
Memorandum

To: Mayor & Members of Council
From: Monica Irelan, City Manager
Subject: General Information
Date: July 17, 2015

CALENDAR

AGENDA: *City Council* - Monday, July 20 @7:00 pm

C. CONSIDERATION OF APPOINTMENT OF NEW COUNCILPERSON TO VACANT COUNCIL SEAT

- The Republican Party's *Certification by Party Central Committee to Fill a Vacancy in City Office* is enclosed.

E. APPROVAL OF MINUTES – the minutes from the following meetings are attached:

- a) Regular Council – July 06, 2015
- b) Special Council – July 10, 2015

I. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

1. **Ordinance No. 038-15**, an Ordinance for the City of Napoleon to Enter into an Agreement with the State of Ohio Department of Transportation for Replacement of the Stevenson Street Bridge over Oberhaus Creek; and Declaring an Emergency. (Suspension Requested)
2. **Resolution No. 039-15**, a Resolution Authorizing the Expenditure of Funds and an Agreement for Financial Consultant Professional Services with Schonhardt and Associates for Preparation of the City CAFR, GAAP Reports and Infrastructure Cost Information for GASB-34.
3. **Resolution No. 040-15**, a Resolution Authorizing the City Manager to Execute all Documents Necessary to Apply and Accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) Funds for Projects deemed necessary by the City Engineer in the Year 2015; and Declaring an Emergency. (Suspension Requested).
4. **Resolution No. 041-15**, a Resolution regarding a Provision for Nondiscrimination Requirements in the City Healthcare Plan
 - Trevor will pass this legislation out at the meeting.

J. SECOND READINGS OF ORDINANCES AND RESOLUTIONS - *None*

K. THIRD READINGS OF ORDINANCES AND RESOLUTION - *None*

L. GOOD OF THE CITY (*Discussion/Action*)

1. Recommendation to Approve July Power Supply Cost Adjustment Factor.

N. APPROVE PAYMENT OF BILLS AND APPROVE FINANCIAL REPORTS

INFORMATIONAL ITEMS

1. **AGENDA** – Tree Commission; Monday, July 20th @6:00 pm
2. **CANCELLATION** – Parks & Rec Committee Meeting
3. **AGENDA** – Healthcare Cost Committee; Friday, July 24th @8:30 am
4. AMP WEEKLY UPDATE/July 10, 2015
5. OML Legislative Bulletin/July 17, 2015
6. David Meekison’s resignation from the Civil Service Commission
7. From Greg Heath/TMACOG Summer Caucus

MI:rd

Records Retention - CM-11 - 2 Years

June 2015							July 2015							August 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			1	2	3	4							1	
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30	31					

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
						8:00 AM Civil Service Testing 10:00 AM City Auction
19	20	21	22	23	24	25
	6:00 PM Tree Commission Meeting 7:00 PM City COUNCIL Meeting				8:30 AM Health Care Cost Committee Mtg.	
26	27	28	29	30	31	1
	6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting		6:30 PM Parks & Rec Board Meeting			

City of Napoleon, Ohio

City Council

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

Meeting Agenda

Monday, July 20, 2015 at 7:00pm

- A. Attendance** *(Noted by the Clerk)*
- B. Prayer & Pledge of Allegiance**
- C. Consideration of Appointment of new Councilperson to vacant Council Seat**
- D. Consideration of Reorganization of Council Committees, as needed**
- E. Approval of Minutes:** *(In the absence of any objections or corrections, the minutes shall stand approved.)*
1. July 6 Regular Meeting and July 10 Special Meeting
- F. Citizen Communication**
- G. Reports from Council Committees**
1. **Parks & Recreation Committee** did not meet on Monday, July 20 due to lack of agenda items.
 2. **Electric Committee** *(Majority Report)* met on Monday, July 13 and recommended:
 - a. Approval of July Power Supply Cost Adjustment Factor
 3. **Water, Sewer, Refuse, Recycling & Litter Committee** did not meet on Monday, July 13 due to lack of agenda items.
 4. **Municipal Properties, Buildings, Land Use & Economic Development Committee** did not meet on Monday, July 13 at the direction of the Chair.
- H. Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
1. **Board of Public Affairs** met on Monday, July 13 with the following agenda items:
 - a. Review of Power Supply Cost Adjustment Factor
 - b. Electric Department Report
 2. **Board of Zoning Appeals** did not meet on Tuesday, July 14 due to lack of agenda items.
 3. **Planning Commission** did not meet on Tuesday, July 14 due to lack of agenda items.
 4. **Tree Commission** met on Monday, July 20 with the following agenda items:
 - a. Fall Programs
- I. Introduction of New Ordinances and Resolutions**
1. **Ordinance No. 038-15**, an Ordinance for the City of Napoleon to enter into an Agreement with the State of Ohio Department of Transportation for replacement of the Stevenson Street Bridge over Oberhaus Creek; and declaring an Emergency (Suspension Requested)
 2. **Resolution No. 039-15**, a Resolution authorizing the expenditure of funds and an Agreement for Financial Consultant Professional Services with Schonhardt and Associates for preparation of the City CAFR, GAAP Reports and Infrastructure Cost Information for GASB-34
 3. **Resolution No. 040-15**, a Resolution authorizing the City Manager to execute all documents necessary to apply and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for projects deems necessary by the City Engineer in the year 2015; and declaring an Emergency (Suspension Requested)
 4. **Resolution No. 041-15**, a Resolution regarding a provision for Nondiscrimination Requirements in the City Healthcare Plan
- 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 July Power Supply Cost Adjustment Factor as follows:
PSCAF three (3) month averaged factor: \$0.00257
JV2: \$0.041686
JV5: \$0.041686

M. Executive Session *(As needed)*

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, August 3 @ 6:15 pm)

2. Electric Committee (2nd Monday)

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

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

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

a. Assessment Review (Tabled)

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

5. Parks & Recreation Committee (3rd Monday)

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

6. Finance & Budget Committee (4th Monday)

(Next Regular Meeting: Monday, July 27 @ 6:30 pm)

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

(Next Meeting: Monday, July 27 @ 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, August 10 @ 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, August 11 @ 4:30 pm)

3. Planning Commission (2nd Tuesday)

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

4. Tree Commission (3rd Monday)

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

5. Civil Service Commission (4th Tuesday)

(Next Regular Meeting: Tuesday, July 28 @ 4:30 pm)

6. Parks & Recreation Board (Last Wednesday)

(Next Regular Meeting: Wednesday, July 29 @ 6:30 pm)

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

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

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

(Next Regular Meeting: Tuesday, December 8 @ 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)

Certification by Party Central Committee to Fill a Vacancy in County Office or City Office

R.C. 305.02, 731.43, 733.08, 733.31. If charter county or municipality, refer to charter for specific requirements.

July 13, 2015
Napoleon, Ohio

To the Board of Elections of HENRY County*

The undersigned respectfully certify that a vacancy in the office of Napoleon City Council,
for the city of Napoleon has occurred on June 30, 2015
(county or city) (date)
due to the resignation of Heather Wilson, who was a member of the
(death, resignation, etc.)
Republican Party.

The Central Committee of the Republican Party has appointed, in accordance with law,
Patrick McColley, who is a qualified elector residing at
525 Cambridge Street, Napoleon, Ohio, to hold the office and to perform the
duties thereof until a successor is elected and qualified as provided by law.

Republican Henry County Central Committee
Signed: [Signature], Chairperson
Address 4862 County Rd P McClure, Oh
Signed: [Signature], Secretary 43539
Address 10631 County Road M, Napoleon, Ohio

Statement of Acceptance

I, Patrick McColley, hereby accept appointment to the office of City Council
for the Napoleon city of Napoleon, in accordance with the provisions of law.
(county or city)
Patrick M. McColley, Appointee

*A copy of this certificate must be sent to the Secretary of State, 180 E. Broad Street, 15th Floor, Elections Division, Columbus OH 43215 or P.O. Box 2828, Columbus, OH 43216

WHOEVER COMMITS ELECTION FALSIFICATION
IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

RECEIVED

JUL 15 2015

Per [Signature]

City Council

Meeting Minutes

Monday, July 6, 2015 at 7:00pm

PRESENT

Council

Mayor

City Manager

Law Director

**Finance Director/Clerk of
Council**

Recorder

City Staff

Others

ABSENT

Council

City Staff

Call To Order

Approval Of Minutes

Citizen Communication

Committee Reports

**Introduction of Resolution
No. 031-15**

**Introduction Of Ordinance
No. 032-15**

Travis Sheaffer – President, Jason Maassel – President Pro Tem, Jeff Comadoll, John Helberg, Jeffrey Marihugh, Christopher Ridley
Ronald A. Behm
Monica S. Ireland
Trevor M. Hayberger
Gregory J. Heath

Tammy Fein
Robert Weitzel, Police Chief
Chad Lulfs, Director of Public Works
Jeff Rathge, Operations Superintendent
Bobby Stites, Assistant MIS Administrator
News Media; NCTV; Mike DeWit

President Sheaffer called the meeting to order at 7:00pm with the Lord's Prayer followed by the Pledge of Allegiance.

Minutes of the June 15 Regular and June 29 Special Council meetings stand approved as read with no objections or corrections.

