

## GENERAL INFORMATION

June 10, 2019

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### CALENDAR

#### **MONDAY, JUNE 10, 2019**

*Agenda* - ELECTRIC COMMITTEE and BOPA Meeting @6:15 pm

- Approval of Minutes
  - ◆ the minutes from the last meeting on March 11<sup>th</sup> are enclosed.
- Review/Approval of Power Supply Cost Adjustment Factor for June 2019
  - ◆ The reports for the PSCAF for June are attached.
- Discussion on House Bill 6 (with BOPA)
- Short Term Financing for the New Pool
  - ◆ Enclosed is a Memorandum from Kent pertaining to this item.
- Electric Department Reports
  - ◆ The May 2019 Electric Department Reports are enclosed.

*Agenda* – WATER, SEWER, REFUSE, RECYCLING AND LITTER COMMITTEE Meeting @7:00 pm

- Approval of Minutes
  - ◆ The March 11, 2019 meeting minutes are attached.
- Discussion on House Bill 163 (with BOPA)
- Wastewater Treatment Plant Sludge Management.
  - ◆ A Memorandum from Joel is enclosed.

*Agenda* –MUNICIPAL PROPERTIES, BUILDING, LAND USE & ECONOMIC DEVELOPMENT Committee @7:30 pm

- Approval of Minutes
  - ◆ The February 11, 2019 meeting minutes are attached.
- NORA Quarterly Review/Request to Restrict NORA during Ribfest on June 28, 2019
  - ◆ Please see the enclosed letter from Joel Miller regarding NORA during Ribfest.
- Alex Birkhold Eagle Scout Project: Replacement of City Entrance Sign at Glenwood and US 24
  - ◆ Information on Alex's Eagle Scout Project is enclosed.

#### **TUESDAY, JUNE 11, 2019**

*Agenda* – Records Commission @4:00 pm

- Approval of Minutes
- Review of Records Retention Schedules
  - Human Resources
  - Law Department
  - Finance Department

Agenda – Board of Zoning Appeals @4:30 pm

- Approval of Minutes
- BZA 19-04 Variance to Property Setbacks at 1130 Willard St.
- BZA 19-05 Appeal to Zoning Administrator’s Decision – 125 West Clinton St.

Canceled – Planning Commission

**INFORMATIONAL ITEMS**

- 1) AMP Newsletter / June 3, 2019

Records Retention - CM-11 - 2 Years

## June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	<b>3</b> 6:55 pm Public Hearing 2020 Tax Budget 7:00 pm City Council	4	<b>5</b> 8:00 am Healthcare Cost Committee	6	7	8
9	<b>10</b> 6:15 pm Electric Comm. 6:15 pm BOPA 7:00 pm Water/Sewer Comm 7:30 pm Muni Prop. Comm.	<b>11</b> 4:00 pm Records Comm. 4:30 pm BZA	12	13	14	15
16	<b>17</b> 6:00 pm Parks & Rec Comm 7:00 pm City Council	18	19	20	21	22
23	<b>24</b> 6:30 pm Finance & Budget 7:30 pm Safety & Human Resources Comm	<b>25</b> 4:30 pm Civil Service	<b>26</b> 6:30 pm Parks & Rec Board	27	28	29
30	Notes:					

*City of Napoleon, Ohio*

## **ELECTRIC COMMITTEE**

Meeting Agenda

**Monday, June 10, 2019 at 6:15 pm**

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

- 1) Approval of Minutes: March 11, 2019 (*In the absence of any objections or corrections, the Minutes shall stand approved*).
- 2) Review/Approval of the Power Supply Cost Adjustment Factor for June 2019:  
PSCA 3-month averaged factor \$0.02051; JV2 \$0.025436.
- 3) Discussion on House Bill 6 (with Board of Public Affairs).
- 4) Short Term Financing for the New Pool.
- 5) Electric Department Reports.
- 6) Any other matters to come before the Committee.
- 7) Adjournment.



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Kent Seemann  
Finance Director/Clerk of Council

## ELECTRIC COMMITTEE

### Meeting Minutes

**Monday, March 11, 2019 at 6:15 pm**

#### **PRESENT**

Committee Members  
Board of Public Affairs  
City Manager  
City Law Director  
Interim Finance Director  
Recording Secretary  
City Staff  
Others

Travis Sheaffer-Chair, Joseph D. Bialorucki  
Dr. David Cordes-Chair, Mike DeWit, Rory Prigge  
Joel L. Mazur  
Billy Harmon  
Christine Peddicord  
Roxanne Dietrich  
Dennis P. Clapp-Electric Distribution Superintendent  
Brian Koeller-NW Signal

#### **ABSENT**

Committee Member

Lori Siclair

#### **Call to Order**

Chairman Sheaffer called the Electric Committee meeting to order at 6:15 pm.

#### **Approval of Minutes**

Hearing no corrections or objections, the minutes from the February 11, 2019 Electric Committee meeting stand approved as presented.

#### **Motion to Accept the BOPA Recommendation to Approve March PSCAF**

Motion: Bialorucki Second: Sheaffer  
to accept the BOPA recommendation to approve the March 2019 PSCAF as three month averaged factor \$0.01905, JV2 \$0.027792 and JV5 \$0.027792.

#### **Passed**

Yea-2

Nay-0

Roll call vote on the above motion:  
Yea-Sheaffer, Bialorucki  
Nay-

#### **Motion to Un-table Mutual Aid to the Navajo Nation**

Motion: Bialorucki Second: Sheaffer  
to un-table mutual aid to the Navajo Nation.

#### **Passed**

Yea-2

Nay-0

Roll call vote on the above motion:  
Yea-Sheaffer, Bialorucki  
Nay-

#### **Discussion**

Mazur explained to provide volunteer aid to the Navajo Nation it is estimated the cost would be \$5,200, this includes travel days, the total cost would depend on how many hours are worked. It is too late to get signed up, if everything goes well, there could be a second round later this year or next year. DeWit voiced his concern if an employee would get hurt while down there if they would be covered by Workers Comp and insurance, it would be nice to know before we send someone there. Mazur replied he doesn't know for sure if they would be covered; but is making the assumption it is covered the same way as mutual aid. Dr. Cordes suggested this may need to be looked into. Bialorucki stated before

they go this needs to be confirmed. Mazur thought the original issue was the proper use of public funds. Dr. Cordes asked, *is it appropriate use of public funds?* Harmon responded it is not appropriate use of public funds, that would be my advice to Council. There is the potential you could run into an audit situation, at this point my opinion is this is not a proper use of public funds, it is not worth the risk. There is a big difference between mutual aid and this, mutual aid is an emergency situation.

**Motion to Remove  
Mutual Aid to Navajo  
Nation from the Agenda**

Motion: Bialorucki    Second: Sheaffer  
to remove *Mutual Aid to the Navajo Nation* from the agenda.

**Passed  
Yea-2  
Nay-0**

Roll call vote on the above motion:  
Yea-Sheaffer, Bialorucki  
Nay-

**Electric Department  
Reports**

Clapp reviewed the February 2019 Electric Department Report, there were seven callouts in February, the load increased slightly for peak, the average load decreased compared to February of 2018. The JV5 units have been cleared all that is left is the pad. The crews have been doing little projects, the first services were put in for the JanMar project, we are cleaning things up on Scott Street, all lighting has been changed over to LED.

**Other Matters**

Mazur said JV5 will not need to be read anymore. Clapp noted we are still in the program; but, do not need to put JV5 on the agenda anymore.

**Motion to Adjourn  
Electric Committee Mtg.**

Motion: Bialorucki    Second: Sheaffer  
to adjourn the Electric Committee meeting at 6:53 pm.

