

CITY COUNCIL

Meeting Agenda

Monday, October 3, 2016 at 7:00 pm

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

- A. Attendance** *(Noted by the Clerk)*
- B. Prayer & Pledge of Allegiance**
- C. Approval of Minutes:** *(in the absence of any objections or corrections, the minutes shall stand approved)*
 - 1. **September 17, 2016** (Special Joint Meeting with Commissioners)
 - 2. **September 19, 2016** (Regular Council Meeting)
- D. Citizen Communication**
- E. Reports from Council Committees**
 - 1. **Personnel Committee** met on September 21, 2016 and recommended:
 - a. The position of Law Director be posted.
 - 2. **Finance and Budget Committee** did not meet on September 26, 2016 due to lack of agenda items.
 - 3. **Safety and Human Resources Committee** did not meet on September 26, 2016 due to lack of agenda items.
 - 4. **Technology Committee** did not meet on October 3, 2016 due to lack of agenda items.
- F. Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*
 - 1. **Parks and Recreation Board** met on September 28, 2016 with the following agenda items:
 - a. Review of Parks and Recreation Rates and Fees
 - b. Discussion and/or Action on Capital Improvement Items
 - c. Discussion and/or Action on Trick or Treat Night Recommendation
 - 2. **Healthcare Cost Committee** met on September 30, 2016 with the following agenda item:
 - a. Review of Health Care Costs and potential Premium Increases for 2017
- G. Introduction of New Ordinances and Resolutions**
 - 1. **Ordinance No. 039-16**, an Ordinance Authorizing the City Manager to Enter into a Professional Services Agreement by and between the City of Napoleon, Ohio and Trevor M. Hayberger, Esq., to Provide Services to the City of Napoleon, Ohio as Interim Law Director; and Declaring an Emergency.
 - 2. **Ordinance No. 040-16**, an Ordinance Amending the Provision of the Income Tax Code of the City of Napoleon, Ohio to provide for a Temporary Increase of Three Tenths Percent (0.3%) to the Permanent 1.3% Income Tax; said 0.3% Temporary Income Tax Increase to Commence on July 1, 2017 and End on June 30, 2022; and Temporarily Repealing Ordinance No. 103-08 and Amending Section 193.02 of the Codified Ordinances, all subject to Approval by the Electors of the City of Napoleon, Ohio on the May 2, 2017 Ballot.
- H. Second Readings of Ordinances and Resolutions**
 - 1. **Ordinance No. 037-16**, an Ordinance amending the City of Napoleon Traffic Schedules, specifically Schedule II, "Parking Time Limits" on certain City streets as listed in the attached Exhibit A; and repealing Ordinance No. 032-11.
- I. 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:** Recommendation from the Parks and Recreation Board to set Trick or Treat Night for Monday, October 31, 2016 from 6:00 pm – 7:30 pm.
2. **Discussion/Action:** Approval Change Order No. 1 (Final) on the Woodlawn Avenue Microsurfacing Project; American Pavements, LLC, Contractor a Deduct of \$31.50.
3. **Discussion/Action:** Accepting the Donation of a Flag Pole from the Napoleon VFW for Forrest Hill Cemetery.

K. Executive Session: *(As Needed)*

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, October 3, 2016 @6:15 pm)
- 2. Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 10, 2016 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for October, 2016
 - b. Electric Department Report
 - c. Review of the Net Metering Policy (Remained Tabled)
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 10, 2016 @7:00 pm)
 - a. Review of Water Plant Upgrade Project and Estimated Cost.
 - b. Review of Water Rates Related to Water Plant Upgrade Project.
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 10, 2016 @7:30 pm)
 - a. Updated Info from Staff on Economic Development (as needed)
- 5. Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, October 17, 2016 @6:15 pm)
- 6. Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, October 24, 2016 @6:30 pm)
- 7. Safety & Human Resources Committee (4th Monday)**
(Next Meeting: Monday, October 24, 2016 @7:30 pm)
2016 Regular Meetings with Townships scheduled for February and November
- 8. Personnel Committee (as needed)**
(Next Meeting: Thursday, October 6, 2016 at 7:30 pm)
 - a. Review Law Director Applications
- 9. Ad Hoc Committee on Strategic Vision (as needed)**
- 10. Ad Hoc Committee on Organizational Health (as needed)**
(Next Meeting: October , 2016 @ pm)

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

- 1. Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, October 10, 2016 @6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for October, 2016
 - b. Electric Department Report
 - c. Review of Water Plant Upgrade Project and Estimated Cost.
 - d. Review of Water Rates Related to Water Plant Upgrade Project.
- 2. Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, October 11, 2016 @4:30 pm)
- 3. Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, October 11, 2016 @5:00 pm)
- 4. Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, October 17, 2016 @6:00 pm)
- 5. Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, October 25, 2016 @4:30 pm)
- 6. Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, October 26, 2016 @6:30 pm)
- 7. Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, November 8, 2016 @10:30 am)

- 8. Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, December 13, 2016 @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)**
(Next meeting: Tuesday, October 4, 2016 at 2:30 pm)
- 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. Volunteer Peace Officers' Dependents Fund Board (as needed)**
- 16. Lodge Tax Advisory & Control Board (as needed)**
- 17. Board of Building Appeals (as needed)**
- 18. ADA Compliance Board (as needed)**
- 19. NCTV Advisory Board (as needed)**

City of Napoleon, Ohio
City Council
in Joint Session with
County Commissioners

Special Meeting Minutes

Saturday, September 17, 2016 at 9:00am

PRESENT

Council
City Staff

Travis Sheaffer – President, Jeff Comadoll, Dan Baer, Jeff Mires
Monica Irelan, City Manager
Jason Maassel, Mayor

Commissioners
Recorder

Tom VonDeylen, Glenn Miller, Robert Hastedt
Monica Irelan

Others

News media

Absent

Rita Small, Pat McColley, Joe Bialorucki

Call To Order

President Sheaffer called the meeting to order at 9:02am.

CCNO Trustees

Commissioner Hastedt stated that Henry County pays between \$800,000 and \$900,000 per year for CCNO adding that he believes that the current status of CCNO may make the Trustees less available. Hastedt stated that Henry County currently does not participate in the Trustee program due to feeling the need of ‘babysitting them too much’, adding his concern of the possibility of the Trustees ‘sneaking off’ or ‘stealing cigarettes for people’. Hastedt added that the County has recently purchased a building that requires items to be moved out and the Trustee service may be considered. Commissioner Miller stated that the criteria for the use of Trustees has changed; in the last few months the background search of the Trustee has been changed from researching only a few months back to researching the history back to the age of eighteen (18) with the results possibly taking away the Trustee’s eligibility for the program. Hastedt stated that if the County requires Trustees for the work at the new building, some of the City Trustees may be pulled for that purpose; Miller added that the County may have other need for the Trustees with work that will allow them to remain supervised as well. Miller stated that, ‘it is my opinion that we (*the County*) should have at least one (1) every day’; Hastedt agreed stating that was his opinion as well; Miller added that job duties could be assigned to make that necessary.