None

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

Chairman Sheaffer reported that the Personnel Committee met in joint session with City Council on Monday, June 29 and recommended:

1. Approval of Lisa N. Nagel as City Law Director

Chairman Maassel reported that the Finance & Budget Committee met on Monday, June 22 and recommended:

1. Approval of the Second Quarter Budget Adjustments

The Safety and Human Resources Committee did not meet on Monday, June 22 due to lack of agenda items.

Hayberger reported that Petition required to accompany Resolution No. 031-15 is not ready at this time.

President Sheaffer moved the Agenda; there were no objections.

President Sheaffer read by title Ordinance No. 032-15, an Ordinance supplementing the Annual Appropriation Measure (Supplement No. 2) for the year 2015; and declaring an Emergency (Suspension Requested)

**Motion To Approve
First Read**

Motion: Maassel Second: Comadoll
To approve First Read of Ordinance No. 032-15

Discussion

Heath stated that the Second Quarter Budget Adjustments were presented out and approved by the Finance & Budget Committee, with the total adjustments equaling \$370,460.

**Motion To Suspend
The Rules**

Motion: Marihugh Second: Ridley
To suspend the Rules requiring three Readings

Passed
Yea- 6
Nay- 0

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

Passed
Yea- 6
Nay- 0

Roll call vote to pass Ordinance No. 032-15 under Suspension of the Rules
Yea- Marihugh, Comadoll, Ridley, Maassel, Sheaffer, Helberg
Nay-

**Introduction Of Resolution
No. 033-15**

President Sheaffer read by title Resolution No. 033-15, a Resolution authorizing the City Manager to execute all documents necessary to apply and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for projects deemed necessary by the City Engineer in the year 2015; and declaring an Emergency (Suspension Requested)

**Motion To Approve
First Read**

Motion: Comadoll Second: Ridley
To approve First Read of Ordinance No. 033-15

Discussion

Hayberger stated that the Title of the Resolution should read 2016, not 2015.

**Motion To Amend
Resolution To Read 2016**

Motion: Maassel Second: Ridley
To amend Resolution Title to read 2016

Passed
Yea- 6
Nay- 0

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

Marihugh asked what projects this Resolution would include; Ireland stated that this involves Issue 2 funds and will allow the City to apply for Phase 1 of the Park Street project, Park Lane; Marihugh asked if this is related to the proposed roundabouts on Route 108; Ireland replied no. Ireland stated that the Emergency Clause and Suspension of the Rules requests are due to upcoming deadlines.

**Motion To Suspend
The Rules**

Motion: Marihugh Second: Ridley
To suspend the Rules requiring three Readings

Passed
Yea- 6
Nay-

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

Passed
Yea- 6

Roll call vote to pass Ordinance No. 033-15 under Suspension of the Rules
Yea- Marihugh, Comadoll, Ridley, Maassel, Sheaffer, Helberg

gate does not meet safety standards, he believes that it needs guardrails and reflective barriers; Irelan will research this, adding that this payment is just for the asphalt portion of the project. Marihugh asked Helberg if he had concerns with gas lines at this project; Helberg believes these concerns were previously addressed.

Irelan reported that the second expenditure listed is related to the repair of a sewer tap.

Heath explained that the Resolution reads as it does to be compliant with ORC 5705.41. Heath stated that one of the bigger liabilities as Fiscal Officer is the certification of funds; this Resolution will authorize the expenditures at this time since there was not a proper certification of funds at the time that the contracts were entered into or at the time that the services were requested. Heath stated that the BHillz invoice was properly appropriated in 2013, the funds were reverted and subsequently the funds were identified this year to pay this invoice. Heath reported that the Nagel invoice was not properly encumbered at the time; Heath added that he has the Then and Now authority to certify funds with a limit up to \$3,000, and Council has the authority over that amount.

Motion To Suspend The Rules

Motion: Ridley Second: Comadoll
To suspend the Rules requiring three Readings

Passed
Yea- 5
Nay- 1

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

Passed
Yea- 6
Nay- 0

Roll call vote to pass Ordinance No. 035-15 under Suspension of the Rules
Yea- Marihugh, Comadoll, Ridley, Maassel, Sheaffer, Helberg
Nay-

Introduction Of Resolution No. 036-15

President Sheaffer read by title Resolution No. 036-15, a Resolution in compliance with ORC 709.023(C) relating to the Expedited Type Petition for Annexation of 0.496 acres, more or less, filed by John B. Reese, an Authorized Representative of Graben, LLC; and declaring an Emergency (Suspension Requested)

Motion To Approve First Read

Motion: Ridley Second: Comadoll
To approve First Read of Ordinance No. 036-15

Discussion

Hayberger reported that this property is following the Expedited Type 2 Annexation process which includes the components of laying out the services that the City will provide including water, electric, street service, fire, EMS, Police, and planning and zoning, however there will not be sewer service, and the zoning classification will be defaulted to a Residential Zone 1 classification. Marihugh asked where this property is located; Lulfs stated this is the property at the intersection of Garret Creek and Wayne Park Drive; the current owner wants to purchase this triangle of grass which was not included in the original annexation.

Motion To Suspend The Rules

Motion: Marihugh Second: Ridley
To suspend the Rules requiring three Readings

Passed
Yea- 6
Nay- 0

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

Passed
Yea- 6
Nay- 0

Roll call vote to pass Ordinance No. 036-15 under Suspension of the Rules
Yea- Marihugh, Comadoll, Ridley, Maassel, Sheaffer, Helberg
Nay-

**Introduction Of Resolution
No. 037-15**

President Sheaffer read by title Resolution No. 037-15, a Resolution in compliance with ORC 709.023(D) consenting to the annexation to the City of Napoleon certain territory proposed to be annexed to the City of Napoleon, Ohio pursuant to a Petition filed with the Henry County Board of Commissioners filed by John B. Reese, an Authorized Representative of Graben, LLC ; and declaring an Emergency (Suspension Requested)

**Motion To Approve
First Read**

Motion: Comadoll Second: Ridley
To approve First Read of Ordinance No. 037-15

Discussion

Hayberger stated this is another component of the Expedited Type 2 Annexation; it is a consent to the above annexation which will then go back to the County Commissioners to be approved and will come back for Council to accept.

**Motion To Suspend
The Rules**

Motion: Ridley Second: Marihugh
To suspend the Rules requiring three Readings

Passed
Yea- 6
Nay- 0

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

Passed
Yea- 6
Nay- 0

Roll call vote to pass Ordinance No. 037-15 under Suspension of the Rules
Yea- Marihugh, Comadoll, Ridley, Maassel, Sheaffer, Helberg
Nay-

**Second And Third Readings
Of Ordinances And
Resolutions**

There are no Second and Third Readings of Ordinances and Resolutions.

GOOD OF THE CITY

Discussion/Action

**Award Of Bid: Operations
Superintendent Truck**

Irelan reported that on Wednesday, July 1, 2015, bids were opened and read aloud for the Operations Superintendent truck; one (1) bid was submitted and read from Snyder Chevrolet-Olds Co. for a 2015 Chevrolet Silverado 1500Crew Cab LT 4WD in the color of Summit White with an estimated delivery date of August 1 through 31, 2015 at a cost of \$29,400.00.

Irelan reported that per the state contract, a comparable 2015 Ford F150 XL Crew Cab 4WD truck is available from Middletown Ford in the color white with an approximate delivery time of eighty (80) through ninety (90) days at a cost of \$27,400.78.

Irelan reported that Snyder Chevrolet-Olds Co. did not submit a bid for a yellow truck, and Middletown Ford stated that the delivery of a yellow

Award Of Bid: Operations Superintendent Truck (Continued)

truck would take ‘significantly longer’ than the eighty (80) through ninety (90) day delivery estimate given for the white truck.

Irelan reported that \$26,900 was budgeted for this truck, and both options exceed the budgeted amount; adding that the City’s head mechanic stated concerns with the Ford option including past experience with aluminum panels, which this has, stating that the paint peels off within a few years; another concern raised by the City mechanic is the location of the nearest Ford dealership, stating that there is no Ford dealer in Napoleon and any warranty work or required parts for the Fords currently in the fleet requires travel to Archbold, which is usually an hour roundtrip, adding that this may cause potential long term costs that should be considered.

Marihugh’s Concerns

Irelan requested that the remaining funds required for the purchase of this vehicle be taken from the Salt Shed budget, adding that she is open to recommendations from Council.

Marihugh addressed his concerns regarding the bid specifications:

Marihugh believes that aluminum panels are used by BMW and Audi on vehicles and stated that he researched this concern and found nothing stating that aluminum panels have issues with adhering paint and believes the opposite to be true. Marihugh believes that panels are going to eventually be carbon fiber aluminum panels on all vehicles.

Marihugh believes that the issue of Archbold being the nearest Ford dealership should not be a concern as there are many other trucks that are hauled to various areas to be serviced.

Marihugh stated that he is against the truck being white; he believes this would be the only white truck in the Operations fleet.

Marihugh stated that he would prefer to see a proper budget number and have this purchase be rebid next year; Marihugh believes that if the budget figures are this far off then there is an issue with whoever is specing the vehicles. Marihugh believes that the money taken from the salt shed account has already been earmarked for additional road projects.

Irelan’s Replies To Marihugh’s Concerns

Irelan addressed the concerns stated by Marihugh:

Irelan reported that the funds for Miscellaneous Streets have been earmarked and there is remaining money from the approximately \$150,000 taken from the salt shed account that can be used toward the truck.

