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# Memorandum

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*To:* Mayor and Members of City Council  
*cc:* City Manager, City Law Director, Interim Finance Director  
*From:* Roxanne  
*Regarding:* General Information  
*Date:* March 22, 2019

## **MARCH AND APRIL CALENDARS**

### Monday, March 25, 2019

- **AGENDA – Finance and Budget Committee meeting @6:30 pm**
  1. **Approval of Minutes** ~ copies of the minutes from previous meetings needing to be approved are enclosed.
  2. **Review of First Quarter Budget Adjustments** ~ the requested budget adjustments for the first quarter are attached.
- **AGENDA-Safety and Human Resources Committee Meeting @7:00 pm**
  1. **Approval of Minutes** ~ a copy of the February 25, 2019 meeting minutes are attached.
  2. **Annual Wellness Checks** ~ this item was put on as requested by the Human Resources Director.

### Tuesday, March 26, 2019

- **AGENDA-Civil Service Commission Meeting @4:30 pm**
  1. Approval of Minutes
  2. Approve Applicants for the Position of Firefighter/EMT
  3. Certify Applicants for the Position of Firefighter/EMT
  4. Certify Applicants for the Position of Patrolman/Police Officer
  5. Sergeant Position

### Wednesday, March 27, 2019

- **AGENDA-PARKS AND REC BOARD Meeting @6:30 pm**
  1. Approval of Minutes
  2. Discussion and/or Action on the Swimming Pool.
  3. Discussion and/or Action on Athletic Field Usage.
  4. Update on Capital Improvements Project.

## **MISCELLANEOUS INFORMATION**

1. Language was put into the East and West Graceway Drive Street Improvements documents that *the road shall remain completely open during the Henry County Fair from Thursday, August 8, 2019 through Friday, August 16, 2019*. The Completion date for the project is on or before October 19, 2019.
2. OML Legislative Bulletin/March 22, 2019
3. OML Legislative Bulletin/March 15, 2019
4. AMP Update/March 15, 2019

## March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2 10:00 am Special Civil Service Commission
3	4 7:00 pm City Council	5	6	7	8	9
10 Daylight Saving Begins	11 6:15 pm Electric Comm 6:15 pm BOPA 7:00 pm Water/Sewer	12 4:30 pm BZA 5:00 pm Planning Comm.	13 11:00 am Bid Opening	14	15	16
17	18 6:00 pm Tree Commission 7:00 pm City Council	19	20	21	22	23
24	25 6:30 pm Finance & Budget Committee 7:00 pm Safety & HR	26 4:30 pm Civil Service	27 11:00 am Bid Opening 6:30 pm Parks and Rec Board	28	29	30
31	Notes:					

## April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> 5:00 pm Planning Comm. 6:30 pm Housing Council 6:45 pm Public Hearing 7:00 pm City Council	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>7</b>	<b>8</b> 6:15 pm Electric Comm 6:15 pm BOPA 7:00 pm Water/Sewer Comm 7:30 pm Muni Properties	<b>9</b> 4:30 pm BZA 5:00 pm Planning Comm.	<b>10</b> 11:00 am Bid Openings (3)	<b>11</b>	<b>12</b> 8:00 am Healthcare Cost Committee	<b>13</b>
<b>14</b>	<b>15</b> 6:00 pm Parks Rec Comm 6:00 pm Tree Commission 7:00 pm City Council	<b>16</b> Tax Day (Taxes Due)	<b>17</b>	<b>18</b>	<b>19</b> Good Friday <hr/> CITY OFFICES CLOSED	<b>20</b>
<b>21</b> Easter	<b>22</b> 6:30 pm Finance & Budget 7:30 pm Safety & Human Resources	<b>23</b> 4:30 pm Civil Service	<b>24</b> 6:30 pm Parks & Rec Board	<b>25</b>	<b>26</b> Arbor Day	<b>27</b> 10:00 am Arbor Day Celebration at Oakwood Park
<b>28</b>	<b>29</b>	<b>30</b>	Notes:			

*City of Napoleon, Ohio*

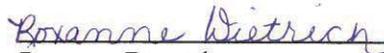
**FINANCE AND BUDGET COMMITTEE**

**Meeting Agenda**

**Monday, March 25, 2019 at 6:30 pm**

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

- 1) Approval of Minutes: October 22, 2018, November 9, 2018, November 10, 2018, November 26, 2018 (In the absence of any objections or corrections, the Minutes shall stand approved.)
- 2) Review First Quarter Budget Adjustments.
- 3) Any matters currently assigned to the Committee.
- 4) Adjournment.



Roxanne Dietrich  
Interim Clerk of Council

# FINANCE AND BUDGET COMMITTEE

## Meeting Minutes

Monday, October 22, 2018 at 6:30 pm

### PRESENT

Committee Members  
Asst. Finance Director  
City Manager  
Recorder/Records Clerk  
Others

Joseph D. Bialorucki-Chairman, Jeff Comadoll, Ken Haase, Jason Maassel  
Christine Peddicord  
Joel L. Mazur  
Roxanne Dietrich  
Eileen Stanic from Meeder Investment Management

### ABSENT

### Call to Order

Chairman Bialorucki called the Finance and Budget Committee meeting to order at 6:30 pm.

### Approval of Minutes

Hearing no objections or corrections, the minutes of the September 24, 2018 Finance and Budget Committee meeting stand approved as presented.

### Investment Portfolio City Investment Policy

Eileen Stanic from Meeder Investment Management, the advisor for the City of Napoleon, gave a presentation on the annual investment review (a copy of the review is attached to the minutes). Stanic began stating the key is what the feds are doing, what they are not doing and what they are planning on going forward. The interest rate target range is 2.00% to 2.25%, a year ago that range was 1.00% to 1.25%. The feds also anticipate an additional rate hike in December of 2018 to the short term interest rates by another 0.25% and have indicated there may possibly be an additional rate hike in 2019. The chart on page 4 shows where the interest rates have been and where they are now, the economic growth is stable but not strong. From 2010-2016 wage inflation was very low, it is just now starting to pick up and getting the market's attention. The national unemployment rate level is strong and with a higher demand for employees one way to overcome the labor storage is to increase wages. The feds are not concerned that inflation is either too high or deflated. Maassel commented it is interesting how they always omit energy and food, the two things we are going to use tomorrow are always omitted from inflation, probably because they both jump around too much. Stanic said the interest rate outlook on page 7 is what the market thinks the overnight rate will be, the market is expecting the feds will not get to 3%; but, they are forecasting 2.75%. A review of your portfolio shows cash at \$5.8 million with \$20,211,000 in securities, that is down a little from \$22.36 million a year ago. The average yield on securities is 1.74% with interest making it just under \$352,000. The holdings as of September 30, 2018 are a little over \$26 million. Maassel asked that includes the general fund and all enterprise funds? Stanic said "it does".

### City Investment Policy

Stanic said the last revision to Napoleon's Investment Policy was made on June 20, 2016. Since then, the Ohio Revised Code (ORC), as it relates to collateral for city deposits, was changed that all deposits have to be collateralized meaning each bank has to set aside securities in the market value exceeding the value of your deposit; therefore, your investment policy has been revised to align with the ORC.

**Motion to Approve Revisions to City Investment Policy**

Motion: Maassel Second: Comadoll  
to recommend Council approve the City Investment Policy to align with the Ohio Revised Code.

**Passed  
Yea-4  
Nay-0**

Roll call vote on the above motion:  
Yea-Maassel, Bialorucki, Comadoll, Haase  
Nay-

**Third Quarter Budget Adjustments**

Peddicord presented the third quarter budget adjustments. Comadoll asked why an additional \$23,000 was needed for AFSCME (200-5100)? Peddicord replied she was told by Heath the account was basically in the red and had to be supplemented. Mazur said he also asked Heath and was told this is not uncommon.

Mazur asked about the extra \$100 for the CIC. Peddicord explained there were fees from the sale of the former Senior Center and also the two parcels on Independence. Maassel asked if the \$18,000 for radios was the City's portion to the county? Peddicord responded "yes". Mazur said there was another unexpected \$8,900 for the radios in the 2100 account.

**Motion to Approve Third Quarter Budget Adjustments**

Motion: Comadoll Second: Haase  
to recommend Council approve the third quarter budget adjustments.

**Passed  
Yea-4  
Nay-0**

Roll call vote on the above motion:  
Yea-Maassel, Bialorucki, Comadoll, Haase  
Nay-  
Joel

**Motion to Adjourn**

Motion: Maassel Second: Comadoll  
to adjourn the Finance and Budget Committee meeting at 7:15 pm.

**Passed  
Yea-4  
Nay-0**

Roll call vote on the above motion:  
Yea- Maassel, Bialorucki, Comadoll, Haase  
Nay-

**Approved:**

**March 25, 2019**

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Joseph D. Bialorucki-Chair

*City of Napoleon, Ohio*  
**FINANCE AND BUDGET COMMITTEE**  
in Joint Session with  
**CITY COUNCIL**  
SPECIAL MEETING MINUTES

*Friday, November 09, 2018 at 8:00 am*

<p><b>PRESENT</b></p> <p>Committee Members Councilmembers</p> <p>Mayor City Manager Finance Director Asst. Finance Director Records Clerk/Recorder City Staff</p> <p>Others</p> <p><b>ABSENT</b></p> <p>Councilmember</p> <p><b>Call to Order</b></p> <p><b>City Manager</b></p>	<p>Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Jason Maassel Joseph D. Bialorucki-Council President, Daniel L. Baer-Council President Pro-Tem, Jeff Comadoll, Jeff Mires, Lori Sicclair, Ken Haase</p> <p>Jason P. Maassel Joel L. Mazur Gregory J. Heath Christine Peddicord Roxanne Dietrich Lanie Lambert, Human Resources Director Judge Rosebrook, Municipal Court Chad Lulfs, P.E., P.S., Director of Public Works Jeff Rathge, Operations Superintendent Billy Harmon, Law Director Tony Cotter, Director of Parks, Recreation and Cemeteries Dustin Tewksbury and Jeff Mullins-IT Department Dave Pike, Wastewater Treatment Plant Superintendent Jeff Weis, Acting Water Treatment Plant Superintendent</p> <p>NW Signal, Denise Dahl-Henry County CIC Director, Joel Miller-Director Napoleon/Henry County Chamber</p> <p>Travis Sheaffer</p> <p>Council President Bialorucki called the meeting to order at 8:00 am.</p> <p>Mazur began with a review on goals from 2018 and for 2019.  <b>Promote and Manage Growth</b> <i>a moratorium was put on housing fees</i> the City needs more housing, some of the housing being built includes, the senior housing complex to have forty-nine units, the West School property was sold and a 24-unit complex will be going in on Trail Drive there is a total of 113 units being planned for the next twenty-four months. This is the most construction the City has had in the last 25 years. <i>Encourage Business Development</i> JAC Products moved into the Spec Building, CRA No. 6 was expanded, established the NORA District, beautification of the downtown. <i>City Master Plan</i> the goal is to have this completed in February of 2019.  <b>Utility Rates</b> <i>Long Term Control Plan (LTCP)</i> negotiations with the EPA are ongoing, our focus is now on the Wastewater Treatment Plant (WWTP) project. <i>Satellite Communities</i> – to continue communicating with our satellite communities. <i>Northside Substation</i>, was sold for a little over one million dollars, we are in the process of paying down on the Solar One debt, <i>LED Light Project</i> we have completed 60% of the project, you will see the monetary impact in this budget.  <b>Grants</b> the City was awarded four grants in 2018.</p>
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## Goals for 2019

Four CRA agreements are in que.

Utility Rates for optimization of the WTP is paramount.

Continue to rebuild IT infrastructure, did anyone notice anything different in here, that big camera is the new NCTV. Council meetings will now be posted to you tube where council meetings can be viewed at any time there is no cost and the files drop off after a year so. A more robust road resurfacing program. There is the potential for a new YMCA and/or pool facility.

**Human Resources**  
**100-1370**  
**Lanie Lambert**  
**8:10 am – 8:18 am**

Training - \$1,100 added. Lambert- I've been a part of Ohio Public Employer Labor Relations Association (OHPELRA) for nine years. In 2019 I want to focus on training for Department Heads. Mazur added in succession planning, Dave Pike plans on leaving next year and has Jeremy Okuley working closely with him, Dennie Clapp may go next year too he has a good core of people in the Electric Department. Lambert continued the plan for Department Heads is to have fifteen-minute updates monthly then they don't have to go somewhere, there are webinars that can be done online when they have time. We will have renegotiations for all three unions next year. I have been trying to do online advertising instead of using the newspaper which is really expensive, and we have been using the City website and Facebook page too. Civil Service is using the National Testing Network that costs \$500 each time a round of testing is done. Mazur noted our income tax projection this year is \$4.1 million, that is the lowest since 2014, wages and inflation are going up; but, our income tax is not, plus we have the large income tax refund to be made.

**Municipal Court**  
**100-1800**  
**Judge Rosebrook**  
**8:23 am – 8:48 am**

The probation officer salary was adjusted for this year. Lisa White was hired as a Deputy Clerk she worked as a probation officer for CCNO for years and contracted with area offices, she knows how to write grant requests, two hours a week she will be paid through the probation grant. A lot of expenses are hard to predict. This year the travel and training was less as Melissa did not go to either of her conferences. We have more hispanic speaking people, our interpreter fees are going up. Sealing of the parking lot that cost will probably go up, we don't have any say. Maassel noted the Court security system was changed is it better? Judge Rosebrook it is 100% better, there was a grant we used for security. Bialorucki said, going back to the parking lot, they fix things then send bills, don't they have to run anything by you? Judge-they have started to warn us when things will be done. Maassel asked if money is going to be put aside for future computer updates? Judge responded we are applying for two grants I hope to never have to come to you needing \$50,000. Nowhere in Henry County can you have finger printing done, those taken into custody are finger printed by CCNO. Judge stated a big goal of hers is to get the municipal court docket on the website and be paperless, that is easier said than done. We are applying for a grant to update our computer system. We do have the court computerization fund and have left that alone, my plan is never to come to you.

**City Council**  
**100-1100**  
**8:49 am – 8:57 am**

Maassel asked what would happen if we were to cut OML, who would do our lobbying? Mazur replied, it would be your state reps, I would not recommend that, we can call down to OML anytime and get guidance, they also send out notices and alerts. Baer added he attended their conference last summer and it was very informational.

**Henry County CIC**  
**130-3500**  
**Denise Dahl**  
**8:58 am – 9:29 am**  
**(All per CM)**

#### Travel and Training

Bialorucki commented, wouldn't that save money if we could plan ahead of time for those wanting to go to APPA. Mazur noted funding is in the electric budget and we can talk about that more when we get there.

Mazur noted the CIC budget is lower this year, the reduction of \$2,000 is because of the income tax refund and the lower income tax projections. Dahl-I have a question, actually I have two questions, one is for you guys, do you want me to go over some of the highlights from the past year and then I have a question for Mr. Heath, is \$2,000 enough? Heath-what is your question? Dahl-is \$2,000 enough to cut or do you need to cut more? Heath-this is the City Manager's budget it is his recommendation you would have to talk to him. Mazur-I think we are good this is adequate for what we are seeing. Dahl-so, we talked a little bit about it I don't know Monday or Tuesday about it, my budget gets finalized next Tuesday and we won't need to budget the \$2,000 cut so if you need to cut \$2,000 Maassel-it's the 20<sup>th</sup> isn't it Denise? Dahl-yea you are right. So we are going to make some adjustments, so I'll do some highlights then we'll talk about the cut and what that probably looks like. As most of you know, it was a very good year, we got a lot done, a lot of positive growth the obvious one is JAC Products. Interesting I had a friend interview there the other day, when we were negotiating with them they had said 350 jobs and I had a friend interview there the other day and she said HR told her probably closer to 500 so, that's just a little sampling there. So, we did various things this year so there was the recruitment we did a lot of recruitment, we went after Decked and that ended up in Defiance, we went after several other ones in partnership with JobsOhio but obviously the big one for us this year was JAC Products. We have been working on revolving loans so, Outlaw BBQ they are one of the loans and that is looking beautiful and I'm very excited to go into that facility when it is ready. Bialorucki-do you know when that is going to be ready? Dahl-you know he originally wanted to be ready to go in November but I know there was some changes that had to take place so it kinda bumped him back a little bit I think his intention was to be up and going before now but that is not unusual for construction is it, we've all been there. Maassel-same thing happened with Decked they wanted to be ready to roll by three months ago and I just heard in the last two weeks they are finally closer to being ready. Dahl-yea Decked shipped out of Defiance for the first time last week I think and when we took them around in February and March they were like we need to be going by May. Bialorucki-who is that? Dahl-Decked that ended up over in the spec building in Defiance and think they are at ten jobs now so it's kinda good how that all shook out if we had to lose at least we picked up something good. So, we have another Flatrock is looking at doing a revolving loan fund, we did have two others that looked at revolving loan funds but weren't appropriate for it but we fielded it and tried to send them in a different direction. You guys know since you have been in some of the meetings working with Napoleon Machine, World Class Collusion, we've been doing BR&E so Automatic Feed I've gone to and I'm actually going to again next Tuesday. Maassel – BR&E? Dahl – yea, Business Retention & Expansion. Updated AMP-Ohio's page marketing wise and picture wise, we filed for I think this is probably oh we promoted the spec building going on WBGU on the Journals Program, Agri Style who is a company out of Southern Illinois they are starting to break into the Ohio market they do things like currently they are working over with Chuckfills

over in the Findlay/Hancock area they either buy buildings that are currently constructed so the owners of that building can move their capital for improvements or whatever or they come in and do spec buildings so we have been talking with them more frequently, we have done BR&E with Old Castle, the old Universal Coop Building, the big blue building across from the truck stop that is now filled Jerry Borstelman and Toby Ernsberger are in there now and I think that when they are all up and going if you like cars and you like classic cars that is going to be an amazing place to check out. So and we've triggered some housing now I think, a good partnership we've triggered housing, apartments are going up over on ... Maassel-Trail Drive. Dahl-that's it and then is it JanMar. Mazur-JanMar West School property. Dahl-so that housing they hope to start, originally they were saying they wanted some stuff up by March but it is just a really tight market right now especially end of the year everyone is scrambling to finish up and it is harder to get Sean just got concrete in and I know that he probably paid a premium for it so we'll see on the housing but eventually I'm sure it will be up and going so, a lot of different things we went in with the lovely Mr. Loehrke for the Jobs and Commerce money, we are trying to leverage every dollar we can on any project we can get. We applied for an opportunity zone and it was interesting because I was at a seminar the other day someone came up to speak on opportunity zone so, if you are not aware of what they are, it's a piece of federal legislation that came out of the Trump administration that if you are in an opportunity zone, you can create an opportunity fund and say Company A is in an opportunity zone what they can do if they want to grow and build out if they have a group of investors or if they have capital gains they don't want to be taxed on they can put it into an opportunity fund and pay out of that opportunity fund into that infrastructure and it is set up in a way that if you leave it in for five years you get this much of an abatement off your capital gains taxes if its seven it's even more and if its ten you don't get taxed at all. So that could be a really amazing tool and when we were sitting at this meeting someone said who do we get one and they said if you aren't one now it is too late. So, in the State of Ohio I think I mean, I can't even remember the number they threw out about how many people actually applied, it was highly competitive and I believe only 325 were granted. So, we got ours in lobbied for it, Governor approved it so we are good to go. We have one, Defiance has a strip, Williams County in Bryan has a strip, Fulton County does not have one. Ours bring river Campbells whole property are and straight down the river. Maassel-where is it? Dahl-Ours? Ours is it runs it bridges the river so if you took Campbells that whole property area and went straight down across the river. I can get you guys a map of it, if you ever want, I can come to Council and talk about it. So, I think it is kinda a tool in the future so say if Campbell's, or Keller or anyone within there is thinking hey we are looking at going here or staying here, we can now say if you stay here you can build out, you can take your own capital gains reinvest leave it in there ten years and support your own growth without getting taxed on what you've already earned. Bialorucki asked if Dahl could email that to them with the map. Dahl-absolutely, I mean it is an excellent tool and then the great State of Ohio is trying to make us even more competitive because we are now competing with national opportunities trying to say hey you should come to this specific place because we have an add-on for you. So, Ohio has legislation pending right now where if you come to Ohio and you are in an opportunity zone they will also abate out additional taxes for you so that would even make us more competitive.