President Sheaffer reported that the City is aware of the concerns regarding the current Trustee program and will do the necessary research to keep the rates to residents as low as possible; Irelan agreed, stating that City Staff is aware of the potential issues as well.

CIC Goals

Irelan stated that CIC Director Denise Dahl was recently invited to the City Municipal Properties, Buildings & Land Use Committee meeting to present the current CIC goals which involved the strategic vision of the City, encouraging the City to voice any areas believed to need augmentation. Irelan stated that this should be a discussion between the County and City as well to work together in directing the CIC to meet mutual goals. Sheaffer stated that the Committee believes that in the past the CIC has been focused on industrial areas, adding that the Committee would like to see the Scott

CIC Goals Continued

Street corridor and the commercial areas become a focus as well; Sheaffer added that this is listed in the strategic goals of the City; Maassel agreed. Miller asked if there were no interest or marketing regarding the downtown area; Ireland replied that, at the direction of Council, the CIC is to handle the economic development of the City, adding that the CIC, the Chamber of Commerce, the Mayor and Ireland have been working well together as a team to build better relationships for marketing and networking and to highlight the downtown and commercial areas. Ireland added that Napoleon Alive is also starting to meet again, discussing marketing issues with Mayor Maassel; Maassel added that the historic district is also being discussed.

Miller stated that when he was first elected he asked different businesses their opinion on the hindrances to working in Napoleon and a former City employee and the Zoning restrictions were both cited; Miller added that Ireland has been reviewing the current Zoning Laws. Miller stated that if Napoleon remains a 'Breakfast Community' then more money should not be given to the CIC. Sheaffer suggested having a work session with contractors to discuss specific issues and receive their input; Miller believes this to be a good idea but does not believe it is his place to hold the meetings. Miller stated that previous conversations reiterated that building and zoning regulations were believed to be too restrictive.

Ireland reported that she, Mayor Maassel, Denise Dahl, and the Chamber of Commerce have recently been showing commercial spaces to potential purchasers with a positive response. Ireland added that the recently added Revitalization District has increased an interest in businesses that require liquor licenses however the biggest response currently has been from retail businesses.

Mayor Maassel asked if there were any additional goals that the Commissioners would like to discuss; Hastedt added job development; Mayor Maassel stated this is included in the strategic vision plan. Ireland reiterated that workforce development has been a priority in recent years, adding that trying to reach students at an earlier age is the goal. Miller restated that he believes workforce development to be one of the more critical goals; Ireland reminded the Commissioners and Council that Northwest State Community College has been invaluable in creating curriculums around workforce issues brought forward to them.

Comadoll asked what image the State officials have of Henry County; Miller replied that he believes 'they don't even know we're here', other than the State Auditor or at campaign time. Sheaffer believes this may be based on population. Ireland added that Napoleon is known due to numerous visits to Columbus regarding the City electric system as well as a few visits from the Governor's Office. Sheaffer, Miller and Ireland agreed that Bob Latta is accessible and willing to listen.

Senior Center Building Update

Ireland reported that the City has not yet hired a separate appraiser although the timeframe previously chosen was not until the end of the year; adding that it was agreed that that the City and County would hire separate appraisers, and one (1) would be hired by the City and County together for a total of three (3) with different options listed in the Contract that will be discussed

City of Napoleon, Ohio
CITY COUNCIL
Meeting Minutes
Monday, September 19, 2016 at 7:00pm

PRESENT	
Council	Travis Sheaffer, President; Patrick McColley, President Pro Tem; Jeff Comadoll; Rita Small; Dan Baer; Joe Bialorucki; Jeff Mires
Mayor	Jason Maassel
City Manager	Monica Irelan
Law Director	Lisa L. Nagel
Finance Director/ Clerk Of Council	Gregory J. Heath
Recorder	Roxanne Dietrich
City Staff	Clayton O'Brien, Fire Chief Robert Weitzel, Police Chief Bobby Stites, MIS
Others	News Media; NCTV
ABSENT	
Call to Order	President Sheaffer called the meeting to order at 7:00 pm with the Lord's Prayer followed by the Pledge of Allegiance.
Approval of Minutes	Minutes of the September 6, 2016 Council meeting stand approved as read with no objections or corrections.
Citizen Communication	None
Reports from Committees	<p>The Technology and Communications Committee did not meet on September 6, 2016 due to lack of agenda items.</p> <p>Chairman Sheaffer reported that the Electric Committee met on September 12, 2016 and recommended:</p> <ol style="list-style-type: none">1. Approval of Power Supply Cost Adjustment Factor for September 2016;2. Review of the Net Metering Policy remain tabled; and3. Approval of Automatic Renewal of the Efficiency Smart Contract. <p>The Water, Sewer, Refuse, Recycling and Litter Committee did not meet on September 12, 2016 due to lack of agenda items.</p> <p>The Municipal Properties, Buildings, Land Use and Economic Development Committee met on September 12, 2016 and:</p>

1. Removed Review of the CIC Agreement from the agenda;
2. Reviewed and discussed the goals of the CIC; and
3. Recommended that the City put in a sidewalk as part of the Industrial Drive Project with a City match at 5%.

The Parks and Recreation Committee did not meet tonight due to lack of agenda items.

The Ad-Hoc Committee on Organizational Health met tonight and discussed governance based on survey results and will continue that discussion.

Introduction of Ordinance No. 036-16

President Sheaffer read by title Ordinance No. 036-16, an Ordinance Amending Ordinance No. 053-15, Passed November 15, 2015, an Ordinance to Adopt Chapter 194 of the Codified Ordinances of the City of Napoleon Regarding Income Tax for the Purpose of Adhering to the Changes Outlined in Senate Bill 172; and Declaring an Emergency. (Suspension Requested)

Motion To Approve First Read of 036-16

Motion: Comadoll Second: Small
To approve First Read of Ordinance No. 036-16

Discussion

Nagel said we passed an income tax ordinance last November based upon mandated changes that came out of Columbus and after being implemented there were changes that had to be made. Senate Bill 172 made those changes on September 14, 2016, my Memo in your packet had four pages attached showing the actual changes in red (a copy is attached). We need to incorporate the changes into our rules. I am requesting suspension to get the changes implemented that have already been passed by the Ohio Senate.