**Passed  
Yea-2  
Nay-0**

Roll call vote on the above motion:  
Yea-Sheaffer, Bialorucki  
Nay-

**Approved**

**May 13, 2019**

\_\_\_\_\_  
Travis Sheaffer - Chair

**CITY OF NAPOLEON, OHIO - PSCAF**

**POWER SUPPLY COST ADJUSTMENT FACTOR (PSCAF) - COMPUTATION OF MONTHLY PSCAF**

COMPUTATIONS WITH CORRECTED DATA FROM JULY, 2015, THROUGH MARCH, 2017


AMP Billed Usage Month	PSCAF City Billing Month	AMP - kWh Delivered As Listed on AMP Invoices	Purchased Power Supply Costs (*=Net of Known) (+ OR - Other Cr's)	Rolling 3-Month Totals		Rolling 3 Month Average Cost	Less: Fixed Base Power Supply Cost	PSCA Dollar Difference + or (-)	PSCA-Corrtd. 3 MONTH AVG.FACTOR + Line Loss
				Current + Prior 2 Months					
				kWh	Cost				
				(a)	(b)				
		Actual Billed	Actual Billed w/Cr's	c + prior 2 Mo	d + prior 2 Mo	f / e	\$0.07194 Fixed	g + h	i X 1.075
July'17	Sep '17	14,573,346	\$ 1,192,319.89	40,367,108	\$ 3,295,254.14	\$ 0.08163	\$ (0.07194)	\$ 0.00969	\$ 0.01042
Aug'17	Oct '17	14,326,956	\$ 1,182,800.05	42,480,669	\$ 3,472,029.96	\$ 0.08173	\$ (0.07194)	\$ 0.00979	\$ 0.01052
Sept'17	Nov'17	12,915,106	\$ 1,041,374.28	41,815,408	\$ 3,416,494.22	\$ 0.08170	\$ (0.07194)	\$ 0.00976	\$ 0.01049
Oct'17	Dec'17	12,743,776	*\$ 1,064,421.41	39,985,838	\$ 3,288,595.74	\$ 0.08224	\$ (0.07194)	\$ 0.01030	\$ 0.01107
Nov'17	Jan'18	12,424,075	\$ 1,088,533.30	38,082,957	\$ 3,194,328.99	\$ 0.08388	\$ (0.07194)	\$ 0.01194	\$ 0.01284
Dec'17	Feb'18	13,391,143	\$ 1,149,912.68	38,558,994	\$ 3,302,867.39	\$ 0.08566	\$ (0.07194)	\$ 0.01372	\$ 0.01475
Jan'18	Mar'18	13,957,533	\$ 1,336,329.96	39,772,751	\$ 3,574,775.94	\$ 0.08988	\$ (0.07194)	\$ 0.01794	\$ 0.01929
Feb'18	Apr'18	12,213,852	*\$ 914,897.80	39,562,528	\$ 3,401,140.44	\$ 0.08597	\$ (0.07194)	\$ 0.01403	\$ 0.01508
Mar'18	May'18	12,894,285	*\$ 1,115,898.14	39,065,670	\$ 3,367,125.90	\$ 0.08619	\$ (0.07194)	\$ 0.01425	\$ 0.01532
Apr'18	June'18	11,995,837	\$ 1,154,645.74	37,103,974	\$ 3,185,441.68	\$ 0.08585	\$ (0.07194)	\$ 0.01391	\$ 0.01495
May'18	July'18	12,812,421	\$ 1,184,249.00	37,702,543	\$ 3,454,792.88	\$ 0.09163	\$ (0.07194)	\$ 0.01969	\$ 0.02117
June'18	Aug'18	13,813,277	\$ 1,230,516.92	38,621,535	\$ 3,569,411.66	\$ 0.09242	\$ (0.07194)	\$ 0.02048	\$ 0.02202
July'18	Sep'18	15,234,049	\$ 1,312,135.13	41,859,747	\$ 3,726,901.05	\$ 0.08903	\$ (0.07194)	\$ 0.01709	\$ 0.01837
Aug'18	Oct'18	15,634,242	\$ 1,275,023.19	44,681,568	\$ 3,817,675.24	\$ 0.08544	\$ (0.07194)	\$ 0.01350	\$ 0.01451
Sep'18	Nov'18	13,195,770	\$ 1,197,316.71	44,064,061	\$ 3,784,475.03	\$ 0.08589	\$ (0.07194)	\$ 0.01395	\$ 0.01500
Oct'18	Dec'18	12,827,093	\$ 1,201,860.98	41,657,105	\$ 3,674,200.88	\$ 0.08820	\$ (0.07194)	\$ 0.01626	\$ 0.01748
Nov'18	Jan'19	12,694,035	\$ 1,177,330.24	38,716,898	\$ 3,576,507.93	\$ 0.09238	\$ (0.07194)	\$ 0.02044	\$ 0.02197
Dec'18	Feb'19	12,936,598	\$ 1,175,315.11	38,457,726	\$ 3,554,506.33	\$ 0.09243	\$ (0.07194)	\$ 0.02049	\$ 0.02203
Jan'19	Mar'19	13,516,644	\$ 1,157,412.90	39,147,277	\$ 3,510,058.25	\$ 0.08966	\$ (0.07194)	\$ 0.01772	\$ 0.01905
Feb'19	Apr'19	12,112,198	\$ 1,076,627.71	38,565,440	\$ 3,409,355.72	\$ 0.08840	\$ (0.07194)	\$ 0.01646	\$ 0.01769
Mar'19	May'19	12,476,648	\$ 1,111,471.41	38,105,490	\$ 3,345,512.02	\$ 0.08780	\$ (0.07194)	\$ 0.01586	\$ 0.01705
<b>Apr'19</b>	<b>June'19</b>	<b>10,913,916</b>	<b>\$ 1,043,515.66</b>	<b>35,502,762</b>	<b>\$ 3,231,614.78</b>	<b>\$ 0.09102</b>	<b>\$ (0.07194)</b>	<b>\$ 0.01908</b>	<b>\$ 0.02051</b>

UP

\* Total Includes Other (-) Credits / (+) Debits in Purchased Power Costs, Not Listed on AMP Billings:

**PSCAF - Preparers Signature:**

Name - Lori A. Rausch, Utility Billing Administrator

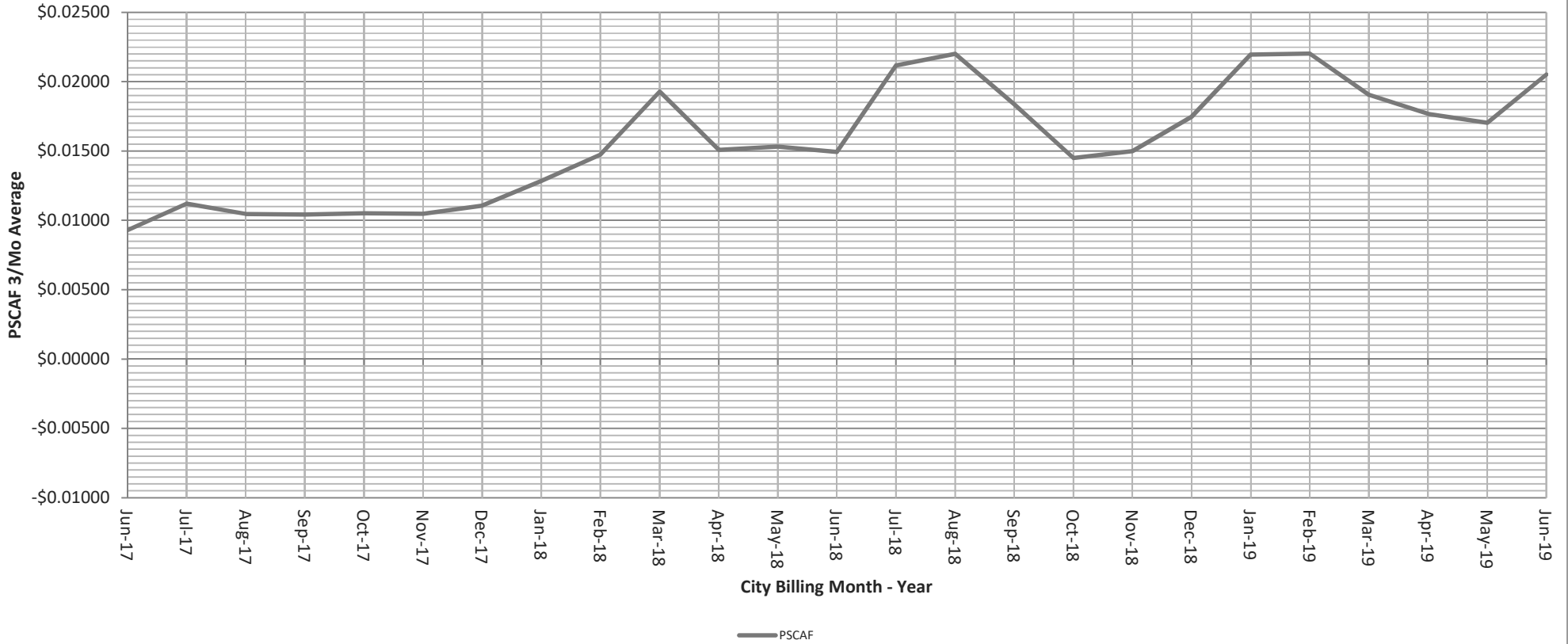
 5/23/2019  
Signature Date

**PSCAF - Reviewers Signature:**

Name - Kent Seemann, Finance Director

 5/23/2019  
Signature Date

# Power Supply Cost Adjustment Factor - PSCAF











<b>BILLING SUMMARY AND CO</b>												
MAY, 2019												
2019 - JUNE BILLING WITH APRIL 2019 AMP BI												
Class and/or Schedule	Rate Code	Apr-19 Billed	Cost / kWh For Month	# of Bills	May-19		Cost / kWh For Month	KWH USAGE PRIOR 12 MO	TOTAL BILLING PRIOR 12 MO	Avg.Cost Per kWh For Period	Avg.Num. of Bills For Period	Avg.Per.% of Bills For Period
					May-19 (kWh Usage)	May-19 Billed						
Residential (Dom-In)	E1	\$257,277.91	\$0.1264	3,344	1,923,171	\$242,954.41	\$0.1263	27,963,887	\$3,523,751.69	\$0.1260	3,338	56.5123%
Residential (Dom-In) w/Ecosmart	E1E	\$406.83	\$0.1321	8	3,052	\$401.71	\$0.1316	51,937	\$6,671.86	\$0.1285	8	0.1354%
Residential (Dom-In - All Electric)	E2	\$82,084.80	\$0.1220	621	557,529	\$68,338.87	\$0.1226	6,383,064	\$794,205.12	\$0.1244	611	10.3373%
Res.(Dom-In - All Elec.)w/Ecosmart	E2E	\$65.20	\$0.1283	1	457	\$58.97	\$0.1290	7,348	\$933.61	\$0.1271	1	0.0169%
<b>Total Residential (Domestic)</b>		<b>\$339,834.74</b>	<b>\$0.1253</b>	<b>3,974</b>	<b>2,484,209</b>	<b>\$311,753.96</b>	<b>\$0.1255</b>	<b>34,406,236</b>	<b>\$4,325,562.28</b>	<b>\$0.1257</b>	<b>3,958</b>	<b>67.0019%</b>
Residential (Rural-Out)	ER1	\$104,015.97	\$0.1310	776	699,983	\$92,162.85	\$0.1317	9,487,555	\$1,252,708.69	\$0.1320	780	13.1953%
Residential (Rural-Out) w/Ecosmart	ER1E	\$410.74	\$0.1343	4	2,544	\$346.81	\$0.1363	37,025	\$5,006.02	\$0.1352	4	0.0677%
Residential (Rural-Out - All Electric)	ER2	\$64,053.38	\$0.1286	370	416,573	\$53,930.58	\$0.1295	5,422,100	\$707,174.76	\$0.1304	372	6.3014%
Res.(Rural-Out - All Electric)w/Ecosmar	ER2E	\$378.26	\$0.1280	2	2,425	\$312.46	\$0.1288	28,222	\$3,690.91	\$0.1308	2	0.0339%
Residential (Rural-Out w/Dmd)	ER3	\$3,197.46	\$0.1270	15	26,458	\$3,336.23	\$0.1261	553,180	\$69,756.19	\$0.1261	16	0.2652%
Residential (Rural-Out - All Electric w/Dm	ER4	\$1,377.53	\$0.1297	9	9,409	\$1,224.75	\$0.1302	143,442	\$18,612.50	\$0.1298	9	0.1524%
<b>Total Residential (Rural)</b>		<b>\$173,433.34</b>	<b>\$0.1300</b>	<b>1,176</b>	<b>1,157,392</b>	<b>\$151,313.68</b>	<b>\$0.1307</b>	<b>15,671,524</b>	<b>\$2,056,949.07</b>	<b>\$0.1313</b>	<b>1,182</b>	<b>20.0158%</b>
Commercial (1 Ph-In - No Dmd)	EC2	\$5,166.30	\$0.1615	72	31,882	\$5,130.75	\$0.1609	413,693	\$66,326.09	\$0.1603	72	1.2259%
Commercial (1 Ph-Out - No Dmd)	EC2O	\$2,094.53	\$0.1884	50	9,408	\$1,858.70	\$0.1976	117,530	\$22,931.85	\$0.1951	49	0.8266%
<b>Total Commercial (1 Ph) No Dmd</b>		<b>\$7,260.83</b>	<b>\$0.1684</b>	<b>122</b>	<b>41,290</b>	<b>\$6,989.45</b>	<b>\$0.1693</b>	<b>531,223</b>	<b>\$89,257.94</b>	<b>\$0.1680</b>	<b>121</b>	<b>2.0525%</b>
Commercial (1 Ph-In - w/Demand)	EC1	\$45,856.29	\$0.1533	260	309,521	\$46,731.05	\$0.1510	3,950,245	\$602,303.11	\$0.1525	260	4.4012%
Commercial (1 Ph-Out - w/Demand)	EC1O	\$5,894.91	\$0.1409	24	43,432	\$6,099.39	\$0.1404	550,546	\$76,960.57	\$0.1398	25	0.4176%
<b>Total Commercial (1 Ph) w/Demand</b>		<b>\$51,751.20</b>	<b>\$0.1518</b>	<b>284</b>	<b>352,953</b>	<b>\$52,830.44</b>	<b>\$0.1497</b>	<b>4,500,791</b>	<b>\$679,263.68</b>	<b>\$0.1509</b>	<b>285</b>	<b>4.8188%</b>
Commercial (3 Ph-Out - No Dmd)	EC4O	\$116.60	\$0.1943	2	360	\$84.14	\$0.2337	38,800	\$5,775.87	\$0.1489	2	0.0339%
<b>Total Commercial (3 Ph) No Dmd</b>		<b>\$116.60</b>	<b>\$0.1943</b>	<b>2</b>	<b>360</b>	<b>\$84.14</b>	<b>\$0.2337</b>	<b>38,800</b>	<b>\$5,775.87</b>	<b>\$0.1489</b>	<b>2</b>	<b>0.0339%</b>
Commercial (3 Ph-In - w/Demand)	EC3	\$243,290.37	\$0.1322	215	1,680,476	\$223,008.67	\$0.1327	20,205,671	\$2,742,763.87	\$0.1357	210	3.5577%
Commercial (3 Ph-Out - w/Demand)	EC3O	\$38,828.23	\$0.1344	37	259,862	\$35,269.49	\$0.1357	3,797,741	\$516,357.76	\$0.1360	37	0.6277%
Commercial (3 Ph-Out - w/Dmd.&Sub-St	E3SO	\$13,110.89	\$0.1259	3	96,960	\$12,199.22	\$0.1258	1,307,760	\$165,126.43	\$0.1263	3	0.0508%
Commercial (3 Ph-In - w/Demand, No Ta	EC3T	\$250.82	\$0.1334	1	1,640	\$221.35	\$0.1350	46,320	\$6,223.81	\$0.1344	1	0.0169%
<b>Total Commercial (3 Ph) w/Demand</b>		<b>\$295,480.31</b>	<b>\$0.1322</b>	<b>256</b>	<b>2,038,938</b>	<b>\$270,698.73</b>	<b>\$0.1328</b>	<b>25,357,492</b>	<b>\$3,430,471.87</b>	<b>\$0.1353</b>	<b>251</b>	<b>4.2531%</b>
Large Power (In - w/Dmd & Rct)	EL1	\$166,527.05	\$0.1096	15	1,662,985	\$177,044.25	\$0.1065	23,812,250	\$2,600,326.36	\$0.1092	18	0.3033%
Large Power (In - w/Dmd & Rct, w/SbCr)	EL2	\$92,963.95	\$0.1043	3	974,049	\$99,096.19	\$0.1017	12,402,525	\$1,262,119.54	\$0.1018	3	0.0508%
Large Power (Out - w/Dmd & Rct, w/SbCr)	EL2O	\$49,582.76	\$0.1117	1	448,800	\$50,347.54	\$0.1122	5,580,000	\$617,937.71	\$0.1107	1	0.0169%
Large Power (In - w/Dmd & Rct, w/SbCr)	EL3	\$6,282.65	\$0.1027	2	55,210	\$5,835.99	\$0.1057	831,071	\$130,085.37	\$0.1565	2	0.0339%
<b>Total Large Power</b>		<b>\$315,356.41</b>	<b>\$0.1082</b>	<b>21</b>	<b>3,141,044</b>	<b>\$332,323.97</b>	<b>\$0.1058</b>	<b>42,625,846</b>	<b>\$4,610,468.98</b>	<b>\$0.1082</b>	<b>24</b>	<b>0.4049%</b>
Industrial (In - w/Dmd & Rct, w/SbCr)	EI1	\$80,520.83	\$0.1015	1	853,543	\$80,449.78	\$0.0943	11,808,256	\$1,150,730.19	\$0.0975	1	0.0169%
Industrial (In - w/Dmd & Rct, No/SbCr)	EI2	\$64,867.63	\$0.1094	1	786,160	\$76,598.10	\$0.0974	9,659,812	\$958,477.63	\$0.0992	1	0.0169%
<b>Total Industrial</b>		<b>\$145,388.46</b>	<b>\$0.1049</b>	<b>2</b>	<b>1,639,703</b>	<b>\$157,047.88</b>	<b>\$0.0958</b>	<b>21,468,068</b>	<b>\$2,109,207.82</b>	<b>\$0.0982</b>	<b>2</b>	<b>0.0339%</b>
Interdepartmental (In - No Dmd)	ED1	\$4,311.86	\$0.1275	10	28,938	\$3,730.91	\$0.1289	422,105	\$56,590.14	\$0.1341	10	0.1679%
Interdepartmental (Out - w/Dmd)	ED2O	\$55.59	\$0.2376	2	357	\$71.87	\$0.2013	4,568	\$906.63	\$0.1989	2	0.0339%
Interdepartmental (In - w/Dmd)	ED2	\$9,060.76	\$0.1391	27	42,935	\$6,062.18	\$0.1412	527,471	\$75,526.08	\$0.1432	28	0.4740%
Interdepartmental (3Ph-In - w/Dmd)	ED3	\$23,936.79	\$0.1271	10	175,037	\$22,596.36	\$0.1291	1,962,190	\$254,868.95	\$0.1299	10	0.1735%
Interdepartmental (Street Lights)	EDSL	\$1,413.75	\$0.0968	6	21,490	\$2,048.15	\$0.0953	476,419	\$44,617.43	\$0.0937	6	0.1030%
Interdepartmental (Traffic Signals)	EDTS	\$117.15	\$0.0925	8	1,266	\$117.05	\$0.0925	18,444	\$1,705.38	\$0.0925	8	0.1382%
Generators (JV2 Power Cost Only)	GJV2	\$450.95	\$0.0244	1	18,241	\$514.58	\$0.0282	209,266	\$6,092.42	\$0.0291	1	0.0169%
Generators (JV5 Power Cost Only)	GJV5	\$0.00	\$0.0000	0	0	\$0.00	\$0.0000	34,304	\$997.38	\$0.0291	0	0.0056%
<b>Total Interdepartmental</b>		<b>\$39,346.85</b>	<b>\$0.1222</b>	<b>64</b>	<b>288,264</b>	<b>\$35,141.10</b>	<b>\$0.1219</b>	<b>3,654,757</b>	<b>\$441,304.41</b>	<b>\$0.1207</b>	<b>66</b>	<b>1.1130%</b>
<b>SUB-TOTAL CONSUMPTION &amp; DEMAND</b>		<b>\$1,367,968.74</b>	<b>\$0.1212</b>	<b>5,901</b>	<b>11,144,153</b>	<b>\$1,318,183.35</b>	<b>\$0.1183</b>	<b>148,254,737</b>	<b>\$17,748,261.92</b>	<b>\$0.1197</b>	<b>5,891</b>	<b>99.7277%</b>
Street Lights (In)	SLO	\$13.44	\$0.0000	14	0	\$13.44	\$0.0000	0	\$161.37	\$0.0000	14	0.2384%
Street Lights (Out)	SLOO	\$1.92	\$0.0000	2	0	\$1.92	\$0.0000	0	\$22.99	\$0.0000	2	0.0339%
<b>Total Street Light Only</b>		<b>\$15.36</b>	<b>\$0.0000</b>	<b>16</b>	<b>0</b>	<b>\$15.36</b>	<b>\$0.0000</b>	<b>0</b>	<b>\$184.36</b>	<b>\$0.0000</b>	<b>16</b>	<b>0.2723%</b>
<b>TOTAL CONSUMPTION &amp; DEMAND</b>		<b>\$1,367,984.10</b>	<b>\$0.1212</b>	<b>5,917</b>	<b>11,144,153</b>	<b>\$1,318,198.71</b>	<b>\$0.1183</b>	<b>148,254,737</b>	<b>\$17,748,446.28</b>	<b>\$0.1197</b>	<b>5,907</b>	<b>100.0000%</b>