Right now in Ohio I think there are some zones that are becoming active down around the Columbus area, so we, as in the CIC office, are currently looking at who and if we would use a company to create our opportunity fund or if we would do it ourselves, there is so much accounting, tax accounting and legal involved that it would probably make sense to pay out to someone to run that fund for us. The other opportunity with it is if someone new comes in and say within that zone in Napoleon you want to do a new industrial park so then you now have the opportunity if there is legislation going through right now if it passes it will provide money for infrastructure for a new industrial park. So I talked to Senator McColley a little bit about that let's get it in early let's plant the seed then you could actually put in an industrial park within an opportunity zone so if a company is looking to build of course they would want to build within your opportunity zone because they can put their capital gains there and then we could use the state money if that legislation passes for infrastructure so then the city, the county or wherever it is located wouldn't have to pay for the infrastructure either. So, you basically have a drop and go kind of industrial park so you would have say carve out the land in the opportunity zone and you have a fund so I can go to and say I know you are an investor I know you guys have a lot of capital gains from last year are you interested in putting them into either a spec building or are you interested or do you know someone who would be and it just kinda facilitates itself and buys down the local entity's costs. Maassel-so what we need first is a new area of the city zoned, annexed in and zoned industrial. Dahl-yea, so there are a few opportunities that I don't want to talk about yet because I don't know how they are going to shake out but it would also cover where that bridge is going so anything kinda that way. Maassel-so this zone includes the river the potential new river bridge towards the big Campbell Soup can or towards the other way. Dahl-Campbells is within the whole zone and it crosses and goes down that way. So there is a lot of potential to leverage off of opportunities. Maassel-we had a big opportunity this year with JAC Products. Dahl-internally in our office we are talking now we really need to go hard after work force and I think with new rooftops going up that is going to help there is also apartments going up, you have housing for different income levels that should help and it should continue to spiral up as long as the economy holds I know inflation is creeping a little bit and I know interest rates are projected to go up two more times within the next three or four months. I think industry is still driving really hard so I think there is still some opportunity we can tap into but we need to work hard on workforce and I actually I did budget at the commissioners yesterday and one of the questions there was are you looking at just retaining our own we really need to work hard at retaining our own but we also need to look at recruiting people in. Mazur-on the housing side forgot to mention earlier, there are some downtown business owners that are interested in converting their upstairs second floors into apartments it'll be a parking frenzy. Bialorucki-Denise, do you have any numbers on your membership from say 2015, 2016. Dahl-yea, I think, so we have been looking hard at our own budget and what we do with our money. Traditionally, the CIC was funded by income from CRAs, Enterprise Zone and other administrative agreements and as a lot of those have rolled off. There was never really a big focus on memberships I think in the past and frankly not everyone likes fundraising, I don't mind, I love asking people for money, I won't do it to you today, but I love it. So, when I came back, our membership rate was at about 23,000-24,000 and this year we are at I think we

will land in between 50,000-55,000 right now think we are at 45,000 or 47,000, November and December are big push months. We have had several folks that are members that don't live in Henry County offer to do a little peer-to-peer fundraising outside of Henry County for us. For instance, Bill Rudolph comes over frequently from Rudolph-Libbe and he said is so and so a member if I so no he will say okay I can reach out to them for you. So we kinda double our forces, our board, both Mayor Maassel and Councilman Baer know that we did get out and people from the board as well and went out and fundraised so we have some more income, we are hoping between 50,000 and 55,000 this year and then continue to keep that going up. I believe, I'm not 100% sure on this, but I was told that Fulton County has membership of 160,000, they are very different because they are a private board so we have been talking a lot within our board and executive committee it's really finding that balance so your local members don't get hurt by an outside influence that may be giving you a lot more, so we are trying to find that balance how can we do the best we can do so a local provider doesn't feel like they are competing with a statewide provider, so those are a lot of questions we have to ask ourselves. We could probably raise 160,000 but then there might be some local folks who might not be really comfortable with that. Along with increasing membership. Maassel-one thing that you do that I like, you give preferential time, treatment to members, which I don't think was always done in the past so that has helped a lot on both ends if you want our help it can't be free anymore. Dahl-the past CIC I think there was a gap there that kinda limped along and had to go back to governments and ask for more because they weren't really comfortable and they would serve everybody but the reality is we are non-profit and you can't just constantly give it away. We don't want to see our income go down because someone saying so and so got this and they are not a member why should I be, we do have a nice chunk of members who are just members they don't ask us for anything, they don't need anything they just want to support the community because they know at some point they may pick up a contract off a new company coming in or it may fill their warehouse. Heard a lot of people say this is the best board the CIC has had in a while. Bialorucki- I seem to remember, I think it was at your first meeting you were hoping that you wouldn't need money from the City because of the huge increase, do you ever see that happening, are we the only City in the county that gives money to the CIC? Dahl-no you're not, Deshler gives, Hamler gives, Holgate gives and Liberty Center gives. That is a great question and that is part of the debate that actually started on Monday when you heard Lindsey share her concerns. We could probably completely offload all government funding and just have you join as members if we went the route of either going private or staying a non-profit and doing more peer-to-peer fundraising outside of the county. So, it becomes a comfort level of there can be a perception whether it is a reality I don't know because we don't have it in our county yet that if your biggest funders are from outside of your county they have the biggest influence so, is your county, city, blah-blah-blah being guided by your members who are paying, it is almost like that political thing, like if I give you a political donation then are you going to do what I want so it becomes that dynamic who do we want in control. Best case scenario is we stay non-profit and we can continue to raise that money and it's not in a manner Lindsey Lucas sits on the Executive Board and she was saying you just need to get out there and say you are in this county and you need to join and here is why and this is how you can benefit to avoid spiraling out to a larger

community it is kinda like a controlling influence. Maassel-the people I have talked to want to keep it the way it is, because you have to have this organization promote the small businesses in Henry County and Napoleon. Baer-I agree with your workforce development and I'm still concerned, I mean I'm really concerned about that area I think that is where the focus needs to be. They are doing another counselor bus trip that went well last year, we have to get that age group too, the people graduating. Dahl-do believe there are a lot of opportunities there but it is very concerning when you look at population trend and you look at workforce trend and you look at the projections of the workforce it is very concerning. Northwest Ohio and Southeast Michigan has some of the highest robotic manufacturing going on and reality is they have to it's not that they are displacing workers they need it to continue to hire other workers so it is a very interesting dynamic will be interesting to see how shapes out in next few years. We are looking at, as you are aware being on the board, we reached out and created a program where NWSCC has been very gracious and awesome partner and they said they are willing to go in, there is a thing called College Credit Plus, so if you go out to NWS and you are going to go to college you can get a certain percentage of money to support college classes so when you actually leave to go to wherever you are already ahead of the game. We met last year with NWS, Henry County Means JobsOhio and we came up with a plan where NWS, Napoleon and I think Patrick Henry all partnered up NWS go into a classroom at the school and they will do a college credit class course that is more manufacturing related, it takes time to get things transitioned into the system. Dahl-Totally understand public administration spent 25 years in government, if you feel larger cut is necessary, CIC can function but the only thing you need to be cognizant of, like we said last year, 80% of our time came to the City of Napoleon, we need to start maybe discussing okay if we need to cut that is fine, but we talked the other day about maybe moving the CRAs over to the City I mean I can free up that time to go out and fundraise so I'm sure there's some kind of dynamic where we can make sure we have the time to go and raise the money we are going to need and then it'll all work out. Maassel-what do the Commissioners do? Dahl-they matched what they did last year. Currently estimated City 19% Commissioners are in low 30's and CIC 43%.

**Five Minute Recess**

Committee took a five-minute recess.

**Engineering/Operations**

**Chad Lulfs**

**Jeff Rathge**

**9:38 am – 12:05 pm**

Mazur there is a lot of salary savings as we have been unable to find an engineer to hire; so we went higher on the contracted services side (100-1700-53310).

**Service Building/Properties and Equipment (100-5130)**

Overall this went up a little, outerwear is in the union contract.

**Service/Streets, Maintenance and Properties (200-5100)**

Overall requests are just about same as last year, projected need with the return \$70,000 to the SCMR fund is the street construction maintenance and repair fund and is generated thru gas tax and motor vehicle license plates on a typical year we will subsidize with general fund money, this year are we going to subsidize? Heath-No. Mazur-we are not going to subsidize through the general fund this year. Heath-or next year. Mazur-unless something happens obviously there are the unknowns, it is difficult to be there but is a good spot to be in. There are have been years we had to subsidize the street fund with the general fund.

Comadoll said salt is \$80/ton right now? Mazur responded actually right now it is over \$100/ton. Rathge added our price with the ODOT contract is \$71.47/ton. Maassel asked is this a street striping year? Lulfs answered yea, street striping is done in the odd years, there is \$110,000 in the budget.

**Travel and Training (200-5100-52000)**

Mazur-we have a contract with AMP to come in and do safety training for Electric and Operations Departments. Rathge commented AMP supplies us with contact time that is good for our licenses and certifications that we carry with the state, we get safety time but can only apply half, it is still time AMP is supplying us.

**Service Fees-Professional (200-5100-53300)**

some concrete grinding is here the majority of the cost is in sanitary.

Lulfs added we used a fair amount on Industrial Drive, stone is cheap, hauling is not. Baer asked is there still a light to be put up on Industrial Drive. Lulfs responded the signal pole showed up last week and the base that bolts to the concrete was 45 degrees off so the arm was in the wrong direction. They are to be fixing that.

Comadoll asked if the gas company is going to fix the hole they did over on Haley when they put a gas line up the alley? Lulfs will get with them.

Heath asked if the additional request is going to be addressed. Mazur stated there is a request to put in an extra person in the Street Department. Lulfs said there are two employees in streets and two employees in sanitary, would be nice to have a third body. Mazur commented this is a request by the department, I do not recommend putting in this year, would require a subsidy.

**Service/Streets Maintenance and Properties (203-5100 and 204-5100)**

203-5100-53630 this is where the street striping is. Rathge noted the ODOT contract is in the 204 account, instead of us making our own brine we now buy it off the state contract.

**Engineering CIP (400-1700)**

Lulfs said he put in a laptop computer with a docking station-\$5,000.

Sewer Camera-\$14,000. Mazur noted this could be cut though he feels it could pay for itself overtime.

**Machinery and Equipment (400-5100-57000)**

Dump truck, plow and salt spreader-\$170,000, the current plow is worn out.

Maassel asked if the old one had any value. Rathge replied a new floor had to be put in it this summer.

**Tree Budget (400-5100-57200)**-has been at the same level (\$60,000) for a while.

**Sidewalk/Curb Program (400-5100-57400)**

This program is for someone who voluntarily replaces the sidewalk in front of their home, if the Code Officer tells them their sidewalk and curb have to be replaced the program cannot be used.

**Street Improvements (400-5100-57500)**

Raymond Street - with the new senior housing going in, now is the time to do this street, it is a fairly narrow street. Only one sidewalk will be put in, this will be coordinated with the developer.

Haase asked about Trail Drive. Lulfs replied, depending on the numbers, would like to put on the list for next year to widen Trail Drive. Mazur-one concern with starting Trail Drive, there is a new business opening up and would be a disruption for them. Lulfs said Trail Drive could go another couple years. Maassel

confirmed, Raymond and Haley for sure? Lulfs responded, unless Council says “no” Raymond will be done.

North Perry Street Improvements was cut by the City Manager.

Multi-Use Path Design-the City received a grant for portions of Jahns Road through the park and possibly up to Perry Street, 2019 is the design phase with construction probably being an ODOT Fiscal Year 2022 project, ODNR money can be used for design, ODOT money can only be used for construction.

Maassel asked if there is a list of streets for annual resurfacing. Lulfs said when an amount is decided what can be accommodated for the project, we will see what streets can be done and bring the list back to Council. Maassel inquired about Phase 3 of Park Street, Lulfs replied that is a LTCP project and is included in the budget under sewer.

#### **Water Distribution (510–6210)**

Comadoll stated he learned something new about water breaks, if you go below twenty pounds have to give notice to the customer and there is a new filter system to be put on. Mazur-EPA required. Lulfs-we have to let the EPA know when we go below twenty pounds. Rathge-we go door-to-door with notices, the new rule just started October 1<sup>st</sup>. Mazur-it is a what if scenario, instead of boil advisory we are required to hand out water filters as a precaution.

Perry Street River Bridge –this year one-half of the hanger was replaced on that line, the second half is in the 2019 budget.

Meters-are being replaced to convert to Advanced Metering Infrastructure (AMIs) that is more robust and customer friendly; however, there is ongoing expense.

#### **Industrial Drive River Bridge Waterline (511-6210-57700) \$400,000**

Lulfs-in my opinion, we have to do this. Mazur-there is a flow issue where the waterline runs in front of Campbells to the houses that are on the river that we service. If we get this line across the bridge there will be a 600’ section of line that we will have to put in to connect to the other side that is in the county. I have a call into Nick Rettig at Henry County Water and Sewer District to setup a meeting and have not heard back, we will need participation on their end to make the connection, that is a very important, especially if there is any industrial customers in that vicinity that would want to use our flow of the water. Lulfs-currently there is not sufficient fire flow to much of anything out there. The hydrant on the ends flows 238 or 250 gallons a minute, the neighbors can tell when someone is doing laundry I have had them call and complain, because it is a long dead-end line it is insufficient. As part of the state-county bridge project, to tie onto the waterline on Riverview Avenue then go across the river under the bridge, get it to 110 and from that point to the end of our line the estimated cost is \$400,000. I would like to get ours in first, that way when they do the bridge and get across they can just connect it. I do not want to put a brand new waterline across the river and not have water go through it, water that doesn’t move freezes. Maassel asked do both waters flow in the same direction, how do you get the flows to move. Lulfs-the loop will change the entire dynamic some will get reversed the flow is continuously moving depending on where the demand is. Mazur-it is very important that we get some agreement with Henry County Sewer Water District on this line going in. Lulfs-half of that bridge is in the county, the houses we serve out there are not within the City, it is my understanding we have to have permission to put this line in on 110.

#### **Sanitary Sewer Improvements (520-6311-57800)**

Clean Water Removal Assistance Program (CWRAP) was put in place to separate storm and sanitary sewers, it is the homeowner's responsibility, the City will pay for 2/3 of the work up to a maximum cost of \$2,500. It's a way to help the homeowners offset some of the costs and keeps storm water out of our wastewater plant.

**Park Place Phase 3** (521-6310-57900) -total estimated project cost \$1,340,000. This is a is LTCP project, we have the Issue II grant of \$325,000 in place, we are working with MVPO on another possible grant source.

**Lynne Avenue Improvements** (521-6310-57800) - \$70,000 for design east and west of Glenwood, looking to do construction in 2020. Maassel asked if this would be a total rebuild? Lulfs replied yes. Maassel commented, the East side of Lynne will have to be opened up, Lulfs responded, it will get a cul-de-sac, it will be a tight fit and probably won't be to City standards, but I don't have access to Clairmont there is an easement there, it is just for utilities.

**Meekison Avenue Improvements** (521-6310-57800) - \$20,000 for design/update plans. The sanitary sewer on Third Street needs to be rerouted, the line runs down Third Street and goes under the old grocery store plus there is a manhole in the floor of that building. Our plan is to reroute the line down Meekison to the east to Appian, tie into the new sewer put in on Appian and head out to 110, the storm sewer and waterline have already been put in, the sanitary sewer and street needs to be done. Meekison Street is only 19' wide, standard streets are 29' we will not be popular but that street needs to be widened. Everything will be within the City right-of-way, I understand a lot of times there is disconnect between the public's understanding of what the right-of-way is and what their front yard is, we will do the best we can but people will be impacted if we make the street 10' wider. If we are able to get the street 29' wide, parking can go back on.

**DeRome Drive Improvements** is on radar.

**VanHynning Pump Station Replacement** (521-6310-57800) – there was \$100,000 in the 2018 budget, after doing the scope of services, we realized there is more to this project than we thought. Currently, we are negotiating the design contract and there is not enough for the design work. Environmental is turning out be a much bigger deal than originally thought, need to save the bats; appraisals will be required for potential land acquisitions, asking to add another \$50,000.

**Williams Pump Station Replacement** (521-6310-57800) - \$1.5 million will be funded through DEFA. The project was to start this past summer; but, we are still having issues with land acquisition easements. Haase asked why this is considered a wetland, originally it was a clay field. Lulfs-essentially it is a man-made wetland, fortunately it is not an isolated wetland.