Motion To Suspend The Rules for 036-16

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

Passed
Yea-7
Nay-0

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

Passed
Yea-7
Nay-0

Roll call vote to pass Ordinance No. 036-16 Passed under Suspension of the Rules with Emergency
Yea-McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

Introduction of Ordinance No. 037-16

President Sheaffer read by title Ordinance No. 037-16, an Ordinance amending the City of Napoleon Traffic Schedules, specifically Schedule

II, "Parking Time Limits" on certain City streets as listed in the attached Exhibit A; and repealing Ordinance No. 032-11

**Motion to Approve
First Read of 037-16**

Motion: McColley Second: Comadoll
To approve First Read of Ordinance No. 037-16,

Discussion

Irelan said when traffic control changes are made, we have to journalize them. All the changes that have been made over the last several years are in this Ordinance. McColley asked when the changes are effective and Irelan said once they are journalized. Comadoll said he did not see Meekison on there, I have received numerous complaints since we changed the policy over there. Irelan asked how long ago did we change the policy? Maassel said we changed it when Appian Avenue was repaved. Meekison had parking on one side and was to be no parking on both sides. Comadoll said now that Dodd Street is done have we looked at it? Irelan said yes, the alley; Comadoll said no I'm talking the road itself it is still congested. Irelan responded she would have to have Chad look at it. Comadoll said we should do the same to Dodd as Meekison don't think fire trucks could get down there any better than they can on Meekison. Irelan said there is a whole team that looks at it before make any decision is made.

Passed
Yea-7
Nay-0

Roll call vote to approve First Read of Ordinance No. 037-16
Yea-McColley, Sheaffer, Comadoll, Baer, Mires, Bialirocku, Small
Nay-

**Introduction of Resolution
No. 038-16**

President Sheaffer read by title Resolution No. 038-16, a Resolution Authorizing the City Manager to Opt-In to the Bridge Inspection Program Services with the Ohio Department of Transportation ("ODOT") PID No. 102554; and Declaring an Emergency. (Suspension Requested)

**Motion to Approve
First Read of 038-16**

Motion: McColley Second: Small
To approve First Read of Resolution No. 038-16

Discussion

Irelan said as noted in the Memo in your packet (attached) about 2-3 years ago ODOT approached us while they were in town doing other inspections and offered to do our bridge inspection at no charge, at the time we were paying a contractor \$5,000 - \$8,000/year to do our bridge inspections. This Resolution is to renew the contract with ODOT and suspension is requested. Maassel asked if this is the same program that found the bridge that was in really bad repair and the State came in and fixed it. Irelan said there are a lot of bridge and culvert updates ODOT is in charge of. Maassel said it was in town but their bridge. Bialorucki asked if we have a contract with ODOT, Irelan

**Motion to Suspend
the Rules for 038-16**

Passed
Yea-7
Nay-0

Passed
Yea-7
Nay-0

**Introduction of
Resolution No. 039-16**

**Motion To Approve
First Read of 039-16**

Discussion

**Motion to Suspend
The Rules of 039-16**

Passed
Yea-7
Nay-0

said Yes.

Motion: Bialorucki Second: Small

To suspend the rule requiring three readings for Resolution No. 038-16

Roll call vote on above motion:

Yea-McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

Roll call vote to pass Resolution No. 038-16 under Suspension of the
Rules and Emergency.

Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

President Sheaffer read by title Resolution No. 039-16, a Resolution
Authorizing the City Manager to Execute the Local Government
Innovation Fund ("LGIF") between the State of Ohio Development
Services Agency and the City of Napoleon; and Declaring an
Emergency. (Suspension Requested)

Motion: Comadoll Second: Small

To approve First Read of Resolution No. 039-16

Irelan said we are trying to find ways to make our operations more
effective and efficient. This grant will pay for a contractor to do a study
that looks at our work order process to see how we can automate our
system and possibly get tablets in the vehicles. The study will cost
approximately \$24,500, we are applying for a \$14,000 grant and
\$10,000 will be our local match. McColley asked if you can justify the
\$10,000 cost plus hardware, is there is a piece of software out there
already that will work. Comadoll said are using same system when I
was working there. Irelan said there are plenty of options out there,
basically the idea of the study is for them to put together a plan telling
us what hardware and software would be best for us and would be
able to integrate with our GIS system and zoning files. The application
is due this Friday so I am asking for suspension. Sheaffer said we could
save on time and efficiency, vehicle usage, gas, plus can move quicker
on jobs. McColley said like do you spend \$10,000 to tell you what you
already know.

Motion: Comadoll Second: Mires

To suspend the rule requiring three readings for Resolution No. 039-16.

Roll call vote on above motion:

Yea-McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

Passed
Yea-7
Nay-0

Roll call vote to pass Resolution No. 039-16 under Suspension of the Rules and Emergency.
Yea-McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

**Second Read of
Resolution No. 034-16**

President Sheaffer read by title Resolution No. 034-16, a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor for the 2016 Tax Duplicates Payable in Year 2017; and Declaring an Emergency.

**Motion to Approve
Second Read of 034-16**

Motion: McColley Second: Rita
To approve Second Read of Resolution No. 034-16

Discussion

Heath said there are no changes since first read, we are requesting suspension to file with the County prior to October 1st.

**Motion to Suspend
the Rule for 034-16**

Motion: Mires Second: Comadoll
To suspend the rule requiring three Readings of Resolution No. 034-16.

Passed
Yea-7
Nay-0

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

Passed
Yea-7
Nay-0

Roll call vote to pass Resolution No. 034-16 under Suspension of the Rules and Emergency.
Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

**Second Read of Resolution
No. 035-16**

President Sheaffer read by title Resolution No. 035-16, a Resolution Authorizing and Directing the Finance Director/Clerk to Certify and File Annual Special Assessments of the City of Napoleon, Ohio, with the County Auditor of Henry County for Placement and Collection on the 2016 Tax Duplicates Payable in the Year 2017; and Declaring an Emergency.

**Motion to Approve
Second Read of 035-16**

Motion: Bialorucki Second: Comadoll
To approve Second Read of Resolution No. 035-16

Discussion

Heath said there are no changes from first read and again we are requesting suspension so this can also be filed with the County prior to October 1st.

Motion to Suspend

Motion: Small Second: Comadoll

the Rule for 035-16
Passed
Yea-7
Nay-0

To suspend the rule requiring three readings for Resolution No. 035-16.
Roll call vote on above motion:
Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

Passed
Yea-7
Nay-0

Roll call vote to pass Resolution No. 035-16 under Suspension of the Rules and Emergency
Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

Third Read of Ordinance No. 029-16

President Sheaffer read by title Ordinance No. 029-16, an Ordinance Repealing Resolution No. 051-13 which Authorizes the City Manager to Terminate or Assign the City of Napoleon's Water Purchase Agreement with the Village of Malinta, Ohio; and Declaring an Emergency.

Motion to Pass on Third Read of 029-16

Motion: Comadoll Second: Small
To pass Ordinance No. 029-16 on Third Read

Discussion

Irelan said there are no updates on this information, the four villages are aware of what we are doing and are perfectly okay with it.

