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# Memorandum

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*To:* Mayor and Members of City Council  
*cc:* City Manager, Finance Director, City Law Director  
*From:* Roxanne  
*Regarding:* General Information  
*Date:* January 15, 2018

## CALENDAR

**AGENDA**–City Council Meeting @7:00 pm

### **C. MAYOR’S STATE OF THE CITY**

### **D. APPROVAL OF MINUTES:** January 2, 2018

### **H. INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS - *None***

### **I. SECOND READINGS OF ORDINANCES AND RESOLUTIONS - *None***

### **J. THIRD READING OF ORDINANCES AND RESOLUTIONS - *None***

### **K. GOOD OF THE CITY (Discussion/Action):**

1. Approval of PSCAF for January 2018 as PSCAF three-month averaged factor \$0.01284; JV2 \$0.029308 and JV5 \$0.029308.
2. Approve Purchase of Bucket Truck off State Contract (Electric Department).
  - a. a Memo from Dennie Clapp is attached.
- For items 3 and 4, a Memorandum for each Change Order from Chad is enclosed.
3. Approval of Change Order No. 5 – Final to Vernon Nagel, Inc. for the 2017 Downtown Improvements Project, an Increase of \$58,159.17.
4. Approval of Change Order No. 9 for the Water Treatment Plant Rehabilitation Project, an Increase of \$85,826.00.
- Enclosed is information from Tony Cotter pertaining to items 5 and 6.
5. Shelterhouse Rental Rate Changes.
6. Golf Course Corporate Sponsorship Rates.
7. Waterline on New River Bridge. (Refer to Committee).
8. Potential Re-routing of State Route 108 to Scott Street (Refer to Committee).
9. Downtown Phase 2 Project/Clinton Street (Refer to Committee).
10. Door Controller Project Update (Refer to Committee).
11. Email Conversion Update (Refer to Committee).
12. Phone System Update (Refer to Committee).

## **MISCELLANEOUS INFORMATION**

1. AGENDAS
  - a. Parks and Rec Committee, Monday, January 15, 2018 at 6:00 pm
  - b. City Tree Commission, Monday, January 15, 2018 at 6:00 pm
  - c. Healthcare Cost Committee, Friday, January 19, 2018 at 10:00 am
2. MEETINGS CANCELED
  - a. Ad-hoc Committee on Strategic Vision
3. OML Newly Elected Council Training Programs
4. AMP Update/January 5, 2018
5. Ohio Legislative Bulletin/January 12, 2018

Records Retention - CM-11 - 2 Years

## *January 2018*

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	<b>1</b> New Year's Day	<b>2</b>  <b>7:00 pm</b> City Council	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b>  <b>6:15 pm</b> Electric Committee BOPA <b>7:00 pm</b> Water/Sewer Committee <b>7:30 pm</b> Municipal Properties/ED Comm.	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>  <b>8:00 am</b> Special Civil Service Commission
<b>14</b>	<b>15</b>  <b>6:00 pm</b> Parks & Rec Committee <b>6:00 pm</b> Tree Commission <b>7:00 pm</b> City Council	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>  <b>10:00 am</b> Healthcare Cost Committee	<b>20</b>
<b>21</b>	<b>22</b>  <b>6:30 pm</b> Finance & Budget Committee <b>7:30 pm</b> Safety & Human Resources Committee	<b>23</b>  <b>4:30 pm</b> Civil Service	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>  <b>6:30 pm</b> Parks & Rec Board Meeting			

*City of Napoleon, Ohio*

**CITY COUNCIL**

**AMENDED AGENDA**

**Monday, January 15, 2018 at 7:00 pm**

LOCATION: Council Chambers, 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 2, 2018 Council Meeting Minutes

**E. Citizen Communication**

**F. Reports from Council Committees**

1. **Electric Committee** met on January 8, 2018; and
  - a. Accepted the BOPA recommendation to approve the January 2018 PSCAF as three-month averaged factor \$0.01284, JV2 \$0.029308 and JV5 \$0.029308;
  - b. Approved the BOPA recommendation to move forward with AMP onto the next step for the Transmission Operator and to inquire of a third party to come in and do an assessment; and
  - c. Approved the BOPA recommendation to negotiate a Pole Attachment Agreement with RTEC.
2. **Water, Sewer, Refuse, Recycling and Litter Committee** met on January 8, 2018; and
  - a. Accepted the BOPA recommendation to continue with the current Promissory Note Policy.
3. **Municipal Properties, Building, Land Use and Economic Development Committee** met on January 8, 2018; and
  - a. Reported out to remove *Designated Outdoor Refreshment Area in the Downtown* until there is additional information.
4. **Parks and Recreation Committee** did not meet earlier this evening due to lack of agenda items.

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

1. **Board of Zoning Appeals** did not meet due to lack of agenda items.
2. **Planning Commission** did not meet due to lack of agenda items.
3. **Civil Service Commission** held a special meeting on Saturday, January 13, 2018 to test for the position of Patrolman.
4. **Tree Commission** met earlier tonight with the agenda items:
  - i. Election of Chairman.
  - ii. Approval of Minutes
  - iii. Review Ordinance and Annual Budget.
  - iv. Review Annual Schedule.
  - v. Review Tree Call Reports.
  - vi. Review Spring Topsoil List.
  - vii. Finalize Spring Removals List.
  - viii. Finalize Spring Plantings List.
  - ix. Award Spring Tree Trimming Contract.

**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 PSCAF for January 2018 as PSCAF three-month averaged factor \$0.01284; JV2 \$0.029308 and JV5 \$0.029308
2. **Discussion/Action:** Approve Purchase of Bucket Truck off State Contract (Electric Department).
3. **Discussion/Action:** Approval of Change Order No. 5-Final to Vernon Nagel, Inc. for the 2017 Downtown Improvements Project, an Increase of \$58,159.71.
4. **Discussion/Action:** Approval of Change Order No. 9 for the Water Treatment Plant Rehabilitation Project, an increase of \$85,826.00.
5. **Discussion/Action:** Shelterhouse Rental Rate Changes.
6. **Discussion/Action:** Golf Course Corporate Sponsorship Rates.
7. **Discussion/Action:** Waterline on New River Bridge. (Refer to Committee).
8. **Discussion/Action:** Potential Re-routing of State Route 108 to Scott Street (Refer to Committee).
9. **Discussion/Action:** Downtown Phase 2 Project/Clinton Street (Refer to Committee).
10. **Discussion/Action:** Door Controller Project Update (Refer to Committee).
11. **Discussion/Action:** Email Conversion Update (Refer to Committee).
12. **Discussion/Action:** Phone System Update (Refer to Committee).

**L. Executive Session** *(as may be needed)*

**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: February 5, 2018 @6:15 pm)
- 2. Electric Committee (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 12, 2018 @6:15 pm)
  - a. Review of Power Supply Cost Adjustment Factor for February 2018
  - b. Discussion and/or Action on Transmission Operator for Northside Substation.
  - c. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 12, 2018 @7:00 pm)
  - a. Discussion and/or Action on Septic Receiving Rules.
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2<sup>nd</sup> Monday)**  
(Next Regular Meeting: Monday, February 12, 2018 @7:30 pm)
  - a. Updated Information from Staff on Economic Development (as needed)
- 5. Parks & Recreation Committee (3<sup>rd</sup> Monday)**  
(Next Regular Meeting: Monday, January 15, 2018 @6:00 pm)
- 6. Ad Hoc Committee on Organizational Health and Strategic Vision (3<sup>rd</sup> Monday)**  
(Next Regular Meeting: Mon., January 15, 2018 at 6:15 pm)
  - a. Discussion on Mission and Strategic Vision.
- 7. Finance & Budget Committee (4<sup>th</sup> Monday)**  
(Next Regular Meeting: Monday, January 22, 2018 @6:30 pm)
- 8. Safety & Human Resources Committee (4<sup>th</sup> Monday)**  
(Next Regular Meeting: Monday, January 22, 2018 @7:30 pm)
- 9. Personnel Committee (as needed)**
- 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 12, 2018 @6:15 pm)
  - a. Review of Power Supply Cost Adjustment Factor for February 2018
  - b. Discussion and/or Action on Transmission Operator for Northside Substation
  - c. Electric Department Report
  - d. Discussion and/or Action on Septic Receiving Rules.
- 2. Board of Zoning Appeals (2<sup>nd</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, February 13, 2018 @4:30 pm)
- 3. Planning Commission (2<sup>nd</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, February 13, 2018 @5:00 pm)
- 4. Tree Commission (3<sup>rd</sup> Monday)**  
(Next Regular Meeting: Monday, January 15, 2018 @6:00 pm)
- 5. Civil Service Commission (4<sup>th</sup> Tuesday)**  
(Next Regular Meeting: Tuesday, January 23, 2018 @4:30 pm)
- 6. Parks & Recreation Board (Last Wednesday)**  
(Next Regular Meeting: Wed., January 31, 2018 @6:30 pm)
- 7. Privacy Committee (2<sup>nd</sup> Tuesday in May & November)**  
(Next Regular Meeting: Tuesday, May 8, 2018 @10:30 am)
- 8. Records Commission (2<sup>nd</sup> Tuesday in June & December)**  
(Next Regular Meeting: Tuesday, June 12, 2018 @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)**  
(Next Meeting: Friday, January 19, 2018 at 10:00 am)
- 11. Preservation Commission (as needed)**
- 12. Napoleon Infrastructure/Economic Development Fund Review Committee (NIEDF) (as needed)**
- 13. Tax Incentive Review Council (as needed)**
- 14. Volunteer Firefighters' Dependents Fund Board (as needed)**
- 15. Volunteer Peace Officers' Dependents Fund Board (as needed)**
- 16. Lodge Tax Advisory & Control Board (as needed)**
- 17. Board of Building Appeals (as needed)**
- 18. ADA Compliance Board (as needed)**
- 19. NCTV Advisory Board (as needed)**

# CITY COUNCIL

## MEETING MINUTES

**TUESDAY, JANUARY 02, 2018 AT 7:00 PM**

### **PRESENT**

City Councilmembers

Mayor

City Manager

Law Director

Finance Director/Clerk

Recorder/Records Clerk

City Staff

Joseph D. Bialorucki-Council President, Dan Baer-Council President Pro-Tem, Travis Sheaffer, Jeff Comadoll, Jeff Mires, Lori Siclair, Ken Haase

Jason P. Maassel

Joel L. Mazur

Billy D. Harmon

Gregory J. Heath

Roxanne Dietrich

Clayton O'Brien, Fire Chief

Scott Hoover, WTP Superintendent

Police Lt. Greg Smith

Chad E. Lulfs, P.E., P.S.; Director of Public Works

Senator Robert McColley, Bob Weitzel, Newsmedia, NCTV

Others

### **ABSENT**

### **Call to Order**

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

### **Swearing-in of Councilmembers**

Senator Robert McColley swore in Councilmember Joseph D. Bialorucki.