Irelan stated that the City mechanic is concerned with the paint peeling from the aluminum panels and Irelan takes her Staff’s word.

Irelan stated that there are costs related to bringing vehicles to Archbold for repair and back; Irelan added that the City has no control over which dealerships are used for the current trucks however the City can have control and choose a closer dealership for this truck.

Irelan stated that she realized that the color of the truck not being yellow

**Irelan's Replies To
Marihugh's Concerns
(Continued)**

would be a sticking point as Marihugh made this clear during the budget discussions; a yellow truck was a requested bid from bidders, however Snyder Chevrolet-Olds made no bid for a yellow truck and Middletown Ford stated this would take 'significantly more time' to deliver than the estimated delivery time of a white truck. Sheaffer asked if the existing truck is in bad shape; Irelan stated that the existing truck is being moved down the fleet to replace a truck in the fleet that is in bad shape and will be removed.

Irelan stated that the budget figures are handled by Staff during budget discussions and these figures are estimates at that time, not exact figures.

Marihugh stated that he did not see ancillary equipment including the lights and tool boxes needed to make this a complete vehicle. Sheaffer asked Rathge if the truck was acceptable to him; Rathge stated yes. Maassel stated that he is pleased to be spend the dollars local. Comadoll believes that this item should wait until the next budget discussions, and the current funds should be used for road repair; Irelan reminded Council that road projects must follow a strict process before they are established. Ridley asked if there is any advantage to waiting a year before purchasing this truck; Irelan believes the cost will increase. Sheaffer stated that he is concerned with the transport of the CCNO trustees; Marihugh believes that there are extra vehicles that could be used for the CCNO trustee transport. Marihugh suggested using an Engineering Department vehicle; Irelan stated these are in use consistently due to construction season; Helberg agreed with Irelan.

**Motion To Award Bid For
The Operations
Superintendent Truck To
Snyder Chevorlet-Olds Co.:
\$29,400.00**

Motion: Maassel Second: Helberg
To award the bid of the Operations Superintendent truck to Snyder Chevrolet-Olds Co. in the amount of \$29,400.00

Passed
Yea- 4
Nay- 2

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

**Approval Of Donation From
Henry Co. Agricultural
Society: \$300 To Fire
Department**

Irelan reported that the Fire Department received a three hundred dollar (\$300) donation from the Henry County Agricultural Society; asking Council to approve the donation.

**Motion To Approve
Donation From Henry
Co. Agricultural Society:
\$300 To Fire Department**

Motion: Marihugh Second: Comadoll
To approve a donation from Henry County Agricultural Society in the amount of \$300 to the Napoleon Fire Department

Passed
Yea- 6
Nay- 0

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

**Approval Of Donation From
American Legion: Up To
\$1,200 To The Parks And**

Irelan reported that the American Legion would like to donate up to \$1,200 to the Parks & Recreation Fund to cover the "Free Swim" week admissions at the City pool. Irelan stated that the \$1,200 figure was used

ten (10) year plan.

Irelan reported that negotiations were entered into with Stantec Consulting Services, Inc. and a contract price of \$45,000 was agreed upon; having reviewed the submitted Qualification Statements and after extensive negotiations, Irelan recommended that Council award the above referenced project to Stantec Consulting Services, Inc. in the amount of \$45,000.

Marihugh asked if the street signs will be picked up; Lulfs added this option could be added to the contract but does not have the cost for that at this time; Lulfs added that this information will be integrated with the current available information.

Maassel asked how the roads are rated; Lulfs stated that this is a point system based on a one hundred (100) point base using 3D cameras placed on vehicles creating a digital image; the option to see what is below the road can be added, but Lulfs does not have the cost of this at this time. Lulfs stated that the City will provide any information available while Stantec will collect other data such as condition based on the road surface; Lulfs added that corporate knowledge, plans and records will be used to closely estimate when the roads were originally paved. Lulfs stated that this information will give an unbiased record of road conditions. Maassel asked if State highways were included in this project; Lulfs stated Ohio has a Pavement Condition Ratings (PCR) scale that these results will be relatable to.

**Motion To Approve
Agreement For
Professional Design
Services With Stantec
Consulting Services, Inc.
For The Roadway/
Pavement Data Collection
Project**

Motion: Ridley Second: Maassel
To approve the agreement for Professional Design Services with Stantec Consulting Services, Inc. for the Roadway/Pavement Data Collection Project

Passed
Yea- 6
Nay- 0

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

Good Of The City (Cont.)
Heath

Heath reported that the 2014 CAFR has been distributed; adding that the exit conference has been completed with one verbal management comment. Heath stated that the Audit was completed with an unqualified opinion meaning no findings.

Comadoll

Comadoll reported that the corner of Welsted Street and Haley Avenue had sewer repair work completed and the area of stone has sunk; Comadoll believes that the property owner should be told to fix the sidewalk. Lulfs stated that a letter can be sent to the property owner; Lulfs will research this.

Ridley

Ridley noticed there was a family picnicking in the employee only parking lot; Irelan stated that lot is used by many residents even though there are

“Employee Only” signs.

Ridley asked if the survey regarding flooding damage had been completed; Ireland stated the City fared better than expected; there will be damage to the Golf Course and the City will attempt to use public assistance from the State to repair the damage.

Maassel

Maassel commended all who worked on the July 4th activities, including the Police Department and the Fire Department.

Maassel asked if there were any storm sewer issues due to the flooding; Ireland replied there were a few overflows active throughout the storm, but in comparison to the past, this event was not as harmful; the EQ basin kept 9.6 million gallons of waste water from flowing into the river. Ireland stated that the City is still discussing this with EPA and negotiating future projects.

Sheaffer

Sheaffer echoed Maassel’s comments regarding the July 4th activities.

Sheaffer asked for an update on the Police Department Quonset roof; Chief stated that all the materials have been delivered with no specific date for the completion of the repair; Chief believes the weather has been a factor.

Sheaffer requested an Executive Session regarding the compensation of personnel.

Behm

Behm asked if Council had any updates regarding the satellite customer meetings regarding the water treatment plant; Sheaffer stated that invitations from the satellites have not yet been extended to Council.

Behm asked when Lisa Nagel will be starting as the new Law Director; Hayberger believes the start date to be approximately August 10, adding that he will be assisting when necessary.

Helberg

None

Marihugh

Marihugh thanked all for the concern during his illness.

Marihugh thanked the Operations Department for the work at Ribfest.

Marihugh stated that he is a log keeper for the EPA regarding complaints related to the CH₄ Bioplant which had a near catastrophe; the secondary high pressure gas storage blew the lid off the tank causing an extreme escape of methane, and materials went into the waterways. Marihugh reported that the Bioplant has been cited multiple times by EPA, and the Division of Air Pollution and Surface Water has knowledge of these citations. Marihugh stated that the residents were told that this plant would not affect the City and Marihugh believes that it is. Marihugh believes that Campbell’s is running only one engine and is not delivering any material to the site and is being very reactive along with the Township. Ridley asked if there are any health concerns to the residents; Marihugh stated that the contact numbers are available for questions, and believes that one gentleman in the Township is experiencing issues. Marihugh does not believe the concentration in the City is harmful but the

concentration in the Township may be.

Marihugh believes the smooth seal on North Scott Street at Railroad Street has roller marks and may not be up to grade; Marihugh believes that Kolbe Street looks high and has concerns regarding the joints at bridge; Lulfs will research these. Marihugh believes that East Washington Street needs hot patch as well.

Marihugh asked when the next ISO inspection is scheduled for the Fire Department; this will be researched.

Motion To Go Into Executive Session: Compensation Of Personnel

Motion: Maassel Second: Marihugh
To go into Executive Session to discuss the compensation of personnel

Passed
Yea- 6
Nay- 0

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

Into Executive Session

Council went into Executive Session at 7:59pm.

Motion To Come Out Of Executive Session

Motion: Maassel Second: Ridley
To come out of Executive Session

Passed
Yea- 6
Nay- 0

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

Out Of Executive Session

Council came out of Executive Session at 8:11pm. President Sheaffer reported that the discussion was regarding the compensation of personnel and no action was taken.

Approval Of Bills

Bills and financial reports stand approved as presented with no objections.

Motion To Adjourn

Motion: Marihugh Second: Ridley
To adjourn the meeting.

Passed
Yea- 6
Nay- 0

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

Adjournment

Meeting adjourned at 8:11pm.

Approved:

Travis B. Sheaffer, Council President

Ronald A. Behm, Mayor

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
City Council

Special Meeting Minutes

Friday, July 10, 2015 at 5:00pm

PRESENT

Council Members

Mayor

City Manager

**Finance Director/Clerk Of
Council**

Recorder

City Staff

Others

ABSENT

Call To Order

**Change Order: Appian
Avenue Improvements
Project**

Travis Sheaffer - President, Jason Maassel – President Pro Tem, John Helberg, Jeffrey Marihugh, Jeff Comadoll

Ronald A. Behm

Monica S. Irelan

Gregory J. Heath

Tammy Fein

Robert Weitzel, Police Chief

Chad Lulfs, Director of Public Works

Clayton O'Brien, Fire Chief

News Media; Mike DeWit

Chris Ridley; Trevor Hayberger

President Sheaffer called the meeting to order at 5:00pm.

Irelan distributed a copy of the proposed Change Order; see attached.