Passed
Yea-7
Nay-0

Roll call vote to pass Ordinance No. 029-16 on Third Read under Emergency.
Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small
Nay-

GOOD OF THE CITY
Discussion/Action
Motion To Approve Power Supply Cost Adjustment Factor

Motion: McColley Second: Comadoll
To accept the recommendation for approval of the Power Cost Adjustment Factor for September, 2016 as follows:
PSCAF three (3) month averaged factor: \$0.01329
JV2: \$0.010999
JV5: \$0.010999

Passed
Yea-7
Nay-0

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

Motion to Approve Automatic Renewal of the Current Efficiency Smart Contract

Motion: Baer Second: Comadoll
To approve the automatic renewal of the current Efficiency Smart contract.

Discussion

Irelan said our Efficiency Smart program is a program that allows

efficiency programs in the city. The contract has an automatic renewal clause that renews every three years for a three year contract, the renewal is due October 1st. This was taken to committee they said as long as people are using the program and it is helping with our capacity to continue with the program. People are still using this program and it is helping with our capacity, we have cut a couple megawatts off our load. We pay \$1.40/megawatt. Sheaffer said if I remember right, to date our customers have saved over \$3 million dollars. Irelan said yes so far over the life of the program.

Passed

Yea-7

Nay-0

Roll call vote on above motion:

Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small

Nay-

Motion to put in a Sidewalk as part of the Industrial Drive Project, with City Match at 5%

To put in a sidewalk as part of the Industrial Drive Project, with City match at 5%

Discussion

Irelan said in February 2015 we received an ODOT small cities program grant tied to the Industrial Drive rebuild that is currently being designed and will be finished in 2017 with the rebuild in 2018. ODOT is forcing us to put in a sidewalk as part of the project due to the amount of low income housing on the corner. Maassel said just to clarify the sidewalk policy that we currently have and have talked about a lot lately does not cover industrial zoned area. Irelan said correct. Comadoll asked where the sidewalk is going. Irelan said it will be on the west side of the road that is the side of the housing and where people will most likely be walking. Comadall asked if the sidewalk will go to American Road and Irelan said it will not go over the overpass. Bialorucki asked who would be responsible for clearing snow and maintaining the sidewalk. Irelan said one-third will be in front of the Operations Building so that would be ours to maintain, I would say it would be the property owners responsibility but we can look into that.

Passed

Yea-7

Nay-0

Motion: Small

Second: Comadoll

Roll call vote on above motion:

Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small

Nay-

Motion to Approve \$100 Donation from the Ridgeville Township Volunteer Fire Department

Motion: Bialorucki

Second: Mires

To accept the \$100 donation to the Fire Department for the Fire Safety House from the Ridgeville Township Volunteer Fire Department.

Discussion

Chief O'Brien said we do not charge for the use of our safety house. Chief Freytag gave us a check for \$100 for the safety house as he thought there was an actual cost, we will buy smoke for the smoke machine in the safety house.

Passed

Roll call vote on above motion:

Yea-7

Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small

Nay-0

Nay-

Good Of The City (continued)

Heath

Bids were opened for the \$1.4 million note and we received three bids. The net interest on the low bid was 1.42% that will mature at the same time as the \$2.5 million does on March 2, 2017.

In the council packet were duplicates from the prior meeting, these were the attachments referred to in the meeting minutes, we can exclude or if you want the attachment shown we will continue with what she was doing. Maassel said more detail better leave them in, Sheaffer said he thought they were helpful.

Bialorucki

Nothing

Small

Nothing

McColley

Nothing

Sheaffer

We currently have two ad hoc committees, one on Organizational Health and another for Strategic Vision. The members on the Organizational Health Committee are Joe, myself and Dan and on the Strategic Vision Committee it is Dan, myself and the Mayor. I would like to combine the two committees and keep the same three members plus the Mayor. Some of the stuff we are doing is tied together so just makes sense to combine the two ad-hoc committees.

Motion to Combine Ad-Hoc Committees on Organizational Health and Strategic Vision into One Committee

Motion: McColley Second: Bialorucki
To combine the Ad-hoc Committees on Organizational Health and Strategic Vision with the current members that are on both committees. Baer asked what will we call this committee? Sheaffer said it will be the "Ad-Hoc Committee on Organizational Health and Strategic Vision".

Passed

Roll call on above motion:

Yea-7

Yea- McColley, Sheaffer, Comadoll, Baer, Mires, Bialorucki, Small

Nay-0

Nay-

The agenda items of “governance from survey” as well as “discussion on mission and strategic vision”, will be for the October meeting, we will set an exact date at a later time.

Sheaffer said I need three executive sessions; one on negotiations; one on compensation of personnel and the other on imminent litigation.

Maassel

I received a call today from Congressman Latta’s office in Bowling Green. Congressman Latta has been asked to write a letter in support of the second river bridge for the City of Napoleon and he wanted to make sure we were in favor. I said “yes”.

If you see Rodger Hefflinger or anybody else involved in the River City Rodders, give them a big “Thank You” for their Fall Fest. It was a little wet and little less attended because of imminent rain. This was the 20th year they do a great job with that program year in and year out.

You have seen ribbons on posts around town those are for ovarian cancer. In October, there will be a wreath in the vestibule for breast cancer awareness.

Thursday, typically is a day myself, Monica, Joel and Denise go and visit industrial customers, this Thursday I will be at a meeting at Alex Products.

Comadoll

Last year we gave reprieve to a homeowner to paint his house because it got too late in the year, I went by tonight and it is still not done. 700 block of Strong Street, the neighbors have asked me “what is going on?” If you can get Mr. Zimmerman on that please.

Baer

Nothing

Mires

Mires said Monica will be getting an award this week or next. Monica said Travis actually nominated me for an early career leadership award thru ICMA and the award will be given next week in Kansas City.

Mires said last Monday he took a tour of the WTP and WWTP and was impressed with: 1) that the equipment is still running, you walk through and it is like you are in a twilight zone they have 50’s and 60’s equipment in there. It says a lot for our people, the maintenance they are doing on the equipment that is in there, they are doing a heck of a job. My hat is off to Dave and Scott and their employees.

**Nagel
Irelan**

Lisa nothing

Irelan said she met with St. Paul Methodist Church about their parking lot. She talked to Jeff Rathge, Operations Superintendent, and he said if we are going to salt need to do snow removal too. We came up with a general contract and they are going to take it back to their board and I will bring it back to you guys. It is basically the same contract but we are removing patching and sweeping and they will maintain more of their parking lot, they are actually paying to get is paved and sealed right now, they really appreciate you guys willing to move forward with snow and salt and striping. Maassel asked if the post office is paying anything. Irelan said if they pay something it will go towards sweeping and patching. Our agreement is just between us and the church; the post office is managed through the church.

