Memorandum

To: Mayor & Members of Council
From: Monica Irelan, City Manager
Subject: General Information
Date: April 1, 2016

CALENDAR

Monday, April 4th

AGENDA: City Council @7:00 pm

C. APPROVAL OF MINUTES

G. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

Enclosed is a Memorandum from Lisa on the New Legislation being presented.

- 1. **RESOLUTION NO. 007-16**, a Resolution Authorizing the Transfer of Certain Property to wit: a portion (approximately 7 acres) of Parcel No. 28-0700340200 Owned by the City to the Community Improvement Corporation of Henry County, Ohio; and Declaring an Emergency. (Suspension Requested)
- 2. **ORDINANCE No. 009-16**, an Ordinance Amending the City of Napoleon, Ohio Engineering Department Rules and Regulations to wit: Various Sections in Rules 3, 4, 5, 6, and 7.
- 3. **ORDINANCE No. 010-16**, an Ordinance Authorizing the City Manager and/or Chief of Police to Establish an Account with the Ohio Department of Commerce's Volunteer Peace Officers' Dependents Fund; and Declaring an Emergency. (Suspension Requested)
- 4. **RESOLUTION NO. 011-16**, a Resolution Authorizing the Transfer of Certain Property to wit: a Portion (approximately 14.625 acres) of Parcel No. 28-0700320200 Owned by the City to the Community Improvement Corporation of Henry County, Ohio; and Declaring an Emergency. (Suspension Requested)

H. SECOND READINGS OF ORDINANCES AND RESOLUTIONS - None

I. THIRD READINGS OF ORDINANCES AND RESOLUTIONS - None

J. GOOD OF THE CITY (Discussion/Action)

For Items 1, 2 and 3, attached are Memorandums from Chad for each project with his recommendation of award.

- 1. Award of Bid for the 2016 Miscellaneous Streets Project
- 2. Award of Bid for the 2016 Microsurfacing Project
- 3. Award of the Dodd Street Improvements Project
- 4. Approval of the Proposed Investment Policy with the Exception of Adding an Annual Review and Correction of Typos
- 5. Appointments to Housing Council

INFORMATIONAL ITEMS

- 1. **CANCELLATION –** Special Council Meeting
- 2. CANCELLATION Housing Council Committee Meeting
- 3. **CANCELLATION –** *Technology Committee*
- 4. **AGENDA –** *Civil Service Commission*; Tuesday, April 5th at 4:30 pm
- 5. AMP Weekly Update/March 25, 2016
- 6. TMACOG April Big Picture

MI:rd Records Retention - CM-11 - 2 Years

Monthly Calendar

April 1 - 30, 2016





Oalendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
	6:30 PM FINANCE &			•.	-	8:45 AM OML Newly Elected
	BUDGET Committee Meeting					Council Training @ Oberhaus
						Park
3	4	5	6	7	8	9
	7:00 PM City Council Meeting	4:30 PM Civil Service				
		Commission Meeting				
10	11	12	13	14	15	16
		4:30 PM Board of Zoning				
	Committee/BOPA Meeting	Appeals Meeting				
	7:00 PM Water/Sewer	5:00 PM Planning Commission				
	Committee Meeting	Meeting				
	7:30 PM Municipal Properties/ED Committee Meeting					
	Properties/ED Committee					
	weeting					
17	18	19	20	21	22	23
11	6:00 PM Tree Commission	13	20	<u> </u>	<u> </u>	20
	Meeting					
	6:15 PM Parks & Recreation					
	Committee Meeting					
	7:00 PM City Council Meeting					
<u></u>	07	00	07	00	00	00
24	25	26	27	28	29	30
	6:30 PM FINANCE &					
	BUDGET Committee Meeting					
	7:30 PM SAFETY & HUMAN RESOURCES Committee					
	Meeting					
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City of Napoleon, Ohio

City Council

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

Meeting Agenda Monday, April 4, 2016 at 7:00pm

- A. Attendance (noted by the Clerk)
- **B.** Prayer & Pledge of Allegiance
- **C. Approval of Minutes:** March 14 and March 21 (*in the absence of any objections or corrections, the minutes shall stand approved*)
- **D.** Citizen Communication
- E. Reports from Council Committees
 - 1. Technology & Communication Committee cancelled at the direction of the chair
 - 2. Finance & Budget Committee (Majority Report) met on Monday, March 28 and recommended:
 - a. Approval of the Investment Policy and updates
 - **b.** Approval of the proposed investment policy with the exception of adding an annual review and correction of typos.
 - 3. Safety & Human Resources Committee did not meet on Monday, March 28, due to lack of agenda items.
 - 4. Charter Review Commission met on Thursday, March 24 and Thursday, March 31 and discussed:a. Section 9.03 of the City Charter (tabled)
 - **b.** Review of Charter
- F. Reports from Other Committees, Commissions and Boards (informational only not read)
 - 1. Parks & Recreation Board did not meet on Wednesday, March 30 due to lack of agenda items.
 - 2. Civil Service Commission met on Tuesday, March 22 and discussed:a. Fire Captain promotional exam
 - G. Introduction of New Ordinances and Resolutions
 - 1. **Resolution No. 007-16:** A Resolution authorizing the transfer of certain property to wit: a portion (approximately 7 acres) of Parcel No. 28-0700320200 owned by the City to the Community Improvement Corporation of Henry County, Ohio; and declaring an Emergency (Suspension Requested)
 - 2. Ordinance No. 009-16: An Ordinance amending the City of Napoleon, Ohio Engineering Department Rules and Regulations, to Wit: Various Sections in Rules 3, 4, 5, 6, and 7
 - **3.** Ordinance No. 010-16: An Ordinance authorizing the City Manager and/or Chief of Police to Establish an Account with the Ohio Department of Commerce's Volunteer Peace Officers' Dependents Fund; and declaring an Emergency (Suspension Requested)
 - **4. Resolution No. 011-16:** A Resolution authorizing the transfer of certain property to wit: A portion (approximately 14.625 acres) of Parcel No. 28-0700320200 owned by the City to the Community Improvement Corporation of Henry County, Ohio; and declaring an Emergency (Suspension Requested)
- H. Second Readings of Ordinances and Resolutions
- There are no Second Readings of Ordinances and Resolutions.
- I. Third Readings of Ordinances and Resolutions
 - There are no Third Readings of Ordinances and Resolutions.
- J. Good of the City Any other business as may properly come before Council, including but not limited to:
 - 1. Discussion/Action: Award of bid for 2016 Miscellaneous Street Paving
 - 2. Discussion/Action: Award of bid for 2016 Microsurfacing Projects
 - 3. Discussion/Action: Award of Dodd Street Improvements Project
 - **4**. **Discussion/Action**: Approval of the proposed investment policy with the exception of adding an annual review and correction of typos.
 - 5. Discussion/Action: Appointments to Housing Council
- K. Executive Session: Personnel, Economic Development, Pending Litigation

- L. 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)
- M. 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, May 2 @ 6:15 pm) 2. Electric Committee (2nd Mondav) (Next Regular Meeting: Monday, April 11 @ 6:30 pm) a. Review of Power Supply Cost Adjustment Factor b. Electric Department Report c. AMP Project Update 3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday) (Next Regular Meeting: Monday, April 11 @ 7:00 pm) a. Update on Water Treatment Plant rehabilitation design 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday) (Next Regular Meeting: Monday, April 11 @ 7:30 pm) **a.** St. Paul Methodist Parking Lot Lease (tabled) b. Draft Assessment Policy and assessment percentages (tabled) c. Updated information from Staff on Economic Development (as needed) 5. Parks & Recreation Committee (3rd Monday) (Next Regular Meeting: Monday, April 18 @ 6:15 pm) 6. Finance & Budget Committee (4th Monday) (Next Regular Meeting: Monday, April 25 @ 6:30 pm) 7. Safety & Human Resources Committee (4th Mondav) (Next Meeting: Monday, April 25 @ 7:30 pm) 2016 Regular Meetings with Townships scheduled for February and November 8. Personnel Committee (As needed) 9. Ad Hoc Committee on Strategic Vision (As needed) **10.** Charter Review Commission (As needed) B. Items Referred or Pending In Other City Committees, Commissions & Boards 1. Board of Public Affairs (2nd Monday) (Next Regular Meeting: Monday, April 11@ 6:30 pm) a. Review of Power Supply Cost Adjustment Factor b. Electric Department Report **c.** AMP Project Update 2. Board of Zoning Appeals (2nd Tuesday) (Next Regular Meeting: Tuesday, April 12 @ 4:30 pm) 3. Planning Commission (2nd Tuesday) (Next Regular Meeting: Tuesday, April 12 @ 5:00 pm) 4. Tree Commission (3rd Monday) (Next Regular Meeting: Monday, April 18 @ 6:00 pm) 5. Civil Service Commission (4th Tuesday) (Next Regular Meeting: Tuesday, April 26 @ 4:30 pm) 6. Parks & Recreation Board (Last Wednesday) (Next Regular Meeting: Wednesday, April 27 @ 6:30 pm) 7. Privacy Committee (2nd Tuesday in May & November) (Next Regular Meeting: Tuesday, May 10 @ 10:30 am) 8. Records Commission (2nd Tuesday in June & December) (Next Regular Meeting: Tuesday, June 14 @ 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)

City of Napoleon, Ohio City Council Special Meeting Minutes Monday, March 14, 2016 at 7:00pm

PRESENT	
Council	Travis Sheaffer – President, Patrick McColley – President Pro Tem, Dan Baer,
	Joe Bialorucki, Jeff Comadoll, Rita Small, Jon Tassler
Mayor City Managar	Jason P. Maassel
City Manager Law Director	Monica S. Irelan Lisa L. Nagel
Finance Director/Clerk	Gregory J. Heath
of Council	Gregory 9. Headin
Recorder	Tammy Fein (Anne Taylor attending)
City Staff	Robert Weitzel, Police Chief
·	Dennie Clapp, Electric Department Superintendent
	Tony Cotter, Director of Parks & Recreation
	Scott Hoover, Water Treatment Plant Superintendent
	Chad Lulfs, Director of Public Works
	Clayton O'Brien, Fire Chief
	Jeff Rathge, Operations Superintendent
	Bobby Stites, Assistant MIS Administrator
Others	News Media; NCTV; members of the Fire Department
ABSENT	
Council	
City Staff	
Moment Of Silence	Council observed a moment of silence for past BOPA member, Keith Engler.
Call To Order	President Sheaffer called the meeting to order at 7:00pm with the Lord's Prayer
	followed by the Pledge of Allegiance.
Recognition Of Assistant	Mayor Maassel read a Proclamation noting Assistant Chief Druhot's twenty five
Fire Chief Tony Druhot	(25) years of service and presented Drohot with a certificate. Druhot thanked
	Council and the community.
Approval Of Minutes	Minutes of the February 13 Special and February 15 Regular Council meetings
Approval Of Minutes	stand approved as read with no objections or corrections.
Citizen Communication	None
Committee Reports	Chairman McColley reported that the Municipal Properties, Buildings, Land Use
	& Economic Development Committee met tonight and recommended:
	1. Tabling the St. Paul Methodist Parking Lot Lease
	2. Approval of the 2016 Miscellaneous Street Paving Project and the 2016 Microsurfacing Project
	3. Approving the Standard Operating Procedure for a Review Process with
	additional language

	4. Tabling the draft Assessment Policy and Assessment Percentages
	The Technology & Communication Committee did not meet on Monday, March 7 at the direction of the Chair.
	The Finance & Budget Committee did not meet on Monday, February 22 due to lack of agenda items.
	 Chairman Baer reported that the Safety & Human Resources Committee met with the Townships on Monday, February 22 and recommended: 1. Approval of EMS costs and revenues using 2015 Actuals for use in determining 2016 Contracts to the Townships and Henry County South Joint Ambulance District
Introduction Of Resolution No. 003-16	President Sheaffer read by title Resolution No. 003-16, a Resolution Authorizing Contracts with the Townships of Napoleon, Harrison, Freedom and Henry County South Joint Ambulance District for Fire Service and/or Emergency Medical Service Commencing April 1, 2016; and Declaring an Emergency (Suspension Requested)
Motion To Approve First Read	Motion: Tassler Second: McColley To approve First Read of Resolution No. 003-16
Discussion	Nagel stated that this is an annual Resolution approving the Contracts with the Townships to provide fire and EMS services, adding that no significant changes have been made to the Contracts from previous years. Heath noted that the dollar amounts have been changed to the 2015 actuals.
Motion To Suspend The Rules	Motion: Comadoll Second: Small To suspend the Rules requiring three Readings
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Passed Yea-7 Nay- 0	Roll call vote to pass Resolution No. 003-16 under Suspension of the Rules Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Introduction Of Ordinance No. 004-16	President Sheaffer read by title Ordinance No. 004-16, an Ordinance amending Ordinance No. 073-15 to use alternate Vacation Plan language for the Vacation of a portion of a certain alley and roadway; the alternate language is as follows: "A parcel of land lying adjacent with Lots 10 through 17, inclusive, in Henry Yeager's Second Addition, also lying adjacent with Lots 12 through 16, inclusive, and Lot 18 in David C. Stafford's First Addition and also being roadways within the Southwest quarter of fraction Section 13, Town 5 North, Range 6 East, all being in the City of Napoleon, Henry County, Ohio"; and declaring an Emergency (Suspension Requested)
Motion To Approve	Motion: McColley Second: Tassler
Council 3/14/16	page 2 of 11

