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# Memorandum

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**To:** Mayor, City Council, City Manager, Finance Director, City Law Director  
**From:** Roxanne  
**Subject:** General Information  
**Date:** February 3, 2017

## CALENDAR

### FEBRUARY 6, 2017 AGENDAS

*6:00 pm - Special Joint Meeting of Municipal Properties/ED Committee and City Council*

1. Review/Discussion on Downtown Resurfacing Project Presentation

*7:00 pm - City Council*

#### **C. Mayor's State of the City**

#### **D. Approval of Minutes**

1. January 16, 2017 Regular Council Meeting Minutes
2. January 23, 2017 Special Council Meeting Minutes

#### **F. Reports from Council Committees**

1. **Municipal Properties/ED Committee** had a Special Meeting earlier tonight and discussed the Downtown Resurfacing Project presentation.
2. **Technology Committee** the February 6, 2017 meeting was canceled.
3. **Municipal Properties/ED Committee** met on January 31, 2017 for a presentation on the Downtown Resurfacing Project.
4. **Finance and Budget Committee** did not meet due to lack of agenda items.
5. **Safety and Human Resources Committee** did not meet due to lack of agenda items.

#### **H. Introduction of New Ordinances and Resolutions - *None***

#### **I. Second Readings of Ordinances and Resolutions - *None***

#### **J. Third Readings of Ordinances and Resolutions - *None***

#### **K. Good of the City (*Discussion/Action*)**

1. **Discussion/Action:** Approval of Plans and Specifications for the Hobson Street Waterline Improvements Project ~ Phase 2 (CDBG Project).
  - a. Attached is a Memorandum from Chad regarding this project.
2. **Discussion/Action:** Approval to Purchase a Brush Chipper off of State Contract for the Electric Department.
  - a. Enclosed is the state contract quote for a New Vermeer BC 1500 Brush Chipper.
3. **Discussion/Action:** Approve Purchase of Police Vehicles from a Vendor Lower than State Contract.
  - a. Information on purchase of patrol vehicles from Chief Weitzel is enclosed.

4. **Discussion/Action:** Accept Donation of \$161.88 from United Way of Henry County to the Rec Department
5. **Discussion/Action:** Accept Donation of \$200.72 from United Way of Henry County to the Napoleon Fire Department.
6. **Discussion/Action:** Accept Donation from the Henry County Community Foundation to the Parks and Recreation Department for New Bike Racks.
  - a. Attached is a sketch of the bike racks the Henry County Community Foundation would like to donate to the Parks and Rec Department.

**L. Executive Session** [Economic Development]

**M. Approve Payments of Bills and Approve Financial Reports**

**INFORMATIONAL ITEMS**

1. **CANCELLATION**
  - a. Technology Committee Meeting
2. **LEGISLATIVE ALERT – SUPPORT FOR MUNICIPAL BONDS**
3. **RECONCILIATION OF NET FLOWS FOR 12/31/2016 – WAUSEON RAW WATERLINE AGREEMENT**
4. **MISCELLANEOUS INFORMATION**
  - a. AMP Update/January 27, 2017
  - b. OML Special Bulletin: Centralized Collection/January 30, 2017
  - c. TMACOG February Big Picture

Records Retention - CM-11 - 2 Years

# FEBRUARY 2017

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
	6:00 pm – Joint SPECIAL Mtg. - Municipal Properties/ ED Comm. & City Council					
	7:00 pm - City COUNCIL					
12	13	14	15	16	17	18
	6:30 pm -Electric Committee BOPA	4:30 pm - Board of Zoning				
	7:00 pm – Water/Sewer Committee	5:00 pm - Planning Commission				
	7:30 pm - Muni Properties ED Committee					
19	20	21	22	23	24	25
	6:00 pm- City Tree Commission					
	6:00 pm - Ad-hoc Committee Organizational Health & Strategic Vision Committee		6:30 pm – Park & Rec Board			
	6:15 pm - Parks & Rec Committee					
	7:00 pm - City Council					
26	27	28				
	6:30 pm - Finance and Budget Committee	4:30 pm - Civil Service				
	7:30 pm - Safety and Human Resources Committee Joint Meeting w/Townships and HCSJAD					

*City of Napoleon, Ohio*

**SPECIAL MEETING**  
of

**MUNICIPAL PROPERTIES, BUILDINGS, LAND USE,  
AND ECONOMIC DEVELOPMENT COMMITTEE**

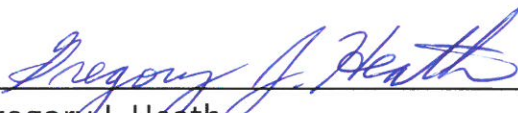
in Joint Session with  
**CITY COUNCIL**

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

**SPECIAL MEETING AGENDA**

**Monday, February 6, 2017 at 6:00 pm**

- 1) Review/Discussion on the Downtown Resurfacing Project Presentation.
- 2) Any other matters currently assigned to the Committee.
- 3) Adjournment.

  
\_\_\_\_\_  
Gregory J. Heath  
Finance Director/Clerk of Council



*City of Napoleon, Ohio*

**SPECIAL MEETING**

of

**CITY COUNCIL**

in Joint Session with the


**MUNICIPAL PROPERTIES/ED COMMITTEE**

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

**SPECIAL MEETING AGENDA**

**Monday, February 6, 2017 at 6:00 pm**

- 1) Review/Discussion on the Downtown Resurfacing Project Presentation.
- 2) Any matters that may properly come before Council
- 3) Adjournment.



Gregory J. Heath

Finance Director/Clerk of Council

**CITY COUNCIL**

Meeting Agenda

**Monday, February 6, 2017 at 7:00 pm**

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

**A. Attendance** (Noted by the Clerk)

**B. Prayer and Pledge of Allegiance**

**C. Mayor's State of the City**

**D. Approval of Minutes:** *(in the absence of any objections or corrections, the minutes shall stand approved)*

1. January 16, 2017 (Regular Council Meeting)
2. January 23, 2017 (Special Council Meeting)

**E. Citizen Communication**

**F. Reports from Council Committees**

1. **Municipal Properties/ED Committee** had a Special Meeting earlier tonight and discussed the Downtown Resurfacing Project presentation.
2. **Technology Committee** the February 6, 2017 meeting was canceled.
3. **Municipal Properties/ED Committee** met on January 31, 2017 for a presentation on the Downtown Resurfacing Project.
4. **Finance and Budget Committee** did not meet due to lack of agenda items.
5. **Safety and Human Resources Committee** did not meet due to lack of agenda items.

**G. Reports from Other Committees, Commissions and Boards** *(Informational Only-Not Read)*

1. **Volunteer Firefighters Dependents Fund Board** met on January 23, 2017.
2. **Volunteer Peace Officers' Dependents Fund Board** met on January 23, 2017.
3. **Civil Service Commission** met on Tuesday, January 24, 2017 and Tabled Review of Physical Agility Testing Prior to the Written Test and also Tabled Discussion on New Test for Firefighters/EMT.
4. **Parks and Rec Board** met on January 25, 2017 and accepted the donation from the Henry County Community Foundation.
5. **Health Care Cost Committee** met on January 27, 2017 and discussed some suggestions for a Wellness Program.
6. **Board of Zoning Appeals** did not meet due to lack of agenda items.
7. **Planning Commission** did not meet due to lack of agenda items.

**H. Introduction of New Ordinances and Resolutions** *None*

**I. Second Readings of Ordinances and Resolutions** *None*

**J. Third Readings of Ordinances and Resolutions** *None*

**K. Good of the City** (Any other business as may properly come before Council, including but not limited to):

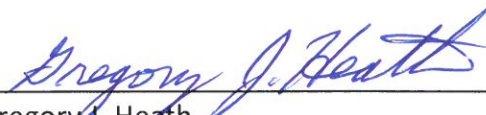
1. **Discussion/Action:** Approval of Plans and Specifications for the Hobson Street Waterline Improvements Project ~ Phase 2 (CDBG Project).
2. **Discussion/Action:** Approval to Purchase a Brush Chipper off of State Contract for the Electric Department.
3. **Discussion/Action:** Approve Purchase of Police Vehicles from a Vendor Lower than State Contract.
4. **Discussion/Action:** Accept Donation of \$161.88 from United Way of Henry County to the Rec Department

5. **Discussion/Action:** Accept Donation of \$200.72 from United Way of Henry County to the Napoleon Fire Department.
6. **Discussion/Action:** Accept Donation from the Henry County Community Foundation to the Parks and Recreation Department for New Bike Racks.

**L. Discussion/Action: Executive Session:** (Economic Development)

**M. 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.)*

**N. Adjournment**

  
\_\_\_\_\_  
Gregory J. Heath  
Finance Director/Clerk of Council

## **A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL**

- 1. Technology & Communication Committee (1<sup>st</sup> Monday)**  
(Next Regular Meeting: Monday, March 06, 2017 @6:15 pm)
  - a. City Email Server (tabled)
  - b. Standards/Government Pricing on Computer Purchases (tabled)
- 2. Electric Committee (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 13, 2017 @6:30 pm)
  - a. Review of Power Supply Cost Adjustment Factor for February, 2017
  - b. Discussion on Credit Review Scoring
  - c. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 13, 2017 @7:00 pm)
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2<sup>nd</sup> Monday)**  
(Special Meeting: Monday, February 6, 2017 at 6:00 pm. Next Regular Meeting: Monday, February 13, 2017 @7:30 pm)
  - a. Review/Discussion on Downtown Resurfacing Project presentation.
  - b. Updated Info from Staff on Economic Development (as needed)
- 5. Parks & Recreation Committee (3<sup>rd</sup> Monday)**  
(Next Regular Meeting: Monday, February 20, 2017 @6:15 pm)
- 6. Finance & Budget Committee (4<sup>th</sup> Monday)**  
(Next Regular Meeting: Monday, February 27, 2017 @6:30 pm)
- 7. Safety & Human Resources Committee (4<sup>th</sup> Monday)**  
(Next Meeting: Monday, February 27, 2017 @7:30 pm)
  - a. Review of Personnel Code
  - b. 2017 Regular Meeting with Townships
- 8. Personnel Committee (as needed)**
- 9. Ad Hoc Committee on Organizational Health and Strategic Vision (Next Meeting: Mon., February 20, 2017 at 6:00 pm)**
- 10. Ad Hoc Committee on Council Rules (as needed)**

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

- 1. Board of Public Affairs (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 13, 2017 @6:30 pm)
  - a. Review of Power Supply Cost Adjustment Factor for February, 2017
  - b. Discussion on Credit Review Scoring
  - c. Electric Department Report
- 2. Board of Zoning Appeals (2<sup>nd</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, February 17, 2017 @4:30 pm)
- 3. Planning Commission (2<sup>nd</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, February 17, 2017 @5:00 pm)
- 4. Tree Commission (3<sup>rd</sup> Monday)**  
(Next Regular Meeting: Monday, February 20, 2017 @6:00 pm)
- 5. Civil Service Commission (4<sup>th</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, February 28, 2017 @4:30 pm)
- 6. Parks & Recreation Board (Last Wednesday)**  
(Next Regular Meeting: Wednesday, February 22, 2017 @6:30 pm)
- 7. Privacy Committee (2nd Tuesday in May & November)**  
(Next Regular Meeting: Tuesday, May 9, 2017 @10:30 am)
- 8. Records Commission (2<sup>nd</sup> Tuesday in June & December)**  
(Next Regular Meeting: Tuesday, June 13, 2017 @4:00 pm)
- 9. Housing Council (1<sup>st</sup> Monday of the month after the TIRC meeting)**
- 10. Health Care Cost Committee (As needed)**
- 11. Preservation Commission (As needed)**
- 12. Infrastructure/Economic Development Fund Review Committee (as needed)**
- 13. Tax Incentive Review Council (March 16, 2017 at 9:00 am)**
- 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 COUNCIL**

### Meeting Minutes

Monday, January 16, 2017 at 7:00 PM

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#### **PRESENT**

Council

Patrick McColley, Council President Pro-Tem; Jeff Comadoll, Rita Small, Dan Baer, Jeff Mires

Mayor

Jason P. Maassel

Finance Director/Clerk

Gregory J. Heath

City Manager

Joel L. Mazur

Law Director

Billy D. Harmon

Recorder

Roxanne Dietrich

City Staff

Dennie Clapp, Electric Distribution Superintendent

Chad Lulfs, Public Works Director

Clayton O'Brien, Fire Chief

Dave Pike, WWTP Superintendent

Jeff Rathge, Operations Superintendent,

Bob Weitzel, Chief of Police

Dan Wachtman, MIS Administrator

Others

News Media, NCTV

Jerry Tonjes

#### **ABSENT**

Councilmembers

Travis Sheaffer, Joe Bialorucki

#### **Prayer**

Council President Pro-Tem McColley called the meeting to order at 7:00 PM with the Lord's Prayer followed by the Pledge of Allegiance.