**BILLING SUMMARY AND CONSUMPTION for BILLING CYCLE - JUNE, 2019**

2019 - JUNE BILLING WITH APRIL 2019 AMP BILLING PERIOD AND MAY 2019 CITY CONSUMPTION AND BILLING DATA

**PREVIOUS MONTH'S POWER BILLS - PURCHASED POWER KWH AND COST ALLOCATIONS BY DEMAND & ENERGY:**

DATA PERIOD	MONTH / YR	DAYS IN MONTH	MUNICIPAL PEAK						
AMP-Ohio Bill Month	APRIL, 2019	30	20.377						
City-System Data Month	MAY, 2019	31							
City-Monthly Billing Cycle	JUNE, 2019	30							
<b>CONTRACTED AND OPEN MARKET POWER=====PEAKING=====HYDRO POWER=====</b>									
(	AMP CT	FREEMONT ENERGY	PRAIRIE STATE SCHED. @ PJMC	MORGAN STNLY. REPLMNT.2015-20	NORTHERN POWER	JV-2 PEAKING	AMP-HYDRO CSW	MELDAHL-HYDRG SCHED. @	GREENUP HYDRG SCHED. @
PURCHASED POWER-RESOURCES -> (	SCHED. @ ATSI	SCHEDULED	REPLMT@ PJMC	7x24 @ AD	POOL	SCHED. @ ATSI	SCHED. @ PJMC	MELDAHL BUS	GREENUP BUS
Delivered kWh (On Peak) ->	0	4,867,927	3,627,615	2,736,000	129,705	124	925,884	206,966	68,044
Delivered kWh (Off Peak) ->					78,048				
Delivered kWh (Replacement/Losses/Offset) ->									
Delivered kWh/Sale (Credits) ->					-4,803,402				
<b>Net Total Delivered kWh as Billed -&gt;</b>	<b>0</b>	<b>4,867,927</b>	<b>3,627,615</b>	<b>2,736,000</b>	<b>-4,595,649</b>	<b>124</b>	<b>925,884</b>	<b>206,966</b>	<b>68,044</b>
Percent % of Total Power Purchased->	0.0000%	44.6030%	33.2384%	25.0689%	-42.1082%	0.0011%	8.4835%	1.8963%	0.6235%
<b>COST OF PURCHASED POWER:</b>									
<b>DEMAND CHARGES (+Debits)</b>									
Demand Charges	\$33,212.27	\$38,054.14	\$49,327.96			\$655.57	\$174,025.50	\$13,338.52	\$7,776.92
Debt Services (Principal & Interest)		\$43,488.86	\$112,073.04						
<b>DEMAND CHARGES (-Credits)</b>									
Transmission Charges (Demand-Credits)	-\$43,529.85					-\$823.90			
Capacity Credit	-\$47,748.21	-\$38,153.44	-\$19,510.42			-\$1,125.71	-\$3,794.75	-\$2,312.24	-\$1,225.32
<b>Sub-Total Demand Charges</b>	<b>-\$58,065.79</b>	<b>\$43,389.56</b>	<b>\$141,890.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>-\$1,294.04</b>	<b>\$170,230.75</b>	<b>\$11,026.28</b>	<b>\$6,551.60</b>
<b>ENERGY CHARGES (+Debits):</b>									
Energy Charges - (On Peak)	\$0.00	\$118,417.53	\$45,665.37	\$172,231.20	\$4,977.79	\$0.00	\$33,331.82	\$7,450.77	\$612.39
Energy Charges - (Replacement/Off Peak)					\$2,005.31				
Net Congestion, Losses, FTR		\$6,471.84	\$4,523.44	-\$703.44			\$1,166.50	\$18.30	-\$132.05
Transmission Charges (Energy-Debits)			\$10,860.86						
ESPP Charges									
Bill Adjustments (General & Rate Levelization)		\$214.98	-\$19,226.36			\$3.04			
<b>ENERGY CHARGES (-Credits or Adjustments):</b>									
Energy Charges - On Peak (Sale or Rate Stabilization)					-\$123,877.64				
Net Congestion, Losses, FTR					\$2,655.19				
Bill Adjustments (General & Rate Levelization)							-\$5,555.30	-\$1,241.80	-\$408.26
<b>Sub-Total Energy Charges</b>	<b>\$0.00</b>	<b>\$125,104.35</b>	<b>\$41,823.31</b>	<b>\$171,527.76</b>	<b>-\$114,239.35</b>	<b>\$3.04</b>	<b>\$28,943.02</b>	<b>\$6,227.27</b>	<b>\$72.08</b>
<b>TRANSMISSION &amp; SERVICE CHARGES, MISC.:</b>									
RPM / PJM Charges Capacity - (+Debit)									
RPM / PJM Charges Capacity - (-Credit)									
Service Fees AMP-Dispatch Center - (+Debit/-Credit)									
Service Fees AMP-Part A - (+Debit/-Credit)									
Service Fees AMP-Part B - (+Debit/-Credit)									
Other Charges & Bill Adjustments - (+Debit/-Credit)									
<b>Sub-Total Service Fees &amp; Other Charges</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL NET COST OF PURCHASED POWER</b>	<b>-\$58,065.79</b>	<b>\$168,493.91</b>	<b>\$183,713.89</b>	<b>\$171,527.76</b>	<b>-\$114,239.35</b>	<b>-\$1,291.00</b>	<b>\$199,173.77</b>	<b>\$17,253.55</b>	<b>\$6,623.68</b>
Percent % of Total Power Cost->	-5.5644%	16.1466%	17.6053%	16.4375%	-10.9475%	-0.1237%	19.0868%	1.6534%	0.6347%
<b>Purchased Power Resources - Cost per kWh-&gt;</b>	<b>\$0.000000</b>	<b>\$0.034613</b>	<b>\$0.050643</b>	<b>\$0.062693</b>	<b>-\$0.024858</b>	<b>-\$10.411290</b>	<b>\$0.215117</b>	<b>\$0.083364</b>	<b>\$0.097344</b>

<b>BILLING SUMMARY AND CONS</b>									
<b>2019 - JUNE BILLING WITH APRIL 2019 AMP B</b>									
<b>PREVIOUS MONTH'S POWER BILLS - PU</b>									
<b>DATA PERIOD</b>									
AMP-Ohio Bill Month									
City-System Data Month									
City-Monthly Billing Cycle									
===== WIND =====									
===== SOLAR =====									
===== TRANSMISSION, SERVICE FEES & MISC. CONTRACTS =====									
(	NYP	JV-5	JV-6	AMP SOLAR	EFFNCY.SMART	TRANSMISSION	SERVICE FEES	MISCELLANEOUS	TOTAL -
PURCHASED POWER-RESOURCES -> (	HYDRO	HYDRO	WIND	PHASE 1	POWER PLANT	CHARGES	DISPATCH, A & B	CHARGES &	ALL
(	SCHED. @ NYIS	7x24 @ ATSI	SCHED. @ ATSI	SCHED. @ ATSI	2017 - 2020	Other Charges	Other Charges	LEVELIZATION	RESOURCES
Delivered kWh (On Peak) ->	623,410	2,223,360	56,939	140,803	0	0	0	0	15,606,777
Delivered kWh (Off Peak) ->									78,048
Delivered kWh (Replacement/Losses/Offset) ->		32,493							32,493
Delivered kWh/Sale (Credits) ->									-4,803,402
<b>Net Total Delivered kWh as Billed -&gt;</b>	<b>623,410</b>	<b>2,255,853</b>	<b>56,939</b>	<b>140,803</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,913,916</b>
Percent % of Total Power Purchased->	5.7121%	20.6695%	0.5217%	1.2901%	0.0000%	0.0000%	0.0000%	0.0000%	99.9999%
								Verification Total ->	100.0000%
<b>COST OF PURCHASED POWER:</b>									
<b>DEMAND CHARGES (+Debits)</b>									
Demand Charges	\$5,811.37	\$31,085.29	\$682.37			\$135,132.27			\$489,102.18
Debt Services (Principal & Interest)		\$55,367.84							\$210,929.74
<b>DEMAND CHARGES (-Credits)</b>									
Transmission Charges (Demand-Credits)		-\$13,695.96	-\$136.05	-\$2,890.30					-\$61,076.06
Capacity Credit	-\$4,685.99	-\$15,470.15	-\$99.50	-\$3,106.19					-\$137,231.92
<b>Sub-Total Demand Charges</b>	<b>\$1,125.38</b>	<b>\$57,287.02</b>	<b>\$446.82</b>	<b>-\$5,996.49</b>	<b>\$0.00</b>	<b>\$135,132.27</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$501,723.94</b>
<b>ENERGY CHARGES (+Debits):</b>									
Energy Charges - (On Peak)	\$1,596.87	\$40,968.29		\$5,392.76		\$12,496.42			\$443,141.21
Energy Charges - (Replacement/Off Peak)									\$2,005.31
Net Congestion, Losses, FTR	\$1,182.26								\$12,526.85
Transmission Charges (Energy-Debits)									\$10,860.86
ESPP Charges					\$16,959.16				\$16,959.16
Bill Adjustments (General & Rate Levelization)									-\$19,008.34
<b>ENERGY CHARGES (-Credits or Adjustments):</b>									
Energy Charges - On Peak (Sale or Rate Stabilization)									-\$123,877.64
Net Congestion, Losses, FTR									\$2,655.19
Bill Adjustments (General & Rate Levelization)	-\$236.58								-\$7,441.94
<b>Sub-Total Energy Charges</b>	<b>\$2,542.55</b>	<b>\$40,968.29</b>	<b>\$0.00</b>	<b>\$5,392.76</b>	<b>\$16,959.16</b>	<b>\$12,496.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$337,820.66</b>
<b>TRANSMISSION &amp; SERVICE CHARGES, MISC.:</b>									
RPM / PJM Charges Capacity - (+Debit)						\$194,792.09			\$194,792.09
RPM / PJM Charges Capacity - (-Credit)									\$0.00
Service Fees AMP-Dispatch Center - (+Debit/-Credit)							\$0.00		\$0.00
Service Fees AMP-Part A - (+Debit/-Credit)							\$2,774.03		\$2,774.03
Service Fees AMP-Part B - (+Debit/-Credit)							\$6,342.63		\$6,342.63
Other Charges & Bill Adjustments - (+Debit/-Credit)								\$62.31	\$62.31
<b>Sub-Total Service Fees &amp; Other Charges</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$194,792.09</b>	<b>\$9,116.66</b>	<b>\$62.31</b>	<b>\$203,971.06</b>
<b>TOTAL NET COST OF PURCHASED POWER</b>	<b>\$3,667.93</b>	<b>\$98,255.31</b>	<b>\$446.82</b>	<b>-\$603.73</b>	<b>\$16,959.16</b>	<b>\$342,420.78</b>	<b>\$9,116.66</b>	<b>\$62.31</b>	<b>\$1,043,515.66</b>
Percent % of Total Power Cost->	0.3515%	9.4158%	0.0428%	-0.0579%	1.6252%	32.8141%	0.8736%	0.0060%	99.9998%
								Verification Total ->	\$1,043,515.66
<b>Purchased Power Resources - Cost per kWh-&gt;</b>	<b>\$0.005884</b>	<b>\$0.043556</b>	<b>\$0.007847</b>	<b>-\$0.004288</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.095613</b>
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWH) = JV2 Electric Service Rate -> \$0.025436
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWH) = JV5 Electric Service Rate -> \$0.025436



**AMERICAN MUNICIPAL POWER, INC.**

1111 Schrock Rd, Suite 100  
COLUMBUS, OHIO 43229  
PHONE: (614) 540-1111  
FAX: (614) 540-1078

**INVOICE NUMBER:** 206510  
**INVOICE DATE:** 5/15/2019  
**DUE DATE:** 5/30/2019  
**TOTAL AMOUNT DUE:** \$1,043,515.66  
**CUSTOMER NUMBER:** 5020  
**CUSTOMER P.O. #:** RG10046

**City of Napoleon**

Attn: Finance Director  
255 W. Riverview Ave., P.O. Box 151  
Napoleon, Ohio 43545-0151

PLEASE WRITE INVOICE NUMBER ON  
REMITTANCE. MAKE CHECK PAYABLE TO AMP

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**Northern Power Pool Billing - April, 2019**

MUNICIPAL PEAK: 20,377 kW  
TOTAL METERED ENERGY: 10,935,563 kWh

Total Power Charges: \$691,915.91  
Transmission / Capacity / Ancillary Services: \$342,420.78  
Total Other Charges: \$9,116.66  
Total Miscellaneous Charges: \$62.31

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**GRAND TOTAL POWER INVOICE: \$1,043,515.66**

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**\*\* The Total Charges on this invoice may include a credit paid to the Municipal for power supply which was invoiced separately and repurchased by AMP for use as a Northern Power Pool Resource.**

**NOTE: PLEASE SEE ENCLOSED BACKUP FOR MORE DETAILED INFORMATION**

\*\*\* To avoid a delayed payment charge, payment must be made to provide available funds for use by AMP on or before the due date.

Wire or ACH Transfer Information :  
Huntington National Bank  
Columbus, Ohio  
Account 0189-2204055  
ABA: #044 000024

Mailing Address :  
AMP, Inc.  
Dept. L614  
Columbus, Oh 43260

**Notes:**

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If you have any questions regarding the detail on this invoice, please contact Mitch Gross at [mgross@amppartners.org](mailto:mgross@amppartners.org) or at 614-540-0873.