Irelan reported that during the excavation of the roadway on the Appian Avenue Improvements Project, portions of the subgrade were found to be very poor, and different options have been considered in order to correct this; Irelan stated that after discussions with the contractor regarding cost and schedule, it was decided that undercutting the subgrade would be the best option.

Irelan reported that undercutting consists of removing portions of the subgrade and replacing it with stone; a unit price was agreed upon and the contractor agreed to be paid on a cubic yard (c.y.) basis instead of a lump sum. Irelan explained that a worst-case scenario of seventy five percent (75%) of the subgrade needing to be undercut was estimated; this totals 1,178 c.y. at a cost of \$38.66 per c.y. for a total of \$45,541.48. Irelan added that with what is currently exposed, it appears that the estimate will be approximately fifty percent (50%); however, not all of the subgrade has been exposed.

Irelan submitted this proposal to ODOT and was given a verbal approval for cost, concept, and application toward the remaining grant funds. Irelan reported that there is approximately \$135,000 remaining from the grant; this work is eligible for an 80%/20% split per the terms of the grant agreement, meaning that if the entire \$45,000 is needed for the work, the City portion would be approximately \$9,000.

Helberg asked how the costs were figured; Irelan stated that this figure was negotiated and is less than what was listed in the bid. Helberg asked if the prices are approved by ODOT; Lulfs stated that they were approved verbally.

Comadoll asked how to stop this issue from happening again; Sheaffer believes this happens frequently; Helberg added that the bore samples showed that this was an expected issue. Lulfs stated that undercutting can be included in future contracts.

Irelan believes this to be the best option due to the length of time that the other options could take, which may impact the residents and businesses. Helberg believes that an additional \$17,000 was paid for a total project of approximately \$300,000 at Northcrest Circle. Lulfs believes that the sanitary and water lines were installed at the South end of Appian Avenue approximately seven (7) years ago and these will be researched as well.

Motion To Approve Change Order For Appian Avenue Improvements Project

Motion: Maassel Second: Comadoll
To approve Change Order for Appian Avenue Improvements Project in the amount of \$45,541.48

Passed
Yea- 4
Nay- 1

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

Any Other Matters To Come Before Council

None

Council Motion To Adjourn

Motion: Marihugh Second: Maassel
To adjourn the meeting at 5:08pm.

Passed
Yea- 5
Nay- 0

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

Date Approved:

Travis B. Sheaffer, Council President

Ronald A. Behm, Mayor

Gregory J. Heath, Finance Director/Clerk of Council

ORDINANCE NO. 038-15

AN ORDINANCE FOR THE CITY OF NAPOLEON TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO DEPARTMENT OF TRANSPORTATION FOR REPLACEMENT OF THE STEVENSON STREET BRIDGE OVER OBERHAUS CREEK; AND DECLARING AN EMERGENCY

(The following is an Ordinance enacted by the City of Napoleon, Henry County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in the matter of the stated described project.)

WHEREAS, the LPA/STATE has identified the need for the described project:

Now therefore, be it ordained by the Council of the City of Napoleon, Ohio:

SECTION 1. Project Description. That, the project is described as follows: The replacement of Stevenson Street bridge over Oberhaus Creek.

SECTION 2. Consent Statement: That, this Council (LPA) determines it being a public interest to give consent to the Director of Transportation to complete the above described project.

SECTION 3. Cooperation Statement: That, this Council (LPA) shall cooperate with the Director of Transportation in the above described projects as follows:

1) The LPA will assume and bear one hundred percent (100%) of the total cost of any features requested by the LPA which are not necessary for the project as determined by the State and/or the Federal Highway Administration.

2) The LPA consents to having the State acquire all necessary rights of way for the subject projects in the name of the LPA.

3) The LPA agrees, upon completion of the project, to own and maintain all those portions of the projects under its jurisdiction.

4) The State agrees to be the lead agency and to administer all phases of the projects.

SECTION 4. Utilities and Right-of-Way Statement: That, this Council (LPA) agrees that all existing street and public way right-of-way within the jurisdiction of the LPA which is necessary for the described projects shall be made available therefor. The LPA further agrees that any right-of-way acquired by said LPA on behalf of the described project shall be acquired and/or made available in accordance with current State and Federal regulations. The LPA agrees that all utility accommodation, relocation and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION 5. Maintenance: That, upon completion of the Projects, and unless otherwise agreed, the LPA shall: 1) provide adequate maintenance for those portions of the Projects under the jurisdiction of the LPA in accordance with all applicable state and federal law, including, but not limited to, Title 23, U.S.C., Section 116; 2) provide ample financial provisions, as necessary, for the maintenance of those portions of the Projects under its jurisdiction; 3) maintain the right-of-way, keeping it free of obstructions; and 4) hold said right-of-way inviolate for public highway purposes.

SECTION 6. Authority to sign: The City Manager of Napoleon, Ohio is empowered on behalf of the City to enter into contracts with the Director of Transportation necessary to complete the above

described project.

SECTION 7. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

SECTION 8. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

SECTION 9. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to timely promote public safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Travis Sheaffer, Council President

Approved: _____

Ronald A. Behm, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 038-15 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

CERTIFICATE OF COPY
STATE OF OHIO

City of Napoleon, Henry County, Ohio

I, Gregory J. Heath, as Clerk of the City of Napoleon, Ohio, do hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the legislative Authority of the said City, on the ____ day of _____, 2015 that the publication of such ordinance has been made and certified of record according to law; that no proceedings looking to a referendum upon such ordinance have been taken; and that such ordinance and certificate of publication thereof are of record in: _____(Ordinance Record No.), Page ____ .

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable, this ____ day of _____, 2015.

Gregory J. Heath, Clerk of Council
City of Napoleon, Ohio

(Seal)
(If Applicable, if no seal, then send letter advising of the fact there is no seal)

The afore going is accepted as a basis for proceeding with the projects herein described

For the City of Napoleon, Ohio

Attest: _____, Date: _____
City Manager
Contractual Officer

For the State of Ohio Revised Code
Attest: _____, Date: _____
Director, Ohio Department of Transportation

RESOLUTION NO. 039-15

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AN AGREEMENT FOR FINANCIAL CONSULTANT PROFESSIONAL SERVICES WITH SCHONHARDT AND ASSOCIATES FOR PREPARATION OF THE CITY CAFR, GAAP REPORTS AND INFRASTRUCTURE COST INFORMATION FOR GASB-34

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:

Section 1. That, the expenditure of funds in excess of \$25,000.00 is necessary and therefore authorized for financial consultant professional services with Schonhardt and Associates for preparation of the City CAFR, GAAP Reports and Infrastructure Cost Information for GASB-34 requirements.

Section 2. That, Contract No. 2015-10, both on file with the City Finance Director, which have been reviewed by this Council, are approved, subject to any non material change deemed appropriate by the Finance Director and as approved to form and legality by the City Law Director; moreover, the Finance Director is authorized to execute the same on behalf of the City.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 4. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 5. That, this Resolution shall take effect at the earliest time permitted by law.

Passed: _____

Travis Sheaffer, Council President

Approved: _____

Ronald A. Behm, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 039-15 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2015; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

RESOLUTION NO. 040-15

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO APPLY AND ACCEPT OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM (SCIP) AND LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (LTIP) FUNDS FOR PROJECTS DEEMED NECESSARY BY THE CITY ENGINEER IN THE YEAR 2015; AND DECLARING AN EMERGENCY

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:

Section 1. That, the City Manager is directed to execute all documents necessary to apply for and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for the year for projects deemed necessary by the City Engineer in the Year 2015, including but not limited to execution of Grant Agreement(s).

Section 2. That, this Resolution encompasses the Oberhaus Interceptor I/I Project.

Section 3. That, in addition to the above, specifically, the City Manager is authorized to execute Local Contract No. 2015-11 (Subdivision code: 069-53550 OPWC Project Grant Control No. CE24S), in substantially the same form as on file with the City Finance Director.

Section 4. That, this Council finds that the expenditure of \$25,000 is hereby necessary to meet its local share of the project and is hereby authorized for expenditure thereof as a proper public expenditure.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 7. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for the application to be timely filed for consideration, Agreement to be executed and funds to be used, if received, for public improvements related to public peace, health safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect

immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____
Travis Sheaffer, Council President

Approved: _____
Ronald A. Behm, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 040-15 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

City of Napoleon, Ohio

Tree Commission

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

Meeting Agenda

Monday, July 20, 2015 at 6:00pm

- I. **Approval of Minutes** (In the absence of any objections or corrections, the minutes shall stand approved.)
- II. **Tree Call Report**
- III. **Fall Programs**
- IV. **Any other matters to come before the Commission**
- V. **Adjournment**

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
Tree Commission

Meeting Minutes

Monday, May 18, 2015 at 6:00pm

PRESENT

Commission
City Staff
Recorder

David Volkman - Chair, Kirk Etzler, Anella Huff, Bill Rohrs, Jim Fitzenreiter
Marty Crossland
Tammy Fein

ABSENT

Members

Jeffrey Marihugh

Call To Order

Chairman Volkman called the meeting to order at 6:00pm.

**Swearing In Of Jim
Fitzenreiter**

Fein swore in Jim Fitzenreiter and administered the Oath of Office; the members welcomed Fitzenreiter to the Commission.

Approval Of Minutes

Minutes from April 20 stand approved as presented with the following correction: 1029 North Perry Street was reported as 1021 North Perry Street under the Tree Call Report.

