
Memorandum

To: Mayor & Members of Council
From: Roxanne
Subject: General Information
Date: October 21, 2016

CALENDAR

MONDAY, OCTOBER 24, 2016

AGENDAS

1. **Finance and Budget Committee at 6:30 pm**
 - Review of Third Quarter Budget Adjustments – a copy of the proposed third quarter budget adjustments is enclosed.-
2. **Special City Council Meeting at 7:00 pm**
 - Appointment of City Law Director – Ordinance No. 043-16 is attached.
3. **Personnel Committee at 7:15 pm**
 - Hiring of Personnel

CANCELLATION – *Safety and Human Resources Committee Meeting*

TUESDAY, OCTOBER 25, 2016

AGENDA

1. **Civil Service Commission at 4:30 pm**

WEDNESDAY, OCTOBER 26, 2016

CANCELLATION – *Parks and Recreation Board meeting*

THURSDAY, OCTOBER 27, 2016

AGENDA

1. **Special Water/Sewer Committee Meeting-OhioEPA Public Meeting at 6:00 pm**
 - OhioEPA Considering Discharge Permit Changes for Napoleon Water Plant

MISCELLANEOUS

OML Legislative Bulletin/10.21.2016

AMP Update/10.21.2016

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Records Retention - CM-11 - 2 Years

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 6:15pm Technology Committee 7:00 pm City COUNCIL Mtg	4 2:30 pm Preservation Comm. Mtg	5	6 7:30pm Personnel Committee	7 10:00 am Healthcare Cost Committee	8
9	10 6:30pm Electric Committee 6:30pm BOPA Meeting 7:00pm Water/Sewer Comm 7:30pm Municipal Properties/ED Committ 7:45 pm Personnel Committee	11	12 Employee Appreciation Picnic 5:30 pm Personnel Committee	13	14 8:30 am Healthcare Cost Committee	15
16	17 6:00 pm Tree Commission 7:00 pm City COUNCIL Mtg 8:30 pm Personnel Committee	18 9:30 am Health Care Cost Committee Meeting	19	20	21	22
23	24 6:30 pm Finance & Budget Comm 7:00 pm Special City Council Mtg 7:15 pm Personnel Comm.	25 4:30 pm Civil Service	26	27 6:00 pm OhioEPA Public Meeting- Special Water/Sewer Comm. Mtg.	28	29
30	31 5th Monday	Notes:				

City of Napoleon, Ohio

FINANCE AND BUDGET COMMITTEE

Meeting Agenda

Monday, October 24, 2016 at 6:30 pm

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

- 1) Approval of Minutes from August 22, 2016 (*In the absence of any objections or corrections, the Minutes shall stand approved.*)
- 2) Third Quarter Budget Adjustments.
- 3) Any other matters currently assigned to the Committee.
- 4) Adjournment.

Gregory J. Heath
Finance Director/Clerk of Council

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE
 Meeting Minutes
 Monday, August 22, 2016 at 6:30 pm

PRESENT

Committee
 City Staff

Jeff Mires-Chair, Joe Bialorucki, Patrick McColley, Mayor Jason Maassel
 Gregory J. Heath, Finance Director/Clerk of Council
 Monica Irelan, City Manager

Recorder

Roxanne Dietrich

Others

News Media

ABSENT

Call To Order

Chairman Mires called the meeting to order at 6:30 pm.

Approval of Minutes

Minutes from the July 25, 2016 meeting stand approved with no objections or corrections.

Motion to Remove from the Table Review of the Income Tax Credits in Lieu of Assessments for Projects

Motion: McColley Second: Maassel
 To remove from the table Review of the Income Tax Credits in Lieu of Assessments for Projects.

Passed

Roll call vote on above motion:

Yea – 4

Yea– Bialorucki, Maassel, Mires, McColley

Nay – 0

Nay-

Discussion

Irelan reviewed Northwest Ohio City Tax Rates Given spreadsheet (see attached).

She compared tax rates, property tax-inside 10 mils and property tax-voted additional millage with communities in Northwest Ohio (Rossford, Waterville, Bryan, Fremont, Wauseon, Clyde, Port Clinton and Northwood)
 From analysis looks like income tax credits are not very popular in Northwest Ohio. Inside mills varies by what community has available.
 Every now and then get email from OML what each tax millage is going for and if passes or not and lately anyone that went out has pretty much passed as long as the residents understand. That was point 1.

Point 3 survey question- to what extent increase local income tax if for community infrastructure program: Results 66% positive somewhat or strongly supported only 22% strongly opposed

Maassel asked who came up with 0.29%

Irelan stated we came up with it because it generated about \$800,000 annually.

McColley commented in looking at list we are lowest tax, only one lower than us is Northwood.