**Sanitation (Collection & Disposal) Machinery and Equipment** (560-6400-57000)  
New Garbage Truck for regular refuse - \$180,000

Maassel asked how old is the truck you would be replacing? Rathge replied the backup truck is a 2003 we have put the second floor in it already and the pump is about shot. Lulfs-the one on the street will become our backup and we would get rid of the backup truck.

Comadoll requested discussion on the New Garbage Truck and to look at privatizing refuse pickup be referred to the Water and Sewer Committee.

**New Garbage Truck  
Privatizing Refuse Pickup  
Water/Sewer Comm.**

**Additional Request**

**Additional Request for Full-Time MSWII Position for Garbage Truck**

when CCNO guys don't show up, we need someone there to do the work. Mazur- if an additional person is hired, are we eliminating CCNO? Comadoll- how are you going to eliminate CCNO with all the projects? Lulfs-the State is taking most of the CCNO guys. Rathge-we have not had CCNO guys on cleanup for two or three years now, we cannot get enough to run refuse route, have to pull someone from another department. Mazur-I see this as a non-monetary value in removing CCNO from the refuse truck.

**Seasonal Cleanup (560-6410)**

Rathge-this year was up a couple thousand dollars, man hours and weight was up a little, we have projected \$62,200.

**Sanitation/Recycling (560-6420)**

The recycling policy was changed we are no longer accepting glass, recycling came down and garbage went up.

**Lunch Break**

**12:05pm – 12:49pm**

**Henry County Chamber**

**Joel Miller**

**12:49 pm – 1:12 pm**

Miller showed some of the different brochures and booklets that are put out for tourists and in the newcomer packets. Antiques and boutique shops are one of our biggest draws. The planters were moved to the downtown, Napoleon Alive wants to do hanging planters and we will buy those. Siclair said it would be nice to have flowers on the big fence in our parking lot. Mazur-we can do that through the Parks Department. Miller-Mike Willhite is awesome, he works magic with the plants. Christmas lights at Ritter and in the downtown we help maintain and purchase new ones. We want to beautify the areas in the City so when people come here they see how nice Napoleon is, to make it so people want to come back. The Chamber does admin duties for the Fall Festival, River City Rodders car shows. Our events bring people in so we put a strong amount of money into sponsoring events. When you look at our budget, the lodging tax money depends on who comes in to stay in our hotels. Maassel-someone asked me if the lodge tax dollars can be used towards the new pool since it is a promotion. Miller-it would have to be related to visitor's bureau or a tourism related organization we could help with the advertising/promotion the state would frown on capital outlay. The former Best Western at Fuel King is transitioning over to a Holiday Inn. In addition to Ribfest, we are considering having a second large event next year in late September or early October possibly a food truck fest.

**Law Department**

**100-1400**

**Billy Harmon**

**1:13 pm - 1:23 pm**

Everything is similar to previous years. There is one bump up under investigation I have asked the PD on OVI cases when there is a refusal to do a follow up with a warrant for a blood draw, the county refuses to follow my guidance on OVI cases and blood draws can get expensive.

400-1400-57000 – there are some very old printers that need replaced.

**Parks and Recreation**

**Tony Cotter**

**1:25 pm – 2:22 pm**

**Cemetery Operations – (100-4700)**

Our cemetery department has one full-time and two permanent part-time employees, they rely on CCNO workers though they are not very reliable. One of the bigger expenses is indigent burials at \$950 each, there was one this year.

**Additional Request  
Cemetery Monument  
Repairs, Maintenance**

**Parks/Administration (220-4100)**

Cedar Point tickets – that program is no longer available.

Maassel asked, bottom line what is the revenue? Cotter – it will be down with the income tax levy being down by \$30,000-\$40,000. The Golf Course Revenue is up by \$5,000 and the swimming pool is down. Beer sales is a good addition to our operation.

**Recreation/Golf Operating – (220-4200)**

Canopy for golf outings \$1,000 - did not get purchased this year, we will keep it in the budget for 2019.

Golf Carts - \$12,000

Cart Path Improvements - \$5,000. Bialorucki asked if this would be enough? Cotter-\$10,000 would be better.

Clubhouse Porch Extension - \$12,500 – this would extend the porch at the clubhouse so after golf outings we would have an area for the golfers to stay an opportunity to enhance revenue. Comadoll suggested holding off on the clubhouse for another year.

**Recreation/Pool Operating – (220-4300)**

The pool is what it is, do not anticipate any additional cost other than utilities for additional water loss, we will not know how the pool survived winter until March or April when we go in there.

Pump House Catwalk Replacement – \$9,000

the pool has a large filtration pit to service the pump and valves, the catwalk is steel framing that is all rusted and needs to be replaced. If we don't build something new, this will need to be fixed for safety reasons.

Comadoll asked what emergency repairs did Tom have to do? Cotter- the circulation pump quit.

**Recreation/Parks and Programs – (220-4400)**

I was informed by our fireworks contractor he will be raising costs 10%, he buys the fireworks from China is the reason for the increase.

The dog park is going well we have over 100 members.

Mazur-\$3,000 was added for disc golf at Oakwood Park. Disc golf and pickle ball are two of the fastest growing programs and are low maintenance. I have been asked by a few people if we are going to start a disc golf course.

Bialorucki asked what about having sponsors to help with the cost of fireworks?

Swimming Pool – a decision will have to be made soon.

Leak Detections and Repair-\$10,000. Emergency funding source if operate in 2019.

Pool Reserve Fund – \$25,000 we will continue to save for renovations like there is no levy. Baer – we are taking some money out of this fund for design of the new pool. Cotter-right.

**Machinery and Equipment (400-4400)**

Pickup Truck for Maintenance Foreman \$28,500. (Cut by City Manager) Cotter- We can manage without truck this year but you will see it next year.

**Cemetery CIP (400-4700) – \$10,000 zero turn smaller mower, replace yearly and roll one of the mowers down to the parks.**

Mazur- I added \$8,000 to cemeteries as a maintenance item, there are maintenance and upkeep items at Glenwood Cemetery, the monument on the mound is starting to show its age, it is the City's duty to take care of these.

Bialorucki-is this the year to start it when asking everyone to cut. Maassel-add this to the Additional Request list.

**2:23 pm 5 Minute Recess**

Committee recessed for a five minutes.

**IT**

**Dustin Tewksbury**

**Justin Mullins**

**100-1600**

**2:30 pm – 2:58 pm**

Personnel wise we have two full-time employees.

2018 highlights: installed new door system, security groups for each department, moved from IceWarp to 365, hired Justin, beginning to assess IT structure, things working well not what we want, everything looks good.

Mazur-one of next year's goal is to set up a disaster/recovery plan, we don't have anything in place right now. Will need new servers, all our warranties with current stuff has expired and the companies do not renew service contracts. The server room is not temperature regulated. Capital side web design right now our website is not user friendly, these are aggressive but doable goals there are other networking things city wide, communication items and fiber optic communications that are important.

Now that the NCTV contract will be dissolved with the school, need to appropriate NCTV funds over to MIS to be part of operating budget, the cost to put in the new camera was \$4,500. Bialorucki-where will the rest of NCTV money go? Mazur-into the fund balance. Other costs to have the council meetings on social media include: Archive Social \$1,200/year takes care of all social media retention schedule, \$2,000/year for maintenance or converter software, you tube is free. It was discussed and decided for now just Council meetings will be taped.

Phone system—we will be getting everything ready to purchase phones and deploy them, the current monthly bill is around \$3,800 with the new phone system that should go down to \$2,000/month.

CIP (400-1600) looking at initial purchases for outdated equipment.

Web design will be contracted out with Concrete5.

Bialorucki-we have not heard anything yet about the City moving from this building, do you see that happening anytime soon and if it was to happen how many years before that would happen. Mazur-Five years. Bialorucki-it's like the pool that may be torn out, let's not spend a lot of money if we could be moving. Mazur-my goal would be to get everybody in position to move the City Building off of the riverfront. We had a setback this year with the Master Plan not getting done plus we have the income tax refund to make.

**Mayor**

**100-1200**

**2:58 pm - 3:04 pm**

Travel/Training – Mazur I will refer to a Bisher comment *you can't use money to lobby but you can have a figure to lobby for the City*, even if it is just a trip to Columbus.

Maassel-a lot is used at the APPA Conference to help us lobby for our local issues. There is an additional request for nicer folders when I present Proclamations.

**City Manager**

**100-1300**

**3:05 pm – 3:14 pm**

Personnel Side is up because the new person we hired is on our insurance.

We get a lot of things from ICMA and OCMA I have not attended conferences but both Police and Fire do use webinar type trainings. CodePal is outdated software that was used by building and has been eliminated. Stephanie is great with customer service, handles zoning permits, registrations for Parks, she does a lot of data entry, scanning for engineering. I cut out the Facility Management System, I did put in \$12,500 for grant application fund as sometimes grants just pop up. The downtown revitalization grant and neighborhood revitalization grant we went thru MVPO, Holgate hired Poggemeyer and received funding, we did not.

**Wastewater Treatment**  
**520-6300**  
**Dave Pike**  
**3:14 pm – 3:48 pm**

Overall was a pretty good year, we did not have any violations. Last year there was a request for digester cleaning, that did not happen due to primary digester issue we had, reverted back to fund balance and put in request for 2019 budget. NPDES Permit renewal has to be sent in by the end of this year, expires in June. Money had to be transferred out of 520-6300-53610 to pay for digester repair and mixer cover. Mazur-\$4,200 was budgeted and \$17,000 was spent. A geo bag was put out to help elevate the solids issue at the WWTP. Pike-if we do not meet 38% reduction requirement on normal sludge will have to go to the landfill. Mazur-everything is aging and needs repairs. The pumps were cut will need to do at some time, we may be able to roll into the rehab project. Did add level sensor for sludge pressure. Pike-that is more of a safety issue so the guys don't have to climb down the ladder into tank. Mazur-Item No. 11 engineering for primary digester repairs, digester rehab is part of Phase 1 of WWTP Rehab, would like to see if can be done, this is a must do. The repair of the actual digester is in here the big question is if we can get it into the current DEFA application or will we have to wait until the next application in March, the design will not be done until then. Hope to apply in March to cash flow rather than debt out. Phase I is head works cost estimated at \$4-\$4.5 million dollars, is a need not a want. Phase 2 and Phase 3 are big unknowns and do not want to put in yet. Maassel-is there a projected payout for Kent? Pike-he doesn't have an idea, he said if he's here in January he will be here all year. He has 8-year old grandchild he has custody of think is part of that. Maassel-are you still ground applying on fields? Pike-as long as we can we will, it is the cheapest option, landfilling is expensive. November 15<sup>th</sup> is cutoff until mid-March. Mazur-bio-solids management at some point we will not be able to land apply anymore they go after point sources, wastewater treatment plants are a point source, if the farmers don't want to take it anymore we will have to start taking to the landfill, that would be a pretty significant expense. There is a way to manage those solids offsite on our own, you would combine them with composting material, any kind of solids from water plant that can be turned over and used. Pike-as far as solids management City is on verge of having to landfill it, we may want to look at alternatives. Mazur-we pay \$8,000 to have someone haul away our leaves, if we had a facility where we could windrow and compost the leaves and blend bio-solids with other materials we could generate 1,000-2,000 lbs. of material that could be used and/or sold.

**3:50 pm 5 Minute Recess**

Committee took a five minute break.

**Water Treatment**  
**510-6200**  
**Jeff Weis**  
**3:57 pm – 4:48 pm**

Mazur-there have been some big changes at the Water Treatment Plant and there are many unknowns. This is Jeff Weis, he is currently the Acting Superintendent, the WTP is short staffed, we are trying to hire people. Weis- in 2018 we had a ginormous accomplishment, through the entire project we continued to make water and stayed compliant through the whole process and now we have a nice pretty water tower. A line item was added for Intake and MIEX buildings (510-6200-53113), currently WTP does not pay for sewer. Comadoll-why did that never happen? Heath-do not know why did not get charged. Mazur-too drastic of a hit to put all of the WTP on right now we have to plan and budget that amount in, we do not have firm number.

**Sludge Lagoon Cleaning (510-6200-53300)** – 70%-85% lime sludge in three lagoons, not able to get quick removal with alum on top need permission from EPA to land apply and can only do until November 1<sup>st</sup> working on cheapest solution. Maassel-next time lagoons get cleaned is that the end of them? Weis-that is the hope. Mazur-solution to re-use lagoons still would require maintenance of lagoons, looking at cleaning one lagoon until we get a more permanent issue. Asset Management Planning cut, will follow thru with restructuring. Weis-I have done a lot by myself because of the EPA requirements. Mazur-the WWTP has a good succession plan, good operators, it is a better place to work at. WTP cannot get away with as much, at the WWTP if something goes wrong it spills into river, things cannot go wrong at the WTP.

**Contract Maintenance-Buildings (510-6200-53610)** we are finding out running the plant is easier to do with a service agreement with Koesters, you can call them to have them come up with a solution, there are a lot of unknowns, they have been great helping at any time of the day or night. We are taking security measures, tagging valves to prevent something being sent through that should not be, could cost \$125,000 vs. having someone from Koesters come here for \$8,000 feel in couple of years can move away from that kind of expense, my recommendation to have money for them to be onsite. Maassel-an insurance policy. Weis-I want our guys to know how to do it.

**CIP (510-6200-57000-57200)**

Mazur-I cut the mower. Weis-pigging of Wauseon line needs to be done every other year and at least once every five years, we dig down and pull the pig out, the pig pulls debris off the internal line, if the pig gets stuck we have to find it, dig it up and pull it out. It is overdue, would be afraid not to do it. Mazur-in few years our contract with Wauseon will end. Weis-Damaged floors from contractors coming in and out all summer long

4:34 pm  
Baer and Maassel Left

Mazur-I do not have the unencumbered balance for WTP yet. Weis-Additional Request- Scott added a position. Mazur-was cut, we do not need to move forward with this yet until the superintendent position is filled, we need to build a better culture at the WTP. The proposal is for a Superintendent, Chief Operator, Supervisor and three operators. Operation at the Wastewater Treatment Plant is an easier process and only has one shift. At the Water Treatment Plant, they work staggered shifts and the complexity and responsibilities are vastly different. Weis-day starts at 5:00 am to 5:00 pm plus there is a minimum of eight hours on weekends. Heath-overtime is not budgeted. Mazur explained it is a staggered shift they work. One last note on the WTP and WWTP, WTP gets raw end of the deal on a lot of things and is why we believe there is such a high turnover. Weis-I have been here seven years and have trained five or six people and I have been a part of eight or nine transitioning. Mazur-the turnover rate at the WTP is higher than any other department, we hope to be able to turn a new page. Weis-a lot of people do not realize



**FINANCE AND BUDGET COMMITTEE  
SPECIAL MEETING MINUTES**

*Saturday, November 10, 2018 at 8:00 am*

**PRESENT**

Committee Members  
Councilmembers

Mayor  
City Manager  
Finance Director  
Assistant Finance Director  
Records Clerk/Recorder  
City Staff

Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Jason Maassel  
Joseph D. Bialorucki-Council President, Daniel L. Baer-Council President Pro-Tem,  
Travis Sheaffer, Jeff Comadoll, Jeff Mires, Lori Sicclair, Ken Haase  
Jason P. Maassel  
Joel L. Mazur  
Gregory J. Heath  
Christine Peddicord  
Roxanne Dietrich  
Dennie Clapp, Electric Dist. Superintendent  
Clayton O'Brien, Fire Chief  
David Mack, Chief of Police

**ABSENT**

**Call to Order**

Chairman Bialorucki called the Special Finance and Budget Committee meeting to order at 8:00 am.

**General Government  
100-1900  
8:00 am – 8:18 am**

Mazur started with the 100-1900 General Government. Maassel said the Senior Center is not us anymore, right? Mazur-that is correct, we may be able to zero that out, I will check.  
Street Lights/LED conversion is about 60% complete, the impact is about \$20,000 a year, when the project is completed you should see a yearly savings of about \$35,000-\$40,000. The new LED lights have a ten-year warranty the payback is about five years. Bialorucki commented that Clairmont to Woodlawn is really dark and some of the sidewalks are in need of repair is not good.  
Travis arrived at 8:07 am  
Maassel asked if the fireworks number had the updated cost. Mazur-it does not.

**Electric Department  
500-6110  
Dennie Clapp  
8:19 am – 9:37 am**

Mazur-we completed the sale of the Northside Substation at over one million dollars, that is back in our reserve fund, we just finalized Amendment No. 1 to Napoleon Solar Field Contract Phase 1 with AMP, now we can pay down the remainder of debt estimated at \$1.8 million, this will help reduce rates a bit, the reserve account is around \$5.5 million, some large capital projects: replacement of substation transformers at a cost of \$1-\$2 million dollars for each, they are working but are old, they have been well maintained. Clapp-with growth in City need to get transformers changed out, we have to make sure the transformers can handle switching out one at a time without putting anyone out of power when we are doing maintenance. With the new bridge going in we have transmission and two-12.47 underbuilds and multiple fiber optic cables that are right in the center of the round-a-bout, we hired a consultant engineer. I talked to Tim Schumm he said they will reimburse us for the initial \$5,000 requested to get going. The State came to us with the plans and told us this needs to be moved. We do not have the equipment to move big transmission poles they all have to be moved to the North along the railroad property and go 1,000' each way from the intersection. The work will be contracted out and the county is to

pay for it. Maassel-all costs are taken on by the bridge project, the county is paying for all? Clapp-yea, I have to have preliminary numbers in by next week so they can submit them. The County has a grant for construction the rest will have to be paid out of their bridge fund to move all those utilities.

Mazur-our Electric Department got awards at the AMP Conference; Greg Kuhlman received the Hard Hat Safety Award. Clapp-and the department received a safety award for having a year with no incidents, though we did have one little incident where a guy had a secondary flash burn on his face.

AMP and APPA Conference, Workshops.

Bialorucki-who would be interested in going to any of the conferences. I would like to go to the Legislative Rally, trying to save some money, when we wait to the last minute to buy plane tickets they are more expensive. Sheaffer I will go I am the OMEA Rep, I drive to DC, I do not plan on going to the summer one.