Robert Weitzel swore in Councilmember Travis Sheaffer.

Mayor Maassel swore in Councilmembers Ken Haase and Lori Siclair.

### **Organization of Council**

### **Election of Council President**

Heath asked each Councilmember in order of seniority for a recommendation for Council President.

Sheaffer nominated Joe Bialorucki.

Comadoll - pass

Baer - pass

Bialorucki - pass

Mires - pass

Siclair - pass

Haase - pass

### **Motion to Elect Joe Bialorucki Council President**

Motion: Sheaffer

Second: Siclair

to elect Joe Bialorucki as Council President.

### **Passed**

**Yea-7**

**Nay-0**

Roll call vote on the above motion:

Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase

Nay-





### Standing Committees of Council - Third Level

Sheaffer – Municipal Properties, Buildings, Land Use and ED Committee  
Comadoll – Safety and Human Resources Committee  
Baer – Parks and Recreation Committee  
Bialorucki – Electric Committee  
Mires – Technology and Communications Committee  
Siclair – Water, Sewer, Refuse, Recycling and Litter Committee  
Haase – Finance and Budget Committee

Motion: Sheaffer                      Second: Comadoll  
Motion to confirm the Standing Committees of Council.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Sicclair, Haase  
Nay-

Motion: Comadoll                      Second: Sheaffer  
to keep the meeting dates and times for the regular City Council meetings as the first  
and third Monday of each month at 7:00 pm.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

Motion: Sheaffer                      Second: Comadoll  
to change the Electric Committee meeting starting time to 6:15 pm on the second Monday of each month.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Sicclair, Haase  
Nay-

Motion: Sheaffer                      Second: Comadoll  
to re-appoint Greg Heath as the Clerk of Council.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-



Motion: Sheaffer                      Second: Comadoll  
to award the chemical bids as presented in the attached Memo from Scott Hoover.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

Mazur stated this project is important for the safety and security of our buildings especially since the door controllers have been malfunctioning. We were unable to obtain quotes under \$25,000.00; therefore, we bid the project and the bids came back higher than anticipated, we did add four additional doors that are around \$900/each. The lowest bidder was SecurCom, Inc. at \$46,900.00, they are the company that is doing security for the new Water Treatment Plant building.

Motion: Comadoll                      Second: Sheaffer  
To award the Door Controller System bid to SecurCom, Inc. at \$46,900.00.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

City Manager Mazur said poor soil conditions (yellow sand had been used prior) caused areas of the trench to collapse and the contractor had to pave a larger portion which resulted in this Change Order. Once the water treatment plant project is completed, Haley Street will be resurfaced.

Motion: Sheaffer                      Second: Comadoll  
to approve Change Order No. 2 for the Haley Avenue Sanitary Sewer Project.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Sicclair, Haase  
Nay-

Fire Chief O'Brien stated the Associated donated 10% from the Chicken BBQ event to the Department.

Motion: Haase                      Second: Baer  
to approve the donation of \$116.85 from the Napoleon Fire Association to the Fire Department.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

Concerning the ice in the downtown, with these colder temperatures, the salt just does not work. Today was a very busy day for the Fire and Rescue Department between battling fires and the EMS calls, Thank You for being on top of everything. A press release was sent out about the fire next door to Susie Q's

<b>Harmon</b>	Welcomed Councilman Haase and requested an Executive Session for Pending Litigation, another for Economic Development and a third one to discuss matters that are of a competitive nature relating to any city owned utility.
<b>Haase</b>	No items.
<b>Mires</b>	Welcome to Ken, I look forward to working with you and congrats to everyone else sworn in tonight.
<b>Sheaffer</b>	Welcome Ken and Senator McColley.
<b>Mayor Maassel</b>	<p>Welcome Ken.</p> <p>I know it snowed a lot on Christmas Eve, the crews were out and it was a challenging night for safety services, appreciate all who were out cleaning the streets and cleaning up after accidents.</p> <p>We just had a very peaceful transfer of responsibility, we cannot take for granted that it happened. Congratulations Joe and Dan.</p>
<b>Bialorucki</b>	<p>I would like to thank the voters of the City of Napoleon who came out and supported the City they live in and I'm thankful for them voting for me.</p> <p>Thank-You to Senator Rob McColley for taking time out of his busy schedule to come back to your hometown, that means a lot.</p> <p>Thank-You Council for voting for me Council President.</p> <p>Thank-you to the Fire Chief and Police Chief and for everything you guys do especially on a morning like today as cold out as it was dealing with the elements, thank-you to the operations people as well.</p>
<b>Mazur</b>	Welcome Ken. The Operations Department is handling a 8" water main break on Wayne Street off E. Riverview right now.
<b>Baer</b>	Welcome Ken and Thank-you Travis for serving as president over the last several years, we appreciate your service. As a reminder to the public, when the temps are below zero to keep your walks clean, especially for older citizens and kids that walk to school, need to remind the citizens they are to keep their walks clear.
<b>Comadoll</b>	Welcome Ken. As I was traveling around town over the weekend, I'd say 75% of the sidewalks in town are not done, need to have enforcement people look at and give residents a friendly reminder. Thanks to the Operations Department, it is always a bear at Christmas time trying to plan with your family and you are out working, tell the guys good job.
<b>Sicclair</b>	<p>Welcome Ken and Congratulation Joe and Dan.</p> <p>I have been receiving a lot of questions from people about recycling.</p> <p>Mazur explained basically the rules are the same, the only difference is glass is not recyclable/accepted. We have been passing out flyers to the public and checking recycling bins, if there is excessive contamination the load is rejected and we put a flyer in the bin. The rules are also on Facebook and the City website.</p>

Welcome Ken. I handed out copies of an OMCA newsletter dealing with social media issues and personnel calling devices when doing city business, read through the guidelines.

Motion: Comadoll                      Second: Mires  
to go into Executive Session on Economic Development.

Roll call vote on the above motion:  
Yea-Sheaaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

Motion: Comadolll                      Second: Siclair  
to go into Executive Session to discuss matters of a competitive nature relating to a  
City owned utility.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Sicclair, Haase  
Nay-

Motion: Mires                      Second: Comadoll  
to go into Executive Session on Pending Litigation.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Sicclair, Haase  
Nay-

Council went into Executive Session at 8:04 pm.

Motion: Haase                      Second: Mires  
to come out of Executive Session on Economic Development.

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

Council President Bialorucki reported no action was taken on Economic Development.

Motion: Comadoll                      Second: Sheaffer  
to come out of Executive Session on Pending Litigation.

Roll call vote on the above motion:  
Yea-Sheaaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

**Motion to Come Out of Executive Session on Matters That are of a Competitive Nature Relating to any City Owned Utility**

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

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

## Out of Executive Session

Council came out of Executive Session at 8:34 pm.

The bills and reports stand approved as presented with no objections.

Motion: Sheaffer  
to adjourn the City Council meeting.

Second: Comadoll

Roll call vote on the above motion:  
Yea-Sheaffer, Comadoll, Baer, Bialorucki, Mires, Siclair, Haase  
Nay-

The City Council meeting was adjourned at 8:36 pm.

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Gregory J. Heath, Finance Director/Clerk



# 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*

**To:** Joel Mazur, City manager  
**From:** Dennis P. Clapp, Electric Superintendent  
**Cc:** Mayor & City Council  
Greg Heath, Finance Director  
**Date:** January 8, 2018  
**Subject:** Purchase of Bucket Truck

Included in the 2018 Final Budget acct. # 503.6110.57000 is the purchase of a Bucket Truck. I request approval of the purchase of a 55' material handling aerial unit under State of Ohio contract. The purchase price is \$279,840.00. The approved budget amount is \$290,000.00. If you have any questions concerning this purchase, please contact Dennis Clapp, Electric Superintendent.

DPC



# 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 5, 2018  
**Subject:** 2017 Downtown Improvements – Change Order No. 5 - Final

The work on the above referenced project is complete. Change Order No. 5 - Final is \$58,159.71. Part of cost of this project includes:

- Approximately \$50,000 for the concrete around the courthouse which will be paid to the City by the county
- Approximately \$15,000 for the property owners' shares for the fencing
- Change Order No. 3 in the amount of \$63,500 for the filling of the voids discovered under the sidewalks (previously approved by Council)

These 3 items total nearly \$128,500. The Original Contract Price was \$876,466.84. The final cost of the project is \$1,013,871.66 which is an increase of \$137,404.82. Aside from the 3 items listed above, the increases were relatively minor. I request that Council approve Change Order No. 5 – Final in the amount of \$58,159.71 to allow us to close out this project.

CEL



# CHANGE ORDER

No. 5 (FINAL)

## PROJECT

2017 Downtown Street Improvements Project

## DATE OF ISSUANCE

January 4, 2018

## OWNER

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

City Contract No. 2017-13

## CONTRACTOR

Vernon Nagel, Inc.  
O-154 Co. Rd. 11C  
Napoleon, Ohio 43545

## ENGINEER

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

**CONTRACT FOR:** 2017 Downtown Street Improvements

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

**DESCRIPTION:** Project Completed, Final Adjustment of Quantities.

## ATTACHMENTS - (List Documents Supporting Change)

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

Method of Determining Change In

Method of Determining Change In

## CONTRACT PRICE

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

## CONTRACT TIME

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

Estimated Increase/~~Decrease~~ in

**CONTRACT PRICE** \$58,159.71

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

Estimated Increase/Decrease in

**CONTRACT TIME** days

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

*Recommended*

City of Napoleon

*Accepted*

Vernon Nagel, Inc.