Maassel said if go down this road have to be sure voters know what we are asking for, that there is no place else can draw from, are we going this way because is easy way. Have to make sure have no other choice

McColley stated that three (3) years ago spent \$300,000 for roads now get same for \$800,000. Obviously survey shows community recognizes and we recognize, have been pushing for more infrastructure what I notice roads are in terrible shape.

Irelan: good to see vision of Council and the residents on roads are in line, now to figure out how to fund even looks like residents are willing to pay a little more.

Bialorucki commented what was done on Woodlawn Avenue eliminated the process of filling in the cracks, in one day the whole thing was covered.

Maassel - if going to do a levy, make it for a short amount of time to show residents not forever like Parks & Rec, set as a five (5) year plan not permanent.

McColley - I would round up if going to do .29%, I would do a .3%.

Bialorucki - if made recommendation to go to Council, what would be the earliest when would start receiving that money?

Heath told the committee would have to elaborate in the purpose clause of the Ordinance when that would be effective. Assume bring something forth in May would probably be effective July 1 would not see any real reflections on that until that end of that particular year, then would be in full collections for the next subsequent year.

Bialorucki asked if should ask for .35% to cover until time actually takes effect with increase of costs, do not wants residents saying we aren't getting much back.

Heath - Can create separate fund to track similar to Recreation Fund verbiage in purpose clause you would describe the length of time, when it starts and where going to put the money.

Maassel asked did we in this budget year put in \$800,000 in roads, maintenance and repair?

**2016 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

ORDINANCE No. <u> </u> -16, Passed <u> </u> / <u> </u> / <u> </u> 2016 FUND/DEPARTMENT-3RD QUARTER ADJUSTMEN	2016 SUPPLEMENTAL 3RD QT ADJUSTMENTS			2016 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
<u>100 GENERAL FUND</u>				
1370 City Manager/Human Resources	\$0	\$4,500	\$4,500	
<i>- 1370 City Manager/Human Resources - Additional for Advertising Vacancies to be Filled - +\$4,500:</i>				
Accounts - 100.1370.53810 Legal Advertising		\$4,500		
1520 Finance/Utility Billing	\$4,500	\$0	\$4,500	
<i>- 1520 Finance/Utility Billing - Additional for Hospitalization Costs added not budgeted with personnel changes - +\$4,500:</i>				
Accounts - 100.1520.51710 Hospitalization Insurar	\$4,500			
1700 Engineering/City Engineer	\$10,000	\$0	\$10,000	
<i>- 1700 Engineering/City Engineer - Additional Overtime due to more City Projects requiring Inspections in 2016 - +\$10,000:</i>				
Accounts - 100.1700.51101 Salary-Non-Barg. Over	\$10,000			
2200 Fire/Safety Services	\$2,000	\$0	\$2,000	
<i>- 2200 Fire/Safety Serv. - Additional Social Security due to higher PT-Firefighters Salaries - +\$2,000:</i>				
Accounts - 100.2200.51560 Social Security	\$2,000			
Total - 100 General Fund	\$16,500	\$4,500	\$21,000	\$21,000
<u>130 ECONOMIC DEVELOPMENT FUND</u>				
3500 Economic Development	\$0	\$2,400	\$2,400	
<i>- 3500 Economic Development - To cover Closing Costs on Property Sold to Railroad - +\$2,400:</i>				
Accounts - 130.3500.53300 Service Fees-Professi		\$2,400		
Total - 130 Economic Development Fund	\$0	\$2,400	\$2,400	\$2,400
<u>170 MUNICIPAL INCOME TAX FUND</u>				
1510 Finance/Income Tax Collection	\$0	\$27,210	\$27,210	
<i>- 1510 Finance/Income Tax Collection - To cover Additional Postage and Income Tax Refunds - +\$27,210:</i>				
Accounts - 170.1510.54110 Supplies-Postage/Deli		\$600		
Accounts - 170.1510.59010 Refunds-Income Tax		\$26,610		
9900 Transfer Accounts	\$0	\$754,360	\$754,360	
<i>- 9900 Transfer Accounts - To cover Additional Transfer to Receiving Fund due to Increased Income Taxes - +\$754,360:</i>				
Accounts - 170.9900.59410 TR-TO 100 General Fi		\$403,990		
Accounts - 170.9900.59510 TR-TO 220 Recreator		\$102,770		
Accounts - 170.9900.59610 TR-TO 400 CIP Fund		\$247,600		
Total - 170 Municipal Income Tax Fund	\$0	\$781,570	\$781,570	\$781,570
<u>200 STREET CONSTR., MAINT. & REPAIR FUND</u>				
5100 Service/Streets Maintenance and Properties	\$6,060	\$6,000	\$12,060	
<i>- 5100 Service/SCMR - Additional for Hospitalization Costs added not budgeted with personnel changes - +\$6,060:</i>				
Accounts - 200.5100.51710 Hospitalization Insurar	\$6,060			
<i>- 5100 Service/SCMR - Additional Interfund Reimbursement for Labor & Fringe Allocations - +\$6,000:</i>				
Accounts - 200.5100.51710 Hospitalization Insurar		\$6,000		
Total - 200 Street (SCM&R) Fund	\$6,060	\$6,000	\$12,060	\$12,060