**Motion To Approve
Minutes With Listed
Correction**

Motion: Etzler Second: Fitzenreiter
To approve the Minutes with the listed correction

Passed
Yea- 5
Nay- 0

Roll call vote on above motion:
Yea- Etzler, Fitzenreiter, Volkman, Huff, Rohrs
Nay-

Tree Call Report

Crossland distributed the recent Service Requests list:
A resident reported that a Spruce tree at the corner of Hudson Street is starting to die off; Crossland does not believe this to be severe as of yet, but will keep track of it during the summer.

The resident of 1020 North Perry Street would like a four (4) inch diameter Pear tree removed from the front of the residence due to the tree holding the leaves throughout the Winter, causing more to rake in the Spring. Fitzenreiter asked if she had requested this tree to be planted at this residence years ago; Crossland believes that, based on the size of the tree, the tree was planted in the late 1990s or early 2000s. Crossland does not believe this request to be adequate grounds for removing the tree; the Commission agreed.

The City Electric Department contacted Crossland regarding the downtown tree wells; Crossland believes the wells are expandable and a few rings could be removed to compensate for the trees pushing on the wells. Crossland would like this project passed to the Operations Department to be handled, adding that the gap should not be too large to avoid trash buildup.

Crossland asked the City Engineer if extra grates could be ordered; no prices have been researched as of yet; Crossland estimated the cost to be approximately \$1,000 to \$1,500 for two (2) pieces.

Spring Programs

Tree Commission 5/18/15

Crossland reported that planting and topsoil contracts are completed; street side

trees have been removed and the stumps still need to be ground out, while the trees off the street side have not been removed yet. Volkman asked if the watering list has been distributed; Crossland replied that the Parks Department has the list and believes they have watered all the evergreens at the Yard Waste Site today; the dead trees from this location will be removed by the Operations Department. Crossland added that the trees planted at this site last year are doing well. Crossland reminded the Parks Department that the watering bags should be placed on downtown trees as well. Crossland reported that the new watering bags have been received and painted; the total number of bags will be approximately two hundred (200) by next Spring. Fitzenreiter stated that he is glad to see this watering program being used, and believes it will help the health of the planted trees. Crossland stated that the watering bags are kept on for first year to two years to ensure the proper watering of new trees.

Fall Programs

Crossland reported that trimming budget will be decided by the cost of the other programs; this year the trimming budget is estimated at \$16,000 to \$17,000; Crossland stated that he would like to keep the trimming budget above \$15,000 each year. Crossland will email the proposed trimming list to the Commission members before the July meeting, adding that the removals will take place in August and September, and the topsoil and planting projects will take place after. Crossland stated that he will be asking for a larger proposed budget next year due to the Scott Street and Park Street projects replanting requirements.

Etzler stated the Presbyterian Church asked if the removed Maple would be replaced; adding that they would like an ornamental tree such as a Lilac or a Pear tree, not a Maple as a replacement. Crossland stated that the replacement tree would be either a medium or small sized tree.

Any Other Matters To Come Before The Commission

Fitzenreiter asked what opportunities would be available when West School is removed; Crossland believes the plan is to make this area into building lots, and believes that trees should not be planted until the plans are finalized. Crossland added that CD Brillhart School may be razed as well, though there are not many City trees on these properties currently. Crossland stated that there will be no right-of-way at the new school, and has suggested that the school donate a tree to be planted on the new school grounds for Arbor Day, however City funds could not be used to purchase the tree.

Etzler asked how the Arbor Day Celebration went; Volkman stated that it went well; there were six (6) kids that participated, and a walking tour of the arboretum was given after the ceremony.

Volkman reported that he, Rohrs, and Crossland went to the awards program for Tree City USA, and learned about an American Elm tree that survived the Oklahoma City bombing, and the memorial is now built around that tree; the seeds are maintained and the seedlings are given away. The City received recognition for being a member of Tree City USA for twenty (20) years, including a plaque and new street signs for the entrances to the City. Crossland asked the Commission where they would like the signs to be placed, stating that there are already signs on Route 424, and asked if the Commission would like the new signs to go on Route 108; the Commission agreed. Fitzenreiter asked if there was already a post available for the signs; Crossland will research this. Etzler suggested the exit ramp on Route 24. Crossland reported that the current signs are not at the Corp Limit and believes there is better signage on Route 108 that may be available.

Crossland reported that the Engineering Secretary has learned how to add

content to the City website and will begin adding content to the Tree Commission page, including contact information for the members, programs information, and links to updated lists. Crossland stated that there is a limit to the amount of external links allowed, however the Arbor Day and Tree City USA information could be links. Etzler asked if there is any place that a link could be added to link to a University that has a forestry program to show tree species, etc. Rohrs believes that threats to trees could be added as well, including the Asian Longhorn Beetle; Fitzenreiter believes that treating the trees is the key to avoiding the different threats; Crossland added that there are a few Ash trees that survived the issue in the City.

Fitzenreiter asked what the process is regarding raising lower limbs on newer trees; Crossland stated that he has done this on the younger trees; Fitzenreiter stated there are a number of trees in the Twin Oaks subdivision that need to be raised, adding that he is willing to help if this could be handled. Crossland stated that a tree service went through Twin Oaks and trimmed approximately three (3) years ago, including thinning and raising limbs on smaller stature trees. Crossland stated that he tries to keep limbs eight (8) feet above sidewalks and thirteen (13) feet above streets. Fitzenreiter stated that he has been asked about this issue, adding that some residents will handle the trimming themselves; Crossland stated when a general trimming contract is completed, trimming the lower limbs is included. Volkman stated that a trimming rotation will begin, and that will handle this issue in the future. Crossland will research this area; Fitzenreiter stated that he will help. Crossland stated this was bid at \$250/hour last year and he would rather do it internally to avoid this cost.

Motion To Adjourn

Motion: Etzler Second: Fitzenreiter
To adjourn the meeting at 6:43pm.

Passed
Yea- 5
Nay- 0

Roll call vote on above motion:
Yea- Etzler, Fitzenreiter, Volkman, Huff, Rohrs
Nay-

Approval Date:

David Volkman , Chair

Memorandum

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

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

Date: 7/14/2015

Re: Parks & Recreation Committee Meeting Cancellation

The regular Parks & Recreation Committee meeting scheduled for Monday,
July 20 at 6:15pm has been CANCELED due to lack of agenda items.

City of Napoleon, Ohio

Healthcare Cost Committee

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

Meeting Agenda

Friday, July 24, 2015 at 8:30am

- I. Approval of Minutes (In the absence of any objections or corrections, the minutes shall stand approved.)
- II. Review of Healthcare Premium Cost Increases
- III. Any other matters to come before the Committee
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
Healthcare Cost Committee
Meeting Minutes

Friday, April 17, 2015 at 8:30am

PRESENT

Commission Members

Mike Foreman (PD) - Chair, Jamie Mendez (PD), Chad Lulfs (NB), Mary Thomas (NB), Jeremy Okuley (AFSCME), Monica Irelan (AD), Tony Druhot (FD) substitute

Recorder

Tammy Fein

City Staff

Morgan Druhot, Human Resources Director

Others

Cheryl Broadway, Chapman & Chapman

ABSENT Members

Greg Heath (AD), Roger Eis (AFSCME), Joel Frey (FD), Eric Rohrs (FD)

Call To Order

Chairman Foreman called the meeting to order at 8:37am with roll call, noting that a quorum was present.

Approval Of Minutes

Minutes from the January 9, 2015 meeting stand approved as presented with no objections or corrections.

**Review Of Health
Care Premium Cost
Increases**

Broadway distributed information regarding the Affordable Care Act and BORMA; see attached, and will be sending this electronically to Human Resources Director Druhot.

Broadway distributed a comparison of employee contributions using figures from 2014 by entity; Broadway will add a column demonstrating the number of employees at each entity for a relevant comparison. Irelan asked if the dollar amounts could be translated into percentages for a better comparison; Broadway will research this. Broadway reported that the master comparison will be brought before the Committee after it is completed.

Broadway reported that the plans will be consolidated to make them more uniform, and once they are approved by BORMA the options will be brought before the Committee. Broadway believes there will be approximately eight (8) plans to choose from. Foreman asked if there is a possibility that benefits will be lost; Broadway replied that she believes not; they understand that the benefits are negotiated for, however there may be options that take away from some portions and add to other portions; the plan is to make the benefits more uniform, not strip the plans of benefits.

Broadway reported that BORMA will have to approve the standard language regarding spousal benefits. Broadway distributed information regarding the spousal benefits used by the City in 2014, with an average cost of \$17,236.

Broadway distributed a spreadsheet regarding a Summary of Spouses' Claims by a client; see attached; with an average cost of \$2,762, and the spouses that used the insurance as secondary had an average cost of \$648. Broadway reported that it is difficult to predict usage and understands that spousal language is a sensitive issue, however the spouse would only be required to

enroll in a single plan in their primary plan to shift costs. Broadway stated that the costs have been reduced by being included in BORMA. Irelan asked if the secondary coordination would be allowed if the City included the spousal language; Broadway stated that they would encourage that. Lulfs asked if the spousal language is to move the spouses from the City as the primary insurance to the secondary insurance; Broadway replied yes. Broadway added that part of the recommendation to BORMA will include an annual certification of the spouses being included in the primary insurance. Foreman agreed with this option. Okuley asked if there would be any challenges in the communication between insurance companies; Broadway replied that the electronic communication makes it easier to coordinate, adding that this includes prescriptions as well. Foreman asked who would monitor this; Broadway stated it is the carrier's responsibility to monitor. Lulfs asked if this would affect the insurance tiers and rates; Irelan stated there is a four (4) tier plan including single, single and spouse, single and child, and family; Druhot added that this would increase the rates to the employee and spouse tier. Broadway stated that Chapman & Chapman would do the explanation to the group and individuals before any vote took place.