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**DETAIL INFORMATION OF POWER CHARGES April, 2019**  
**Napoleon**

<b>FOR THE MONTH OF:</b>	<b>April, 2019</b>	<b>Total Metered Load kWh:</b>	<b>10,935,563</b>
		<b>Transmission Losses kWh:</b>	<b>-21,647</b>
		<b>Distribution Losses kWh:</b>	<b>0</b>
		<b>Total Energy Req. kWh:</b>	<b>10,913,916</b>
<b>TIME OF FENTS PEAK:</b>	<b>04/01/2019 @ H.E. 08:00</b>	<b>COINCIDENT PEAK kW:</b>	<b>20,377</b>
<b>TIME OF MUNICIPAL PEAK:</b>	<b>04/01/2019 @ H.E. 08:00</b>	<b>MUNICIPAL PEAK kW:</b>	<b>20,377</b>
<b>TRANSMISSION PEAK:</b>	<b>September 5, 2018 15:00</b>	<b>TRANSMISSION PEAK kW:</b>	<b>30,468</b>
		<b>PJM Capacity Requirement kW:</b>	<b>29,050</b>

**Napoleon Resources**

<b>AMP CT - Sched @ ATSI</b>			
Demand Charge:	\$2.678409	/ kW *	12,400 kW = \$33,212.27
Transmission Credit:	\$3.510472	/ kW *	-12,400 kW = -\$43,529.85
Capacity Credit:	\$3.850662	/ kW *	-12,400 kW = -\$47,748.21
<b>Subtotal</b>			<b>0 kWh = -\$58,065.79</b>
<b>Fremont - sched @ Fremont</b>			
Demand Charge:	\$4.340567	/ kW *	8,767 kW = \$38,054.14
Energy Charge:	\$0.024326	/ kWh *	4,867,927 kWh = \$118,417.53
Net Congestion, Losses, FTR:	\$0.001329	/ kWh *	\$6,471.84
Capacity Credit:	\$4.351893	/ kW *	-8,767 kW = -\$38,153.44
Debt Service	\$4.960467	/ kW	8,767 kW = \$43,488.86
Adjustment for prior month:			\$214.98
<b>Subtotal</b>			<b>4,867,927 kWh = \$168,493.91</b>
<b>AMP Hydro CSW - Sched @ PJMC</b>			
Demand Charge:	\$49.750000	/ kW *	3,498 kW = \$174,025.50
Energy Charge:	\$0.036000	/ kWh *	925,884 kWh = \$33,331.82
Net Congestion, Losses, FTR:	\$0.001260	/ kWh *	\$1,166.50
Capacity Credit:	\$1.084834	/ kW *	-3,498 kW = -\$3,794.75
REC Credit (Estimate)	-\$0.006000	/ kWh	925,884 kWh = -\$5,555.30
<b>Subtotal</b>			<b>925,884 kWh = \$199,173.77</b>
<b>Meldahl Hydro - Sched @ Meldahl Bus</b>			
Demand Charge:	\$26.465317	/ kW *	504 kW = \$13,338.52
Energy Charge:	\$0.036000	/ kWh *	206,966 kWh = \$7,450.77
Net Congestion, Losses, FTR:	\$0.000088	/ kWh *	\$18.30
Capacity Credit:	\$4.587778	/ kW *	-504 kW = -\$2,312.24
REC Credit (Estimate)	-\$0.006000	/ kWh *	206,966 kWh = -\$1,241.80
<b>Subtotal</b>			<b>206,966 kWh = \$17,253.55</b>
<b>JV6 - Sched @ ATSI</b>			
Demand Charge:	\$2.274567	/ kW *	300 kW = \$682.37
Energy Charge:			56,939 kWh = \$612.39
Transmission Credit:	\$0.453500	/ kW *	-300 kW = -\$136.05
Capacity Credit:	\$0.331667	/ kW *	-300 kW = -\$99.50
<b>Subtotal</b>			<b>56,939 kWh = \$446.82</b>
<b>Greenup Hydro - Sched @ Greenup Bus</b>			
Demand Charge:	\$23.566424	/ kW *	330 kW = \$7,776.92
Energy Charge:	\$0.009000	/ kWh *	68,044 kWh = \$612.39
Net Congestion, Losses, FTR:	-\$0.001941	/ kWh *	-\$132.05
Capacity Credit:	\$3.713091	/ kW *	-330 kW = -\$1,225.32
REC Credit (Estimate)	-\$0.006000	/ kWh *	68,044 kWh = -\$408.26
<b>Subtotal</b>			<b>68,044 kWh = \$6,623.68</b>
<b>Prairie State - Sched @ PJMC</b>			
Demand Charge:	\$9.913175	/ kW *	4,976 kW = \$49,327.96
Energy Charge:	\$0.012588	/ kWh *	3,627,615 kWh = \$45,665.37
Net Congestion, Losses, FTR:	\$0.001247	/ kWh *	\$4,523.44
Capacity Credit:	\$3.920904	/ kW *	-4,976 kW = -\$19,510.42
Debt Service	\$22.522717	/ kW	4,976 kW = \$112,073.04
Transmission from PSEC to PJM/MISO, including non-Prairie State variable charges/credits	\$0.002994	/ kWh	3,627,615 kWh = \$10,860.86
Board Approved Rate Levelization			-\$19,226.36
<b>Subtotal</b>			<b>3,627,615 kWh = \$183,713.89</b>
<b>NYPA - Sched @ NYIS</b>			
Demand Charge:	\$6.182309	/ kW *	940 kW = \$5,811.37
Energy Charge:	\$0.002562	/ kWh *	623,410 kWh = \$1,596.87
Net Congestion, Losses, FTR:	\$0.001896	/ kWh *	\$1,182.26
Capacity Credit:	\$5.011754	/ kW *	-935 kW = -\$4,685.99
Adjustment for prior month:			-\$236.58
<b>Subtotal</b>			<b>623,410 kWh = \$3,667.93</b>
<b>JV5 - 7X24 @ ATSI</b>			
Demand Charge:	\$10.066480	/ kW *	3,088 kW = \$31,085.29
Energy Charge:	\$0.018426	/ kWh *	2,223,360 kWh = \$40,968.29
Transmission Credit:	\$4.435220	/ kW *	-3,088 kW = -\$13,695.96
Capacity Credit:	\$5.009764	/ kW *	-3,088 kW = -\$15,470.15
Debt Service (current month)	\$17.930000	/ kW	3,088 kW = \$55,367.84
<b>Subtotal</b>			<b>2,223,360 kWh = \$98,255.31</b>
<b>JV5 Losses - Sched @ ATSI</b>			
Energy Charge:			32,493 kWh = \$0.00
<b>Subtotal</b>			<b>32,493 kWh = \$0.00</b>
<b>JV2 - Sched @ ATSI</b>			
Demand Charge:	\$2.483220	/ kW *	264 kW = \$655.57
Energy Charge:			124 kWh = \$1,125.71
Transmission Credit:	\$3.120833	/ kW *	-264 kW = -\$823.90
Capacity Credit:	\$4.264053	/ kW *	-264 kW = -\$697.04



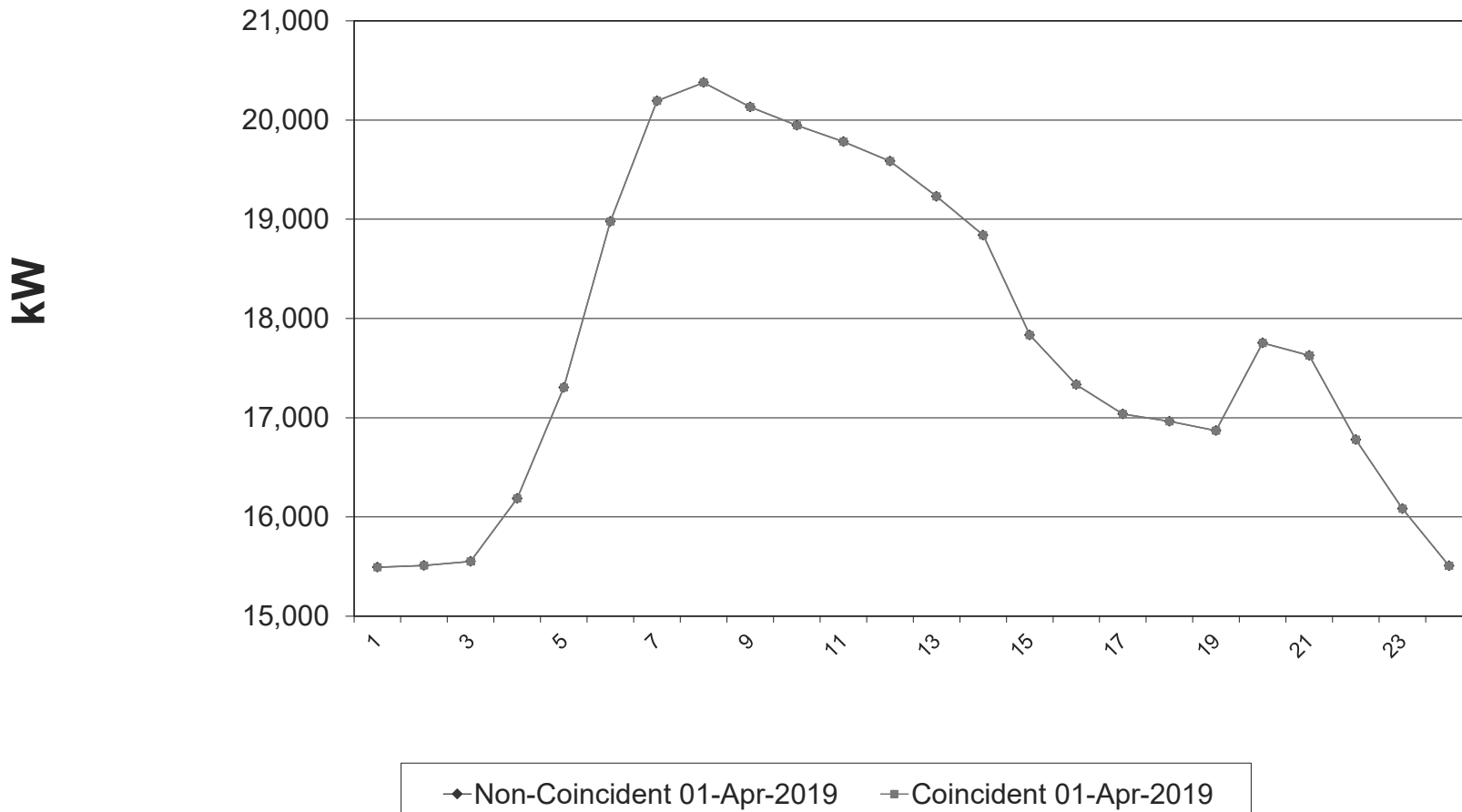
**DETAIL INFORMATION OF POWER CHARGES April , 2019**  
**Napoleon**