#### **Swearing In of City Manager**

Mayor Maassel swore in City Manager, Joel L. Mazur.

#### **Approval of Minutes**

Minutes of the January 3, 2017 Regular City Council meeting stand approved as read with no objections or corrections.

#### **Citizen Communication**

None

#### **Council Committee Reports**

Electric Committee met on January 9, 2017 and approved the PSCAF for January, 2017.

The Ad-hoc Committee on Strategic Vision and Organizational Health met on January 9, 2017.

Water and Sewer Committee did not meet on January 9, 2017 due to lack of agenda items.

Municipal Properties/ED Committee did not meet on January 9, 2017 due to lack of agenda items.

**Introduction of  
Resolution No. 001-17  
Local 3363 International  
Assoc. of Firefighters  
Bargaining Agreement**

Council President Pro-Tem McColley read by title Resolution No. 001-17, a Resolution approving the provisions of a certain Collective Bargaining Agreement No. 2017-01 between the City of Napoleon and Local 3363 International Association of Fire Fighters for the term commencing from January 1, 2017 through December 31, 2017; Authorizing the City Manager to Execute the same; and Declaring an Emergency.

**Motion to Approve  
First Read of 001-17**

Motion: Comadoll Second: Small

**Discussion for 001-17**

Harmon – this was originally scheduled for the last meeting but was pulled as Clemans and Nelson requested to revise the agreement to more accurately reflect the results of negotiations.

**Motion to Suspend the  
Rules for 001-17**

Motion: Comadoll Second: Mires  
to suspend the rules for Resolution No. 001-17

**Passed  
Yea-5  
Nay-0**

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

**Resolution No. 001-17  
Under Suspension of the  
Rules and Emergency**

Roll call vote to pass Resolution No. 001-17 under suspension of the rules and with emergency.

**Passed  
Yea-5  
Nay-0**

Yea– McColley, Comadoll, Baer, Mires, Small  
Nay-

**Introduction of  
Resolution No. 004-17  
Master Plan and Asset  
Management for WWTP**

Council President Pro-Tem McColley read by title Resolution No. 004-17, a Resolution Authorizing the Expenditure of Funds Over Twenty-five Thousand Dollars (\$25,000.00) for the Purpose of Preparing the City of Napoleon’s Master Plan and Asset Management for the Wastewater Treatment Plant, and to sole source said Master Plan and Asset Management to Stantec Consulting Services, Inc. and Declaring an Emergency.

**Motion to Approve  
First Read of 004-17**

Motion: Comadoll Second: Mires

**Discussion for 004-17**

Mazur reported this item was approved as part of the 2017 budget and it is a request to enter into contract negotiations with Stantec for the purpose of preparing the WWTP and sewer collection system master plan. This will take into consideration the immediate needs for the wastewater treatment plant and also the future needs and requirements and the collection system needs. We are requesting this project be sole sourced to Stantec because of their knowledge of the facilities and would request suspension and emergency.

**Motion to Suspend the  
Rules for 004-17**

Motion: Comadoll Second: Mires  
to suspend the rules for Resolution No. 004-17

**Passed**  
**Yea-5**  
**Nay-0**

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

**Resolution No. 004-17**  
**Under Suspension of the**  
**Rules and Emergency**

Roll call vote to pass Resolution No. 004-17 under suspension of the rules and with emergency.

**Passed**  
**Yea-5**  
**Nay-0**

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

**Third Read of Ordinance**  
**No. 068-16**  
**Issuance and Sale of**  
**Notes \$3.9 Million**

Council President Pro-Tem McColley read by title Ordinance No. 068-16, an Ordinance Providing for the Issuance and Sale of Notes in the Maximum Principal Amount of \$3,900,000 in anticipation of the issuance of bonds, for the purpose of paying the Costs of Improving the Municipal Water System by Constructing a New Water Treatment Plant, acquiring and improving related interests in real property, improving and rehabilitating the existing Water Treatment Plant and related storage facilities, and rehabilitating the Elevated Storage Tanks, together with all necessary and related appurtenances thereto.

**Motion to Approve**  
**Third Read of 068-16**

Motion: Small Second: Comadoll  
To approve Third Read of Ordinance No. 068-16.

**Discussion for 068-16**

Heath said this is the third read for rolling the \$1.4 and \$2.5 million notes that were issued for the WTP, we will need to go ahead with the sale, the funding appears to be getting much closer but the timing is still a little bit miscue, with the funding coming from the OhioEPA will not need to roll another time.

**Passed**  
**Yea-5**  
**Nay-0**

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

**GOOD OF THE CITY**

**Approval of Power**  
**Supply Cost Adjustment**  
**Factor for January, 2017**

Motion: Baer Second: Comadoll  
To approve the January 2017 Power Supply Cost Adjustment Factor as:  
PSCAF three (3) month averaged factor: \$0.00627; JV2 \$0.066441; JV5 \$0.066441.

**Passed**  
**Yea-5**  
**Nay-0**

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

**Purchase of**  
**Street Sweeper**

Lulfs said included in this year's budget was the purchase of a new street sweeper. We are proposing the purchase of a street sweeper off of state bid contract. With the trade-in, the net price for the unit is \$248,410, the amount budgeted was \$250,000 and we would request approval to purchase off of the state contract.

## Motion to Approve Street Sweeper Purchase

**Passed**  
**Yea-5**  
**Nay-0**

# Ohio Ethics Financial Disclosure Statement

## Motion for City to Pay Filing Fee for Financial Disclosure Statement

Passed  
Yea-5  
Nay-0

## AROUND the TABLE

Well Joel, you are the man, keep on doing the work and if you need anything from me, I'm a phone call away.



Welcome to Joel, I'm really looking forward to you working with us and being here in Napoleon.

I will cancel the Safety and Human Resources Committee meeting for January, we will meet in February with the County and discuss the fire truck issues.

A couple people pointed out to me today a concern on our web site something about trash pickup due to the holiday we also have President's Day coming up in February.

Cancel the Finance and Budget Committee meeting for January.  
Congratulations and welcome to Joel, we are glad to have you.

Welcome to Joel, I am looking forward to working with you.  
I would request an executive session on pending litigation and one on economic development.

Mayor, did you get all your end reports.  
The Ohio EPA approved the plans for the WTP now we can go out to bid and would request that we have a special council meeting next week just for this item.

Council President Pro-Tem McColley set a Special Council Meeting for next Monday, January 23, 2017 at 7:00 pm.

There is a timing issue associated with it, the reason is we want to give contractors enough time to bid the work, the plans were approved but now DEFA has to approve the funding and it is all tied into when we get the bids back and award the contract so if we delay any longer we won't have enough time for the contractors to bid which might delay the project even further so waiting until the February 6<sup>th</sup> meeting which is the next council meeting, is problematic. We appreciate your accommodating our request for a special meeting next week.

We have officially switched the code enforcement back to the building official, Tom Zimmerman, the police department will work with him to make sure there is a smooth transition.

Motion: Small    Second: Mires  
To go into Executive Session on pending litigation.

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

Motion: Mires    Second: Small  
To go into Executive Session on economic development

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

Into executive session at 7:24 pm.

**Passed  
Yea-5  
Nay-0**

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

Passed  
Yea-5  
Nay-0

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

Council came out of executive session at 7:37 pm.

## Maassel

Chief Weitzel, your crew did a very good job with the cleanup around town, thank you for a wonderful job.

**Passed**  
**Yea-5**  
**Nay-0**

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

Meeting was adjourned at 7:39 pm.

## February 6, 2017

Gregory J. Heath, Finance Director/Clerk of Council

# CITY COUNCIL

## Special Meeting Minutes

**Monday, January 23, 2017 at 7:00 PM**

### **PRESENT**

Council

Mayor

Asst. Finance Director

City Manager

Law Director

Recorder

City Staff

Travis Sheaffer-Council President; Patrick McColley, Council President Pro-Tem; Jeff Comadoll, Rita Small, Dan Baer, Jeff Mires, Joe Bialorucki

Jason P. Maassel

Chris Peddicord

Joel L. Mazur

Billy D. Harmon

Roxanne Dietrich

Chad Lulfs, Public Works Director

Scott Hoover, WTP Superintendent

Others

Newsmedia

### **ABSENT**

### **Call to Order**

Council President Sheaffer called the meeting to order at 7:00 PM

### **Motion to Approve Plans and Specifications for the WTP Improvements and Renovations Project**

Motion: Comadoll

Second: Bialorucki

To approve the plans and specifications for the Water Treatment Plant Improvements and Renovations project.

### **Discussion**

Mazur said this is to approve the plans and specifications for the construction of the Water Treatment Plant. We want to get the project out to give the contractors time to bid, the bids will be done online.

Lulfs stated this will allow us to get on DEFA's March calendar if we waited another week, we would be on their April calendar. Finance cannot certify the funds until we have the funding in place. The bids will be opened March 1, 2017 with a pre-bid meeting on February 15, 2017.

Maasel asked if there is a cost for online bid packet plans.

Lulfs responded the cost is \$500, the plans consist of 260 pages the total bid document is about 600 pages.

### **Passed**

**Yea-7**

**Nay-0**

Roll call vote on the above motion:

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

Nay -

### **Appointment of TIRC Representatives**

Motion: Comadoll

Second: Small

to appoint Jeff Mires and Joe Bialorucki to the Tax Incentive Review Council.

### **Passed**

**Yea-7**

**Nay-0**

Roll call vote on the above motion:

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

Nay -

Sheaffer stated the TIRC meeting will be held on March 16, 2017.

