Finance Department is in the process of closing the 2014 year, and plans on finishing the final budget book soon.

Wilson

None

Ridley

Ridley stated that he has recently become aware of a program regarding Leadership of Public Employees and City Government offered by Northwest State University and will send the link to Irelan.

Maassel

Maassel thanked Walmart for the \$2,500 grant to the Fire Department.

Maassel reminded Council that the students will be at the next Council meeting to attempt to rename Marco Drive.

Sheaffer

Sheaffer thanked Council for voting him as President and looks forward to working with everyone.

Sheaffer thanked Helberg for his service as President of Council.

Behm

Behm reappointed Chad Richardson to the Parks & Recreation Board to fill the vacancy left by the resignation of Philip Rausch.

**Motion To Approve
Behm's Appointment
Of Richardson To
Parks & Rec Board**

Motion: Marihugh Second: Wilson
To approve Behm's appointment of Richardson to the Parks & Recreation Board

**Passed
Yea- 7
Nay- 0**

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

Behm read a Proclamation to the City received from the House of Representatives regarding the 180th anniversary of the City.

Helberg

Helberg canceled the Municipal Properties, Buildings, Land Use & Economic Development Committee meeting for January 12, 2015.

Helberg received a request for nominations for exemplary service regarding safety; Sheaffer will submit any nominations received and Irelan will discuss this in Staff tomorrow morning.

Marihugh

Marihugh congratulated Amanda Griffith for being hired as CIC Director.

Marihugh asked Heath if the election of a new Council President will cause any conflicts with Committees; Heath stated that Council approved of the Standing Committees at a previous meeting and this will not be an issue.

Marihugh asked Lulfs about the staging area of the West Maumee Sewer Project; Lulfs stated that he had previously researched this issue and relocation of the