**Motion To Go Into
Executive Session**

Motion: McColley Second: Mires
To go into Executive Session to discuss negotiaions

**Passed
Yea-7
Nay-0**

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

**Motion To Go Into
Executive Session**

Motion: McColley Second: Small
To go into Executive Session to discuss compensation of personnel.

**Passed
Yea-7
Nay-0**

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

**Motion To Go Into
Executive Session**

Motion: McColley Second: Small
To go into Executive Session to discuss Imminent Litigation.

**Passed
Yea-7
Nay-0**

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

Into Executive Session

Council went into Executive Session at 7:44 pm.

**Motion To Come Out
Of Executive Session
Negotiations**

Motion: McColley Second: Comadoll
To come out of Executive Session at 8:08 pm. President Sheaffer reported that the discussion was on negotiations. No action was taken.

**Passed
Yea-7
Nay-0**

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

**Motion To Come Out
Of Executive Session
Compensation of
Personnel**

Motion: McColley Second: Comadoll
To come out of Executive Session. President Sheaffer reported that compensation of personnel was discussed. No action was taken

Passed
Yea-7
Nay-0

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

**Motion To Come Out
Of Executive Session
Imminent Litigation**

Motion: Small Second: McColley
To come out of Executive Session. President Sheaffer reported that the discussion was regarding imminent litigation. No action was taken.

Passed
Yea-7
Nay-0

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

**Lisa Nagel Letter of
Resignation Read**

Sheaffer read a letter of resignation from Law Director Lisa Nagel dated September 19, 2016 (a copy is attached).

**Motion to Accept
Letter of Resignation**

Motion: Small Second: Comadoll
To accept the Letter of Resignation from Law Director, Lisa L. Nagel.

Passed
Yea-7
Nay-0

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

Sheaffer told Nagel "Thank you for the time you have been here, we have been through a lot of tough and interesting things in the last year and you handled it like a champ, we certainly do appreciate your time here".

President Sheaffer said he would like to schedule a meeting of the Personnel Committee for this Wednesday night (September 21, 2016) at 7:00 pm with the agenda item of "Filling the Law Director Position". The Committee members are the Mayor, President of Council and President Pro-Tem.

**Motion to Schedule a
Personnel Committee
Meeting**

Motion: Comadoll Second: Bialorucki
To Schedule a Personnel Committee meeting for Wednesday, September 21, 2016 at 7:00 pm with the agenda item "Filling the Law Director Position".

ORDINANCE NO. 039-16

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF NAPOLEON, OHIO AND TREVOR M. HAYBERGER, ESQ., TO PROVIDE SERVICES TO THE CITY OF NAPOLEON, OHIO AS INTERIM LAW DIRECTOR; AND DECLARING AN EMERGENCY

WHEREAS, the current Law Director for the City of Napoleon, Lisa L. Nagel, will resign her position as Law Director effective at midnight on October 7, 2016;

WHEREAS, the City of Napoleon is currently in the process of hiring a full-time Law Director to replace Ms. Nagel, but has not yet completed the hiring process;

WHEREAS, Section 4.01 of the Charter of the City of Napoleon requires a Department of Law to be in place for the City of Napoleon;

Now Therefore,

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

Section 1. That the City Manager of the City of Napoleon, Ohio is hereby authorized to enter into a professional services agreement by and between the City of Napoleon and Trevor M. Hayberger to provide services to the City as Interim Law Director beginning at 12:01a.m. on October 8, 2016, and continuing pursuant to the terms of said personal services agreement.

Section 2. 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 3. 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 4. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that the City of Napoleon must have a Law Director in place pursuant to Section 4.01 of the Charter of the City of Napoleon; therefore, provided the Ordinance 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. 039-16 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. 040-16

AN ORDINANCE AMENDING THE PROVISION OF THE INCOME TAX CODE OF THE CITY OF NAPOLEON, OHIO TO PROVIDE FOR A TEMPORARY INCREASE OF THREE TENTHS PERCENT (0.3%) TO THE PERMANENT 1.3% INCOME TAX; SAID 0.3% TEMPORARY INCOME TAX INCREASE TO COMMENCE ON JULY 1, 2017 AND END ON JUNE 30, 2022; AND TEMPORARILY REPEALING ORDINANCE NO. 103-08, AND AMENDING SECTION 193.02 OF THE CODIFIED ORDINANCES, ALL SUBJECT TO APPROVAL BY THE ELECTORS OF THE CITY OF NAPOLEON, OHIO ON THE MAY 2, 2017 BALLOT

WHEREAS, after review by the Finance and Budget Committee of Council, as well as Council as a whole, it has been determined that a moderate, temporary increase in income tax (0.3% beginning on July 1, 2017 and ending on June 30, 2022) is required in order to provide adequate funds in future years for the purpose of design, engineering, and construction for capital maintenance of City streets and roads; **Now Therefore**,

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

Section 1. Subject to approval of the electors of the City of Napoleon, Ohio, as provided for in Section 718.01 of the Ohio Revised Code (“Municipal Income Taxes”), Section 193.02 of the Codified Ordinances of the Napoleon, Ohio, as currently written, shall be amended to provide a temporary three tenths percent (0.3%) increase in the tax levied on income from one and three tenths percent (1.3%) to one and six tenths percent (1.6%) beginning on July 1, 2017 and ending on June 30, 2022, unless otherwise amended or abolished in accordance with the law. After expiration of the 0.3% temporary increase income tax period of July 1, 2017 through June 30, 2022, the former 1.3% income tax will remain in full force and effect unless otherwise amended or abolished in accordance with the law.

Section 2. That, Ordinance No. 103-08 is temporarily repealed until June 30, 2022 or unless otherwise amended in accordance with the law.

Section 3. That, Ordinance No. 080-09 which levies a permanent two tenths percent (0.2%) income tax for purposes of the City’s Recreation Fund remains in full force and effect and is not otherwise altered in any manner by the passage of this Ordinance No. 040-16.

Section 4. That, Section 193.02 of the codified code of Napoleon, Ohio, is amended and enacted as follows:

“193.02 IMPOSITION OF TAX.