**2016 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY**

ORDINANCE No. <u> </u> -16, Passed <u> </u> / <u> </u> /2016 FUND/DEPARTMENT-3RD QUARTER ADJUSTMENT	2016 SUPPLEMENTAL 3RD QT ADJUSTMENTS			2016 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
<u>210 EMS TRANSPORT SERVICE FUND</u>				
2200 Fire/Safety Services	\$0	\$1,000	\$1,000	
- 2200 Fire/Safety Services - Additional for Refunds on increased activity with EMS Billings - +\$1,000:				
Accounts - 210.2200.59000 Refunds-Miscellaneous		\$1,000		
Total - 210 EMS Transport Service Fund	\$0	\$1,000	\$1,000	\$1,000
<u>220 RECREATION FUND</u>				
4200 Recreation/Golf Operating	\$0	\$3,800	\$3,800	
- 4200 Recreation/Golf Operating - Additional for higher Electric Costs - +\$2,800:				
Accounts - 220.4200.53110 Utilities-Electric		\$2,800		
- 4200 Recreation/Golf Operating - Additional for Supplies and Materials - +\$1,000:				
Accounts - 220.4200.54200 Supplies-Operating Materials		\$1,000		
4300 Recreation/Pool Operating	\$0	\$820	\$820	
- 4300 Recreation/Pool Operating - Additional for higher Water Usage - +\$820:				
Accounts - 220.4300.53113 Utilities-Water & Sewer		\$820		
Total - 220 Recreation Fund	\$0	\$4,620	\$4,620	\$4,620
<u>290 POLICE PENSION FUND</u>				
2100 Police/Safety Services	1,644.67	0	1,644.67	\$1,644.67
- 2100 Police/Safety Services - Appropriate Additional Revenue Received - +\$1,644.67:				
Accounts - 290.2100.51530 Police Pension		\$1,644.67		
<u>291 FIRE PENSION FUND</u>				
2200 Fire/Safety Services	816.82	0	816.82	\$816.82
- 2200 Fire/Safety Services - Appropriate Additional Revenue Received - +\$816.82:				
Accounts - 291.2200.51540 Fire Pension		\$816.82		
<u>400 CAPITAL IMPROVEMENT FUND</u>				
2200 Fire/Safety Services	\$0	\$34,000	\$34,000	\$34,000
- 2200 Fire/Safety Services - Additional for Automated Cot Loader System - \$34,000:				
Accounts - 400.2200.57000 Machinery & Equipment		\$34,000		
* GRAND TOTAL - ALL FUNDS	\$25,021	\$834,090.00	\$859,111.49	\$859,111.49

City of Napoleon, Ohio

CITY COUNCIL

Special Meeting Agenda

Monday, October 24, 2016 at 7:00 pm

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

1. Appointment of City Law Director.
2. Any other matters that may properly come before Council.
3. Adjournment.

Gregory J. Heath
Finance Director/Clerk of Council

ORDINANCE NO. 043-16

**AN ORDINANCE APPOINTING BILLY D. HARMON AS THE
NAPOLEON CITY LAW DIRECTOR OF NAPOLEON, OHIO;
AND, DECLARING AN EMERGENCY**

WHEREAS, the Personnel Committee has met and conducted interviews over the past several weeks;

WHEREAS, the Personnel Committee has presented the written recommendation that Billy D. Harmon be selected as the new City Law Director;

WHEREAS, the Napoleon City Council does hereby accept the recommendation of the Personnel Committee and does hereby appoint Billy D. Harmon as the new Law Director for the City of Napoleon; **Now Therefore**:

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

Section 1. That, this Council appoints Billy D. Harmon, to the full time regular employment position of Napoleon City Law Director, effective on or about November 1st, 2016 or as otherwise agreed upon by Council President and Billy D. Harmon. If the start date is different than November 1st, 2016 the different date shall be provided, in writing, to the Clerk of Council.

Section 2. That, effective on or about November 1st, 2016, Billy D. Harmon's annual salary shall be \$80,000.00, (prorated as necessary according to City pay periods); on or about January 1, 2017 such annual salary shall increase to \$85,000.00; upon satisfactory performance review, as undertaken by and determined by the Personnel Committee, on or about November 1, 2017, such annual salary shall increase to \$90,000.00, (prorated as necessary according to City pay periods). Billy D. Harmon shall thereafter, including the 2017 performance review, be subject to continued annual performance reviews by the Personnel Committee or City Council and, after each satisfactory review, said salary may be increased by an amount determined by Council.