First Read	To approve First Read of Ordinance No. 004-16
Discussion	Nagel reported that this Ordinance will add a legal description to Ordinance No. 073-15 required per the Henry County Recorder's Office.
Motion To Suspend	Motion: Comadoll Second: Bialorucki
The Rules	To suspend the Rules requiring three Readings
Passed	Roll call vote on above motion:
Yea- 7	Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler
Nay- 0	Nay-
Passed	Roll call vote to pass Ordinance No. 004-16 under Suspension of the Rules
Yea- 7	Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler
Nay- 0	Nay-
First Read Of Ordinance No. 005-16	President Sheaffer read by title Ordinance No. 005-16, an Ordinance supplementing the annual Appropriation Measure (Supplement No. 1) for the year 2016; and declaring an Emergency (Suspension Requested)
Motion To Approve	Motion: Comadoll Second: Tassler
First Read	To approve First Read of Ordinance No. 005-16
Discussion	Heath reported that the Ordinance outlines potential supplements including the first quarter budget adjustments, to be made to the 2016 Budget.
Motion To Suspend	Motion: Comadoll Second: Small
The Rules	To suspend the Rules requiring three Readings
Passed	Roll call vote on above motion:
Yea- 6	Yea- Small, Sheaffer, Comadoll, Baer, Bialorucki, Tassler
Nay- 0	Nay-
Abstain- 1	Abstain- McColley
Passed	Roll call vote to pass Ordinance No. 005-16 under Suspension of the Rules
Yea- 6	Yea- Small, Sheaffer, Comadoll, Baer, Bialorucki, Tassler
Nay- 0	Nay-
Abstain- 1	Abstain- McColley
First Read Of Resolution No. 006-16	President Sheaffer read by title Resolution No. 006-16, a Resolution authorizing the expenditure of funds over twenty five thousand dollars (\$25,000.00) related to the installation of UV units for the Water Treatment Plant Rehabilitation Project; and authorizing the city Manager to enter into a Contract with the low bidder who will be required to purchase and install UV units manufactured by Trojan Technologies; and declaring an Emergency (Suspension Requested)
Motion To Approve First Read	Motion:ComadollSecond:McColleyTo approve First Read of Resolution No. 006-16
Discussion Council 3/14/16	Irelan reported that the Resolution is necessary to sole source the installation of page 3 of 11

	UV units in the Water Treatment Plant Rehabilitation Project, requiring the use of UV units manufactured by Trojan Technologies; Irelan reminded Council of the LT2 EPA deadline of October 2016.
Motion To Suspend The Rules	Motion: Comadoll Second: Small To suspend the Rules requiring three Readings
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Resolution No. 006-16 under Suspension of the Rules Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
First Read Of Resolution No. 007-16	President Sheaffer reported that Resolution No. 007-16 is not ready at this time.
President Sheaffer Moved The Agenda	President Sheaffer moved the agenda; there were no objections from Council.
Second And Third Reads Of Ordinances And Resolutions	There were no Second and Third Readings of Ordinances and Resolutions.
GOOD OF THE CITY <u>Discussion/Action</u> Approval Of March Power Supply Cost Adjustment Factor	Recommendation to approve March Power Supply Cost Adjustment Factor as follows: PSCAF three (3) month averaged factor: - \$0.00317 JV2: \$0.035676 JV5: \$0.035676
Motion To Approve March Power Supply Cost Adjustment Factor	Motion: Comadoll Second: McColley To approve March Power Supply Cost Adjustment Factor
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Approval Of Option Of Renovation Of The City Swimming Pool	Irelan reported that the Parks & Recreation Committee met on Monday, February 15 and unanimously approved to recommend that Council approve the City swimming pool, including renovation of the existing pool basin and gutter replacement, adding that the renovation would consist of a PVC type membrane or liner that would be poured over the existing floor and walls making the concrete water tight; the gutters would also need to be replaced as Staff believes this is another source of water loss. Irelan reported that preliminary estimates for the work range between \$175,000 to \$250,000, depending on the scope of the project, and capital funds are currently being placed into a Reserve Fund,

currently \$75,000, to pay for this renovation. Cotter noted that the Parks & Recreation Board would like Council to also address the timeline for this renovation, adding that there would not be enough funds in the Reserve Fund after four (4) years of saving; adding that an option of closing the facility for the Summer and applying the operation expense savings to the cost of the renovation was discussed and it was noted that this option would provide nearly half of the funding needed for the renovation, this may also have an impact on the community open swimming as well as Aquatic Club events. Irelan noted that the recommendation of the Parks & Recreation Committee was to renovate the existing pool, adding that the funds may be available in four (4) years, adding that these funds would be taken away from other capital items. McColley asked if there was approximately \$10,000 lost per year in water loss, if it would be less expensive to forego repair until a later date; Cotter stated this was discussed at Council several years ago, adding that he is concerned regarding the deterioration of the concrete and the plumbing as well as the water loss costs including chemicals and heating. McColley suggested waiting a few more years; Cotter noted that the pool is currently operational. Sheaffer asked if this renovation would repair the plumbing issues as well; Cotter stated that the gutters will be repaired with this project. Baer believes that closing the pool for the Summer would be a disservice to the community.

Motion: McColley Second: Bialorucki To approve renovation of the City swimming pool, keeping the Reserve Fund status quo

Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-

Irelan reported that the current water treatment process uses lime, which requires a place to put the waste, called sludge caused by this chemical; the current lagoons are located on the southern side of Riverview Avenue, across from the Water Treatment Plant. Irelan reported that the City pays a certified company to remove the sludge from the lagoons, adding that over the last two (2) years there has been a need to clarify sections of the contract and upgrade some of the requirement to meet the new Sludge Management Plan approved by the EPA. Irelan reported that the new Water Treatment Plant will not have lime; therefore the lagoon cleaning will not be necessary in the near future, which is why this is a one (1) year contract with options for renewal for years two (2) and three (3). Irelan summarized the proposed changes to the contract, including: Article 3.4, #6 was added so, in the event the contracted company cannot meet the requirement to remove, another company can be used; this could be an emergency situation or when we are done using lime and a possible partial removal is needed;

Liquidated damages were changed to one hundred dollars (\$100) per day; Article 4, #8- loading procedures was changed to include that any water drawn from a hydrant to thin the sludge will be charged at the current bulk water rate; #25- sludge cannot be applied to frozen ground or during heavy periods of rain

Motion To Approve Renovation Of The City Swimming Pool, Keeping The Reserve Fund Status Quo

Passed Yea- 7 Nay- 0

Approval Of Plans, Specifications, Documentation And Contracts For The Cleaning Of The Water Treatment Plant Lime Sludge Lagoons

	when the ground is saturated; these are EPA requirements and the same regulation we use for our Wastewater plant; and, #30 Hours of work- no work from sunset to sunrise, and no work on Sundays or Holidays. Irelan reported that this is a budgeted line item in the amount of \$52,000.
Motion To Approve Plans, Specifications, Documentation And Contracts For The Cleaning Of The Water Treatment Plant Lime Sludge Lagoons	Motion: Comadoll Second: Small To approve plans, specifications, documentation and contracts for the cleaning of the Water Treatment Plant lime sludge lagoons
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Approval of Plans, Specifications, Documentation and Contracts for bidding the Water Treatment Plant UV Disinfectant Improvements	Irelan requested approval of the plans, specifications, documentation and contracts for the Water Treatment Plant UV Disinfection Improvements Project; this project consists of installing UV units, replacing pumps, and installing the hardware and software to control them; these items were removed from the overall project in order to meet the deadline for the LT2 rule imposed by the Ohio EPA of October 1, 2016. Irelan reported that the cost of this project will come off the total project cost and will be fully integrated into the final project which is scheduled to bid later this year, with an Engineer's Estimate of Construction totaling approximately \$1,097,000.
Motion To Approve Plans, Specifications, Documentation And Contracts For Bidding The Water Treatment Plant UV Disinfectant Improvements	Motion: Comadoll Second: McColley To approve plans, specifications, documentation and contracts for bidding the Water Treatment Plant UV disinfectant improvements
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
ProjectApproval Of Plans, Specifications, Documentation And Contracts For 2016 Miscellaneous Street Paving Project	Irelan reported that the 2016 Miscellaneous Street Paving Program was approved earlier in the evening by the Municipal Properties, Buildings, Land Use, & Economic Development Committee and requested approval of the plans, specifications, documentation and contracts for the 2016 Miscellaneous Streets Project; this project consists of resurfacing First Street from the dead end to the first drive north of Oak Street; Oak Street from Daggett Drive to First Street; Pontious Place from South Perry Street to First Street; Lakeview Drive from the cul-de-sac to Oakwood Avenue; Bauman Place from the cul-de-sac to Lakeview Drive; Old Creek Drive from the cul-de-sac to Oakwood Avenue; and Oakwood Avenue from the overpass to the south side of the Oakwood Plaza; this project

also includes the reconstruction of the alley from Lagrange Street north into the Chief Supermarket Parking Lot, with an Engineer's Estimate of Construction totaling approximately \$485,000. Comadoll reported that Welsted Street is in need of repair and asked it be reviewed whenever possible. McColley asked if the entire alley by the entrance to Chief would be repaired; Lulfs reported that this would end at the edge of Chief parking lot, rebuilding out to the end of the curb returns. Sheaffer asked if there was communication with Hills and Chief; Lulfs reported that there was communication with the owners. Maassel asked if Oakwood Avenue should be repaired toward the overpass; Lulfs stated that section was not as damaged, and the current section can currently be preserved.

Motion: Tassler Second: McColley To approve plans, specifications, documentation and contracts for 2016 Miscellaneous Street Paving Project

Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-

Irelan reported that the 2016 Microsurfacing Project was approved earlier in the evening by the Municipal Properties, Buildings, Land Use & Economic Development Committee and requested approval of the plans, specifications, documentation and contracts for the 2016 Microsurfacing Project; this project consists of microsurfacing Woodlawn Avenue from West Clinton Street to Glenwood Avenue, with an Engineer's Estimate of Construction totaling approximately \$65,000. Irelan noted that the Committee was concerned that a newer road receiving treatment may cause residents to be concerned, adding that this project may add approximately nine (9) years to the streets with minimal down time. McColley added that if the bids come in lower than expected, the extra funds would be used to extend the amount of paving completed on Oakwood Avenue; Lulfs stated that he would bring this before Council if this is a possibility, adding that this project will be completed before the fair begins.

Motion: Comadoll Second: Small To approve plans, specifications, documentation and contracts for 2016 Microsurfacing Project

Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Tassler Nay-Abstain- Bialorucki

Irelan reported that the City was recently asked if we would be interested in purchasing a used berm spreader; Jeff Rathge, Operations Superintendent, inspected the equipment, reporting that it is good condition and appears to be

Motion To Approve Plans, Specifications, Documentation And Contracts For 2016 Miscellaneous Street Paving Project

Passed Yea- 7 Nay- 0

Approval Of Plans, Specifications, Documentation And Contracts For 2016 Microsurfacing Project

Motion To Approve Plans, Specifications, Documentation And Contracts For 2016 Microsurfacing Project

Passed Yea- 6 Nay- 0 Abstain- 1

Purchase Of A Used Berm Spreader

	very lightly used. Irelan reported that a quote was received from a local supplier for a new spreader at \$6,900 while the price for the used spreader is \$2,500. Irelan reported that this equipment is used to place stone along the edges of streets that are not curbed, adding that the City currently places berm stone with a small dump truck and shovels, which is labor intensive and very slow; this equipment could save numerous man hours, save on materials with less wasted stone, and provide a much more attractive and affective finished product. Irelan added that although this item is only \$2,500, it was not in the listed in the budget presented to Council. Irelan is requesting that Council approve this purchase request, adding that the funds would be taken from the Streets Capital Account.
Motion To Approve The Purchase Of A Used Berm Spreader	Motion: Comadoll Second: Small To approve the purchase of a used berm spreader
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
<u>Good Of The City</u> (Cont.) Heath	Heath introduced Anne Taylor as the new Recorder/Records Clerk.
Tassler	None at this time.
Small	None at this time.
McColley	McColley welcomed Taylor.
	McColley stated that he called the Electric Department for an outage, stating that this was handled within an hour and thanked Staff.
Sheaffer	
Sheaffer Referred Roundhouse Road To The Municipal	Sheaffer referred the discussion of Roundhouse Road to the Municipal Properties, Buildings, Land Use & Economic Development Committee.
Properties, Buildings, Land Use & Economic Development Committee	Sheaffer reminded Council that OML training is Saturday, April 2.
Motion To Approve	Sheaffer recommended appointing Bialorucki to the Tree Commission.
Appointment Of Bialorucki To The Tree Commission	Motion: Tassler Second: McColley To appoint to the Tree Commission
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Co	

	Sheaffer reported that the trip to Washington involved speaking to Legislators regarding tax exempt financing; as well as sequestration debates that inadvertently added Build America Bonds to the discussion, extending them through 2025, costing AMP communities approximately \$61 million in interest; and transmission costs are being debated with forty six percent (46%) being spent with no advantage. Sheaffer requested a study from AMP to find how this affects the City rate payers and has requested to see the transmission costs related to this issue.
Maassel	Maassel received a card from Mrs. Engler addressed to Council and Staff.
	Maassel stated that a representative for the Maumee Valley Planning Organization is needed, stating this has typically been the Mayor.
Motion To Appoint Maassel To The MVPC	Motion: McColley Second: Comadoll To appoint Maassel to the Maumee Valley Planning Organization
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
	Maassel updated Council on the recent CIC meeting; stating that the current need is quality trained employees and there are scholarships available to residents of Henry County for this purpose.
	Maassel thanked the Parks & Recreation Department and the Operations Department for the current snow removal.
Comadoll	Comadoll requested the sidewalk on Welsted Avenue be repaired.
	Comadoll reported that he spoke with a resident that stated a new lift station would be installed at East Riverview Avenue due to the culvert; Irelan stated this is not the case.
	Sheaffer thanked Comadoll for stepping in as acting Council President in his absence.
Bialorucki	None at this time.
Nagel	None at this time.
Irelan	Irelan reported that Feel The Heat will be held on May 7; Chief O'Brien will accompany attendees. Sheaffer and Tassler volunteered to attend.
	Irelan reported that there is a Fresh Water Fund interest rate buy down program, decreasing the current interest rate from 4.49% to 4% on certain OWDA debt.
Motion To Go Into Executive Session: Economic Development	Motion: Tassler Second: Small To go into Executive Session to discuss economic development
Council 3/14/16	page 9 of 11

Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Motion To Go Into Executive Session: Pending Litigation	Motion: Baer Second: McColley To go into Executive Session to discuss pending litigation
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Into Executive Session	Council went into Executive Session at 8:05pm.
Motion To Come Out Of Executive Session: Economic Development	Motion: Tassler Second: McColley To come out of Executive Session discussing economic development
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Motion To Come Out Of Executive Session: Pending Litigation	Motion: Tassler Second: McColley To come out of Executive Session discussing pending litigation
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Out Of Executive Session	Council came out of Executive Session at 8:29pm. President Sheaffer reported that the discussion was regarding economic development and pending litigation; no action was taken.
Approval Of Bills	Bills and financial reports stand approved as presented with no objections.
Motion To Adjourn	Motion: Small Second: Tassler To adjourn the meeting.
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Adjournment	Meeting adjourned at 8:30pm.
Approved:	Travis B. Sheaffer, Council President
Council 3/14/16	nage 10 of 11

Jason P. Maassel, Mayor

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio City Council Meeting Minutes Monday, March 21, 2016 at 7:00pm

PRESENT	
Council	Travis Sheaffer – President, Patrick McColley – President Pro Tem, Dan Baer,
Counten	Joe Bialorucki, Jeff Comadoll, Rita Small, Jon Tassler
Mayor	Jason P. Maassel
City Manager	Monica S. Irelan
Law Director	Lisa L. Nagel
Finance Director/Clerk	Gregory J. Heath
of Council	Gregory J. Heath
Recorder	Tammy Fein (Anne Taylor attending)
City Staff	Robert Weitzel, Police Chief
City Stall	Dennie Clapp, Electric Department Superintendent
	Tony Cotter, Director of Parks & Recreation
	Scott Hoover, Water Treatment Plant Superintendent
	Chad Lulfs, Director of Public Works
	Clayton O'Brien, Fire Chief Jeff Rathge, Operations Superintendent
	Bobby Stites, Assistant MIS Administrator
Others	News Media; NCTV; Seth Beard
ABSENT	News Media, NCTV, Setti Bealu
Council	
City Staff	
City Stall	
Call To Order	President Sheaffer called the meeting to order at 7:00pm with the Lord's
	Prayer followed by the Pledge of Allegiance.
	Prayer followed by the Pledge of Allegiance.
Mayoral Proclamation For	Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State
	Prayer followed by the Pledge of Allegiance.
Mayoral Proclamation For Seth Beard	Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win.
Mayoral Proclamation For	Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State
Mayoral Proclamation For Seth Beard Citizen Communication	Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None
Mayoral Proclamation For Seth Beard	 Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None The Parks & Recreation Committee did not meet tonight due to the lack of
Mayoral Proclamation For Seth Beard Citizen Communication	Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None
Mayoral Proclamation For Seth Beard Citizen Communication Committee Reports	 Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None The Parks & Recreation Committee did not meet tonight due to the lack of agenda items.
Mayoral Proclamation For Seth Beard Citizen Communication	 Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None The Parks & Recreation Committee did not meet tonight due to the lack of agenda items. President Sheaffer read by title Resolution No. 008-16, a Resolution
Mayoral Proclamation For Seth Beard Citizen Communication Committee Reports Introduction Of Resolution	 Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None The Parks & Recreation Committee did not meet tonight due to the lack of agenda items.
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Mayoral Proclamation For Seth Beard Citizen Communication Committee Reports Introduction Of Resolution No. 008-16 Motion To Approve	 Prayer followed by the Pledge of Allegiance. Mayor Maassel read a Proclamation honoring Seth Beard for his recent State Championship Division II Wrestling win. None The Parks & Recreation Committee did not meet tonight due to the lack of agenda items. President Sheaffer read by title Resolution No. 008-16, a Resolution authorizing the expenditure of funds over twenty-five thousand dollars (\$25,000.00) for the purpose of updating the City I/I Studies at the Wastewater Treatment Plant, and to sole source said updates to Stantec Consulting Services Inc.; and declaring an Emergency (Suspension Requested) Motion: McColley Second: Comadoll

	several projects must be completed within the next few years: Palmer Ditch Study to be completed by July 31, 2017; Wet Weather Improvement Plan Update to be completed by July 31, 2017; Update of Oberhaus I/I Reduction Study to be completed by December 31, 2016; Incorporate Sensor Data into VanHyning I/I Reduction Study to be completed by December 31, 2016; Incorporate Sensor Data into E. Riverview I/I Reduction Study to be completed by December 31, 2016; Incorporate Sensor Data into Front Street I/I Reduction Study to be completed by December 31, 2016; Incorporate Sensor Data into Front Street I/I Reduction Study to be completed by December 31, 2016; Incorporate Sensor Data into Front Street I/I Reduction Study to be completed by December 31, 2016; and, Illicit Discharge Detection & Elimination Plan to be completed by December 31, 2018. Irelan reported that the above projects were combined into one (1) large project in the 2016 budget; the estimated cost of this project is \$250,000; five (5) of the seven (7) projects listed above are studies that have already been completed or are currently under contract with Stantec Consulting Services, Inc. Irelan requested, because of Stantec's familiarity with this project and the deadlines imposed by the Ohio EPA, that this project be sole sourced to Stantec Consulting Services, Inc.
	McColley asked why Suspension is requested; Irelan replied that the sensor data must be obtained immediately and the sensors must be installed directly after the data is obtained.
Motion To Suspend The Rules	Motion:ComadollSecond:BialoruckiTo suspend the Rules requiring three Readings
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler, Small Nay-
Passed Yea- 7 Nay- 0	Roll call vote to pass Resolution No. 008-16 under Suspension of the Rules Yea- McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler, Small Nay-
Second And Third Reads Of Ordinances And Resolutions	There were no Second and Third Readings of Ordinances and Resolutions.
GOOD OF THE CITY <u>Discussion/Action</u> Approval Of Amendment To The Maumee Valley East CHIP Consortium Partnership Agreement	Nagel distributed a copy of the amendment in the Council packet; see attached, adding that the City of Wauseon would like enter as an entity in this agreement and this amendment would allow this.
Motion To Approve Amendment To The Maumee Valley East	Motion: Comadoll Second: McColley To approve the amendment to the Maumee Valley East CHIP Consortium Partnership Agreement

CHIP Consortium Partnership Agreement

Passed Yea- 7 Nay- 0

Resident Strategic Planning Survey

Roll call vote on above motion: Yea- McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler, Small Nay-

Irelan reported that in late 2016, Council President Travis Sheaffer created an Ad Hoc Committee for Strategic Vision; a Citizen Survey was recommended in order to get a pulse on the importance of the services provided by the City adding that this will allow the Council to better prioritize services. Irelan reported that this recommendation was taken to City Council during the budget season and \$20,000 was allocated for a survey and other professional services tied to strategic planning. Irelan recommended that the City use the mailed survey which would cover 1,500 randomly selected participants; for those who are selected, the survey would be available online at no extra cost. Irelan recommended not using only the online version, believing that would isolate many of the residents that do not own a computer and/or do not have internet access at home. Irelan added that there is also an option for an in-person presentation of the data, stating that she would present the data to Council, but if Council would like to hear the information from a third party consultant, that feature could be added for \$3,150. Irelan stated that the last item to take into consideration is a "Next Step Workshop"; this feature would be a daylong seminar on what to do with the data and how to implement the findings; this additional feature would be \$3,915. Irelan reported that the financial impact on the City would include a discount because Irelan is a member of the International City/County Managers Association (ICMA); with that discount, the survey will cost: The mailed survey, reminders, and reporting costs \$13,860;

The in-person presentation costs \$3,150; and,

The "Next Steps Workshop" costs \$3,915, totaling \$17,775.

Irelan reported that the City of Piqua used this survey with an approximate return of fifty seven percent (57%), adding that this survey can be used as a benchmark among other communities. McColley suggested using open ended questions to begin the Priority Based Budgeting process; Irelan stated there is a pool of questions that could be added at no additional cost, though specific questions will add an extra cost to the current survey; Sheaffer added that there may be access to a different survey to answer specific questions regarding priorities of the City; this will be researched. McColley asked if Council would see the survey before it is sent; Irelan will share a draft of the survey with Council before it is sent.

Motion:SmallSecond:ComadollTo approve the Residential Strategic Planning Survey

Roll call vote on above motion: Yea- McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler, Small Nay-

Motion To Approve Resident Strategic Planning Survey

Passed Yea- 7 Nay- 0

Council 3/21/16

Liquor License Application: Edwin James Spirits, LLC	Heath reported that an application for a liquor license was received from Edwin James Spirits, LLC due to an ownership and name change; there were no objections to this application from Chief Weitzel or Council.
No Action Taken	Council took no action.
<u>Good Of The City</u> (Cont.) Irelan	Irelan reported there would be no Executive Session for economic development.
Nagel	Nagel reported there would be an Executive Session for pending litigation.
Bialorucki	None at this time.
Baer	Baer canceled the Safety & Human Resources Committee for Monday, March 28 due to lack of agenda items.
Comadoll	Comadoll stated that there are potholes on Westmoreland Avenue and Park Street that require repair.
Maassel	Maassel reported that there is a letter to be signed for a Clean Water Act regarding EPA issues; Irelan stated this is tied to the Wet Weather Plan.
Sheaffer	None at this time.
McColley	None at this time.
Small	None at this time.
Tassler	None at this time.
Heath	None at this time.
Motion To Go Into Executive Session: Pending Litigation	Motion: Tassler Second: Small To go into Executive Session to discuss pending litigation
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-
Into Executive Session	Council went into Executive Session at 7:25pm.
Motion To Come Out Of Executive Session: Pending Litigation	Motion: Tassler Second: McColley To come out of Executive Session discussing pending litigation
Passed Yea- 7 Nay- 0 Council 3/21/16	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay- page 4 of 5

Out Of Executive Session	Council came out of Executive Session at 7:33pm. President Sheaffer reported that the discussion was regarding pending litigation; no action was taken.		
Approval Of Bills	Bills and financial reports stand approved as presented with no objections. Heath reported that the reimbursables are up to date.		
Motion To Adjourn	Motion: Bialorucki Second: McColley To adjourn the meeting.		
Passed Yea- 7 Nay- 0	Roll call vote on above motion: Yea- Small, McColley, Sheaffer, Comadoll, Baer, Bialorucki, Tassler Nay-		
Adjournment	Meeting adjourned at 7:33pm.		
Approved:	Travis B. Sheaffer, Council President Jason P. Maassel, Mayor		
	Gregory J. Heath, Finance Director/Clerk of Council		



CITY OF NAPOLEON, OHIO LAW DEPARTMENT MEMORANDUM 255 W. RIVERVIEW AVENUE, PO BOX 151 NAPOLEON, OH 43545 PHONE: 419.592.4010 - FAX: 419.592.4723

TO: Mr. Mayor, Mr. President, and Council MembersFROM: Lisa L. Nagel, City Law DirectorDATE: March 30, 2016

Re: New Legislation for 4/4/16 Council Meeting,

- (1) For Monday's Council Meeting (4/4/16), you will have four new pieces of Legislation to consider. The legislation is found in your Council packet. First, Resolution 007-16 is titled, "A Resolution authorizing the transfer of certain property to wit: a portion (approximately 7 acres) of Parcel No. 28-0700320200 owned by the City to the Community Improvement Corporation of Henry County, Ohio; and Declaring an Emergency." This is legislation to authorize the City of Napoleon to transfer approximately 7 acres on Commerce Drive to the Henry County CIC for the purposes of economic development. The City is still waiting on the signed real estate purchase agreement; however, we wanted to get the Resolution before Council in the event the agreement is signed. Emergency passage with suspension of the rules is necessary in order to allow the real estate transfer to timely progress.
- (2) Second, Ordinance No. 009-16 is titled, "An Ordinance amending the City of Napoleon, Ohio Engineering Department Rules and Regulations, to wit: various sections in Rules 3, 4, 5, 6, and 7." You may recall discussion in previous committee and Council meetings regarding changes to the Engineering Rules. Final changes were approved at the March 14, 2016 Municipal Properties Meeting, and those same final changes were reported out to City Council later that evening on March 14, 2016. This Ordinance is needed in order for the changes to become effective. We did not request suspension of the rules or emergency passage, but if anyone is inclined to make a motion at the Meeting, please feel free.
- (3) <u>Third</u>, Ordinance No. 010-16 is titled, "An Ordinance authorizing the City Manager and/or Chief of Police to establish an account with the Ohio Department of Commerce's Volunteer Peace Officers' Dependents Fund." A similar Fund has existed for volunteer firefighters for quite a long period of time – offering benefits to volunteer firefighters who are killed or disabled in the line of duty. Earlier this year, the Ohio legislature passed Senate Bill 11 which establishes the Volunteer Peace Officers' Dependents Fund ("VPODF"). The VPODF is administered by the Ohio Department of Commerce. Similar to the volunteer firefighters' fund, the VPODF exists for the purpose of compensating volunteer peace officers who are killed or disabled in the line of duty. The City of Napoleon will contribute a one-time

premium payment, and that premium will range from a minimum of \$300.00 to a maximum of \$500.00. Then, if the Fund's balance is reduced to 95% or less of its basic capital account, then additional premium payments may be necessary, ranging in the amount of \$90.00 to \$150.00. As stated in the Ordinance, a 5-member Board will need to be established to oversee any Fund requests. As soon as the City establishes an account with the VPODF, then the City Manager can appoint 5 members to the Board as stated in the Ordinance. We are requesting emergency passage with suspension of the rules because the Department of Commerce would like the Board established in April, 2016.

