
Memorandum

:

To: Mayor and Members of City Council
cc: City Manager, Finance Director, City Law Director
From: Roxanne
Regarding: General Information
Date: September 28, 2018

CALENDAR

Agenda – Technology Committee; Monday, October 1st at 6:15 pm

AGENDA - CITY COUNCIL

D. APPROVAL of MINUTES:

September 17, 2018 Council Meeting Minutes

F. REPORTS from COUNCIL COMMITTEES

H. INTRODUCTION of NEW ORDINANCES and RESOLUTIONS

1. **Ordinance No. 057-18**, an Ordinance Establishing a New Position Classification Pay Plan for a Certain Position of the City of Napoleon, Ohio in and for the Year 2018, Amending Ordinance No. 086-17; and Declaring an Emergency. (*Suspension Requested*)
2. **Ordinance No. 058-18**, an Ordinance amending Section 931.09 Increasing Sanitary Sewer Rates for the Year 2019.

I. SECOND READINGS of ORDINANCES and RESOLUTIONS - *None*

J. THIRD READING of ORDINANCES and RESOLUTIONS

1. **Resolution No. 051-18**, a Resolution Amending the Rules for the Napoleon Outdoor Refreshment Area (NORA).

K. GOOD of the CITY (DISCUSSION/ACTION):

1. Recommendation Dates of November 9 and 10, 2018 for Review of the 2019 Budget.
- *From the Finance and Budget Committee Meeting*
2. Recommendation to Adopt the BORMA Wellness Program.
- *Recommended by the Healthcare Cost Committee and Safety and Human Resources Committee*
3. Recommendation All New Employees Hired After January 1, 2019 will Have to Sign on Health Insurance Plan 3.
- *Recommended by the Healthcare Cost Committee and Safety and Human Resources Committee*
4. Health Care Cost for 2019-Recommendation to Stay on the Current Plans and the Employee Share of the Premium Staying at 12.5%.
- *Recommended by the Healthcare Cost Committee and Safety and Human Resources Committee*
5. Review City Subsidizing HSAs.
- *Recommended by Safety and Human Resources Committee*
6. Recommendation to Adopt Prohibition of Jake Brake.
- *Recommended by Safety and Human Resources Committee*
7. Recommendation to Change Part-Time Pay Scale for Firefighters by Removing Probationary Firefighter Classification from Part-Time Pay Scale and Have One Classification for Part-Time Firefighter with Pay Scale of \$8.43-\$16.75.
- *Recommended by Safety and Human Resources Committee*

8. Recommendation from Parks and Rec Board to Set Trick-or-Treat Night for Wednesday, October 31, 2018 from 6:00 pm – 7:30 pm.
9. Recommendation from Parks and Rec Board to Pursue Initiative of a New Swimming Pool Facility. *(Refer to Committee)*
10. to change the Alternate Representative on the BORMA Health Benefits Board.
11. Acceptance of Ohio Law Enforcement Body Armor Program Award of \$2,931.52 to Purchase Body Armor for Officers.
12. Investments and Investment Policy Review. *(Refer to Committee)*

INFORMATIONAL ITEMS

1. Fall Seasonal Cleanup Schedule and Rule
2. OML Legislative Bulletin/September 28, 2018.

Records Retention - CM-11 - 2 Years



October 2018



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

City of Napoleon, Ohio

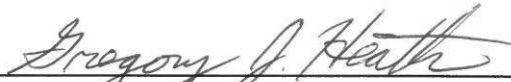
TECHNOLOGY & COMMUNICATIONS COMMITTEE

MEETING AGENDA

Monday, October 01, 2018 at 6:15 pm

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

- 1) Approval of Minutes: September 4, 2018. *(In the absence of any objections or corrections, the Minutes shall stand approved.)*
- 2) Review of NCTV Agreement [Tabled]
- 3) Any other matters currently assigned to the Committee.
- 4) Adjournment.



Gregory J. Heath
Finance Director/Clerk of Council

TECHNOLOGY & COMMUNICATION COMMITTEE

MEETING MINUTES

Tuesday, September 04, 2018 at 6:15 pm

PRESENT	
Committee Members	Ken Haase-Chair, Dan Baer
City Staff	Joel L. Mazur, City Manager
	Gregory J. Heath, Finance Director
Records Clerk/Recorder	Roxanne Dietrich
ABSENT	
Committee Member	Travis Sheaffer
Call to Order	Chairman Haase called the meeting to order at 6:15 pm.
Minutes Approved	Hearing no objections or corrections, the minutes from the August 6, 2018 meeting stand approved as presented.
IT update	<p>Mazur gave an update on the status of the city's IT infrastructure. Jeremy Kennedy who was hired as the IT Specialist has put in his two-week resignation letter, he cited the main reason being the condition of our IT department, he is used to working in a controlled and updated environment. There is a lot of rebuild, reconfiguring and restructuring that needs to be done with the hardware system and virtual network. At my request, Jeremy provided the following analysis on the condition of our network:</p> <ul style="list-style-type: none">- The virtual network and sans have expiring warranties and are at the end of their life these are essential functions for server space, data storage and backups. In next year's budget we will be requesting replacing the server and sans. The city does not have a disaster recovery plan in place. The main data server has not been updated since 2015 there are no vendor support contracts.- We cannot find any documentation on the network setup, there is no backup to the person running the IT department.- There are issues with mapping out who has access to what, it is an internal issue. <p>Heath asked if any of the work can be outsourced? Baer commented this adds to the budget issues for 2019, we already have the income tax return cost, insurance cost and other issues based on what has been reported, are you looking at not getting the second person? Mazur answered the other person is needed, there is the day-to-day help, we offered the position to the person who was second in the interview process.</p>
NCTV Agreement	<p>Mazur stated it has been said NCTV does not show up regularly, the city pays \$18,000 a year to the school to run the channel, it is my understanding not everyone can get this channel since Spectrum moved out. Since 1995 we have had a contract with the schools, the city does receive a franchise fee from the cable operator of 3% or approximately \$60,000 a year that goes into the general fund. Haase noted you only see three people and can barely hear. Heath said you don't need to pay the school to run a channel. Mazur said the contract expires in May of 2018 we would need to give them notification, is it a necessity to broadcast? Baer asked the contract expired in May and we are talking about it now, will this be a problem? Heath suggested a letter be issued now with the intent and if you change your mind, you can backtrack. Mazur recommended continuing the contract through May 31, 2018, Baer noted we are past May 31st. Mazur said we can get numbers on what it would take to set up audio only and link that to the city website.</p>



City of Napoleon, Ohio

FINANCE DEPARTMENT

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545-0151

Telephone: (419) 599-1235 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: Members of Technology & Communications Committee
Members of City Council
Jason P. Maassel, Mayor
Joel L. Mazur, City Manager
Billy D. Harmon, City Law Director

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

BJH

Date: September 25, 2018

Subject: *NC-TV Contract with School*

Attached hereto, is a copy of the two (2) year NC-TV Contract with the Napoleon Area City School District Board of Education effective May 31, 2016 covering contract years 2016 and 2017. This contract terminated on May 31, 2018.

Payments in the amount of \$18,000 per year were made in both 2016 and 2017. No Payment has been made for 2018 since there is no current contract in effect. In the contract language payment should be made to the Schools by September 30th of each calendar year.

There is \$18,000 budgeted in the 2018 Appropriation Budget, Account No. 100-1900-53480 Contracts-Schools. Since the contract terminated on May 31, 2018, no payment has been made.

If City Council desires to continue this contract, then action will need to be taken to draft a new contract. Please advise on your intent.

Thank you.

Attachment

**AGREEMENT FOR OPERATION OF THE
PUBLIC ACCESS CHANNEL
FOR NAPOLEON**

WHEREAS, the General Assembly enacted Sections 1332.21 through 1332.34 of the Ohio Revised Code, effective September 24, 2007, to provide a statewide "uniform regulatory framework" for the provision of cable television and/or other video service; and,

WHEREAS, Time Warner, currently operates in Napoleon, Ohio, under R.C. Section 1332.32, and is a video service provider that is providing service to subscribers in the City pursuant to a state-issued video service authorization; and,

WHEREAS, the Video Service Provider, pursuant to City Ordinance No. 098-07, in accordance with the requirements of R.C. 1332.32, and pursuant to a video service authorization obtained from the Director of the Ohio Department of Commerce, shall pay Video Service Provider Fees ("VSP Fees") in the amount of five percent (5%) of gross revenues received from providing video service in the City, which gross revenue base shall include advertising revenues; and,

WHEREAS, this Council is desirous to pay a portion of the fees collected to the Napoleon Area City School District Board of Education to help fund public access channel(s). **Now Therefore**,

This Agreement is now made this 31st day of May, 2016, between the **City of Napoleon, Ohio**, (herein after referred to as the "**City**"), and the **Napoleon Area City School District Board of Education**, (herein after referred to as the "**Board**"), regarding the operation of the public access channel(s) for the City of Napoleon, Ohio.

I. TERM

(1) This Agreement shall take effect on May 31st, 2016 and shall continue in full force and effect until May 31, 2018, unless otherwise mutually agreed to, in writing, by the parties to terminate earlier, or unless otherwise terminated in accordance with the terms of this Agreement.

(2) In the event of a material breach of this Agreement, then this Agreement may be terminated by the non-breaching party, at its option, if the breaching party fails to correct such material breach within forty-five (45) days of notification of the breach. This Agreement will automatically terminate upon elimination of the public access channel(s). This Agreement may be terminated upon at least sixty (60) days advance written notice by the **City** in the event that the Video Service Provider fails to pay the **City** the fees as required by law. Finally, this Agreement may be terminated for convenience by either party with one hundred eighty (180) days written notice.

(3) Upon termination, each party shall immediately return to the other party, all equipment and tangible property which was purchased with funds of that other party

as a result of this Agreement or prior agreements related to the same subject matter as found in this Agreement. Also, upon early termination, the annual funds received by the **Board** from the **City**, not spent by the **Board**, shall be prorated and returned to the **City** within sixty (60) days of termination. This provision shall survive termination of this Agreement.

II. INCLUSIVENESS

(1) The **Board** agrees to fulfill those certain obligations, responsibilities and duties herein enumerated or imposed upon the **City** by law or regulation as it relates to public access channels, including but not limited to transmission and local access which by law or regulation have been imposed upon or may in the future be imposed upon the **City** or the Video Service Provider. If, after the effective date of this Agreement those responsibilities or duties are changed and the **City** has knowledge thereof, the **City** shall notify the **Board**, and the **Board** will in turn, abide by any and all such modifications. In no event shall any contract, agreement or other undertaking of any sort whatsoever made by one party of this Agreement with any person, firm, corporation or entity, other than the other party to this Agreement, be binding upon or purport to be binding upon the other party to this Agreement.

(2) The **Board** will take over, absorb, and assume complete responsibility for construction, operation, maintenance, promotion and development of the access facility(s) and public access channel(s) used by the **Board**, and for the signal up to the point at which it leaves the modulator in the access studio, for the period in which this Agreement is in effect. Specific provisions to be fulfilled by each party under this Agreement are as follows:

(a) The **City** "shall":

(i) Provide **Eighteen Thousand Dollars (\$18,000.00)**, no later than September 30th of each named calendar year, as follows: Year(s) 2016 and 2017 from money which is generated from video service fees collected from the Video Service Provider, to be used exclusively for funding public access channel(s) (which includes the providing of a community bulletin board) via purchase of equipment and providing the services associated therewith. Additional amounts, if any, shall be at the sole discretion of the City Council.

(b) The **Board** "shall":

(i) Provide at least one (1) fixed studio location at Napoleon High School for the purposes of signal generation, video taping, editing, replaying, and equipment storage.

(ii) Provide at least one (1) full time or part time student advisor for the purposes of generating interest and securing volunteers within the student body and also the community at large and to supervise the operations of "NCTV".

(iii) Provide a student volunteer to organize and input all messages appropriate for the community bulletin board.

- volunteers.
- (iv) Offer periodically access workshops to train new
 - (v) Ensure that not less than 8 hours a day of public access programming is cablecast.
 - (vi) Be responsible for paying the reasonable costs required to insure, maintain, repair, fix and adjust all equipment provided pursuant to this Agreement.
 - (vii) Provide students and/or staff for, and conduct the taping of the following:
 - 1. All regularly scheduled City Council meetings;
 - 2. All special City Council meetings and all meetings of committees in which the City of Napoleon gives at least 3 day notice of its desire to have NCTV present for the meeting said notice shall be given to ~~Kelly Cooper~~ at Napoleon High School (419) 599-1050; ~~MICHAEL R. TCHER~~
 - 3. If there are two or more events to be taped, regularly scheduled City Council meeting shall take priority.

Unless otherwise agreed or provided for herein, the **Board** shall have full responsibility and liability for the supervision of all costs relating to program production including sets, props, and graphics and including responsibility and liability for the supervision and costs of all production personnel. In no event shall such persons be considered employees of the **City**.

Any delay or failure by the **City** or the **Board** to require any other party's performance of, or authorization to deviate from any term or condition set forth in this Agreement, shall not be construed as a waiver or impairment of such party's right to require the strict performance of the same or any other term and/or condition in the future. Any extension of time or other indulgence granted by one party to any other hereunder shall not otherwise alter or affect any power, remedy, or right of such granting party.

III. REPORTS, FINDINGS, FINANCIAL RECORDS

(1) The **Board** shall submit to the **City** for its approval, all rules and regulations for the operation of the access channel(s) including rules governing equal access on a non-discriminatory first come, first served basis. The **Board** shall maintain at its local origination facilities, a copy of said rules and regulations and such other policy documents adopted to govern its operation of the public access channel(s) in the **City**; specifically including, but not limited to its schedule of rates and charges and an annual report to the **City**.

(2) The **Board** shall provide to the **City** a duplicate copy of all correspondence and other filings made on matters directly affecting production activities in the **City**.

(3) In addition to the foregoing, the **Board** shall make annual presentation at the beginning of its fiscal year to the **City** which shall address, but not be limited to the following issues:

(a) A summary of the previous years activities with respect to the development of original programming including program logs or material produced and aired, and projected activities for the coming year.

(b) A financial statement including a balance sheet, a statement of expenditures and a budget for the coming year.

(c) A summary of any complaints directed towards the **Board** and/or the **City** and the **Board's** plan to remedy these.