*Contractor*

by:

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

*Approved*

City of Napoleon

Joel Mazur, City Manager

Original Contract Prior to this Change Order  
Increase / ~~Decrease~~ Resulting from this Change Order  
Current Contract Price, Including this Change Order

\$955,711.95  
\$58,159.71  
\$1,013,871.66

## FINAL CHANGE ORDER

<b>NAME of PROJECT - 2017 Downtown Street Improvements Project</b>								
<b>CONTRACTOR - Vernon Nagel, Inc.</b>								
City Contract No. 2017-13								
		ESTIMATED	ACTUAL	QUANTITY		UNIT	AMOUNT	AMOUNT
ITEM	DESCRIPTION	QUANTITY	QUANTITY	DIFF.	UNIT	PRICE	DECREASE	INCREASE
<b>ROADWAY</b>								
1	Cold Planing (1½" to 2" Deep)	11,700.00	12,997.67	1,297.67	SY	\$2.65		\$3,438.83
2	Tack Coat @0.05 GAL/SY	585.00	1,100.00	515.00	GAL	\$2.00		\$1,030.00
3	12" Concrete Base	430.00	429.50	-0.50	SY	\$82.00	-\$41.00	
4	1½" Asphalt Concrete Intermediate Course (ODOT 448 Type 2 Medium, PG64-22)	40.00	311.30	271.30	TON	\$170.00		\$46,121.00
5	2" Asphalt Concrete Surface (ODOT 441 Type 1, (448), PG64-22)	1,400.00	1,448.18	48.18	TON	\$77.00		\$3,709.86
6	Concrete Curb Removal	800.00	1,046.50	246.50	LF	\$1.50		\$369.75
7	Concrete Pavement and Walk Removal	10,700.00	12,486.10	1,786.10	SF	\$1.75		\$3,125.68
8	Roadway and Driveway Excavation and Embankment	350.00	350.00	0.00	SF	\$20.00		\$0.00
9	Subgrade Compaction (Walk Behind Plate Tamp Only)	430.00	430.00	0.00	SY	\$1.00		\$0.00
10	Roadway Excavation - Undercutting Contingency	100.00	0.00	-100.00	CY	\$20.00	-\$2,000.00	
11	6" Concrete Walk with 6" Crushed Aggregate Base (ODOT 411)	13,900.00	11,492.50	-2,407.50	SF	\$7.00	-\$16,852.50	
12	Decorative Brick Stamped Concrete	850.00	1,243.00	393.00	LF	\$13.00		\$5,109.00
13	8" Plane Portland Cement Concrete Pavement with 6" Crushed Aggregate Base (ODOT 304)	50.00	444.90	394.90	SY	\$80.00		\$31,592.00
14	Type 6 Concrete Curb	800.00	1,088.60	288.60	LF	\$18.00		\$5,194.80
15	Handicap Ramp with ADA Truncated Dome Detectable Warning Strips	14.00	19.00	5.00	EA	\$700.00		\$3,500.00
16	6" Corrugated Polyethylene Tubing with Filter Sock (including all Fittings and No. 8 Stone Fill)	750.00	700.50	-49.50	LF	\$14.00	-\$693.00	
17	Telecommunications Manhole Adjust to Grade (Reuse Existing Castings)	9.00	7.00	-2.00	EA	\$600.00	-\$1,200.00	
18	Decorative Fencing, 36" Tall, Black (includes all Posts, Hardware and Gate Assemblies)	260.00	234.75	-25.25	LF	\$95.00	-\$2,398.75	
19	Tree Relocation (to Tree Pits on Scott Street)	3.00	3.00	0.00	EA	\$350.00		\$0.00
20	Tree Pit Removal	7.00	7.00	0.00	EA	\$600.00		\$0.00
21	Tree Pit, Casting and Grating	5.00	5.00	0.00	EA	\$1,000.00		\$0.00
22	Clean and Stain New Brick Stamped Concrete and Restain Existing	3,000.00	0.00	-3,000.00	SF	\$6.00	-\$18,000.00	
23	Centerline Stripe, Type 1 (Double Yellow)	0.30	0.2870	-0.0130	MI	\$7,775.00	-\$101.08	
24	Channelizing Line, White	575.00	749.50	174.50	LF	\$0.60		\$104.70
25	Hatch Lane Marking Line, White	525.00	491.00	-34.00	LF	\$0.55	-\$18.70	
26	Stop Line, Type 1 (24")	310.00	406.50	96.50	LF	\$2.55		\$246.08
27	Crosswalk Line, Type 1 (24")	1,550.00	1,768.50	218.50	LF	\$2.05		\$447.93
28	Lane Arrow, White	13.00	15.00	2.00	EA	\$55.00		\$110.00
29	Combined Arrow, Type 1	5.00	5.00	0.00	EA	\$65.00		\$0.00

		ESTIMATED	ACTUAL	QUANTITY		UNIT	AMOUNT	AMOUNT
ITEM	DESCRIPTION	QUANTITY	QUANTITY	DIFF.	UNIT	PRICE	DECREASE	INCREASE
30	Parking Stall Marking, Type 1, Single White	1,300.00	1,377.00	77.00	LF	\$1.05		\$80.85
31	Parking Stall Marking, Type 1, Single Yellow	35.00	13.00	-22.00	LF	\$1.05	-\$23.10	
32	Curb Marking, Type 1	100.00	777.00	677.00	LF	\$2.05		\$1,387.85
33	Handicapped Space, Painted Blue with White Symbol, Type 1	4.00	8.00	4.00	EA	\$100.00		\$400.00
34	Construction Layout Stakes	1.00	1.00	0.00	LS	\$4,900.00		\$0.00
35	Maintenance of Traffic	1.00	1.00	0.00	LS	\$3,500.00		\$0.00
36	Mobilization	1.00	1.00	0.00	LS	\$8,000.00		\$0.00
37	Stormwater Pollution Prevention Plan	1.00	1.00	0.00	LS	\$1,000.00		\$0.00
<b>SANITARY SEWER</b>								
38	Manhole Adjust to Grade (with New Casting and Lid Marked "Sanitary")	3.00	5.00	2.00	EA	\$750.00		\$1,500.00
39	Manhole Reconstruct to Grade (with Standard Cone Section, New Casting and Lid Marked "Sanitary")	5.00	5.00	0.00	EA	\$1,800.00		\$0.00
40	Manhole Lining (See Manhole Schedule in Plans)	80.00	54.93	-25.07	VF	\$235.00	-\$5,891.45	
<b>STORM SEWER</b>								
41	2' x 3' Curb Inlet with Casting and Grate	14.00	14.00	0.00	EA	\$2,900.00		\$0.00
42	Catch Basin Removal	14.00	14.00	0.00	EA	\$250.00		\$0.00
43	Catch Basin Adjust to Grade (with New Casting and Grate)	1.00	1.00	0.00	EA	\$1,300.00		\$0.00
44	48" Manhole with Standard Cone, Casting and Lid Marked "Storm"	1.00	2.00	1.00	EA	\$3,000.00		\$3,000.00
45	Manhole Removed	1.00	2.00	1.00	EA	\$450.00		\$450.00
46	Manhole Adjusted to Grade (with New Casting and Lid Marked "Storm")	4.00	4.00	0.00	EA	\$750.00		\$0.00
47	Storm Sewer, Abandon (fill with Grout)	120.00	100.00	-20.00	LF	\$8.00	-\$160.00	
48	12" PVC ASTM D3034 SDR 35, Storm (Type B)	530.00	514.00	-16.00	LF	\$60.00	-\$960.00	
49	12" x 12" x 12" PVC Tee (SDR 26)	1.00	1.00	0.00	EA	\$500.00		\$0.00
50	12" - -90 Degree PVC Bend	1.00	3.00	2.00	EA	\$375.00		\$750.00
<b>WATERLINE</b>								
51	Fire Hydrant Assembly with Storz Connection, Complete	3.00	3.00	0.00	EA	\$5,000.00		\$0.00
52	1" on 8" Tapping Saddle with Corp Stop	27.00	28.00	1.00	EA	\$700.00		\$700.00
53	1" Curb Valve with Box Assembly, Complete	27.00	27.00	0.00	EA	\$435.00		\$0.00
54	4" M.J. Gate Valve and Box Assembly, Complete	1.00	2.00	1.00	EA	\$1,100.00		\$1,100.00
55	6" M.J. Gate Valve and Box Assembly, Complete	1.00	1.00	0.00	EA	\$1,200.00		\$0.00
56	8" M.J. Gate Valve and Box Assembly, Complete	11.00	12.00	1.00	EA	\$1,800.00		\$1,800.00
57	6" Hydro-Stop Plugs (including Concrete Restraining as Required)	3.00	3.00	0.00	EA	\$4,900.00		\$0.00
58	8" on 8" Tapping Tee, Valve and Box Assembly, Complete	1.00	1.00	0.00	EA	\$4,000.00		\$0.00
59	8" 45 Degree M.J. Bend	8.00	12.00	4.00	EA	\$550.00		\$2,200.00
60	8" x 6" M.J. Reducer	5.00	3.00	-2.00	EA	\$475.00	-\$950.00	
61	8" x 8" x 4" M.J. Tee	2.00	2.00	0.00	EA	\$650.00		\$0.00
62	8" x 8" x 6" M.J. Tee	4.00	4.00	0.00	EA	\$646.46		\$0.00
63	8" x 8" x 8" M.J. Tee	7.00	7.00	0.00	EA	\$800.00		\$0.00
64	8" M.J. Plug	1.00	1.00	0.00	EA	\$275.00		\$0.00
65	Fire Hydrant Removal	3.00	3.00	0.00	EA	\$750.00		\$0.00
66	Existing Curb Box Removal	3.00	3.00	0.00	EA	\$100.00		\$0.00

		ESTIMATED	ACTUAL	QUANTITY		UNIT	AMOUNT	AMOUNT
ITEM	DESCRIPTION	QUANTITY	QUANTITY	DIFF.	UNIT	PRICE	DECREASE	INCREASE
67	Water Valve Box Removal	10.00	11.00	1.00	EA	\$100.00		\$100.00
68	Water Valve Box Adjusted to Grade	6.00	6.00	0.00	EA	\$150.00		\$0.00
69	1" Type "K" Copper Service Line	1,050.00	801.50	-248.50	LF	\$50.00	-\$12,425.00	
70	4" AWWA C900 (Class 150 & DR18), Type B	110.00	61.00	-49.00	LF	\$58.00	-\$2,842.00	
71	6" AWWA C900 (Class 150 & DR18), Type B	200.00	215.00	15.00	LF	\$61.00		\$915.00
72	8" AWWA C900 (Class 150 & DR18), Type B	1,370.00	1,444.00	74.00	LF	\$95.00		\$7,030.00
<b>ELECTRICAL</b>								
73	Relocate Street Light Posts (includes Installation of Base, Pull Boxes and Rewiring)	1.00	1.00	0.00	LS	\$8,100.00		\$0.00
<b>ADDITIONAL WORK</b>								
CO1	Decorative Brick Stamped Concrete	850.00	1,179.10	329.10	LF	\$6.90		\$2,270.79
CO2	Block Coal Bins in 5 Locations (remove, block work, CDF fill)	1.00	0.587155	-0.412845	LS	\$20,840.00	-\$8,603.69	
CO3	100'x8'x10' Concrete Wall w/Rebar, 1'x3' Footing, Demo, Excavation, Waterl	1.00	0.806276	-0.193724	LS	\$42,660.00	-\$8,264.26	
CO4	Replace Old Curb, Replace Light Pole, Add'l Tree Well Cost	1.00	1.00	0.00	LS	\$9,880.11		\$0.00
Add'l	8" Stamped Concrete w/Integral Color	0.00	309.50	309.50	LF	\$27.00		\$8,356.50
Add'l	Downtime/Wooden Sewer	0.00	1.00	1.00	LS	\$2,892.27		\$2,892.27
Add'l	Hammering Out Old Footer	0.00	1.00	1.00	LS	551.36		\$551.36
						Sub-totals:	-\$81,424.52	\$139,584.23
						<b>Total Difference:</b>		<b>\$58,159.71</b>



# City of Napoleon, Ohio

## Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Luffs, 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. Luffs, P.E., P.S., Director of Public Works  
**cc:** Mayor & City Council  
Greg Heath, City Finance Director  
Scott Hoover, WTP Superintendent  
**Date:** January 2, 2018  
**Subject:** WTP Rehabilitation Project – Approval of Change Order No. 009

During the course of the project, several issues were discovered at the existing Water Intake Facility. The shore line was in need of cleaning, the controls needed to be remotely accessed from the main plant, and the intake pumps needed to be repaired/replaced. Change Order No. 009 addresses these issues.