Irelan reported that the health survey results came back at the beginning of the week; Irelan believes that the employees would like a wellness program and have credits on the deductible for taking part in the program; Druhot and Irelan will research this further. Irelan believes this is a good idea and employees will be more productive.

Foreman referred the next Healthcare Cost Committee meeting for Friday, June 19th at 8:30am. Irelan asked for the updates on percentages and the BORMA update on spousal coverage language at this time. Lulfs asked if the lists distributed today should be sent to employees; Thomas will add it to paystub envelopes, and Druhot will send it electronically to the Department Heads.

Any Other Matters

None

Motion To Adjourn

Motion: Irelan
To adjourn the meeting at 9:12am.

Second: Lulfs

Meeting adjourned by unanimous voice vote.

Date Approved:

Mike Foreman, Chair



UPdate

A weekly newsletter presented by AMP President/CEO Marc Gerken

July 10, 2015

Sale of capacity savings from Efficiency Smart projects is a success

By Randy Corbin – assistant vice president for energy policy & sustainability

Encentiv Energy (AMP's contractor) successfully sold 11.4 MW of capacity savings produced by selected Efficiency Smart projects into PJM's latest capacity market auction. Selected projects were completed between June 1, 2011, and May 31, 2015, and covered a variety of energy efficiency improvements – lighting, HVAC, industrial process efficiency, motor controls, refrigeration and compressed air. Some completed projects were excluded for a variety of reasons, including PJM's market rules relating to allowable energy efficiency projects.

The 2015-16 revenue from this sale totals approximately \$392,000 and will be received quarterly over the next year starting on Sept. 30, 2015. Additional sales revenue from this sale will be received and distributed to the appropriate members in subsequent periods. All 2011-2016 Efficiency Smart participants will receive a memo providing additional details regarding this sale shortly.

Please direct any questions you may have about this matter to me at 614.540.0844 or rcorbin@amppartners.org.

Delivery costs for electric power to increase

Capacity and transmission rates are on the rise for electric customers in FirstEnergy. This affects all AMP members in FirstEnergy (and its transmission subsidiary ATSI) in both Pennsylvania and Ohio.

Installed capacity costs are charged by PJM for the procurement of sufficient generation to operate during times of peak loads. PJM acquires capacity by running an annual three-year-in-advance auction called the Reliability Pricing Model (RPM). In the auction, generators offer a commitment of their capacity in exchange for payments. The auction clearing price is determined using the lowest cost set of generators to meet PJM's forecasted peak load. The payments to these generators are then charged by PJM to the end-use electricity customers.

These costs are scheduled to increase by more than 1 cent/kWh for the next 12 months in the FirstEnergy/ATSI territory. The rate jump is due to FirstEnergy's generation retirements, announced when this auction occurred in 2012. The decreased supply available to PJM led to the increase in price.

In order to compensate for the generation retirements, FirstEnergy/ATSI has embarked on an electric transmission line expansion that will allow generation capacity to be imported from other parts of PJM. Because of the increased spending on transmission by FirstEnergy, the transmission rates to recover those costs will increase by approximately 0.5 cent/kWh for future years. Just like capacity costs, transmission costs are also charged to end-use electricity customers in FirstEnergy.



Training class teaches bucket truck techniques

By Bob Rumbaugh – manager of technical training

AMP held a Hotline Training course July 7-9 and nine attendees from eight communities in Ohio, Pennsylvania and Kentucky participated. Similar to AMP's climbing classes, the hotline course is entirely hands-on and performed in the bucket. It is designed to provide an in-depth understanding of proper work techniques for line construction from the bucket, and focuses on the skills and knowledge required for bucket truck work.

Hotline Training course participants pictured are (from left): row one-Joe McComas, Williamstown; Jeff Horn, Yellow Springs; Brandon Day, Williamstown; William George, Newton Falls; Jammie Hummerich, St. Clairsville; Jonah Mertz, Grove City; row two-Bob Rumbaugh, instructor; Tyson Metz, Milan; Alex Miller, Shelby; and John Kiley, Oberlin.



News or Ads?

Call Krista Selvage at 614.540.6407 or email to kbselvage@amppartners.org if you would like to pass along news or ads.

AFEC weekly update

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

Although the weather has been mild, Fremont has still operated daily since July 5. The plant was offline for economics on Friday and Saturday during the holiday period and then was scheduled by PJM to return to service on Sunday. Fremont remained online for all 24 hours both Monday and Tuesday. For Wednesday and Thursday, the plant was scheduled off during the overnight hours and started back up during the on-peak hours.

Duct burners were not used this week and, in fact, the plant operated at minimum load during the midday hours on Tuesday and Wednesday due to transmission constraints in the area. Fremont ended the past seven days with a 38 percent load factor (based on 675 MW).

Energy markets are soft following holiday

By Alice Wolfe

Ongoing mild weather and a bearish storage injection led to lower energy prices again this week. The Energy Information Administration (EIA) reported a 91 Bcf injection of natural gas into storage this week. The level was above analyst expectations and increases the amount of natural gas in storage to 1.7 percent above the five-year average.

August natural gas prices closed down \$0.06/MMBtu from last Thursday, finishing yesterday at \$2.73/MMBtu. 2016 on-peak power prices at AD Hub also closed down, finishing yesterday at \$41.44/MWh which was \$0.06/MWh lower for the week.

AMP invites members to join Sustainability Subcommittee

By David Deal – director of sustainability & energy policy

AMP is rebooting its Sustainability Subcommittee and issuing an open invitation for member participants. We'd like to engage the subcommittee in a meaningful way and plan to cover a series of sustainability hot topics and issues of interest to members.

The subcommittee webinars are quarterly opportunities for AMP members to learn about community initiatives, AMP sustainability highlights and projects, and industry-wide sustainability trends.

The kickoff conference call for 2015 is being scheduled for the last week of July.

If you have interest in participating or any questions regarding the Sustainability Subcommittee, please contact me at 614.540.0840 or ddeal@amppartners.org.

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

Week ending July 10

MON	TUE	WED	THU	FRI
\$35.26	\$33.55	\$26.85	\$29.55	\$30.58

Week ending July 3

MON	TUE	WED	THU	FRI
\$29.58	\$34.86	\$31.77	\$27.93	NA

AEP/Dayton 2016 5x16 price as of July 10 — \$41.44

AEP/Dayton 2016 5x16 price as of July 2 — \$41.50

Golden joins Willow Island team as plant operator

By Phil Meier – vice president of hydroelectric development & operations

David Golden joined AMP this week as Willow Island Plant Operator I. In this role, Golden will become proficient at plant operations and handle the general maintenance of the facility.

He has more than 20 years of experience as a supervisor and maintenance technician certified in electric motor repair, cranes repair and hydraulic operations. Golden is a veteran of the U.S. Marine Corps., where he served as a transmission mechanic.

Please join me in welcoming David to AMP.



David Golden

Trends in energy efficiency

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

Efficiency Smart's engineering staff assists business customers of participating communities with identifying, analyzing and validating energy efficiency projects and technologies. These energy consultants stay up-to-date on emerging technologies and trends to ensure that commercial and industrial customers are able to consider all available options for upgrading outdated equipment, helping to achieve the highest possible return on energy efficiency investments.

The following is a list of commercial and industrial trends in energy efficiency based on the projects energy consultants have completed in Efficiency Smart's participating communities:

Metering to help manage energy use

Businesses can't manage what they can't measure. For this reason, many organizations that are interested in energy efficiency projects have requested Efficiency Smart's assistance in metering their equipment's electric use prior to initiating a project. This allows plant and facility managers to have an accurate picture of potential energy savings before investing any money. Some customers also request metering at the project's completion to verify energy savings.

see TRENDS Page 3

LED technology is becoming more affordable and accessible

Light-emitting diode (LED) technology has improved significantly in recent years. Almost all fixture types now have a cost-competitive LED equivalent, lumens-per-watt have increased to a higher rate, and LED manufacturers have improved issues with dimming. The price of LEDs has also dropped in recent years, making switching to LEDs more economically feasible.

As a result of the drop in prices and increase in quality, LED retrofit kits are becoming a viable alternative to high-performance T8 (HPT8) upgrades. In addition, decorative post top retrofit kits for exterior street lighting are coming to the market from leading manufacturers, which will cost less than half the amount of replacing the whole post top.

Cold climate heat pumps are emerging in Efficiency Smart's service territory

Traditional heat pumps do not work effectively in temperatures below 30 degrees, requiring supplemental heat either from a separate boiler or furnace. Cold climate heat pumps have emerged as a viable option that can operate effectively even in temperatures that reach -20 degrees.

In addition, the United Technologies Research Center (UTRC) is developing a prototype 10 tons-of-refrigeration (TR) high-performance cold climate commercial heat pump system. The UTRC expects that the system will be cost-effective, with a simple payback of less than three years, and enable annual electricity use for building space heating in cold climates to decrease by at least 25 percent. More information can be found here.