(d) A list of local employees, volunteers, appointees, officers and Advisory Board members, their names and addresses.

IV. ACCESS CHANNEL(S)

(1) The Video Service Provider, and not the **City**, will to the extent required by law or regulation, or the terms of the uniform regulatory framework, provide channel(s) for the exclusive cablecast of access programming. The channel(s) will be included in the basic service supplied to all customers.

(2) The **Board** may, at their discretion, cablecast programs in whatever formats they may select, unless otherwise prohibited by the Video Service Provider.

(3) The **Board** shall have full control of and responsibility for access to and use and scheduling of the production facilities and for cable-cast on the access channel(s).

(4) The **Board** agrees to observe all rules and regulations promulgated by the Federal Communications Commission ("FCC") and to comply with any and all applicable federal, state and local laws relating to the access channel(s) including, but not limited to, the FCC rules prohibiting the presentation of obscene or indecent material, lottery information, the requirement of providing equal time for candidates for public office, and the requirement of ensuring that reasonable time for the discussion of conflicting views on issues of public importance be available. In the event the **City** is subject to any forfeiture by the FCC or any other entity for violation by the **Board** of any current or future rules promulgated regarding the access channel(s), the **Board** agrees to promptly reimburse the **City** for the amount of any such forfeiture caused by it.

(5) The **Board** shall be responsible for ensuring that they and any other parties using the access channel(s) obtain at their cost, all rights, licenses and permission, including, without limitation, those pertaining to copyright, rights of privacy, literary or dramatic rights, synchronization rights, rights to the use of any trademark, trade name, service mark or patent, use and distribution rights, if necessary, and/or any and all proprietary rights of any nature for the presentation of any programming on the access channel(s).

(6) The **Board** agrees to be solely responsible for all claims of damage arising out of any violation of a term or terms of this Paragraph or any other paragraph in this Agreement; moreover, the **Board** agrees to be solely responsible for claims that result or arise from the **Board's** acts or omissions.

(7) Prior to the commencement of this Agreement, the **Board** shall furnish to the **City** proof that satisfactory liability policies are in force in the minimum amounts set forth below and shall name the **City**, its officials, officers, employees and volunteers as additional insured on said policy.

Comprehensive General Liability

Bodily injury, including death	\$1,000,000 each occurrence
Property damage	\$1,000,000 each occurrence
Personal injury	\$1,000,000 each occurrence

Media - Special Perils Policy (or Equivalent)

Libel; slander, plagiarism invasion of privacy, copyright infringement, trade libel, product disparagement, infringement of right of publicity, etc.	\$1,000,000 each occurrence
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All such policies shall provide that the issuer will not cancel the policies without ten (10) business days prior written notification to each of the other parties. All such policies shall be taken out and maintained during the term of this Agreement with generally recognized insurance companies qualified to do business in the State of Ohio and carrying a rating of A in the most recent publication of Best's Insurance Guide.

(8) The **Board** shall be responsible for the appearance and all results therefore, of any and all persons, including persons under the age of 18 years on any of the programs transmitted by it pursuant to this Agreement.

V. OWNERSHIP AND DISPOSITION OF PROPERTY AND EQUIPMENT

The **City** shall have title to all equipment purchased by the **Board** with funds directly supplied by the **City** as a result of this Agreement, after the effective date of this Agreement. Ownership and control of the **City's** facilities and other property bought with funds from this Agreement shall, at all times, remain with the **City**. The **Board** shall not assign or otherwise transfer any of the rights herein granted without the prior written consent of the **City**. However, the **Board** shall have possession, control, full and unlimited use, and responsibility for maintenance of all equipment and property so purchased during the term of this Agreement and during any extensions. If this Agreement expires, is canceled, or is not renewed, the **Board** shall have the option to purchase from the **City** within thirty (30) days from the date the Agreement ceases to be in effect, title to any or all pieces of equipment so purchased at the original price less twenty percent (20%) for each year or portion thereof elapsed since the date of purchase, provided that the **Board** thereafter makes a good faith effort to continue access services for the people of Napoleon, Ohio.

VI. PRECEDENCE OF THE STATE LAW

Nothing in this Agreement shall be construed so as to limit the monitoring and regulatory powers assigned to the *City* or to limit the rights and obligations to construct, operate, and maintain a cable television system granted to the Video Service Provider pursuant to Sections 1332.21 through 1332.34 of the Ohio Revised Code, effective September 24, 2007, that provides a statewide "uniform regulatory framework" for the provision of cable television and/or other video service, except as expressly noted in this Agreement.

VII. UNCONTESTED VALIDITY

This Agreement and the attachments hereto constitute the entire agreement between the parties hereto and supersede all prior negotiations, representations and/or agreements, whether written or oral. No representation or agreement waiving, changing, or adding to any of the terms or conditions of this Agreement shall be of any effect unless the same is in writing and signed by the parties hereto.

VIII. SEVERABILITY

If any provisions of this Agreement are declared to be illegal, void, or inoperative for any reasons, the remainder of the Agreement shall not be affected thereby and shall be construed as if not containing the particular void; illegal or inoperative provision and the rights and obligations of the parties hereto shall be construed and enforced accordingly.

IX. TIME IS OF THE ESSENCE

Whenever this Agreement shall set forth any time for an action to be performed by or on behalf of any party, time shall be of the essence of the performance of that action.

X. AMENDMENT

This Agreement may be amended by mutual assent of the parties, documented in writing, and signed by their authorized representatives to any ratification required by either of them.

XI. INTERPRETATION

This Agreement shall serve as an interpretation of all public access requirements under the terms that are contained in the 2003 Franchise Agreement between the Franchising Cable Company and the *City*. All parties accept this Agreement as fulfillment of any and all public access obligations as specifically addressed in said franchise while this Agreement is in full force and effect.

In the event of the termination of this Agreement, all public access franchise obligations shall revert to the *City*.

XII. NOTIFICATION ADDRESS

All notifications, correspondence, or communications, or payments to the **City** and the **Board** shall be delivered in person or sent via certified mail, return receipt requested to:

City Manager, City of Napoleon
255 West Riverview Avenue, P.O. Box 155
Napoleon, Ohio 43545

Superintendent
Napoleon Area City School District
701 Briarheath Ave.
Napoleon, Ohio 43545

or to such address as shall be communicated, in writing, by one party to the other.

In witness whereof, the parties hereto have duly executed this Agreement on this
21st day of September, 2016.

WITNESSES:

Amendable Shuffert

FOR THE CITY OF NAPOLEON:

By: Monica S. Irelan
Monica S. Irelan, City Manager

* * * * *

**FOR NAPOLEON AREA CITY SCHOOL
DISTRICT BOARD OF EDUCATION:**

Michael R. Bostelman

By: Stephen Fogo
Dr. Stephen Fogo, Superintendent

APPROVAL AS TO FORM AND CORRECTNESS:

Lisa L. Nagel
Lisa L. Nagel, City Law Director

Richard Fisher
Richard Fisher, Attorney for School Board

CITY COUNCIL

MEETING AGENDA

Monday, October 01, 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. Swearing-in of Patrolman – Tyler Murrey

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

1. September 17, 2018 Council Meeting Minutes.

E. Citizen Communication

F. Reports from Council Committees

1. **Finance and Budget Committee** met on September 24, 2018; and recommended
 - a. Dates of November 9 and 10, 2018 for Review of 2019 Budget.
2. **Safety and Human Resources Committee** met on September 24, 2018; and recommended
 - a. Council Adopt the BORMA Wellness Program.
 - b. Council Adopt Policy that all New Employees Hired After January 1, 2019 will be have to sign on Health Insurance Plan No. 3.
 - c. Council approve to stay on Current Plans and the Employee Share of the Premium Staying at 12.5%.
 - d. Council Review City Subsidizing HSAs.
 - e. Council Adopt Prohibition of Jake Brake.
 - f. City Council Approve Remove Probationary Firefighter from Part-Time Pay Scale and Have One Classification for Part-Time Firefighter with Pay Scale of \$8.43-\$16.75.
 - g. Discussion on Pay Scale Change for Municipal Court Probation Officer.
3. **Technology and Communications Committee** met earlier this evening and
 - a. Discussed NCTV Agreement.

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

1. **Health Care Cost Committee** met on September 21, 2018; and recommended
 - a. Adopt and Participate in the BORMA Wellness Program.
 - b. That all New Employees Hired After January 1, 2019 will be have to sign on Health Insurance Plan No. 3.
 - c. To stay on Current Plans and the Employee Share of the Premium Staying at 12.5%.
2. **Civil Service Commission** did not meet September 25, 2018 due to lack of agenda items.
3. **Parks and Rec Board** met on September 26, 2018; and:
 - a. Recommended Council pursue initiative of a new swimming pool facility.
 - b. Discussed Park and Recreation Rates and Fees.
 - c. Discussed Capital Improvement Items.
 - d. Recommended Trick-or-Treat Night for Wednesday, October 31, 2018 from 6:00 pm – 7:30 pm.

H. Introduction of New Ordinances and Resolutions

1. **Ordinance No. 057-18**, an Ordinance Establishing a New Position Classification Pay Plan for a Certain Position of the City of Napoleon, Ohio in and for the Year 2018, Amending Ordinance No. 086-17; and Declaring an Emergency. *(Suspension Requested)*
2. **Ordinance No. 058-18**, an Ordinance amending Section 931.09 Increasing Sanitary Sewer Rates for the Year 2019.

I. Second Readings of Ordinances and Resolutions - None

J. Third Readings of Ordinances and Resolutions

1. **Resolution No. 051-18**, a Resolution Amending the Rules for the Napoleon Outdoor Refreshment Area (NORA).

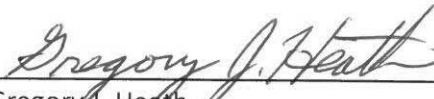
K. Good of the City *(Any other business as may properly come before Council, including but not limited to):*

1. **Discussion/Action:** Recommendation Dates of November 9 and 10, 2018 for Review of the 2019 Budget.
2. **Discussion/Action:** Recommendation to Adopt the BORMA Wellness Program.
3. **Discussion/Action:** Recommendation All New Employees Hired After January 1, 2019 will Have to Sign on Health Insurance Plan 3.
4. **Discussion/Action:** Health Care Cost for 2019-Recommendation to Stay on the Current Plans and the Employee Share of the Premium Staying at 12.5%.
5. **Discussion/Action:** Review City Subsidizing HSAs.
6. **Discussion/Action:** Recommendation to Adopt Prohibition of Jake Brake.
7. **Discussion/Action:** Recommendation to Change Part-Time Pay Scale for Firefighters by Removing Probationary Firefighter Classification from Part-Time Pay Scale and Have One Classification for Part-Time Firefighter with Pay Scale of \$8.43-\$16.75.
8. **Discussion/Action:** Recommendation from Parks and Rec Board to Set Trick-or-Treat Night for Wednesday, October 31, 2018 from 6:00 pm – 7:30 pm.
9. **Discussion/Action:** Recommendation from Parks and Rec Board to Pursue Initiative of a New Swimming Pool Facility. *(Refer to Committee)*
10. **Discussion/Action:** to change the Alternate Representative on the BORMA Health Benefits Board.
11. **Discussion/Action:** Acceptance of Ohio Law Enforcement Body Armor Program Award of \$2,931.52 to Purchase Body Armor for Officers.
12. **Discussion/Action:** Investments and Investment Policy Review. *(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 (1st Monday)**
(Next Regular Meeting: Monday, November 5, 2018 @6:15 pm)
 - a. Review of NCTV Agreement [tabled]
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 08, 2018 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for October 2018
 - b. Status of Transmission Ownership.
 - c. Electric Department Report.
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 08, 2018 @7:00 pm)
 - a. Yard Waste Site (Tabled)
 - b. Water Rate Study Update.
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, October 08, 2018 @7:30 pm)
 - a. ODOT TAP Program Grant Award.
 - b. Grant Opportunity to Move Truck Traffic off Perry St/St. Rt. 108 (tabled)
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, October 15, 2018 @6:00 pm)
6. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, October 22, 2018 @6:30 pm)
7. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, October 22, 2018 @7:30 pm)
8. **Personnel Committee (as needed)**

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

1. **Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, October 08, 2018 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for October 2018
 - b. Status of Transmission Ownership.
 - c. Electric Department Report
 - d. Water Rate Study Update.
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, October 09, 2018 @4:30 pm)
3. **Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, October 09, 2018 @5:00 pm)
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, October 15, 2018 @6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Meeting: Tuesday, September 25, 2018 @4:30 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, October 31, 2018 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, November 13, 2018 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, December 11, 2018 @4:00 pm)
9. **Housing Council.**
10. **Health Care Cost Committee**
(Next Meeting: Friday, October 12, 2018 @9:00 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)**

**CITY COUNCIL
MEETING MINUTES**

Monday, September 17, 2018 at 7:00 pm

PRESENT

Councilmembers

Acting City Manager

Law Director

Assistant Finance Director

Recorder/Records Clerk

City Staff

Others

ABSENT

Councilmember

Mayor

City Manager

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

Fire Chief Clayton O'Brien

Billy D. Harmon

Christine Peddicord

Roxanne Dietrich

Dave Mack-Police Chief, Chad E. Lulfs, P.E., P.S.-Director of Public Works

Newsmedia, Bob Wachtman, Brian Baumgart, Keith Fruchey, John Stockton

Travis Sheaffer

Jason P. Maassel

Joel L. Mazur

Call to Order

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

Approval of Minutes

Hearing no objections or corrections, the minutes from the September 04, 2018 Council Meeting stand approved as presented.

Citizen Communication

None.

Council President

Bialorucki Moved J.4.

Approval of PC 18-03

**Conditional Use Permit for
a Planned Residential
Development on Raymond
Avenue (Extended)**

Lulfs stated a conditional use permit is required for planning development in R3 areas. I have met with the developers and verified city standards will be followed for the construction of the senior housing development. The development will include 49 dwelling units located on the south end of Raymond Street, if approved, the rebuild of Raymond Street will be presented in the 2019 budget. Comadoll said a property owner on Raymond Street asked him about people going in and out. Lulfs replied that Raymond Street will be extended to the east and will have a hammerhead intersection which is required for fire.