Included in this request are photos showing the large amount of debris that is clogging the shore line. When the intake crib located in the river is not working properly due to debris in the river, the shore line is used to get raw water into the pumps. This line is currently plugged with debris and needs to be cleaned.

The current configuration for the intake screens is for the pumps to shut off if the water level gets too low in the wet well due to the screens being plugged. The proposed modifications will allow for an automatic cleaning of the screens without the pumps shutting down.

The final item is the pumps. The current intake pumps are not able to operate properly due to all of the changes that have taken place at the plant over the years, including the installation of the MIEX system. By rebuilding the pumps, we will be able to operate at the proper point on the pump curve which will allow the system to operate more efficiently.

I request that council approve Change Order No. 009 in the amount of \$85,826.00.

CEL



# *City of Napoleon, Ohio*

## *Parks and Recreation Department*

*255 West Riverview Avenue, P.O. Box 151*

*Napoleon, OH 43545*

*Telephone: (419) 592-4010 Fax: (419) 592-8955*

*www.napoleonohio.com*

# *Memorandum*

**To:** *Joel Mazur, City Manager*  
**From:** *Tony Cotter, Director of Parks and Recreation*  
**cc:** *Amanda Griffith, Administrative Assistant*  
**Date:** *January 8, 2018*  
**Subject:** *Rate Changes – Parks and Recreation Dept.*

At its November 2017 meeting, the Parks and Recreation Board recommended an increase in shelterhouse rentals and a new corporate membership rate at the golf course. The details of these rate changes are attached.

The Board is recommending a \$20.00 increase for all rental time blocks at Oberhaus Park and a \$5.00 increase for rental times at Ritter Park. Rates at these facilities have not been adjusted since 2013 and are proposed to offset rising costs of facility maintenance and personnel.

In addition, the Board is recommending the establishment of a corporate rate for memberships at the Golf Course. This proposed rate would be available for businesses to purchase a golf membership that would allow their employees greens fees at no charge. This membership would apply to greens fees only. The rate amount per business is based upon their number of employees.

I am requesting this item be placed on the City Council meeting agenda for Monday, January 15<sup>th</sup>. If you have any questions or would like more information, please let me know.

**Parks and Recreation Department  
Shelterhouse Rate Adjustment Recommendation**

January 8, 2018

<b><u>Ritter Park</u></b>				
<b><u>Current Rate</u></b>			<b><u>Proposed Rate</u></b>	
	<b>Weekday</b>	<b>Weekend</b>	<b>Weekday</b>	<b>Weekend</b>
9:00 a.m. - 12:00 p.m.	\$35.00	\$40.00	\$40.00	\$45.00
1:00 p.m. - 5:00 p.m.	\$35.00	\$40.00	\$40.00	\$45.00
9:00 a.m. - 5:00 p.m.	\$40.00	\$45.00	\$45.00	\$50.00
6:00 p.m. - 11:00 p.m.	\$40.00	\$45.00	\$45.00	\$50.00
1:00 p.m. - 11:00 p.m.	\$45.00	\$50.00	\$50.00	\$55.00
9:00 a.m. - 11:00 p.m.	\$50.00	\$55.00	\$55.00	\$60.00
<b><u>Rotary-Lions Community Center</u></b>				
<b><u>Current Rate</u></b>			<b><u>Proposed Rate</u></b>	
	<b>Weekday</b>	<b>Weekend</b>	<b>Weekday</b>	<b>Weekend</b>
9:00 a.m. - 12:00 p.m.	\$50.00	\$60.00	\$70.00	\$80.00
1:00 p.m. - 5:00 p.m.	\$60.00	\$70.00	\$80.00	\$90.00
9:00 a.m. - 5:00 p.m.	\$80.00	\$90.00	\$100.00	\$110.00
6:00 p.m. - 11:00 p.m.	\$80.00	\$90.00	\$100.00	\$110.00
1:00 p.m. - 11:00 p.m.	\$90.00	\$100.00	\$110.00	\$120.00
9:00 a.m. - 11:00 p.m.	\$110.00	\$120.00	\$130.00	\$140.00
<ul style="list-style-type: none"> <li>- All have \$5.00 nonrefundable deposit to reserve date as well as a \$50.00 security deposit is required when reserving date.</li> <li>- Rental amount is due when picking up key</li> <li>- Security deposit will be returned upon timely return of keys and facility is cleaned.</li> </ul>				



# Napoleon Municipal Golf Course

## Proposed Corporate Membership

**Objective:** To provide opportunities for area employers seeking to provide healthy, recreational activities for the employees and families.

**What's Included:** A corporate membership will include greens fees (unlimited) for eligible employees of a company that has a corporate membership that is paid in full to the Napoleon Municipal Golf Course. An employee members family member is not included in this membership. Cart rental is not included.

**Plans Offered:**

Number of Employees	Annual Fee
25 and under	\$1,000
26 to 50	\$2,000
50 to 100	\$3,000
100 to 200	\$4,500
Over 200 employees	\$6,500



**Napoleon Parks and Recreation Department  
Oberhaus and Ritter Shelter Facilities  
Revenue vs Expense Report  
2017**

<b>Revenue</b>		<b>Totals</b>
<b>Net Rental Revenue</b>	<b>\$13,972.00</b>	<b>\$13,972.00</b>
<b>Expenses</b>		
Utilities – Ritter	\$3,897.75	
Utilities – Oberhaus	\$5,370.00	
*Labor Costs – cleaning/inspection (96 occurrences x \$25/hr.)	\$2,400.00	
Miscellaneous maintenance and repair	\$500	
<b>Net Expense</b>		<b>(\$11,667.75)</b>
		<b>\$2,304.25</b>

\*varies depending upon the employee's wage

*City of Napoleon, Ohio*  
**PARKS AND RECREATION COMMITTEE**

**MEETING AGENDA**  
**Monday, January 15, 2018 at 6:00 pm**

LOCATION: City Building, 255 West Riverview Avenue, Napoleon, Ohio

1. Approval of Minutes: May 15, 2017. *(In the absence of any objections or corrections, the minutes shall stand approved).*
2. Discussion/Action: Golf Course Corporate Sponsorship Rates.
3. Discussion/Action: Shelter House Rental Rates.
4. Any other items currently assigned to the Committee.
5. Adjournment.

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

## **PARKS AND RECREATION COMMITTEE**

### **Special Meeting Minutes**

**May 15, 2017**

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**PRESENT**

Committee Members  
Park & Rec Board Members  
**City Staff**

Joe Bialorucki-Chair; Jeff Comadoll; Jeff Mires  
Peg Funchion-Acting Chair; Mike Saneholtz; Ryan Miller; Jon Knepley  
Joel Mazur-City Manager  
Tony Cotter-Parks and Recreation Director  
Greg Heath-Finance Director  
Roxanne Dietrich  
Jerry Tonjes, Tim Schumm, Brian Bostelman

**Recorder**

**Others**

**Absent**

Board Members

Matt Hardy, Chad Richardson, Aaron Schnitkey

**Call to Order**

Chairman Bialorucki called the Parks and Recreation Committee meeting to order at 6:30 pm.

**Approval of Minutes**

Hearing no corrections, the Minutes of the February 15, 2016 meeting stand approved as presented.

**Request from County to  
Designate Vorwerk Park as a  
Primitive Camp Site Location**

Cotter said the County has expressed an interest to enhance the Buckeye Trail to potentially designate an area in the City to serve as a primitive camp site. Tim Schumm who made the request for the County is here tonight and will give you further details.

Schumm told the Committee and Board the County is working on the proposed bridge project and Buckeye Trail is one of the entities they are working with since the project will impact the Buckeye Trail. One thing the Buckeye Trail group has asked for is a primitive campground site along the trail. Right now along the Maumee River there is a big expansion from one campground to another. The group is in favor of the project but since they had the opportunity to ask for something, they asked if a site for a primitive campground along the trail would be a possibility. Knowing the parks are in the City's jurisdiction is why we have approached the City. At this point we are just asking if the City is in favor of it and if you want to put some restrictions on it that would be fine too.

Cotter explained the Park District and Buckeye Trail group constructed a bridge on the east side of Vorwerk Park and their thought process is that area would be a good spot for any backpackers coming off the trail to camp if they want to. Staff does not have a problem with this and my recommendation would be, if the City was to approve Vorwerk Park as a primitive camp site that it be restricted to just tent camping, travel trailers, motor homes, pop ups would not be allowed in that area.

Saneholtz asked if the group asked to have restroom facilities changed, it would cost a lot to the change restrooms.

Schumm replied they are not looking for anything special, they are satisfied with the porta john that is there now.

Cotter explained the City Ordinance states no one is allowed on park property after dark unless authorized.

Funchion inquired if open camp fires would be allowed.

Cotter said the rules and regulations for cooking purposes would have to be

followed.

Mazur stated the Ohio EPA burning rules would apply, the cooking rule does not apply just the size as long as it is under 3' x 3' and only clean fuel can be used, no leaves or newspapers can be used, just clean fuel.

Mazur said there is a business in the City that owns a campground we do not want to compete with a private business, does this campground not qualify for this type of camping?

Schumm answered "I think it does as long as people are allowed to go there and camp. I believe their intent is to have a campsite they can put on their website so people are aware there is a campsite location.

**Motion to Table Until More  
Information is Received**

Motion: Bialorucki                      Second: Mires

To table the request to designate Vorwerk Park as a primitive camp site location until more information is received.