(4) <u>Fourth</u>, Ordinance No. 011-16 is titled, "A Resolution authorizing the transfer of certain property to wit: a portion (approximately 14.625 acres) of Parcel No. 28-0700320200 owned by the City to the Community Improvement Corporation of Henry County, Ohio; and Declaring an Emergency." This is legislation to authorize the City of Napoleon to transfer approximately 14.625 acres on Commerce Drive to the Henry County CIC for the purposes of economic development. The City is still waiting on the signed real estate purchase agreement; however, we wanted to get the Resolution before Council in the event the agreement is signed. Emergency passage with suspension of the rules is necessary in order to allow the real estate transfer to timely progress.

As always, if you have any questions, please contact me.

Thank you.

/s/ Lisa L. Nagel City Law Director

RESOLUTION NO. 007-16

A RESOLUTION AUTHORIZING THE TRANSFER OF CERTAIN PROPERTY TO WIT: A PORTION (APPROXIMATELY 7 ACRES) OF PARCEL NO. 28-0700320200 OWNED BY THE CITY TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO; AND DECLARING AN EMERGENCY

WHEREAS, the City, by Ordinance 34-86, passed July 21, 1986, designated the Community Improvement Corporation of Henry County, Ohio (hereinafter called "the CIC") as the agency and instrumentality of the City for the industrial, commercial, distribution and research development of the City pursuant to Chapter 1724.10 of the Ohio Revised Code; and

WHEREAS, the City and the CIC have since entered into an amended Agreement and Plan of Industrial, Commercial, Distribution and Research Development (Amendment No. 2 dated March 21, 2011; Ordinance No. 017-11); and

WHEREAS, pursuant to Article VIII Section 13 of the Ohio Constitution, which provides for economic development, and the Ohio Revised Code, the Agreement and Plan provides in pertinent part, that in furtherance of the Plan, the CIC [may/will] sell or lease any lands or interests in lands owned by the City determined from time to time by the Council of the City not to be required by the City for its purposes, for uses determined by the Council of the City as those that will promote the welfare of the people of the City, stabilize the economy, preserve, maintain or provide employment, and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City; moreover, that such sale or lease may be made without advertising and receipt of bids when in the best interest of the City, the City specifying the consideration of such sale or lease; and

WHEREAS, the Agreement and Plan also provides in pertinent part, that the City may convey to the CIC lands and interest in lands owned by the City and determined by the Council of the City not to be required by the City for its purposes, and that such conveyance of such land or interests in land will promote the welfare of the people of the City, stabilize the economy, provide employment and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City and preserve, maintain or provide additional opportunities for their gainful employment; moreover, that such sale or lease shall be made without advertising and receipt of bids when in the best interest of the City, the City determining the consideration of such sale or lease; further, if any lands or interests in lands conveyed by the City to the CIC are sold by the CIC at a price in excess of the consideration received by the City from the CIC therefore, such excess shall be paid to the City after deducting therefrom the following costs to the extent incurred by the CIC; the costs of acquisition and sale by the CIC, taxes, assessments, costs of maintenance, costs of improvements to the land by the CIC, debt service charges of the CIC attributable to such lands or interests, and a reasonable service fee determined by the CIC; and

WHEREAS, it has been presented and requested by the Executive Director of the CIC that transfer of approximately seven (7) acres of land owned by the City to the CIC be made in order to further the Plan for Economic Development, consistent with Ohio Revised Code Section 1724.10; and

WHEREAS, the subject property for which the CIC requests transfer ("Subject Property") is approximately seven (7) acres of land, more or less, located immediately west of Commerce Drive; and

WHEREAS, the Subject Property is a portion (approximately seven (7) acres) of Parcel No. 28-0700320200 (a total of 37.62 acres) as found in the Henry County Auditor's Office; and

WHEREAS, the CIC agrees to hold title to and transfer the Subject Property at the appropriate time to any eventual transferee (and potentially eventually back to the City) as determined and agreed upon by simple majority vote of its Board of Trustees consistent with all laws and regulations and the aforementioned Agreement and Plan and the supplemental purchase agreement; and

WHEREAS, the City Manager, being the official in charge of the property, has advised this Council that the Subject Property is no longer needed for a public purpose; NOW THEREFORE,

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

Section 1. That, a portion of Parcel No. 28-0700320200 (approximately seven (7) acres of that Parcel), located in the City of Napoleon, Henry County, Ohio, is hereby determined by this Council not to be required by the City for its purposes, and that such conveyance of such land or interests in land will promote the welfare of the people of the City, stabilize the economy, provide employment and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City and preserve, maintain or provide additional opportunities for their gainful employment.

Section 2. That, being consistent with the City's Charter, Ordinances, Resolutions and the Agreement and Plan, as well as being consistent with the Ohio Revised Code, the parcel or parcels identified in Section 1 of this Resolution shall be transferred to the CIC of Henry County, Ohio without necessity of advertisement or receipt of bids, the same being determined by this Council as being in the best interest of the City; moreover, the City Manager is authorized to execute all agreements, deeds, and other documents required to complete said transfer(s).

Section 3. That, Council determines that the consideration for the conveyance of the Parcel identified in Section 1 of this Resolution shall be as found in a certain real estate purchase agreement and escrow agreement between the CIC and a third party substantially in the form as currently on file in the office of the City Finance Director.

Section 4. That, if any parcel or parcels of land as identified in Section 1 of this Resolution so conveyed by the City to the CIC is or are sold by the CIC at a price in excess of the consideration received by the City from the CIC therefore, then such excess shall be paid to the City after deducting therefrom the following costs to the extent incurred by the CIC; the costs of acquisition and sale by the CIC, taxes, assessments, costs of maintenance, costs of improvements to the land by the CIC, debt service charges of the CIC attributable to such lands or interests, and a reasonable service fee determined by the CIC.

Section 5. That, nothing in Section 4 of this Resolution shall be construed as relieving the CIC of its obligations under the land purchase agreement.

Section 6. 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 7. 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 8. 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 for the furtherance of economic development within the City of Napoleon, all of which affects the public peace, health or safety accessible to our citizens; 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 B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 007-16 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

ORDINANCE NO. 009-16

AN ORDINANCE AMENDING THE CITY OF NAPOLEON, OHIO ENGINEERING DEPARTMENT RULES AND REGULATIONS, TO WIT: VARIOUS SECTIONS IN RULES 3, 4, 5, 6, AND 7

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

Section 1. That, Rule 3.2.5 (Preliminary Construction Plan Requirements) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

PRELIMINARY CONSTRUCTION PLAN REQUIREMENTS

Four (4) copies of the preliminary construction plans shall be submitted by the Owner, Developer or their Agent to the Zoning Administrator who shall submit two (2) copies to the City Engineer and shall be subject to and/or contain the following: (the Preliminary Plat may be used as the base map for the preliminary construction plan).

The name of the Subdivision (or development), the name of the Owner or Developer, and the name and seal of the Professional Engineer and Professional Surveyor registered in the State of Ohio preparing the plans.

The scale of the preliminary plans shall not be smaller than one inch (1") equals one hundred feet (100').

The preliminary plan shall be submitted on twenty-four inch (24") by thirty-six inch (36") sheets electronically in .pdf format.

Location of development by Section, Township, and Range. (Amended – August 7, 2006 – Ordinance No. 062-06)

Scale of plan and north arrow.

Boundaries of the proposed development indicated by a heavy line including the bearing and distance for each line and monuments found or set.

Names of adjacent subdivisions and/or owners of record.

A location map of a scale not less than one inch (1") equals two thousand feet (2,000') showing the development in relationship to the corporation limits of the City of Napoleon.

Lot layout and location of existing and proposed utilities and structures.

Show location, widths and names of existing streets, railroad right-of-way, easements, parks, permanent buildings, corporation and township lines, location of wooded areas and other significant topographic and natural features within and adjacent to the proposed development.

Show street names and scaled dimensions for all proposed roads, alleys, easements (with purpose stated) and areas to be reserved for parks, schools, or other public uses.

Angles shall be shown where streets intersect at something other than ninety degrees (90°) .

Show the existing contours with the following intervals: Five feet (5') where the slope is greater than ten percent (10%). Two feet (2') where the slope is less than ten percent (10%). One foot (1') in flat areas.

Vertical Datum shall be USGS or NGS. (Amended – August 7, 2006 – Ordinance No. 062-06)

One (1) copy of <u>runoff drainage</u> calculations showing pre- and post-development storm water runoff for two (2), five (5) and ten (10) year storm events shall be submitted with the preliminary plans. If storm water retention or detention is required based upon these calculations, preliminary pond sizing shall be included as part of the submittal. <u>All</u> drainage calculations shall be prepared and sealed by a licensed engineer.

If the area is to be developed in phases, the preliminary plan shall be for the entire development. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

After the approval of the preliminary plan by the City Engineer, a reproducible copy of the plan shall be placed on file with the City Engineering Department.

Section 2. That, Rule 3.2.6 (Detailed Construction Plans) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Four (4)-One (1) sets of the detailed construction plans and specifications in .pdf format prepared by a Professional Engineer registered in the State of Ohio shall be submitted to the Zoning Administrator who shall submit two (2) sets distribute them to the City Engineer and other appropriate department heads.

The plans shall be on twenty four inch (24") by thirty six inch (36") sheets.

A title block shall be placed on each sheet showing the design engineer's name, the date when the drawing was done, the sheet number, the total number of sheets and a revision block.

There shall be a title sheet showing a location map, the name of the development, the name and signature of the owner; the name, signature and seal of the design engineer and a signature block for the approvals of the Mayor, the City Manager, and the City Engineer.

The plans shall include general notes, general summary, test boring locations and logs, intersection details and construction details.

Two (2)-One (1) electronic copiesy of the soil boring log and report, including recommendations for design and construction of streets, underground utilities and buildings, shall be submitted with the detailed construction plans.

Each plan and profile sheet shall have a north arrow and scales denoted and a minimum of one (1) site bench mark.

A note on the plans shall indicate that all work will be done in accordance with the latest ODOT Construction and Materials Specifications and with the City of Napoleon Standard Specifications for Construction.

All proposed improvements shall be shown in plan and profile.

All existing utilities and structures shall be shown in <u>the</u> plan and profile including, but not limited to, gas mains, storm and sanitary sewers, water mains and buried cables.

The type of pipe material, joints, strength, etc. shall be shown by ODOT, ASTM or AWWA nomenclature.

Details of special structures shall be included in the plans.

All property lines, dimensions, corporation limits, section lines, boundary lines, easements, and other survey lines shall be shown.

The location, description and elevation of all bench marks shall be shown on the appropriate sheets.

USGS or NGS Datum shall be used. (Amended – August 7, 2006 – Ordinance No. 062-06)

Indicate references for all existing section corners, street intersections, property corners, etc. that are relevant to the construction.

All supporting data including survey information, pavement design calculations, soil test results, storm sewer design and construction estimates, including a <u>fifteen-ten</u> percent (150%) contingency, shall be submitted with the detailed plans.

Section 3. That, Rule 3.3.4 (Site Plan Requirements) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Three (3)- One (1) copyies of the site plan in electronic .pdf format shall be submitted by the Owner, Developer or their Agent to the Zoning Administrator who shall submit one (1) copy distribute it to the City Engineer and other appropriate department heads and shall be subject to and/or contain the following:

The name of the development, the name of the Owner, or Developer, and the name of the Engineer or Surveyor preparing the plans. (Amended – August 7, 2006 – Ordinance No. 062-06)

Scale of plan and north arrow.

Property lines including the bearing and distance for each line and monuments found or set.

Names of adjacent subdivisions and/or owners of record.

Location of existing and proposed utilities and structures.

Show location, widths and names of existing streets, railroad right-of-way, easements, permanent buildings, location of wooded areas and other significant topographic and natural features within and adjacent to the proposed development.

At a minimum, spot elevations shall be given for every one hundred (100) feet of surface to be developed.

Vertical Datum shall be defined on the drawings.

One (1) copy of <u>runoff_drainage</u> calculations showing pre- and post-development storm water runoff for two (2), five (5) and ten (10) year storm events may be requested to be submitted with the preliminary plans, as determined by the City Engineer. If storm water

retention or detention is required based upon these calculations, preliminary pond sizing shall be included as part of the submittal.

If the area is to be developed in phases, the preliminary plan shall be for the entire development. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Section 4. That, Rule 3.3.5 (Fees) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

FEES (NOTE: 3.2.7 and 3.3.5 are not the same for Plan Review Fee)

The City Engineering Department shall charge a fee to the Owner or Developer to cover the cost of reviewing the Site Plan. A fee shall also be charged for Construction Inspection and Testing, if required.