Comments

Bob Wachtman

I have lived on Raymond Street for 30 years. When I moved in 30 years ago, I was told that section was platted out for streets and 30 years later something is going in there. That amount of additional traffic is going to make it a little harry trying to get in and out especially right at the corner. I'm curious about the street upgrade, is that a homeowner expense, I'd rather it not. Everybody at the Planning Commission meeting was concerned about traffic there is no place to go at either end of the road, other than one way in and one way out so if the street is rebuilt eventually that is great, will the construction traffic go behind further to the south on that stone road, seems to make more sense than tearing up the street, would be much easier to fix a stone road.

Lulfs added the stone road at the south end is Williams Street, we can bring construction equipment and traffic in that way it is essentially a paper street.

Brian Baumgart

I have lived on Raymond Street for four years. At the zoning meeting I was frustrated now I'm over it, understand senior housing. My concern is traffic especially on Saturdays with soccer games, it is a very compact neighborhood, it is a quiet neighborhood, it is a great spot for senior living, I get that I'm over that, my concern is traffic I would ask council to take into consideration there has to be different ways to alleviate some of that traffic, there are kids playing outside and stuff like that, I feel it is a safety concern, that area is tight and we don't feel it has potential for 49 cars coming down there plus vehicles for staff, family and other types of vehicles in my opinion that is not an area for that kind of traffic.

Bialorucki asked Lulfs if there are any options to have Williams Street paved. Lulfs said we have not looked at that since another roadway will be extended at Raymond Street. Williams Street is close to Palmer Ditch and can only be developed on one side of the roadway. Keith Fruchey said ultimately there will be another entrance as you go further though I do not know the actual timeline. Bob Wachtman commented "or another 30 years, though I hope it is 2 or 3 years".

Motion to Approve Recommendation of Planning Commission

Motion: Haase Second: Mires
to approve the Planning Commission recommendation.

Passed
Yea-6
Nay-0

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

Bialorucki informed the residents he appreciates what they are saying the city can take a look and see if there is anything we can do in the future. Baer stated the question was asked if Raymond Street gets upgraded, does that cost go to the homeowner? Lulfs replied any project the city does can be assessed, if the properties do not have sidewalks that is the homeowners' responsibility, Council has the authority to assess. Comadoll asked Fire Chief O'Brien if the Fire Department anticipates any problems, Chief O'Brien replied, I did meet with the developer and with further development to connect the streets we will have plenty of access to turn around.

Citizen Communication

None.

Committee Reports

The **Electric Committee** met on September 10, 2018 and approved the September 2018 PSCAF.

Chairman Comadoll reported the **Water, Sewer, Refuse, Recycling and Litter Committee** met on September 10, 2018 and approved the BOPA recommendation to to increase revenue by 5% at the 2018 rate levels recommended by Courtney & Associates in their 2017 Sewer Rate Study for one year, the Committee tabled discussion on Yard Waste Site with Staff to bring back recommendations, and they heard an Update on the Williams Pumping Station Project.

The **Municipal Properties, Buildings, Land Use and Economic Development Committee** met on September 10, 2018 with Chair Siclair reporting the

Introduction of Resolution No. 052-18 Sale of Old Senior Center

**Motion to Approve
First Read of Resolution
No. 052-18**

**Motion to Suspend the
Rule on 053-18**

Passed

Yea-6

Nay-0

Passed

Yea-6

Nay-0

**Introduction of
Resolution No. 054-18
State Budget Surplus**

**Motion to Approve
First Read of Resolution
No. 054-18**

Discussion

**Motion to Suspend the
Rule on 054-18**

Passed

Yea-6

Nay-0

Passed

Yea-6

Nay-0

**Introduction of
Resolution No. 055-18
Certify Assessment to
County Auditor**

**Motion to Approve
First Read of Resolution
No. 055-18**

Motion: Comadoll

Second: Mires

to suspend the rules requiring three readings for Resolution No. 053-18.

Roll call vote on the above motion:

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

Nay-

Roll call vote to pass Resolution No. 053-18 under Suspension and Emergency.

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

Nay-

Council President Bialorucki read by title **Resolution No. 054-18**, a Resolution strongly urging Ohio Governor John Kasich and Members of the Ohio General Assembly to invest the State of Ohio Budget Surplus in local Ohio Municipalities; and Declaring an Emergency.

Motion: Comadoll

Second: Baer

to approve First Read of Resolution No. 054-18.

Harmon reported the State of Ohio is sitting on a projected budget surplus of \$147 million. Over the years, the state has repeatedly taken funding away from the city we are asking, as a group through the Ohio Municipal League and through various municipalities, for the state to refund some of the budget surplus for projects that used to come to municipalities from the state. This is a declaration more than anything else, just to let them know what we are thinking. Suspension is not necessary though there are some time constraints to get our request to them as soon as possible.

Motion: Comadoll

Second: Haase

to suspend the rules requiring three readings for Resolution No. 054-18.

Roll call vote on the above motion:

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

Nay-

Roll call vote to pass Resolution No. 054-18 under Suspension and Emergency.

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

Nay-

Council President Bialorucki read by title **Resolution No. 055-18**, a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor for the Year 2018 Tax Duplicates Payable in Year 2019; and Declaring an Emergency.

Motion: Haasse

Second: Siclair

to approve First Read of Resolution No. 055-18.

Passed
Yea-4
Nay-2

participant, the rule was mainly an inconvenience and the amendment will give the business owners the opportunity, just like they do now, to determine how many cups they want to sell to patrons at a time.

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

Siclair asked if it is legal to sell liquor outside. Chief Mack responded if they want to sell in the gated area on patio they can, if they leave the patio area they have to participate with the NORA cups.

Third Readings

There was not any legislation presented for third readings.

GOOD OF THE CITY Approval of PSCAF for September 2018

Motion: Comadoll Second: Siclair
to approve the Power Supply Cost Adjustment Factor for September 2018 as three month averaged factor \$0.01837, JV2 \$0.021676 and JV5 \$0.021676

Discussion

Council President Bialorucki reported the City Manager informed him the rates continue to be up due to transmission costs that we have zero control over.

Passed
Yea-6
Nay-0

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

Sewer Rates Increase Revenue by 5% at the 2018 Rate Levels for One Year

Acting City Manager O'Brien reported this was recommended by the Board of Public Affairs and the Water and Sewer Committee approved their recommendation to raise revenue by 5%, it was voted unanimously by the committee, as recommended by Courtney & Associates and will be only for one year. Baer asked if other options were looked at. Comadoll replied we have to do this, our hands are tied we did not implement an increase last year and costs are going up, this was the bare minimum, we could be coming back next year and asking for a lot more.

Motion to Increase Revenue by 5% at 2018 Rate Levels as Recommended by Courtney & Associates

Motion: Comadoll Second: Siclair
to Increase Revenue by 5% at the 2018 Rate Levels as Recommended by Courtney & Associates in their 2017 Sewer Rate Study for One Year.

Passed
Yea-6
Nay-0

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

Downtown Revitalization Grant Opportunity

Acting City Manager O'Brien stated this was discussed by the Municipal Properties Committee at their last meeting, the application is due in 2020. Siclair added this is the grant business owners can benefit.

Passed
Yea-6
Nay-0

Motion: Siclair
to approve applying for the Downtown Revitalization Grant.

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

**Change Order No. 3
Industrial Drive Project
Vernon Nagel, Inc.**

Lulfs reported a way to have the ramps opened as quickly as possible was negotiated with the business owners who are affected by this project, the associated costs ended up being \$31,565.83. There was also an additional amount of work that had to be done as we changed the way to stabilize the subgrade under the pavement that forced undercutting and required heavy stone that ran over the estimated quantity. Baer stated overall the ramps were closed for a less amount of time, how are they progressing as far as completion of the project? Lulfs said the completion date is September 29th, within the next few weeks they should get most of the concrete in.

**Motion to Approve
Change Order No. 3, an
Increase of \$31,565.83**

Motion: Haase Second: Baer
to approve Change Order No. 3, an increase of \$31,565.83 to Vernon Nagel, Inc.

Passed
Yea-6
Nay-0

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

AMP Peak Shaving No Action Taken

Acting City Manager O'Brien stated initially Napoleon did not to get involved in the peak shaving program. Mr. Mazur called AMP to double check and was told it would be beneficial for Napoleon to be in the program. There is a November 1st deadline, the three reads would have to happen before then. If you want to discuss this more, it can wait until the next deadline in March, it would still be long term and have the same benefits. The City Manager is recommending 4.0 megawatts and to not add any additional peak shaving equipment before the meter, we have plenty of peak shaving equipment before the meter. Bialorucki said this was discussed briefly in last week's Electric Committee and BOPA meetings and I talked to the City Manager earlier today, it is my recommendation we hold off until Phase 2 in March. O'Brien added there is a debt service payback of ten years, you'd see some payback after ten years. No action was taken.

Donation to Fire & Rescue From Goodville Mutual

Fire Chief O'Brien informed Council Assistant Chief Frey is in charge of fire prevention and public education. Goodville contacted him regarding a donation of \$1,000 to the Fire Department, the donation will be used to have Johnny Bravo removed from the Fire Trailer and new decals that kids know who they are will be put on. This is the second year in a row Goodville has donated money for fire prevention to our Fire Department, it is greatly appreciated.

**Motion to Approve
Donation to Fire Dept.**

Motion: Comadoll Second: Haase
To approve the donation \$1,000 from Goodville Mutual to the Fire and Rescue
Department for fire prevention.

Passed	Roll call vote on the above motion:
Yea-6	Yea-Mires, Haase, Siclair, Comadoll, Baer, Bialorucki
Nay-0	Nay-
Water Rate Study Update	Council President Bialorucki referred <i>Water Rate Study</i> to the Water, Sewer, Refuse, Recycling & Litter Committee and the Board of Public Affairs.
AROUND THE TABLE	
Peddicord	I have nothing.
Siclair	I drove on Industrial Drive think the concrete is great.
Comadoll	Ace Hardware is now getting into fire prevention, we have booklets tell Joel to come up and see me.
Baer	<p>The Safety and Human Resources Committee does need to meet next week at 7:30 pm.</p> <p>Downtown today they literally were trying to run me out. I have a couple questions on the mass closure, one concern is tomorrow when the 5-way is closed with trucks being detoured out of the city instead of through residential sections.</p> <p>Lulfs-108N will be directed through Main, 108S will be heading down Scott Street to Riverview unfortunately Washington and East Clinton are not paved yet tomorrow will be the worst day, they should get side streets paved tomorrow will have one more painful day and then another day or two in a couple of weeks when pave those streets. They will try to wait after school is in session and quit before school is out.</p> <p>Chief Mack - will probably see a cruiser.</p> <p>Bialorucki – you see that on bigger jobs on the expressways, safety is a concern especially when hear people are not following directions, it is not worth putting someone’s life in danger.</p> <p>Haase said he watched a motorist shove cone off to the side so they could drive thru.</p>
Bialorucki	Nothing.
Mires	Nothing.
Haase	I’m set.
Harmon	Nothing.
O’Brien	Nothing.
Approve Payment of Bills and Financial Reports	The bills and financial reports were approved as presented with no objections.
Motion to Adjourn	<p>Motion: Comadoll</p> <p>Second: Siclair</p> <p>to adjourn the City Council meeting.</p>

Passed
Yea-6
Nay-0

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

Adjournment

The City Council meeting was adjourned at 8:00 pm.

Approved:

October 01, 2018

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Gregory J. Heath, Finance Director/Clerk

ORDINANCE NO. 057-18

**AN ORDINANCE AMENDING ORDINANCE NO. 086-17
REGARDING COMPENSATION OF THE NAPOLEON
MUNICIPAL COURT CHIEF PROBATION OFFICER IN AND
FOR THE YEAR 2018; AND DECLARING AN EMERGENCY**

WHEREAS, Council previously adopted Ordinance No. 086-17, creating a 2018 Classification Pay Plan for its non-bargaining employees; and,

WHEREAS, Pursuant to Ohio Revised Code Section 1901.33 the municipal court judge has requested an amendment regarding compensation of the municipal court Chief Probation Officer; and,

WHEREAS, Pursuant to Ohio Revised Code Section 1901.33 the municipal court judge is empowered to appoint a probation officer without advertising for this position and is further empowered to set the compensation for this position as long as the compensation is reasonable; and,

WHEREAS, Council now desires to amend Ordinance No. 086-17 to amend the pay scale for the position of Chief Probation Officer; and,

WHEREAS, Exhibit A, attached hereto and incorporated herein, reflects the amendment to be made; and

WHEREAS, Council desires to make said compensation amendments effective on the pay period starting October 8, 2018; **Now Therefore**,

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

Section 1. That, notwithstanding any Ordinance or Resolution to the contrary, the City of Napoleon, Ohio, (the "City") had previously established a new 2018 Position Classification Pay Plan ("Pay Plan") for its non-bargaining employees, passed by Council on December 18, 2017.

Section 2. That, effective with the pay period for the Year 2018, that commences on or about October 8, 2018, the amendments as listed in Exhibit "A" shall be in effect.

Section 3. That, the position of Chief Probation Officer as established in and for the City for the Napoleon Municipal Court shall be considered a full time regular employee having a salary, non-exempt status. The job description as included in the Pay Plan, as prepared and/or revised by the Municipal Court Judge, continues to be approved by this Council. The Chief Probation Officer shall not be entitled to any longevity pay; moreover, the Municipal Court Judge may adjust the Chief Probation Officer's salary at any time so long as within the limits of the CCA Grant or as may be otherwise supplemented by the Municipal Court. Notwithstanding any other provision of this Ordinance, in no event shall the Chief Probation Officer's pay and benefits exceed the amount of the CCA Grant or as otherwise may be supplemented by the Municipal Court. Nothing shall be construed in this Ordinance as mandating that the position be filled or continued to be filled each year.