**Passed**  
**Yea-3**  
**Nay-0**

Roll call vote on the above motion:

Yea-Mires, Comadoll, Bialorucki

**Other Matters**

Brian Bostelman presented a proposal for a new adult obstacle training/workout course that would be geared toward adults, but could be used by all ages. We have seen these courses in the Columbus metro park system. Obviously we would need park space and the first that comes to mind is Meyerholtz Park, other areas would be where the ice skating rink used to be or there is space behind the baseball diamonds at Riverdowns. We would be happy to spearhead the outside funding.

Cotter said there are different types of agility components that can purchased ranging anywhere from \$5,000 - \$30,000 depending on how big you want to make the course. Meyerholtz comes off the trail and would be the ideal spot; however, it is a state park and we would have to ask the State, they denied our request for the dog park a few years ago; but, Cotter said he can ask again. Another option is Ritter Park there is a lot of walking and running traffic along the trail.

Funchion asked about at the bottom of Wayne Park.

Bialorucki asked Cotter if he would take this to his board and bring back your ideas and where you want it to be to the Parks and Rec Committee.

Bialorucki asked how things are shaping up at the golf course.

Cotter replied the course opened back up Friday for 9 holes. The course did not obtain very much damage as all the water receded quickly. Aside from lost revenue there was not any damage and we did not lose any turf. There was a pretty good crowd both Saturday and Sunday. Compared to 2013, this was a moderate flood.

**Motion to Adjourn**

Motion: Mires

Second: Comadoll

to adjourn the Parks and Recreation Committee meeting at 6:57 pm.

**Passed**  
**Yea-3**  
**Nay-0**

Roll call vote on above motion:

Yea- Mires, Comadoll, Bialorucki

Nay-

**Approved**

June 19, 2017

Joe Bialorucki, Chairman

DRAFT

*City of Napoleon, Ohio*

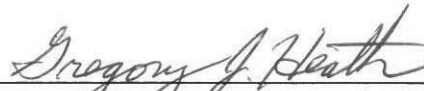
## **TREE COMMISSION**

### **MEETING AGENDA**

**Monday, January 15, 2018 at 6:00 pm**

LOCATION: City Building, 255 West Riverview Avenue, Napoleon, Ohio

1. Election of Chairman.
2. Approval of Minutes: October 16, 2017 *(In the absence of any objections or corrections, the Minutes shall stand approved.)*
3. Review Ordinance and Annual Budget.
4. Review Annual Schedule.
5. Review Tree Call Reports.
6. Review Spring Topsoil List.
7. Finalize Spring Removals List.
8. Finalize Spring Plantings List.
9. Award Spring Tree Trimming Contract
10. Any other matters to come before the Commission.
11. Adjournment.



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

## TREE COMMISSION

### Meeting Minutes

Monday, October 16, 2017 at 6:00 pm

#### PRESENT

Commission Members  
City Staff  
Recorder  
Others

Dave Volkman-Chair, Ed Clausing, Larr Etzler, Jeff Mires-Council Representative  
Marty Crossland  
Roxanne Dietrich

#### ABSENT

Member

Jim Fitzenreiter

#### Call to Order

Chairman Volkman called the meeting to order at 6:02 pm.

#### September 18, 2017 Minutes

The minutes from September 18, 2017 were amended to read *727 Erie*; the minutes were approved as amended.

#### Review Tree Call Reports

Crossland reported the homeowner at 1040 Chesterfield would like to have the pear tree removed, it was planted a couple of years ago and is not growing. I received a note about *the yellow house at the corner of Front Street* I could not find any trees leaning against each other I will contact Keith Lehman who called in. I did see two bald cypress trees on Jefferson that need to be trimmed. Jo Emahiser at 1138 Indiana had called earlier about the tree right next to her driveway which is a private tree and pretty rotted, now there is another tree further away from her driveway we need to check out.

#### Fall Contracts Update

The tree removals are completed there was a handful of stumps that had to be reground. I was happy All Seasons could help us out, but I was not impressed with their cleanup, they normally do not bid tree removals, they have done a lot of tree trimmings for us. The topsoil contract is completed but I have not heard a response why straw was not put down at the Lutheran Home.

#### Fall Planting Contract Awarded to North Branch Nursery

The Fall Planting bids were opened today with North Branch Nursery being the sole bidder with a bid of \$7,220.00. The plantings will be primarily on Dodd Street, with the completion date of either the last Saturday in November or first Saturday in December.

#### Fall Trimming Contract Awarded to All Seasons

The Fall Trimming bids were also opened today with two bids received. The contract is a not to exceed \$8,500. All Seasons bid \$169 an hour with a two-man crew and one lift truck; Tawa bid \$170 an hour with a two-man crew and one lift truck and submitted an Alternate Bid of \$265 an hour with a three-man crew and two lift trucks. Volkman asked if there was any advantage to having two trucks. Crossland replied having two boom trucks in certain parts is helpful; but, for this contract East Washington has the most mature trees but the rest are fairly young and there will be a lot of ground work. Etzler recommended going with All Seasons and suggested sending a letter to Tawa explaining the decision was based on the nature of the work being done.





*City of Napoleon, Ohio*

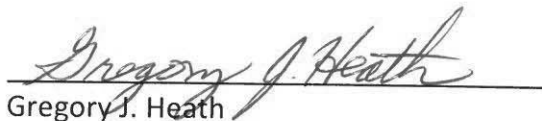
## **HEALTHCARE COST COMMITTEE**

Meeting Agenda

**Friday, January 19, 2018 at 10:00 am**

LOCATION: Council Chambers, 255 W. Riverview Avenue, Napoleon, Ohio 43545

- 1) Approval of Minutes: December 15, 2017. *(In the absence of any objections or corrections, the Minutes shall stand approved.)*
- 2) Discussion/Action on Approved Uses of Aetna Funding.
- 3) Review of Report Numbers.
- 4) Any other matters currently assigned to the Committee.
- 5) Adjournment.

  
Gregory J. Heath  
Finance Director/Clerk



# City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Telephone: (419) 592-4010 Fax: (419) 599-8393

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

## Memorandum

**To:** City Council, Mayor, City Law Director, City Manager, Department Supervisors, Newsmedia  
**From:** Gregory J. Heath, Finance Director/Clerk of Council *G.J.H.*  
**Date:** January 12, 2018  
**Subject:** Ad-hoc Committee on Organizational Health and Strategic Vision Meeting – Cancellation

The regularly scheduled meeting of the Ad-hoc Committee on Organizational Health and Strategic Vision for Monday, January 15, 2018 at 6:15 pm has been CANCELED.



## **MEMORANDUM**

**Date:** December 2017

**To:** City and Village Clerks of Council, Village Clerks, Clerk-Treasurers & Fiscal Officers

**Subject:** Newly Elected Council Training Programs

OML is once again asking for your assistance. As in the past during even numbered years the OML conducts seminars for newly elected council members after the municipal election year. These seminars are held regionally and on Saturdays for convenience. The program will be the same for each location. We would be so grateful if you could circulate the information on these programs to the newly elected council members in your municipality. We are enclosing for your use a registration form with dates, locations and a program outline. Registration forms are also available on our website [www.omlohio.org](http://www.omlohio.org). (About Us/ Training Programs)

Faculty will vary from location to location and will consist primarily of those most familiar in the various phases of municipal law. Of course if “veteran” members of council wish to attend, we welcome them.

If you have any questions please feel free to contact Cyndie Grant or Zoë Wade at the OML office 614-221-4349.

### **Registration Begins at 8:30 am at all locations**

## **Locations**

**Saturday, February 24**

Marriott Columbus University Area,  
3110 Olentangy River Road  
Columbus, 43202  
(614) 447-9777

**Saturday, March 3**

Cincinnati Marriott Northeast,  
9664 Mason Montgomery Road,  
Mason, 45040  
(513) 459-9800

**Saturday, March 24**

Embassy Suites Cleveland/Rockside,  
5800 Rockside Woods Blvd,  
Independence, 44131  
(216) 986-9900



## **2018 Newly Elected Council Members Training Program**

**8:30 am** Registration

**9:00 am** Home Rule and Local Control

**10:00 am** Open Meetings/Public Records

**11:15 am** City and Village Financing Procedures

**12:00 pm** Lunch

### **1:00 pm – 4:00 pm City Officials Session**

1:00 – 2:30 pm Council Powers and Procedures

2:30 – 3:15 pm Bidding, Purchasing & Contracting

3:15 – 4:00 pm Liability of Municipalities and Municipal Officials

### **1:00 pm – 4:00 pm Village Officials Session**

1:00 – 2:30 pm Council Powers and Procedures

2:30 – 3:15 pm Bidding, Purchasing & Contracting

3:15 – 4:00 pm Economic Development

**4:00 pm** Adjourn

***\*Same Program for Each Location\****



## 2018 Newly Elected Council Training Series Registration Form

**Registration Begins: 8:30 a.m.**

**\*Same Program for Each Location\***

**Municipality:** \_\_\_\_\_

<u>Name</u>	<u>Title</u>

**Please Choose One**

Saturday, February 24, 2018 <input type="checkbox"/> Marriott Columbus University Area Columbus, Ohio		Saturday, March 3, 2018 <input type="checkbox"/> Marriott Northeast Mason, Ohio		Saturday, March 24, 2018 <input type="checkbox"/> Embassy Suites Independence, Ohio	
OML Members	Non- Members	OML Members	Non- Members	OML Members	Non- Members
<input type="checkbox"/> <b>\$65</b> (Fee includes written materials and lunch) 9:00 a.m. - 4:00 p.m.	<input type="checkbox"/> <b>\$125</b> (Fee includes written material and lunch) 9:00 a.m. - 4:00 p.m.	<input type="checkbox"/> <b>\$65</b> (Fee includes written materials and lunch) 9:00 a.m. - 4:00 p.m.	<input type="checkbox"/> <b>\$125</b> (Fee includes written material and lunch) 9:00 a.m. - 4:00 p.m.	<input type="checkbox"/> <b>\$65</b> (Fee includes written materials and lunch) 9:00 a.m. - 4:00 p.m.	<input type="checkbox"/> <b>\$125</b> (Fee includes written material and lunch) 9:00 a.m. - 4:00 p.m.

*If you are unsure if your municipality is an OML Member feel free to contact Zoë at the OML offices.*

No. of attendees \_\_\_\_\_ X (Fee) \$ \_\_\_\_\_ = Total Enclosed \$ \_\_\_\_\_

**Refund Policy:** Cancellation must be received 5 days prior to meeting in order to be eligible for a refund.  
No refunds for "No Shows", Mail check with Registration Form or Register & Pay online.