**Other Matters**

**Downtown Resurfacing**  
**Open House**

**Special Municipal  
Properties/ED  
Committee Meeting for  
January 31, 2017 at 5pm**

## CIC Annual Event

## Complaint on Business on County Road R

## Motion to Adjourn

**Passed**  
**Yea-7**  
**Nay-0**

## Adjournment

**Approved:**

February 6, 2017

Jason P. Maassel, Mayor

Gregory J. Heath, Finance Director/Clerk of Council



# 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](http://www.napoleonohio.com)

## Memorandum

**To:** Joel L. Mazur, City Manager  
**From:** Chad E. Lulfs, P.E., P.S., Director of Public Works  
**cc:** Mayor & City Council  
Greg Heath, City Finance Director  
**Date:** January 17, 2017  
**Subject:** Hobson Street Waterline Improvements (Phase 2) –  
Approval of Plans, Specifications, & Bid  
Documents

The City of Napoleon's Department of Public Works requests approval of the plans, specifications, and bid documents for the above referenced project. This project consists of replacing the existing 6" cast iron waterline on Hobson Street from E. Riverview Avenue to Shelby Street with a new 8" PVC waterline.

Engineer's Estimate of Construction: \$300,000.00

Project Budget: \$300,000.00.

This project will be 100% funded through a Critical Infrastructure Grant (C.D.B.G.)

CEL

# City of NAPOLEON - Electric Department

1775 Industrial Dr., P.O. Box 151, Napoleon, OH 43545

Phone: 419/599-1891 Fax: 419/592-4379



Electric Superintendent  
Dennis P. Clapp

Electric Construction  
Supervisor  
Greg Kuhlman

Distribution Services  
Supervisor  
Mike Dietrich

Substation Specialist  
Todd Wachtman

## Memorandum

*Approved  
JMC  
1/27/17*

**To:** Joel Mazur, City Manager  
**From:** Dennis P. Clapp, Electric Superintendent *DPC*  
**Cc:** Mayor & City Council  
Greg Heath, Finance Director  
**Date:** January 25, 2017  
**Subject:** Purchase of New Vermeer BC 1500 Brush Chipper

Please find in this packet to be presented to Council, the required documents for the purchase of a New Vermeer BC 1500 Brush Chipper off of the State of Ohio, Department of Administrative Services Contract. Index # STS515 Contract # 7751501508. The cost details for this purchase are as follows:

- Purchased under approved 2017 Budget
- Account # 503-6110-5700 – Machinery & Equipment
- Budgeted Amount: \$67,000.00
- Quoted Amount: \$55,312.62
- Vendor: Vermeer of Findlay  
110 Stanford Parkway  
Findlay, Ohio 45840

Sales Representative: Rick Clements, cell number: (419)348-9200

2nd Quote Correct #



**Vermeer®**  
Sales & Service Inc.

2389 Medina Road  
Medina, Ohio 44256  
(330) 723-8383  
Fax: (330) 723-4635

131 Wisconsin Ave.  
Cranberry Twp., PA 16066  
(724) 935-6640  
Fax: (724) 935-9277

110 Stanford Parkway  
Findlay, Ohio 45840  
(419) 424-9686  
Fax: (419) 424-0572

**Trenchers • Concrete Saws • Directional Drills • Vacuum Excavators • Hole Hammer Piercing Tools • Cable Plows  
Stump Cutters • Brush Chippers • Tub and Horizontal Grinders • Trommel Screens • Compost Turners**

### SALES QUOTATION

**For:** City of Napoleon  
**Attn:** Dennis Clapp  
**Address:** 1775 Industrial Drive  
Napoleon, Ohio 43545

**Customer Phone:** 419-599-1891  
**Customer Fax:** 419-592-4379  
**Customer E-Mail:** [jhowe0699@gmail.com](mailto:jhowe0699@gmail.com)  
**Date:** January 13, 2017

#### Questions?

Qty	Item	Price
1	<b>New Vermeer BC1500 Brush Chipper</b>  Includes: 130 HP Cummins diesel engine, DEF tank, electric brakes, pintle ring, safety chains, rear infeed emergency stop bar, ECO idle, Smart Feed, manual turn discharge chute, and manuals  INDEX# STS515 CONTRACT# 7751501508  <div>Equipment Total \$55,312.62 OH Sales Tax \$0.00 <b>Total \$55,312.62</b></div>	\$55,312.62

	Financing Term	Monthly Payment*
*Estimated monthly payment for qualified applicants based on current promotional rates through DLL Financial Services. Actual payments will be determined upon credit approval.	24	
	36	
	48	
	60	

- ☐ New Machine Warranty: 1 year limited parts and shop labor
- ☐ Engine Warranty through authorized dealer
- ☐ Used Machine: As-is, no warranty implied
- ☐ Other:

Please sign and return to indicate acceptance:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_





310 Glenwood Ave  
Box 151  
Napoleon Ohio  
43545  
419-599-2810  
Fax 419-599-7969  
www.napoleonohio.com

## Napoleon City Police Department

01/31/2017

Napoleon City Council  
PO Box 151  
255 W Riverview Ave.  
Napoleon Ohio 43545

Chief Robert L Weitzel  
PO Box 151  
310 Glenwood Ave  
Napoleon, Ohio 43545

RE: Patrol Vehicle Purchases – 2017

Council,

I am prepared to proceed with the purchase of two vehicles for the Police Department fleet approved in the 2017 budget and covered in the 2017 master purchase ordinance. I am recommending the following purchases.

Both vehicles will be 2017 or newer Ford Utility Police Package vehicles. I would usually purchase these vehicles from the state bidder, but I have an opportunity to purchase them from the dealership that for many years held the state bid and also is the dealership that does our up-fitting.

Statewide Ford of Van Wert has contacted me after we discussed out up fit of the two utility vehicles we would be purchasing. They stated they would beat the state bid price and would meet all the state bid conditions. Calculating their offer against the successful state bidder, Lebanon Ford of Columbus, we would see a savings of \$150.00 a vehicle. We would also save time and transportation costs as the cars would have been delivered to us by the state bidder and then we would have to then schedule the up fit and transport the two vehicles to Van Wert. Keeping the whole project in Van Wert will save that extra travel cost and time to up fit.

I checked with legal to be sure we are within our city ordinances in doing this and Billy Harmon concurred that this request was appropriate under our law.

I have attached the quote sheets from Statewide Ford along with the approval from legal and a copy of the state bid sheets.

Total cost for the two police utility vehicles including up fit will be \$68884.00. This is within the budget amount set in the 2017 approved city budget that is the amount of \$73000.00. I request permission to proceed with this project.

R Weitzel, Chief of Police



Statewide Ford Lincoln  
1108 W. Main St.  
Van Wert, Ohio 45891

Reference Number **Q0623NM**

Date	Vehicle	Status
1/20/2017	Utility	Quote

### Shipping

<input checked="" type="checkbox"/>	Ship to Shop	<input checked="" type="checkbox"/>	Build	<input type="checkbox"/>	Deliver
<input type="checkbox"/>	Pull From Inventory				
<input type="checkbox"/>	Manufacturer Ship Direct				

### Customer Information

Purchaser Name	Napoleon Police Dept.
Contact Name	Chief Robert Weitzel
Mailing Address	PO Box 151
City, State & Zip	Napoleon, Ohio 43545

### Contact Information

Email	<a href="mailto:rweitzel@napoleonohio.com">rweitzel@napoleonohio.com</a>
Phone	(419) 559-2810
Fax	
Alt. Contact	

### Supporting Information

Sales Rep Name	Natasha Moon
Customer PO #	
Delivery Address	
City, State & Zip	

Notes Section: Black exterior  
This Quote is Valid until the Utility Cut off Date - TBD  
Complete Strip of Sedan & CV - No Delivery Included on this quote.

QTY	Manufacturer	Part Number	Part Description	Unit Price	Extended Price	Cost of Options
2	Ford	K8A	2017 Ford Utility PI	\$26,000.00	\$ 52,000.00	
2	Ford	17T	rear R/C dome lamp in cargo area	\$ 49.00	\$ 98.00	
2	Ford	SI	Secure Idle	\$ 295.00	\$ 590.00	
2	Ford	43D	Courtesy lamp inop	\$ 50.00	\$ 100.00	
2	Ford	128	Carpet 1st and 2nd row	\$ 124.00	\$ 248.00	
2	Ford	59B	Keyed alike - 1284X	\$ 75.00	\$ 150.00	
2	Ford	18W	Rear power window switch delete	\$ 24.00	\$ 48.00	
2	Ford	686	rear door handles and lock inop	\$ 34.00	\$ 68.00	
2	Ford	86P	front headlight LED ready	\$ 124.00	\$ 248.00	
					\$ -	
2	SEP	MJ3	Marked Car Package	\$ 4,399.00	\$ 8,798.00	
2	Whelen	JE8SP1J	Justice LB - R/B, Flaming Alley & TDs, Clear Lens	\$ -	\$ -	
2	Whelen	MKEZ83	Light Bar Hook Kit		\$ -	
					\$ -	
2	Code 3	3829L6S	Mastercom Siren		\$ -	
					\$ -	
2	Sound Off Signal	ETSS100N	100 Watt Speaker - Mount on PB		\$ -	
4	Sound Off Signal	ENFFTSSMS6W	Clear Head Light Corner Warnings	\$ -	\$ -	
4	Sound Off Signal	ELUC2S010R	Red Tail Light Corner Warnings	\$ -	\$ -	

[illegible]

Natasha Moon  
Natasha@StatewideFord.com

P:

F: 866.832.4430



310 Glenwood Ave  
Box 151  
Napoleon Ohio  
43545  
419-599-2810  
Fax 419-599-7969  
www.napoleonohio.com

## Napoleon City Police Department

01/25/2017

Billy Harmon, Law Director  
City of Napoleon  
PO Box 151  
255 W Riverview Ave.  
Napoleon, Ohio 43545

Chief Robert L Weitzel  
Napoleon City Police  
PO Box 151  
310 Glenwood Ave.  
Napoleon, Ohio 43545

RE: Capital Project for 2017 – Police Vehicle Purchase

Sir,

I have an opportunity to save a little money and potentially time on our new Police vehicle purchases for 2017.

Lebanon Ford, of Columbus Ohio has obtained the state bid for Ford police vehicles this year. Since they do not do an up-fit of the vehicles appropriate to our standards, I contacted Statewide Ford as they have done the up-fit for many of our police vehicles over the recent years. I met with Natasha Moon a few days ago. I told her I'd be purchasing the vehicles from Lebanon Ford but I'd have the up-fit of the two vehicles done through their company. We then covered the package and details of equipment we would need from them. Natasha told me she'd send me the quote. Two days later she called me and said that her company, Statewide Ford, did not want to lose our business so they would like to offer to sell us the two vehicles at less than state bid price and do the up-fit as we discussed. I have figured the savings will be about \$150.00 each for the two vehicles, but a potential savings in time would be achieved in buying the cars from Statewide Ford. Knowing the delivery time of the vehicles as they would by the factory communications to the dealership would allow them to schedule the up-fit, order and receive parts, and be prepared to do the work in a more timely fashion than waiting for us to have delivery from Lebanon Ford. This may not be a significant savings, but savings never the less.

Since the vehicles can be purchased for less than the state bid price and there are no Ford dealerships in town, I feel we qualify for the ability to purchase from Statewide as our purchase ordinance allows for such. Would you please review our code and advise if I may proceed with this deal with Statewide Ford. I have already asked the City Manager and he expressed approval if you would confirm it being legal.

Thanks

A handwritten signature in blue ink, appearing to be "R. Weitzel".