Section 4. That, no further amendments shall be effectuated by this legislation and all previous provisions in effect prior to this legislation regarding compensation of City employees shall remain in effect.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 7. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 057-18 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

EXHIBIT “A”

(BASE HOURLY RATE)

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$11.54	13.28	14.26	15.29
Receptionist	13.05	14.97	16.05	17.26
Administrative Assistant	15.91	18.36	19.72	21.23
Front Desk Administrator	11.54	13.02	13.67	14.45
Service Building Secretary	11.54	13.02	13.67	14.45
Senior Service Building Secretary	14.34	16.45	17.70	19.09
Executive Assistant to Appointing Authority	19.3188			23.2859
Account Clerk I	11.54	13.02	13.67	14.45
Account Clerk II	14.34	16.45	17.70	19.09
Utility Billing Administrator	16.29	18.75	20.09	21.52
Senior Account Clerk	15.91	18.36	19.72	23.30
Records Clerk/Recorder	14.34	16.45	17.70	19.09
Accounts Payable Clerk	14.34	16.45	17.70	19.09
Tax Administrator	16.29	18.75	20.09	23.85
Engineering Technician	17.49	20.09	21.52	23.09
Senior Engineering Technician	20.77	23.92	25.61	27.47
Senior Engineering Technician/Zoning Administrator	20.77	23.92	25.61	30.22
Staff Engineer	19.31	22.26	23.92	25.70
Licensed Staff Engineer	26.14	28.11	30.23	32.50
Construction Inspector	22.73	26.11	27.98	30.74
Senior Electric Engineering Technician	20.77	23.92	25.61	27.47
Electrical Construction/Maintenance Inspector	25.20	28.99	31.09	33.32
Zoning Administrator	22.73	26.11	27.98	30.00
Chief Water Treatment Operator	20.77	23.92	25.61	28.95
Chief Wastewater Treatment Operator	20.77	23.92	25.61	28.95
Police Lieutenant	25.99	29.20	30.57	32.11
Deputy Court Clerk	15.42	16.79	18.01	19.30
Chief Probation Officer	16.39 19.00			17.30 21.00

September 20, 2018

To whom it may concern:

I am requesting that the Counsel change the pay scale for the Court's Probation Officer to \$21.00 per hour as an emergency with a suspension of all the readings. This is due to the vacancy in the position which is grant funded and has time requirements.

I also request that this be considered for the October 1, 2018 meeting agenda because the current probation officer's retirement is on October 8, 2018. The pay scale shall be \$19-\$21 per hour.

Very truly yours,

Amy C. Rosebrook

Council Pocket:

Item: J 8

ORDINANCE NO. 058-18

**AN ORDINANCE AMENDING SECTION 931.09 INCREASING
SANITARY SEWER RATES FOR THE YEAR 2019**

WHEREAS, the Board of Public Affairs and the Water and Sewer Committee met in a regular meeting held on September 10, 2018, reviewed the existing sanitary sewer rates and determined a rate increase over a one (1) year period effective January 1, 2019 for the year 2019 is necessary in order to keep the sanitary sewer fund sound;

WHEREAS, the Council for the City of Napoleon now desires to increase sewer rates for the year 2019; **Now Therefore**,

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

Section 1. That, Section 931.09 of the Codified Ordinances of the City of Napoleon, Ohio, shall be amended and enacted as follows:

**“931.09 SANITARY SEWER RATES FOR INSIDE AND OUTSIDE CORPORATION
LIMITS.**

The sanitary sewer rates charged by the City shall be as follows, except as may otherwise be permitted by rule:

(a) It is determined and declared to be necessary to the protection of the public health, safety, welfare, and convenience of the City to establish and collect charges upon all lots, lands, and premises which are served by the municipal sanitary sewer system of the City.

(b) The following measures shall be used to determine the sewer charges provided to a premises served by the City sanitary sewer system:

(1) Any premises using water exclusively supplied by the City and having a water meter acceptable to the City shall be measured by said meter for determining the sanitary sewer charge for the premises.

(2) Any owner or other interested party of a premises using water supplied either in whole or in part from sources other than the waterworks system of the City may be required to install water meters satisfactory to the City to the extent necessary to measure all such supplies of water. The quantity of water consumed on said premises shall be deemed to be the aggregate amount disclosed by said meter for the purpose of determining the sanitary sewer charge for the premises.

(3) In the event it can be shown to the satisfaction of the City that a portion of the water from any source consumed on said premises does not and cannot enter the City sanitary sewer system, then in such case the owner or other interested party may, at the owner's or interested party's expense, install and maintain separate metering devices, subject to inspection and testing by the City, to the extent necessary to demonstrate to the satisfaction of the City that only a portion of the water consumed on the premises is being discharged into the City sanitary sewer system, which portion shall constitute the basis for measuring the sanitary sewer charge for said premises. In the event that such metering devices are impractical, then other reliable evidence produced by the owner or other interested party may be considered by the City Manager, in the City Manager's sole discretion, in adjusting sewer charges.

(4) Effective with the billing cycle in January of the year ~~2015~~ **2019**, to be reflected in the first billing in February of the year ~~2015~~ **2019**, the following rate structure related to sanitary sewer charges shall be charged as follows, except as may otherwise be permitted by rule:

Wastewater (Sanitary Sewer) Service Charge:

Capacity Charge (Base Charge):

Charges per Month	Residential	Commercial or Industrial
Inside Corporation Limits	\$31.99 35.19	\$31.99 35.19
Outside Corporation Limits	\$64.17 70.59	\$64.17 70.59

Commodity Charge: (To be charged in addition to the Capacity Charge)

Commodity Charge/100cf	Residential	Commercial or Industrial
Inside Corporation Limits	\$5.09 6.14	\$5.09 6.14
Outside Corporation Limits	\$10.80 12.28	\$10.80 12.28

Industrial metering and monitoring charge: \$25.00 per sample

Excess Strength surcharges:

Charge per pound of CBOD above 200 MG/L	\$0.15
Charge per pound of SS above 250 MG/L	\$0.15
Charge per pound of phosphorus above 7 MG/L	\$0.15

CBOD = Carbonaceous Biological Oxygen Demand

SS = Suspended Solids

MG/L = Milligrams per Liter

CF = Cubic Feet

Overflow Abatement Charge pursuant to Section 931.12 and sewer lateral charge pursuant to Section 931.13: (To be charged in addition to the Capacity and Commodity Charge)

Overflow Abatement Charge pursuant to Section 931.12 and sewer lateral charge pursuant to Section 931.13: (To be charged in addition to the Capacity and Commodity Charge)

(c) Disposal of Domestic Septage.

(1) Domestic septage accepted. The City accepts hauled domestic septage from approved hauling companies for disposal at the City's Wastewater Treatment Plant or other place as may be designated by the City's Wastewater Superintendent. The City's Wastewater Superintendent shall determine what constitutes an "approved hauling

company”. As used in this Ordinance, septage is considered waste collected from septic tanks in place for domestic type use. It contains partially treated household waste disposed through a homes plumbing system or other similar type waste commonly disposed in toilets, sinks, and showers.

(2) Company information required. Companies wishing to haul septage to the City’s disposal site must apply to the City’s Wastewater Superintendent and provide:

- A. Company contact and ownership information;
- B. Information about the types and capacities of the trucks used to haul septage;
- C. Information about the source and characteristics of the septage to be hauled; and,
- D. Approximate daily/weekly/monthly volumes which are planned to be hauled.

(3) Internal Policy Compliance. All hauled septage accepted at the City’s dumping site must comply with any internal policies as may be established by the City’s Wastewater Superintendent.

(4) Testing. Testing of the septage may be required prior to the disposal to ensure compliance with the internal policies.

(5) Waste manifest. A manifest document as provided by the Henry County, Ohio, Health Department, or other approved manifest as approved by the City’s Wastewater Superintendent, is required for each load, prior to disposal. The City Wastewater Superintendent or designee may request to review this septage manifest document and/or inspect and test the load to confirm that the material being delivered can be accepted.

(6) Prior disposal arrangements. The City’s Wastewater Treatment Plant or other designated facility must be contacted prior to each disposal so that arrangements can be made to access the facility.

(7) Rates. The rate for dumping septage shall be six cents (\$0.06) per gallon.”

Section 2. That, Section 931.09 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 4. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 5. That, this Ordinance shall be in full force and effect at the earliest time permitted by law.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 058-18 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the ____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

RESOLUTION NO. 051-18

**A RESOLUTION AMENDING THE RULES FOR THE
NAPOLEON OUTDOOR REFRESHMENT AREA (NORA)**

WHEREAS, Resolution No. 032-18, which passed unanimously on June 25, 2018, established the Napoleon Outdoor Refreshment Area (NORA) and enacted certain rules and regulations thereunder; and,

WHEREAS, Council now desires to amend a certain section of said rules and regulations; **Now Therefore**,

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

Section 1. That, Resolution No. 032-18 is hereby amended, and the following rule shall be stricken from the list of NORA rules and regulations:

- Only One (1) Official Cup will be permitted at a time per NORA Participant

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Gregory J. Heath, Clerk/Finance Director

I, Gregory J. Heath, Clerk/Finance Director of the City of Napoleon, do hereby certify that the foregoing Resolution No. 051-18 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Gregory J. Heath, Clerk/Finance Director

2019 APPROPRIATION BUDGET -
PROPOSED TIMETABLES



City of Napoleon, Ohio

FINANCE DEPARTMENT

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545-0151

Telephone: (419) 599-1235 Fax: (419) 599-8393

www.napoleonohio.com

Council Pocket
Item, JI

Memorandum

To: Members of City Council
Jason P. Maassel, Mayor
Joel L. Mazur, City Manager
Billy D. Harmon, City Law Director
All Department/Division Heads

From: Gregory J. Heath, Finance Director/Clerk of Council
cc: Chris Peddicord, Assistant Finance Director

Date: September 24, 2018

Subject: 2019 Appropriation Budget – Steps, Timetables and
Submission Schedules

The following information outlines proposed time tables for the preparation, submission and adoption of the
2019 Appropriation Budget:

APPROPRIATION BUDGET PROCESS

- > **September 19, 2018** - Departments, Divisions, Boards and Commissions notified by the City Manager and Finance Director to prepare and submit by **October 5, 2018**, their detailed **2019 Appropriation Budget Requests** on the forms provided.

NOTE: Personal Service and Debt Information will be provided to all Departments, Divisions, Boards and Commissions by the Finance Department. Other Category requests are prepared by Department/Division Heads.

- > **October 5, 2018** - Departments, Divisions, Boards and Commissions to submit their **2019 Appropriation Budget Requests** to the City Manager.
- > **October 5, 2018 - to October 26, 2018** - City Manager to review the **2019 Appropriation Budget Requests** with the Departments/Divisions and prepare Council presentation.
- > **October 22, 2018** - City Council Reviews Revenues, Salary & Fringes and Debt Payments.
- > **October 29, 2018** - 5th Monday, City Council may start Reviewing certain Departments/Divisions budgets.

(2019 APPROPRIATION BUDGET TIME TABLE – CONTINUED NEXT PAGE)

**2019 APPROPRIATION BUDGET -
PROPOSED TIMETABLES**

(2019 APPROPRIATION BUDGET TIME TABLE – CONTINUED)

- > **November 2, 2018 -** City Manager to schedule reviews of the **2019 Appropriation Budget Requests to November 17, 2018** with the **Finance and Budget Committee of City Council.**
Charter Sec. 2.13

- > **November 2-3, 2018 or - 2019 Appropriation Budget Requests** review with the **Finance and Budget November 9-10, 2018 or-Committee of City Council.** (2 Day “All Day” Sessions as Needed.)
November 16-17, 2018
Charter Sec. 2.13

- > **November 19, 2018 or- December 3, 2018** Mayor presents out the **2019 Appropriation Budget** to City Council as recommended by the **Finance and Budget Committee of City Council.**
Charter Sec. 2.13 (This is required by *City Charter.*)

- > **November 19, 2018 or- December 3, 2018** ***First (1st) Read on 2019 Appropriation Ordinance and Transfer Resolution*** to adopt the **2019 Appropriation Budget.**
ORC 5705.38

- > **December 3, 2018 or- December 17, 2018** ***Second (2nd) Read on 2019 Appropriation Ordinance and Transfer Resolution*** to adopt the **2019 Appropriation Budget.**
ORC 5705.38 (If on December 17th w/sus. or a Special Meeting on or before December 31st)

- > **December 17, 2018 -** ***Third (3rd) Read (and Passage with Suspension and Emergency) on 2019 Appropriation Ordinance and Transfer Resolution*** to adopt the **2019 Appropriation Budget.** **Suspension** and **Emergency** are required on the Resolution in order to meet the ORC imposed date of January 1st. City Council must adopt a *Temporary* or *Final 2019 Appropriation Budget* by January 1st.
ORC 5705.38 (Special Meeting Wednesday, December 26th, if Necessary.)

- > **January 1, 2019 On or Before** - City Council must adopt a *Temporary* or *Final Budget.* The Finance Director must certify to the County Auditor the actual Unencumbered Balances of each Fund.
ORC 5705.36

- > **January 31, 2019** - County Auditor certifies the **First Official Amended Certificate of Estimated Resources** for 2019 to the City.
ORC 5705.36

- > **March 31, 2019 On or Before** - City Council must have passed the **Final 2019 Appropriation Budget,** if not already passed. On April 1st, start the process all over again for the 2020 Budget.
ORC 5705.38



Council Pocket

Item: J2

Preventive Care Campaign

Who: All employees enrolled in a medical plan as of January 1, 2019 and t
Employees must be actively enrolled at the end of the Preventive Care Campaign to be eligible for this incentive.

What: Receive a \$50 Visa gift card for completing your annual routine physical and lab work with your Primary Care Physician. Covered spouses can earn their own \$50 Visa gift card.

When: Routine physicals and lab work received between May 1, 2018 and April 30, 2019 are eligible for the incentive.

Where: Routine physicals and lab work must be performed by a Primary Care Physician. Enrolled employees and covered spouses cannot receive a Preventive Exam at a Minute Clinic, Urgent Care, nor does a Fit-for-Duty exam qualify.

Why: Building a relationship with a Primary Care Physician can help detect dormant, often symptom-less, health issues like pre-diabetes or high blood pressure which can lead to high cost, largely preventable diseases like diabetes, obesity, and heart disease. Most often these are caught by routine visits with your doctor, but when ignored can drive up your overall healthcare costs and employee contributions.

How: Enrolled employees and covered spouses must each complete a Preventive Care Confirmation Form with their Primary Care Provider and submit to their Benefits Administrator by May 1, 2019 in order to be eligible for the \$50 Visa gift card. Employees must be actively employed at work at the end of the Preventive Care Campaign to be eligible for the \$50 Visa gift card.

BORMA members are able to offer additional incentives for the completion of the Preventive Care Campaign. For example, reduced employee contributions, raffle prizes, etc. If an additional incentive is chosen, please work with Chapman and Chapman to determine plan affordability.