Section 3. That, notwithstanding any other provision of the City's Personnel Code, the City's Employment Policy Manual, and Section 1 of this Ordinance, the City Law Director, during the course of employment, shall have his professional license fees and local and state bar membership fees paid by the City as well as continuing education fees required for maintaining his license to practice law, so long as such continuing education is related to the duties of Law Director. Additionally, the Law Director will not be required to purchase his own malpractice insurance to act within his scope of duties as Law Director, said coverage shall be provided by the City.

Section 4. That, benefits for the City's Law Director shall accrue and be in accordance with Chapter 197 of the Codified Ordinances (Personnel Code) and the applicable provisions of the City's Employment Policy Manual for full time regular employees, both as may be amended from time to time, in accordance, the City Law Director shall, upon appointment, receive forty (40) hours of paid vacation that must be used on or before the Law Director's one year anniversary of his hire date. If any of the vacation is not used prior to said date the unused vacation expires with no duty on the City to compensate the Law Director for the unused vacation time ("use it or lose it").

Section 5. That, Ordinance No. 040-16 is repealed effective 12:00 am, October 31, 2016.

Section 6. 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 7. 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 8. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for effective legal services to be rendered to the City, including those legal services related to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Travis 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. 043-16 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

PERSONNEL COMMITTEE

Meeting Agenda

Monday, October 24, 2016 at 7:15 pm

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

1. Approval of the Minutes from October 17, 2016 (*In the absence of any objections or corrections, the Minutes shall stand approved*)
2. Hiring of Personnel.
3. Adjournment.



Gregory J. Heath, Finance Director/Clerk of Council

MEMORANDUM

To: Safety and Human Resources Committee, City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, Newsmedia

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

Date: October 21, 2016

Re: Safety and Human Resources Committee Meeting Cancellation

The SAFETY AND HUMAN RESOURCES COMMITTEE meeting regularly scheduled to meet on Monday, October 24, 2016 at 7:30 pm has been CANCELED due to lack of Agenda Items.

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

Meeting Agenda

Tuesday, October 25, 2016 at 4:30 pm

Location: Council Chambers, 255 West Riverview Avenue, Napoleon, OH

1. Approval of the Minutes from August 23, 2016 and September 17, 2016 *(in the absence of any objections or corrections, the minutes shall stand approved.*
2. Civil Service Exam: Firefighter and Police Officer.
3. Any other matters to come before the Commission.
4. Adjournment.

Gregory J. Heath
Finance Director/Clerk of Council



City of Napoleon, Ohio

255 West Riverview Avenue • P. O. Box 151
Napoleon, Ohio 43545-0151
Phone (419) 599-1235 Fax (419)-599-8393
www.napoleonohio.com

MEMORANDUM

TO: Parks and Recreation Board, City Council, Mayor, City Manager, City Law Director, City Finance Director, Department Supervisors, Newsmedia

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

DATE: October 21, 2016

RE: Parks and Recreation Board Meeting Cancellation

The Parks and Recreation Board meeting regularly scheduled for Wednesday, October 26, 2016 at 6:30 pm has been CANCELED at the direction of the Chair.

City of Napoleon, Ohio

WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE

Special Meeting Agenda

Thursday, October 27, 2016 at 6:00 pm

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

- 1) OhioEPA Considering Discharge Permit Changes for Napoleon Water Plant
- 2) Any other matters currently assigned to the Committee
- 3) Adjournment

Gregory J. Heath, Finance Director/Clerk of Council



CITIZEN ADVISORY

Public Interest Center (614) 644-2160

FOR RELEASE: October 13, 2016

CONTACT: Darla Peelle, (614) 644-2160

Ohio EPA Considering Discharge Permit Changes for Napoleon Water Plant

Ohio EPA will host a public meeting on Thursday, Oct. 27, 2016, about changes to the Napoleon water treatment plant's wastewater discharge permit. The meeting will be held at 6 p.m. at Napoleon City Council Chambers, 255 West Riverview Ave., Napoleon.

At the meeting, Ohio EPA will present information, answer questions and accept public comments on the proposed changes. The city would install a new water treatment system which would result in the discharge of dissolved solids such as salts and other minerals.

The proposed project may result in a change from current water quality conditions, but cannot violate Ohio's water quality standards that protect human health and the environment. Ohio EPA will consider technical, economic, social and environmental aspects of the project before deciding whether to issue or deny the permit. The water treatment plant discharges to the Maumee River and flows into Lake Erie.