Site Plans

Before the Construction Plan review is begun, the Owner, Developer or their Agent must pay a fee of two hundred dollars (\$200.00), by check or money order payable to "City of Napoleon", noting "Engineering Plan Review". This fee is intended to cover the cost of reviewing the Site Plans. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Inspection Fee Amounts

If construction inspection is performed by the City Engineering Department utilizing its own or contracted forces, as determined by the City Engineer, the Owner, Developer or their Agent shall: (*Amended – August 7, 2006 – Ordinance No. 062-06*)

- 1. Pay an amount equal to two percent (2%) of the estimated cost of construction (including contingencies) of all improvements to be connected to City utilities, as verified by the City Engineer, for the City to provide part-time inspection services; or, (*Amended August 7, 2006 Ordinance No. 062-06*)
- 2. In the event the owner or developer hires or utilizes its own inspector responsible for the supervision of construction during the construction period with the consent of the City Engineer, the inspector shall be a professional engineer registered in the State of Ohio or employed by a qualified engineering consulting firm. The inspector shall be responsible to submit construction reports to the City Engineer on a regular basis as determined by the City Engineer and notify the City Engineering Department a minimum of one (1) working day prior to when testing is to be performed. (*Amended August 7, 2006 Ordinance No. 062-06*)

Section 5. That, Rule 4.1.2 (Pavement Cross Section) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Pavement for residential streets and parking lots shall include a minimum of one and one half inches (1½") of Asphalt Concrete Surface (ODOT Item 448 Type 1 Medium, PG 64-22), one and one half inches (1½") of Asphalt Concrete Intermediate (ODOT Item 448 Type 2 Medium, PG 64-22), three inches (3") of Bituminous Aggregate Base (ODOT Item 301 PG 64-22), and eight inches (8") of Compacted Aggregate Base (ODOT Item

304) installed in two (2) lifts. Subgrade stabilization fabric meeting the requirements of ODOT Item 712.09 Type D, soil type 2 (apparent opening size ≤ 0.3 mm) shall be required between the subgrade and the aggregate base. Heavier pavement designs shall be required for arterial streets and streets within commercial and industrial areas. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Rigid concrete pavements may also be utilized if approved by the City Engineer. The minimum residential concrete pavement shall be eight inches (8") of ODOT Item 499, Class "C" concrete over six inches (6") of Compacted Aggregate Base (ODOT Item 304) installed in two (2) lifts. Subgrade stabilization fabric meeting the requirements of ODOT Item 712.09 Type D, Soil type 2 (apparent opening size ≤ 0.3 mm) shall be required between the subgrade and the aggregate base. Heavier pavements shall be required for arterial streets and streets within commercial and industrial areas. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Except for those streets designated as arterial streets, the <u>minimum-standard</u> width of pavement shall be twenty-five <u>nine</u> feet (295') as measured from the back of curb with ODOT Type 2 concrete curb and gutter. ODOT Type 3 concrete curb and gutter may be utilized in new residential subdivisions. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

The pavement width may be reduced to twenty-five feet (25') if existing right-of-way width prohibits standard width pavement and approved by the City Engineer.

Arterial streets shall be a minimum of thirty-three feet (33') in width as measured from the back of curb with ODOT Type 2 concrete curb and gutter. The concrete curb and gutter may be eliminated in industrial developments if approved by the City Engineer. Where curbs and gutters are eliminated, shallow grass drainage swales shall be provided along both sides of the roadway. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Streets shall be constructed with transverse slopes of one quarter inch $(\frac{1}{4})$ per foot as measured from the centerline to the edge of asphalt. Parking lots shall be sloped to a point, or series of points, within the pavement so as not to shed storm water off of the site. Such slopes shall not be less than one percent (1%).

Six inch (6") nominal diameter perforated under drains shall be provided along both sides of pavement. Underdrain inverts shall be four feet (4') below the top of curb. The under drains shall be located directly under the back of curb. Where no curbs are to be constructed, the under drains shall be located directly beneath the edge of the proposed pavement and the invert shall be four feet (4') below the edge of pavement. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Section 6. That, Rule 4.1.3 (Sidewalks and Drive Approaches) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Sidewalks shall be located along both sides of streets. Sidewalks shall be four inches (4") of ODOT Item 499, Class "C" concrete over <u>four six</u> inches (<u>64</u>") of Compacted Aggregate Base (ODOT Item 304) or Stabilized Crushed Aggregate (ODOT Item 411) except within five feet (5') of drive approaches and within the intersection of rights-of-ways. At drive approaches and intersections, sidewalks shall be six inches (6") of ODOT Class "C" concrete over four inches (4") of Compacted Aggregate Base (ODOT Item

304) or Stabilized Crushed Aggregate (ODOT Item 411). (Amended – August 7, 2006 – Ordinance No. 062-06)

Sidewalks shall be four feet (4') in width when located at least two feet (2') from the back of curb or edge of pavement, as applicable. Where within two feet (2') of the back of curb or edge of pavement, sidewalks shall be five feet (5') in width.

Sidewalks shall have a transverse slope no greater than one quarter inch $(\frac{1}{4})$ per foot, nor a longitudinal slope greater than one inch (1) per foot.

Handicap ramps with curb drops shall be provided at all intersections. (Amended – August 7, 2006 – Ordinance No. 062-06)

Drive approaches for residential developments shall be a minimum six inches (6") of ODOT Item 499, Class "C" concrete over six inches (6") of Compacted Aggregate Base (ODOT Item 304) or Stabilized Crushed Aggregate (ODOT Item 411). Commercial drive approaches shall be no less than eight inches (8") of ODOT Item 499, Class "C" concrete over six inches (6") of Compacted Aggregate Base (ODOT Item 304) or 411 Stabilized Crushed Aggregate (ODOT Item 411). Minimum drive approach curb cuts shall be fourteen feet (14'). Mmaximum drive approach curb cuts shall be thirty feet (30') for residential drives. Both minimum and maximum curb cuts include three feet (3') wide drive wings on each side of the drive approach. No residential lot shall have more than one (1) drive unless approved by the City Engineer. (Amended – August 7, 2006 – Ordinance No. 062-06)

Commercial and industrial drive approaches shall have Type 2A concrete curb with radii in place of wings. Commercial drive approach widths shall be submitted for review by the City Engineer.

Section 7. That, Rule 4.1.6 (Storm Sewer Sizing) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

An overall drainage area layout plan showing the limits of the area contributing to each drainage pickup point shall be submitted with the detailed construction plans. The drainage design within the development shall be adequate to handle the entire contributing watershed area, along with its existing, proposed or probable future development, and not just the area being submitted for approval.

If the development is to be completed in phases, the overall drainage plan shall be submitted with the first set of detailed construction drawings and the storm outlet for the entire development shall be included for construction within the first phase.

Storm sewers shall be sized using the "Rational Method" (Q = CIA). The storm sewers shall be designed to flow just full for a five (5) year storm event. The hydraulic grade for each segment of sewer shall be checked by using the ten (10) year intensity-duration-frequency curve. The initial time of concentration (Tc) shall be not less than twenty (20) minutes.

The runoff coefficients (C) to be used shall be based on a weighted coefficient of runoff using the following ranges:

Type of Ground Cover	Runoff	
or Development	Coefficient (C)	
Concrete or Asphalt Pavements	0.90	

Roof Areas	0.90
Gravel Roadways	0.50
Undeveloped Sites	0.20

Catch basin and curb inlet crossovers shall be twelve inch (12") nominal diameter and placed at no less than one percent (1%) slope.

Catch basins and curb inlets shall be constructed per the City of Napoleon Standard Construction Drawings.

Storm taps shall be provided for residential and commercial lots. Storm taps shall consist of a six inch (6") wye connected to the <u>storm sewer main pavement under drains and a</u> non-perforated and a six inch (6") <u>PVC</u> crossover extended to the right-of-way line for each building lot in a development. The location and the elevation of the storm tap at the right-of-way line shall be shown on the detailed plans. Storm taps shall be utilized as outlets for footer drains and sump pumps only. Downspouts shall outlet onto the ground surface.

Rear yard drainage shall be provided by means of drainage swales and/or catch basins located between lots.

Manholes shall be provided at intervals not to exceed four hundred feet (400'), at all changes in size, direction or grade, at the connection point between two (2) or more <u>mainline</u> sewers and at the upper terminus of the sewer.

A headwall with dump rock fill shall be provided at the outfall of a proposed storm sewer. Dump rock fill shall be ODOT Item 601.07 Type C.

The proposed outlet for the storm drainage system must be approved at the time of the preliminary plan. If a sufficient outlet or receiving stream is not available to carry all of the runoff from the watershed, a<u>A</u> method of on-site retention or detention of storm water shall be provided. Calculations for the sizing of a retention/detention pond or basin shall be based upon the following criteria:

Any increase in the volume of storm water runoff caused by site development shall be controlled such that the post-development peak rate of discharge does not exceed that of pre-development for all twenty-four (24) hour storms between the two (2) year frequency and the critical storm, as subsequently defined. In other words, when required, facilities shall be provided such that the volume of water equal to that produced under post-development conditions for the critical storm may be retained or detained on site while discharging at a rate not to exceed that produced by a two (2) year storm under pre-development conditions. <u>Pre-development conditions assumes all developments to be grass lots.</u>

The method by which the Owner or Engineer shall determine the changes in rates of runoff and runoff volumes is presented in Urban Hydrology for Small Watersheds (TR-55) as prepared by the US Department of Agriculture, Soil Conservation Service, Engineering Division and dated June, 1986. TR-55 is supplemented by the Ohio Supplement to Urban Hydrology for Small Watersheds.

To determine the critical storm for which control is required, the Owner or Engineer shall:

Calculate the storm water runoff for a two (2) year frequency, twenty-four (24) hour storm for undeveloped conditions (C = 0.20) and post-development of the site. The maximum allowable runoff from the proposed site shall be pre-development runoff.

Subtract the pre-development runoff from the post-development runoff and divide by the pre-development runoff to determine the percent of increase.

Determine the critical storm frequency for which for which storm water control is required from the following table:

Storm Frequency Requirements				
Equal to or	Less Than	Storm		
Greater Than	(%)	Frequency		
(%)		(Years)		
	20	2		
20	50	5		
50	100	10		
100	250	25		
250	500	50		
500		100		

Example (critical storm):

Development Area = 6.25 acres

Pre-development "C" = 0.230 August 7, 2006 – Ordinance No. 062-06) $Post-development \ "C" = 0.80 \ {\it (Amended - }$

2 year, 24 Hour Rainfall = 2.60 inches (Table OH-1, TR-55 Ohio Supplement)

Q2A = (0.230)*(2.0)*(6.25) = 3.254.88 CFS Q2B = (0.80)*(2.60)*(6.25) = 13.00 CFS

(Q2B-Q2A)/(Q2A) = (13.00-3.254.88)/(3.254.88) = 3.01.66, or 300166%

Therefore, the critical storm is the <u>fifty</u> twenty five (250) year frequency, twenty-four (24) hour storm.

Develop a unit hydrograph of the critical storm for the proposed development, including a horizontal line at the rate of allowable discharge (Q2A). Calculate the area beneath the curve and above the horizontal line. This will equate to the volume of retention or detention required.

Section 8. That, Rule 4.2.2 (Sewer Extensions) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

If a development can be reasonably served by the extension of an existing sewer, as determined by the City Engineer, the Owner, Developer or their Agent may petition the City for the extension of said sewer. <u>All extensions shall be to the farthest end of the development and shall be at the cost of the developer</u>. (See also City of Napoleon Rules for Water and Sewer Service.)

Section 9. That, Rule 4.2.4 (Sanitary Sewer Services) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Sanitary sewers shall be a minimum of eight inches (8") in diameter and shall be constructed with six inch (6") diameter service connections to within five feet (5') of the structure foundation for each proposed lot or unit within a development- and shall be extended from the sanitary sewer main to the right-of-way line. A six inch (6") diameter cleanout shall be required at the right-of-way line. (Amended – August 7, 2006 – Ordinance No. 062-06)

Service connections shall be constructed at no less than one percent (1%) slope, not greater than three percent (3%) slope and shall outlet directly into the sewer main, not into manholes unless authorized by the City Engineer. (*Amended – August 7, 2006 – Ordinance No. 062-06*)

Manholes shall be provided at intervals not to exceed four hundred feet (400'), at all changes in size, direction or grade, at the connection point between two (2) or more <u>mainline</u> sewers and at the upper terminus of the sewer.

Where oversizing of the proposed sanitary sewers is required by the City, the City shall pay the incremental cost of oversizing, as determined by the City Engineer, prior to construction. The oversizing of sanitary sewers to reduce the slope of the sewer and compensate for grade concerns is prohibited.

Prior to commencing with construction, the City Engineer shall receive one (1) copy of the Ohio EPA Permit to Install for the proposed sanitary sewers and an approved set of plans. Any construction commencing prior to the City Engineer receiving such documentation shall be subject to penalties as subsequently defined.

Section 10. That, Rule 4.3.2 (Water Main Extensions) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

If a development can be reasonably served by the extension of an existing water main, as determined by the City Engineer, the Owner, Developer or their Agent may petition the City for the extension of said water main. <u>All extensions shall be to the farthest end of the development and shall be at the cost of the developer.</u> (See also City of Napoleon Rules for Water and Sewer Service.)

Section 11. That, Rule 4.3.3 (Water Mains) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Water mains shall be a minimum of eight inches (8") in diameter. <u>Six inch (6") diameter</u> water mains shall only be allowed if justified by the City of Napoleon's water model. All costs for modeling the proposed waterline shall be paid by the developer regardless of the findings.

Service connections shall be installed by the contractor responsible for the installation of the respective water mains.

Service connections shall be provided for each building lot within a development and shall be extended from the water main to the right-of-way line with a curb valve and box installed at the right-of-way line.

Service connections shall be sized based upon the water fixture unit demand as determined by current building codes. However, no service connections shall be less than one inch (1") diameter, Type K copper.

Water mains shall be "looped", where possible.

Where oversizing of the proposed water mains is required by the City, the City shall pay the incremental cost of oversizing, as determined by the City Engineer, prior to construction.

Valves shall be located as follows:

- 1. The lesser of not more than every five hundred feet (500') or at all intersections for commercial and industrial developments;
- 2. The lesser of not more than every eight hundred feet (800') or at all intersections for residential developments;
- 3. At all connections to existing water mains; and
- 4. At the end of all dead end water mains. Plugs shall also be provided at dead ends.

Fire hydrants shall be located as follows:

1. Every three hundred feet (300') for commercial and industrial developments;

- 2. Every five hundred feet (500') for residential developments; and
- 3. At the end of all dead end water mains.