Compressed air systems have evolved

Most quality compressed air system providers offer free air studies and use these to show how upgrading to new equipment is worth the investment from energy savings alone. This is due to new compressed air systems being more energy efficient and now being equipped with motor controls instead of these controls being sold as separate pieces. This is a significant switch from the past, when most air compressor models were only upgraded at the end of the life of the previous system.

A shift from hydraulic injection machines to all-electric servo drives

Plastic manufacturers have started to switch from standard hydraulic injection machines to all-electric servo drives, which can reduce energy expenses by up to 70 percent. While the energy savings are impressive, there are still some hurdles to overcome before these machine replacements become common, including the initial investment and the installation time, which requires a temporary shutdown of production.

Solid state welders are replacing vacuum style welders

Solid state welders have started to become the dominant choice for high-frequency pipe and tube manufacturing, as they are typically 15 percent more energy efficient than

vacuum tube welders, and provide savings on water costs along with electricity. Other benefits include increased safety due to the lower wattages in the DC power supply and RF cabinets, increased reliability and a compact design that results in a simplified installation on the mill. These improvements have helped the average pipe and tube producer easily justify the replacement of aging vacuum tube welders.

Efficiency Smart's energy consultants have worked with many organizations to implement these technologies successfully. Drawing on these experts' experience, commercial and industrial customers can be confident that their energy efficiency investments are sound and that they will achieve the expected energy savings.

For more information regarding Efficiency Smart's services, visit www.energysmart.org or call 877.889.3777.

Classifieds

Jackson Center seeks lineworker

Village of Jackson Center has an immediate opening for an apprentice/journeyman lineworker position. Successful candidates will meet the qualifications listed below.

Qualifications are: High School Diploma or GED, Journeyman Certification or an Apprentice willing to possess a Journeyman Certification. Commercial Driver's License (CDL) with a Class B endorsement. Mechanical knowledge and knowing how to operate equipment such as: Aerial bucket truck, digger derrick truck, trencher, backhoe, pick-up truck, skid loader, dump truck, chain saw, wood chipper, power tools, two-way radio, climbing spikes. Employee must follow APPA safety procedures. Employee will be on call 24/7 every other week to respond to outages or problems. Must live or relocate to within a 20 minute radius of the Village of Jackson Center. This is an inherently hazardous and physically demanding job. Must be willing to work in all kinds of weather conditions. Jackson Center is an equal opportunity employer.

Position pay scale: Beginning at \$13.85 per hour to \$23.01 per hour. Beginning at \$28,809.77 annually to \$47,850.42 annually. Applications available at Village of Jackson Center Administration Office, 122 E. Pike St. or online at www.jacksoncenter.com. Applications will be accepted until 4 p.m. July 24, 2015.

Positions open in Bowling Green

The City of Bowling Green is seeking candidates for the following positions. The city's application packet is available in the Personnel Dept., 304 N. Church St., Bowling Green, OH 43402. The application is also available online [here](#). Résumés alone are unacceptable. Personnel Dept.: 419.354.6200. Email: BGPersonnel@bgohio.org; www.bgohio.org. AA/EEO

Assistant Municipal Administrator – (Pay Band 7: \$70,120 - \$81,016). This salaried, exempt executive position is responsible for administrative/managerial tasks to

see CLASSIFIEDS Page 4



CLASSIFIEDS continued from Page 3

assist the Municipal Administrator; works cooperatively on city matters with department and division heads, and the general public. Serves as the Public Information Officer; coordinates city communication activities; communicates with staff and citizens; represents the city with various community groups; serves on committees and boards; serves as "acting" Municipal Administrator during the absence of the Municipal Administrator; conducts research; prepares reports; participates in the preparation of the city budget; provides instruction for staff; work schedule often involves night and/or weekend meetings. Post-secondary education in public or business administration or other related program; 7-10 years of relevant experience; must have a valid Ohio Driver's License. Deadline for making application is 4:30 p.m. Aug. 6, 2015.

Parks & Recreation Business Office Supervisor – (Pay Band 3: \$21.72 - \$27.16 per hour). This hourly position is responsible for providing overall administrative support and supervision to director and staff. Supervises staff; assists in completion of work; establishes work schedules; maintains petty cash; oversees office operations; assembles agendas and meeting materials, attends meetings, prepares minutes; formats/types correspondence, reports, charts, and documents; schedules appointments/meetings; maintains filing system; maintains electronic budget records; serves as liaison to Parks & Recreation Foundation; responsible for overseeing registrations/reservations including computer software program. Work schedules may be irregular involving night and/or weekend shifts and/or meetings. Two-year associate degree or equivalent; three to five years progressive experience including senior level administration/clerical support. Deadline for making application is 4:30 p.m. July 24, 2015.

Lineworker needed in Ephrata

The Borough of Ephrata is a small community located in Lancaster County, Pennsylvania. Ephrata is located within 1-2 hours from three major cities: Philadelphia, Baltimore and New York. The borough has approximately 6,600 meters in a service area of 3.4 square miles.

Working as part of a team, 1st Class Electric Lineman uses technical, analytical and electrical knowledge and to deliver reliable electric service to customers. Responsible to perform inspections, maintenance, operations and construction work on the substations, transmission, distribution and street lighting systems. Works on circuits up to 13.2 kV with hot sticks and/or with rubber protective equipment in aerial buckets and in required safety apparel.

Applicants must possess: minimum Class B motor vehicle license; minimum of four years work experiences for a public or private utility or completion of a recognized apprenticeship program, demonstrate thorough working knowledge of transformer connections, phasing, testing line inspections, emergency sectionalizing, meter and service installation; must be able to climb utility poles and perform work up to 60 feet above the ground. Must reside within 30 minutes of Ephrata to respond to call-outs.

The borough offers an attractive wage, comprehensive benefit package and a workplace with an emphasis on quality and teamwork.

Complete an application at the borough or send a resume to: Human Resources Dept., Borough of Ephrata, 124 S. State St., Ephrata, PA 17522 or skramer@ephrataboro.org. Visit www.ephrataboro.org. Application deadline: Aug. 1, 2015. EOE M/F/D/V

AMP accepts applications for open positions

American Municipal Power, Inc. (AMP) is seeking applicants for the following positions. For complete job descriptions, please visit the "careers" section of the AMP website or email to Teri Tucker at tucker@amppartners.org.

Senior Accountant – This position is responsible for ensuring consistent, timely and transparent financial statement reporting and analysis, ad hoc financial statement analysis, and assisting in the coordination of external audits. Will facilitate the implementation of the Oracle GL Wand reporting tool, as well as develop benchmarking tools and scorecard dashboards to focus on delivering specific and actionable fact-based solutions to senior management to improve financial results. Will prepare and interpret financial reports for executive level briefings and presentations to the Board of Trustees. A bachelor's or master's degree in accounting or finance is required – MBA and/or CPA is preferred. Five to seven years of corporate accounting and financial reporting experience is required. Previous experience in utility accounting is preferred, but not required.

Circuit Rider – This position serves as a trainer and technical adviser to member communities for the Circuit Rider program, safety programs and special projects, and assists with the centralized administration of the Mutual Aid program. Successful candidates must have a high school diploma (two-year technical degree desirable), be a journeyman lineworker, have a minimum of two years management experience, have a CDL license, be willing to travel approximately 75 to 80 percent of the time, have a working knowledge of OSHA regulations, be CPR certified, have public speaking experience, and domiciled in the Northwest Ohio area. Experience in a municipal environment is strongly preferred.

Calendar

July 23—AMP Finance & Accounting Subcommittee meeting
AMP Headquarters, Columbus

Aug. 18—AMP Member Outing & Project Dinner

Aug. 29—AMP Lineworkers Rodeo
AMP Headquarters, Columbus

Aug. 31-Sept. 4—AMP Lineworker Basic 2 class
AMP Headquarters, Columbus

Sept. 28-Oct. 1—AMP/OMEA Conference
Hilton Columbus at Easton



Ohio Municipal League Legislative Bulletin

[OML HOME](#) • [Affiliates](#) • [Classifieds](#) • [Publications](#) • [About OML](#)

[Join the OML Legislative Bulletin E-Mail List](#)

[Committee Schedule](#)

July 17, 2015

2015 OML TAX CONFERENCE RECORDS RECORD ATTENDANCE

Last week the league hosted the annual OML Tax Conference at the NW Marriott in Dublin. Over 400 municipal officials, including Mayors, Members of council, Law Directors, Finance Directors and Tax Administrators attended the three day seminar that covered all aspects of recently enacted HB5, municipal tax reform legislation. We appreciate all those public officials who attended the program and we also want to thank the exhibitors who attended and provided greater resources for our members and to the regional tax groups for their monetary support.

No conference would ever be a success without the intellectual firepower through those recruited to be session presenters; the 2015 tax conference covered some of the most confusing, poorly drafted changes to the administration of the municipal income tax dictated by the Ohio legislature, so our presenters more than had their work cut out for them. The league is deeply grateful to the amazing cast of municipal tax experts who worked for months to translate for our attendees the changes that have been made in Ohio statute that will affect all of the nearly 600 Ohio cities and villages who depend upon their local municipal tax to provide the revenue that keeps their communities alive and providing the critical services to businesses and residents every day. Sometimes explaining the unexplainable created challenges that we all recognize we will be working through together as ordinances reflect the new tax procedures January 1, 2016.