***Please Make Check Payable & Return To:***

***Ohio Municipal League, 175 S. Third Street, Suite 510, Columbus, Ohio 43215; Phone 614-221-4349***

## AMP Update for January 5, 2018

From: "American Municipal Power, Inc." <webmaster@amppartners.org>

01/05/18 04:50 PM

To: rdietrich@napoleonohio.com

Having trouble viewing this email? [Click here to view web page version](#)



### Gerken publishes opinion editorial with the Cleveland Plain Dealer

*By Jolene Thompson - executive vice president of member services & external affairs*

In case you missed it, on Sunday, Dec. 31, 2017, an opinion editorial by AMP president and CEO, Marc Gerken was published in the [Cleveland Plain Dealer](#) (in print and online). In it, Gerken stresses the need for meaningful oversight of supplemental transmission projects within the PJM territory. In the op-ed, Gerken highlights the alarming recent trend showing that supplemental transmission projects, projects without any meaningful oversight, are outpacing projects that are within the established planning process. Much of the information discussed by Gerken is provided in Dr. Ken Rose's [review](#) of transmission costs trends within PJM in recent years. We ask that AMP members get involved in pushing this important issue as well. Materials have been prepared for member use and can be found on the [member extranet](#).



[Read Gerken's op-ed in the Cleveland Plain Dealer](#)

[Dr. Ken Rose's review](#)

[Member extranet login](#)

### Governor Kasich reappoints Perry to UTC

*By Charles Willoughby - director of government affairs*

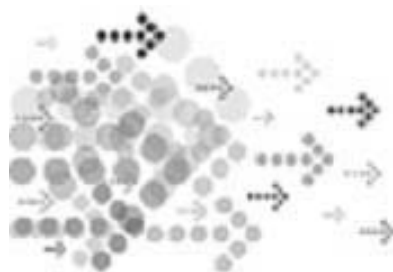
On Jan. 4, Governor Kasich announced the reappointment of Michael Perry, director of utility operations for the city of Hamilton and [AMP Board member](#), to the Underground Technical Committee (UTC) for a term ending Dec. 31, 2021. Perry was initially appointed in 2015 when the UTC was established in the Ohio Revised Code. He serves as the representative of municipal corporations. The 17-member committee was formed to review violations of Ohio's call-before-you-dig law.



### SEPA Energy Storage Working Group seeking participants

*By Erin Miller - director of energy policy and sustainability*

The next Focus Forward Advisory Council meeting is scheduled for Jan. 8, 2018, 2:00-3:00 p.m., via WebEx. The business meeting will be followed by a presentation on "Demand Response: Dynamic Pricing and Behavioral Programs" by Brenda Chew, DR specialist with the Smart Electric Power Alliance (SEPA). In addition, a draft behavioral demand response campaign developed for AMP members will be presented to the FFAC for consideration.



The webinar is open to all AMP members. For more information, contact Erin Miller, director of energy policy and sustainability, at [emiller@amppartners.org](mailto:emiller@amppartners.org) or 614.540.1019.

## **2018 APPA Legislative Rally registration packets coming soon**

*By Charles Willoughby*

Registration packets for the 2018 American Public Power Association (APPA) Legislative Rally taking place Feb. 26-28 at the Mayflower Hotel in Washington, D.C. should be arriving in mailboxes soon. AMP/OMEA members are strongly encouraged to attend, as they are the best resource on Capitol Hill to explain how legislation and regulations directly impact communities at the local level. It is critical that our congressional members hear from their public power constituents. Among the key policy issues to discuss in February are transmission costs, capacity market regulations, tax-exempt financing and the impact of sequestration.

For questions or additional information regarding the 2018 APPA Legislative Rally, please visit the [APPA website](#) or contact me at [cwilloughby@amppartners.org](mailto:cwilloughby@amppartners.org) or 614.540.1036.

## **December 2017: Congestion returns to PJM**

*By Mike Migliore - vice president of power supply and marketing*

A post-Christmas cold snap offset the warm weather in the middle of December and brought the monthly average temperatures to below normal in AMP's service territory. Prices in western PJM did not react to the cold since the load was lower during the holiday week. Generators in eastern PJM were faced with higher natural gas prices at the end of the month, which caused the PJM West and PPL Zone area to see higher power prices. AEP-Dayton Hub day ahead prices reached a maximum of \$99 / MWh on the morning of Dec. 28, while prices on the same day in PPL spiked to \$174 / MWh. After 33 straight months of negative congestion from PJM West to PPL Zone, December ended with a positive spread of \$2.64 / MWh.

AVERAGE DAILY RATE COMPARISONS			
	December 2017 \$/MWh	November 2017 \$/MWh	December 2016 \$/MWh
A/D Hub 7x24 Price	\$31.66	\$29.16	\$31.96
PJM West 7x24 Price	\$36.70	\$30.24	\$32.13
A/D to AMP-ATSI Congestion/Losses	\$1.69	\$0.63	-\$0.18
A/D to Blue Ridge Congestion/Losses	\$0.34	-\$1.49	\$0.78
A/D to PJM West Congestion/Losses	\$5.04	\$1.07	\$0.17
PJM West to PP&L Congestion/Losses	\$2.64	-\$4.89	-\$1.20
IND Hub to A/D Hub Congestion/Losses	\$2.78	\$0.76	-\$1.80



<b>DECEMBER OPERATIONS DATA</b>		
	<b>December 2017</b>	<b>December 2016</b>
<b>Fremont Capacity Factor</b>	<b>79%</b>	<b>28%</b>
<b>Prairie State Capacity Factor</b>	<b>93%</b>	<b>100%</b>
<b>Meldahl Capacity Factor</b>	<b>67%</b>	<b>74%</b>
<b>Cannelton Capacity Factor</b>	<b>78%</b>	<b>69%</b>
<b>Smithland Capacity Factor</b>	<b>57%</b>	<b>N/A</b>
<b>Greenup Capacity Factor</b>	<b>71%</b>	<b>46%</b>
<b>Willow Island Capacity Factor</b>	<b>71%</b>	<b>74%</b>
<b>Belleville Capacity Factor</b>	<b>95%</b>	<b>85%</b>
<b>Blue Creek Wind Capacity Factor</b>	<b>35%</b>	<b>43%</b>
<b>JV6 Wind Capacity Factor</b>	<b>26%</b>	<b>28%</b>
<b>Napoleon Solar Capacity Factor</b>	<b>8%</b>	<b>4%</b>
<b>Bowling Green Solar Capacity Factor</b>	<b>8%</b>	<b>N/A</b>
<b>Avg. A/D Hub On-Peak Rate</b>	<b>\$36/MWh</b>	<b>37\$/MWh</b>
* Fremont capacity factor based on 675 MW rating. * PS capacity factor based on 1,582 MW rating. * Meldahl capacity factor based on 105 MW rating. * Cannelton capacity factor based on 87.6 MW rating. * Smithland capacity factor based on 76.2 MW rating. * Greenup capacity factor based on 70 MW rating. * Willow Island capacity factor based on 44.2 MW rating. * Belleville capacity factor based on 42 MW rating. * Napoleon Solar capacity factor based on 3.54 MW rating. * BG Solar capacity factor based on 20 MW rating.		

## **Cold weather brings high energy prices**

*By Mike Migliore*

As the AMP service territory experiences its coldest weather since 2015, power prices have moved in the opposite direction of the thermometer. During the days of Jan. 2 through Jan. 5, 2018, day-ahead prices at the AEP-Dayton Hub were above \$100 / MWh for 55 of the 96 hours. Prices reached their highest point of \$196 / MWh on Friday morning. High natural gas prices in the eastern part of PJM drove the cost of

generation above \$100 / MWh for all 96 hours for Tuesday through Friday. Prices in Virginia topped out at \$465 / MWh, while prices in Pennsylvania hit \$356 / MWh on Jan. 5.

2018 has already exceeded 2017 and 2016 when prices only breached \$100 / MWh during a total of 18 hours of the 731 days. February 2015 saw the last cold snap in the US, which drove AEP-Dayton Hub prices to \$343 / MWh, while the polar vortex of January 2014 had a peak price of \$857 / MWh.

## Energy markets update

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

The February 2018 natural gas contract decreased \$0.128/MMBtu to close at \$2.88 yesterday. The EIA reported a withdrawal of 206 Bcf for the week ending Dec. 29. Market consensus for this week was a withdrawal of 220 Bcf. Although the EIA reported a "bearish number" that missed consensus estimates, it still more than doubled historical withdrawal levels. Gas in storage now stands at 3,126 Bcf. This is six percent under the five-year average of 3,318 Bcf. Gas in storage for this week one year ago was 3,318 Bcf.

On-peak power prices for 2019 at AD Hub closed yesterday at \$34.55/MWh which was \$.50/MWh lower for the week.

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

Week ending Jan. 5

MON	TUE	WED	THU	FRI
\$60.36	\$107.35	\$105.42	\$128.86	\$146.78

Week ending Dec. 29

MON	TUE	WED	THU	FRI
\$25.96	\$35.68	\$49.96	\$73.75	\$72.02

Week ending Dec. 22

MON	TUE	WED	THU	FRI
\$26.84	\$25.59	\$29.46	\$29.99	\$24.82

AEP/Dayton 2018 5x16 price as of Jan. 4 — \$34.55

AEP/Dayton 2018 5x16 price as of Dec. 28 — \$35.05

AEP/Dayton 2018 5x16 price as of Dec. 21 — \$34.35

## AFEC weekly update

*By Jerry Willman*

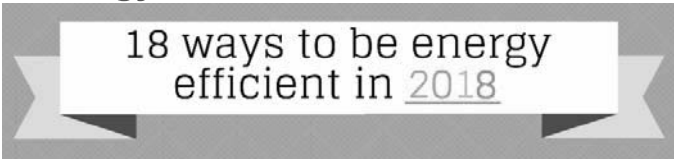
The Fremont Energy Center remained on-line for the week. Cold temperatures continued to permeate the PJM region for the week causing loads to increase significantly, which also created some challenging real-time operations for PJM that impacted how Fremont was dispatched due to regional transmission

constraints. Duct firing operated for 59 hours this week. The plant generated at a 78 percent capacity factor (based on 675 MW rating).

## **AMP offers 18 tips for being more energy efficient in 2018**

*By Holly Karg - director of media relations and communications*

To kick off the new year, AMP issued 18 ways to be energy efficient at home.



18 ways to be energy  
efficient in 2018

In addition to the list offered through the news release, we are offering one tip per day over the next several weeks through social media posts. Please follow us on Facebook and Twitter, and help spread the message by sharing and reposting the 18 tips.