R Weitzel COP



# INCOMING WORK FOR LAW DEPARTMENT

DEPARTMENT

Police

PROJECT

Capital - Vehicle Purchases

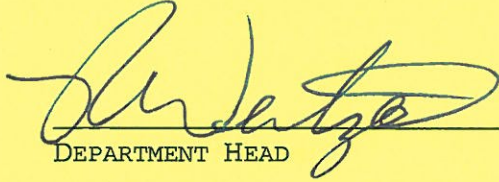
DATE SUBMITTED

1-25-17

DESIRED DATE

SOONEST - Would like to take to Council in Feb.

DEPARTMENT HEAD



APPROVED BY MONICA IRELAND, CITY MANAGER

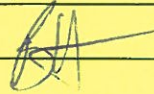


JOEL MAZUR

COMMENTS:

Review for purchase without additional  
Bidding.

AUTHORIZED PURSUANT TO CITY ORDINANCE



DEPARTMENTAL USE ONLY:

COMPLETED DATE

1/25/17

TREVOR M. HAYBERGER, CITY LAW DIRECTOR

Billy Hannon

**106.02 STATE COOPERATIVE PURCHASING PROGRAM.**

(a) Subject to approval for expenditure of funds when required, the City and all of its departments may purchase materials, supplies, equipment or services from others, including other political subdivisions of this State as defined in Section 125.04(B) of the Revised Code, upon equivalent terms, conditions, and specifications but at a lower price than it can be obtained through any of Ohio's cooperative purchasing program without necessity of competitive bid. The department making said purchase shall cause to be maintained sufficient information regarding the purchase to verify that the department satisfied the conditions for making a purchase under this section. Nothing in this section restricts the City or its departments from taking any other action that may be permitted by law.

(b) (1) Subject to approval for expenditure of funds when required, and except as provided herein, when materials, supplies, equipment or services to be purchased are authorized for competitive bid by the City, the City Council or department director (i.e. City Manager, City Law Director, or City Finance Director as applicable) specifically has the right to disregard the bidding process completely, at any time, so long as bids have not yet been received, and to:

A. Contract for the purchase of materials, supplies, equipment or services from a person or an entity who is authorized by the current State Cooperative Purchasing Contract which is in effect at the time of the bid, to sell such materials, supplies, equipment or services to the City or its departments under the provisions of Ohio R.C. 125.04 or 5513.01 and Ordinance(s) 63-88, 36-99 or similar ordinances passed by the City, as each may be amended from time to time; or

B. Make said purchase pursuant to subsection (a) hereof.

(2) If bids have been received and the purchase can be made upon the same terms, conditions and specifications at a lower price through the State's Cooperative Purchasing Contract, then the bid may be:

A. Rejected;

B. Awarded to the lowest and best bidder; or

C. Awarded via the State Cooperative Purchasing Contract.

(Ord. 36-01. Passed 5-7-01.)

SPECIFICATIONS (Cont'd)**AUTOMOBILE-POLICE SPECIAL- SPORT UTILITY VEHICLE-FULL SIZE-4 DOOR-V6-AWD**  
**Item Number 4**

Line No.	Standard Specification Items	Minimum Requirements
<b>Brand</b>		
1.	Manufacturer Make	Ford
2.	Manufacturer Model	Interceptor SUV
<b>Powertrain</b>		
3.	Engine Type (Liter/Cylinder)	3.7L, V6
4.	Horsepower (Net HP)	304
5.	Transmission	Automatic, 6 Speed
6.	Drive Type	All Wheel Drive
7.	Alternator (amps)	220
8.	Flexible Fuel Vehicle (FFV)	Required
9.	Battery (CCA)	750
10.	Cooling System	Heaviest Duty Available
11.	EPA Estimated Mileage (City/Highway MPG)	16/21
<b>Driveability</b>		
12.	Steering	Electric Power-Assist
13.	Power Antilock Brakes (ABS) Front & Rear	Required
<b>Exterior</b>		
14.	Number of Doors	4
15.	Wheelbase (in.)	112.6
16.	Body Side Molding (Installed)	Not Required
17.	Exterior Mirrors – Right & Left Mounted	Power Remote
18.	Paint – Specify Standard Colors	Standard
19.	Left Handed Spotlight, Pillar Mounted	Required
20.	Tires – Pursuit/Speed Rated per Manufacturer Recommendations	All Season, Steel Belted, Black Wall
21.	Spare Tire/Wheel	Full Size
<b>Safety</b>		
22.	Air Bag Restraint System (Driver & Passenger)	Required
23.	Supplement Restraint System (Driver & Passenger)	Required
<b>Seating</b>		
24.	Seating Capacity	5
25.	Seat Covering	Cloth FR, Vinyl RR

SPECIFICATIONS (Cont'd)**AUTOMOBILE-POLICE SPECIAL- SPORT UTILITY VEHICLE-FULL SIZE-4 DOOR-V6-AWD  
Item Number 4**

Line No.	Standard Specification Items	Minimum Requirements
<b>Seating</b>		
26.	Floor Covering	Heavy Duty Rubber
27.	Front Seat Type	Bucket Adjustable – No Center Console
28.	Rear Seat Type	Split 60/40 Bench
<b>Interior</b>		
29.	Arm Rest on Front Doors	Required
30.	Foam Front Seat Cushion	Required
31.	Trunk Light	Automatic
32.	Interior Lighting	Overhead Dome & Map or Dome Driver Light
33.	Interior Rear View Mirror	Day/Night
<b>Dimensions</b>		
34.	Fuel Capacity (Gal.)	18.6
35.	Base Curb Weight (lbs.)	4,639
36.	Headroom (Front/Rear) (in.)	41/40
37.	Leg Room (Front/Rear) (in.)	40/41
38.	Hip Room (Front/Rear) (in.)	57/56
39.	Shoulder Room (Front/Rear) (in.)	61/60
40.	Interior Cargo Area/ Cargo Area Seats Folded Down (cu. ft.)	48/85
<b>Accessories:</b>		
41.	2 Sets of Keys with FOB Enabling Electronic Keyless Entry	Required
42.	Glass	High Strength, Factory Tint
43.	Rear Window Defroster	Wired in Glass
44.	Fresh Air Temperature Controlled Heater	With Windshield Defrosters
45.	Intermittent Windshield Wipers	With Dual Speed
46.	Air Conditioning	Required
47.	Radio – Factory Installed	AM/FM
48.	Radio Suppression System	Required
49.	12 Volt Power Outlet, in Front Compartment	Required
50.	Fuel at Delivery	½ Tank
51.	Speedometer/ Standard Gage Package	Required
52.	Hood Latch Release	Inside Passenger Compartment only, by Driver Side
53.	Dual Horns, Factory Installed	Required
54.	Electronic Door Locks/ Electronic Windows	Driver Control Lock Out (Required)

SPECIFICATIONS (Cont'd)**AUTOMOBILE-POLICE SPECIAL- SPORT UTILITY VEHICLE-FULL SIZE-4 DOOR-V6-AWD  
Item Number 4**

Line No.	Standard Specification Items	Minimum Requirements
<b>Accessories:</b>		
55.	Rear Window Wiper/Washer	If applicable
56.	Remote Control Rear Gate Release by Driver	Required, if available
57.	Rear Door	Lift Gate
<b>Warranty:</b>		
58.	Rust Proofing	Min. Factory Warranty
59.	Manufacturer Standard	Min. 3 yr./36,000 Mile
60.	Powertrain	Min. 5 yr./100,000 Mile
<b>Optional Equipment Items:</b>		
61.	45-Day Tags	
62.	Wheel Cover	
63.	Inside-Rear Door Locks and Rear Door Handles Inoperable	
64.	Inside Windows-Rear-Power Delete	
65.	Heated Side View Mirrors	
66.	Carpet	
67.	3.5L, V6 EcoBoost	
68.	Red/White Dome Light in Cargo Area	
69.	Rear Lighting Solution for Cargo Area	
70.	Perimeter Anti-Theft Alarm	
71.	Remote Keyless Entry Key FOB w/o Key Pad - Deduct	
72.	Rear Console Plate	
73.	Grille LED Lights, Siren & Speaker Pre-Wiring	



PRICE SCHEDULEITEM #4 – AUTOMOBILE – POLICE SPECIAL – SPORT UTILITY VEHICLE – FULL SIZE - 4 DOOR–V6-AWD

DELIVERY:	INDICATE CITY/STATE OF MANUFACTURER:		
90-180 DAYS A.R.O. (SEE IV.A.)	Chicago, Illinois		
CONTRACTOR:	MFG:	MODEL:	MODEL NUMBER:
LEBANON FORD	Ford	Utility Interceptor	K8A
REAR END GEAR RATIO: 3.65			
ITEM ID NO.: 28200	UNIT PRICE: \$ 26,005.00		

ITEM ID NO.	DELIVERY CHARGE	UNIT COST
28201	Delivery charge per mile, per vehicle round trip map mileage for delivery by the contractor:	\$ 0.40
28202	Minimum Delivery Charge	\$ 130.00

ITEM ID NO.	DEALER OPTION/ORDER CODE	OPTION	UNIT COST
28204	TEMP	45-Day Tags	\$ 18.50
28205	65L	Wheel Cover	\$ 59.00
30162	68G	Inside-Rear Door Locks Inoperable	\$ 34.00
30163	68L	Rear Door Handles Inoperable	\$ 34.00
28207	18W	Inside Windows-Rear-Power Delete	\$ 24.00
28208	549	Heated Side View Mirrors	\$ 59.00
28209	16C	Carpet	\$ 124.00
28210	99T	3.5L, V6 EcoBoost	\$ 2,999.00
28211	17T	Red/White Dome Light in Cargo Area	\$ 49.00
28212	66C/ZAD	Rear Lighting Solution for Cargo Area	\$ 499.00
28213	593	Perimeter Anti-Theft Alarm	\$ 119.00
Note on P.O.	-595	Remote Keyless Entry Key FOB w/o Key Pad - Deduct	\$0.00
28214	85R	Rear Console Plate	\$ 34.00
28215	60A	Grille LED Lights, Siren & Speaker Pre-Wiring	\$ 49.00
29760	53M	SYNC	\$294.00
29761	Trailer Tow	Hitch with Wiring	\$699.00
30156	86P	Pre Drill Front Headlights LED	\$124.00
30157	86T	Pre Drill For Rear Lights LED	\$59.00
30158	90D	Class III Ballistic Door Driver	\$1,580.00
30159	90E	Class III Ballistic Doors Both	\$3,160.00

INSTRUCTIONS TO STATE AGENCIES REQUESTING UNSPECIFIED OPTIONS: State agencies that require additional equipment that is not listed in the option table above will need to provide the following to the current contract analyst listed on the contract website overview page, for approval;

1. Quote: Lists the unit price and the contents of the option(s). Manufacturer's invoice should be included.
2. Justification: Specific reasoning why the unlisted option is needed to perform job duties.

UNSPECIFIED OPTION PRICE: 3.00% above manufacturer invoice.

List standard paint colors:

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UNITED WAY OF HENRY COUNTY  
611 N. PERRY ST.  
NAPOLEON, OH 43545-1701

08-83

PNC Bank, N.A. 070

11205

6-12/410

403

CHECK ARMOR

12/27/2016

PAY TO THE  
ORDER OF City of Napoleon

\$ \*\*161.88

One Hundred Sixty-One and 88/100\*\*\*\*\*

DOLLARS

City of Napoleon

MEMO

Rec Department - Safety City 161.88 Cash Designati

*Thomas W. Meek*

AUTHORIZED SIGNATURE

MP

11228

UNITED WAY OF HENRY COUNTY  
611 N. PERRY ST.  
NAPOLEON, OH 43545-1701

08-83

PNC Bank, N.A. 070

6-12/410

403

CHECK ARMOR

12/27/2016

PAY TO THE  
ORDER OF Napoleon Fire Dept.