Ohio EPA will accept written comments on the permit application through Nov. 3, 2016. Anyone may submit comments or request to be on the mailing list for information. To comment or receive information on the permit application, write to: Ohio EPA-DSW, Permits Processing Unit, P.O. Box 1049, Columbus, Ohio 43216-1049 or email dswcomments@epa.ohio.gov

-30-

www.epa.ohio.gov

The Ohio Environmental Protection Agency was created in 1972 to consolidate efforts to protect and improve air quality, water quality and waste management in Ohio. Since then, air pollutants dropped by as much as 90 percent; large rivers meeting standards improved from 21 percent to 89 percent; and hundreds of polluting, open dumps were replaced with engineered landfills and an increased emphasis on waste reduction and recycling.



Legislative Bulletin

October 21, 2016

NATIONAL LEAGUE OF CITIES (NLC) CITY FISCAL CONDITIONS 2016 REPORT RELEASED

Despite improved fiscal stability for day-to-day operations, local budgets continue to confront mounting challenges such as infrastructure and employee-and retiree- related costs, matched with inequitable recovery in local housing and labor markets threaten long-term fiscal sustainability. These issues are particularly important given that city revenues have not fully recovered from the great recession.

As a result, many municipalities may be operating with suppressed revenues when and if another recession occurs in the coming years.

NLC's latest report which can be found [HERE](#), provides a fiscal snapshot of cities based on a survey of city finance officers from across the nation about revenues and expenditures as well as policy actions and priorities. The official report release event took place in Washington, D.C. on October 13.

OML/OMAA GENERAL COUNSEL GARRY HUNTER RE-CERTIFIED AS LOCAL GOVERNMENT FELLOW

Ohio Municipal League and Ohio Municipal Attorneys Association General Counsel Garry Hunter has been re-certified as a local government fellow. With this re-certification, Garry will be a local government fellow for twenty years. There are fewer than 125 Local Government fellows in the United States and Canada. The prestigious IMLA Local Government Fellows Program was established to recognize attorneys as legal specialists in the field of local government law and to encourage attorney proficiency and competency in the local government legal field.

To be designated a Local Government Fellow, the applicant must have been engaged in the practice of law in the United States or Canada. The applicant must demonstrate substantial involvement in the practice of local government law during the three (3) years immediately preceding the date of application. Substantial involvement means the applicant has devoted 40 percent or more of the applicant's practice to matters in which issues of local government law are significant factors and in which the applicant has had substantial and direct participation in those issues. An applicant must furnish information concerning the frequency of the applicant's work and the nature of the issues involved. The applicant shall submit as references five (5) lawyers who are

familiar with the applicant's practice and who can attest to the applicant's reputation for special competence and substantial involvement in the field of local government law. The applicant must demonstrate that during the two (2) year period immediately preceding the date of application, the applicant has completed twelve (12) hours of continuing legal education in the area of local government law (for U.S. Applicants, six (6) hours on national issues). The applicant must pass a written examination, uniformly administered to all applicants, designed to demonstrate sufficient knowledge, skills, and proficiency in the field of local government law to justify the representation of special competence to the legal profession and the public. The examination shall be comprised of two parts. The first part requires the applicant to provide written responses to a predetermined number of hypothetical fact-patterns prepared by members of the Local Government Fellows Examination Subcommittee. The second part requires the applicant to prepare and submit an original article for publication in the Municipal Lawyer magazine or a substantive paper suitable for presentation at an IMLA seminar or conference.

Lisa Eliason, Athens City Law Director said of Garry's re-certification, "Garry is very deserving of this honor after having served as a local government attorney for forty years." Steve Wolf, former Law Director for Mt. Healthy and President of American Legal Publishing said, "Congratulations Garry for once again being designated a Fellow by the International Municipal Lawyers Association. You will now continue to rank among the elite practitioners of municipal law for 20 consecutive years! Ohio municipalities are proud and lucky to have you as a municipal resource."

OML 65th ANNUAL CONFERENCE NEXT WEEK

As a final reminder, the OML Annual conference will be held next week at the downtown Columbus Renaissance Hotel. League staff has been working hard to produce an agenda of topics that are timely for municipal officials and address issues that cities and villages are facing not only in Ohio, but on a national level as well. The conference agenda can be found [HERE](#).

We hope you have already completed your registration material and returned them to our offices but if not, Below is a link to the registration material you will need to join us next week!

Hope to see you there!

Meetings & Conferences

Ohio Municipal League Annual Conference	October 26th ~ 28th, 2016	<u>Registration</u>
Municipal Finance Officers Annual Conference	October 27th ~ 28th, 2016	<u>Registration</u>
3 Hr Mayors Court Refresher Course	October 28th, 2016	<u>Registration</u>



UPdate

A weekly newsletter presented by AMP President/CEO Marc Gerken

October 21, 2016



Cutting the ribbon at the hydroelectric celebration Oct. 18 are (from left): Josh Jarrell, deputy secretary of the West Virginia Department of Commerce; LeRoy Coleman, director of communications for the National Hydropower Association; West Virginia State Sen. Donna Boley; U.S. Sen. Shelley Moore Capito; AMP President/CEO Marc Gerken; AMP Board Chair Steve Dupee, director of Oberlin Municipal Light & Power System; AMP Combined Hydro Projects Participants Committee Chair Jeff Brediger, Orrville director of utilities; Commissioner Larry Barnhardt, president of the Pleasants County Board of Commissioners; and Justin Ray, regional coordinator for U.S. Sen. Joe Manchin.