(a) Effective July 1, 2009, and on and after said date, there is hereby levied a tax at the rate of one and three-tenths percent (1.3%) to provide funds for the purposes of: (1) General municipal operations, (2) Acquisition and maintenance of both personal and real property for the use or benefit of the City, (3) Extension, enlargement and improvement of municipal services and facilities, (4) Capital improvements in and of the City, and (5) For the promotion of economic development in and for the City. In addition, and effective July 1, 2017, and ending on June 30, 2022, there is hereby levied a

temporary tax at the rate of three tenths percent (0.3%) to provide funds for the purpose of design, engineering and construction for capital maintenance of City streets and roads. All aforementioned taxes noted in this paragraph (a) shall be levied upon all the following:

(1) All salaries, wages, and other compensation and net profits earned or received by resident individuals;

(2) All salaries, wages, and other compensation and net profits earned or received by non-resident individuals for, or derived from, or as a result of, work done, services rendered and business conducted in the City;

(3) All net profits attributable to the City earned by all resident and nonresident unincorporated businesses, professions and other activities for, or derived from, work done, rentals or services performed, and business or other activities conducted in the City;

(4) The entire portion of the distributive share of all net profits, not otherwise attributable to the City, earned by a resident, individual, resident owner of an unincorporated business entity, or resident partner for, or derived from, work done, rentals or services performed, and business or other activities conducted outside the City, and not otherwise lawfully levied against by another municipality;

(5) The entire portion of the distributive share of all net profits, not otherwise attributable to the City, earned by a non-resident individual, non-resident owner of an unincorporated business activity, or non-resident partner for, or derived from, work done, rentals or services performed, and business or other activities conducted in the City and not levied against the unincorporated business entity itself;

(6) All net profits attributable to the City earned by corporations for, or derived from, work done, rentals or services performed, and business or other activities conducted in the City;

(7) All net profits earned by fiduciaries of resident individuals for, or derived from, business conducted;

(8) All net profits attributable to the City earned by fiduciaries of non-resident individuals for, or derived from, business conducted in the City; and

(9) The gross proceeds earned or derived from gaming, wagering, lotteries, including but not limited to the Ohio State Lottery, or lotteries where the State of Ohio is a part thereof, or games or schemes of chance, by residents of the City; and/or, the gross proceeds earned or derived from gaming, wagering, lotteries, or games or schemes of chance, when any part of the activity is engaged into or conducted in the City, by nonresidents, are all subject to the City tax to the same extent includable on the recipient's federal tax return, whether or not the recipient is required to file a federal tax return and whether or not the recipient pays federal income tax on the gross proceeds, except that it shall not be taxed as a business income unless the person subject to this tax has a federal gamblers' permit effective during the tax year in which income from gaming, wagering, lotteries or schemes or games of chance is received.

(b) The portion of the net profits attributable to the City of a taxpayer doing work, rendering services or conducting business both within and outside the City shall be determined in the same proportion as the average ratio of the following:

(1) The average original cost of the real and tangible personal property owned or used by the taxpayer in the business in the City during the taxable period to the

average original cost of all real and tangible personal property owned or used by the taxpayer in the business during the same period, wherever situated. As used in this paragraph, real property shall include property rented or leased by the taxpayer and the value of such property shall be determined by multiplying the annual rental thereon by eight (8);

(2) Salaries, wages and other compensation paid during the taxable period to persons employed in the business and salespeople for work done or services rendered in the City to compensation paid during the same period to persons employed in the business and salespeople, wherever their work is done or their services are rendered;

(3) Gross receipts of the business during the taxable period from sales made and services rendered in the City to gross receipts of the business during the same period from sales and services, wherever made or rendered.

If the foregoing allocation formula does not produce an equitable result, another basis may, under uniform regulations, be substituted so as to produce such result.

(c) As used in subsection (b) hereof, "sales made in the City" means:

(1) All sales of tangible personal property which is delivered within the City regardless of where title passes if shipped or delivered from stock of goods within the City;

(2) All sales of tangible personal property which is delivered within the City regardless of where title passes even though transported from a point outside the City if the taxpayer is regularly engaged through its own employees and salespeople in the solicitation or promotion of sales within the City and the sales result from such solicitation or promotion;

(3) All sales of tangible personal property which is shipped from a place within the City to purchasers outside the City regardless of where title passes if the taxpayer is not, through its own employees and salespeople regularly engaged in the solicitation or promotion of sales at the place where delivery is made."

Section 5. That, if the electors of the City of Napoleon, Ohio approve the aforesaid temporary increase in income tax (0.3%) as provided for in Section 1 of this Ordinance, then Section 193.02 of the Codified Code, as existed prior to the enactment of this Ordinance, shall be thereby amended to allow for the temporary increase in income tax (0.3%) effective July 1, 2017, and ending June 30, 202; however, should the electors of the City of Napoleon Ohio, not approve said 0.3% temporary increase in the rate of income tax, then Section 193.02 of the Codified Code shall not be amended and shall remain in full force and effect.

Section 6. That, the question of approval of the increase in the percentage of income tax shall be submitted to the electors of the City of Napoleon, Ohio at an election (special or primary) to be held May 2nd, 2017. The form of the ballot will be substantially as follows:

Proposed temporary three tenths percent (0.3%) increase in the City of Napoleon, Ohio, income tax from one and three tenths percent (1.3%) to one and sixth tenths percent (1.6%). The permanent 1.3% income tax to continue to be used for the purposes of: (1) General municipal operations, (2) Acquisition and maintenance of both personal and real property for the use or benefit of the City, (3) Extension, enlargement and improvement of municipal services and facilities, (4) Capital improvements in and of the City, and (5) For the promotion of economic development in and for the City. The temporary 0.3%

income tax to be used for the design, engineering and construction for capital maintenance of City streets and roads.

A MAJORITY VOTE NECESSARY FOR PASSAGE

Shall the Ordinance to provide for a temporary (from July 1, 2017 through June 30, 2022) three tenths percent (0.3%) income tax increase on income earned or received on and after July 1, 2017 for the design, engineering and construction for capital maintenance of City streets and roads be passed?

_____ For the Income Tax

_____ Against the Income Tax

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

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

Section 9. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Section 10.

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. 040-16 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. 037-16

AN ORDINANCE AMENDING THE CITY OF NAPOLEON TRAFFIC SCHEDULES, SPECIFICALLY SCHEDULE II, "PARKING TIME LIMITS" ON CERTAIN CITY STREETS AS LISTED IN THE ATTACHED EXHIBIT A; AND REPEALING ORDINANCE NO. 032-11

WHEREAS, the City Manager, pursuant to authority granted in the Charter of the City of Napoleon, establishes traffic control in the City of Napoleon;

WHEREAS, the current parking time limits and parking restrictions need updated on certain City streets as provided in the attached Exhibit A;

Now Therefore,

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

Section 1. That, the City of Napoleon Ohio hereby amends Schedule II of the City of Napoleon Traffic Schedules to reflect parking time limits and restrictions on certain City streets as provided in the attached Exhibit A.

Section 2. That any changes needed to pages, page numbers, or appendixes are hereby approved to accommodate for the above amendment.

Section 3. That, Ordinance No. 032-11 as existed prior to the enactment of this Ordinance, is repealed in its entirety.