Mazur-the Legislative Rally is in late February and APPA is in June this year it will be in Austin, TX. Sheaffer-the Legislative Rally depends on numbers. Mazur-we can use the numbers when meet with our legislators. Mazur-there is the AMP Conference in late September too, 2020 will be an important year as both our AMP Board and OMEA seat will be up. They are thinking about doing a Legislative Rally kind of thing at the Statehouse next year, especially with the kWh tax under attack and there is a lame duck session. Baer is interested in the AMP conference in September and Siclair in the L&R in February.

Bialorucki asked why are your phones costs are so high? Clapp-we pay for cell phones for myself, Greg Kuhlman, Mike Dietrich and substation person and any long distance calls I make at my office when I don't want to use my cell phone, the North side sub had a phone line we canceled that last week. Bialorucki asked Clapp to take a look at this. Maassel noted the 2016 number was more realistic. Clapp-when Todd went to Orlando, Florida he used hot spot to keep track of things. Sheaffer suggested looking at a Verizon jet pack to keep at the office for when extra data is needed.

**AMPGS (500.6100.53300) - \$30,760** is for special services stranded costs, if they sell the land we will have to pay it off at some point.

Bialorucki asked what is the \$8,000 is for? Clapp-there is a lot of maintenance on the doors coming into the garage, they are going up and down all day long.

Mazur-we added \$3,300 to 500.6110.54200 to figure out a way to convert a couple of street lights to smart street lights to monitor traffic, they are very high tech, they have cameras too but I'm not sold on that, do see a value in the traffic counter to monitor traffic flow. Clapp-a bigger cost would be communication from light to cable fiber. Off of Road Z we are having problems with the buried underground line. Transformer costs have shot up dramatically think that could be due to all the storms there have been – cost difference is \$10,000. Overhead utilities are constant maintenance, with the oncome of electric vehicles have to upgrade the line size on overheads. Greg still has to figure out the kWh tax.

Comadoll asked what is going on with lights at Industrial and Independence?

Mazur-the one they brought in was built wrong, have to fabricate a new one.

Clapp-Cabinet at Riverview and Perry \$25,000 (500-6110-57300), the one at Snyder's has the original pad and the whole pad is cracked, it needs to be dug out, the cabinet fixed, a new pad poured and wire transferred into new pad.

**Purchased Power (500-6111-53100)** Greg does not have number from AMP, \$11,871,000 year-to-date. Heath-probably closer to \$15 million to be safe, that number gets passed down to customers.

9:38 am Recess

Fire Department  
Chief O'Brien

100-2200

9:45 am – 10:42 am

**CIP 503-6110-57000**

Line Truck Replacement #56-\$300,000. The current truck does not have enough guts. Maassel asked if this the oldest truck you have on the line. Clapp-believe so. Maassel-does this number include all costs? Clapp-it includes everything, my guys like the truck Bryan has.

EV Charging Station-\$14,700. Bialorucki-what's the benefit to the City by putting a charging station in? Mazur-it gives us location. Sheaffer-what connectors would you put on? Mazur-this amount would allow us to have two, it's an opportunity for people who come here and provides us education on technology. Every auto maker is converting over to electric vehicles. There is a business owner on Scott Street who wants to put in a charging station.

The committee broke for a five minute recess.

**Continuing Education** (100-2200-52000) have to do fire training each year. **Communications Equipment and Maintenance** (100-2200-53200) last year only spent \$7,500 on radios, knew we were going to get new ones, this account is usually used more for maintenance of items. **Professional Services** (100-2200-53300) all firefighters have to have a full 1582 physical and that does cost a little more. Bialorucki-is there any way we can to combine the physicals with the health care we are encouraging? O'Brien-this year they are allowing us to use the physicals so they don't have to go to their family physician for another physical; but, with the new one that will not be the case. Mazur-main reason is they want employees to develop a relationship with their family doctor. Bialorucki-bloodwork is done by their family doctor the results are not going to change because they go to another place to have the tests done. O'Brien-actually we have a trailer that comes here they don't go to their family doctor, the cost of the physical has been around \$300 and I checked locally, the 1582 physical would cost \$1,000-\$1,500. Mazur-can the wellness physical count for Fire? O'Brien-the wellness does not cover everything that is included in the 1582, I can ask Lanie. Will depend if family doctors can perform all the tests. Mazur-we have the Accuvate Clinic opening up at the old Buckeye Launderers. O'Brien-I have been trying to get them for years, they don't have every single medication but they have a lot, I suggested Morgan look into this two-three years ago. Comadoll-no major purchase? O'Brien-no, next year the turnout gear will be ten years old and expires, we plan on applying for a grant, AFG is not willing to fund turnout gear that is ten years old it has to be 14 or 15 years old, we have a lot of old turnout gear in the back. The training facility is used quite a bit we have not did any major burns.

**210-2200 EMS Transport**

Professional Services - AccuMed \$27,000, they are our billing company we have to pay 6% on anything we get, were paying 6.5% with Med3000, the higher number means we are collecting more. The Medical Director went up a little but we are getting more out of him.

EMS Operating Supplies – a list is put together and we keep track of every single item, we put out to different vendors to get a quote for the year, we buy everything at the beginning of year it saves on shipping plus buying in bulk gets you a better price. We do use lot of narcon but we do not pay for it because of

our partnership with Henry County Health Dept. The Health Department received grants and we are able to use them, that helped us and the PD.

242-2200 Fire Equipment Fund

Active shooter equipment, water rescue equipment, stuff do would not use much but would need if we were to have an incident.

Maassel asked, you are not going to replace the ladder truck? O'Brien - 805 is a 1996, we replaced Engine 805 four years later, if we were to replace the ladder truck we'd be looking at \$3 million, can consolidate for a cost of \$1.5 million, why maintaining all this apparatus when relying on so much mutual aid. Would be first truck to go out would have engine and ladder truck on the scene. Rossford has a quint, I was sold on it after attending the Fire Chief's conference, they have a 105' to 107' Pierce Ascender on single axle only thing we lost is amount of water, NPA just came out tires have to be replaced after seven years, all-in-all better to have just one truck to maintain. 2022 medic units \$120,000 have two Braun ambulances are getting little tattered hope to make it until 2022. Turnout Gear \$150,000 for next year AFG grant is 10% match, way more liability than a seven-year old tire.

Mazur-last year we proposed \$90,000 for the fire equipment fund, this year \$95,000 will be put in, will keep adding \$5,000 each year to keep building propose lease purchase of Quint by 2027 at a level.

Something to keep in mind, hiring Part-time Firefighters and having a part-time Fire Department is becoming a thing of the past, time commitments from home and work life, employers are not allowing people to leave to respond to incidents, we did propose changes to the part-time fire scale eliminating the probationary to attract more part-timers, we have less and less part-timers on staff and they are not responding to calls. One individual has only responded to eight calls this year and lives very close and works in town. We pay for turnout gear, education and set minimum to make the commitment. O'Brien stated during day most of the time we have enough staffing, I have drafted a policy that part-timers that sign up need to be more involved at night, one person makes a world of difference. All members are required to meet 75% of training and now they will be required to make 75% of on calls. Critical safety service part of the organization, at night time the guys have to sit and wait hoping someone will show up. Comadoll said we are relying on Ridgeville quite a bit. O'Brien replied they have employers that will let them leave without using vacation, they have a lot of community support over there. We are working with Four County to have a firefighter tested at Level 1, testing at Level 2 is setting high schoolers up for failure, those are the individuals we want to hire whether they are local or not.

Maassel asked when you get a new part-time are you keeping them? O'Brien, we are not, we are trying to get the word out if want to be full-time you have to start at part-time, the pay scale was hurting us, with that changing hope to keep them longer. If to move to additional full time and not require EMT can have Fire 1 before EMT.

Chief O'Brien-I really appreciate the support from Council and the City.

Maassel stated the man-unit is good dollars spent.

53200 Service Contract Communication - anticipate cost \$1,720 for about 43 radios, we may keep one MARCS radio/license.

53210 CMI Software is up a bit, we bought CAD software licensing for Dispatch and increased software support at Dustin's recommendation. Steve Campbell

**Police Department**  
**Chief Mack**  
**100-2100**  
**10:46 am – 12:12 pm**

and Associates is the company's new name they record everything the City does. Lexipol is finally up and running, we have over 90% exposure rate, our line of work changes drastically. The National Testing Network (NTN) worked well for us, we will have hiring to do next year.

Baer said, where is your department staffing level at with the gentleman you have ready to retire? Mack-we've tried to manage the overtime, we've been short on dispatch for some time, patrol staff been down since June 1<sup>st</sup> Mike Foreman has announced he will retire on December 22, 2018, it takes two to three months to replace an officer and then there is 12 weeks of training. Comadoll asked about bringing Schultheis back to help. Mack replied what we run into is contract and seniority issues, Kevin was moved a lot in that six months and had a lot of eight-hour turn-around shifts, said he was not interested in doing again, he is a team player.

54800 Supplies-Uniforms. In prior years a flat number was put into this account, with the last contract negotiation, the numbers were adjusted to an additional \$3,800 for officers and dispatchers and another \$1,200 for the two detectives. We have really increased our presence in the community, doing more public relations.

Additional Requests-are low cost request with a very high impact.

**Additional Request  
School Resource Officer**

All schools around us want to start having a school resource officer, NAS would contribute 75% of total wages and initial cost of equipment. Maassel asked if we would have to hire school resource officer? Mack-we would need an additional officer, currently we have criminal complaints two to three times a week at the school, during the summer time, we would use the officer for summer safety instead of using our road guy and would also be utilized to help reduce overtime. I will need to talk to the Sheriff, he could possibly take over the DARE program, the ADAMHS board helps fund the DARE officer. We also have to pay overtime for football and basketball games, this person could be used for these too. Baer-would be very beneficial I am an advocate. Mack-we are still in negotiations with the school, it's a hiring thing for next school year. Bialorucki another positive goal could be to encourage kids to go into police work. Mack-OPOTA is concerned with the gap from high school into police work, social media is not helping us, we are seeing reduction of people coming into the force.

**Additional Request  
Create Sergeant Position**

Second Additional Request would be a Promotion/Creation of New Position. Want to restructure our department, since 1995 there has been talk about transitioning a Lieutenant to a Sergeant, by promoting believe this will help solve the command control. I recently lost a patrolman from not having anywhere to go. Goal would be to help me manage and get road guys back on the road. Sheaffer asked if this would be a union position. Mack replied as of today no. Mazur stated the union will grieve it. The person would be like a crew leader, but would still work. Mach-our call volume in 2015 was 1,130 as of date, we are at 1,304 we are not asking for extra body, would be taking a union position and making it a non-union position.

**Code Enforcement  
100-2101**

Code Enforcement 100-2101  
Last year Kevin Schultheis was hired as the Code Enforcement Officer. As of November 1, 2018 he received 314 calls and filed 90-100 charges with a 70% compliance rate, many are repeat offenders. Comadoll said the second house from Haley on Strong is going on the third year. Mazur stated I think that house was shown on the Master Plan presentation,



**Adjournment**

The Finance and Budget Committee meeting was adjourned at 12:17 pm.

**Approved:**

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Joseph D. Bialorucki, Chair

DRAFT

*City of Napoleon, Ohio*  
**FINANCE AND BUDGET COMMITTEE**  
in Joint Session with  
**CITY COUNCIL**

**SPECIAL MEETING MINUTES**

*Monday, November 26, 2018 at 6:00 pm*

**PRESENT**

Committee Members  
Councilmembers

Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Jason Maassel  
Joseph D. Bialorucki-Council President, Daniel L. Baer-Council President Pro-Tem,  
Travis Sheaffer (arrived at 6:05 pm), Jeff Comadoll, Jeff Mires, Lori Sicclair, Ken  
Haase

Mayor  
City Manager  
Acting City Manager  
Law Director  
Finance Director  
Records Clerk/Recorder  
City Staff

Jason P. Maassel  
Joel L. Mazur (via teleconference)  
Chad E. Lulfs, P.E., P.S.  
Billy D. Harmon  
Gregory J. Heath  
Roxanne Dietrich  
David Mack-Chief of Police  
Newsmedia, Dr. Rachel Bostelman

**ABSENT**

**Call to Order**

Council President Bialorucki called the Special City Council meeting to order at 6:00 pm

**Review of the 2019  
Budget (with Finance and  
Budget Committee)  
Heath**

Heath said the final legislation for the fourth quarter budget adjustments will need to be passed on or before the end of the year, I assume you will have normal meetings next month, either a temporary or final appropriation ordinance needs to be passed prior to the end of the year and if you bring the ordinance for the income tax transfer that will take care of that issue. Some other comments, a few funds are not balanced and I made some adjustments to get them back in the black, normally I do not recommend a temporary budget; but, a temporary budget will give your new person until March 31<sup>st</sup> to have an opportunity to look at the budget before it is finalized, it might mean cuts in certain areas for certification of funds. This Council and prior Councils have chosen to reduce balances which is fine, it is a legal thing to do, but they are starting to run out which is another reason to wait until the end of the year when you know what the actual balances are, I suggest you pass a temporary budget and the final budget prior to March 31, 2019. Maassel asked how many digits are these accounts in the red? Heath said has not had a chance to look at exact numbers, the one I took care of was \$200,000 not saying all are in the red, if you do a temporary budget then you will get actual balances.

**100-1500  
Finance/Administration**

100-1500 Finance/Administration  
Is up from prior years, the big dollar amount is the payout. Maassel asked if Heath included training in the budget for the next Finance Director. Heath said no he didn't. Maassel asked if there were any other big changes to this account. Heath said there as increase in travel and training, in memberships and computer software.

	<p>Heath informed Council included in all budgets is an assumed two percent for non-bargaining employees.</p> <p>Any final adjustments/reimbursements to come out of 500, 510, 520, 560 funds will help the general fund balance.</p>
<b>170-1510 Income Tax</b>	<p>Income Tax- the budget includes transfers from refund, income tax projection is \$4.1 million. All budgets assumed 62%/38% split, if you choose not to do that you will have to redo the budget.</p>
<b>180-9800 kWh Tax</b>	<p>I understand changes are pending in Columbus that could impact this fund. Maassel stated he talked to our State Senator about this and he understands what it will do to Napoleon.</p>
<b>195-1800 Law Library 204-5100</b>	<p>For certain court fees 50% goes to law library and the 50% to the general fund. I had to reduce this as there was an insufficient balance. Mazur added this account is used for roadside mowing and salt purchases and has been subsidized over the past few years.</p>
<b>240 Hotel Motel Tax</b>	<p>Heath said he made a conservative estimate on this fund, it has a zero balance we are waiting for payment from the Brick-n Brew fire.</p>
<b>243-1900</b>	<p>243-1900 is the debt portion of court, this fund is at a point where we might be able to pay the debt down or pay it off, there may be enough funds to pay it off in 2018 and if not, there should be in 2019.</p>
<b>288-1810</b>	<p>288-1800 is a new fund for the JRIG grant.</p>
<b>300-8100</b>	<p>300-8100 - there are two things legally should be appropriated, one is debt and everything else promise can pay for, remember funds are running out of balances.</p>
<b>310 SA Bond Retirement 310 Fund</b>	<p>For special assessments, the Southside special assessment has been paid off. I believe there is \$500,000 available, you might be able to get a court order to move money into the General Fund or CIP fund.</p>
<b>400-1500</b>	<p>400-1500 we purchased some computers at direction of IT, had to replace the AC unit for the front of the building. I'm putting in zero, the new person may not desire zero.</p>
<b>400-5100</b>	<p>I was directed to balance the fund out of street improvements fund 400-5100 may want to wait and see what balances are, what was taken out did not include debt or reimbursables. Mazur noted we were short around \$300,000-\$350,000 if cuts need to be made would be from \$750,000 reserved for street improvements to balance 400. I agree with temporary budget now that we are getting close to the end of the year and the new Finance Director will be on board, the final budget will be presented before March 31, 2019. Heath said appropriations are not firm until you have the final appropriations and projects will not be able to start. Mazur added we can still start bidding on some of the larger projects, Park Street and Williams Pump Station.</p>





2019 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
ORDINANCE No. 000-19, Passed 00/00/2019 FUND/DEPARTMENT-1ST QUARTER ADJUSTMEN	2019 SUPPLEMENTAL BUDGET ADJUSTMENT			2019 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
<b>100 GENERAL FUND</b>				
2200 Fire/Safety Services	\$0	\$1,064.77	\$1,064.77	
<b>Total - 100 General Fund</b>	<b>\$0</b>	<b>\$1,064.77</b>	<b>\$1,064.77</b>	<b>\$1,064.77</b>
1510 Finance/Income Tax Collection	\$7,060.00	-\$7,060.00	\$0.00	\$0.00
<b>275 MUNICIPAL PROBATION SERVICE FUND</b>				
1810 Municipal Court/Probation Department	\$0	\$53.35	\$53.35	\$53.35
<b>288 JUSTICE REINVESTMENT INCENTIVE GRANT</b>				
1810 Municipal Court/Probation Department	\$65.08	\$0.00	\$65.08	\$65.08
<b>503 ELECTRIC DEVELOPMENT FUND</b>				
6110 Electric/Operation,Dist. System	\$0.00	\$95,260.00	\$95,260.00	\$95,260.00
<b>* GRAND TOTAL - ALL FUNDS</b>	<b>\$7,125.08</b>	<b>\$89,318.12</b>	<b>\$96,443.20</b>	<b>\$96,443.20</b>

2019 APPROPRIATION BUDGET - SUPPLEMENTAL BUDGET ADJUSTMENT				
BUDGET SUMMARY BY FUND, DEPARTMENT AND CATEGORY				
ORDINANCE No. 000-19, Passed 00/00/2019 FUND/DEPARTMENT-1ST QUARTER ADJUSTMENT	2019 SUPPLEMENTAL BUDGET ADJUSTMENT			2019 FUND TOTAL
	PERSONAL SERVICES	OTHER	TOTAL	
<b>100 GENERAL FUND</b>				
2200 Fire/Safety Services	\$0	\$1,064.77	\$1,064.77	
<b>- 2200 Fire/Safety Services - Brick &amp; Brew 2019 Fire Reimbursement to replace six (6) buckets of F-500 used - 2018 Fir</b>				
Accounts - 100.2200.54240 Service Fees-Consultat		\$1,064.77		
<b>Total - 100 General Fund</b>	<b>\$0</b>	<b>\$1,064.77</b>	<b>\$1,064.77</b>	<b>\$1,064.77</b>
	=====	=====	=====	
<b>170 MUNICIPAL INCOME TAX FUND</b>				
1510 Finance/Income Tax Collection	\$7,060.00	-\$7,060.00	\$0.00	\$0.00
<b>- 1510 Finance/Income Tax Coll - Additional for Salary Seasonal person, not in Original 2019 Budget - net zero:</b>				
Accounts - 170.1510.51190 Salary Seasonal	\$7,060.00			
Accounts - 170.1510.59010 Refunds - Income Tax		-\$7,060.00		
<b>275 MUNICIPAL PROBATION SERVICE FUND</b>				
1810 Municipal Court/Probation Department	\$0	\$53.35	\$53.35	\$53.35
<b>- 1810 Mun.Court/Prob.Dept. - Additional for Grant - did not get carried over into 2019, Grant to be Closed - \$53.35:</b>				
Accounts - 275.1810.53390 Serv. Fee-Professiona		\$53.35		
<b>288 JUSTICE REINVESTMENT INCENTIVE GRANT</b>				
1810 Municipal Court/Probation Department	\$65.08	\$0	\$65.08	\$65.08
<b>- 1810 Mun.Court/Prob.Dept. - Additional for Supplies-Operating Materials - \$65.08:</b>				
Accounts - 288.1810.51100 Salaries Non Bargainin		\$65.08		
<b>503 ELECTRIC DEVELOPMENT FUND</b>				
6110 Electric/Operation, Dist. System	\$0.00	\$95,260	\$95,260.00	\$95,260.00
<b>- 6110 Electri/Oper Dist Sys. - Additional amount needed for Solar Field Debt Pay Off - Building and Improvements - \$</b>				
Accounts - 503.6110.57200 Building and Improver		\$95,260.00		
<b>* GRAND TOTAL - ALL FUNDS</b>	<b>\$7,125.08</b>	<b>\$89,318.12</b>	<b>\$96,443.20</b>	<b>\$96,443.20</b>
	=====	=====	=====	=====



# *City of Napoleon, Ohio*

## *Fire and Rescue Department*

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

*Napoleon, OH 43545*

*Telephone: (419) 592-0441 Fax: (419) 592-5195*

*www.napoleonohio.com*

## *Memorandum*

*To: Chris Peddicord, Finance Director*

*From: Clayton O'Brien, Fire Chief*

*cc: Joel Mazur, City Manager*

*Date: 1/9/2019*

*Subject: 1<sup>st</sup> Quarter Budget Adjustment*

I am requesting the money received from the Brick & Brew fire for the use of our firefighting foam be put in account 100-2200-54240. The amount received was \$1,064.77. This money will be used to replace the six (6) buckets of F-500 foam that was used during the fire.