The following links will take you to the full news release and directly to the infographic fact sheet and available at [www.amppartners.org](http://www.amppartners.org), as well as the video available on the [AMP Currents page](#) or on any AMP social media accounts.

[18 in 2018 news release](#)

[18 in 2018 infographic fact sheet](#)

[18 in 2018 video](#)

## **AMP staff shows generosity during holiday charitable drive**

*By Tracy Reimbold - vice president of human resources and administrative services*

AMP staff once again showed their generosity during the 2017 AMP Holiday Charitable Giving Drive. From Nov. 27 through Dec. 15, collections were received at AMP headquarters in Columbus, Ohio, as well as at several AMP generating facilities.

Headquarters staff donated 105 pounds of non-perishable food products to the Mid-Ohio Food Bank, along with cash donations of \$585. The cash contributions to the food bank were matched by other sponsors, bringing total contributions to \$1,170. For each dollar donated, the Mid-Ohio Food Bank can provide four meals or distribute \$10 worth of groceries to families in need.

Headquarters staff also donated approximately 200 pounds of clothes, infant and personal hygiene items, and toiletries to the Columbus Community Shelter Board.

Staff at the Willow Island and Belleville Hydroelectric plants respectively donated 60 pounds and 35 pounds of food to the Old Man Rivers Mission in Parkersburg, W. Va.; staff at the Smithland Hydroelectric plant donated \$120 to Livingston County Helping Hands in Kentucky; staff at the Cannelton Hydroelectric Plant donated \$120 to Hancock County Community Action in Ohio; and staff at the Fremont Energy Center worked with the Marine Corps Reserve to support Toys for Tots, filling a large, five-foot bin with new toys.

Thank you to all of the AMP staff members who donated. Your generosity is appreciated.

## **PSGC launches redesigned website**

Prairie State Generating Company (PSGC)  
has announced the launch of their newly

redesigned website.

The new site aims to provide member-owners and site visitors with a clear message of who PSGC is, what they stand for and where they are going. The site now contains new content and a video that work together to uniquely tell the PSGC story. It is fully responsive with all mobile devices and is easy to navigate on a wide range of web browsers.

PSGC hopes that the updated site will improve each user's experience.

Click [here](#) to see the new website and [here](#) to see the video. Please note that the web address is still [www.prairiestateenergycampus.com](http://www.prairiestateenergycampus.com).



**New Year. New Website.**

# 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/Academy](http://www.PublicPower.org/Academy) and click on webinars. Non-members enter coupon code **AMP** to receive the member rate.

- Workforce Series: Game Changers and Gaps in the Energy Workforce Pipeline **Jan. 11**
- Governance Series: Communicate the Public Power Advantage **Jan. 24**
- Workforce Series: Beyond Rhetoric: Hands-On Workforce Diversity **Feb. 8**
- Governance Series: Understand Board Roles and Responsibilities **Feb. 14**



## Classifieds

### Edgerton seeking village administrator

The Village of Edgerton, Ohio, population 2,000, is seeking resumes for the position of village administrator. The person appointed will report to the Mayor and will provide general administrative direction; supervise personnel; advise employees on proper procedures; direct the operation for all utility, street, park, zoning activities; and perform economic development and grant writing activities. A complete job description is available by contacting the Village of Edgerton, fiscal officer, at [denisek@edgerton-ohio.com](mailto:denisek@edgerton-ohio.com).

The candidate should have a high school diploma or (GED), college level course work in public or business administration; with a bachelor's degree preferred, management experience, and some experience with municipal government and/or public utility operations. A valid driver's license required. Salary commensurate with qualifications and experience. Please submit resume and cover letter to Mayor, Village of Edgerton, P.O. Box 609, 324 N Michigan Ave, Edgerton OH 43517. Interested individuals are asked to submit by 4 p.m. on Jan. 15, 2018. The Village of Edgerton is an Equal Opportunity Employer.

## **Montpelier seeking supervisor or administration services**

The Village of Montpelier is taking applications for the position of Supervisor of Administrative Services. The position requires completion of secondary education; minimum of five years of experience in administration and municipal government operations; familiarity with building codes and construction; knowledge of utility systems, ability to examine and interpret blue prints; supervisory training and experience in civil and architectural engineering, including electric, water, wastewater and storm sewer utilities. Will act as the liaison between the village manager and the various village departments. Qualified candidates must possess a valid Ohio driver's license. This is a full-time position with a great benefit package. Application and complete job description may be found online at [www.montpelieroh.net/employment\\_opportunities.html](http://www.montpelieroh.net/employment_opportunities.html).

Please mail cover letter, resume including references and application to: Village of Montpelier, c/o Kevin Brooks, P.O. Box 148, Montpelier, OH 43543. Inquiries should be directed to Kevin Brooks at 419.485.5543. EOE.

## **Carey seeking two journeyman-lineman**

The Village of Carey is seeking applications for two qualified journeyman-lineman with a minimum of four-years experience. The journeyman-lineman role is responsible for operation and routine maintenance of the village transmission, substation and distribution system. Applicant must possess a high school diploma or GED, and a valid class B, CDL license with air brakes or obtain same within six months of hire date. Knowledge of overhead and underground primary distribution lines required. May require pole climbing and operation and use of a bucket truck, differ truck, trencher or other required equipment.

Position requires a 30-minute response time to call out emergencies including: holidays, weekends and standby time in rotation with other department members.

Position requires varied integrated additional duties to include but not limited to: snow removal, tree trimming to clear power lines and other general maintenance duties. Any of the above may require working in inclement weather.

Applications may be obtained at the village offices, 127 North Vance Street Carey, weekdays from 8 a.m. until 5 p.m. Candidates should return applications with resume and all supporting documentation helpful in consideration of employment to the attention of the Village Administrator. EOE / Drug testing. Applications will be accepted until positions are filled.

Pay range \$23.75-\$26.25.

## **Arcanum seeks water/wastewater operator 1**

The Village of Arcanum Utility Department is now accepting applications to fill a vacancy for water/wastewater operator 1. Duties include operating and maintaining electrical generation facilities, monitoring water/sewer facilities, and performing physical labor within the utility department as needed.

Requirements include a high school education, Water Supply License and Wastewater Works License 1, a valid Ohio driver's license, and must possess a class B CDL endorsement or obtain within six months of employment.

Applications are available at the City Building located at 104 W. South St., Arcanum, Ohio, 45304 or [www.villageofarcanum.com](http://www.villageofarcanum.com). Job applications are not kept on file beyond six months, so any previous applicants are encouraged to re-apply. EOE.

## Lineworker position available in Bradner

The Village of Bradner is seeking a qualified full-time electrical line utility worker; responsible for operation and routine maintenance of the village electrical distribution system.

Must possess a high school diploma or GED and a valid class B, CDL license with air brake or obtain six months after hire date. Knowledge of overhead distribution lines and underground primary distribution lines required - water and wastewater experience helpful. May require pole climbing and operation and use of bucket truck. Position requires response within 30-minute time period to call-out emergencies, and 24/7 carry of village-issued cell phone for troubleshooting and emergencies, including holidays and weekends.

Position requires various duties to include but not limited to: water distribution repairs, assist in wastewater treatment plant, tree trimming power lines, road maintenance and snow removal, park and pool maintenance, lawn care and other general maintenance as required. Above duties will require working in all weather conditions. Twice monthly Board meeting attendance is also required.

Applications may be obtained at the Town Hall (located at 130 N. Main St., Bradner, Ohio) on weekdays from 8:30 a.m. - 5 p.m. or at [www.bradnerohio.org](http://www.bradnerohio.org). Candidates should return applications with résumé and supporting documentation that would be helpful for consideration of employment to the attention of James Smith, Board of Public Affairs President. They can also be mailed to P.O. Box 599, Bradner, Ohio, 43406, or emailed to [kkaminski@bradnerohio.org](mailto:kkaminski@bradnerohio.org).

## Bryan Municipal Utilities seeks engineering assistant

Bryan Municipal Utilities is currently accepting applications for an engineering assistant. Duties include designing, planning and project management for electric, water and communication system projects. Position also assists in maintaining Geographic Information's Systems (GIS) and gather GPS point acquisitions for Bryan Municipal Utilities infrastructure.

Bryan Municipal Utilities is a customer-owned, non-profit municipal utility providing the best quality water, electric and communications services to the residents of Bryan, Ohio. Bryan Municipal Utilities began over 100 years ago with the establishment of the Bryan waterworks in 1892. Electric service was added in 1896 when the residents of Bryan voted to create their own electric company. Communications services were added in 1998 to provide Bryan with a fiber optic system designed to provide television, internet access and data transfer.

A job description with qualifications may be downloaded from [www.cityofbryan.net](http://www.cityofbryan.net).

Please submit resume by Jan. 29, 2018, to Bryan Municipal Utilities, 841 E. Edgerton St, Bryan, OH 43506; or email to [humanresources@cityofbryan.com](mailto:humanresources@cityofbryan.com). EOE

## Opportunities available at AMP

AMP is seeking applicants for the following positions:

Senior accountant

Hydro plant operator II - Willow Island

Hydro plant operator I - Willow Island

For complete job descriptions, please visit the "careers" section of the [AMP website](http://www.ampwebsite.com).

## American Municipal Power, Inc.

STAY CONNECTED



[www.ampppartners.org](http://www.ampppartners.org)

American Municipal Power, Inc., 1111 Schrock Road, Suite 100, Columbus, OH 43229

[SafeUnsubscribe™ rdietrich@napoleonohio.com](#)

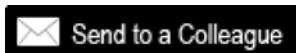
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## Legislative Bulletin

**January 12, 2018**

### OML UPDATE AT-A-GLANCE

Here are the top three things you need to know from this past week:

- 186 local fire departments throughout 54 Ohio counties have been awarded Multi-Agency Radio Communications (MARCS) grants. MARCS radios are high-tech radios for first responders, and the \$3 million in awarded grants are intended to help offset the cost of purchasing one.
- Over the course of 2018, Ohio revenues are expected to grow by 0.9% while expenditures are projected to drop by 1%. While this growth is positive, it still ranks below the national average of 3.9% in revenue growth with a drop of 3.3% for state expenditures.
- Two Republicans have been selected to fill the vacant seats in the 81<sup>st</sup> and 87<sup>th</sup> House Districts. Former State Representative Jim Hoops will replace Sen. Rob McColley, while former Rep. Jeff McClain's son, Riordan McClain, will replace former Rep. Wes Goodman. Both men will be sworn in on Wednesday, January 17<sup>th</sup>. The League wants to congratulate both candidates on their appointments, and we look forward to working with them!