JV2 Project Fuel Costs not recovered through Energy Sales to Market			\$3.04
<b>Subtotal</b>		<b>124 kWh =</b>	<b>-\$1,291.00</b>
<b>AMP Solar Phase I - Sched @ ATSI</b>			
Demand Charge:		1,040 kW	
Energy Charge:	\$0.038300 / kWh *	140,803 kWh =	\$5,392.76
Transmission Credit:			-\$2,890.30
Capacity Credit:	\$2.986721 / kW *	-1,040 kW =	-\$3,106.19
<b>Subtotal</b>		<b>140,803 kWh =</b>	<b>-\$603.73</b>
<b>Morgan Stanley 2015-2020 - 7x24 @ AD</b>			
Demand Charge:		3,800 kW	
Energy Charge:	\$0.062950 / kWh *	2,736,000 kWh =	\$172,231.20
Net Congestion, Losses, FTR:	-\$0.000257 / kWh *		-\$703.44
<b>Subtotal</b>		<b>2,736,000 kWh =</b>	<b>\$171,527.76</b>
<b>Efficiency Smart Power Plant 2017-2020</b>			
ESPP 2017-2020 obligation @ \$1.400 /MWh x 145,364.3 MWh / 12			\$16,959.16
<b>Subtotal</b>		<b>0 kWh =</b>	<b>\$16,959.16</b>
<b>Northern Power Pool:</b>			
On Peak Energy Charge: (M-F HE 08-23 EDT)	\$0.038378 / kWh *	129,705 kWh =	\$4,977.79
Off Peak Energy Charge:	\$0.025693 / kWh *	78,048 kWh =	\$2,005.31
Sale of Excess Non-Pool Resources to Pool	\$0.025790 / kWh *	-4,803,402 kWh =	-\$123,877.64
Pool Congestion Hedge			\$2,655.19
<b>Subtotal</b>		<b>-4,595,649 kWh =</b>	<b>-\$114,239.35</b>
<b>Total Demand Charges:</b>			<b>\$366,594.71</b>
<b>Total Energy Charges:</b>			<b>\$325,321.20</b>
<b>Total Power Charges:</b>		<b>10,913,916 kWh</b>	<b>\$691,915.91</b>
<b>TRANSMISSION / CAPACITY / ANCILLARY SERVICES:</b>			
Demand Charge:	\$4.435220 / kW *	30,468 kW =	\$135,132.27
Energy Charge:	\$0.001438 / kWh *	8,690,556 kWh =	\$12,496.42
RPM (Capacity) Charges:	\$6.705500 / kW *	29,050 kW =	\$194,792.09
<b>TRANSMISSION / CAPACITY / ANCILLARY SERVICES:</b>		<b>8,690,556 kWh =</b>	<b>\$342,420.78</b>
<b>Service Fee Part A,</b>			
Based on Annual Municipal Sales	\$0.000229 / kWh *	145,364,250 kWh 1/12 =	\$2,774.03
<b>Service Fee Part B,</b>			
Energy Purchases	\$0.000580 /kWh *	10,935,563 kWh =	\$6,342.63
<b>TOTAL OTHER CHARGES:</b>			<b>\$9,116.66</b>
<b>MISCELLANEOUS CHARGES:</b>			
Prior month adjustment			\$62.31
<b>TOTAL MISCELLANEOUS CHARGES:</b>			<b>\$62.31</b>
<b>GRAND TOTAL POWER INVOICE:</b>			<b>\$1,043,515.66</b>

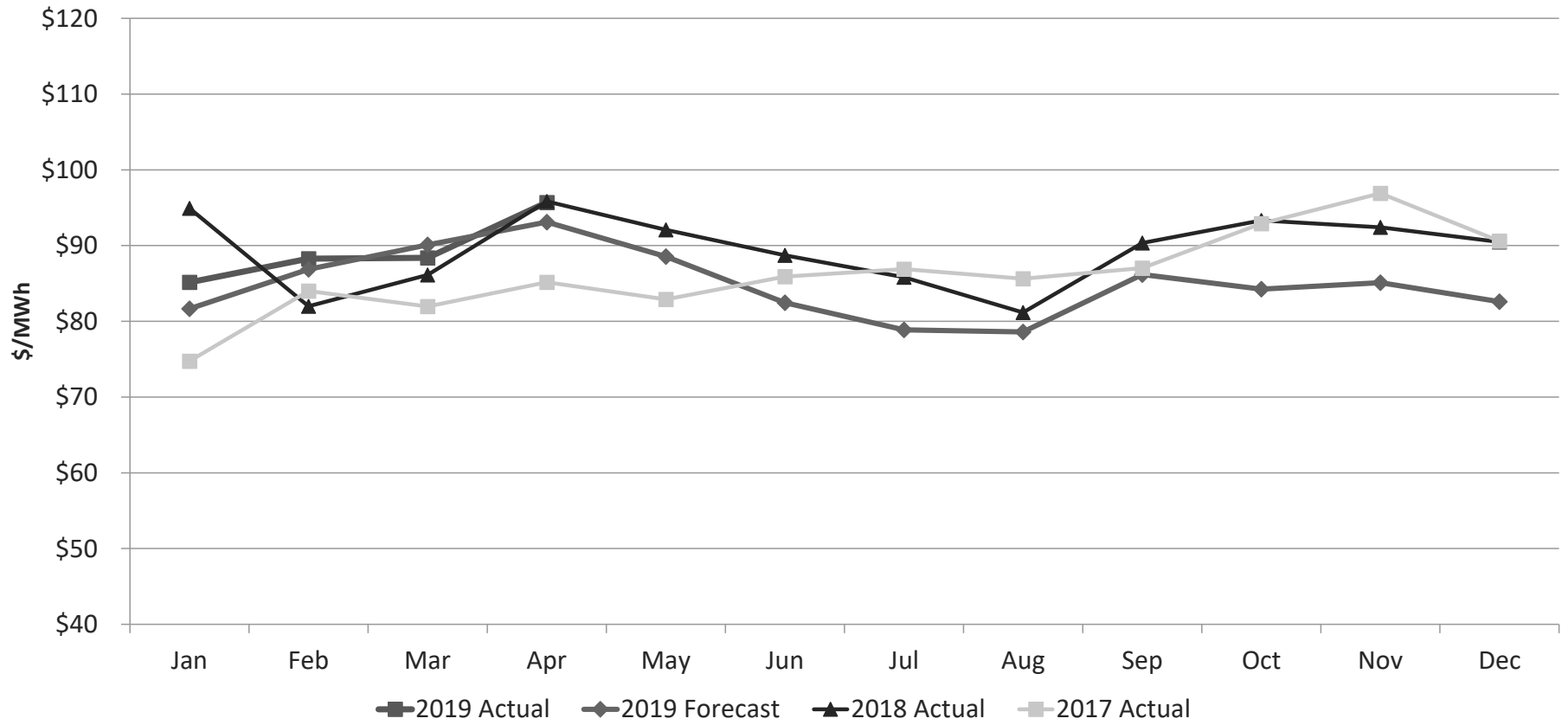
Napoleon Capacity Plan - Actual														
Apr	2019	ACTUAL DEMAND =		20.38	MW									
Days	30	ACTUAL ENERGY =		10,936	MWH									
	SOURCE	DEMAND	DEMAND	ENERGY	LOAD	DEMAND	ENERGY	CONGESTION/L	CAPACITY	TRANSMISSION	TOTAL	EFFECTIVE	%	
	(1)	MW	MW-MO	MWH	FACTOR	RATE	RATE	OSSES	CREDIT RATE	CREDIT RATE	CHARGES	RATE	OF	
		(2)	(3)	(4)	(5)	\$/KW	\$/MWH	\$/MWH	\$/KW	\$/KW	(16)	\$/MWH	DOLLARS	
		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(16)	(17)	(18)	
1	NYPA - Ohio	0.94	0.94	623	92%	\$6.39	\$11.08	\$1.90	-\$4.99		\$9,409	\$15.09	0.9%	
2	JV5	3.09	3.09	2,223	100%	\$28.00	\$18.43		-\$5.01	-\$4.44	\$98,255	\$44.19	9.4%	
3	JV5 Losses	0.00	0.00	32	0%						\$0		0.0%	
4	JV6	0.30	0.30	57	26%	\$2.27			-\$0.45	-\$0.33	\$447	\$7.85	0.0%	
5	AMP-Hydro	3.50	3.50	926	37%	\$49.75	\$30.00	\$1.26	-\$1.08		\$199,174	\$215.12	19.0%	
6	Meldahl	0.50	0.50	207	57%	\$26.47	\$30.00	\$0.09	-\$4.59		\$17,254	\$83.36	1.6%	
7	Greenup	0.33	0.33	68	29%	\$23.57	\$3.00	-\$1.94	-\$3.71		\$6,624	\$97.34	0.6%	
8	AFEC	8.77	8.77	4,868	77%	\$9.30	\$24.37	\$1.33	-\$4.35		\$168,494	\$34.61	16.1%	
9	Prairie State	4.98	4.98	3,628	101%	\$32.44	\$10.28	\$1.25	-\$3.92		\$183,714	\$50.64	17.6%	
10	AMP Solar Phase I	1.04	1.04	141	19%		\$38.30		-\$2.99	-\$2.78	-\$604	-\$4.29	-0.1%	
11	Morgan Stanley 2015-2020 7x24	3.80	3.80	2,736	100%		\$62.95	-\$0.26			\$171,528	\$62.69	16.4%	
12	AMPCT	12.40	12.40	0	0%	\$2.68			-\$3.85	-\$3.51	-\$58,066		-5.5%	
13	JV2	0.26	0.26	0	0%	\$2.48			-\$4.26	-\$3.12	-\$1,291		-0.1%	
14	NPP Pool Purchases	0.00	0.00	208	0%		\$46.68				\$9,698	\$46.68	0.9%	
15	NPP Pool Sales	0.00		-4,803	0%		\$25.79				-\$123,878	\$25.79	-11.8%	
	<b>POWER TOTAL</b>	<b>39.91</b>	<b>39.91</b>	<b>10,914</b>	<b>38%</b>	<b>\$565,096</b>	<b>\$301,442</b>	<b>\$1.15</b>	<b>-\$137,268</b>	<b>-\$61,040</b>	<b>\$680,757</b>	<b>\$62.38</b>	<b>65.1%</b>	
16	Energy Efficiency			0							\$16,959		1.6%	
17	Installed Capacity	29.05	29.05			\$6.71					\$194,792	\$17.81	18.6%	
18	Transmission	30.47	30.47	8,691		\$4.44	\$1.44				\$147,629	\$13.50	14.1%	
19	Service Fee B			10,936			\$0.58				\$6,343	\$0.58	0.6%	
20	Dispatch Charge			10,936							\$0		0.0%	
	<b>OTHER TOTAL</b>					<b>\$329,924</b>	<b>\$35,798</b>				<b>\$365,723</b>	<b>\$33.44</b>	<b>34.9%</b>	
<b>GRAND TOTAL PURCHASED</b>				<b>10,914</b>							<b>\$1,046,479</b>			
Delivered to members				20,377	20,377	10,936	75%				\$1,046,479	\$95.70	100.0%	
		DEMAND		ENERGY	L.F.						TOTAL \$	\$/MWh	Avg Temp	
	2019 Forecast	21.12		11,648	77%						\$1,084,518	\$93.11	49.4	
	2018 Actual	21.64		12,018	77%						\$1,151,699	\$95.83	43.1	
	2017 Actual	20.87		11,509	77%						\$980,116	\$85.16	54.0	
											Actual Temp		50.7	