**Advanced Eco Systems, Inc.**  
**866 Premiera Drive**  
**Tallmadge, OH 44278**

# Invoice

Phone #	330-630-9025
Fax #	330-630-9025
E-mail	aeco58@yahoo.com

Date	Invoice #
8/21/2018	738

Web Site
www.advancedecosystems.net

<b>Bill To</b>
City of Napoleon Ohio Attn: Accounts Payable 252 W Riverview Avenue Napoleon, OH 43545-0151

<b>Ship To</b>
Fire/Safety Services Napoleon Fire Department Attn: Chief Clayton O'Brien 265 W Riverview Avenue Napoleon, OH 43545

P.O. Number	Terms	Rep	Ship	Via	F.O.B.
RG181352	Net 15	mec	8/20/2018	LTL Carrier	Destination

Quantity	Shipped	Part #	Description	Price Each	Amount
6	6	F500 EA	F500EA Fire Suppression and Encapsulator Agent  Fire "Encapsulating" Multi Purpose Fire Suppression Agent for: Class A, Class B, and Class D Type Fires (5 Gallon Pail)	149.75	898.50
		NPN	Freight	166.27	166.27

<b>Total</b>				\$1,064.77
--------------	--	--	--	------------

Warranty: Shelters: 5 Years, Accessories: 2 Years Limited



**AMERICAN MUNICIPAL POWER, INC.**  
 1111 SCHROCK ROAD, SUITE 100  
 COLUMBUS, OHIO 43229  
 PHONE: (614) 540-1111  
 FAX: (614) 540-1078

INVOICE NUMBER: 31001081  
 INVOICE DATE: 21-JAN-19  
 DUE DATE: 30-JAN-19  
 TOTAL AMOUNT DUE: \$1,895,255.33  
 CUSTOMER NUMBER: 5020  
 CUSTOMER P.O.#

**City of Napoleon**  
 Attn: Joel Mazur  
 255 West Riverview Avenue  
 P.O. Box 151  
 Napoleon, OH, 43545-0151

PLEASE WRITE INVOICE NUMBER ON  
 REMITTANCE AND RETURN YELLOW INVOICE  
 COPY. MAKE CHECK PAYABLE TO AMP INC.

PLEASE DIRECT QUESTIONS TO BILLING@AMPPARTNERS.ORG

Item	Description	Charge
1	Napoleon to pay off their share of the Napoleon Solar project 031 Debt	\$1,895,255.33

***INVOICE APPROVAL***	
PO # <i>RG181811</i>	BLANKET PO Y- <input type="checkbox"/> N- <input checked="" type="checkbox"/>
VN# <i>00439</i>	
ACCOUNT	AMOUNT
<i>503,6110.57200</i>	<i>1,800,000.00</i>
TOTAL ▶▶▶ <i>1,800,000.00</i>	
PO ADJUST: Y- <input type="checkbox"/>	CLOSE PO
ADJUST AMOUNT:	Y- <input checked="" type="checkbox"/> N- <input type="checkbox"/>
APPROVAL FOR PAYMENT:	
<i>Christine Peacock</i>	
AUTHORIZED SIGNATURE	DATE <i>1-22-19</i>
RETURN (APPROVED) INVOICE AND SIGNED YELLOW PO TO FINANCE TO PROCESS FOR PAYMENT	

***INVOICE APPROVAL***	
PO # <i>RG190642</i>	BLANKET PO Y- <input type="checkbox"/> N- <input type="checkbox"/>
VN#	
ACCOUNT	AMOUNT
<i>503611057200</i>	<i>95,255.33</i>
TOTAL ▶▶▶	
PO ADJUST: Y- <input type="checkbox"/>	CLOSE PO
ADJUST AMOUNT:	Y- <input checked="" type="checkbox"/> N- <input type="checkbox"/>
APPROVAL FOR PAYMENT:	
<i>Christine Peacock</i>	
AUTHORIZED SIGNATURE	DATE <i>1-23-19</i>
RETURN (APPROVED) INVOICE AND SIGNED YELLOW PO TO FINANCE TO PROCESS FOR PAYMENT	

**TOTAL CHARGES**

**\$1,895,255.33**

Wire or ACH Transfer Information:  
 THE HUNTINGTON NATIONAL BANK  
 Columbus, OH  
 Account: 0189-2204055  
 ABA: # 044 000024

PLEASE MAIL CHECKS TO:  
 AMP Inc.  
 Department L614  
 Columbus, OH, 43260



**CITY OF NAPOLEON, OHIO**  
 255 W. RIVERVIEW AVENUE • P.O. BOX 151 • NAPOLEON, OHIO 43545-0151  
 PHONE (419) 599-1235 FAX (419) 599-8393  
 MAIL INVOICES TO ABOVE ADDRESS

PURCHASE ORDER NUMBER  
**MUST APPEAR**  
 ON YOUR INVOICE

**RG190642**

**PURCHASE ORDER AND CERTIFICATE**

**DELIVER TO:**

150  
 FINANCE/ADMINISTRATIVE  
 CITY OF NAPOLEON, OHIO  
 255 W. RIVERVIEW AV, PO BOX 151  
 NAPOLEON, OH 43545-0151

**VENDOR TO:**

00439  
 AMERICAN MUNICIPAL POWER INC  
 DEPARTMENT L614  
 COLUMBUS, OH 43260

DEPT. REQ. NO. : **46451**  
 P.O. DATE : **01/21/2019**  
 SHIP TERMS : **NO**

ACCOUNT NUMBER	AMOUNT
503.6110.57200	95,255.33
<b>TOTAL:</b>	<b>\$95,255.33</b>

NOTE: MUNICIPALITY EXEMPT FROM FEDERAL EXCISE AND STATE SALES TAX  
 POLITICAL SUB-DIVISION OF STATE OF OHIO  
 FEDERAL EXEMPTION REGISTRY NUMBER — **34-6400941**

QUANTITY	UNIT	ITEM DESCRIPTION	PRICE / UNIT	AMOUNT
		SOLAR FIELD DEBT PAYMENT IN FULL PROJECT 031 - BALANCE DUE FROM PO RG181811		95,255.33
			<b>TOTAL:</b>	<b>\$95,255.33</b>

**FINANCE DIRECTOR'S CERTIFICATION OF FUNDS**  
 It is hereby certified that the amount \$ ~~95,255.33~~ **\$95,255.33** required to meet the contract, agreement, obligation, payment or expenditure for the above, has been lawfully appropriated or authorized or directed for such purpose and is in the Treasury or in process of collection to the credit of fund(s) as listed above and free from any obligation, certification, or previous encumbrances. (ORC 5705.41 D)  
 Dated 01/21/2019  
*Christine Reda*  
 FINANCE DIRECTOR of City of Napoleon, Ohio

THIS PURCHASE ORDER NOT VALID UNLESS FINANCE DIRECTOR'S CERTIFICATE IS SIGNED.

**CITY USE ONLY**

Authorizing signature on final goods and/or services received:

DEPARTMENT / DIVISION HEAD \_\_\_\_\_ DATE \_\_\_\_\_

CONTRACT PURCHASE ORDER SEE GENERAL TERMS AND CONDITIONS ON REVERSE SIDE

**VENDOR COPY**

*City of Napoleon, Ohio*

**SAFETY AND HUMAN RESOURCES COMMITTEE**

SPECIAL MEETING AGENDA

**Monday, March 25, 2019 at 7:00 pm**

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

- 1) Approval of Minutes: February 25, 2019. (In the absence of any objections or corrections, the Minutes shall stand approved.)
- 2) Annual Wellness Checks.
- 3) Any other matters currently assigned to the Committee.
- 4) Adjournment.



Roxanne Dietrich  
Interim Clerk of Council

*City of Napoleon, Ohio*  
**Special Joint Meeting**  
of the  
**SAFETY & HUMAN RESOURCES COMMITTEE**  
with  
Freedom, Napoleon, Harrison Townships and  
Henry County South Joint Ambulance District and  
the Village of Florida  
**Monday, February 25, 2019 at 7:30 PM**  
**Meeting Minutes**

<b>PRESENT</b>													
Committee Members	Dan Baer-Chairman, Jeff Comadoll, Jeff Mires												
Fire Chief/Acting City Mgr.	Clayton O'Brien												
Interim Finance Director	Christine R. Peddicord												
Interim Clerk of Council	Roxanne Dietrich												
Others	Kevin Gerken-Napoleon Township; Vern Oberhaus, Brad Kinder – Harrison Township; Denny Bockelman-Freedom Township												
<b>ABSENT</b>	None												
<b>Call to Order</b>	Chairman Baer called the meeting to order at 7:30 pm.												
<b>Approval of Minutes</b>	Hearing no objections or corrections, the minutes from the January 28, 2019 meeting stand approved as presented.												
<b>Review EMS Costs and venues</b>	<p>Chief O'Brien began by reviewing the 2018 contract price that was based on the 2017 actual expenses, any EMS billings we collect is reimbursed to that entity. The costs to be used in the 2019 contracts is based on the actual expenditures from 2018 and are as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Henry County South Joint Ambulance District</td> <td style="text-align: right;">\$ 9,379.46</td> </tr> <tr> <td>Freedom Township</td> <td style="text-align: right;">\$ 19,555.02</td> </tr> <tr> <td>Napoleon Township</td> <td style="text-align: right;">\$147,196.82</td> </tr> <tr> <td>Harrison Township</td> <td style="text-align: right;">\$ 88,014.47</td> </tr> <tr> <td>Village of Florida</td> <td style="text-align: right;">\$ 13,437.25</td> </tr> <tr> <td>City of Napoleon</td> <td style="text-align: right;">\$914,122.93</td> </tr> </table> <p>Fire Equipment Fund  The total capital revenue for the fire equipment fund in 2019 was \$100,000, each year the fund will be increased by \$5,000 to keep up with the trucks that will need to be replaced.  Turnout Gear - in 2020 we put \$150,000 in for turnout gear all of our turnout gear expires October of 2019, we plan to apply for a grant to try to take care of most of the cost of the gear, we still have to budget as grants are not guaranteed.  2022 and 2023 is the time for ambulances 801 and 802 the City did good by purchasing Braun ambulance will get another round by just replacing chassis, not sure we can do that with 804, that was purchased in 2016 and is a lesser quality ambulance that has not held up as well as the Braun, we will still try to remount 804.</p>	Henry County South Joint Ambulance District	\$ 9,379.46	Freedom Township	\$ 19,555.02	Napoleon Township	\$147,196.82	Harrison Township	\$ 88,014.47	Village of Florida	\$ 13,437.25	City of Napoleon	\$914,122.93
Henry County South Joint Ambulance District	\$ 9,379.46												
Freedom Township	\$ 19,555.02												
Napoleon Township	\$147,196.82												
Harrison Township	\$ 88,014.47												
Village of Florida	\$ 13,437.25												
City of Napoleon	\$914,122.93												



*City of Napoleon, Ohio*

## **CIVIL SERVICE COMMISSION**

Meeting Agenda

**Tuesday, March 26, 2019 at 4:30 pm**

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

1. Approval of Minutes: January 08, 2019, February 06, 2019 and March 2, 2019 (in the absence of any objections or corrections, the minutes shall stand approved)
2. Approve Applicants for the Position of Firefighter/EMT.
3. Certify Applicants for the Position of Firefighter/EMT.
4. Certify Applicants for the Position of Patrolman/Police Officer.
5. Sergeant Promotion.
6. Any other matters to come before the Commission.
7. Adjournment.



*Roxanne Dietrich*  
Roxanne Dietrich  
Interim Clerk of Council

## CIVIL SERVICE COMMISSION

### Special Meeting Minutes

Tuesday, January 08, 2019 at 4:30 pm

---

**PRESENT**

Members

City Staff

Interim Clerk of Council

Bill Finnegan, Megan Lytle-Steele

Fire Chief Clayton O'Brien, Lt. Greg Smith, City Manager-Joel Mazur, HR Director-Lanie Lambert

Roxanne Dietrich

**ABSENT**

Commission Member

Eric Rohrs

**Call to Order**

The meeting was called to order at 4:32 pm by Chairman Finnegan.

**Approval of Minutes**

Hearing no objections or corrections, the minutes from the Civil Service Commission meetings on May 22, 2018, August 14, 2018, August 18, 2018 and September 11, 2018 were approved as presented.

**Police and Fire Lateral Transfer**

Lambert reported Chief Mack and Chief O'Brien would like to consider lateral transfers to try and attract more candidates to apply plus have some experience in their department. We looked at other communities and the City and Unions will need to enter into a MOU that will allow for newly appointed full-time patrol officers with law enforcement experience and firefighters with firefighting experience in their previous position to utilize those years of service for calculation of pay and vacation accrual only so they cannot use eight jobs in the past. Years of service would not be considered for any other matter where seniority is a factor including layoff, recall, overtime, vacation assignment and shift preferences just for their pay and accrual for vacation. Mazur said sick time accrual starts out like a new employee. Lambert continued currently employees have to be here a year before they can take vacation, which really doesn't attract employees so the lateral transfers will receive two weeks of vacation at time of hire for police and forty-eight hours at time of hire for fire, that first year they will be accruing at the accrual rate for the years of service they brought over. Mazur said this will be all spelled out in the MOU, we have contract negotiations this year so this can be incorporated into the new contract. We would like the MOU to start with this actual hiring so we when move back to agenda item no. 2 we would like to incorporate lateral transfers, we are short staffed and would like to get these jobs advertised and incorporate as soon as possible. Lytle-Steele asked how short staffed is each department? Chief O'Brien said we are losing a firefighter on the 27<sup>th</sup> of this month, we would like to run this posting for thirty days, I've already talked to the Fire Union and they are for it. Lt. Smith added the Police Union is actually the one who brought





**Passed**  
**Yea-2**  
**Nay-0**

including layoffs, recall, overtime signup, vacation signup and shift preferences.

Roll call vote on the above motion:  
Yea-Finnegan, Lytle-Steele  
Nay-

**Current Open Positions**

Currently, both police and fire have one opening each and would like to utilize the National Testing Network (NTN) and advertise for only thirty days this time instead of sixty.

**Motion to Advertise for One Patrolman and One Firefighter Beginning Jan. 22, 2019**

Motion: Lytle-Steele                      Second: Finnegan  
to approve advertising for thirty days for the positions of one patrol officer and one firefighter starting January 22, 2019.

**Passed**  
**Yea-2**  
**Nay-0**

Roll call vote on the above motion:  
Yea-Finnegan, Lytle-Steele  
Nay-

**Motion to Approve Certain Credits as Percentage Points**

Motion: Lytle-Steele                      Second: Finnegan  
to approve certain credits will be given to firefighter applicants that have obtained a passing score and supplied proof at the time of application, credits approved are: 5% for Veteran's (military service), 5% for a College Degree, 5% for Firefighter II Certification and 5% for three years of part-time experience with the Napoleon Fire Department, the percentage points will be added to the passing score not to exceed 10% total.

**Passed**  
**Yea-2**  
**Nay-0**

Roll call vote on the above motion:  
Yea-Finnegan, Lytle-Steele  
Nay-

**Motion to Approve Certain Credits as Percentage Points**

Motion: Lytle-Steele                      Second: Finnegan  
to approve certain credits will be given to applicants for patrol officer who have obtained a passing score and supplied proof at the time of application, approved credits are: 5% for Veteran's (military service), 5% for a College Degree, 5% for OPTA Certification and 5% for three years of experience with Napoleon Auxiliary Police, the percentage points will be added to the passing score not to exceed 10% total.

**Passed**  
**Yea-2**  
**Nay-0**

Roll call vote on the above motion:  
Yea-Finnegan, Lytle-Steele  
Nay-









from the Rec Levy saw a 7½% decrease from 2017. The carryover balance is \$359,147 that is down from what was carried into 2018, we have been spending a lot of money for capital out of the rec fund and will have to monitor that fund balance closely.

We had an individual take a position elsewhere and we will be hiring Shawn Thompson who is moving to the Parks and Rec Department from Operations, this will not impact our budget.