For those municipal officials who were not able to attend the tax conference, regional municipal tax groups such as Southwest Ohio Tax Administrators Assoc. (SWOTTA), Ohio Tax Administrators Assoc. (OTAA), Greater Ohio Tax Administrators Assoc. (GOTTA) NW Tax Commissioners Association, TRICOTA and others will be holding informational programs later in the year to educate municipal officials about the changes to current tax ordinances that will be required for municipalities who wish to continue to administer their municipal income tax.

RECEIVED

JUL 17 2015

Per

G.H.

Gregory J. Heath, Finance Director/Clerk
City of Napoleon, Ohio

DAVID F. MEEKISON, ESQ.
123 West Washington Street
Napoleon, Ohio 43545
TEL: (419) 592-6801 FAX: (419) 592-6944
Meekisonlawfirm1984@gmail.com
Martindale-Hubbell® AV Preeminent™ Rated Attorney

July 17, 2015
(Hand Delivered)

Honorable Ronald Behm
Mayor of the City of Napoleon
255 W. Riverview
Napoleon, Ohio 43545

Re: Civil Service Commission

Dear Mayor Behm:

It is with significant regret that I submit my intent to resign as Chairman of the City of Napoleon Civil Service Commission.

I was appointed as a member of the Civil Service Commission approximately 12 years ago. Several months after my appointment the Chairman resigned and I was voted to be the new Chairman. I remember fearing my first meeting as Chairman due to my lack of knowledge of the Civil Service Code.

My fear was totally unfounded. My tenure as Chairman of the Civil Service Commission was made relatively easy because of the wise advice and guidance from City administration employees such as Gregory Heath, former law director David Graham, former City Manager John Bisher, and present Law Director Trevor Hayberger.

Perhaps the most significant and time-consuming task of the Civil Service Commission is the administration of the testing for police officer/firefighter paramedic positions. While the actual mental test and the physical fitness testing is routine it was the grading of the mental testing that was time consuming and tedious. Total credit for simplifying the test scoring must go to Finance Director/Clerk of Council Greg Heath. Mr. Heath spent many hours refining a program for computer scoring the mental exams. Mr. Heath attended almost every civil service meeting during my tenure and always provided wise advise regarding the practical implications of some personnel issues.

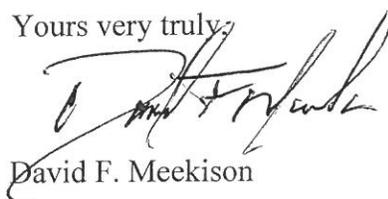
In 2010 Law Director David Grahan took on the thankless task of amending significant parts of the Civil Service Code. Almost every amendment made ambiguous language clear and unambiguous. Mr. Grahan amended approximately 60 pages of the Civil Service Code. It was a tedious task for which he received little thanks and little fanfare. It is my opinion Mr. Heath's computerization of the test scoring and Mr. Grahan's recommendations for revisions to the Civil Service Code were the most significant accomplishments that occurred during the approximately 12 years that I served. In both instances, the work was done by city administration members without any significant public recognition.

The Civil Service Commission member who served the longest during my tenure was Bud Ellsworth. Bud rarely missed a meeting. More importantly, Bud was a voice of reason and wisdom. While I was often times loquacious, Bud was generally quiet. However, when Bud gave an opinion it was always well reasoned. I cannot remember ever voting against a motion that Bud made.

There are always a few citizens in every city that believe that municipal commissions, whether elected or appointed, are influenced by politics. I am pleased to report to City Council that while I was a member of the Civil Service Commission that no one ever attempted to influence the vote of the Civil Service Commission on any issue. The City of Napoleon Civil Service Commission is truly an autonomous commission.

Finally, I am confident that the entire city council is already aware that the present members of the Civil Service Commission, Jon Tassler and Dan Baer, will provide excellent leadership for the future.

Yours very truly,

A handwritten signature in black ink, appearing to read "David F. Meekison", written over a horizontal line.

David F. Meekison

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

Fw: TMACOG Summer Caucus and Forum with State Lawmakers

From: "Gregory J Heath" <gheath@napoleonohio.com>

07/17/15 01:48 PM

To: "Roxanne Dietrich" <rdietrich@napoleonohio.com>

Attachments: Draft City Caucus Agenda.pdf (14.5 kB); TMACOG August 5 Caucuses & Forum.pdf (61.4 kB);

Please include in Council Packets.

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

From: "David Gedeon" <gedeon@tmacog.org>

To: "David Gedeon" <gedeon@tmacog.org>

Date: 07/17/2015 01:40 PM

Subject: TMACOG Summer Caucus and Forum with State Lawmakers

Good morning Representatives of TMACOG Member Cities,

Attached you will find an agenda for the City Caucus to be held at the annual Summer Caucuses and Forum with State Lawmakers on **Wednesday, August 5 from 8:30 a.m. to noon** at Penta Career Center in Perrysburg. The start time for the City Caucus is 9 a.m. Networking time has been built in to the schedule from 9:45 a.m. to 10:15 a.m. just in case the caucus runs over an hour.

You are all encouraged to attend the caucus, which will be moderated by Michael Beazley, Administrator of the City of Oregon. There are a few topics on the agenda that have been suggested by Mr. Beazley and myself but we strongly encourage all city members to respond with additional topics you would like to discuss (or to be discussed) at the caucus. Also, we would encourage you to submit questions for the Forum with State Legislators. In the caucus we will select three of your questions to ask the panel. **Please reply to this message with your discussion topics and panel questions.**

There is no fee to attend but please register to reserve your seat at the caucus and forum. To register, contact Jennifer Allen at 419-241-9155 ext. 107 or at allen@tmacog.org. We look forward to seeing you at the event.

Thank you,
-David Gedeon

David Gedeon, AICP
Acting Vice President of Transportation
Toledo Metropolitan Area Council of Governments
p: 419.241.9155 ext. 125
www.tmacog.org

TMACOG
A forum for regional cooperation since 1968





TMACOG City Caucus
Wednesday, August 5, 2015 at 9 a.m.
Room 1302

Meeting Agenda

1. **Welcome & Introductions** Mike Beazley
Administrator, City of Oregon

2. **Introduce Discussion Topics** Mike Beazley
 - Water/Harmful Algal Bloom Update
 - Regional Water Discussion Update
 - HB 5 and Income Tax Update
 - Local Government Fnds Shifted to Townships

3. **Roundtable Topic Discussion** Caucus Members

4. **Generate up to 3 questions to present at the Forum** Caucus Members

5. **Next Steps (if applicable)** Caucus Members

6. **Adjourn** Mike Beazley

Upcoming TMACOG Meetings/Events

2015 Conference on Freight
Monday-Wednesday, September 14-16, 2015
Hilton Cincinnati Netherland Plaza Hotel, Downtown Cincinnati



Summer Caucuses and Forum with State Lawmakers
Wednesday, August 5, 2015 – 8:30 a.m. - Noon
Penta Career Center – 9301 Buck Rd. in Perrysburg

Program / Agenda

8:30 a.m.	Registration/Continental Breakfast/Networking <i>(Location: Main Entrance Lobby)</i>																
9:00 a.m.	<table border="0"> <tr> <td>Caucus Sessions</td> <td><u>Location</u></td> </tr> <tr> <td>Counties.....</td> <td>Room 1109</td> </tr> <tr> <td>Cities.....</td> <td>Room 1302</td> </tr> <tr> <td>Villages.....</td> <td>Room 1401</td> </tr> <tr> <td>Townships.....</td> <td>Room 1301</td> </tr> <tr> <td>School Districts & Colleges/Universities.....</td> <td>Culinary Connections Restaurant</td> </tr> <tr> <td>Special Districts & Authorities.....</td> <td>Room 1307</td> </tr> <tr> <td>Non-Governmental Members</td> <td>Room 1106</td> </tr> </table>	Caucus Sessions	<u>Location</u>	Counties.....	Room 1109	Cities.....	Room 1302	Villages.....	Room 1401	Townships.....	Room 1301	School Districts & Colleges/Universities.....	Culinary Connections Restaurant	Special Districts & Authorities.....	Room 1307	Non-Governmental Members	Room 1106
Caucus Sessions	<u>Location</u>																
Counties.....	Room 1109																
Cities.....	Room 1302																
Villages.....	Room 1401																
Townships.....	Room 1301																
School Districts & Colleges/Universities.....	Culinary Connections Restaurant																
Special Districts & Authorities.....	Room 1307																
Non-Governmental Members	Room 1106																
9:45-10:15 a.m.	Peer networking / information sharing <i>(Location: The Commons)</i>																
10:15 a.m.	Break <i>(Location: The Commons)</i>																
10:30 a.m.-noon	Forum with State Lawmakers <i>(Location: Auditorium)</i>																

Legislative Panel Members

- Sen. Randy Gardner – 2nd District, Ohio
- Rep. Mike Ashford – 44th District, Ohio
- Rep. Tim Brown – 3rd District, Ohio
- Rep. Teresa Fedor – 45th District, Ohio
- Rep. Bill LaVoy – 17th District, Michigan
- Rep. Bill Reineke – 88th District, Ohio
- Rep. Jason Sheppard – 56th District, Michigan
- Mike Sheehy – 46th District, Ohio (***tentative***)

Noon	Tour of Penta Career Center Guided by Penta staff
------	--