Prior to commencing with construction, the City Engineer shall receive one (1) copy of the Ohio EPA Permit to Install for the proposed water mains and an approved set of plans. Any construction commencing prior to the City Engineer receiving such documentation shall be subject to penalties as subsequently defined.

Section 12. That, Rule 5.1 (Permits) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

The Owner or Developer shall obtain all applicable permits, including but not limited to, the Ohio EPA Permit to Install for water mains and sanitary sewers and building permits from the proper authorities, which may be necessary to proceed with the construction of the improvements.

Prior to commencing with construction, the City Engineer shall receive one (1) copy of the Ohio EPA Permit to Install for the proposed water mains and sanitary sewers along with an approved set of plans <u>in .pdf format</u>. Any construction commencing prior to the City Engineer receiving such documentation shall be subject to penalties as subsequently defined.

Section 13. That, Rule 5.4 (As-Built Plans) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

The Owner or Developer shall, within sixty (60) days after the completion of construction, submit one (1) set of mylar, permanent, reproducible tracings-<u>electronic</u> plans in .pdf format marked "AS-BUILT" to the City Engineer.

The Owner's or Developer's Engineer shall provide a notarized affidavit certifying that the completion of the work is in accordance with the approved plans. If any changes to the approved plans occurred, a list of these deviations shall be included with the certification. A sample affidavit is available from the office of the City Engineer.

Section 14. That, Rule 6.4 (Administrative Penalties for Failure to Meet Specifications) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

If the Owner, Developer or Agent thereof, opts to provide their own inspection services and does not comply with the requirements of the "City of Napoleon, Ohio Engineering Department Rules and Regulations", the Owner, Developer or Agent shall be subject to Administrative Fines in the amount of fifty dollars (\$50.00) per day for each day that a violation exists, to be levied by the City Manager (upon a finding that the violation exists after an informal hearing with the Owner, Developer or Agent thereof and the City Engineer, unless such hearing is waived). The <u>F</u>failure to appear at a scheduled hearing after notice constitutes a waiver thereof. All improvements completed during times when inspection does not meet the requirements of the "City of Napoleon, Ohio Engineering Department Rules and Regulations" will not be accepted by the City.

Section 15. That, Rule 7.1 (Appeals in General) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

Any decision of the City Manager in regard to the denial, suspension or revocation of a permit, as required by the "City of Napoleon, Ohio Engineering Department Rules and Regulations", or any finding or imposition of an administrative fine, as authorized by the "City of Napoleon, Ohio Engineering Department Rules and Regulations", or forfeiture of prior approvals of the City Engineer may be appealed to the <u>Safety and Human</u> <u>Resources_Municipal Properties, Buildings, Land Use & Economic Development</u> Committee of Council, so long as the appeal is commenced in a timely manner.

A filing fee of thirty-five dollars (\$35.00), as may be amended from time to time, will be charged for all appeals to the <u>Safety and Human Resources Municipal Properties</u>, <u>Buildings, Land Use & Economic Development</u>-Committee of Council. However, this fee may be waived by the Finance Director in cases of indigence. Further, said fee will be returned if the appealing party prevails.

Section 16. That, Rule 7.2 (Appeals from Decision of City Manager) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

After a hearing by the City Manager, a decision or order shall be rendered and delivered by either personal service or mailed to the person who filed the appeal at the last known address by regular mail.

An appeal from a decision of the City Manager, after hearing, may be taken to the Safety and Human Resources Municipal Properties, Buildings, Land Use & Economic

<u>Development</u> Committee of Council, so long as a notice of appeal is filed in writing with the Finance Director within thirty (30) business days after mailing of the decision or order of the City Manager or thirty (30) business days after rendering the decision or order by personal service to the person who filed the appeal.

Appeals will not stay the decision or order of the City Manager as a result of his/her finding.

Appeals to the Safety and Human Resources Municipal Properties, Buildings, Land Use <u>& Economic Development</u> Committee of Council will be held in a timely manner and will be informal in nature such that the rules of evidence shall not apply.

Such orders of the Safety and Human Resources Municipal Properties, Buildings, Land Use & Economic Development Committee of Council will be considered final.

Section 17. That, Rule 7.3 (Scope of Appeals) of the City Engineering Department Rules and Regulations found in Document NO. CNER98-1 is hereby amended and enacted as follows:

The scope of all appeals to the <u>Safety and Human Resources Municipal Properties</u>, <u>Buildings, Land Use & Economic Development</u> Committee of Council shall be limited to the question of whether the City Manager acted unreasonably, arbitrary or capricious in his/her decision. The Committee may, upon a finding that the City Manager acted unreasonabley, arbitrary or capricious in his/her decision, merely remand the subject of appeal to the City Manager for further consideration.

Section 18. That, the Engineering Rules and Regulations as amended by this Ordinance shall have a Revised 2016 indicator to reflect that it is the amended copy.

Section 19. That, Ordinance No. 100-06 and Rules 3.2.5, 3.2.6, 3.3.4, 3.3.5, 4.1.2, 4.1.3, 4.1.6, 4.2.2, 4.2.4, 4.3.2, 4.3.3, 5.1, 5.4, 6.4, 7.1, 7.2, and 7.3 of the City Engineering Department Rules and Regulations found in CNER98-1, as existed prior to the enactment of this Ordinance, are repealed.

Section 20. 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 21. 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 22. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Passed:	
	Travis B. Sheaffer, Council President
Approved:	
	Jason P. Maassel, 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. 009-16 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

ORDINANCE NO. 010-16

AN ORDINANCE AUTHORIZING THE CITY MANAGER AND/OR CHIEF OF POLICE TO ESTABLISH AN ACCOUNT WITH THE OHIO DEPARTMENT OF COMMERCE'S VOLUNTEER PEACE OFFICERS' DEPENDENTS FUND; AND DECLARING AN EMERGENCY

WHEREAS, in March, 2016, Ohio Senate Bill 11 passed and said Bill established the Volunteer Peace Officers' Dependents Fund ("VPODF"); and

WHEREAS, the VPODF provides death benefits to survivors of volunteer peace officers killed in the line of duty, and also provides disability benefits to disabled volunteer peace officers; and

WHEREAS, Ohio Revised Code Section 143.01(C) defines "volunteer peace officer" as "any person who is employed as a police officer, sheriff's deputy, constable, or deputy marshal in a part-time, reserve, or volunteer capacity by a sheriff's department or the police department of a municipal corporation, township, township police district, or joint police district and is not a member of the public employees retirement system, Ohio police and fire pension fund, state highway patrol retirement system, or the Cincinnati retirement system."; and

WHEREAS, The Ohio Department of Commerce is tasked with administering the VPODF fund; **Now Therefore,**

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

Section 1. That, the City Manager and/or Chief of Police are authorized to establish an account, in the year 2016 and beyond, with the newly established Ohio Department of Commerce Volunteer Peace Officers' Dependents Fund ("VPODF") provided for by Ohio Revised Code Section 143.01, *et seq.*

Section 2. That, the City Manager or City Finance Director are authorized to contribute the initial premium to the VPODF. Said premium is based on the City of Napoleon's assessed property valuation. The premium will range from a minimum amount of \$300.00 to a maximum amount \$500.00. Further, it is understood that no further contributions or premium payments will be required from the City of Napoleon until claims against the Fund have reduced the Fund's balance to 95% or less of its basic capital account. Further, it is understood that if the Ohio Department of Commerce is required to certify additional premiums, said premiums will range from a minimum amount of \$90 to a maximum amount of \$150 based on the City of Napoleon's assessed property valuation.

Section 3. That, pursuant to Ohio Revised Code Section 143.01, *et seq.*, the City of Napoleon must establish a board to administer claims for benefits to be distributed from the VPODF. Further, each board must have the following five (5) members: two (2) members elected by the legislative authority of the Fund member that maintains the police department (elected officials); two (2) members elected by the volunteer peace officers of the police department (employed by the police department);

and one (1) member elected by the other four (4) members (cannot be a public employee, member of the legislative authority, or peace officer of the police department; must be a citizen registered to vote in the area). Further, one (1) of the five (5) board members shall serve as a chairperson and one (1) shall serve as the secretary.

Section 4. That, the City Manager is charged with the authority to appoint the five (5) members to the Fund Board.

Section 5. 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 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, 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 7. 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, namely, to allow the City of Napoleon to create an account with the Ohio Volunteer Peace Officers' Dependents Fund so the City's peace officers may receive death or disability benefits if needed; 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 B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 010-16 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

RESOLUTION NO. 011-16

A RESOLUTION AUTHORIZING THE TRANSFER OF CERTAIN PROPERTY TO WIT: A PORTION (APPROXIMATELY 14.625 ACRES) OF PARCEL NO. 28-0700320200 OWNED BY THE CITY TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO; AND DECLARING AN EMERGENCY

WHEREAS, the City, by Ordinance 34-86, passed July 21, 1986, designated the Community Improvement Corporation of Henry County, Ohio (hereinafter called "the CIC") as the agency and instrumentality of the City for the industrial, commercial, distribution and research development of the City pursuant to Chapter 1724.10 of the Ohio Revised Code; and

WHEREAS, the City and the CIC have since entered into an amended Agreement and Plan of Industrial, Commercial, Distribution and Research Development (Amendment No. 2 dated March 21, 2011; Ordinance No. 017-11); and

WHEREAS, pursuant to Article VIII Section 13 of the Ohio Constitution, which provides for economic development, and the Ohio Revised Code, the Agreement and Plan provides in pertinent part, that in furtherance of the Plan, the CIC [may/will] sell or lease any lands or interests in lands owned by the City determined from time to time by the Council of the City not to be required by the City for its purposes, for uses determined by the Council of the City as those that will promote the welfare of the people of the City, stabilize the economy, preserve, maintain or provide employment, and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City; moreover, that such sale or lease may be made without advertising and receipt of bids when in the best interest of the City, the City specifying the consideration of such sale or lease; and

WHEREAS, the Agreement and Plan also provides in pertinent part, that the City may convey to the CIC lands and interest in lands owned by the City and determined by the Council of the City not to be required by the City for its purposes, and that such conveyance of such land or interests in land will promote the welfare of the people of the City, stabilize the economy, provide employment and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City and preserve, maintain or provide additional opportunities for their gainful employment; moreover, that such sale or lease shall be made without advertising and receipt of bids when in the best interest of the City, the City determining the consideration of such sale or lease; further, if any lands or interests in lands conveyed by the City to the CIC are sold by the CIC at a price in excess of the consideration received by the City from the CIC therefore, such excess shall be paid to the City after deducting therefrom the following costs to the extent incurred by the CIC; the costs of acquisition and sale by the CIC, taxes, assessments, costs of maintenance, costs of improvements to the land by the CIC, debt service charges of the CIC attributable to such lands or interests, and a reasonable service fee determined by the CIC; and

WHEREAS, it has been presented and requested by the Executive Director of the CIC that transfer of approximately 14.625 acres of land owned by the City to the CIC be made in order to further the Plan for Economic Development, consistent with Ohio Revised Code Section 1724.10; and

WHEREAS, the subject property for which the CIC requests transfer ("Subject Property") is approximately 14.625 acres of land, more or less, located immediately west of Commerce Drive; and

WHEREAS, the Subject Property is a portion (approximately 14.625 acres) of Parcel No. 28-0700320200 (a total of 37.62 acres) as found in the Henry County Auditor's Office; and

WHEREAS, the CIC agrees to hold title to and transfer the Subject Property at the appropriate time to any eventual transferee (and potentially eventually back to the City) as determined and agreed upon by simple majority vote of its Board of Trustees consistent with all laws and regulations and the aforementioned Agreement and Plan and the supplemental purchase agreement; and

WHEREAS, the City Manager, being the official in charge of the property, has advised this Council that the Subject Property is no longer needed for a public purpose; NOW THEREFORE,

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

Section 1. That, a portion of Parcel No. 28-0700320200 (approximately 14.625 acres of that Parcel), located in the City of Napoleon, Henry County, Ohio, is hereby determined by this Council not to be required by the City for its purposes, and that such conveyance of such land or interests in land will promote the welfare of the people of the City, stabilize the economy, provide employment and assist in the development of industrial, commercial, distribution and research activities to the benefit of the people of the City and preserve, maintain or provide additional opportunities for their gainful employment.

Section 2. That, being consistent with the City's Charter, Ordinances, Resolutions and the Agreement and Plan, as well as being consistent with the Ohio Revised Code, the parcel or parcels identified in Section 1 of this Resolution shall be transferred to the CIC of Henry County, Ohio without necessity of advertisement or receipt of bids, the same being determined by this Council as being in the best interest of the City; moreover, the City Manager is authorized to execute all agreements, deeds, and other documents required to complete said transfer(s).

Section 3. That, Council determines that the consideration for the conveyance of the Parcel identified in Section 1 of this Resolution shall be as found in a certain real estate purchase agreement and escrow agreement between the CIC and a third party substantially in the form as currently on file in the office of the City Finance Director.

Section 4. That, if any parcel or parcels of land as identified in Section 1 of this Resolution so conveyed by the City to the CIC is or are sold by the CIC at a price in excess of the consideration received by the City from the CIC therefore, then such excess shall be paid to the City after deducting therefrom the following costs to the extent incurred by the CIC; the costs of acquisition and sale by the CIC, taxes, assessments, costs of maintenance, costs of improvements to the land by the CIC, debt service charges of the CIC attributable to such lands or interests, and a reasonable service fee determined by the CIC.

Section 5. That, nothing in Section 4 of this Resolution shall be construed as relieving the CIC of its obligations under the land purchase agreement.