Benefits Administrators must submit a starting census to Chapman and Chapman by January 15, 2019 and include only enrolled employees and spouses as of January 1, 2019. New hires (and spouse, if applicable) are eligible to participate and count towards participation for the renewal credit. C&C will take the original census for checking participation rates and will not remove terminated employees. This is based on the logic that terminated employees are generally replaced with a new employee.

For example, if the census in January listed 150 enrolled employees and over the campaign the entity terminated 5 employees and hired 2 employees, C&C would still use the original 150 enrolled count for calculating participation, not 147 (original census count minus 5 terminated, plus 2 new hires).

Completed Preventive Care Confirmation Forms must be submitted to the Benefits Administrators by May 15, 2019. An ending census (include new hires and terminated employees) must be sent to Chapman and Chapman by May 31, 2019 with all completed Preventive Care Confirmation Forms.

3-Year Wellness Strategy

- **Year 1** – *Employers may receive .5% renewal credit for 2020 with 65% participation of employees and spouses participating in the Preventive Care Campaign, or 1% renewal credit with 75% participation between May 1, 2018 – April 30, 2019.*
- **Year 2** – *In addition to the Preventive Care Campaign, employers may receive an additional .5% renewal credit with 75% participation of employees participating in 3 Wellness Challenges (6 Standard Wellness Program choices).*
- **Year 3** – *In addition to the Preventive Care Campaign and Wellness Challenges, employers may receive an additional 1.5% renewal credit if the following criteria are met:*
 1. *65% of employees and spouses complete a biometric screening and meet 3 or more Cardiometabolic Syndrome Measures.*
 2. *Loss ratio must be below 100.1%*
- **Year 3+** – *Employers may receive an additional 1.5% renewal credit if an outcomes-based wellness program is implemented, loss ratio must be below 100.1% and employees are offered premium incentives.*
 1. **Waist Circumference:** Men <40" ; Women <35"
 2. **HDL Cholesterol:** Men ≥40mg/dl ; Women ≥50mg/dl
 3. **Triglycerides:** <150mg/dl
 4. **Blood Pressure:** Systolic <130 & Diastolic <85
 5. **Glucose:** <100mg/dl
 6. **Tobacco:** Negative



Buckeye Ohio Risk Management Association

Preventive Care Campaign Explanation

Summary:

Get rewarded by receiving your routine physical and lab work with your Primary Care Physician, and submitting proof of the visit. Those who participate will be awarded a \$50 Visa gift card.

Details:

Under the Preventive Care Campaign, enrolled employees and covered spouses are eligible to receive the incentive. In order to receive your incentive, actively employed enrolled employees and covered spouses must submit a Preventive Care Confirmation Form by May 15th, 2019. Screenings completed between May 1st, 2018 and April 30th, 2019 are eligible. For example, if you already received your annual routine physical and labwork visit in November 2018, just have your Primary Care Physician complete the form showing the date of your screening, and you will receive the incentive. You must go to a physician; Minute Clinics, Urgent Cares and similar facilities will not be accepted, nor does a Fit-for-Duty exam qualify. We recommend planning your visit in advance, as doctors' offices can fill up.

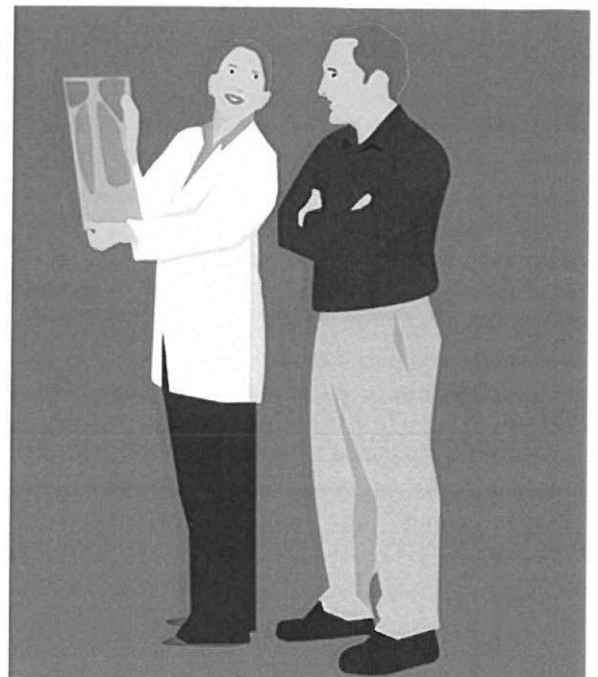
Why would BORMA consider this?

All too often we hear people say "I haven't been to the doctor in 10 years!" Dormant, often symptom-less, health issues like pre-diabetes or high blood pressure can lead to high cost, largely preventable diseases like diabetes, obesity, and heart disease. Most often these are caught by routine visits with your doctor, but when ignored can drive up BORMA's overall healthcare costs and everyone's contributions. Employers across the board are implementing similar wellness programming to help prevent these skyrocketing costs.

For reference, a heart attack costs a health plan on average \$38k-\$50k including the ER visit, medications, time off work and treatment. This can increase greatly if surgery is required (National Heart, Lung and Blood Institute). The average annual cost for a diabetic employee (including medication, time off work, testing, appointments and minor complications) was \$13,700 in 2016 (CDC).

Do other employers do this?

Under the Affordable Care Act, employers can *surcharge* employees up to **30%** more of their healthcare contribution than those employees who receive their annual routine screenings. BORMA has researched this type of programming and has instead decided to *reward* those employees who are taking care of their health. **This program would not require you to share any protected health data with anyone or be asked to reach a certain biometric goal (i.e. blood pressure <120/80, etc.).** The program would require only that you provide proof of your annual preventive visit. No one will know your protected private health information except you and your doctor.



Need help locating a physician? Visit:

<https://www.aetna.com/individuals-families/find-a-doctor.html>

Preventive Care Confirmation Form

Dear Health Care Provider,

I want to keep myself as healthy as I can. I know that preventive care is a big part of staying healthy. Being up-to-date with my preventive care is one of these goals.

Please discuss my preventive care plan with me and confirm that between May 1st, 2018 through April 30th, 2019 I have received my routine physical and lab work. Please also discuss lifestyle changes that will improve my health and prevent disease.

Name (Please Print)

Signature

Employer Name

Date

HEALTH CARE PROVIDER ACKNOWLEDGEMENT

I hereby acknowledge that the undersigned patient is up-to-date with recommended preventive care including but not limited to a routine physical and lab work.

Depending on the specific patient, this acknowledgment may not require an in-person office visit, simply an affirmation that the patient is up-to-date with recommended preventive care. If the patient is not current, then an office visit and preventive services may be needed.

Health Care Provider (Please Print)

Health Care Provider Signature

Date Signed

Date of Screening

()

Phone Number

License Number

EMPLOYEE: Upon completion of this form, please return it to your Benefits Administrator by May 15th, 2019.

CITY OF NAPOLEON, OHIO - HEALTH INSURANCE COST - REVIEW SUMMARY

2019 - HEALTH INSURANCE PREMIUMS INCREASE AND COST ALLOCATION REVIEW - 2019 - (REVISED 08-27-2018) - City of Napoleon, Ohio
BASE YEAR FOR COMPARATIVE PURPOSES IS 2015; 2018 IS USED FOR COMPARISON TO 2019 INCREASE

2019 HEALTH CARE INCREASE WITH PPO PLAN CHANGE (3), AND NO DEDUCTIBLE CHANGES, COMPARED TO 2018 COST
2019 HEALTH INSURANCE RENEWAL - BORMA Standard "PPO PLAN 3" and Standard "HSA PLAN 8" RATES - PREMIUM INCREASE ON BOTH PLANS - AVERAGED INCREASE (+3.58%, PPO PLAN 3)

PREMIUM SHARE - 2019 - Funded 12.50% Employee Premium Share; 87.50% Employer Premium Share
PPO DEDUCTIBLE SHARE - \$500 Single & \$1,000 Family (In Network); funded 100% Employee
HSA, DEDUCTIBLE SHARE - \$3,000 Single & \$6,000 Family (In Network); funded (Employee-Single 60.0% or \$1,800, and Family 66.7% or \$4,000); and (Employer-Single 40.0% or \$1,200, and Family 33.3% or \$2,000).

*** SEE SPECIAL NOTE-->

	Employee Share	City Share
	12.50%	87.50%
	100.00%	0.00%

(A) Plan Year	(B) Plan Type	(C) #s in Plan*	(D) Monthly Rate (1)	(E) Annual Rate By Type D x 12	(F) EMPLOYEE Pm.Shr. @ 12.50% Annual E x 12.5%	(G) Monthly F / 12	(H) Bi-Monthly G / 2	(I) Emp.Shr.Ded. Max (In Net.) As Listed **	(J) Emp.Max. OoP Liability F + I	(K) City Pm.Shr. @ 87.5% E x 87.5%	(L) City Share Deductible As Listed	(M) Total Max. City Share K + L	== PREMIUM + SHARED DED. ALLOCATIONS ==		
													(N) TOTAL C x (E+I+L)	(O) EMP.SH.w/DED. C x (F+I)	(P) CITY SH.w/DED. N - O
PPO - 2019 Proposed Rates from BORMA	PPO 3	19	\$ 623.43	\$ 7,481.16	\$ 935.15	\$ 77.93	\$ 38.97	\$ 1,750.00	\$ 2,685.15	\$ 6,546.02	\$ -	\$ 6,546.02	\$ 175,392.04	\$ 51,017.85	\$ 124,374.19
	\$ Inc.to 2018->		\$ 19.94	\$ 239.28	\$ 29.91	\$ 2.49	\$ 1.25	\$ 1,150.00	\$ 1,179.91	\$ 209.37	\$ -	\$ 209.37	\$ 26,396.32	\$ 22,418.29	\$ 3,978.03
	EE/Childs	25	\$ 1,122.17	\$ 13,466.04	\$ 1,683.26	\$ 140.27	\$ 70.14	\$ 3,500.00	\$ 5,183.26	\$ 11,782.79	\$ -	\$ 11,782.79	\$ 424,151.00	\$ 129,581.50	\$ 294,569.50
	\$ Inc.to 2018->		\$ 35.88	\$ 430.56	\$ 53.82	\$ 4.48	\$ 2.24	\$ 2,300.00	\$ 2,353.82	\$ 376.74	\$ -	\$ 376.74	\$ 68,264.00	\$ 58,845.50	\$ 9,418.50
	EE/Spouse	12	\$ 1,246.85	\$ 14,962.20	\$ 1,870.28	\$ 155.86	\$ 77.93	\$ 3,500.00	\$ 5,370.28	\$ 13,091.93	\$ -	\$ 13,091.93	\$ 221,546.40	\$ 64,443.36	\$ 157,103.04
	\$ Inc.to 2018->		\$ 39.86	\$ 478.32	\$ 59.79	\$ 4.99	\$ 2.49	\$ 2,300.00	\$ 2,359.79	\$ 418.53	\$ -	\$ 418.53	\$ 33,339.84	\$ 28,317.48	\$ 5,022.36
	Family	42	\$ 1,870.28	\$ 22,443.36	\$ 2,805.42	\$ 233.79	\$ 116.90	\$ 3,500.00	\$ 6,305.42	\$ 19,637.94	\$ -	\$ 19,637.94	\$ 1,089,621.12	\$ 264,827.64	\$ 824,793.48
	\$ Inc.to 2018->		\$ 59.99	\$ 719.88	\$ 89.98	\$ 7.50	\$ 3.75	\$ 2,300.00	\$ 2,389.98	\$ 629.89	\$ -	\$ 629.89	\$ 126,834.96	\$ 100,379.16	\$ 26,455.80
Total PPOs->		98													
H.S.A. 8															
HSA - 2019 Proposed Rates from BORMA	Single	1	\$ 561.08	\$ 6,732.96	\$ 841.62	\$ 70.14	\$ 35.07	\$ 1,800.00	\$ 2,641.62	\$ 5,891.34	\$ 1,200.00	\$ 7,091.34	\$ 9,732.96	\$ 2,641.62	\$ 7,091.34
	\$ Inc.to 2018->		\$ 35.45	\$ 425.40	\$ 53.17	\$ 4.44	\$ 2.22	\$ -	\$ 53.17	\$ 372.22	\$ -	\$ 372.22	\$ 425.40	\$ 53.17	\$ 372.23
	EE/Childs	1	\$ 1,009.95	\$ 12,119.40	\$ 1,514.93	\$ 126.24	\$ 63.12	\$ 4,000.00	\$ 5,514.93	\$ 10,604.48	\$ 2,000.00	\$ 12,604.48	\$ 18,119.40	\$ 5,514.93	\$ 12,604.47
	\$ Inc.to 2018->		\$ 63.82	\$ 765.84	\$ 95.73	\$ 7.97	\$ 3.98	\$ -	\$ 95.73	\$ 670.11	\$ -	\$ 670.11	\$ 765.84	\$ 95.73	\$ 670.11
	EE/Spouse	0	\$ 1,122.17	\$ 13,466.04	\$ 1,683.26	\$ 140.27	\$ 70.14	\$ 4,000.00	\$ 5,683.26	\$ 11,782.79	\$ 2,000.00	\$ 13,782.79	\$ -	\$ -	\$ -
	\$ Inc.to 2018->		\$ 70.91	\$ 850.92	\$ 106.37	\$ 8.86	\$ 4.43	\$ -	\$ 106.37	\$ 744.56	\$ -	\$ 744.56	\$ -	\$ -	\$ -
	Family	0	\$ 1,683.25	\$ 20,199.00	\$ 2,524.88	\$ 210.41	\$ 105.21	\$ 4,000.00	\$ 6,524.88	\$ 17,674.13	\$ 2,000.00	\$ 19,674.13	\$ -	\$ -	\$ -
	\$ Inc.to 2018->		\$ 106.35	\$ 1,276.20	\$ 159.53	\$ 13.30	\$ 6.65	\$ -	\$ 159.53	\$ 1,116.68	\$ -	\$ 1,116.68	\$ -	\$ -	\$ -
Total HSAs->		2													
Total Plans->		100													

NOTE: (1) Total 2019 Annual Rate by Plan Types, Reflects a Net Overall Proposed Avg. Increase of +3.58% over 2018 PPO Premium.