AMP holds hydroelectric celebration, dedication for combined hydro projects

By Marc Gerken, PE – president/CEO

AMP held a hydroelectric celebration and dedication for combined projects Cannelton, Willow Island and Smithland on Oct. 18 at the Willow Island hydro facility in St. Marys, West Virginia. Present for the event were more than 80 federal, state and local officials, participating community officials, consultants, and AMP and National Hydropower Association staff. Local events will also be scheduled at Cannelton and Smithland in the future.

The event featured lunch and tours of the facility, and remarks from federal, state and local officials.

Speakers included U.S. Sen. Shelley Moore Capito (R-WV); Regional Coordinator Justin Ray, representing U.S. Sen. Joe Manchin (D-WV); West Virginia State Sen. Donna Boley (R-Pleasants); Commissioner Larry Barnhardt, president of the Pleasants County Board of Commissioners; Deputy Secretary of the West Virginia Department of Commerce Josh Jarrell,

see *CELEBRATION* Page 2

ATSI posts increased transmission rate for 2017

By Mike Migliore – vice president of power supply & marketing

On Oct. 18, ATSI (FirstEnergy) filed its transmission rate for 2017. The rate will increase from \$3.62 kW-month to \$3.75 kW-month, which is a 3.84 percent increase. This rate will be in place for the January 2017 to December 2017 billing period.

As expected, ATSI has been steadily investing in new transmission facilities, which caused its transmission plant revenue requirements to increase by 14 percent for 2017. The revenue requirements were offset by a 3 percent increase in FirstEnergy's 1CP transmission peak for 2016, which is the denominator for the rate calculation. The big effect on the lower 2017 rate however was a \$34 million credit from 2015 over collections of transmission revenue. Without this credit, the ATSI rate would have seen a 10 percent increase.

ATSI is the only transmission company serving AMP members that develops a rate based on projected rather than after-the-fact costs. In 2015, ATSI overestimated its costs, with the credit for the true up being reflected in the 2017 rate.

Studies show continued investment in smart grid

By David Deal – director of sustainability

At the recent 2016 Municipal Smart Grid Summit, Milestone Utility Services released the results of its smart grid survey focused on the innovation efforts of 86 U.S. municipal utilities. Key findings from the study included evidence that nearly all municipal utilities

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CELEBRATION *continued from Page 1*

representing Gov. Earl Ray Tomblin; AMP Board Chair Steve Dupee, director of Oberlin Municipal Light & Power System; AMP Combined Hydro Projects Participants Committee Chair Jeff Brediger, Orrville director of utilities; and LeRoy Coleman, director of communications for the National Hydropower Association.

There are 79 member communities in five states participating in the combined hydro projects, also known as Phase 1.

Willow Island became fully operational in February 2016, followed by Cannelton in June 2016. The Smithland plant is expected to be in commercial operation in first quarter 2017. These, along with the Meldahl project, represent the largest deployment of run-of-the-river generation in the country.

AMP members and everyone involved are rightfully proud of these facilities. The Willow Island, Cannelton and Smithland projects, along with the other member-owned projects on the river, are a key component of AMP members' commitment to a responsible, diversified power supply portfolio.

Energy markets update

By Jerry Willman – assistant vice president of energy marketing

The November 2016 natural gas contract fell \$0.029/MMBtu to close at \$3.141. The EIA reported an injection of 77 Bcf for the week ending Oct. 14. Market expectations were for a 74 Bcf injection.

Warming November weather forecasts as well as increasing production initiated the downward price pressure on the front of the futures gas curve.

On-peak power prices for 2017 at AD Hub closed yesterday at \$37.82/MWh, which was \$0.35/MWh lower for the week.

AMP Focus Forward Toolkit webinar to take place Oct. 27

By David Deal

As a reminder, the Focus Forward Toolkit webinar will take place at 2 p.m. Oct. 27. A follow-up to the 2016 AMP/ OMEA Conference session introducing the toolkit, the webinar is intended to provide information to help members with local decisions about policies related to customer sited distributed energy resources (DER).

Featured webinar speakers include Garrett Cole of GDS and Associates, Tom Fitzpatrick of SSOE Group, and AMP Board of Trustees member Tom Natarian from the Borough of Ephrata.