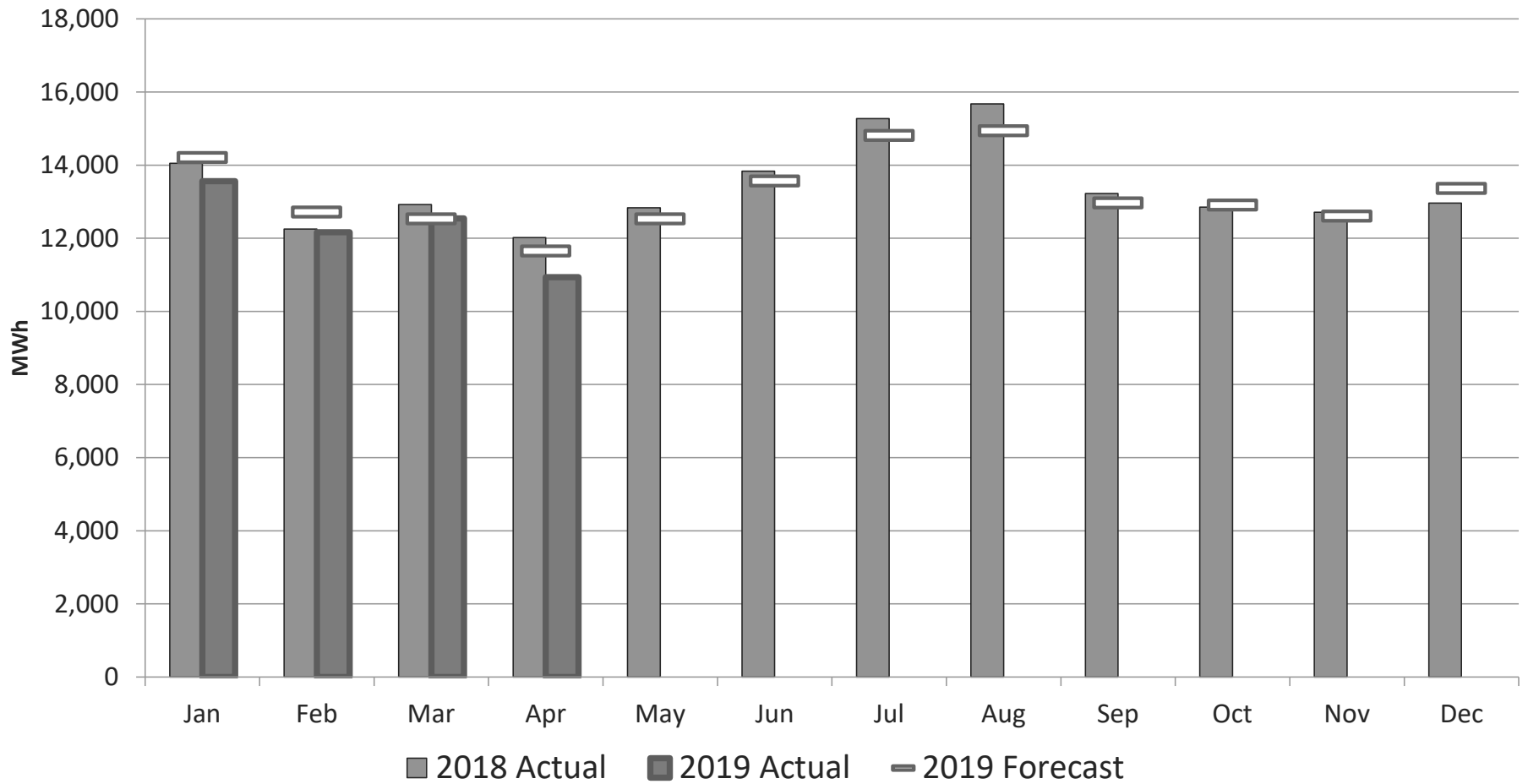
# Napoleon Peak Day Load Curve



## Napoleon 2019 Monthly Rates



## Napoleon 2019 Monthly Energy Usage



**RATE REVIEW COMPARISONS - Current to Prior Month and Prior Year**

<b>2019 JUNE BILLING - ELECTRIC PSCAF - BILLING COMPARISONS TO PRIOR PERIODS</b>												
Rate Comparisons to Prior Month and Prior Year for Same Period												
	Service	Service	Current	Prior Month	Prior Year			Current	Prior Month	Prior Year		
Customer Type	Usage	Units	June	May	June	Service	Service	June	May	June		
			2019 Rate	2019 Rate	2018 Rate	Usage	Units	2019 Rate	2019 Rate	2018 Rate		
<i>Customer Type -&gt;</i>			<b>RESIDENTIAL USER - (w/Gas Heat)</b>					<b>RESIDENTIAL USER - (All Electric)</b>				
Customer Charge			\$6.00	\$6.00	\$6.00			\$6.00	\$6.00	\$6.00		
Distribution Energy Charge			\$20.93	\$20.93	\$20.93			\$33.39	\$33.39	\$33.39		
Distribution Demand Charge												
Power Supply Energy Charge	978	kWh	\$71.20	\$71.20	\$71.20	1,976	kWh	\$143.85	\$143.85	\$143.85		
Power Supply Demand Charge												
PSCAF - Monthly Factor	978	kWh	\$20.06	\$16.67	\$14.62	1,976	kWh	\$40.53	\$33.69	\$29.54		
kWh Tax- Level 1	978	kWh	\$4.55	\$4.55	\$4.55	1,976	kWh	\$9.19	\$9.19	\$9.19		
kWh Tax- Level 2												
kWh Tax- Level 3												
<b>Total Electric</b>			<b>\$122.74</b>	<b>\$119.35</b>	<b>\$117.30</b>			<b>\$232.96</b>	<b>\$226.12</b>	<b>\$221.97</b>		
Water	6	CCF	\$55.35	\$55.35	\$50.55	11	CCF	\$91.89	\$91.89	\$83.14		
Sewer (w/Stm.Sew. & Lat.)	6	CCF	\$74.13	\$74.13	\$70.89	11	CCF	\$104.83	\$104.83	\$98.89		
Storm Water (Rate/ERU)			\$9.50	\$9.50	\$9.50			\$9.50	\$9.50	\$9.50		
Refuse (Rate/Service)			\$18.00	\$18.00	\$18.00			\$18.00	\$18.00	\$18.00		
<b>Sub-Other Services</b>			<b>\$156.98</b>	<b>\$156.98</b>	<b>\$148.94</b>			<b>\$224.22</b>	<b>\$224.22</b>	<b>\$209.53</b>		
<b>Total Billing - All Services</b>			<b>\$279.72</b>	<b>\$276.33</b>	<b>\$266.24</b>			<b>\$457.18</b>	<b>\$450.34</b>	<b>\$431.50</b>		
<i>Verification Totals-&gt;</i>			\$279.72	\$276.33	\$266.24			\$457.18	\$450.34	\$431.50		
				<i>Cr.Mo to Pr.Mo</i>	<i>Cr.Yr to Pr.Yr</i>				<i>Cr.Mo to Pr.Mo</i>	<i>Cr.Yr to Pr.Yr</i>		
Dollar Chg.to Prior Periods				\$3.39	\$13.48				\$6.84	\$25.68		
% Inc/Dec(-) to Prior Periods				1.23%	5.06%				1.52%	5.95%		
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====		
Cost/kWh - Electric	978	kWh	\$0.12550	\$0.12203	\$0.11994	1,976	kWh	\$0.11789	\$0.11443	\$0.11233		
% Inc/Dec(-) to Prior Periods				2.84%	4.64%				3.02%	4.95%		
Cost/CCF - Water	6	CCF	\$9.22500	\$9.22500	\$8.42500	11	CCF	\$8.35364	\$8.35364	\$7.55818		
Cost/GALLONS - Water	4,488	GAL	\$0.01233	\$0.01233	\$0.01126	8,229	GAL	\$0.01117	\$0.01117	\$0.01010		
% Inc/Dec(-) to Prior Periods				0.00%	9.50%				0.00%	10.52%		
Cost/CCF - Sewer	6	CCF	\$12.35500	\$12.35500	\$11.81500	11	CCF	\$9.53000	\$9.53000	\$8.99000		
Cost/GALLON - Sewer	4,488	GAL	\$0.01652	\$0.01652	\$0.01580	8,229	GAL	\$0.01274	\$0.01274	\$0.01202		
% Inc/Dec(-) to Prior Periods				0.00%	4.57%				0.00%	6.01%		
<i>(Listed Accounts Assume SAME USAGE for kWh and Water (CCF) for All Billing Periods)</i>												
<i>(One "1" Unit CCF of Water = "Hundred Cubic Foot" = 748.05 Gallons)</i>												