Total Estimated Annual Cost->		
\$ 1,938,562.92	\$ 518,026.90	\$ 1,420,536.02

Dollar Difference to 2019 from 2018 ->
 Percentage Difference to 2019 from 2018 ->

\$ 256,026.36	\$ 210,109.33	\$ 45,917.03
15.2167%	68.2356%	3.3403%

* Number of Plan Types listed for 2015 through 2019 based on Estimated Budgeted Full Time Employee Plans for Annual Comparison Purposes Only, NOT ACTUAL.
 ** EXCLUDES additional maximum potential Out of Pocket for Prescription Drugs.

*** SPECIAL NOTE, Assumes Employee Share for ALL Employees at 12.5%, Wellness Plan raised that by \$50/Mo if Emp does not complete a Wellness Check.

Dollar Difference to 2019 from 2015 ->
 Percentage Difference to 2019 from 2015 ->

\$ 443,829.00	\$ 225,301.40	\$ 218,527.60
29.6928%	76.9668%	18.1802%

*PPO Plan 3 for New Employees Only
 Hired After January 1, 2019*

*Council Pocket:
 Item: J4*

CITY OF NAPOLEON, OHIO - HEALTH INSURANCE COST - REVIEW SUMMARY

2019 - HEALTH INSURANCE PREMIUMS INCREASE AND COST ALLOCATION REVIEW - 2019 - (REVISED 08-27-2018) - City of Napoleon, Ohio
BASE YEAR FOR COMPARATIVE PURPOSES IS 2015; 2018 IS USED FOR COMPARISON TO 2019 INCREASE

2019 HEALTH CARE INCREASE WITH NO PLAN OR DEDUCTIBLE CHANGES, COMPARED TO 2018 COST
2019 HEALTH INSURANCE RENEWAL - BORMA Standard "PPO PLAN 2" and Standard "HSA PLAN 8" RATES - PREMIUM INCREASE ON BOTH PLANS - AVERAGED INCREASE (+6.60%)

PREMIUM SHARE - 2019 - Funded 12.50% Employee Premium Share; 87.50% Employer Premium Share
PPO DEDUCTIBLE SHARE - \$250 Single & \$500 Family (In Network); funded 100% Employee
HSA DEDUCTIBLE SHARE - \$3,000 Single & \$6,000 Family (In Network); funded (Employee-Single 60.0% or \$1,800, and Family 66.7% or \$4,000); and (Employer-Single 40.0% or \$1,200, and Family 33.3% or \$2,000).

*** SEE SPECIAL NOTE-->

	Employee Share	City Share
	12.50%	87.50%
	100.00%	0.00%

(A) Plan Year	(B) Plan Type	(C) #s in Plan*	(D) Monthly Rate (1)	(E) Annual Rate By Type	(F) Annual E x 12.5%	(G) Monthly F / 12	(H) Bi-Monthly G / 2	(I) Emp.Shr.Ded. Max (In Net.) As Listed **	(J) Emp.Max. OoP Liability F + I	(K) City Pm.Shr. @ 87.5% E x 87.5%	(L) City Share Deductible As Listed	(M) Total Max. City Share K + L	(N) == PREMIUM + SHARED DED. ALLOCATIONS == TOTAL C x (E+I+L)	(O) EMP.SH.w/DED. C x (F+I)	(P) CITY SH.w/DED. N - O
PPO - 2019 Proposed Rates from BORMA	PPO 2			D x 12											
	Single	19	\$ 644.21	\$ 7,730.52	\$ 966.32	\$ 80.53	\$ 40.27	\$ 600.00	\$ 1,566.32	\$ 6,764.21	\$ -	\$ 6,764.21	\$ 158,279.88	\$ 29,760.08	\$ 128,519.80
	\$ Inc.to 2018-->		\$ 40.72	\$ 488.64	\$ 61.08	\$ 5.09	\$ 2.55	\$ -	\$ 61.08	\$ 427.56	\$ -	\$ 427.56	\$ 9,284.16	\$ 1,160.52	\$ 8,123.64
	EE/Childs	25	\$ 1,159.57	\$ 13,914.84	\$ 1,739.36	\$ 144.95	\$ 72.48	\$ 1,200.00	\$ 2,939.36	\$ 12,175.49	\$ -	\$ 12,175.49	\$ 377,871.00	\$ 73,484.00	\$ 304,387.00
	\$ Inc.to 2018-->		\$ 73.28	\$ 879.36	\$ 109.92	\$ 9.16	\$ 4.58	\$ -	\$ 109.92	\$ 769.44	\$ -	\$ 769.44	\$ 21,984.00	\$ 2,748.00	\$ 19,236.00
	EE/Spouse	12	\$ 1,288.41	\$ 15,460.92	\$ 1,932.62	\$ 161.05	\$ 80.53	\$ 1,200.00	\$ 3,132.62	\$ 13,528.31	\$ -	\$ 13,528.31	\$ 199,931.04	\$ 37,591.44	\$ 162,339.60
	\$ Inc.to 2018-->		\$ 81.42	\$ 1,355.04	\$ 169.38	\$ 14.11	\$ 7.06	\$ -	\$ 169.38	\$ 1,185.66	\$ -	\$ 1,185.66	\$ 11,724.48	\$ 1,465.56	\$ 10,258.92
	Family	42	\$ 1,932.62	\$ 23,191.44	\$ 2,898.93	\$ 241.58	\$ 120.79	\$ 1,200.00	\$ 4,098.93	\$ 20,292.51	\$ -	\$ 20,292.51	\$ 1,024,440.48	\$ 172,155.06	\$ 852,285.42
	\$ Inc.to 2018-->		\$ 122.33	\$ 1,467.96	\$ 183.49	\$ 15.29	\$ 7.64	\$ -	\$ 183.49	\$ 1,284.46	\$ -	\$ 1,284.46	\$ 61,654.32	\$ 7,706.58	\$ 53,947.74
	Total PPOs-->	98													
HSA - 2019 Proposed Rates from BORMA	H.S.A. 8														
	Single	1	\$ 561.08	\$ 6,732.96	\$ 841.62	\$ 70.14	\$ 35.07	\$ 1,800.00	\$ 2,641.62	\$ 5,891.34	\$ 1,200.00	\$ 7,091.34	\$ 9,732.96	\$ 2,641.62	\$ 7,091.34
	\$ Inc.to 2018-->		\$ 35.45	\$ 425.40	\$ 53.17	\$ 4.44	\$ 2.22	\$ -	\$ 53.17	\$ 372.22	\$ -	\$ 372.22	\$ 425.40	\$ 53.17	\$ 372.23
	EE/Childs	1	\$ 1,009.95	\$ 12,119.40	\$ 1,514.93	\$ 126.24	\$ 63.12	\$ 4,000.00	\$ 5,514.93	\$ 10,604.48	\$ 2,000.00	\$ 12,604.48	\$ 18,119.40	\$ 5,514.93	\$ 12,604.47
	\$ Inc.to 2018-->		\$ 63.82	\$ 765.84	\$ 95.73	\$ 7.97	\$ 3.98	\$ -	\$ 95.73	\$ 670.11	\$ -	\$ 670.11	\$ 765.84	\$ 95.73	\$ 670.11
	EE/Spouse	0	\$ 1,122.17	\$ 13,466.04	\$ 1,683.26	\$ 140.27	\$ 70.14	\$ 4,000.00	\$ 5,683.26	\$ 11,782.79	\$ 2,000.00	\$ 13,782.79	\$ -	\$ -	\$ -
	\$ Inc.to 2018-->		\$ 70.91	\$ 850.92	\$ 106.37	\$ 8.86	\$ 4.43	\$ -	\$ 106.37	\$ 744.56	\$ -	\$ 744.56	\$ -	\$ -	\$ -
	Family	0	\$ 1,683.25	\$ 20,199.00	\$ 2,524.88	\$ 210.41	\$ 105.21	\$ 4,000.00	\$ 6,524.88	\$ 17,674.13	\$ 2,000.00	\$ 19,674.13	\$ -	\$ -	\$ -
	\$ Inc.to 2018-->		\$ 106.35	\$ 1,276.20	\$ 159.53	\$ 13.30	\$ 6.65	\$ -	\$ 159.53	\$ 1,116.68	\$ -	\$ 1,116.68	\$ -	\$ -	\$ -
	Total HSAs-->	2													
	Total Plans-->	100													
NOTE: (1) Total 2019 Annual Rate by Plan Types, Reflects a Net Overall Proposed Avg. Increase of +6.6% over 2018 Rates,													Total Estimated Annual Cost-->		
													\$ 1,788,374.76	\$ 321,147.13	\$ 1,467,227.63
													Dollar Difference to 2019 from 2018 -->		
													\$ 105,838.20	\$ 13,229.56	\$ 92,608.64
													6.2904%	4.2965%	6.7370%
													Percentage Difference to 2019 from 2018 -->		
													Dollar Difference to 2019 from 2015 -->		
													\$ 293,640.84	\$ 28,421.63	\$ 265,219.21
													19.6450%	9.7093%	22.0647%
													Percentage Difference to 2019 from 2015 -->		

* Number of Plan Types listed for 2015 through 2019 based on Estimated Budgeted Full Time Employee Plans for Annual Comparison Purposes Only, NOT ACTUAL.
 ** EXCLUDES additional maximum potential Out of Pocket for Prescription Drugs.
 *** SPECIAL NOTE, Assumes Employee Share for ALL Employees at 12.5%, Wellness Plan raised that by \$50/Mo if Emp does not complete a Wellness Check.

Council Pocket
 Item: J3

Napoleon Fire & Rescue

Part-Time Pay Scale



Mission Statement

- *The goal of the Napoleon Fire-Rescue Department is to provide the highest level of life and property safety possible, through the extension of: PUBLIC EDUCATION, EMERGENCY MEDICAL, FIRE PREVENTION, and FIRE SUPPRESSION SERVICES in accordance with local and nationally accepted standard operating guidelines and procedures.*

Objectives

- Describe the lack of part-time and local responders
- Describe current part-time pay scale
- Show comparison from surrounding departments.

Current Department staffing

- The fire department is made up of
 - Full-time (8)
 - Part-time (working at the station) (7) (non local people)
 - Part-time that respond in from home. (8) (Local)

What's Changing

- The fire service has changed over the past 10 years
- Most departments have a full-time/part-time combination
- This makes it extremely hard to recruit part-time employees because they are working part-time elsewhere for more pay and better hours.
- We do not have the ability to have them work 24 hour shift on a regular basis.
 - 24 hr shift that is more lucrative than a 12 hour shift.

Certifications

- The amount of certifications and training that is required for this job is a lot.

Lieutenant

Paramedic

Firefighter 2

Advanced EMT

Inspector

Haz-Mat-Tech

Fire Officer I or 2

Confined Space

Instructor Fire

Instructor EMS

Swift Water Tech 2

Ems & Fire Instructor

Fire Officer III & IV

Haz-Mat-Specialist

Market Summary

- Average pay rate across all counties for:
 - FF1/EMT B- \$14.93 /hr
 - FF2/Paramedic - \$16.43 /hr
- Napoleon Fire currently pays
 - FF1/EMT B – \$11.50 /hr
 - FF2/Paramedic – \$12.33 /hr
 - This pay is for the first year then increases to
 - FF1/EMT B- \$12.50
 - FF2/Paramedic - \$13.70
- Difference of \$3.43 for FF1/EMT and \$4.10 for FF 2/Paramedic

Market Summary

Lucas County	Whitehouse	Maumee	Oregon	Waterville	Springfield	Sylvania
FF1/EMT	14	17	24.91	12.5(1st yr) 12.70	15.67	15.6-18.72 (4 steps)
FF2/Paramedic	15.5	17	24.91	13.45 (1st yr) 14.10	21.26	15.60-18.72 (4 Steps)
Wood County	Rossford	Perrysburg				
FF1/EMT	15.57	15				
FF2/Pamamedic	16.76	15.5				
Fulton County	Wauseon	Delta	Swanton	Archbold		
FF1/EMT	14.00	12.75	15	14.28		
FF2/Paramedic	15.08	13.25	17.5	14.28		
Williams County	Bryan					
FF1/EMT	10.75					
FF2/Paramedic	N/A					
Defiance County	Defiance Cty					
FF1/EMT	12					
FF2/Paramdic	13.5					
	Maumee					
Standby pay	5.25					

What changes need to be made?

- In order to have the ability to attract part-time employees we need to increase our starting wage.
- Currently the part-time pay scale according to Ordinance 068-15 is
 - Probationary - \$8.10 - \$12.33
 - After probation – \$11.60 - \$16.10

Solution

Base Rates						
No certifications	Min wage					
Fire Only	11					
EMS Only	11					
36 hour/EMT	12					
FF 1 / EMT	14.3					
Lieutenant +0.30						
Paramedic +0.77						
Firefighter 2 +0.30						
Advanced EMT+0.30						
Inspector +0.15						
Haz-Mat-Tech+0.10						
Fire Officer I or 2 +0.10						
Confined Space +0.10						
Instructor Fire +0.10						
Instructor EMS +0.10						
Swift Water Tech 2 +0.20						
Ems & Fire Instructor +0.20						
Fire Officer III & IV +0.20						
Haz-Mat-Specialist +0.20						
FF2/Paramedic	15.37					
FF2/Paramedic/Tech	15.42					
FF2/Paramedic/Inspector	15.52					

Recommendation

- Pay part-time employees based on the certifications they hold
- Pay based on retention
- I recommend the following pay scales
 - No certifications – Minimum wage
 - Fire Only or EMS only certification - \$11.00
 - 36 hr/EMT - \$12.00
 - FF1/Basic EMT - \$14.30 to \$20.64
 - FF2/Paramedic - \$15.37 - \$21.85
- By removing the probationary restriction this would give us the ability to start the part-time members out at a higher rate.

Cost

- Payroll for part-time employees for Q1 & Q2 of 2018
 - \$62,710
- NET Revenue to off set the cost of part-time employees for Q1 & Q2
 - \$59,213
- Difference of \$3,497
- Having the transfer unit it brings in \$100,000 per year.

Cost

- This number is drastically effected by the amount of part-time members we have.
- The NET revenue helps offset the cost of part-time wages
- The NET has been out of service 93 days between Jan 1st and Aug 30th
 - Loss of \$28,000 in NET revenue
- The NET is not the only reason we have part-time we need the part-time for help with the 1,300 other incidents throughout the year.