## Around the Table

**Miller**

Nothing.

**Knepley**

Nothing.

**Richardson**

Is there any news on the pool.

**R. Funchion**

When will a decision be made if we open the pool this summer, whether or not the levy passes.

Cotter said we need to start thinking about that, I'm not looking for a recommendation tonight, we will need to decide one way or another what we are going to do before May. P. Funchion asked Cotter if he has talked to the high school yet. Cotter replied he has not, if it will be long term I will need to talk to either the principal or the building superintendent, it would be us and the Aquatic Club making the request. The Pool Commission wants to have the pool opened this summer, I made it clear that decision will start with a recommendation from the Rec Board and will be a City Council decision. If the levy is successful, specs will have to be drawn up and advertise for Quality Based Selection, that is a two to three month process so the demolition will not happen any sooner than September, if the pool is open this summer that will not affect the demolition of the pool. P. Funchion stated it's about transparency for the pool committee that is going out to the community, we and Council need to make a decision, the people need to know the parameters before they vote on the levy. Cotter said the issue is no open swimming throughout the summer plus there would be ramifications with the Triathlon and Aquatic Club. Give it some thought, talk it over with the people in the community, there is money in the budget to open the pool this summer, if we decide not to open the pool this summer that will be two full years for sure without the outdoor pool, when we've opened the indoor pool very few people show up. R. Funchion said he would like to have the pool stay open this summer. Richardson asked if \$10,000 will be enough to repair the crumbling wall. Cotter thought it will get the wall safe enough to open, but there will be more crumbling by the end of the season. We will be asking for a recommendation at the next meeting.

R. Funchion gave an update on the pool committee's progress. He said Facebook gives information on the history of the pool, the condition of the pool, what it looks like and financial information we've had positive feedback. We are getting a lot of financial support, yard signs are ordered and they will be making larger signs. Gwen Howe-Gebers is on the committee and has been helpful on getting information about what precincts to spend our time on. The committee did talk about if the pool will be opened this summer and asked that I recommend to the Board that it be open. Cotter said opposition was voiced in a couple of Letters to the Editor and a gentleman came to Council. P. Funchion said the only negative comments she's heard is about the rates, the City residents are paying and the County people will be



*City of Napoleon, Ohio*

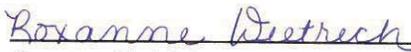
**PARKS AND RECREATION BOARD**

Meeting Agenda

**Wednesday, March 27, 2019 at 6:30 pm**

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

1. Approval of Minutes: February 27, 2019. (in the absence of any objections or corrections, the Minutes shall stand approved)
2. Discussion and/or Action on the Swimming Pool.
3. Discussion and/or Action on Athletic Field Usage.
4. Update on Capital Improvement Projects.
5. Miscellaneous.
6. Any Other Matters to Come Before the Board.

  
\_\_\_\_\_  
Roxanne Dietrich  
Interim Clerk of Council

**CITY OF NAPOLEON**

**BID FORM**

*Project Name:* EAST AND WEST GRACEWAY DRIVE STREET IMPROVEMENTS

THE TIME FOR COMPLETION OF THE PROJECT IS ON OR BEFORE **OCTOBER 19, 2019.**

**\*\* THE ROAD SHALL REMAIN COMPLETELY OPEN DURING THE HENRY COUNTY FAIR FROM THURSDAY, AUGUST 8, 2019 THROUGH FRIDAY, AUGUST 16, 2019.**

HAVING READ AND EXAMINED THE CONTRACT DOCUMENTS, INCLUDING WITHOUT LIMITATION THE DRAWINGS AND SPECIFICATIONS PREPARED BY THE ENGINEER FOR THE ABOVE-REFERENCED PROJECT, AND THE FOLLOWING ADDENDA:

ADDENDUM NO.

DATE OF RECEIPT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THE UNDERSIGNED BIDDER PROPOSES TO PERFORM ALL WORK FOR THE APPLICABLE CONTRACT, IN ACCORDANCE WITH THE CONTRACT DOCUMENTS, FOR THE FOLLOWING SUM(S):

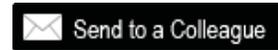
**CONTRACT:**

**Base Bid**

TOTAL LABOR AND MATERIAL ("BASE BID"): \$ \_\_\_\_\_

Amount of "BASE BID" written in Words: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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## Legislative Bulletin

**March 22, 2019**

### OML UPDATE AT-A-GLANCE

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

- Gov. DeWine declared a state of emergency for 37 counties due to severe weather damage on Ohio's roads and bridges. This declaration will give the state access to federal funds for much needed repairs.
- The city of Columbus has filed a lawsuit against the state of Ohio to stop the enactment of HB228, Ohio's new "stand your ground" legislation from the previous General Assembly. The lawsuit asks the court to decide whether or not specific provision of the law violates the Ohio Constitution and specifically municipal Home Rule authority. Columbus is challenging the ability of the state to preempt the ability of Ohio municipalities from enacting local gun ordinances.
- The League will be holding our Lobbying Day on Wednesday, March 27 at the Statehouse in Columbus. If you are interested in attending, contact Zoë Wade at [zwade@omlohio.org](mailto:zwade@omlohio.org). You can also register on our website by clicking [HERE](#).

### SENATE PASSES TRANSPORTATION BUDGET WITH 6 CENT GAS TAX INCREASE

Last night, the Senate passed their version of the Sub. HB 62, the Transportation Budget, by a vote of 24-6. It is important to note that this is not the final outcome of this issue. The Senate will send their version of the bill to the Ohio House for concurrence, where it will not be accepted and thus it will be sent to a conference committee. In conference committee, the differences between the proposals offered by the Governor, Ohio House and Ohio Senate can be worked out. The bill has a constitutional deadline for passage set at March 31<sup>st</sup>. Click [HERE](#) for a comparison document between the House and the Senate-passed version of Sub. HB 62.

Here are the changes made by the Senate that impact municipalities:

- Reduced the gas tax increase proposed by the Ohio House from 10.7 cents to 6 cents for both motor fuel and diesel. Municipalities would split \$77.53 million a year in new gas tax revenue.
- Retained the change in distribution of new revenue between the state and local governments at 55% to the state and 45% to local governments. Current law provides for a 60/40 split between state and locals.

- Reduced public transit funding from \$100 million to \$46.5 million each year.
- Added back provisions allowing municipalities to levy an additional \$5 licensing fee. (This had been removed in a previous omnibus amendment.)
- Decreases fees from \$200 to \$175 and fees for hybrid vehicles from \$100 to \$74 and delaying the effective date until Jan. 1, 2020. The fees will be distributed via the motor fuel tax (MFT) formula.
- Removes the provisions transferring \$5 million each year from the Oil and Gas well fund to various political subdivisions.
- Eliminates the proposed \$250,000 Catastrophic Snowfall Fund.
- Reverts the appropriations for the 629 Roadwork Development Fund to the as-introduced amount of \$15.2 million per fiscal year.
- Removes provisions of the bill related to low-speed scooters.
- Removes all provisions regarding traffic cameras and other associated language.
- Removes the provision that changes the MFT distribution of any new revenues for townships.

During Tuesday morning's hearing, the Senate Transportation Committee received testimony from the League's Board President and Sidney Mayor Mike Barhorst, Riverside Mayor Bill Flaute, President of the League's Ohio Mayors Association and Executive Director Kent Scarrett. You can read each of their testimonies [HERE](#). Each League representative testified in support of the Governor's as-introduced provisions, in particular the 18-cent gas tax increase.

The League thanks the Senate for the work they have done on the issues that have concerned our members. As stated previously, the bill will be assigned to a conference committee, where leadership in both the House and the Senate will determine what the final version of the Transportation Budget looks like. The League urges leadership in the House and the Senate to reinstate the Governor's proposed 18-cent gas tax increase. Each cent of the gas tax increase brings the state and local governments closer to being able to repair potholes in roads, reinforce dangerous bridges and invest in new and necessary infrastructure projects.

The League encourages our members to reach out to their legislative delegation in both the Senate the House and voice their support of the 18-cent gas tax increase. The final version of the Transportation Budget will be voted on next week, so it is imperative to act quickly.

## **GOVERNOR DEWINE RELEASES STATE BUDGET PROPOSAL BLUEPRINT**

Last Friday, Governor DeWine released his State Operating Budget proposal for FY 20-FY 21. You can access the "Blue Book" [HERE](#) to see details regarding the proposals in the governor's plan.

It is important to note the Local Government Fund (LGF) did not receive a new appropriation to replenish cuts from previous General Assemblies. Although the specific language is not available yet and will most likely be released next week, it currently appears that unlike the past two state operating budgets, the direct LGF municipal

distribution was not raided or diverted for other purposes or other political subdivisions in Ohio.

Here are some of provisions related to local governments in the current budget proposal:

- Authorizes local government to extend Tax Increment Financing (TIFs) terms up to 30 years if the project is a larger, high-impact development.
- Establishes Opportunity Zones for economically-distressed communities to attract private investments and revitalize communities.
- The Ohio Business Gateway will receive a 295% increase in funding for FY 20.
- Invests in effective drug task force models made up of local, state and federal authorities aimed at arresting drug traffickers and intercepting deadly drugs.
- Provides local libraries with an additional \$8.5 million over the biennium.
- Increases the state's child protective allocation by \$30 million per year.
- Increasing state support for indigent defense by \$60 million per year.
- Allocates funding to create probation departments in courts that do not have one.

The League will alert out members when the language for the Governor's proposal for the State Operating Budget has been released. We anticipate the language will be released sometime next week. We look forward to working with the DeWine administration and both legislative chambers to ensure the biennial budget properly invests in Ohio's local cities and villages.

### **BILL TO ELIMINATE SOVEREIGN IMMUNITY RECEIVES OPPONENT TESTIMONY**

This week, representatives from local government entities across the state testified in opposition to HB 27. The bill, sponsored by Rep. Ingram (D - Cincinnati), would modify political subdivision liability for an employee's negligent operation of a motor vehicle. The bill as written would virtually eliminate sovereign immunity for political subdivisions except in the instance of a motor vehicle collisions that occurs during a police car chase.

Witnesses objecting to the legislation included Rod Davidson, Obetz Village Administrator who testified on behalf of the League. Davidson spoke of his personal experiences to confirm that the bill would negatively impact emergency response times. Also testifying on behalf of the League was Ashley Brewster, OML Director of Communications and Garry Hunter, the League's general counsel submitted written testimony. Others who provided testimony include Andrew Miler, assistant city attorney for Columbus, OTA Executive Director Matt DeTemple and Pleasant Valley Joint Fire District Chief Mark Kidd on behalf of the Ohio Fire Chiefs Association. You can read all of the March 19, 2019 the testimonies [HERE](#).

HB 27 would open municipalities up to copious amounts of frivolous lawsuits on the grounds of negligence. The witnesses during Tuesday's hearing outlined how current statute already fulfills the core intent of the bill by holding municipalities accountable for paying damages when the driver of the emergency vehicle acts in a "willful or wanton" manner. The law as written protects first responders while holding local governments accountable without opening municipalities up to large numbers of lawsuits for negligence.

If political subdivisions lost sovereign immunity, the lives of Ohioans would be endangered as response times would substantially increase. It would also increase the financial burden on many already struggling municipalities, particularly smaller villages. Taxpayers would bear the burden of paying municipal court costs or damages. Taxpayers would also suffer as municipal insurance premiums would rise, forcing many municipalities to increase local taxes to help make ends meet.

## COMMITTEE RECAP: BILLS OF MUNICIPAL INTEREST

Here are the bills impacting municipalities that received committee hearings this week:

- **SB 12 - TRAFFIC CAMERAS.** Sponsored by Sen. Craig (D - Columbus), would make changes to the laws governing traffic law photo-monitoring devices, other civil traffic violations, and related fines and fees. During its first hearing before the Senate Local Government, Public Safety and Veterans Affairs Committee, the bill's sponsor explained that the bill would cap fines, fees and other charges that are in excess of or not included in a municipal or count court fines and costs. The League is neutral on this legislation.
- **HB 75 - PROPERTY VALUES.** Sponsored by Rep. Merrin (R - Monclova Township), would require local governments that contest property values to formally pass an authorizing resolution for each contest and to notify property owners. During its second hearing before the House Ways and Means Committee, proponents of the bill included the Ohio Real Estate Investor Association, the Ohio Apartment Association and the Ohio Chamber of Congress. The League does not support this legislation.
- **SB 33 - CRITICAL INFRASTRUCTURE.** Sponsored by Sen. Hoagland (R - Adena), would modify certain criminal offenses with respect to critical infrastructure facilities and to impose fines and civil liability for damage to a critical infrastructure facility. During its second hearing before the Senate Judiciary Committee, proponents of the bill included the Ohio Chemistry Technology Council, the Coalition of Ohio Regional Districts and the Ohio Chamber of Commerce. The League is neutral on this legislation.

## NEW BILLS OF MUNICIPAL INTEREST INTRODUCED

Here are the bill impacting municipalities that were introduced this week:

- **HB 152 - TAX LEVY-SUBDIVISION CREATOR.** Sponsored by Rep. Brinkman (R - Cincinnati), would require certain subdivisions to obtain the approval of the body that created the subdivision before levying a tax.
- **HB 139 - PHOTO MONITORING.** Sponsored by Rep. Patton (R - Strongsville) would prohibit a municipal corporation or township that does not operate either a fire department or an emergency medical services organization from utilizing traffic law photo-monitoring devices.
- **HB 140 - PHOTO MONITORING.** Sponsored by Rep. Patton (R - Strongsville), would prohibit a local authority with a population of 200 or fewer from utilizing traffic law photomonitoring devices.
- **HB 141 - PHOTO MONITORING.** Sponsored by Rep. Patton (R - Strongsville), would prohibit a local authority, in any year, from issuing a total number of traffic tickets based on the use of traffic law photo-monitoring devices that exceeds two times the population of the local authority.
- **HB 142 - PHOTO MONITORING.** Sponsored by Rep. Patton (R - Strongsville), would prohibit a local authority from deriving more than 30 per cent of the total annual revenue of the local authority from the issuance of tickets for traffic law violations based on evidence recorded by traffic law photo-monitoring devices.

- HB 149 - PROPERTY TAX EXEMPTION. Sponsored by Rep. Merrin (R - Monclova Township), would enact the "Affordable Homebuilding and Housing Act" to temporarily exempt from property tax the increased value of land subdivided for residential development.
- HB 159 - PUBLIC IMPROVEMENTS. Sponsored by Rep. Blessing (R - Cincinnati), would regulate the use of indemnity provisions in professional design contracts related to public improvements

### COMMITTEE SCHEDULE FOR THE WEEK OF MARCH 25, 2019

#### Tuesday, March 26, 2019

##### HOUSE WAYS AND MEANS

Tue., Mar. 26, 2019, 3:00 PM, Hearing Room 116  
Rep. Schaffer: 614-466-8100

**HB76\*\*** BALLOT LANGUAGE UNIFORMITY (MERRIN D) To enact the "Ballot Uniformity and Transparency Act" to modify the form of election notices and ballot language for property tax levies.  
**Second Hearing, Proponent Testimony**

#### Wednesday, March 27, 2019

##### SENATE JUDICIARY

Wed., Mar. 27, 2019, 9:15 AM, North Hearing Room  
Sen. Eklund: 614-644-7718

**SB31\*\*** PUBLIC RECORDS LAW EXEMPTION-EMERGENCY SERVICE TELECOMMUNICATORS (ROEGNER K) To include emergency service telecommunicators as individuals whose residential and familial information is exempt from disclosure under the Public Records Law.  
**Second Hearing, Proponent Testimony, AMENDMENTS**

##### HOUSE STATE AND LOCAL GOVERNMENT

Wed., Mar. 27, 2019, 3:00 PM, Hearing Room 122  
Rep. Wiggam: 614-466-1474

OR AFTER SESSION

**HB84\*\*** CAPITAL IMPROVEMENTS-SEWER LATERALS (HOLMES G) To expressly include, as eligible projects under the State Capital Improvements Program, water and sewer laterals located on private property.  
**First Hearing, Sponsor Testimony**

**PLEASE CHECK THE OML WEBSITE ON MONDAY FOR ANY UPDATES TO THE COMMITTEE SCHEDULE**

### Ohio Municipal League Meetings & Trainings

<p><b><u>OML/OMAA WEBINAR</u></b> ACA Penalty Webinar March 28, 2019</p>	<p><b><u>Registration Information</u></b></p>
<p><b><u>OML/OMAA WEBINAR</u></b> Collective Bargaining April 11, 2019</p>	<p><b><u>Registration Information</u></b></p>

[Ohio Municipal League](#)

Legislative Inquires:

# Ohio Municipal League Legislative Bulletin

## Ohio Municipal League

Fri 3/15/2019 4:19 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>;

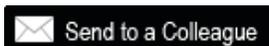
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## Legislative Bulletin

March 15, 2019

### OML UPDATE AT-A-GLANCE

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

- This morning, Governor DeWine unveiled his biennial State Operating Budget proposal. The actual text of the legislation will be released next week. You can access the budget's "Bluebook" [HERE](#), listing the administration's various budget proposals and projects. The league is currently reviewing the document and the specifics to be released next week to identify items impactful to municipalities. We will share those budget items with our members in our next bulletin.
- Gov. DeWine signed his first bill as governor this week. HB 86, which was "fast-tracked" through the legislative process, was the result of a drafting error from legislation passed in the 132<sup>nd</sup> General Assembly, creating the need to clarify that certain long-guns are not illegal in the state of Ohio.
- The U.S. Economic Development Administration funded a study that estimated the closing of the Lordstown GM Plant will reduce economic output by over \$3 billion. The study estimated that state and local tax revenue will see reductions of approximately \$12.9 million.

### **BILL ELIMINATING SOVERIGN IMMUNITY UP FOR THIRD HEARING, OPPONENT TESTIMONY**

A bill reintroduced from the previous General Assembly which almost virtually eliminates sovereign immunity for police, fire and emergency vehicles of political subdivisions is moving through the legislative process. As currently written, HB 27, sponsored by Rep. Ingram (D - Cincinnati), would allow sovereign immunity protections only to police pursuits when a person is fleeing from the commission of a criminal offense, eliminating all other sovereign immunity protections for any other safety service emergency runs. A copy of the bill's analysis and text can be found [HERE](#).

What can our members do? Come testify before the House Civil Justice Committee this Tuesday at 3 p.m., call or write your state representative and senator and alert them of the bill; urge them not to support the legislation, and also pass a Resolution opposing HB 27. If you pass a Resolution, be sure to send copies to your legislators and the league.