### OML STANDS WITH COALITION IN OPPOSITION TO LOCAL PROPERTY TAX BILL

A coalition of local government organizations testified on a bill that would seize local control from political subdivisions with regard to increased property tax on developing residential plots. HB 371, sponsored by Rep. Merrin (R - Monclova Township), had its sixth hearing in the House Ways and Means Committee this week. This bill would exempt from property taxation the increased value of land subdivided for residential development until construction commences or the land is sold. A coalition of local government organizations, including the League, the County Auditors' Association, the County Commissioners' Association of Ohio, the Ohio Township Association, the Ohio School Boards Association, among others, submitted a letter of opposition citing the many other local tax incentives that render this bill unnecessary. You can read that testimony [HERE](#).

In addition, the League's Executive Director Kent Scarrett submitted its own written testimony, which you can read [HERE](#), stating if a provision was added allowing a local option, the League would move from opponent to neutral on the bill. This bill was not voted out of committee, and we are hopeful that this delay in action indicates the House is seriously considering giving political subdivisions the local control they need to ensure the best decisions are made for each individual community and their unique needs.

### **BILL SHIELDS SPECIFIC POLICE BODY CAMERA FOOTAGE FROM PUBLIC RECORDS LAW**

A bill providing policies for police departments using body cameras by supplying specific guidelines on when to either restrict or make recorded footage public got its first hearing before committee. Introduced November 21, 2017, HB 425, sponsored by Rep. Antani (R - Miamisburg) and Rep. Craig, (D - Columbus), would not permit certain portions of body camera recordings that depict violent or disturbing content and/or violate someone's privacy to be subject to public records law.

This bill has been in the works for a long time with the input of many interested parties. Rep. Antani said during sponsor testimony before the House Government Accountability and Oversight Committee that he believed the bill was the "exact balance of privacy protections and public transparency." Rep. Antani sought to achieve this balance by clarifying in the bill that the recordings are generally public record, but also by carving out very specific exceptions to protect people's privacy

The kinds of recordings excepted from public record law in the bill include: the audio or visual recording of a death; grievous bodily harm or acts of violence; protected health information; information that would identify the victim of a sex offense; personal information of a person who has not been arrested; cited or charged; and personal conversations that do not concern law enforcement activities. A full list of all excepted portions is in the bill analysis, which you can read [HERE](#). The bill also specifies that it in no way mandates that police departments have to implement body camera programs if they are not currently using one.

The League is supportive of the bill will continue to track and report on the bill as it moves through the legislative process.

### **BILLS OF MUNICIPAL INTEREST RECEIVE COMMITTEE HEARINGS**

Here are the bills impacting municipalities that were heard in committees this week:

- HB 342 - SPECIAL ELECTIONS. This bill, sponsored by Rep. Merrin (R - Monclova Township), would permit local tax-related proposals to appear only on general and primary election ballots and not on an August special election ballot, while modifying the information conveyed in election notices and ballot language for property tax levies. The League submitted written testimony in opposition of this bill, which you can read [HERE](#).

During its third hearing before the House Accountability and Oversight Committee, a substitute bill was adopted that made a number of changes: it allows local tax authorities to place tax and bond measures on August ballots provided the measure would only last 5 years or less (i.e. emergency or temporary levies). It allows local taxing authorities to create, expand or dissolve a taxing jurisdiction on an election ballot, while stipulating JEDZs can only be included on August ballots if that tax or bond will last 5 years or less. The bill would modify ballot language by describing levies and measures in terms of fair market value as opposed to taxable value. Finally, the bill will apply to tax levies and bond measures from January 1, 2019 and going forward. The League remains opposed to this bill.

- **HB 343 - PROPERTY VALUES.** Sponsored by Rep. Merrin (R - Monclova Township), this bill would require local governments that contest property values to formally pass an authorizing resolution for each contest and to notify property owners. During its sixth hearing before the House Ways and Means Committee, the bill was amended to allow local school boards to vote just once on multiple resolutions, as opposed to requiring they vote to approve each and every resolution. Despite being marked for a vote the bill remains in committee. The League is opposed to this bill.
- **HB 281 - BROADBAND GRANTS.** This bill, sponsored by Rep. Carfagna (R - Genoa Township), would establish the residential broadband expansion program within the Development Services Agency (DSA) to award matching grants for last mile broadband expansion in municipal corporations and townships, as well as making an appropriation. During its fourth hearing in the House Finance Committee, several amendments were adopted. The five amendments were largely technical, specifying the bill applies to both satellite broadcasting and wireless internet providers; allowing providers to use letters of credit to prove financial assurance; clarifying broadband facilities will have to operate indefinitely; making areas receiving Connect America funds ineligible; and changing language regarding a broadband provider's ability to provide services. The League is in support of this bill.
- **HB 221 - WATER AND SEWER.** Sponsored by Rep. Holmes (D - McDonald), this bill would include water and sewer laterals located on private property as eligible projects under the State Capital Improvements Program administered by the Ohio Public Works Commission. During sponsor testimony before the House Finance Committee, Rep. Holmes explained how his bill allows owners of private property, who are currently financially responsible for repairing or replacing water and sewer lines, to qualify for state funding provided they grant an easement. Rep. Holmes noted that damaged or aging water and sewer lines, wherever they are located, have an effect on the public health and safety of a community. The League supports this bill.
- **HB 122 - ECONOMIC STUDY COMMITTEE.** Sponsored by both Rep. Hambley (R - Brunswick) and Rep. Rogers (D - Mentor-on-the-Lake), this bill establishes a Regional Economic Development Alliance Study Committee to study the benefits and challenges involved in creating regional economic development alliances. During its second hearing before the Senate Government Oversight and Reform Committee, a proponent from the Greater Ohio Policy Center spoke to the bill's necessity in helping political subdivisions in regional areas consolidate efforts to advance economic development. The League is in support of this bill.

## COMMITTEE SCHEDULE FOR THE WEEK OF JANUARY 14, 2018

### Tuesday, January 16, 2018

#### SENATE FINANCE

Tue., Jan. 16, 2018, 1:00 PM, Senate Finance Hearing Room

Sen. Oelslager: 614-466-0626

**HB168\*\***

CEMETERY MAINTENANCE AND REGISTRATION (STEIN D) To modify duties of the Division of Real Estate in the Department of Commerce regarding cemetery registration, to specify cemetery owners must reasonably maintain cemeteries, to establish the Cemetery Grant Program, and to make an appropriation.

#### First Hearing, Sponsor Testimony

**Report(s):** My Tracked Bills, OML Legislative Report

**HB251\*\***

BOND AND OBLIGATION MATURATION (GREENSPAN D) To increase from five to ten years the maturity period of other political subdivision's bonds and obligations eligible for investment of a subdivision's interim moneys.

#### First Hearing, Sponsor Testimony

**Report(s):** My Tracked Bills, OML Legislative Report

#### HOUSE ECONOMIC DEVELOPMENT, COMMERCE AND LABOR

Tue., Jan. 16, 2018, 1:30 PM, Hearing Room 113

Rep. Young: 614-644-6074

**HB392\*\***

BEE KEEPERS-IMMUNITY (STEIN D) To grant specified apiary owners immunity in personal injury or property damage cases.

#### Fourth Hearing, All Testimony, AMENDMENTS

**Report(s):** My Tracked Bills, OML Legislative Report

#### HOUSE ENERGY AND NATURAL RESOURCES

Tue., Jan. 16, 2018, 2:30 PM, Hearing Room 018

Rep. Landis: 614-466-8035

**HB422\*\***

MUNICIPAL WATER-WORKS ACQUISITIONS (GINTER T, ROGERS J) To govern acquisitions of municipal water-works and sewage disposal system companies by certain larger nonmunicipal water-works or sewage disposal system companies.

#### Second Hearing, Proponent Testimony

**Report(s):** My Tracked Bills, OML Legislative Report

### Wednesday, January 17, 2018

#### HOUSE GOVERNMENT ACCOUNTABILITY AND OVERSIGHT

Wed., Jan. 17, 2018, 1:45 PM, Hearing Room 114

Rep. Blessing III: 614-466-9091

#### OR AFTER SESSION

**HB382\*\***

UNEMPLOYMENT COMPENSATION LAW (SCHURING K) To modify terms describing payments made under the Unemployment Compensation Law, to increase the amount of wages subject to unemployment compensation premiums, to require qualifying employees to make payments to the Unemployment Compensation Insurance Fund, to allow the Director of Job and Family Services to adjust maximum weekly benefit amounts, to reduce the maximum number of benefit weeks, and to make other changes to the Unemployment Compensation Law.

#### Eighth Hearing, All Testimony

**Report(s):** My Tracked Bills

**HJR4\*\***

UNEMPLOYMENT COMPENSATION BONDS (SCHURING K) To allow the General Assembly

to provide by law for the issuance of bonds to pay unemployment compensation benefits when the fund created for that purpose is or will be depleted or to repay outstanding advances made by the federal government to the unemployment compensation program.

**Eighth Hearing, All Testimony**

**Report(s):** My Tracked Bills

**PLEASE CHECK OUR WEBSITE TUESDAY FOR ANY CHANGES TO THE  
COMMITTEE SCHEDULE**

**Up Coming Meetings & Events**

<b>Mayor's Court Initial Training Program</b>	<b>January FULL February 14 &amp; 15</b>	<b><u>Registration Information</u></b>
<b>Newly Elected Council Training Seminars</b>	<b>February 24, March 3 &amp; 24</b>	<b><u>Registration Information</u></b>
<b>Webinar: Marsy's Law</b>	<b>January 25, 2018</b>	<b><u>Registration Information</u></b>

Ohio Municipal League

Legislative Inquires:

Kent Scarrett, Executive Director

Edward Albright, Deputy Director

Ashley Brewster, Director of Communications

Rachel Massoud, Legislative Advocate

Website/Bulletin Issues:

Zoë Wade, Office Manager



## CITY OF NAPOLEON, OHIO

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# Memo

**To:** Council Members / Department Heads  
**From:** Tracy Crist, Accounts Payable Clerk  
**Cc:** Greg Heath, Finance Director  
Joel Mazur, City Manager  
Chris Peddicord, Ass't Finance Director  
**Date:** January 9, 2018  
**Re:** Cell Phone and Internet Reimbursement

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Just a reminder that in order to be reimbursed for cell phone/internet usage, the Accounts Payable office will need a copy of your first personal cell phone and/or internet bill for 2018 by February 28<sup>th</sup>, 2018.

In 2018 these payments will be issued quarterly (the 2<sup>nd</sup> check run in March, June, September and December) as opposed to the monthly payments as in 2017.

Please feel free to contact the Finance Department, should you have any questions regarding this matter.

Thank you.