\$ \*\*200.72

Two Hundred and 72/100\*\*\*\*\*

DOLLARS

Napoleon Fire Dept.

MEMO

*Thomas W. Meek*

AUTHORIZED SIGNATURE

MP

# City of Napoleon Parks and Recreation Department

255 West Riverview Avenue Napoleon, Ohio 43545  
(419) 592-4010 (419) 592-8955 (fax)  
tcotter@napoleonohio.com

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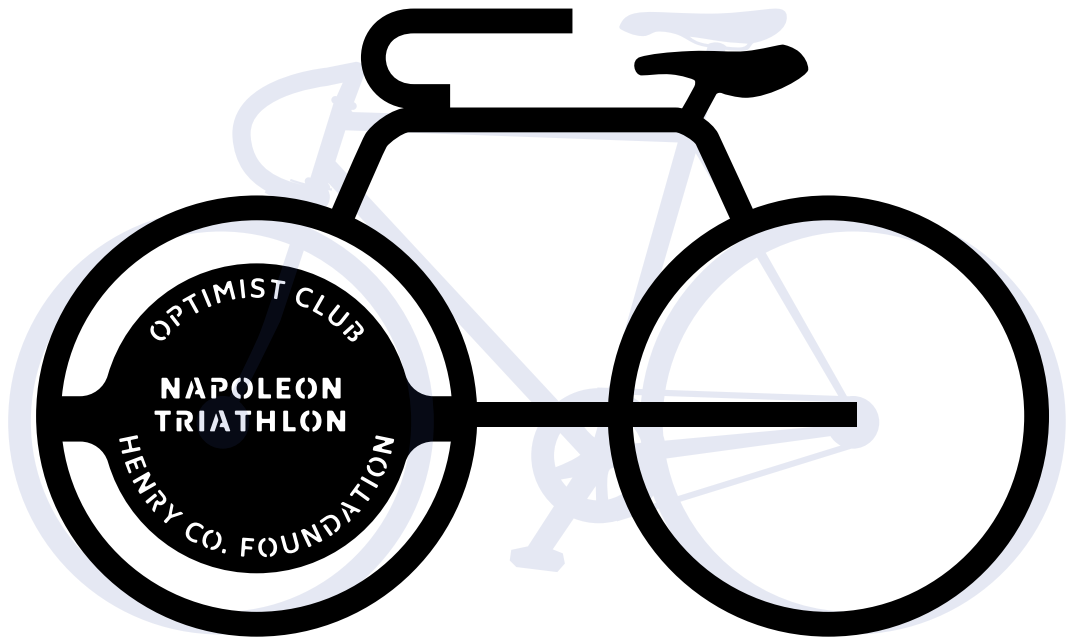
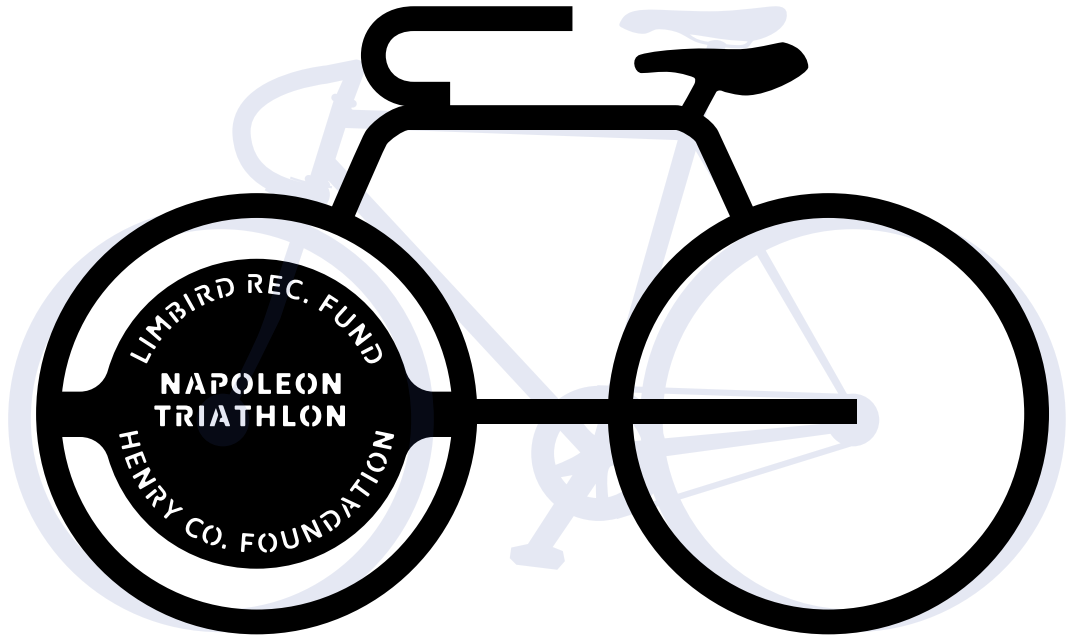
## ***Memorandum***

To: *Joel Mazur, City Manager*  
From: *Tony Cotter, Director of Parks and Recreation*  
Date: *January 31, 2017*  
Subject: *Henry County Community Foundation Donation*

At its January meeting, the Parks and Recreation Board unanimously recommended the donation of four (4) new bike racks to be purchased by the Henry County Community Foundation. Funding for this equipment was provided through money raised from both the Limbird Recreation Foundation and the former Napoleon Optimist Club. These bike racks would be placed at Glenwood Park, Ritter Park, and the Swimming Pool. I am requesting this item be placed on the next City Council meeting agenda for approval.

Let me know you have any questions or would like more information.

cc.: Greg Heath, Finance Director





# MEMORANDUM

**To:** Technology and Communication Committee, Council, Mayor,  
City Manager, City Law Director, City Finance Director,  
Department Supervisors, Newsmedia *GH*

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

**Date:** February 2, 2017

**Re:** Technology and Communication Committee Meeting  
Cancellation

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The TECHNOLOGY AND COMMUNICATION COMMITTEE meeting regularly scheduled for Monday, February 6, 2017 at 6:15 pm has been CANCELED at the direction of the Chair.



## LEGISLATIVE ALERT

**TO:** AMP and OMEA Principal Contacts

**FROM:** Jolene M. Thompson, Executive Vice President, AMP & Executive Director, OMEA

**DATE:** February 1, 2017

**RE:** *Please Contact your U.S. House Member in Support for Municipal Bonds*

Although numerous uncertainties remain with the start of the 115<sup>th</sup> Congress, the issue of tax reform is expected to be one of the top priorities. As part of that effort, the ability to issue tax exempt bonds is at risk which could have a significant negative impact on municipalities. Restrictions on the ability to issue tax-exempt bonds or limiting the tax benefits for certain holders would seriously injure local governments' ability to maintain essential services and construct infrastructure needed for public safety and economic growth.

To raise awareness about the importance of tax exempt financing, the bipartisan Municipal Finance Caucus was formed last session by Reps. Randy Hultgren (R-IL) and Dutch Ruppersberger (D-MD). To ensure congressional leaders understand their importance, Reps. Hultgren and Ruppersberger are circulating a joint signature letter, which will be sent to House Ways and Means Committee Chairman Kevin Brady (R-TX), and Ranking Member Richard Neal (D-MA). A copy of the letter is attached below.

*We encourage you to contact your U.S. House Representatives by Wednesday, Feb. 8 and ask that they sign on to the joint signature letter being circulated by the House Municipal Finance Caucus. Your member of Congress can easily sign on to the letter by contacting:*

- Bill Hulse (Rep. Hultgren) at [Bill.Hulse@mail.house.gov](mailto:Bill.Hulse@mail.house.gov); or
- David Heitlinger (Rep. Ruppersberger) at [David.Heitlinger@mail.house.gov](mailto:David.Heitlinger@mail.house.gov).

Thank you in advance for your efforts to protect this essential funding tool for state and local governments. If you have any questions, please contact me at 614-540-1111 or [jthompson@amppartners.org](mailto:jthompson@amppartners.org) or Michael Beirne at 614-540-0835 or [mbeirne@amppartners.org](mailto:mbeirne@amppartners.org).

**DELAWARE** DELAWARE MUNICIPAL ELECTRIC CORPORATION **INDIANA** CANNELTON **KENTUCKY** BENHAM • BERE • PADUCAH • PARIS • PRINCETON • WILLIAMSTOWN  
**MARYLAND** BERLIN **MICHIGAN** CLINTON • COLDWATER • HILLSDALE • MARSHALL • UNION CITY • WYANDOTTE **OHIO** AMHERST • ARCADIA • ARCANUM • BEACH CITY • BLANCHESTER  
BLOOMDALE • BOWLING GREEN • BRADNER • BREWSTER • BRYAN • CAREY • CELINA • CLEVELAND • CLYDE • COLUMBIANA • COLUMBUS • CUSTAR • CUYAHOGA FALLS • CYGNET • DELTA  
DESHLER • DOVER • EDGERTON • ELDORADO • ELMORE • GALION • GENOA • GEORGETOWN • GLOUSTER • GRAFTON • GREENWICH • HAMILTON • HASKINS • HOLIDAY CITY • HUBBARD  
HUDSON • HURON • JACKSON • JACKSON CENTER • LAKEVIEW • LEBANON • LODI • LUCAS • MARSHALLVILLE • MENDON • MILAN • MINSTER • MONROEVILLE • MONTPELIER • NAPOLEON  
NEW BREMEN • NEW KNOXVILLE • NEWTON FALLS • NILES • OAK HARBOR • OBERLIN • OHIO CITY • ORRVILLE • PAINESVILLE • PEMBERVILLE • PIONEER • PIQUA • PLYMOUTH • PROSPECT  
REPUBLIC • SEVILLE • SHELBY • SHILOH • SOUTH VIENNA • ST. CLAIRSVILLE • ST. MARYS • SYCAMORE • TIPP CITY • TOLEDO • TONTOGANY • VERSAILLES • WADSWORTH • WAPAKONETA  
WAYNESFIELD • WELLINGTON • WESTERVILLE • WHARTON • WOODSFIELD • WOODVILLE • YELLOW SPRINGS **PENNSYLVANIA** BERLIN • BLAKELY • CATAWISSA • DUNCANNON  
EAST CONEMAUGH • ELLWOOD CITY • EPHRATA • GIRARD • GOLDSBORO • GROVE CITY • HATFIELD • HOOVERSVILLE • KUTZTOWN • LANSDALE • LEHIGHTON • LEWISBERRY • MIFFLINBURG  
NEW WILMINGTON • PERKASIE • QUAKERTOWN • ROYALTON • SAINT CLAIR • SCHUYLKILL HAVEN • SMETHPORT • SUMMERHILL • WAMPUM • WATSONTOWN • WEATHERLY • ZELIENOPLE  
**VIRGINIA** BEDFORD • DANVILLE • FRONT ROYAL • MARTINSVILLE • RICHLANDS **WEST VIRGINIA** NEW MARTINSVILLE • PHILIPPI

**Joint Signature Letter from Municipal Finance Caucus to House Ways and Means Chairman  
Kevin Brady and Ranking Member Richard Neal.**

Dear Chairman Brady and Ranking Member Neal:

As Congress considers tax reform and infrastructure financing, we, the undersigned, write to express our strong support for an already potent tool already in hand – the tax-exempt municipal bond. For more than a century, states and local governments have depended on this reliable and efficient means of financing.