**HB 27 is scheduled for opponent testimony in the House Civil Justice Committee this Tuesday, March 19<sup>th</sup> at 3 p.m. in Hearing Room 113 in the Ohio Statehouse.** For those that can join us and testify Tuesday, a written copy of the testimony should be submitted to [brandon.sagraves@ohiohouse.gov](mailto:brandon.sagraves@ohiohouse.gov) by 3 p.m. on Monday, March 18<sup>th</sup>.

Our members are encouraged to come testify before the committee and share with legislators the impact the bill would have on their communities and the changes that would have to be made in responding to public emergencies. If you cannot attend the hearing, written testimony can be submitted to the committee via the address above. For any questions about drafting or submitting testimony, please contact the League's Director of Communications Ashely Brewster at [abrewster@omlohio.gov](mailto:abrewster@omlohio.gov) or 614-221-4349.

## SENATE HEARINGS CONTINUE FOR TRANSPORTATION BUDGET

This week, three hearings were held on Sub. HB 62, the Transportation Budget, before the Senate Transportation, Commerce and Workforce Committee. Many stakeholders in transportation infrastructure testified to various portions of the bill. Representatives from various public transit entities across the state testified to the need for more money for transit in addition to the \$100 million as allocated by the substitute version of the bill passed by the House. Several county commissioners and county engineers explained the need for more transportation funding than the bill allocates, with several asking for an increase to the current 10.7-cent increase proposed in the bill. Mayor Kessler of Bexley also testified regarding the proposed electric vehicle registration fee.

Ohio Department of Transportation Dir. Marchbanks testified again on the need for increased transportation infrastructure funding, saying the substitute version of the bill, with its 10.7-cent increase, falls "far short of Ohio's real need." Dir. Marchbanks urged the Senate to restore the gas tax increase to the 18 cents first proposed by Governor DeWine.

The committee also heard from opponents to the bill, including representatives from the Ohio Oil & Gas Association and the American Petroleum Institute, who testified against the language redirecting \$5 million from the Oil and Gas Fund to local governments with at least one producing oil or gas well for infrastructure needs. The League is supportive of that provision.

Testimony from the president of the Ohio Contractors Association spoke to the importance of indexing the gas tax increase to inflation, saying it would fight off the "impacts of inflation which we do not control." The League is also supportive of indexing.

Hearings on HB 62 will continue next week, with Dir. Scarrett and mayors from around the state scheduled to testify. **But time is running out for local officials to voice their support of the Governor's original 18-cent gas tax increase. The bill must be sent to the desk of Gov. DeWine by the end of this month. We urge our members to continue to contact their Senators and urge that the initial 18-cent gas tax increase be restored.**

This week we have begun sending out the League's Transportation Infrastructure Statement, a study which explains the need for the 18-cent gas tax increase and

identifies current municipal-specific statistics and needs of our communities for proper and sustainable funding solutions for transportation infrastructure. We will continue to send the statement to our full membership in the coming week. The statement can also be found on our website at [www.omloho.org](http://www.omloho.org).

We continue to encourage our members to pass resolutions urging the legislature to enact a 18-cent gas tax increase and initiate other changes to generate more revenue for local infrastructure. Our members can click [HERE](#) for a sample resolution for city councils to reference if they have not already passed a resolution. To be most effective, we suggestion that communities that have passed a resolution to ensure they send a copy to their state Representative, Senator, the Governor as well as the League.

## **GOVERNOR DEWINE OUTLINES WATER QUALITY FUND AT IMPACT OHIO CONFERENCE**

Before unveiling his biennial budget plan, Gov. DeWine unveiled a fund he is proposing to create to invest up to \$900 million in water quality initiatives over the next 10 years. The Governor outlined his plan at the Impact Ohio Conference in Toledo, which was in part sponsored by the League.

The Governor's operating budget proposal, unveiled today, requests \$85 million initially for the H2Ohio fund. Future budgets would determine how much would be allocated for the fund in the years to come. The fund would be used to support both land and water-based restoration programs in addition to research and scientific study. This strategy would be more effective than using a bond issue to address water quality challenges in Lake Erie and across the state, according to Gov. DeWine.

This is the second time the idea of a water quality fund has been addressed by Gov. DeWine. The idea first came up during his State of the State address. During the speech, he recognized that while creating this fund would not be inexpensive or easy, it would be far less expensive in the long run than borrowing money to address Ohio's water problems.

The League appreciates that the Governor recognizes the urgency of effectively and sustainably addressing the issue of water quality across the state and we look forward to working with his administration to ensure local governments are fully funded and equipped to improve water quality for communities across Ohio.

## **OML ATTENDS NATIONAL LEAGUE OF CITIES CONGRESSIONAL CITY CONFERENCE**

This week, the League's Board President Sidney Mayor Mike Barhorst, Executive Director Kent Scarrett and Legal Counsel Garry Hunter attended the NLC'S Congressional City Conference in Washington, D.C.

The annual conference is designed to educate municipal officials and NLC member communities from across the country on current issues and programs impacting municipalities nationwide, federal action that relate to the administration of municipal government, provides a forum for municipal officials to educate their federal representatives on issues important to their constituent communities and to visit those policymakers on Capitol Hill. The event had nearly 2,300 delegates from across the country with 60 attending from Ohio.

Attendees are given the opportunity to hear presentations from legislators and thought leaders from various areas of government addressing issues affecting cities across America. The main topics addressed at the conference were the issues of infrastructure, affordable housing, the opioid epidemic and the FCC preemption of local control over

the installation of 5G technology in municipal rights-of-way. Other topics included best practices for strengthening local communities and highlighting new funding opportunities to support economic growth on the local level.

At the end of the event, attendees were able to meet with their legislative delegations to Capitol Hill in meetings coordinated by NLC. These meetings gave local officials the opportunities to share the specific concerns of their communities with their congressional representatives.

The league greatly appreciates the time Congressmen Balderson, Davidson, Stivers, Jordan and aides to Congressman Portman were able to provide President Barhorst and Dir. Scarrett as they met in their legislative offices to discuss the future of Ohio's cities and villages and the need to strength the partnership between the federal government and our municipalities.

## **BILLS OF MUNICIPAL INTEREST VOTED OUT OF THE SENATE**

Here is the piece of legislation impacting municipalities voted out by the Senate this week:

- **SB 10 - THEFT IN OFFICE.** Sponsored by Sen. Wilson (R - Maineville), would expand the penalties for theft in office based on the amount stolen and to include as restitution audit costs of the entity that suffered the loss. The bill was voted out of the Senate 32-0. The League supports this legislation.

## **BILLS OF MUNICIPAL INTEREST INTRODUCED**

Here are the bills impacting municipalities that were introduced this week:

- **SB 105 - MASSAGE THERAPY.** Sponsored by Sen Brenner (R - Powell), would make changes to the massage therapy licensing law.

## **COMMITTEE UPDATE: BILLS OF MUNICIPAL INTEREST**

Here are the bills of municipal interest that received committee hearings this week:

- **HB 27 - SUBDIVISION LIABILITY.** Sponsored by Rep. Ingram (D - Cincinnati), would modify political subdivision liability for an employee's negligent operation of a motor vehicle. During its second hearing before the House Civil Justice Committee, a representative from the Ohio Association for Justice and an attorney submitted proponent testimony. The League is opposed to this legislation.

**This bill will be up for a third hearing next week for opponent testimony. Our members are encouraged to submit written opponent testimony or testify in person before the House Civil Justice Committee. This bill eliminates sovereign immunity for municipalities and it is imperative the legislature understand the extensive negative consequences this would have not only for first responders, but for local communities as a whole.** Please submit your opponent testimony to [brandon.sagraves@ohiohouse.gov](mailto:brandon.sagraves@ohiohouse.gov) by 3 p.m. on Monday, March 18<sup>th</sup>. The hearing will be held on Tuesday, March 19<sup>th</sup> at 3 p.m. in Hearing Room 113 in the Ohio Statehouse. For any questions about drafting or submitting testimony, please contact the League's Director of Communications Ashely Brewster at [abrewster@omloho.gov](mailto:abrewster@omloho.gov) or 614-221-4349.

- **SB 52 - CYBER SECURITY.** Sponsored by Sen. Gavarone (R - Bowling Green), would create the civilian cyber security reserve forces, make the Secretary of State a member of the Homeland Security Advisory Council, require the Secretary of State to appoint a chief information security officer, require the boards of

elections to audit election results, and make an appropriation. During its third hearing before the Senate Government Oversight and Reform Committee, the committee adopted two amendments dealing with elections. The Ohio Township Association submitted written proponent testimony. The League is supportive of this legislation.

- SB 50 - SOLID WASTE FEES. Sponsored by Sen. Eklund (R - Chardon), would increase state solid waste disposal fee that is deposited into the Soil and Water Conservation District Assistance Fund, and make an appropriation. During its first hearing before the Senate Finance Committee, the bill's sponsor explained that the bill would create funding necessary for local soil and water conservation districts. The League is still looking into this legislation.
- SB 39 - MIXED-USE TAX CREDIT. Sponsored by Sen. Schuring (R - Canton), would authorize an insurance premiums tax credit for capital contributions to transformational mixed-use development projects. During its first hearing before the Senate Finance Committee, the bill's sponsor explained the bill is designed to create a "unique tax credit that will help transform Ohio's downtowns with new and robust economic development." The League is supportive of this legislation.
- HB 47 - PROPERTY TAX COMPLAINTS. Sponsored by Sen. Greenspan (R - Westlake), would increase the time within which property tax complaints must be decided and to change the name of the Ohio Legal Assistance Foundation. During its first hearing before the House Ways and Means Committee, the bill's sponsor said the status quo does not allow enough time for county boards of revisions to be compliant with state law. The League is neutral on this legislation.
- HB 76 - ELECTION NOTICES. Sponsored by Rep. Merrin (R - Monclova Township), would enact the "Ballot Uniformity and Transparency Act" to modify the form of election notices and ballot language for property tax levies. During its first hearing before the House Ways and Means Committee, the bill's sponsor said the bill clarifies existing ballot language by using the \$100,000 standard used by newspapers and other media outlets. The League is still looking into this legislation.
- SB 8 - OPPORTUNITY ZONES. Sponsored by Sen. Schuring (R - Canton), would authorize tax credits for investments in an Ohio Opportunity Zone. During its fourth hearing before the Senate Ways and Means Committee, the Manufacturing Policy Alliance and the Ohio REALTORS submitted testimony supporting the amendment. The League is supportive of this legislation.
- SB 31 - PUBLIC RECORDS. Sponsored by Sen. Roegner (R - Hudson), would include emergency service telecommunicators as individuals whose residential and familial information is exempt from disclosure under the Public Records Law. During its first hearing before the Senate Judiciary Committee, the bill's sponsor said the bill creates an "additional layer of protection" similar to those protections afforded to first responders. The League is supportive of this legislation.

#### COMMITTEE SCHEDULE FOR THE WEEK OF MARCH 18, 2018

**Tuesday, March 19, 2019**

##### **HOUSE FINANCE**

Tue., Mar. 19, 2019, 9:00 AM, Hearing Room 313

Rep. Oelslager: 614-752-2438

Testimony on the executive budget proposal from OBM Director Kimberly Murnieks, LSC Director Mark Flanders and Tax Commissioner Jeff McClain.

##### **SENATE LOCAL GOVERNMENT, PUBLIC SAFETY AND VETERANS AFFAIRS**

Tue., Mar. 19, 2019, 11:15 AM, North Hearing Room

Sen. Uecker: 614-466-8082

**SB12\*\*** TRAFFIC LAW PHOTO MONITORING (CRAIG H) To make changes to the laws governing traffic

law photo-monitoring devices, other civil traffic violations, and related fines and fees.

**First Hearing, Sponsor Testimony**

**SB73\*\*** PEDESTRIANS IN CROSSWALKS (BRENNER A) To alter the law governing yielding to pedestrians in crosswalks.

**First Hearing, Sponsor Testimony**

**HOUSE CIVIL JUSTICE**

Tue., Mar. 19, 2019, 3:00 PM, Hearing Room 113

Rep. Hambley: 614-466-8140

**HB27\*\*** PUBLIC MOTOR VEHICLE LIABILITY (INGRAM C) To modify political subdivision liability for an employee's negligent operation of a motor vehicle.

**Third Hearing, All Testimony**

**HOUSE WAYS AND MEANS**

Tue., Mar. 19, 2019, 3:00 PM, Hearing Room 116

Rep. Schaffer: 614-466-8100

**HB75\*\*** PROPERTY VALUE CONTESTS (MERRIN D) To require local governments that contest property values to formally pass an authorizing resolution for each contest and to notify property owners.

**Second Hearing, Proponent Testimony**

**Wednesday, March 20, 2019**

**SENATE JUDICIARY**

Wed., Mar. 20, 2019, 9:15 AM, North Hearing Room

Sen. Eklund: 614-644-7718

**SB33\*\*** CRITICAL INFRASTRUCTURE FACILITIES OFFENSES (HOAGLAND F) To modify certain criminal offenses with respect to critical infrastructure facilities and to impose fines and civil liability for damage to a critical infrastructure facility.

**Second Hearing, Proponent Testimony**

**Thursday, March 21, 2019**

**HOUSE FINANCE**

Thu., Mar. 21, 2019, 9:00 AM, Hearing Room 313

Rep. Oelslager: 614-752-2438

Testimony on the executive budget proposal from Superintendent Paolo DeMaria, Chancellor Randy Gardner, DRC Director Annette Chambers-Smith and DYS Director Ryan Gies.

PLEASE CHECK THE OML WEBSITE MONDAY FOR ANY UPDATES TO THE COMMITTEE SCHEDULE

**Ohio Municipal League Meetings & Trainings**

<b><u><a href="#">OML Lobbying Day</a></u></b> <b>March 27, 2019</b>	<b><u><a href="#">Registration Information</a></u></b>

[Ohio Municipal League](#)

Legislative Inquires:

[Kent Scarrett, Executive Director](#)

[Edward Albright, Deputy Director](#)

[Ashley Brewster, Director of Communications](#)



## AMP and DEMEC members recognized for reliability

By Michelle Palmer, P.E. - vice president of technical services

AMP is proud to announce that 21 of our member communities and two DEMEC member communities received national recognition for achieving exceptional electric reliability in 2018 when they were presented with the Certificate of Excellence in Reliability by the American Public Power Association.

The Certificate of Excellence is presented to communities using the eReliability Tracker with the best reliability numbers in the country. The recognition represents each community's dedication to their customers.

Please join us in congratulating the following communities:

- Bryan
- Coldwater
- Cuyahoga Falls
- Ephrata
- Front Royal
- Hamilton
- Hillsdale
- Hudson
- Jackson Center
- Lewes (DEMEC)
- Martinsville
- Minster
- New Castle (DEMEC)
- New Martinsville
- Orrville
- Paducah
- Painesville
- Piqua
- Princeton
- Versailles
- Wadsworth
- Wapakoneta
- Yellow Springs

AMP covers the cost of a subscription to the eReliability Tracker service for all members. If you have questions about this service or how to sign up, please contact me at [mpalmer@amppartners.org](mailto:mpalmer@amppartners.org).

## AMP joins the Large Public Power Council

By Jolene Thompson - AMP executive vice president of member services and external affairs and OMEA executive director

The AMP Board of Trustees recently approved AMP joining the Large Public Power Council (LPPC), a trade group that represents 27 of the largest locally governed and operated not-for-profit electric systems in the United States. The organization, which advocates with federal policymakers and tracks industry trend developments, works closely with the American Public Power Association. LPPC has a number of subject matter expert working groups, spanning government affairs, cybersecurity, communications, energy markets and tax matters, among other important topics to public power. Participating in LPPC will provide AMP with access to an additional forum to share ideas and best practices to the benefit of our members. AMP CEO Marc Gerken sits on the organization's board. To learn more about LPPC, please visit [www.lppc.org](http://www.lppc.org).



## Comments on proposed changes to EPA's National Compliance Initiatives

By Adam Ward - vice president of environmental affairs, sustainability and energy policy

On Feb. 8, 2019, the Environmental Protection Agency (EPA) proposed several changes to the National Compliance Initiatives (NCI), including changing the NCI category of "Reducing Air Pollution from the Largest Sources" from a national priority to a lesser category of "core programs." Since 1998, EPA's focus on this NCI category has resulted in numerous power plant enforcement actions.

On March 11, 2019, AMP and OMEA submitted [comments](#) to EPA supporting their proposal to de-emphasize the NCI Category of "Reducing Air Pollution from the Largest Sources."

For more information on either this policy change or AMP/OMEA's comments, please contact me at 614.540.0946 or [award@amppartners.org](mailto:award@amppartners.org).



## Charging Station Incentives: Lessons Learned

By Erin Miller - director of energy policy and sustainability



The Focus Forward Advisory Council and Electric Vehicle (EV) sub-group met via Skype on March 12. There were approximately 30 participants.

Chris Monacelli, electric utility manager, City of Westerville and Kristian Fenner, assistant administrator, City of Columbus, presented on the growth of the electric vehicle market, the lack of charging infrastructure to support it and the rebate programs their public utilities created in response.

There are an increasing number of new EV models available. "What do all of these options mean for Westerville Electric Division?" asked Monacelli. "A potential for load growth, as all of these cars will need to be charged someplace, whether at home, at work or at other public locations. An average all electric vehicle consumes an average of 4,350 kWh's annually, that's an average of over \$450 per vehicle in new revenue."

Westerville Electric Division has a program to rebate commercial customers up to \$4,000 for installation of a ChargePoint Level 2 or DC Fast public or workplace electric vehicle charging station. The customer is required to pay for the electricity, equipment, installation, maintenance and a three-year-minimum network access charge.

Columbus Division of Power launched a program to rebate residential customers up to \$500 for installation of a Level 2 charger in their homes.

After the presentations, participants previewed screenshots of the draft DEED funded Public Power EV Planning Toolkit and Guidebook. In addition, staff provided updates from APPA on the 2019 Public Power Forward webinar series as well as the May 15 deadline to apply for the Smart Energy Provider program designation.

The next meeting of the FFAC will be held in May. The topic will be on advanced metering infrastructure and time-of-use rates.

To view slides and meeting notes, visit the [Focus Forward](#) page of the [member extranet](#) under "Focus Forward Advisory Council Meeting Notes/Webinars" (login required).