Section 6. 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 7. 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 8. 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 for the furtherance of economic development within the City of Napoleon, all of which affects the public peace, health or safety accessible to our citizens; 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 B. Sheaffer, Council President

Approved: _____

Jason P. Maassel, 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. 011-16 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

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax; (419) 599-8393 www.napoleonohio.com

Memorandum

To:	Monica Irelan, City Manager
From:	Chad E. Lulfs, P.E., P.S., Director of Public Works
cc:	Mayor & City Council
	Greg Heath, Finance Director
Date:	April 4, 2016
Subject:	2016 Miscellaneous Streets Project –
	Recommendation for Award

On Wednesday, March 30, 2016, bids were opened and read aloud for the above referenced project. One (1) bid was submitted and read as follows:

Gerken Asphalt Paving, Inc.

\$469,152.00

The published Engineer's Estimate for this project is \$485,000.00. This project consists of resurfacing: First Street from the Dead End to the first drive north of Oak Street; Oak Street from Daggett Drive to First Street; Pontious Place from S. Perry Street to First Street; Lakeview Drive from the Cul-desac to Oakwood Avenue; Bauman Place from the Cul-de-sac to Lakeview Drive; Old Creek Drive from the Cul-de-sac to Oakwood Avenue; and Oakwood Avenue from the Overpass to the south side of the Oakwood Plaza. Also included is the reconstruction of the alley from Lagrange Street north into the Chief Supermarket Parking Lot. The completion date for this project is August 6, 2016.

Having reviewed the submitted bid, it is my recommendation that Council award Gerken Asphalt Paving, Inc. the contract for the 2016 Miscellaneous Streets Project in the amount of \$469,152.00. If you have any questions or require additional information, please contact me at your convenience.

CEL



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax; (419) 599-8393 www.napoleonohio.com

Memorandum

To:	Monica Irelan, City Manager
From:	Chad E. Lulfs, P.E., P.S., Director of Public Works
cc:	Mayor & City Council
	Greg Heath, Finance Director
Date:	April 4, 2016
Subject:	2016 Microsurfacing Project –
	Recommendation for Award

On Wednesday, March 30, 2016, bids were opened and read aloud for the above referenced project. One (1) bid was submitted and read as follows:

American Pavements, Inc. Strawser Construction, Inc. \$56,669.00 \$71,495.00

The published Engineer's Estimate for this project is \$65,000.00. This project consists of microsurfacing Woodlawn Avenue from Clinton Street to Glenwood Avenue. The completion date for this project is August 6, 2016.

Having reviewed the submitted bid, it is my recommendation that Council award American Pavements, Inc. the contract for the 2016 Microsurfacing Project in the amount of \$56,669.00. If you have any questions or require additional information, please contact me at your convenience.

CEL



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151 Napoleon, OH 43545 Chad E. Lulfs, P.E., P.S., Director of Public Works Telephone: (419) 592-4010 Fax: (419) 599-8393 www.napoleonohio.com

Memorandum

To:	Monica Irelan, City Manager
From:	Chad E. Lulfs, P.E., P.S., Director of Public Works
cc:	Mayor & City Council
	Greg Heath, Finance Director
Date:	April 4, 2016
Subject:	Dodd Street Improvements – Recommendation for
	Award

On Thursday, March 17, 2016, bids were opened and read aloud for the above referenced project. Five (5) bids was submitted and read as follows:

Vernon Nagel, Inc.	\$728,398.76
Ward Construction Company	\$754,040.00
Hohenbrink Excavating, L.L.C.	\$761,781.25
Bryan Excavating, L.L.C.	\$768,968.75
Geddis Paving & Excavating, Inc.	\$829,592.00

The Engineer's Estimate for this project is \$805,000.00. This project consists of: reconstructing Dodd Street from Scott Street to approximately 500' north of Lagrange Street. The completion date for this project is August 27, 2016.

Having reviewed the submitted bid, it is my recommendation that Council award Vernon
Nagel, Inc. the contract for the Dodd Street Improvements Project in the amount of
\$728,398.76. If you have any questions or require additional information, please contact me at your convenience.

CEL

Memorandum

To:	Council, Mayor, City Manager, City Law Director, City Finance Director,
	Department Supervisors
From:	Gregory J. Heath, Finance Director/Clerk of Council
Date:	4/1/2016
Re:	Special Council Meeting Cancellation

The Special Meeting of City Council which was scheduled for Monday, April 4, 2016 at 7:30 a.m., has been cancelled at the direction of the Council President.

Memorandum

To: Housing Council, Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, Media
From: Gregory J. Heath, Finance Director/Clerk of Council
Date: 4/1/2016
Re: Housing Council Committee Meeting Cancellation

The Housing Council meeting regularly scheduled for Monday, April 4, 2016 at 6:30 pm has been CANCELED at the direction of the Chair.

Memorandum

To: Technology and Communication Committee, Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, Media
 From: Gregory J. Heath, Finance Director/Clerk of Council
 Date: 3/31/2016
 Re: Technology and Communication Committee Meeting Cancellation

The Technology and Communication Committee meeting regularly scheduled for Monday, April 4, 2016 at 6:15pm has been CANCELED at the direction of the Chair.

City of Napoleon, Ohio Civil Service Commission

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, OH 43545

Special Meeting Agenda Tuesday, April 5, 2016 at 4:30pm

- I. Approval of Minutes (In the absence of any objections or corrections, the Minutes shall stand approved.)
- II. Approval of applications for Fire Captain promotion exam
- III. Any other matters to come before the Commission
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio **Civil Service Commission**

Meeting Minutes Tuesday, March 22, 2016 at 4:30pm

PRESENT Members City Staff Recorder Others ABSENT	Bill Finnegan – Chair, Megan Lytle, David Creager Gregory Heath, Finance Director/Clerk of Council Anne Taylor (Tammy Fein attending) Morgan Druhot, HR Director Monica Irelan, City Manager Robert Weitzel, Police Chief Clayton O'Brien, Fire Chief
Call To Order	Chairman Finnegan called the meeting to order at 4:30pm.
Approval Of Minutes	Minutes of the February 16 meeting stand approved as presented with no corrections or objections.
Discussion Regarding The Fire Captain Promotional Exam	Irelan distributed and reviewed a memo regarding the Fire Department Civil Service Rules; see attached.
	 Irelan listed the Assistant Fire Chief qualifications to the Commission, and stated there is only one (1) person as a Captain that would be eligible for the Assistant Chief and Captain positions. Irelan requested that the Commission approve the following: waiving the rule requiring applicants to have three (3) cumulative years experience as a fulltime Paramedic; implementation of the two (2) person rule that would allow all persons in the position of lower rank eligible to test for Captain and Assistant Chief; and, approving one (1) test, using a Captain test for the positions of Captain and Assistant Chief applicants while having a separate application process to allow tracking of which applicant is eligible for each position.
Motion To Waive The Rule Requiring A Firefighter/Paramedic To Serve 3 Cumulative Years As A Fulltime Paramedic	Motion: Lytle Second: Creager To waive the Rule requiring a Firefighter/Paramedic to serve three (3) cumulative years as a fulltime Paramedic
Passed Yea- 3 Nay- 0	Roll call vote on motion: Yea- Creager, Lytle, Finnegan Nay-
Motion To Waive All Testing Rules Other Than Passage Of 70% On The Captains Exam Exam For A Separate Competitive Test For The	Motion: Lytle Second: Creager To waive all testing rules other than passage of seventy percent (70%) on the Captains exam for a separate competitive test for the Assistant Chief position

Assistant Chief Position Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
Motion To Approve A Special Meeting Of The Civil Service Commission On April 5, 2016 At 4:30pm To Approve Examination Applicants	Motion: Lytle Second: Creager To approve a special meeting of the Civil Service Commission on April 5, 2016 at 4:30pm to approve examination applicants
Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
Motion To Approve Application Blanks For The Captain And Assistant Chief Positions	Motion: Lytle Second: Creager To approve application blanks for the Captain and Assistant Chief positions
Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
	Heath explained that historically credit has not been added to a promotional exam; Weitzel agreed. The Commission unanimously agreed to not add additional credit to the promotional exam.
Motion To Approve A Captain Promotional Examination On Tuesday, June 28, 2016 At 4:00pm	Motion: Lytle Second: Creager To approve a Captain promotional examination on Tuesday, June 28, 2016 at 4:30pm
Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
	Irelan reported that an examination of origination will be needed to establish a new Firefighter/Paramedic list. Heath reminded the Commission that additional credit could be added to this examination if the Commission so chose.
Motion To Approve Additional Credit To The Examination Of Origination Including Veterans, College Degrees And 3 Years As A Parttime Firefighter; With Each Component Earning 5% With A Maximum Of 10% Total Additional Credit	Motion: Creager Second: Lytle To approve additional credit to the examination of origination including Veteran credit, College degree credit and three (3) years as a parttime firefighter credit; with each component earning five percent (5%) with a maximum of ten percent (10%) total additional credit

Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
Motion To Approve A Special Meeting Of The Civil Service Commission On May 3, 2016 At 4:30pm To Approve Examination Applicants	Motion: Creager Second: Lytle To approve a special meeting of the Civil Service Commission on May 3, 2016 at 4:30pm to approve examination applicants
Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
Motion To Approve An Examination Of Origination For Firefighter/Paramedic On Saturday, July 23, 2016 At 8:00am	Motion: Lytle Second: Creager To approve an examination of origination for Firefighter/Paramedic on Saturday, July 23, 2016 at 8:00am
Passed Yea- 3 Nay- 0	Roll call vote on above motion: Yea- Creager, Lytle, Finnegan Nay-
Any Other Matters To Come Before The Commission	None
Motion To Adjourn	Motion: Creager Second: Lytle Motion to adjourn the meeting
Passed Yea- 3 Nay- 0	Roll call vote on motion: Yea- Creager, Lytle, Finnegan Nay-
Adjournment	Meeting adjourned at 5:01pm
Date Approved:	
	Bill Finnegan, Chair



Unit 2 now in commercial operation at Cannelton hydroelectric facility

By Scott Kiesewetter - senior vice president generation operations

AMP received formal paperwork from MWH and Voith indicating the Cannelton Unit 2 trial run was successfully completed at about 6 p.m. on March 22. The first full day of commercial operation for Unit 2 occurred on March 23. Cannelton's Unit 2 joins Unit 3, which began commercial operation on Jan. 28, in supplying participating AMP members with power.

Progress continues on Cannelton's Unit 1 commissioning and the plant is expected to be in full commercial operation in the coming months.

Of the four new hydro projects in development – Cannelton, Meldahl, Smithland and Willow Island – two units are in commercial operation at Cannelton, two units in commercial operation at Meldahl, Willow Island's two units (full plant) are in commercial operation, and remaining units are anticipated online before the end of the year.

Congratulations to all teams involved in achieving commercial operation on Cannelton Unit 2.

Congress introduces proposal to eliminate tax code, force tax reform effort

By Jolene Thompson - executive vice president/OMEA executive director

A majority of House Republicans are backing legislation aimed at forcing action on tax reform by sunsetting the entire tax code by 2020. The legislation – H.R. 27, sponsored by Rep. Bob Goodlatte (R-VA) – includes more than 125 republicans as cosponsors, including House Ways and Means Chair Kevin Brady (R-TX). It is designed to force Congress to act on tax reform and overhaul the code by creating an impossible-to-miss deadline.

While we understand the desire to reform and simplify the federal tax code, we are concerned about a broad stroke that could lead to negative changes to the ability of local governments to effectively issue tax-exempt bonds to fund critical infrastructure needs.

Additionally, we are deeply concerned that – just as happened with the failed "threat" of sequester to force a thoughtful budget agreement – these efforts to prompt action through choreographed crises can often result in unintended and costly consequences. Such is the case as we have been negatively impacted by the impact of the sequester on the Build America Bonds (BABs) program, which is costing AMP members more than \$60 million collectively.

AMP offers RP3 program application assistance

By Jennifer Flockerzie – technical services program coordinator

AMP's RP3 Assistance Program will again help members with completing their application for the American Public Power Association's (APPA) Reliable Public Power Provider (RP3) designation. This service will be offered to eight members on a first-come, first-served basis.

AMP will separate the RP3 application into small, manageable segments and send those eight members a few application questions per week over a several-month period. This will allow AMP staff to work directly with those members on a question by question basis.

We will continue to provide help to all members in compiling and submitting their applications. The application process is offered online and AMP is prepared to assist members with the online APPA application.

A <u>PDF preview</u> of the 2016 application is now available. Please note that the RP3 application will be officially released in the online system in the coming weeks. Completed RP3 applications are accepted through APPA's online system from May 1 to Sept.30. The deadline to submit RP3 applications is Sept. 30. The RP3 designation is a threeyear term. For more information, please contact me 614.540.0853 at <u>jflockerzie@amppartners.org</u>.

AFEC weekly update

By Jerry Willman – assistant vice president of energy marketing

Fremont combustion turbine unit 1 (CT #1) came online on March 23 – ahead of schedule from its spring maintenance outage. After CT #1 was operational, the steam unit was brought online shortly thereafter. The plant ran in a 1x1 configuration for the remainder of the week. CT #2 will remain offline until repairs are finished on the exhaust replacement.

CONGRESS continued from Page 1

We encourage AMP and OMEA members to contact their members of Congress and urge them to resist any effort that directly or indirectly threatens to limit or eliminate tax-exempt financing, or make changes that could create further financial constraints on the BABs program.

Thank you in advance for your help. If you have questions, please contact Michael Beirne at 614.540.0835 or <u>mbeirne@amppartners.org</u>.

Energy markets update

By Jerry Willman

NYMEX natural gas for April 2016 closed higher on Thursday by \$0.012/MMBtu to settle at \$1.806/MMBtu. The EIA reported an inventory injection of +15 Bcf for the week ending March 18. Market consensus was for an injection of 21 Bcf.