Nearly two-thirds of core infrastructure investments in the United States are financed with municipal bonds. In 2015 alone, more than \$400 billion in municipal bonds were issued to finance the projects that touch the daily lives of every American citizen and business. They are the roads we drive on, schools for our children, affordable family housing, water systems that supply safe drinking water, courthouses, hospitals and clinics to treat the sick, airports and ports that help move products domestically and overseas, and, in some cases, the utility plants that power our homes, businesses, and factories. These are the pro-growth investments which spur job creation, help our economies grow, and strengthen our communities.

A combination of local control and local responsibility makes municipal bonds an incredibly effective and efficient tool. Voters throughout the country overwhelmingly support tax-exempt municipal bonds, which are either approved by locally-elected officials or directly through bond referenda – fiscal federalism at its finest. This must help explain why the default rate is less than 0.01%. Federal tax exemption reduces the cost of issuing municipal bonds, but it is these voters who will pay the interest and principle on this debt. As a result, over the last decade overall state and local borrowing has actually declined in proportion to the economy, while still financing more than \$2 trillion in new infrastructure investments. And, if simply left alone, municipal bonds likely will finance another \$3 trillion in new infrastructure investments by 2026.

Furthermore, millions of Americans depend on municipal bonds for their economic security, and invest in them because of their low-risk nature. Nearly three-quarters of individual investors earn less than \$200,000 per year and more than three-quarters are 55 or older. Businesses also rely on municipal bonds as a safe, stable, long-term investment.

In conclusion, changes to the tax-code should recognize the vital role of tax-exempt municipal bonds. Any changes under consideration to the tax exempt status that would increase the cost of financing for states and local government should be provided very careful consideration. We believe the current tax-exempt status contributes to efficient economic growth that benefits all Americans.





## CITY OF NAPOLEON, OHIO

255 West Riverview Avenue • PO 151 • Napoleon, Ohio 43545-0151

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

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DATE: January 20, 2017

TO: Members of City Council  
Jason P. Maassel, Mayor  
Joel L. Mazur, City Manager  
Billy Harmon, City Law Director  
Scott Hover, Water Superintendent

FROM: Gregory J. Heath, Finance Director/Clerk *BJH*

SUBJECT: Wauseon Raw Waterline Agreement – Reconciliation of Net Flows for 12/31/2016

Attached for your review and use is the Annual Reconciliation of Net Flows of Raw Water between the City of Napoleon and the City of Wauseon for Year Ending 2016 (See Attached Spreadsheet).

Pursuant to the Data provided, there is **“NO Net Billable Flow” to Wauseon.** The Raw Water Credits available to the City of Wauseon, less Flow Back to the City of Napoleon, stands at **684,015,586** Gallons for Year Ending 12/31/2016.

Based on current and prior Credits, the probability of the City receiving any revenue for flows to Wauseon during the term of this agreement (25 Years, starting in 2002, ending in 2025) continues to be very minimal.

Please feel free to call me if you have any questions. Thank you.

Attachments

Cc City of Wauseon  
Contract File-City



**WAUSEON - NAPOLEON RAW WATERLINE CONTRACT - FLOW RECONCILIATION**

ANNUAL RECONCILIATION OF FLOWS - WAUSEON - NAPOLEON WATERLINE AGREEMENT													UPDATED THROUGH PERIOD 12/31/2016
Combined Yearly Napoleon & Wauseon Reservoir Flow Summary and Water Credits Allocation													
=== FLOWS BETWEEN CITIES ===			===== CREDITS ON BASE 365 MG A YEAR - INCLUDING AMOUNTS USED, CARRIED FORWARD, AND FORGIVEN =====							===== NAPOLEON CREDITS FOR FLOW BACK & NET BILLABLE =====			
Year	A WAUSEON GROSS FLOW USAGE (Reported by Napoleon)	B NAPOLEON FLOW BACK USAGE CREDITS (Reported by Wauseon)	C Base(365MG/YR) Gallons/Year to WAUSEON (Per Contract) (BASE AMT) (365 MG)	D Unused Credits On Base(365MG) to WAUSEON ("Prior Year" +H)	E TOTAL BASE + UNUSED<365MG CREDITS (C + D)	F Base CREDITS USED By WAUSEON (If A>=E then E) (If A < E then A)	G Unused CREDIT Available for Carry Over (E - F)	H Base Credits >0 but <365 MG to Carry Forward (If G>=0 but <C) then G (If G > C then C)	I BASE CREDITS FORGIVEN > 365 MG BASE (If G<=0 then G) (If G > H then H - G)	J NAPOLEON CREDITS Brght. Forward ("Prior Year" K-L)	K TOT.NAPOLEON CREDITS AVAILABLE (B + J)	L NAPOLEON CREDITS USED by WAUSEON (If A-E>0 then A-E Not to Exceed K)	M NET BILLABLE FLOW to WAUSEON (If A-E-L>0 then A-E-L other 0)
2002	383,567,000	77,035,743	365,000,000	0	365,000,000	365,000,000	0	0	0	0	77,035,743	18,567,000	0
2003	373,886,000	113,662,843	365,000,000	0	365,000,000	365,000,000	0	0	0	58,468,743	172,131,586	8,886,000	0
2004	350,482,000	44,223,000	365,000,000	0	365,000,000	350,482,000	14,518,000	14,518,000	0	163,245,586	207,468,586	0	0
2005	400,799,000	37,334,000	365,000,000	14,518,000	379,518,000	379,518,000	0	0	0	207,468,586	244,802,586	21,281,000	0
2006	340,083,000	56,238,000	365,000,000	0	365,000,000	340,083,000	24,917,000	24,917,000	0	223,521,586	279,759,586	0	0
2007	354,188,000	63,173,000	365,000,000	24,917,000	389,917,000	354,188,000	35,729,000	35,729,000	0	279,759,586	342,932,586	0	0
2008	331,966,000	39,431,000	365,000,000	35,729,000	400,729,000	331,966,000	68,763,000	68,763,000	0	342,932,586	382,363,586	0	0
2009	350,039,000	31,662,000	365,000,000	68,763,000	433,763,000	350,039,000	83,724,000	83,724,000	0	382,363,586	414,025,586	0	0
2010	357,641,000	29,053,000	365,000,000	83,724,000	448,724,000	357,641,000	91,083,000	91,083,000	0	414,025,586	443,078,586	0	0
2011	263,480,000	59,544,000	365,000,000	91,083,000	456,083,000	263,480,000	192,603,000	192,603,000	0	443,078,586	502,622,586	0	0
2012	368,702,000	10,769,000	365,000,000	192,603,000	557,603,000	368,702,000	188,901,000	188,901,000	0	502,622,586	513,391,586	0	0
2013	339,096,000	42,437,000	365,000,000	188,901,000	553,901,000	339,096,000	214,805,000	214,805,000	0	513,391,586	555,828,586	0	0
2014	408,830,000	32,625,000	365,000,000	214,805,000	579,805,000	408,830,000	170,975,000	170,975,000	0	555,828,586	588,453,586	0	0
2015	246,766,000	52,006,000	365,000,000	170,975,000	535,975,000	246,766,000	289,209,000	289,209,000	0	588,453,586	640,459,586	0	0
2016	314,381,000	43,556,000	365,000,000	289,209,000	654,209,000	314,381,000	339,828,000	339,828,000	0	640,459,586	684,015,586	0	0
2017	0	0	365,000,000	339,828,000	704,828,000	0	704,828,000	365,000,000	-339,828,000	684,015,586	684,015,586	0	0
2018	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2019	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2020	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2021	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2022	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2023	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2024	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0
2025	0	0	365,000,000	365,000,000	730,000,000	0	730,000,000	365,000,000	-365,000,000	684,015,586	684,015,586	0	0

NOTE: Original Agreement Signed September 17, 1999, Section 16 states Term of the Agreement is 26 Years from this date.  
Fist Full-Year of Operation of Waterline is Determined to be 2002.



# NAPOLEON WATER PLANT

## 2016 Napoleon & Wauseon Reservoir Flow Summary

<u>Month</u>	<u>Flow to Napoleon-gal.</u>	<u>Flow to Wauseon-gal.</u>
January	2,044,000	18,361,000
February	0	24,806,000
March	10,900,000	6,803,000
April	6,851,000	17,586,000
May	0	22,985,000
June	16,928,000	13,249,000
July	0	12,951,000
August	0	37,014,000
September	0	55,485,000
October	0	42,815,000
November	4,226,000	26,998,000
December	2,607,000	35,328,000
<b>Total -</b>	<b>43,556,000</b>	<b>314,381,000</b>
Total Flow (Flow to Res. - Flow to Nap.) -		270,825,000



Napoleon Water Plant 2016 Summary Report

TOTALS CHEMICALS LBS.	2016										Raw MG/MO	Total MG Plt./Prod.	Total Wash/H2O M	Total Filter Hrs.	Ave. Raw Gallons	Ave. Plt. Production	Total No. Filter/Wash	Ave Filter Run Hrs.	
	ALUM	LIME	SODA	CL2	CARBON	CO2	PO4	POLYMER	FLUORIDE	KMNO4									
JANUARY	16,843	55,399	0	1,233	2,142	8,607	281	0	417	281	43,079	41,511	3,655	1,021	1,390,000	1,339,000	43	23.75	
FEBRUARY	15,804	53,520	4,538	1,077	1,870	9,303	277	0	394	122	38,930	33,130	3,060	1,010	1,342,000	1,142,000	36	28.00	
MARCH	15,302	59,284	5,761	967	1,727	8,231	272	0	384	293	38,013	36,595	2,805	894	1,226,000	1,180,000	33	27.10	
APRIL	11,813	52,843	0	1,019	1,761	7,823	282	0	385	339	38,964	37,778	2,465	1,005	1,299,000	1,259,000	29	34.66	
MAY	12,912	52,669	0	1,210	2,208	7,985	289	0	443	550	40,879	39,955	2,268	1,039	1,319,000	1,289,000	27	38.50	
JUNE	21,367	74,566	0	1,795	2,714	6,502	330	0	427	793	45,627	42,644	1,512	1,172	1,521,000	1,421,000	18	65.10	
JULY	7,815	46,054	0	1,624	6,068	8,208	302	0.00	464	887	45,793	45,175	2,720	1,192	1,477,000	1,457,000	32	37.23	
AUGUST	7,555	49,397	0	1,636	6,601	8,104	288	0.00	450	804	44,949	41,093	2,436	1,106	1,450,000	1,326,000	29	38.13	
SEPTEMBER	8,787	53,327	0	1,364	5,373	8,673	301	0	444	630	46,866	44,923	2,295	1,110	1,562,000	1,549,000	27	41.10	
OCTOBER	9,491	65,801	0	1,393	4,215	10,193	319	0	474	718	50,007	49,149	2,352	1,190	1,613,000	1,585,000	28	42.50	
NOVEMBER	10,042	52,432	0	1,016	3,030	7,921	279	0	385	681	39,052	37,480	2,436	988	1,302,000	1,249,000	29	34.08	
DECEMBER	14,944	65,743	4,620	1,319	2,286	10,003	310	0	385	409	41,143	40,903	4,165	1,123	1,327,000	1,319,000	49	22.91	
TOTALS	152,675	681,035	14,919	15,653	39,995	101,553	3,529	0.00	5052	6,506	513.30	490.34	32.17	12,850	16,828,000	16,115,000	380.00	433.06	0.00
COST/LB.	0.2175	0.0745	0.1877	0.5440	0.8240	0.0573	1.1000	0.96	0.487	3.0000									
TOTAL COST	\$33,207	\$50,737	\$2,800	\$8,515	\$32,956	\$5,818.99	\$3,882	\$0.00	\$2,460	\$19,517	Cost/MG								
COST/MG	\$64.69	\$98.84	\$5.46	\$16.59	\$64.20	\$11.34	\$7.56	\$0.00	\$4.79	\$38.02	\$311.50								
			0.084375																