The webinar will be recorded and made available to members on the Member Extranet section of the AMP [website](#). The Focus Forward Toolkit and related resources are also available on the extranet.

For dial-in webinar information or to request additional copies of the Focus Forward Toolkit, please contact me at ddeal@amppartners.org or 614.540.0840.

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

Week ending Oct. 21

MON	TUE	WED	THU	FRI
\$48.44	\$48.81	\$38.83	\$31.81	\$28.89

Week ending Oct. 14

MON	TUE	WED	THU	FRI
\$30.74	\$32.97	\$35.36	\$33.67	\$34.00

AEP/Dayton 2017 5x16 price as of Oct. 20 — \$37.82

AEP/Dayton 2017 5x16 price as of Oct. 13 — \$38.17

Investment in smart grid

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are in some phase of smart grid planning or deployment.

Some utilities are at the stage of deploying multiple applications (18 percent) or large-scale deployment (15 percent), while pilot projects are underway at 23 percent of utilities surveyed. The remainder are still in the planning stage.

Municipal utilities have also seen a continued increase of distributed energy resources (DER) on their systems, with 47 percent of respondents stating they have some level of customer-sited generation on their system. Other aspects of the smart grid are becoming more widely used as well, with more than half of municipal utilities offering mobile apps and text messaging update options.

Investments in the emerging smart grid are requiring municipal utilities to deploy significant amounts of capital over the course of the next three years and over half of surveyed utilities are anticipating spending between \$1-10 million within the next two years.

"With 97 percent of the 86 U.S. utilities surveyed either planning to deploy or already utilizing smart meter technology, it's clear to see utilities understand the value of sharing near real-time information to improve customer engagement," said Edith Mercado, partner at Milestone Utility Services.

Continued investment in smart grid technologies will better position utilities to respond to emerging customer needs and preferences into the future. AMP's hosted solution advanced metering infrastructure (AMI) program recognizes this continued area of focus and AMP staff are available to assist AMP members in navigating the smart grid future.

For additional information about AMP's AMI program, please contact Chief Technology Officer Jared Price at jprice@amppartners.org or 614.540.1069; or Chief Information Officer Brannon Kelley at 614.540.0879 or bkelly@amppartners.org.



News or Ads?

Call Kerin Scott at 614.540.6406 or email to kscott@amppartners.org if you would like to pass along news or ads.

AMP to hold OSHA 10 safety class for members

By Michelle Palmer, PE – vice president of technical services

AMP is offering an Occupational Safety and Health Administration (OSHA) 10 class Nov. 14-15 to provide members with mandatory OSHA training credit.

The training consists of 10 instructor-led contact hours, including eight hours of mandatory coursework and two hours of choice-based coursework. Topics to be covered include an introduction to OSHA, focus four hazards, personal protective and lifesaving equipment, health hazards in construction, and elected training.

The two-day class will take place from 8 a.m. to 3 p.m. Nov. 14, and from 8 a.m. to 12:30 p.m. Nov. 15 at AMP headquarters in Columbus. Participants must attend all 10 hours of the training to receive credit for the course.

For additional information about the OSHA 10 class, please contact Kyle Weygandt, director of member safety, at kweygandt@amppartners.org or 614.203.9183. To register for the course, please contact Jennifer Flockerzie, technical programs coordinator, at jflockerzie@amppartners.org or 614.540.0853.

AMP hosts monthly NERC call, webinar for members

By Art Iler – director of reliability

AMP, in coordination with Utility Services Inc., will host its monthly North American Electric Reliability Corp. (NERC) update call and webinar for members from 1:30 to 2:30 p.m. Oct. 27.

Topics to be discussed include: (i) Data Retention; (ii) Internet of Things NERC Alert; (iii) CIP Low Impact and Standard Drafting Team work; and (iv) ReliabilityFirst Workshop recap. The presentation will be followed by a question and answer session.

Please contact me with questions, and for the dial-in number and webinar instructions at 614.540.0857 or ailer@amppartners.org.

Riddick joins AMP team

By Jerry Willman

Brian Riddick joined AMP this week as a power dispatcher. His responsibilities will include coordinating, scheduling and implementing the use of power supply resources. Prior to AMP, Riddick was an electrician at EnviroCal Inc. He holds a bachelor's degree in electrical engineering from the Ohio State University.



Brian Riddick

Please join us in welcoming Brian to AMP.

City of Columbus to host Electric Vehicle Workshop

Provided by the City of Columbus Division of Power

The City of Columbus will hold an all-day Electric Vehicle Workshop Nov. 2.

Primarily focused on Columbus' Smart City Grant, the webinar is open to external municipal utilities and will cover the following topics:

- EV grid integration to benefit a clean grid
- EV grid integration and utility EV program benefits to consumers
- EV charging infrastructure utility business models

The workshop is scheduled to take place from 8:30 a.m. to 4:30 p.m. at 1881 E. 25th Ave., Columbus, Ohio 43219. For additional information or to RSVP for the event, please contact Kristian Fenner at kdfenner@columbus.gov. The deadline to RSVP is Oct. 24.