Although the reported build was slightly supportive relative to expectations, it was still bearish from a total stock inventory perspective now that the year/year surplus has surpassed the 1 Tcf mark for the first time in history.

On-peak power prices for 2017 at AD Hub closed yesterday at \$36.50/MWh, which was \$0.51/MWh lower for the week.



Pennsylvania safety meeting

AMP's Pennsylvania regional safety meeting on March 24 was attended by 51 attendees and 21 vendors. Session topics included substation maintenance and monitoring, tools, first-aid standards, e-Reliability Tracker and technical training offerings, and a certified eye safety program.

AMP's regional safety meetings are held throughout the year and cover a variety of relevant safety topics for municipal electric systems. For more information, please contact Jennifer Flockerzie at jflockerzie@amppartners.org.

On Peak (16 hour) prices into AEP/Dayton Hub Week ending March 25 TUE MON WED THU FRI \$24.70 \$31.39 \$25.34 \$24.60 \$25.60 Week ending March 18 TUE WED FRI MON THU \$31.53 \$28.06 \$27.83 \$24.77 \$27.15

AEP/Dayton 2017 5x16 price as of March 24 — \$36.50 AEP/Dayton 2017 5x16 price as of March 17 — \$37.01

Event includes fall protection, confined space demonstration

By Steve Mutchler - OSHA/safety compliance coordinator

AMP will offer a regional safety meeting from 9 a.m. to 2 p.m. April 18 at 98 Johns St. in Wellington, Ohio. The single-day session will include a fall protection and confined space demonstration.

The event will feature the newest technologies in safety equipment. Miller Fall Protection will be on site with a fall protection demonstration along with AMP staff to answer questions. Safety Resources Co. of Ohio will be present to answer any confined space and safety-related questions.

The class is limited to 50 individuals. Lunch will be provided and OEPA contact hours are available to attendees. There is no charge to attend, but registration is required.

To register for the event, please contact Jennifer Flockerzie at <u>jflockerzie@amppartners.org</u> or myself at <u>smutchler@</u> <u>amppartners.org</u>.

Calendar

April 2-6—APPA Rodeo and E&O Conference Minneapolis, Minnesota

April 18—AMP Regional Safety Meeting 98 Johns St., Wellington, Ohio

April 27-28—AMP Technical Services Conference AMP Headquarters, Columbus

May 18-19—AMP Underground Distribution Workshop AMP Headquarters, Columbus

June 13-17—Basic 1 Lineworker Training AMP Headquarters, Columbus

June 27-July 1—Intermediate Lineworker Training AMP Headquarters, Columbus

Aug. 26-27—AMP Rodeo AMP Headquarters, Columbus

Sept. 12-16—Basic 2 Lineworker Training AMP Headquarters, Columbus

Sept. 26-29—2016 AMP/OMEA Conference Hilton Columbus at Easton

Classifieds

VEIC seeks Midwest director

The Vermont Energy Investment Corporation (VEIC) is seeking a Director, Midwest Region who will be responsible for executive management, leadership and oversight of all activities associated with the Ohio-based office.

A primary function of this role is serving as the director of Efficiency Smart, a VEIC contract with AMP. The director of Efficiency Smart has primary responsibility for the development, execution and oversight of the contract with AMP, and agreements with participating communities. This position will also ensure Efficiency Smart goals and objectives are met. In addition to Efficiency Smart responsibilities, this position will aid in the development and oversight of fulfilling new business opportunities for VEIC in the Midwest.

Candidates should have a degree in business administration or a related field, and a minimum of 10 years of management experience, including executive leadership, strategic planning, staff supervision, contract management and negotiation, budget management, communications, and the ability to develop and attain goals, or a combination of education and experience from which comparable knowledge and skills are acquired. Knowledge of energy efficiency program design and service delivery is preferred.

Click here for a complete job description and to apply.

Seville is selling digger derrick

The Seville Board of Public Affairs is offering for sale the following equipment: 1 – 1998 Terx-TELELECT Digger Derrick Model 5048. Mounted on an International Model 4900 4X2. The truck has 7,622 miles on



the odometer and 1,813 hours logged. The truck will be sold by sealed bid, minimum bid of \$25,000 required. Bids will be accepted until noon April 4, 2016. Bid forms may be obtained at 120 Royal Crest Drive, Seville, Ohio 44273. Equipment can also be viewed at this location. The truck will be sold as is.

If you have any questions, please contact Kevin Bittaker at 330.769.2458 or <u>kbittaker@sevillebopa.org</u>. The Village of Seville reserves the right to reject any or all bids.

Additional information is available under the Member Classifieds section of the <u>AMP Member Extranet</u>.

Bowling Green in need of public works equipment operator

The City of Bowling Green is seeking a Public Works Equipment Operator (Pay Grade 5 BGEO Contract: \$20.10 Per Hour). This position maintains roads and parks; participates in trash and recycling collection; prepares/paves/maintains streets; plows/shovels snow; mows/trims grass; trims trees; maintains cemetery/digs graves; performs building maintenance such as light plumbing and electric; operates heavy equipment such as front-end loaders, dump trucks and back hoes; operates street sweepers; tears out and rebuilds basins; and performs other related duties as assigned. Heavy physical demands; lifting up to 50 pounds. Work is usually performed outdoors.

High school diploma or equivalent; six months related experience; Commercial Driver License (Class B) required. A copy of the job description will be provided to applicants. Interested persons must complete the application that is available online here or available in the Personnel Department. Resumes may be included, but will not substitute for a completed application. Applications must be completed and returned to the Personnel Department, City of Bowling Green, 304 N. Church St., Bowling Green, Ohio 43402. Telephone: 419.354.6200; email: <u>BGPersonnel@bgohio.org</u> Office hours: 8 a.m. to 4:30 p.m. weekdays. The deadline for making application is 4:30 p.m. March 31, 2016. AA/EEO.

Woodville seeks water operator

The Village of Woodville has an immediate opening for a Certified Class II Water Operator with experience in water treatment and distribution. Must have an Ohio driver's license. A Class B CDL is required or applicant must be willing to obtain one. Candidates should be highly motivated, have good mechanical ability and be able to work independently.

Applications for this position may be obtained <u>online</u> or at the Municipal Building, 530 Lime St., between 9 a.m. and 3:30 p.m. Applications must be returned by April 15, 2016. Questions may be directed to Village Administrator Keith Kruse at 419.849.3031 or <u>keith.kruse@woodville.net</u>.

Bowling Green Parks & Rec has summer positions available

The City of Bowling Green Parks & Recreation Department is seeking programmers to conduct day camps, nature camps and Safety Town for children aged 3 ¹/₂ to 12 years of age. Pay is \$8.10 per hour. These are part-time, temporary positions without fringe benefits. Must be able to work a flexible schedule including evenings and weekends through August with no vacations or long weekends. Employment will be through a temporary agency. Individuals hired will not be City of Bowling Green employees.

Temp agency applications are available in the City's Personnel Department at 304 N. Church St., Bowling Green, Ohio or <u>online</u>. (Resumes alone are unacceptable.) Completed applications should be returned to the Personnel Department. For more information, please contact the Personnel Department by phone at 419.354.6200, or by email at <u>BGPersonnel@bgohio.org</u>. Applications will be accepted until positions are filled. AA/EEO



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First Meeting of the Water Quality Council Held



After a year of reorganization and planning, the new Water Quality Council held its first meeting Wednesday, March 9 at the Lucas County Sanitary Engineers office. More than 40 people were in attendance including city, county, village, and township elected officials, wastewater operators, and sanitary engineers... <u>read more</u>

ENVIRONMENT

Public Invited to Review Update to Regional Sewer and Water Plan

The Areawide Water Quality Management Plan (called the 208 Plan from that section of the Clean Water Act), is an agreement among regional partners on how we will treat wastewater to comply with federal regulations. The plan is updated regularly in response to local development and changes in infrastructure. The most recent update will be available for public review and comment at a public meeting Wednesday, May 4, 6 p.m. to 7 p.m. in the TMACOG Boardroom.

The newest update shows how communities are addressing industrial package plants, combined storm and sanitary sewers, and providing capacity for economic development. For questions on the 208 Plan, contact <u>Kurt Erichsen</u>, 419.241.9155, ext. 126.

Persons requesting special accommodations for disabilities of language, mobility, or other handicap are invited to contact TMACOG Accessibility Coordinator <u>Jennifer Allen</u> 419.241.9155, ext. 107.

Upcoming Events

Ohio Sunshine Law Training

Friday, April 8, 8:45 a.m. -12:15 p.m. Grand Lobby of the Dr. Martin Luther King Jr. Plaza *Contact*: Jennifer Allen ext, 119

Public Meeting: 208 Update

Wednesday, May 4, 6 p.m. TMACOG Boardroom *Contact:* <u>Kurt</u> <u>Erichsen</u>ext. 126

National Train Day Toledo

Saturday, May 7, 9:30 a.m. - 4 p.m. Toledo Amtrak Station and Grand Lobby of the Dr. Martin Luther King, Jr.Plaza *Contact*: <u>Rebekka</u> Apardian ext. 117

Bike Month

Throughout the month of May at locations all around northwest Ohio *Contact*: <u>Lance</u> <u>Dasher</u> ext. 115

Ohio Conference on Freight

August 22-24, at the Hilton Cleveland Downtown *Contact:* <u>Christine</u> Connellext. 119

Financial Assistance Available for Septic Repair



Residents of Lucas County who have damaged or failed home sewage treatment systems may apply for funds to pay for some or all of the cost of repair or replacement. The program is being managed by the Toledo-Lucas County Health Department in conjunction with the Ohio EPA. Details on eligibility and the reimbursement process are on the health department website <u>here</u>. (Other counties in the region have applied for the program. Check with the county health department for more information.)

Households that are in the Swan Creek watershed have the first priority. The Swan Creek watershed includes all or parts of the townships of Harding, Waterville, Spencer, Springfield, Providence, Swanton and Monclova, and the cities of Toledo and Maumee. Lowincome households also have preference. If funding remains available after high-priority households have been identified, other households in Lucas County outside of the Swan Creek watershed will be considered.

For questions on the program, contact the Toledo-Lucas County Health Department, 419.213.4100, or e-mail <u>Jerry Bingham</u> at the department's Environmental Health Division.



New Resources Aid Permit Compliance

TMACOG recently posted a new resource on tmacog.org <u>here</u> for administrators responsible for satisfying stormwater permits in their jurisdictions.

Stormwater planners are required to address water quality impairments through best management practices. These efforts are outlined in the jurisdiction's stormwater management plan. The new resource is a shortcut to identification of known problems and suggested strategies to address them.

Planners can click on a watershed <u>map</u> of the TMACOG region that shows which watersheds are within their jurisdiction. Then planners can open a file to see a list of impairments in a watershed and suggested strategies for reducing impact of the impairment.

For example, the Gale Run-Swan Creek in Waterville Township shows impairments due to sedimentation, habitat alteration, nitrates and nitrites, phosphorus, E. coli, and copper. Sources of impairments are identified as agricultural, from home sewage treatment systems, golf courses, and others. Recommendations for best management practices in this watershed include the creation of conservation easements, education and outreach programs, point source control, and agricultural best management practices.

The data on water quality impairments is from Ohio EPA study and sampling. Sampling information has not been completed for every watershed in the TMACOG region.

TRANSPORTATION

May is Bike Month



Join TMACOG members and partners in a celebration of spring and active transportation. Bike Month invites experienced cyclists and those who aspire to ride more often to join in some of the <u>events</u> in May. But before you ride, make sure your bike is roadworthy. Get an <u>ABC Quick Check</u> at one of these local shops...<u>read more</u>

ITS Stakeholder Meeting



Partners working to coordinate the region's Intelligent Transportation System (ITS) are invited to meet at TMACOG Thursday, April 7, 9 a.m. -4 p.m. The stakeholder meeting is part of an update to the area's network of emergency communications, road signage, traffic signals, and other transportation communication systems.

The ITS planning area is largely Lucas and Wood counties in Ohio and southern Monroe County, Michigan but neighboring counties are invited to participate. The goal is to identify participating agencies and inventory their systems, look for ways to better integrate existing systems, and plan for growing and maintaining an efficient architecture. The April 7 meeting will include a review of stakeholder's roles and responsibilities in providing transportation services, discussion of the elements that deliver services, current and planned ITS projects, and discussion of how we share information regionally about the various services provided.

For more information contact TMACOG Transportation Planner<u>Lisa</u> <u>Householder</u>, 419.241.9155 ext. 124.

TMACOG Transportation Process Certified



Following a certification review by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), TMACOG has received notice that its planning processes have been certified. All metropolitan planning organizations (MPOs) are subject to review every four years...<u>read more</u>

Surface Transportation Funds Available

Approximately \$11 million is available to jurisdictions in Lucas and Wood counties for improvements or repairs to roads and highways. The deadline to apply for the TMACOG-managed Surface Transportation Program (STP) funds is June 3, 2016. Applications will be evaluated and scheduled through the TMACOG Transportation Improvement Program (the TIP).

Projects funded in this round will be scheduled for construction in fiscal years 2021 and 2022. Eligible projects must be on federal-aid-eligible roads and must comply with the regional Complete Streets

Policy.

Approximately \$2 million of the \$11 million will be set aside for Small Projects. Small Projects will be funded a maximum of \$400,000 for the federal share (STP). The project construction and construction engineering must be funded at least 50 percent locally.

The application form and instructions are posted under "Features" <u>here</u> on the TMACOG home page. Applications must include budget information and a realistic timeline. The posted materials show the scoring criteria that will be used to weigh the applications and the Complete Streets checklist. Jurisdictions can submit any number of projects. Each jurisdiction can be awarded up to three Small Projects: two during the active TIP and one in the pipeline.

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to your address book.

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