## APPA Smart Energy Provider program

By Erin Miller

The American Public Power Association (APPA) 2019 Smart Energy Provider program application cycle is now open. Applications are due May 15, 2019.

This new program recognizes public power utilities who have demonstrated leading practices in energy efficiency, distributed generation, environmental stewardship and renewable energy. Utilities that successfully meet the guidelines earn a Smart Energy Provider designation.

Smart Energy Provider program resources:

- [Application](#)
- [Application Guide](#)
- [SEP Website](#)

AMP staff participated in APPA's stakeholder group to create the Smart Energy Provider program. If you have questions, please feel free to reach out to Randy Corbin at [rcorbin@amppartners.org](mailto:rcorbin@amppartners.org) or to me at

[emiller@amppartners.org](mailto:emiller@amppartners.org).

## APPA Public Power Forward webinar series

By Erin Miller



Beginning March 21 and running through May 21, American Public Power Association (APPA) is hosting five webinars to help utilities prepare for the future and learn what other utilities are doing to take on new technologies and new customer lifestyles.

The five-part series includes the following webinars, all held from 2-3:30 p.m. You can sign up for webinars individually or register for the full series at a discounted rate. Registration includes free access to audio recordings and slides from speakers.

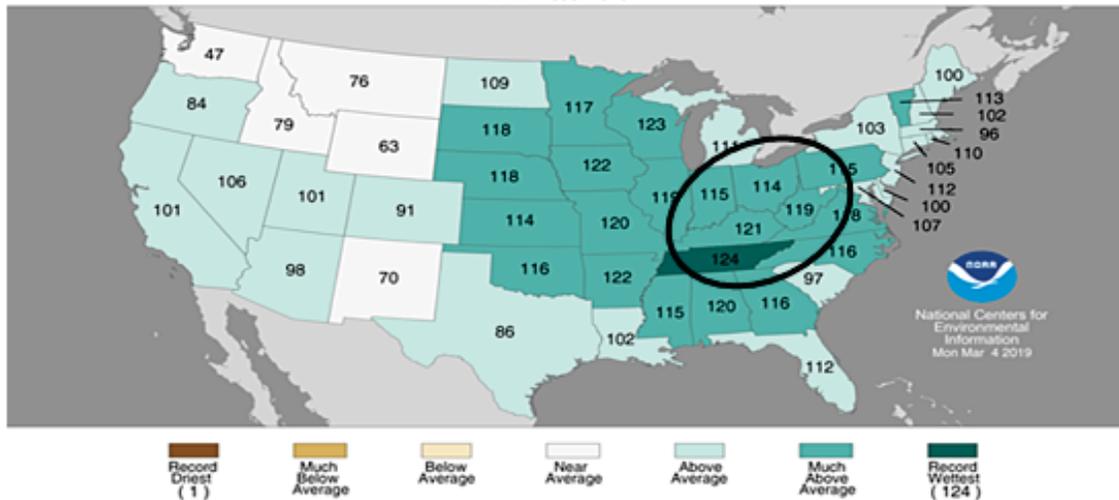
- March 21 - *Blockchain: The Why and How for Your Utility*
- April 3 - *Electric Vehicles: Accelerating to the Future*
- April 16 - *Smart Cities: Can Public Power Be an Enabler?*
- May 2 - *Electrification: New Loads, New Challenges*
- May 21 - *Rate Design: Changing to Meet New Needs*

This webinar series is being offered as part of the APPA's Public Power Forward strategic initiative to help members prepare for a new era in electricity. To learn more or to register, click [here](#).

<b>FEBRUARY OPERATIONS DATA</b>		
	<b>February 2019</b>	<b>February 2018</b>
<b>Fremont Capacity Factor</b>	<b>80%</b>	<b>68%</b>
<b>Prairie State Capacity Factor</b>	<b>89%</b>	<b>96%</b>
<b>Meldahl Capacity Factor</b>	<b>16%</b>	<b>20%</b>
<b>Cannelton Capacity Factor</b>	<b>12%</b>	<b>21%</b>
<b>Smithland Capacity Factor</b>	<b>0%</b>	<b>20%</b>
<b>Greenup Capacity Factor</b>	<b>9%</b>	<b>11%</b>
<b>Willow Island Capacity Factor</b>	<b>32%</b>	<b>24%</b>
<b>Belleville Capacity Factor</b>	<b>25%</b>	<b>39%</b>
<b>Blue Creek Wind Capacity Factor</b>	<b>34%</b>	<b>36%</b>
<b>JV6 Wind Capacity Factor</b>	<b>14%</b>	<b>28%</b>
<b>Front Royal Solar Capacity Factor</b>	<b>17%</b>	<b>11%</b>
<b>Bowling Green Solar Capacity Factor</b>	<b>12%</b>	<b>14%</b>
<b>Avg. A/D Hub On-Peak Rate</b>	<b>\$29/MWh</b>	<b>\$29/MWh</b>
<ul style="list-style-type: none"> <li>* Fremont capacity factor based on 675 MW rating.</li> <li>* PS capacity factor based on 1,582 MW rating.</li> <li>* Meldahl capacity factor based on 105 MW rating.</li> <li>* Cannelton capacity factor based on 87.6 MW rating.</li> <li>* Smithland capacity factor based on 76.2 MW rating.</li> <li>* Greenup capacity factor based on 70 MW rating.</li> <li>* Willow Island capacity factor based on 44.2 MW rating.</li> <li>* Belleville capacity factor based on 42 MW rating.</li> <li>* Front Royal Solar capacity factor based on 2.5 MW rating.</li> <li>* BG Solar capacity factor based on 20 MW rating.</li> </ul>		

If it feels like it has rained about every other day, your feelings are accurate. As can be seen in the chart above, the heavy rainfall again affected hydro operations this year. The Ohio River watershed, which includes the states circled below, has seen one of its wettest winters in more than 124 years. Kentucky and Tennessee set all-time records for rainfall in February of 2019. February 2018 still holds the record for soggianness in Indiana, Ohio, West Virginia and Pennsylvania.

### Statewide Precipitation Ranks December 2018–February 2019 Period: 1895–2019



### Energy Market update

By Jerry Willman - assistant vice president of energy marketing

The April 2019 natural gas contract increased \$0.035/MMBtu to close at \$2.852 yesterday. The EIA reported a withdrawal of 204 Bcf for the week ending March 8. Market expectations were for a withdrawal of 209 Bcf. Yesterday's storage report was the largest March withdrawal on record. The draw brought the total U.S. working gas supply to 1,186 Bcf, a deficit of 569 Bcf (32.4 percent) versus the five-year average.

On-peak power prices for 2020 at AD Hub closed yesterday at \$36.55/MWh, which decreased \$0.10/MWh for the week.

On Peak (16 hour) prices into AEP/Dayton hub					
Week ending March 15					
MON	TUE	WED	THU	FRI	
\$33.16	\$33.95	\$28.73	\$25.32	\$26.66	
Week ending March 8					
MON	TUE	WED	THU	FRI	
\$38.77	\$46.13	\$44.59	\$35.23	\$35.34	
AEP/Dayton 2020 5x16 price as of March 14 — \$36.55					
AEP/Dayton 2020 5x16 price as of March 7 — \$36.65					

### AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) was available for 2x1 operation for the week. The plant was online for the week and Fremont's output range varied between maximum base and duct fire range. Duct firing operated for 84 hours this week. The plant generated at a 83 percent capacity factor (based on 675 MW rating).

## Dan Cline joins AMP as circuit rider and general safety coordinator

By Michelle Palmer

Dan Cline joined AMP on March 11 as circuit rider and general safety coordinator. In this position, he will serve as a trainer and technical adviser to member communities through the Circuit Rider program, safety programs and other special projects.

Prior to joining AMP, Cline served as a lineworker for member community Piqua. He is a graduate of the Northwest Lineman College, and he has completed the AEP Lineworker Training program and a four year certified apprenticeship program.



Please join me in welcoming Dan to AMP.



## Newton Falls video wins \$10,000 on America's Funniest Home Videos

By Zachary Hoffman - communications and public relations specialist

On March 10, a video of several Newton Falls employees attempting to catch a squirrel that had invaded their office won the top prize of \$10,000 on America's Funniest Home Videos. The video, taken in 2017 by Linda Grunder, former utility billing administrator, and submitted by Anna Musson, fiscal officer, shows Rich Coss and Michael Harnichar from the streets and maintenance department attempting to catch the quick little animal with an empty box. After eventually managing to catch it by hand, it quickly escapes by leaping toward Grunder, causing her to panic behind the camera.

To view the video, click [here](#).

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Webinars can be purchased individually or as the 5-part series:

- Exploring Electric Utility Regulations and Business Models: **February 22, 2019**
- Understanding the Generation & Transmission Grid: **March 8, 2019**
- Operating a Local Public Power System: **March 22, 2019**
- Managing a Public Power Utility Enterprise: **April 5, 2019**



## Classifieds

Members interested in posting classifieds in Update may send a job description with start and end advertisement dates to [zhoffman@amppartners.org](mailto:zhoffman@amppartners.org). There is no charge for this service.

### City of Bowling Green seeks applicants for two positions

#### Journeyman lineman

The City of Bowling Green is seeking applicants for the position of journeyman lineman. This position is responsible for constructing, maintaining, troubleshooting and repairing the city's electrical distribution system. Operates equipment; maintains service lines; analyzes outage situations; repairs outage

situations; connects new customers to electrical power; maintains street lights; informs public of work. Requirements: High school diploma or equivalent; successful completion of a lineman apprenticeship program; Commercial Class A driver's license; three to five years of relevant experience.

Interested persons must complete an application packet that is available either by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St., Bowling Green, OH 43402-2399 or by accessing the online application available at [www.bgohio.org](http://www.bgohio.org). Resumes may be included, but will not substitute for a completed application. All completed application materials must be returned to the Personnel Department by one of the following methods: via email to [BGPersonnel@bgohio.org](mailto:BGPersonnel@bgohio.org), via fax to 419.352.1262 or via U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8:00 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is April 5, 4:30 p.m. AA/EE0

#### **Wastewater treatment plant operator**

The City of Bowling Green is seeking applicants for the position of wastewater treatment plant operator. This hourly position is responsible for oversight of the operation of the wastewater treatment plant, ensuring effluent quality and proper/efficient plant operation. Oversees plant operations; checks equipment; performs lab tests; monitors plant via computer and plant walk through rounds; performs maintenance duties; operates trucks and other equipment; removes Biosolids (hauls sludge); collects samples; attends training; prepares/maintains documentation; performs custodial tasks and other related duties as assigned. Works both indoors and outdoors; works alone; irregular work schedules; must be available to work shift work, weekends and holidays. High school diploma or equivalent; Ohio Environmental Protection Agency (OEPA) Wastewater Treatment Certifications preferred; valid Class A Commercial driver's license required or must be able to obtain within six months of hire; must obtain a Class I OEPA Wastewater Treatment Certification within two years of hire; three to five years of relevant experience. A copy of the job description will be provided to all applicants.

Interested persons must complete an application packet that is available either by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St., Bowling Green, OH 43402-2399 or by accessing the online application available at [www.bgohio.org](http://www.bgohio.org). Resumes may be included, but will not substitute for a completed application. All completed application materials must be returned to the Personnel Department by one of the following methods: via email to [BGPersonnel@bgohio.org](mailto:BGPersonnel@bgohio.org), via fax to 419.352.1262 or via U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8:00 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is April 5, 4:30 p.m. AA/EE0

## **City of Bryan seeks applicants for IT technician/help desk support**

The City of Bryan is seeking applicants for the position of IT technician/help desk support. Under the direction of the communications superintendent, this position provides technical support of desktop computers, applications and related technology; troubleshoots, identifies, researches and resolves technical problems; documents, tracks and monitors problems to ensure a timely resolution. Also performs a variety of maintenance, software and hardware installation, and training tasks to ensure end-user workstations and network performance meet utilities and user requirements.

Position requires an associate's degree in technical field; five to seven years of experience in the field or a related technical area; or an equivalent combination of education and experience which provides the knowledge, skills and abilities needed to perform essential functions of the position. Applicants must have a valid driver's license. A full job description may be downloaded at [www.cityofbryan.net/employment](http://www.cityofbryan.net/employment). Please submit resume to Bryan Municipal Utilities, 841 E. Edgerton St., Bryan, OH 43506; or email to [humanresources@cityofbryan.com](mailto:humanresources@cityofbryan.com) or apply in person between 8 a.m. and 4 p.m., Monday through Friday.

## **City of Painesville seeks applicants for two positions**

#### **Water superintendent**

The City of Painesville is seeking a qualified individual to fill the position of water superintendent, supervising the departments of Water Treatment Plant and Water Distribution. Salary range depends on qualifications. Position is responsible for a full range of supervisory, professional and administrative work in the direction of the municipal water distribution system and water treatment plant. Duties are highly specialized and require considerable independent discretion and adherence to city and state policies, rules and regulations.

Candidate must possess a high school diploma or equivalent, valid Class IV Operator Water Supply Certificate from the Ohio EPA. Five years of progressively more responsible work experience in water system management and operation preferred. Submit resume, work-related references and salary history to Human Resources, City of Painesville, P.O. Box 601, Painesville, OH 44077-0601 or email to

[hr@painesville.com](mailto:hr@painesville.com). For full position description, please visit [www.painesville.com](http://www.painesville.com). EOE, drug and alcohol-free workplace.

### **Maintenance worker II**

The City of Painesville is seeking a qualified individual to fill the position of water superintendent, working on the Public Works team. Starting pay begins at \$17.76 per hour. Position is responsible for installation and maintenance of water mains and service lines, water meters and fire hydrants, sewer mains and service lines, manholes and catch basins. Operates a motor roller, sewer jet machines, sewer rodder machines, small and large excavators, wheel loaders, dozers, backhoes and other vehicles and machinery. Repairs asphalt, concrete, gravel and dirt surfaced streets, and more.

Candidate must possess a high school diploma or equivalent and a valid Ohio driver's license with the ability to attain a commercial driver's license within one year of hire. Must have experience in a construction and maintenance work relating to the area of assignment, including experience in the operation of automotive equipment. Different combination of education and experience may be deemed equivalent. Submit resume and work-related references to Human Resources, City of Painesville, P.O. Box 601, Painesville, OH 44077-0601 or email to [hr@painesville.com](mailto:hr@painesville.com). For full position description, please visit [www.painesville.com](http://www.painesville.com). EOE, drug and alcohol-free workplace.

## **Borough of Ephrata seeks applicants for electric engineer**

The Borough of Ephrata is seeking applicants for the position of electric engineer. Ephrata is located within one to two hours of three major cities: Philadelphia, Baltimore and New York. The Borough has approximately 6,600 meters in a service area of 3.4 square miles. This position provides technical supervision, planning, organizing and direction of functions in the operation and maintenance of the electrical distribution system. Some of the duties include providing technical assistance in the design, engineering, sizing, selection and maintenance of electric distribution components; providing guidance for the maintenance, operation and construction of the electric distribution system and substations to ensure system reliability and the availability of energy supply to all customers; recommending and implementing improvements to operating distribution system and equipment to ensure system reliability is maintained and losses are minimized. Must have a demonstrated ability to use Outlook, Word and Excel proficiently; ability to communicate effectively with employees, customers, government agencies, union leaders, council and board members. Prior responsibility for maintenance of process equipment, upgrading technology and a working knowledge of electrical distribution systems and components is highly desirable.

Graduates of a four-year electrical engineering program with an emphasis on power engineering preferred. Willing to consider graduate engineering program, however, experience in the operations and maintenance of electric distribution is preferred. The Borough offers an attractive wage, comprehensive benefit package and a workplace with an emphasis on quality and teamwork. To apply, complete an application at the Borough offices or send a resume to: Human Resources Department, Borough of Ephrata, 124 S. State St., Ephrata, PA 17522 or [skramer@ephrataboro.org](mailto:skramer@ephrataboro.org). View job openings at [www.ephrataboro.org](http://www.ephrataboro.org). For a full job description, click [here](#).

## **City of Cuyahoga Falls seeks applicants for two positions**

### **Apprentice lineman**

The City of Cuyahoga Falls Civil Service Commission will hold an open examination for the position of apprentice lineman on March 27 at 6:00 p.m. Starting pay is \$18.46 per hour with up to \$38.45 per hour as a top lineman. Non-smoking environment. Visit [www.cityofcf.com](http://www.cityofcf.com) for details. Applications must be postmarked March 19, 2019. Non-refundable application processing fee: \$25 cash or money order due with application (no personal checks). EEO/ADA

### **Lineman Class A**

The City of Cuyahoga Falls Civil Service Commission will hold an open examination for Lineman Class A on April 4 at 6:00 PM. Starting pay is \$32.25 per hour and up to \$38.45 per hour as a top lineman. Three years of lineman experience required. Non-smoking environment. Visit [www.cityofcf.com](http://www.cityofcf.com) for details. Applications must be postmarked March 26, 2019. Non-refundable application processing fee: \$25 cash or money order due with application (no personal checks). EEO/ADA

## **City of Milford seeks applicants for electric superintendent**

The City of Milford Public Works Department is seeking applicants for the position of electric superintendent. The electric superintendent oversees the overall operations of the city's electric system that serves approximately 7,500 homes and businesses from two substations in an approximately 12 square mile service territory, covering all of Milford and portions of unincorporated areas of Kent and Sussex Counties. The system peaks at just over 46,000 MW and delivers over 225 million kWh annually.

The electric superintendent supervises approximately 10 employees and is responsible for construction, maintenance and design of the distribution system, including substation operations and maintenance. Electricity is purchased in bulk from the Delaware Municipal Electric Corporation. Work is performed under the general supervision of the public works director.

The city is seeking applicants with a bachelor degree in electrical engineering (preferred) or a related field with at least five years of experience; or 10 years of experience in the electric utility industry with considerable supervisory and management experience may be substituted for a degree; or any combination of education and experience equivalent to the requirements. Possession of a valid Delaware vehicle operator's license and Class B CDL (minimum - within one year of the date of hire) is required.

Salary range: \$84,136-\$107,681.60 based on qualifications and experience.

To apply: Click [here](#) and attach your resume.

The position will remain open until filled.

## Opportunities available at AMP

AMP is seeking applicants for the following positions:

Vice president of finance

Manager of marketing/member relations

For complete job descriptions, please visit the [AMP careers page](#).

American Municipal Power, Inc.

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