In the End

- In the end our part-time staff will be compensated appropriately based on the market and the certifications they hold.
- We will have the ability to attract additional part-time employees
- The ability to keep the NET in service

	A	B
1	Base Rates	A
2	No certifications	Min Wage
3	Fire Only	11
4	EMS Only	11
5	36 hour/EMT	12
6		
7	FF 1 / EMT	14.3
8		
9	Lieutenant +0.30	
10	Paramedic + 0.77	
11	Firefighter 2 + 0.30	
12	Advanced EMT +0.30	
13	Inspector + 0.15	
14	Haz-Mat-Tech + 0.10	
15	Fire Officer I or 2 +0.10	
16	Confined Space + 0.10	
17	Instructor Fire + 0.10	
18	Instructor EMS + 0.10	
19	Swift Water Tech 2 + 0.20	
20	Ems & Fire Instructor +0.20	
21	Fire Officer III & IV +0.20	
22	Haz-Mat-Specialist + 0.20	
23		
24		
25		
26	FF2/Paramedic	15.37
27	FF2/Paramedic/Tech	15.42
28	FF2/Paramedic/Inspector	15.52

	A	B	C	D	E	F	G
38							
39	Lucas County	Whitehouse	Maumee	Oregon	Waterville	Springfield	Sylvania
40	FF1/EMT	14	17	24.91	12.5(1st yr) 12.70	15.67	15.6-18.72 (4 steps)
41	FF2/Paramedic	15.5	17	24.91	13.45 (1st yr) 14.10	21.26	15.60-18.72 (4 Steps)
42							
43	Wood County	Rosford	Perrysburg				
44	FF1/EMT	15.57	15				
45	FF2/Pamamedic	16.76	15.5				
46							
47	Fulton County	Wauseon	Delta	Swanton	Archbold		
48	FF1/EMT		12.48	15	14.28		
49	FF2/Paramedic	15.08	12.48	16	14.28		
50							
51	Williams County	Bryan					
52	FF1/EMT	10.75					
53	FF2/Paramedic	N/A					
54							
55	Defiance County	Defiance Cty					
56	FF1/EMT	12					
57	FF2/Paramdic	13.5					
58							
59							
60							
61		Maumee					
62	Standby pay	5.25					

Council Pocket

Item: J 9

RESOLUTION NO. 076-10

**A RESOLUTION APPOINTING A REPRESENTATIVE AND
ALTERNATE TO SERVE ON THE BOARD OF DIRECTORS (THE
BUCKEYE OHIO RISK MANAGEMENT ASSOCIATION)**

WHEREAS, the City of Napoleon is a member of the Buckeye Ohio Management Association (BORMA); and,

WHEREAS, as a member of BORMA, this legislative body is required to appoint one (1) person to represent the City of Napoleon, Ohio, on the Board of Directors of BORMA and shall also appoint one (1) person to serve as an alternate representative when the initial representative is unable to carry out that representative's duties; Now Therefore,

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

Section 1. That, the City Finance Director is hereby appointed to serve as the City's representative on the BORMA Board of Directors.


Section 2. That, the Assistant City Finance Director is hereby appointed as an alternate City's representative on the BORMA Board of Directors when the primary representative as found in Section 1 of this Resolution is unable to carry out his/her duties

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 4. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 5. That, this Resolution shall take effect at the earliest time permitted by law.

Passed: November 15, 2010


Glenn A. Miller, Council President

Approved: 15 NOV 10


J. Andrew Small, Mayor

VOTE ON PASSAGE 7 Yea 0 Nay 0 Abstain

chang to:
Human Resources

9/28/2018

Mail - rdietrich@napoleonohio.com

Stay Safe & Always Check 360*

Chief

David Mack

Chief of Police

Napoleon Police Department

Dedicated to *"Honesty, Honor, Loyalty, Benevolence, Respect, Justice & Courage"*

310 Glenwood Ave, PO Box 151

Napoleon, Ohio 43545

Main - 419-599-2810

Fax - 419-599-7969

CONFIDENTIALITY NOTICE: This e-mail message was intended only for the person(s) or entity to which it was addressed and may contain confidential and/or privileged material. If you received this information in error or not the intended recipient listed above, contact the sender or Napoleon Police Department at 419-599-2810, immediately. Any unauthorized review, use, disclosure or distribution is prohibited. All information must be destroyed and any further dissemination will be considered a criminal offense.

From: Brooke D. Grant [mailto:Brooke.Grant@ohioattorneygeneral.gov]

Sent: Tuesday, September 25, 2018 12:32 PM

To: David J. Mack <dmack@napoleonohio.com>

Subject: Ohio Law Enforcement Body Armor Program

Dear Chief Mack,

I am pleased to inform you that your department has been awarded \$2,931.52 to purchase body armor for your officers as part of the recently announced Ohio Law Enforcement Body Armor Program.

To facilitate the award of these funds, two important documents attached.

The first document (Award Acceptance) needs to be signed and returned after you've made the body armor purchase.

The second document (Request for Payment Form) also needs to be filled out and returned after you've made the body armor purchase. Please return both documents together via email to OhioLEBodyArmor@OhioAttorneyGeneral.gov

If you have any questions, please contact Brooke Grant at OhioLEBodyArmor@OhioAttorneyGeneral.gov

Very respectfully yours,

Mike DeWine

Ohio Attorney General

Brooke Grant

Grants Manager

Policy and Public Affairs

SCHEDULE FOR FALL SEASONAL PICK UP

October 1 through October 5, 2018

The following General Rules and Regulations shall be effective for the October 1 – October 5, 2018 Fall Seasonal Clean Up:

1. MATERIALS MUST BE IN CONTAINERS AND KEPT DRY.
2. NO CONTAINERS LARGER THAN THIRTY (30) GALLONS, OR WEIGHING MORE THAN 50 LBS.
3. ALL UNMARKED CONTAINERS WILL BE CONSIDERED AS LEFT FOR DISPOSAL.
4. ALL MATERIAL MUST BE COVERED DURING RAIN OR STRONG WIND TO AVOID WETNESS AND BLOWING.
5. ALL BUILDING MATERIAL SHALL NOT BE LARGER THAN FOUR FEET (4') IN LENGTH AND THREE FEET (3') WIDE. ALL LOOSE ITEMS MUST BE BOXED OR BAGGED. THE WEIGHT OF SUCH CONTAINERS SHALL NOT EXCEED 50 LBS. CARPETING OR PADDING SHALL BE IN ROLLS NO WIDER THAN FOUR FEET (4') AND TIED WITH A CORD.
6. **DO NOT BLOCK OR BURY FIRE HYDRANTS.**
7. NO MATERIAL SHALL CONTAIN NAILS THAT HAVE NOT BEEN BENT OVER.
8. IT IS PROHIBITED TO HAVE ROCKS, BRICKS, CONCRETE BLOCKS OR PLASTER WEIGHING IN EXCESS OF 50 LBS.
9. IT IS PROHIBITED TO MIX REGULARLY SCHEDULED REFUSE WITH MATERIAL SCHEDULED FOR THIS PICK UP
10. IT IS PROHIBITED TO PLACE FOR PICKUP BRUSH, LIMBS, OR OTHER YARD WASTE MATERIAL.
11. IT IS PROHIBITED TO PLACE FOR PICK UP LIQUID WASTE, INCLUDING BUT NOT LIMITED TO: PAINT, HOUSEHOLD CHEMICALS, USED MOTOR OIL, ANTIFREEZE, AND TAR. HOUSEHOLD CHEMICAL CONTAINERS AND PESTICIDES MUST BE RINSED PRIOR TO PLACEMENT FOR PICKUP AND WHEN APPLICABLE, IN ACCORDANCE WITH PRODUCT LABELING INSTRUCTIONS (TRIPLE RINSE FOR PESTICIDES).
12. PAINT CANS OR TAR BUCKETS MUST HAVE THE LIDS REMOVED AND REMAINING PAINT OR TAR COMPLETELY DRY. PAINT WILL BE ACCEPTED IN THE FOLLOWING WAYS: (i) WOOD OR CARDBOARD MAY BE PAINTED TO USE UP THE REMAINING PAINT; OR, (ii) CAT LITTER OR FLOOR DRY MAY BE USED TO MAKE THE PAINT A THICK PASTE; THEREAFTER, SO LONG AS THE CONTAINER IS DRY, THE MATERIAL MAY BE INCLUDED FOR PICKUP.
13. ALL REFRIGERATORS AND/OR FREEZERS MUST HAVE THE DOORS REMOVED AND THE CONTENTS EMPTIED PRIOR TO PLACEMENT FOR PICKUP.
14. WHITEWARE SHALL BE TAGGED IN ACCORDANCE WITH APPROVED TAGS AND AMOUNTS AS ESTABLISHED BY THE CITY. TAGS FOR REFRIGERATORS AND/OR FREEZERS MUST BE ON THE UNIT AND NOT ON THE REMOVED DOOR.
15. ANY ITEMS NOT PROPERLY TAGGED OR PLACED FOR PICKUP, IN A MANNER THAT APPEARS TO BE INTENDED FOR PICKUP, SHALL BE DEEMED AUTHORIZED BY PICKUP AND WILL BE TREATED BY THE CITY AS A "SPECIAL PICKUP" WITH CHARGES BEING ACCORDINGLY ASSESSED.
16. ***MATERIAL OR OTHER ITEMS PLACED FOR PICK UP SHALL BE AT THE CURB NO MORE THAN FIVE (5) DAYS IN ADVANCE OF THE SUBSCRIBER'S SCHEDULED SEASONAL PICK UP DAY. ITEMS PLACED AT THE CURB EARLIER THAN FIVE (5) DAYS IN ADVANCE OF THE SCHEDULED PICK UP DAY WILL BE TREATED BY THE CITY AS A "SPECIAL PICKUP" WITH CHARGES BEING ASSESSED TO THE SUBSCRIBER OR PERSON RESPONSIBLE FOR PLACEMENT.***

The City shall require the use of City *Refuse Tags* to cover the disposal cost of the following items:

- | | |
|-------------------------|--------|
| 1. Whiteware with Freon | 5 tags |
| 2. Air Conditioner | 5 tags |
| 3. Passenger Car Tire | 1 tag |
| 4. Semi-Truck Tire | 4 tags |
| 5. Tractor Tire | 6 tags |

*The City of Napoleon, in cooperation with Zack's Recycling, will again accept used **computers, printers, and keyboards** as part of this year's "spring seasonal clean up". Please set the equipment out apart from your regular material. A separate truck, which picks up recyclable materials, will stop and collect the electronics for proper recycling. **Monitors are to be placed with regular pick up items.***

ALL RULES AND REGULATIONS, ALONG WITH ANY ACCESSED CHARGES, WILL BE ENFORCED. All materials are to be at the curb by 7:00 a.m. the morning of your pick up. Return trips will not be made for items set out late.

Any questions regarding the guidelines should be directed to the City of Napoleon Operations Department at 419/599-1891.

Monday, October 1, 2018

Arden Court
Avon Place
Becca Lane
Bordeaux Drive
Briarcliff Drive
Buckeye Lane
Capri Drive
Chesterfield Drive
Cripple Creek Court
Duquesne Drive
Erie Street
Garden Street
Glenwood Avenue (from Riverview to Washington)
Haley Avenue (from Riverview to Washington)
Hilltop Lane
Hurst Drive
Jahns Road
Joliette Drive
Lafayette Drive
Lemans Drive
Martha Lane
Neward Drive
Norton Avenue (from Washington to Park)
Orchard Lane
Orwig Lane
Park Court
Park Lane
Park Place
Park Street
Robinwood Avenue
Rohm Drive
Sedward Drive
Sheffield Avenue (from Riverview to Washington)
Strong Street
Sycamore Lane
Thershan Drive
Vincennes Drive
Vine Street
Wayne Park Drive
Webster Street (from Washington to Main)
Welsted Street
West Main Street
West Front Street
West Riverview Avenue
West Washington Street
Williamsburg Avenue

Tuesday, October 2, 2018

Bauman Place
Becklee Drive
Carey Street
Collingwood Drive
Depot Street
Derome Drive
Detroit Avenue
Dodd Street
East Riverview Avenue (from Scott to Enterprise)
East Clinton (from Perry to Riverview)
East Washington Street (from Monroe to Hobson)
Enterprise Avenue
Fair Street
Fillmore Street
Freedom Drive
Hobson Street (from Riverview to Oakwood)
Hudson Street
Independence Court
Independence Drive
Industrial Drive
Ken James Court
Kolbe Street
Lagrange Street (from Willard to Dodd)
Lakeview Drive
Lamar Lane
Maple Street
Monroe Street (from Fillmore to Riverview)
North Street
North Perry Street
Northcrest Circle
Northcrest Drive
Norwood Drive
Oakwood Avenue
Ohio Street (from Willard to Scott)
Old Creek Drive
Railroad Street
Reynolds Street
Rye Street
Scott Street
Shelby Street
Stevenson Street
Trail Drive
Union Street
Vocke Street
W. Clinton Street (from Scott to Perry)
Willard Street
Woodland Groves

Yeager Street

Wednesday, October 3, 2018

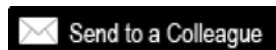
Bales Road
Briarheath Avenue
Broadmoor Avenue
Chelsea Avenue
Clairmont Avenue
Glenbrook Court
Glenwood Estates
Glenwood Avenue (from Washington to Harmony)
Haley Avenue (from Washington to Woodlawn)
Harmony Drive
High Street
Highland Avenue
Indiana Avenue
Kenilworth Avenue
Lagrange Street (from Indiana to Willard)
Leonard Street
Lumbard Street
Lynne Avenue
Melody Lane
Michigan Avenue
North Sheffield Avenue (from Washington to Clinton)
North Harmony Drive
Norton Avenue (from Washington to railroad tracks)
Oakdale Avenue
Ohio Street (from Glenwood to Willard)
Richmar Lane
Romain Avenue
Taylor Drive
Tyler Street
Webster Street (from Clinton to Washington)
West Clinton Street (from Scott to Sheffield)
Westchester Avenue
Westmont Avenue
Westmoreland Avenue
Westwood Avenue
Woodlawn Avenue
Woodlawn Court

Thursday, October 4, 2018

Appian Avenue
Bavarian Village
Beckham Street
Brownell Street
Cambridge Street
Cliff Street
Daggett Drive
East Washington Street (from Hobson to Waste Water Plant)
East Barnes Avenue
East Front Street
East Graceway Drive
East Main Street
East Maumee Avenue
Euclid Avenue
Fairview Drive
Fifth Street
First Street
Fourth Street
Hobson Street (from Riverview to Front)
Huddle Road
Jefferson Street
Last Street
Pleasant View
Maumee Lane
Meekison Street
Monroe Street (from Riverview to Front)
Moorings Drive
Moser Drive
Oak Street
Oxford Street
Pontious Place
Raymond Street
Rohrs Street
Second Street
Short Street
South Perry Street
Spruce Street
Stout Street
Third Street
Walnut Street
Wayne Street
West Maumee Avenue
West Graceway Drive
West Barnes Avenue

Friday, October 5, 2018

Catch-up Day!!!