Minster holds safety class for local fourth graders

Jim Eberly (right), AMP safety coordinator, joined the Village of Minster electric department on Oct. 17 for its annual Electrical Safety & Awareness class at Minster Elementary School. During the class, fourth grade students had the opportunity to learn about electrical safety through hands-on activities and instruction, including the use of AMP's Hazard Hamlet, a demonstration board illustrating electrical safety.

Calendar

Oct. 27—AMP Focus Forward Toolkit Webinar
Contact David Deal at ddeal@amppartners.org
for dial-in information

Nov. 3-4—Overhead Pole Design Workshop
AMP Headquarters, Columbus

Nov. 14-15—OSHA 10 Class
AMP Headquarters, Columbus

Borough of Ellwood City presented with Mutual Aid Resolution

Scott McKenzie (right), AMP member safety manager, presents a Mutual Aid Resolution to the Borough of Ellwood City, Pennsylvania, for providing assistance to the Borough of Zelienople.

Mutual Aid Resolutions were announced and presented during the 2016 AMP/OMEA Conference. They were awarded to Piqua Power System for providing assistance to Dayton Power & Light, Westerville Electric Division for providing assistance to the Village of Prospect, and Bowling Green Municipal Utilities for providing assistance to the City of Oberlin.



Classifieds

Edgerton seeks resumes for position of utility clerk

The Village of Edgerton, Ohio, is seeking resumes for the position of village utility clerk. The position of utility clerk includes clerical and accounting work performed in the classified municipal utilities area, as well as the administrative division. The person appointed will report to the village administrator. Candidates must have high school diploma or GED and three to five years of experience in administrative/clerical or job-related field.

A complete job description is available on the Edgerton [website](#) or by contacting Dawn Fitzcharles, Village of Edgerton administrator, at dawnf@edgerton-ohio.com. The deadline to apply is 4 p.m. Nov. 1. EOE.

Waste water operator needed

The Village of Montpelier is accepting applications for a waste water operator. Applicants must have a high school diploma or GED, have a valid driver's license and the ability to obtain a Class B CDL endorsement, as well as the ability to obtain an Ohio EPA Waste Water Operator's Certification. The position is primarily day shift, but candidate will be required to be on call and able to work evenings, weekends and holidays when necessary.

The complete job description is available on the Montpelier [website](#). Application and resume may be dropped off at the Village Offices at 211 N. Jonesville St. Montpelier, Ohio or mailed to: Village Manager, WWTP Job Opening, PO Box 148, Montpelier, Ohio 43543. The deadline to apply is 4:30 p.m. Nov. 1. EOE.

Finance specialist position open in Village of Montpelier

The Village of Montpelier is seeking applications for the position of finance specialist. Candidate must be proficient in Microsoft Word and Excel, and have the ability to analyze and resolve situations. Candidate must be highly motivated, a self-starter, have excellent communication skills and the ability to multitask. An associate's degree in

accounting or equivalent experience is required.

Applications are available on the Montpelier [website](#). Applications with resume and references should be submitted to Kelly Hephner, director of finance, 211 N. Jonesville St., PO Box 148, Montpelier, Ohio 43543. Deadline for applying is close of business Nov. 4. EOE.

Village of Arcanum is in need of village administrator

The Village of Arcanum, Ohio, is seeking a qualified, professional candidate for the position of village administrator. The person appointed will report to the mayor and will provide general administrative direction, supervise activities of assigned personnel, and direct the management and operation for all utility, street, pool, park, business and economic development activities.

A complete job description is available by contacting the Village of Arcanum Administrative Office located at 104 W. South St., or by calling 937.692.8500. Interested individuals are asked to submit a cover letter and resume by 4 p.m. Oct. 28 to Village of Arcanum, c/o Mayor Judy Foureman, 104 W. South St., Arcanum, Ohio 45304; or via email to mayor@villageofarcantum.com. EOE.

BMU seeks director of utilities

Bryan Municipal Utilities, located in Northwest Ohio, is currently accepting applications for Director of Utilities.

Work involves planning, organizing and coordinating all utility functions; developing operating objectives, policies and programs for all administrative activities and developing and implementing, at board direction, an annual budget and a long-range capital budget for each operation.

Minimum requirements include a bachelor's degree or an equivalent combination of education, experience and training that provides the required knowledge, skills and abilities and a valid driver's license.

A job description with qualifications may be downloaded [here](#). Please submit resume by Oct. 25 to Bryan Municipal Utilities, 841 E. Edgerton St., Bryan, Ohio 43506; or email to humanresources@cityofbryan.com. EOE.