TOTAL RAW In MG 513.30  
 TOTAL PLT. PRODUCTION In MG 490.34  
 TOTAL GALLONS OF WASH WATER In 32,169,000  
 TOTAL FILTER HRS 12,849.55  
 AVERAGE RAW GALLONS In MG 1.41  
 AVERAGE PLANT PRODUCTION/MG 1.34  
 TOTAL NUMBER OF FILTER WASHES 380.00  
 AVERAGE FILTER RUN HOURS 36.09  
 Percent Wash water = 7%



# Update

*A weekly newsletter presented by AMP President/CEO Marc Gerken*

**January 27, 2017**



## **Bowling Green Solar Facility achieves commercial operation, is now online**

*By Pam Sullivan – executive vice president of power supply & generation*

AMP is pleased to announce that the 20 megawatt (MW) Bowling Green Solar Facility achieved commercial operation this week. The 20 MW installation is the largest solar installation in the state of Ohio. NextEra Energy and its contractor, Blattner Energy, began construction at the site in July 2016.



The Bowling Green Solar Facility is made up of 85,680 modules, 20-1 MW inverters and 10-34.5 kV transformers. The site also uses a tracker system that rotates the solar panels to help in maximizing production. A substation was also built on the site that increases the voltage from 34.5 kV to 69 kV to be transmitted on a newly built 1.75 mile, 69 kV line that ties back into the City of Bowling Green's electric system.

Twenty-two participating AMP members are receiving energy from the project. A dedication ceremony for the project is planned to be held in the spring.

## **Energy markets update**

*By Jerry Willman – assistant vice president of energy marketing*

The February 2017 natural gas contract increased \$0.05/MMBtu to settle at \$3.382. The EIA reported a withdrawal of 119 Bcf for the week ending Jan. 20, which was aligned with market expectations.

On-peak power prices for 2018 at AD Hub closed yesterday at \$37.45/MWh, which was \$0.05/MWh higher for the week.

## **AFEC update**

*By Jerry Willman*

Fremont was dispatched offline by PJM over the weekend due to economic conditions. Fremont operated in a 2x1 configuration for the remainder of the week.

There was no duct firing operation this week. The plant generated at a 42 percent capacity factor (based on 675 MW rating).

## **DEED spring funding deadline approaches**

*By Michelle Palmer, PE – vice president of technical services*

Applications for the American Public Power Association (APPA) Demonstration of Energy & Efficiency Developments (DEED) Program spring funding cycle are due Feb. 15.

Through the DEED program, utilities can receive grants of up to \$125,000 to finance initiatives that can help increase efficiency, reduce costs, investigate new technologies or improve processes to better serve customers. Members may also apply for scholarships up to \$4,000 to fund student interns.

Applications and additional information are available on the DEED section of the APPA

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## AMP welcomes new employees

AMP welcomed three new employees this week, William Sandell, Jeannie Gardner and Maggie Deely.

Sandell joined AMP as vice president of generation development and optimization. Sandell has more than 15 years of experience in the power and energy industries. He previously served as project manager and consultant for IEM Energy Consulting Inc., as a plant manager for Tri-State Generation and Transmission, and held senior-level positions with Leidos and Pic Group. Sandell holds a bachelor's degree in mechanical engineering from San Diego State University and is certified in a number of mechanical systems and maintenance programs.

Gardner joined AMP as AMI operator. Prior to AMP, she served as member information system specialist and billing coordinator for Union Rural Electric Cooperative. Gardner holds a bachelor's degree in secondary math education from the Ohio State University.

Deely joined AMP as IT coordinator. She previously served as a temporary file clerk at AMP, as well as administrative assistant for 31-W Insulation Co., Inc. Deely holds professional certificates in phlebotomy and medical assisting.

Please join us in welcoming William, Jeannie and Maggie to AMP.



William Sandell



Jeannie Gardner



Maggie Deely

## Legislative Rally to take place Feb. 27-March 1

As a reminder, the 2017 American Public Power Association (APPA) Legislative Rally will take place Feb. 27-March 1 at the Mayflower Hotel in Washington, D.C. Registration packets were mailed earlier this month to AMP/OMEA members.

There is still time to join the AMP/OMEA group. Due to the number of attendees and the logistics involved with organizing the trip, an RSVP is requested via returned registration. This will help ensure that meals, meetings and other events are appropriately planned.

For additional information regarding the 2017 APPA Legislative Rally, please visit the APPA [website](http://www.appa.org). If you did not receive a registration packet or have additional questions, please contact Jodi Allalen at 614.540.0916 or [jallalen@amppartners.org](mailto:jallalen@amppartners.org).

Confirmation packets will be mailed to members of the AMP/OMEA group in the next couple of weeks.

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

### Week ending Jan. 27

MON	TUE	WED	THU	FRI
\$28.53	\$29.34	\$28.47	\$28.20	\$31.64

### Week ending Jan. 20

MON	TUE	WED	THU	FRI
\$33.14	\$31.18	\$32.78	\$33.82	\$32.03

AEP/Dayton 2018 5x16 price as of Jan. 26 — \$37.45

AEP/Dayton 2018 5x16 price as of Jan. 19 — \$37.40

## DEED spring funding cycle

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[website](http://www.amp.org). Recipients will be notified of the DEED Board's funding decision by the end of May.

AMP pays for its members to be DEED participants through APPA membership and is available to assist interested members with the application process. For application assistance, please contact me at 614.540.0924 or [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org).

## Ward receives promotion to VP

*By Jolene Thompson – executive vice president/OMEA executive director*

AMP announced Adam Ward's promotion this week to vice president of environmental affairs, sustainability and energy policy. Ward is responsible for directing the functions of the organization's environmental affairs and sustainability groups, managing the organization's sustainability programs and providing regular updates to the AMP Board of Trustees and membership.

Ward joined AMP in February 2016 as assistant vice president of environmental affairs and policy after a 20-year career with the Ohio Environmental Protection Agency (EPA). He holds a bachelor's degree in environmental health from Bowling Green State University; a master's degree in environmental, safety and emergency management from the University of Findlay; and is a Certified Public Manager through the Ohio State University John Glenn School of Public Affairs.

Please join me in congratulating Adam.



Adam Ward

## Calendar

**Feb. 27-March 1—APPA Legislative Rally**  
Mayflower Hotel, Washington D.C.

**March 23—Grounding & Lightning Protection for Overhead & Underground Distribution**  
AMP Headquarters, Columbus

**April 11-13—Underground Distribution Workshop**  
AMP Headquarters, Columbus

## Technical services schedule of training, classes is available

By Jennifer Flockerzie – technical services program coordinator

The 2017 AMP Training Catalog is available on the Member Extranet section of the AMP [website](#). The catalog highlights the courses developed by AMP members for AMP members and provides detailed information about course offerings. Upcoming events are listed below.

- **March 23:** Grounding & Lightning Protection for Overhead and Underground Distribution – This seminar covers the purpose and principles of grounding, the practices required to ensure NESC compliance, and principles of insulation coordination and application of lightning arresters.
- **April 11-13:** AMP Underground Distribution Workshop – This course is a combination of outdoor hands-on and classroom training focusing on underground installation techniques, technology and equipment.
- **April 18:** Major Changes & General Overview of the 2017 NESC – This one-day class will address the major changes to the National Electric Safety Code 2017 edition and will provide a general overview of each section within the publication.
- **April 25-26:** AMP Technical Services Conference – This two-day conference offers training sessions and conference presentations addressing safety-related issues and ways to enhance service reliability through system efficiency.

AMP will also assist members interested in organizing local or regional training sessions. For additional information about these or other AMP training programs, please contact me at [jflockerzie@amppartners.org](mailto:jflockerzie@amppartners.org) or 614.540.0853.

## 2016 APPA Safety Awards applications are due Feb. 3

By Michelle Palmer, PE

The deadline to submit applications for the American Public Power Association's (APPA) 2016 Safety Awards of Excellence is Feb. 3. Award applications are available on the APPA [website](#).

Presented annually, the APPA safety awards recognize public power utilities that demonstrate a commitment to employee safety through low recordable injury and illness cases. Award recipients will be presented with their awards at APPA's Engineering & Operations Technical Conference, which will take place May 8 in San Antonio, Texas.

For additional information about the 2016 Safety Awards of Excellence, please visit the "safety" section of the APPA [website](#) or contact Ethan Epstein at 202.467.2924 or [ee Epstein@publicpower.org](mailto:ee Epstein@publicpower.org).

### AMP has vehicles, forestry equipment available

AMP has forestry equipment and vehicles available for sale. Available equipment includes wood chippers, a Caterpillar 229D skid steer loader with a mower deck, pickup trucks, Gators, and International trucks with hydraulic lift chipper boxes and 60 foot boom buckets.

There are multiple units available of each of the items listed. Any sales will be on a first-come, first-served basis.

For additional information or to make a purchase, please contact Mike Schilling at 614.540.0862 or [mschilling@amppartners.org](mailto:mschilling@amppartners.org) no later than Feb. 10.

## Classifieds

### Multiple career opportunities are available at AMP

American Municipal Power, Inc. (AMP) is seeking applicants for the following positions. For additional information or complete job descriptions, please visit the "careers" section of the AMP [website](#).

**IT Manager** – This position is responsible for managing the help desk and the prompt resolution of end user issues. The position is also responsible for maintaining and upgrading AMP's IT environment, serving as subject matter expert on AMP's IT environment and leading a cross-functional team of help desk technicians, systems analysts, systems administrators and network administrators. Qualifications include a four-year degree in business or computer science (master's degree preferred); a minimum of three years managing a help desk; a minimum of

five years of hands-on experience solving technical issues in an IT environment; and experience with a wide variety of software and technologies.

**Willow Island Operations & Maintenance Supervisor** – This position is responsible for the operations, maintenance and supervision of the Willow Island Hydroelectric Plant. This includes around-the-clock plant operations, maintenance and reporting activities; ensuring short- and long-range work plans are executed and the supervision of plant staff. Qualifications include a four-year degree in mechanical or electrical engineering; a two-year degree in engineering technology and a minimum of one year plant operations supervisory experience; or a minimum of six years of experience in power plant operations. Additional qualifications include familiarity with NERC, FERC and USACE requirements; the

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ability to read blueprints, manuals and schematics; and good problem-solving skills.

**Finance Manager** – This position is responsible for the management and oversight of the credit programs and evaluating finance options for member communities. The finance manager will regularly communicate with third-party consultants, community representatives and rating agencies. Qualifications include a bachelor's degree (master's preferred); two to five years of relevant financial leadership management expertise; excellent oral and written communication skills; and a strong commitment to public service. Strong analytical skill and knowledge of municipal capital markets is preferred.