[Cities & Villages Magazines](#)[Join Our Mailing List](#)[OML Classified Ads](#)[Update Municipal Officials ~ New](#)

Legislative Bulletin

September 28, 2018

OML UPDATE AT-A-GLANCE

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

- On Tuesday, the Senate met for a voting session and passed HB 250, which regulates the use of electric bicycles. The bill does not address electric scooters, which have recently been a discussion point for many municipalities. This bill could be a precursor to legislative action regarding electric scooters in the future.
- The Ohio Department of Mental Health and Addiction Services has announced that they will be receiving \$55.8 million in federal grant dollars to help Ohio combat the ongoing opioid crisis. The dollars can be used to fund naloxone distribution and increase access to programs like recovery housing and medication-assisted treatment.
- The Ohio Supreme Court has ruled in favor of the Lucas County Board of Elections for excluding a proposed charter amendment from the Toledo ballot. The charter amendment would have established a legal "bill of rights" on behalf of Lake Erie. Those that support the amendment said would have held polluters more accountable. The court ruled that the proposal surpassed Toledo's authority.

OML RESPONDS TO EXECUTIVE ORDER ON NATIONAL INSTANT BACKGROUND CHECK SYSTEM (NICS) REPORTING

On Monday, Governor Kasich signed an executive order (available [HERE](#)) requiring Ohio law enforcement to upload certain protection orders and warrants into a database for the National Instant Background Check System (NICS) to prevent people from illegally buying firearms. Municipalities who do not comply with the reporting requirements could face financial penalties, sanctions, and a loss of access to the database. The executive order came on the heels of a report from the 2018 NICS Working Group that compiled survey data on current compliance rates across the state and made recommendations for how to improve compliance. You can read that report [HERE](#).

The League drafted a letter to Governor Kasich in response to the executive order. The letter cites the attached report detailing the issues law enforcement agencies face regarding uploading documents and accessing the database. You can read the letter to Governor Kasich that includes the League's proposals [HERE](#).

FCC CONSIDERS MORE PREEMPTIONS ON SMALL CELL WIRELESS INFRASTRUCTURE

On Wednesday, the FCC ruled on a document that outlines preemptions on municipalities across the nation regarding the deployment of small cell wireless infrastructure. You can access the

document [HERE](#) and the FCC press release on the issue can be found [HERE](#).

This document, called the Declaratory Ruling and Third Report and Order, outlines the loss of local control municipalities will face regarding small cell deployment in the municipal right-of-way, including issues like undergrounding, negotiations for public benefits, and the ability to fully control the appearance of city streets by limiting local aesthetic requirements. There is concern that municipalities could suffer revenue losses as a result of some of the proposed changes. We outlined some of the document's provisions in a previous Call-to-Action bulletin, which you can read [HERE](#).

Our NLC colleagues were impressed by the initiative so many Ohio cities took to express their opposition to the proposal. Thank you for taking the time to submit letters in opposition. We will alert our members about future opportunities to express concerns to the FCC about this issue as it moves forward.

NOL TRAINING WORKSHOP CANCELLED

We want to share with our members that the workshop regarding the implementation of the NOL carryforward language in HB 5 has been cancelled. Because many significant issues have not been resolved, the training would not be effective at this time. The Legislature is expected to continue to work on the treatment of the carry forward when they return this fall. We anticipate that the training opportunity will be rescheduled in the beginning of the new year.

We will let our members know as soon as a new workshop has been scheduled. OML issued refunds this week to those who have paid. If you have any questions, please feel free to contact our office.

OML PREPARES FOR ANNUAL CONFERENCE

The League's 2018 Annual Conference will be here before we know it! The conference will be taking place in downtown Columbus at the Renaissance Hotel from Wednesday, Oct. 31st through Friday, Nov. 2nd. Attendees will have the opportunity to hear from dynamic speakers, attend meaningful workshops and network with other municipal leaders from across the state. It is an incredible opportunity you don't want to miss!

Information about the Annual Conference, including the agenda, was sent out last month. Additionally, registration for the 2018 Annual Conference is now open - just click [HERE](#).

The Municipal Finance Officers Association of Ohio will be holding their Annual Conference concurrently with the League from Wednesday, October 31st through Thursday, November 1st. Attendees will participate in general sessions, round table discussions and workshops and will have access to the exhibitor's hall hosted by the League's Annual Conference. To register, click [HERE](#)

Vendor Information can be found [HERE](#)

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

STATUS OF CURRENT DOCUMENTS

OCTOBER 1, 2018

1ST READ	
ORDINANCE NO. 057-18	an Ordinance Establishing a New Position Classification Pay Plan for a Certain Position of the City of Napoleon, Ohio in and for the Year 2018, Amending Ordinance No. 086-17; and Declaring an Emergency. <i>(Suspension Requested)</i>
ORDINANCE NO. 058-18	an Ordinance amending Section 931.09 Increasing Sanitary Sewer Rates for the Year 2019.
2ND READ	
3rd Read	
Resolution No. 051-18	a Resolution Amending the Rules for the Napoleon Outdoor Refreshment Area (NORA).
GOOD OF THE CITY	
October 1, 2018	Recommendation Dates of November 9 and 10, 2018 for Review of the 2019 Budget.
October 1, 2018	Recommendation to Adopt the BORMA Wellness Program.
October 1, 2018	Recommendation All New Employees Hired After January 1, 2019 will Have to Sign on Health Insurance Plan 3.
October 1, 2018	Health Care Cost for 2019-Recommendation to Stay on the Current Plans and the Employee Share of the Premium Staying at 12.5%.
October 1, 2018	Review City Subsidizing HSAs.
October 1, 2018	Recommendation to Adopt Prohibition of Jake Brake.
October 1, 2018	Recommendation to Change Part-Time Pay Scale for Firefighters by Removing Probationary Firefighter Classification from Part-Time Pay Scale and Have One Classification for Part-Time Firefighter with Pay Scale of \$8.43-\$16.75.
October 1, 2018	Recommendation from Parks and Rec Board to Set Trick-or-Treat Night for Wednesday, October 31, 2018 from 6:00 pm – 7:30 pm.
October 1, 2018	Recommendation from Parks and Rec Board to Pursue Initiative of a New Swimming Pool Facility. <i>(Refer to Committee)</i>
October 1, 2018	to change the Alternate Representative on the BORMA Health Benefits Board.
October 1, 2018	Acceptance of Ohio Law Enforcement Body Armor Program Award of \$2,931.52 to Purchase Body Armor for Officers.
October 1, 2018	Investments and Investment Policy Review. <i>(Refer to Committee)</i>

Resolution No. 052-18	a Resolution authorizing the City Manager for the City of Napoleon, Ohio to complete all acts necessary for the SALE OF CERTAIN PROPERTY partially owned by the City of Napoleon, Ohio, to the highest bidder through public auction, to wit: 120 East Clinton Street, Napoleon, Ohio, Parcel No. 41-009421.3940, commonly known as THE OLD SENIOR CENTER BUILDING; and Declaring an Emergency. (Suspension Requested)
9-17-2018	Passed Under Suspension & Emergency – Effective 9/17/2018
Resolution No. 053-18	a Resolution authorizing a temporary easement on portions of certain City owned property contained within Parcel No. 28-070096.0000 to the Board of Commissioners of Henry County, Ohio; and Declaring an Emergency. (Suspension Requested)
9-17-2018	Passed Under Suspension & Emergency – Effective 9/17/2018
Resolution No. 054-18	a Resolution strongly urging Ohio Governor John Kasich and Members of the Ohio General Assembly to invest the State of Ohio Budget Surplus in local Ohio Municipalities; and Declaring an Emergency. (Suspension Requested)
9-17-2018	Passed Under Suspension & Emergency – Effective 9/17/2018

Resolution No. 055-18 9-17-2018	a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor for the Year 2018 Tax Duplicates Payable in Year 2019; and Declaring an Emergency. (Suspension Requested) Passed Under Suspension & Emergency – Effective 9/17/2018
Resolution No. 056-18 9-17-2018	a Resolution Authorizing and Directing the Finance Director/Clerk to Certify and File Annual Special Assessments of the City of Napoleon, Ohio, with the County Auditor of Henry County for Placement and Collection on the 2018 Tax Duplicates Payable in the Year 2019; and Declaring an Emergency. (Suspension Requested) Passed Under Suspension & Emergency – Effective 9/17/2018
September 17, 2018	Discussion/Action: Approval of Power Supply Cost Adjustment Factor for September 2018 as three month averaged factor \$0.01837, JV2 \$0.021676 and JV5 \$0.021676. - <i>Approved</i>
September 17, 2018	Discussion/Action: to Implement the Sewer Rates for 2018 Resulting in 5% Overall Increase in Revenue for One Year as Recommended by Courtney & Associates in the October 9, 2017 Sewer Rate and Cost of Service Study. - <i>Approved</i>
September 17, 2018	Discussion/Action: Downtown Revitalization Grant Opportunity. <i>Approved</i>
September 17, 2018	Discussion/Action: Approval of PC 18-03 – Conditional Use Permit for a Planned Residential Development on Raymond Avenue (Extended). <i>Approved Planning Commission's Recommendation</i>
September 17, 2018	Discussion/Action: Approval of Change Order No. 3 to Vernon Nagel, Inc. for the Industrial Drive Improvements Project (PID No. 102253), an Increase of \$31,565.83. <i>Approved</i>
September 17, 2018	Discussion/Action: AMP Peak Shaving Project. <i>No Action taken</i>
September 17, 2018	Discussion/Action: Acceptance of a Donation from Goodville Mutual in the amount of \$1,000.00 to Napoleon Fire & Rescue for Fire Prevention. <i>Accepted</i>
September 17, 2018	Discussion/Action: Water Rate Study Update (<i>Referred to Water/Sewer Committee and Board of Public Affairs</i>).
Resolution No. 050-18 09-04-2018	a Resolution Enlarging Established Community Reinvestment Area No. 6 of the City of Napoleon, Ohio; and Declaring an Emergency. (<i>Suspension Requested</i>) Passed Under Suspension and Emergency – Effective 9.4.2018
Ordinance No. 044-18 09-04-2018	an Ordinance Authorizing the Expenditure of Funds over Twenty-Five Thousand Dollars (\$25,000.00) for the Purpose of Purchasing a Year 2019 or Newer Ford SUV for the City Fire Department, Utilizing the State Cooperative Purchasing Program, which was not included in the 2018 Appropriation Budget, also Authorizing Supplementing the Annual Appropriation Measure (Supplement No. 4) for the Year 2018; and Declaring an Emergency. (<i>Suspension Requested</i>) Passed Under Suspension and Emergency – Effective 9.4.2018
Resolution No. 046-18 08.20.2018	a Resolution Creating and Authorizing Job Creation Tax Agreements between the City of Napoleon, Ohio, and JAC Products, Inc., and Authorizing the City Manager to Sign any and all Documents Necessary to Execute said Agreements; and Declaring an Emergency. (<i>Suspension Requested</i>) Passed Under Suspension & Emergency – Effective 08.20.2018 Both documents have been signed and filed.

Ordinance No. 047-18 08.20.2018	an Ordinance Authorizing the City Manager for the City of Napoleon, Ohio to Complete all Acts Necessary to Enter into all Necessary Agreements to Complete the Sale of Certain Real Property Located Within the City of Napoleon, Ohio to Ventures in Space, Ltd. or its Designated Affiliated Entity; and Declaring an Emergency. (Suspension Requested) Passed Under Suspension & Emergency – Effective 08.20.2018
Resolution No. 048-18 08.20.2018	a Resolution Authorizing Amendments to the Existing Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio, and Ventures in Space, Ltd. within Napoleon CRA #7; and Declaring an Emergency. (Suspension Requested) Passed Under Suspension & Emergency – Effective 08.20.2018
Resolution No. 049-18 08.20.2018	a Resolution Authorizing a Planned Cluster Development located at Clairmont Avenue within the City of Napoleon, Ohio, and Authorizing the City Manager for the City of Napoleon, Ohio to Enter into all Necessary Agreements to Complete said Development; and Declaring an Emergency. (Suspension Requested) Passed Under Suspension & Emergency – Effective 08.20.2018
Discussion/Action: Approval of the Power Supply Cost Adjustment Factor for August 2018: PSCAF–three (3) month averaged factor \$0.02202, JV2 \$0.025987, JV5 \$0.025987. 08.20.2018 - Approved	
Discussion/Action: Radio System Upgrade for the Fire and Police Departments. – Approved Moving Forward with Radio System Upgrade	
Discussion/Action: Purchase of Former Senior Center Property. – Directed Law Director to Draft Legislation	
Discussion/Action: Regarding City of Napoleon Income Tax Chapter 194.134(C). – No Action Taken.	
Discussion/Action: Approval of Liquor License Name Change from Makayla Scarlett LLC to Ninja Asian Cuisine LLC. – No Action Taken.	
Discussion/Action: Approval of Liquor License to Gracie Taqueria LLC dba Locker Room 814 N. Perry St. – No Action Taken.	
Discussion/Action: Acceptance of a Donation in the amount of \$5,200 from Napoleon Church of the Nazarene to the Parks and Rec Department. – Approved.	
Discussion/Action: ODOT TAP Program Grant Award <i>(refer to Committee)</i> . – <i>Referred to Municipal Properties Committee October meeting</i>	
Discussion/Action: Update on the Williams Pump Station Project <i>(refer to Committee)</i> . – <i>Referred to Water/Sewer Committee</i>	