Section 4. 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 5. 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 6. That, this Ordinance 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. 037-16 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

Exhibit A – Ord. No. 037-16

Street	Between	Side	Restriction	Spaces
Clinton St., E.	Perry St./Monroe St.	S	30 Min. (2A-5A) 2 Hour (5A - 6P) Handicapped Parking Only	1
Clinton St., E.	Perry St./Monroe St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2-17
Clinton St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking Only	1
Clinton St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6 P)	2
Clinton St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking Only	3
Clinton St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6 P)	4-18
Clinton St., W.	Scott St./Perry St.	N	No parking except (7A—11A) on Sundays during Church service ; and at times of special events approved by Chief of Police.	1 (166 Feet)
Clinton St., W.	Webster St./Scott St.	S	None	1- 6-7
Clinton St., W.	Scott St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-9
Main St. Parking Lot	Main St./Alley	W	30 Min. (2A - 5A) 2 10 Hour (5A—6P)5A-2A	1-8
Main St. Parking Lot	Main St./Alley	W. Center	30 Min. (2A - 5A) 10 Hour (5A - 2A)	1-11
Main St. Parking Lot	Main St./Alley	W		9-12
Main St. Parking Lot	Main St./Alley	E. Center	No parking, except Red Cross use	1
Main St. Parking Lot	Main St./Alley	E. Center	30 Min. (2A - 5A) 10 Hour (5A - 2A)	2-10 1-10
Main St. Parking Lot	Main St./Alley	E	30 Min. (2A - 5A) 10 Hour (5A - 2A)	1-10

Main St. W.	Perry St./Scott St.	S	No parking all day	5-21
Main St. W.	Perry St./Scott St.	N	No parking all day	5-6-1-2
Main St. W.	Webster St./Scott St.	S	No Parking (7:30A - 8:30A) No Parking (2:30 P - 3:30P) on school days	17-27
Main St., W.	Scott St./Webster St.	N		1-8
Main St., W.	Scott St./Webster St.	S		1-2
Main St., W.	Webster St./Avon Pl.	N		1-15
Main St., W.	Webster St./Avon Pl.	S	4 Hour (7:30A - 3:30P) on school days	1-2
Main St., W.	Avon Pl./Webster St.	S		3-7
Main St., W.	Avon Pl./Webster St.	S	No Parking (7:30A - 8:30A) No Parking (2:30P - 3:30P) on school days	8-14
Main St., W.	Avon Pl./Webster St.	S	Handicapped Parking Only	15-16
Main St., W.	Webster St./Scott St.	S		28-29
Main St., W.	Perry St./Scott St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-4
Main St., W.	Perry St./Scott St.	N	Handicapped Parking only	4
Main St., W.	Perry St./Scott St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2-7
Meekison St.	Perry St./Appian Ave.	Both	No Parking at all times	
Monroe St. Parking Lot	Shelby St./Clinton St., E.	E	County Government use only	1-6
Monroe St. Parking Lot	Shelby St./Clinton St., E.	E	30 Min (2A - 5P)	7-18
Monroe St. Parking Lot	Shelby St./Clinton St., E.	W	30 Min (2A - 5A)	1-16
Monroe St.	Alley/to sign	E	No Parking 8A - 3:30P on school days	1 (50 Feet)
Monroe St.	Sign/Clinton St.	E	No Parking 8A - 9A and 3P - 3:30P school days only	1 (110 Feet)
Monroe St.	Shelby St./Clinton St., E.	W		1-11
Monroe St.	Shelby St./Clinton St.	W	Handicapped Parking only	12
Monroe St.	Washington St., E./Riverview Ave.	W	30 Min. (2A - 5A) Handicapped Parking only No Parking	4-0

Monroe St.	Clinton St./Washington St.	W	30 Min. (2A - 5A) Handicapped Parking only	1
Monroe St.	Clinton St./Washington St.	W	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2-15-16
Monroe St.	Clinton St./Washington St.	W	30 Min. (2A - 5A) Handicapped Parking only	16
Monroe St.	Washington St./Alley	E	30 Min. (2A - 5A)	1-5
Monroe St.	Clinton St./Shelby St.	E	30 Min. (2A - 5A)	1-14
Oakwood Ave.	Railroad St./Perry St.	W		1-25
Oakwood Ave.	Perry St./Monroe St.	E		1-11
Perry St.	Riverview Ave./Front St.	W	5 Min. - (loading zone)	1 (40 Feet)
Perry St.	Riverview Ave./Front St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-3
Perry St.	Riverview Ave./Washington St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-8
Perry St.	Riverview Ave./Washington St.	E	Handicapped Parking only	9
Perry St.	Riverview Ave./Washington St.	E	Police use only	10
Perry St.	Shelby St./Railroad St.	E	18 Hour 30 Min. (2A-5P) All Day	9-11
Perry St.	Shelby St./Railroad St.	W	2 Hour	1-6
Perry St.	Clinton St./Washington St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking only	1
Perry St.	Clinton St./Washington St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2-11
Perry St.	Clinton St./Washington St.	E -W	2 Hour (5A - 6P) 30 Min. (2A - 5A) Handicapped Parking only	1
Perry St.	Clinton St./Washington St.	W	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2-11
Perry St.	Clinton St./Shelby St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-4
Perry St.	Clinton St./Shelby St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking only	5

Perry St.	Shelby St./Railroad St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P) All Day	1-8, 10-12
Perry St.	Shelby St./Clinton St.	W	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-5
Perry St.	Washington St./Main St.	W	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-9
Scott St.	Clinton St./Washington St.	W	2 Hour (5A - 6P) 30 Min. (2A - 5A)	1-6
Scott St.	Washington St./Main St.	W	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1- 9 10
Scott St.	Main St./Washington St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-7
Scott St.	Washington St./Clinton St.	E	2 Hour (5A - 6P) 30 Min. (2A - 5A) Handicapped Parking only	1
Scott St.	Washington St./Clinton St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P)	2- 4 5
Scott St.	Clinton St./Shelby St.	E	30 Min. (2A - 5A) 2 Hour (5A - 6P) Special Event parking within block only with Chief of Police approval	1 (80 Feet)
Shelby St. Parking Lot	Alley/Perry St.	N	30 Min. (2A - 5A) 10 Hour (5A - 2A)	1-13
Shelby St. Parking Lot	Alley/Perry St.	Center	30 Min. (2A - 5A) 10 Hour (5A - 2A)	1-13
Shelby St. Parking Lot	Alley/Perry St.	S	30 Min. (2A - 5A) 10 Hour (5A - 2A)	1-11
St. Paul Methodist Church Parking Lot	Washington St./Alley	E	30 Min. (2A - 5A)	1- 16 14
St. Paul Methodist Church Parking Lot	Washington St./Alley	W	30 Min. (2A - 5A)	1- 13 5
St. Paul Methodist Church Parking Lot	Washington St./Alley	W	30 Min. (2A - 5A) Handicap Parking Only	14 6-7
St. Paul Methodist Church Parking Lot	Washington St./Alley	W	30 Min. (2A - 5A)	15 16 8-13
Washington St., E.	Hobson St./Monroe St.	S	30 Min.	1-5