## Village of Pemberville seeks electric distribution lineworker

The Village of Pemberville is seeking applicants for the position of electric distribution lineworker. The lineman and/or apprentice will be responsible for delivering reliable electric service to customers by performing inspections, maintenance, operations and construction work on substations, transmission, distribution and streetlight systems within the village to the level that their training dictates.

Having or obtaining a CDL is required, as is mechanical knowledge and knowing how to operate equipment including but not limited to: bucket truck, digger derrick, backhoe, wood chipper, chain saws and dump truck; with a willingness to follow all current and future safety practices and maintain equipment.

Wage is based on experience. Applications are available on the village [website](#). Please submit a resume and application to the Village of Pemberville, 155 Main St., P.O. Box 109, Pemberville, OH 43450, by Feb. 10.

## St. Clairsville has opening for assistant superintendent

The City of St. Clairsville has an immediate opening for an assistant superintendent in its electric department. A complete position description is available on the city's [website](#). Send a letter of interest with salary requirements and a resume to DOPS, City of St. Clairsville, P.O. Box 537, St. Clairsville, OH 43950, by March 3.

The assistant superintendent is responsible for assisting the electric superintendent in the day-to-day operation and management of the electric department in a municipal government setting. The position is also responsible for conducting maintenance on and installation of high voltage and secondary electric lines.

Qualifications include the completion of high school (or equivalent) and a minimum of five years of experience working with high voltage electrical. Applicant must be a certified journeyman lineman and must possess: a valid class A CDL; CPR and first aid certifications; a valid state driver's license; and the ability to maintain insurability under the city's vehicle insurance policy.

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## Register now for Webinars

An internet connection and a computer are all you need to educate your entire staff for just \$99. Register today at [www.publicpower.org](http://www.publicpower.org) and click on webinars. Non-members enter coupon code **AMP** to receive the member rate.

- Electric Utility 101/Public Power Governance Webinar Series: Communicating the Public Power Advantage **Feb. 16**
- Governance Webinar Series: Public Power Governance Structures, Accountabilities, and Processes **March 7**
- Electric Utility 101 Webinar Series: Generation **March 9**
- Rating Agency Outlook for Public Power **March 16**
- Electric Utility 101 Webinar Series: Substations **March 30**



## News or Ads?

Call Kerin Scott at 614.540.6406 or email to [kscott@amppartners.org](mailto:kscott@amppartners.org) if you would like to pass along news or ads.



## Special Bulletin: Centralized Collection

January 30, 2017

Today, Gov. Kasich has unveiled his proposed budget for his final two years in office and although the actual language being proposed that would alter the Ohio Revised Code has not been released for public review, general concepts were shared and include a significant point of concern for Ohio municipalities.

In the information released, Governor Kasich has included a proposal to have all municipal business tax filings and payments made centrally through the state's Ohio Business Gateway (OBG) system. The Department of Tax would then be engaged to administer the filing process, audit returns when appropriate and distribute tax receipts to the intended municipality, with a 1% fee applied for "administrative services."

Attached [HERE](#) is a "fact sheet" from the administration providing some detail to what is being offered. The league anticipates the actual legislative language will be available later this week and we will provide that information to our members when it becomes available.

Additionally, we have had conversations (but no information has been released) surrounding a proposal to alter the distribution method of the LGF. The league will get that information to our members as soon as it becomes available. Generally, the proposal is related to a more "needs-based" approach to a percentage of the total distribution amounts and other changes that may impact that amount of support municipalities receive through the LGF.

As our members will remember, the first step in the state budget process is for the Governor to present his (or her) blueprint of priorities for the next two year state spending plan to the Ohio House of Representatives. Over the next several months, members of the Ohio House Finance committee will study the issues presented in the Governor's plan and make their changes to areas that reflect the priorities of their members before sending it to the Ohio Senate, where the review process starts over with committee and subcommittee reviews. The package is altered by the Senate, sent back to the House for their consideration and then back to the Governor where the final package is ultimately adopted.

Now is the time to reach out to your members of the Ohio House of Representatives and share with them your concerns regarding what a centralized collection system for business filers could mean for your current revenue levels by removing your communities' ability to audit and enforcement the proper completion and payment of tax obligations due to your municipality.

We have provided a list of all members of the Ohio House of Representatives and their contact information [HERE](#), which our members can use to help them contact their state representative.

Please watch for Friday's Legislative Bulletin which will have further details on what is being considered for the next state operating budget.



# BUILDING FOR OHIO'S NEXT GENERATION

BUDGET OF THE STATE OF OHIO • FISCAL YEARS 2018-2019

## SIMPLIFYING LOCAL TAXES FOR JOB CREATORS

### New Reforms Lift a Cumbersome Burden from Businesses Seeking to Comply with Ohio's Complicated Filing System for Municipal Tax on Net Profits

More than 600 cities and villages in Ohio levy a tax on net profits, requiring a business to separately file a return and pay taxes to each of those municipalities where the business earned any portion of its profits. Each municipality can have own forms, collection practices and interpretations of law, creating a paperwork nightmare for businesses struggling to comply with these laws. Businesses operating in multiple municipalities (some in hundreds of cities and villages) often pay more to prepare all those returns than the total amount of taxes owed.

#### THE GOVERNORS REFORMS

In his Executive Budget, Governor John R. Kasich is proposing - and business groups are supporting - a solution that provides one centralized filing system to serve all businesses and municipalities at a lower cost to all involved. These reforms will:

- Expand the existing capability of the Ohio Business Gateway (OBG) to process all municipal net profits tax returns. Currently about 4,000 business tax returns are filed annually via OBG. Once scaled up OBG would be employed to process all returns and payments from the hundreds of thousands of businesses filing this tax.
- Engage the Ohio Department of Taxation to administer the filing process, audit returns when appropriate, and distribute tax receipts to the intended municipality at a lower cost than most municipalities currently pay for these services.

#### BENEFITS TO BUSINESS

- Uniformity and simplicity: one return, one place to file, one set of rules, one (potential) audit rather than responding to multiple audit requirements from municipalities imposing tax.
- Reduced cost of compliance, bookkeeping, paperwork and red tape,

#### BENEFITS TO MUNICIPALITIES

- Reduced administrative costs: the Ohio Department of Taxation would retain only one percent of the collections vs. the 2.5-3.0 percent rate now charged to the cities by third party administrators.
- Increased compliance/collections through enhanced screening and cross-checking of returns filed for other Ohio taxes.
- Municipalities would retain control of tax rates and credits.

**BOTTOM LINE:** For decades, businesses, study commissions and tax analysts have identified Ohio's municipal income tax system as a significant compliance challenge for businesses. The General Assembly made some improvements to the system two years ago, but Ohio's antiquated system remains one of the most complex and administratively burdensome setups in the country. Centralizing the filing of the municipal tax on business profits, as in the same manner used successfully for years in Ohio with the sales tax, school district income tax

and municipal tax paid by public utilities, would greatly simplify the process, ease the burden and cost of compliance borne by businesses, and deliver cost savings and additional revenues to municipalities.

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# BigPicture

Toledo Metropolitan Area  
Council of Governments

Volume 21 Issue No. 2 February 2017

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**January &  
February 2017**

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## FEATURE

### 2017 General Assembly Report



More than 200 members of the General Assembly of TMACOG met January 30 to caucus in peer groups, vote on leadership and changes to TMACOG bylaws, and listen to a keynote presentation about border security in the Lake Erie region...[read more](#)

## Upcoming Events

### Transportation Summit

Friday, March 31,  
8 a.m. - 2 p.m.  
Premier Banquet Hall,  
4480 Heatherdowns  
Blvd.

Contact: [Christine Connell](#), 419.241.9155  
ext. 119

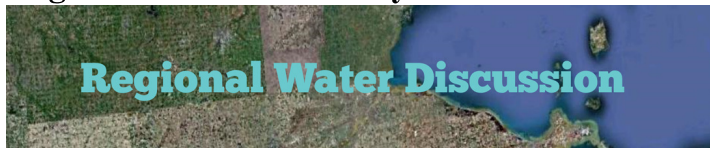
### Ohio Sunshine Law Certification Training

Friday, April 7,  
845 a.m. - 12:15 p.m.  
Owens Community  
College

Contact: [Jennifer Allen](#), 419.241.9155  
ext. 107

## WATER QUALITY

### Regional Water Authority Discussions



The City of Toledo and all the communities that buy water from Toledo have been meeting for many months as a Regional Water Planning Committee. Elected officials from each of the communities and the City of Toledo recently passed a non-binding resolution in favor of exploring options for the creation of a regional water supply and distribution system...[read more](#)

## Stormwater Coalition



The TMACOG Stormwater Coalition (SWC) is growing in size and influence. The SWC now includes 24 members in northwest Ohio: cities and villages working together to share training and educational programs and ensure that their communities are in compliance with regulations.

The newest members of the SWC are the City of Perrysburg, which joined in early 2016, and the Village of Whitehouse, which is a brand new member.

Alice Godsey, director of public utilities for the City of Perrysburg, appreciates the resources she can access through the Stormwater Coalition. "We can call other members," she said "and find standard documents that we need, or ask how someone else handled a problem. It's been very helpful." She also mentioned free webinars and workshops as benefits of membership. Personnel in Perrysburg have experience running a stormwater management program and they have brought expertise and experience to share with coalition members.

The Village of Whitehouse is a newly regulated Municipal Separate Storm Sewer System (MS4), which means that village officials need to comply with Ohio EPA regulations that are new to them. Steven Pilcher, director of public service for the village said, "Joining in the Stormwater Coalition will ensure the village stays current with the practices of being a good steward of the resources in and around the village."

## TRANSPORTATION

### Bike Sharing



The Metroparks of the Toledo Area was recently awarded funds from a series of grants to begin a bike share program in downtown Toledo. Eighty percent of the funding came through a Clean Ohio Fund grant. The Metroparks received an additional \$263,000 grant through the federal Transportation Alternatives Program...[read more](#)

## MEMBER NEWS

### Ohio Sunshine Law Certification Training

TMACOG will again host the Ohio Attorney General's office for a free Sunshine Law Certification Training program Friday, April 7 at Owens Community College. Register [here](#) for this northwest Ohio seminar. This class fills up quickly.

Officials are required to complete the three-hour training for each term of office for which they were elected or appointed. Officials may send a designee to the training but the Attorney General strongly recommends that officials attend in person to ensure that officials understand their duty to provide access to public records as required by Ohio law. Each session includes an in-depth analysis of Ohio's Public Records Act with a brief discussion of Ohio's Open Meetings Act.

Ohio Sunshine Law Certification Training is Friday, April 7, 8:45 a.m.- 12:15 p.m. at Owens Community College Audio/Visual Classroom Center, Rooms 125-128, in Perrysburg. Registration is online [here](#) but for any questions contact [Jennifer Allen](#), 419.241.9155 ext. 107.

### Congratulations Monroe Bank & Trust



#### Monroe Bank & Trust

[Monroe Bank & Trust](#) has been a member of TMACOG since 2006. Since the bank was founded in 1858, it has grown into one of the largest community banks in Michigan, with more than \$1.2 billion in assets. In 2016, MBT Financial Corp., the parent firm of Monroe Bank & Trust Co., based in Monroe County, Michigan, was one of the top 10 banks in total share value among regional companies with public stock. The firm has a 75 percent total return on share price and paid a dividend in 2016.

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