Washington St., E.	Hobson St./Monroe St.	S	5 Min. (loading zone only)	6
Washington St., E.	Hobson St./Monroe St.	S		7-9
Washington St., E.	Hobson St./Monroe St.	N		1-11
Washington St., E.	Monroe St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-4
Washington St., E.	Monroe St./Perry St.	S	Sheriff use only	11-13
Washington St., W.	Webster St./Avon Pl.	S		1-5
Washington St., W.	Webster St./Avon Pl.	S	Handicap Parking Only	6
Washington St., W.	Webster St./Avon Pl.	S		7
Washington St., E.	Monroe St./Perry St.	N	30 Min. (2A-5A) 2 Hour (5A-6P) Handicap Parking Only	1-5
Washington St., E.	Monroe St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	6-10
Washington St., E.	Monroe St./Perry St.	S	30 Min.	5
Washington St., E.	Monroe St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	14-18
Washington St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-15 -2-4, 6-15
Washington St., E.	Monroe St./Perry St.	N	30 Min.	16
Washington St., E.	Monroe St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P)	17-19
Washington St., W.	Scott St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-10
Washington St., W.	Scott St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking only	11-12
Washington St., W.	Scott St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	12 -22 13-22
Washington St., E. W.	Scott St./Perry St.	N	30 Min. (2A - 5A) 2 Hour (5A - 6P)	1-6
Washington St., E. W.	Scott St./Perry St. needs restriction sign	N	30 Min. (2A - 5A) 2 Hour (5A - 6P) Handicapped Parking only	7
Washington St., E. W.	Scott St./Perry St.	S	30 Min. (2A - 5A) 2 Hour (5A - 6P)	8-21

Washington St., W.	Scott St./Webster St.	N	Handicapped Parking only 30 Min.	1
Washington St., W.	Scott St./Webster St.	N	30 Min.	2-4
Washington St., W.	Scott St./Webster St.	N		5- 9 -7
Washington St., W.	Scott St./Webster St.	N	Handicapped Parking only	4 0
Washington St., W.	Scott St./Webster St.	S	Special event parking within block only with Chief of Police approval	1 (180 Feet)
Washington St., W.	Scott St./Webster St.	N	No Parking except during Church services and at times of special events approved by Chief of Police	8-10
Webster St.	Washington St./Clinton St.	E	Handicap Parking Only	1
Webster St.	Washington St./Clinton St.	E	4 Hour (7A - 5P) 30 Min. (2A - 5A)	4 -7-2-5
Webster St.	Washington St./Clinton St.	E	Handicapped Parking only	8 -9-6-7
Webster St.	Washington St./Clinton St.	E	4 Hour (7A - 5P) 30 Min. (2A - 5A)	4 0-11-8-9
Webster St.	Washington St./Main St.	W	4 Hour (7A - 5P) 30 Min. (2A - 5A)	1- 9 -8
Webster St.	Washington St./Main St.	W	Handicapped Parking only	4 0-9
Webster St.	Washington St./Main St.	W	18 Hour	11 -19-10-18
Webster St.	Main St./Washington St.	E	18 Hour	1-17
Webster St.	Washington St./Clinton St.	E	18 Hour	4 2-23-10-22
Webster St.	Clinton St./Washington St.	W	18 Hour	1- 23 -22
Briarheath Ave.	Clairmont Ave./Westmont Ave.	W		1-3
Briarheath Ave.	Westmont Ave./Westchester Ave.	W		1-3

Main St. Concrete Parking Lot	Main St./Alley	E (side)		1-5
Main St. Concrete Parking Lot	Main St./Alley	E (side center)		1-3
Main St. Concrete Parking Lot	Main St./Alley	W (side center)		1-3
Main St. Concrete Parking Lot	Main St./Alley	E (side West)		1-4
Main St. Concrete Parking Lot	Main St./Alley	W (side West)		1-4
Main St. Concrete Parking Lot	Main St./Alley	W (side West)	Motorcycle Only	5



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:

Date: September 23, 2016

Subject: 2016 Microsurfacing Project – Change Order No. 1
- Final

The above referenced project has been completed and final quantities have been tabulated:

Original Contract Amount:	\$56,669.00
Final Project Cost:	\$56,337.50
Change Order No. 1 – Final:	\$-31.50

I request that Council approve Change Order No. 1 – Final to allow us to close out this project.

CEL

CHANGE ORDER

No. 1 (FINAL)

PROJECT

2016 Microsurfacing Project

DATE OF ISSUANCE

September 6, 2016

OWNER

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

CONTRACTOR

American Pavements, LLC
7475 Montgomery Dr.
Plain City, OH 43064

ENGINEER

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

CONTRACT FOR: 2016 Microsurfacing Project

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

DESCRIPTION:**ATTACHMENTS** - (List Documents Supporting Change)

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

Method of Determining Change In

Method of Determining Change In

CONTRACT PRICE

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

CONTRACT TIME

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

Estimated Increase/Decrease in

CONTRACT PRICE (\$31.50)

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

Estimated Increase/Decrease in

CONTRACT TIME days

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

Recommended

CITY of NAPOLEON

Accepted

AMERICAN PAVEMENTS, LLC.

Contractor

by:

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

Authorized

Monica Ireland, City Manager

Original Contract Prior to this Change Order	\$56,669.00
Increase / Decrease Resulting from this Change Order	-\$31.50
Current Contract Price, Including this Change Order	\$56,637.50

FINAL CHANGE ORDER

September 6, 2016

NAME of PROJECT - 2016 Microsurfacing Project

CONTRACTOR - American Pavements, LLC

ITEM	DESCRIPTION	ESTIMATED QUANTITY	ACTUAL QUANTITY	QUANTITY DIFF.	UNIT	UNIT PRICE	AMOUNT DECREASE	AMOUNT INCREASE
1	Microsurfacing (ODOT Item 421, Microsurfacing, Surface Course)	11,500.00	11,500.00	0.00	SY	\$3.65		
2	Centerline Stripe, Double Yellow, Type 1	0.70	0.76	0.06	MI	\$2,500.00		\$150.00
3	24" Stop Bar	48.00	25.50	-22.50	LF	\$3.00	-\$67.50	
4	Railroad Crossing Symbol	2.00	2.00	0.00	EA	\$200.00		
5	Crosswalk - Block Style	450.00	393.00	-57.00	SF	\$2.00	-\$114.00	
6	Maintenance of Traffic	1.00	1.00	0.00	LS	\$7,000.00		
7	Mobilization	1.00	1.00	0.00	LS	\$4,500.00		
						Subtotals:	-\$181.50	\$150.00
						TOTAL DIFFERENCE:		-\$31.50