**RATE REVIEW COMPARISONS - Current to Prior Month and Prior Year**

<b>2019 JUNE BILLING - ELECTRIC</b>										
Rate Comparisons to Prior Month and Prior Year										
	Service Usage	Service Units	Current June 2019 Rate	Prior Month May 2019 Rate	Prior Year June 2018 Rate	Service Usage	Service Units	Current June 2019 Rate	Prior Month May 2019 Rate	Prior Year June 2018 Rate
<b>Customer Type -&gt;</b>	<b>COMMERCIAL USER - (3 Phase w/Demand)</b>					<b>INDUSTRIAL USER - (3 Phase w/Demand)</b>				
Customer Charge			\$18.00	\$18.00	\$18.00			\$100.00	\$100.00	\$100.00
Distribution Energy Charge	7,040	kWh	\$38.02	\$38.02	\$38.02	98,748	Reactive	\$2,303.85	\$2,303.85	\$2,303.85
Distribution Demand Charge	20.32	kW/Dmd	\$92.86	\$92.86	\$92.86	1510.1	kW/Dmd	\$8,215.30	\$8,215.30	\$8,215.30
Power Supply Energy Charge	7,040	kWh	\$623.04	\$623.04	\$623.04	866,108	kWh	\$39,165.42	\$39,165.42	\$39,165.42
Power Supply Demand Charge								\$15,296.55	\$15,296.55	\$15,296.55
PSCAF - Monthly Factor	7,040	kWh	\$144.39	\$120.03	\$105.25			\$16,875.69	\$14,028.79	\$12,300.90
kWH Tax- Level 1			\$9.66	\$9.66	\$9.66			\$9.66	\$9.66	\$9.66
kWH Tax- Level 2			\$20.80	\$20.80	\$20.80			\$56.24	\$56.24	\$56.24
kWH Tax- Level 3								\$3,087.71	\$3,087.71	\$3,087.71
<b>Total Electric</b>			<b>\$946.77</b>	<b>\$922.41</b>	<b>\$907.63</b>			<b>\$85,110.42</b>	<b>\$82,263.52</b>	<b>\$80,535.63</b>
Water	25	CCF	\$190.17	\$190.17	\$170.92	300	CCF	\$2,152.61	\$2,152.61	\$1,936.11
Sewer (w/Stm.Sew. & Lat.)	25	CCF	\$192.19	\$192.19	\$177.29	300	CCF	\$1,880.69	\$1,880.69	\$1,717.29
Storm Water (Rate/ERU)			\$9.50	\$9.50	\$9.50			\$330.00	\$330.00	\$330.00
Refuse (Rate/Service)			\$5.00	\$5.00	\$5.00			\$5.00	\$5.00	\$5.00
<b>Sub-Other Services</b>			<b>\$396.86</b>	<b>\$396.86</b>	<b>\$362.71</b>			<b>\$4,368.30</b>	<b>\$4,368.30</b>	<b>\$3,988.40</b>
<b>Total Billing - All Services</b>			<b>\$1,343.63</b>	<b>\$1,319.27</b>	<b>\$1,270.34</b>			<b>\$89,478.72</b>	<b>\$86,631.82</b>	<b>\$84,524.03</b>
Verification Totals->			\$1,343.63	\$1,319.27	\$1,270.34			\$89,478.72	\$86,631.82	\$84,524.03
				<i>Cr.Mo to Pr.Mo</i>	<i>Cr.Yr to Pr.Yr</i>				<i>Cr.Mo to Pr.Mo</i>	<i>Cr.Yr to Pr.Yr</i>
Dollar Chg.to Prior Periods				\$24.36	\$73.29				\$2,846.90	\$4,954.69
% Inc/Dec(-) to Prior Periods				1.85%	5.77%				3.29%	5.86%
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====
Cost/kWh - Electric	7,040	kWh	\$0.13448	\$0.13102	\$0.12892	866,108	kWh	\$0.09827	\$0.09498	\$0.09299
% Inc/Dec(-) to Prior Periods				2.64%	4.31%				3.46%	5.68%
Cost/CCF - Water	25	CCF	\$7.60680	\$7.60680	\$6.83680	300	CCF	\$7.17537	\$7.17537	\$6.45370
Cost/GALLONS - Water	18,701	GAL	\$0.01017	\$0.01017	\$0.00914	224,415	GAL	\$0.00959	\$0.00959	\$0.00863
% Inc/Dec(-) to Prior Periods				0.00%	11.26%				0.00%	11.18%
Cost/CCF - Sewer	25	CCF	\$7.68760	\$7.68760	\$7.09160	300	CCF	\$6.26897	\$6.26897	\$5.72430
Cost/GALLON - Sewer	18,701	GAL	\$0.01028	\$0.01028	\$0.00948	224,415	GAL	\$0.00838	\$0.00838	\$0.00765
% Inc/Dec(-) to Prior Periods				0.00%	8.40%				0.00%	9.52%
<i>(Listed Accounts Assume SAME USAGE)</i>										
<i>(One "1" Unit CCF of Water = "Hundre</i>										



<b>BILLING SUMMARY AND CONSUMPTION for BILLING CYCLE - JUNE, 2019</b>																
<b>MAY, 2019</b>																
<b>2019 - JUNE BILLING WITH APRIL 2019 AMP BILLING PERIOD AND MAY 2019 CITY CONSUMPTION AND BILLING DATA</b>																
Class and/or Schedule	Rate Code	May-19		Billed kVa of Demand	Cost / kWh For Month	Prior 12 Mo Average	Jun-18		Cost / kWh For Month	# of Bills	Jul-18		Cost / kWh For Month			
		# of Bills	(kWh Usage)				# of Bills	(kWh Usage)			# of Bills	(kWh Usage)				
Residential (Dom-In)	E1	3,344	1,923,171	\$242,954.41	\$0.1263	\$0.1260	3,335	1,635,032	\$206,075.76	\$0.1260	3,338	2,295,429	\$295,529.06	\$0.1287		
Residential (Dom-In) w/Ecosmart	E1E	8	3,052	\$401.71	\$0.1316	\$0.1285	8	3,214	\$413.78	\$0.1287	8	4,978	\$645.47	\$0.1297		
Residential (Dom-In - All Electric)	E2	621	557,529	\$68,338.87	\$0.1226	\$0.1244	609	393,792	\$48,468.41	\$0.1231	611	391,996	\$50,714.07	\$0.1294		
Res.(Dom-In - All Elec.) w/Ecosmart	E2E	1	457	\$58.97	\$0.1290	\$0.1271	1	440	\$56.08	\$0.1275	1	574	\$74.89	\$0.1305		
<b>Total Residential (Domestic)</b>		<b>3,974</b>	<b>2,484,209</b>	<b>\$311,753.96</b>	<b>\$0.1255</b>	<b>\$0.1257</b>	<b>3,953</b>	<b>2,032,478</b>	<b>\$255,014.03</b>	<b>\$0.1255</b>	<b>3,958</b>	<b>2,692,977</b>	<b>\$346,963.49</b>	<b>\$0.1288</b>		
Residential (Rural-Out)	ER1	776	699,983	\$92,162.85	\$0.1317	\$0.1320	778	587,622	\$77,418.16	\$0.1317	781	750,836	\$101,456.97	\$0.1351		
Residential (Rural-Out) w/Ecosmart	ER1E	4	2,544	\$346.81	\$0.1363	\$0.1352	4	1,927	\$268.34	\$0.1393	4	2,824	\$392.21	\$0.1389		
Residential (Rural-Out - All Electric)	ER2	370	416,573	\$53,930.58	\$0.1295	\$0.1304	376	340,371	\$44,096.83	\$0.1296	375	401,084	\$53,774.49	\$0.1341		
Res. (Rural-Out - All Electric) w/Ecosmart	ER2E	2	2,425	\$312.46	\$0.1288	\$0.1308	2	1,963	\$252.62	\$0.1287	2	2,000	\$269.44	\$0.1347		
Residential (Rural-Out w/Dmd)	ER3	15	26,458	\$3,336.23	\$0.1261	\$0.1261	16	37,210	\$4,559.30	\$0.1225	16	26,514	\$3,461.34	\$0.1305		
Residential (Rural-Out - All Electric w/Dmd)	ER4	9	9,409	\$1,224.75	\$0.1302	\$0.1298	9	7,732	\$1,006.25	\$0.1301	9	8,050	\$1,094.00	\$0.1359		
<b>Total Residential (Rural)</b>		<b>1,176</b>	<b>1,157,392</b>	<b>\$151,313.68</b>	<b>\$0.1307</b>	<b>\$0.1313</b>	<b>1,185</b>	<b>976,825</b>	<b>\$127,601.50</b>	<b>\$0.1306</b>	<b>1,187</b>	<b>1,191,308</b>	<b>\$160,448.45</b>	<b>\$0.1347</b>		
Commercial (1 Ph-In - No Dmd)	EC2	72	31,882	\$5,130.75	\$0.1609	\$0.1603	71	31,323	\$4,977.81	\$0.1589	73	34,703	\$5,661.85	\$0.1632		
Commercial (1 Ph-Out - No Dmd)	EC2O	50	9,408	\$1,858.70	\$0.1976	\$0.1951	48	6,691	\$1,457.49	\$0.2178	48	7,605	\$1,625.00	\$0.2137		
<b>Total Commercial (1 Ph) No Dmd</b>		<b>122</b>	<b>41,290</b>	<b>\$6,989.45</b>	<b>\$0.1693</b>	<b>\$0.1680</b>	<b>119</b>	<b>38,014</b>	<b>\$6,435.30</b>	<b>\$0.1693</b>	<b>121</b>	<b>42,308</b>	<b>\$7,286.85</b>	<b>\$0.1722</b>		
Commercial (1 Ph-In - w/Demand)	EC1	260	309,521	\$46,731.05	\$0.1510	\$0.1525	261	280,232	\$42,801.57	\$0.1527	260	306,074	\$48,757.18	\$0.1593		
Commercial (1 Ph-Out - w/Demand)	EC1O	24	43,432	\$6,099.39	\$0.1404	\$0.1398	25	44,323	\$5,986.77	\$0.1351	25	45,411	\$6,431.09	\$0.1416		
<b>Total Commercial (1 Ph) w/Demand</b>		<b>284</b>	<b>352,953</b>	<b>\$52,830.44</b>	<b>\$0.1497</b>	<b>\$0.1509</b>	<b>286</b>	<b>324,555</b>	<b>\$48,788.34</b>	<b>\$0.1503</b>	<b>285</b>	<b>351,485</b>	<b>\$55,188.27</b>	<b>\$0.1570</b>		
Commercial (3 Ph-Out - No Dmd)	EC4O	2	360	\$84.14	\$0.2337	\$0.1489	2	160	\$57.06	\$0.3566	2	80	\$47.02	\$0.5878		
<b>Total Commercial (3 Ph) No Dmd</b>		<b>2</b>	<b>360</b>	<b>\$84.14</b>	<b>\$0.2337</b>	<b>\$0.1489</b>	<b>2</b>	<b>160</b>	<b>\$57.06</b>	<b>\$0.3566</b>	<b>2</b>	<b>80</b>	<b>\$47.02</b>	<b>\$0.5878</b>		
Commercial (3 Ph-In - w/Demand)	EC3	215	1,680,476	\$223,008.67	\$0.1327	\$0.1357	208	1,329,700	\$176,847.10	\$0.1330	208	1,451,198	\$201,102.33	\$0.1386		
Commercial (3 Ph-Out - w/Demand)	EC3O	37	259,862	\$35,269.49	\$0.1357	\$0.1360	37	249,671	\$34,289.25	\$0.1373	37	266,981	\$37,840.28	\$0.1417		
Commercial (3 Ph-Out - w/Dmd.&Sub-St)	E3SO	3	96,960	\$12,199.22	\$0.1258	\$0.1263	3	111,800	\$13,732.62	\$0.1228	3	115,360	\$14,950.00	\$0.1296		
Commercial (3 Ph-In - w/Demand, No Ta	EC3T	1	1,640	\$221.35	\$0.1350	\$0.1344	1	1,760	\$231.87	\$0.1317	1	1,840	\$378.71	\$0.2058		
<b>Total Commercial (3 Ph) w/Demand</b>		<b>256</b>	<b>2,038,938</b>	<b>\$270,698.73</b>	<b>\$0.1328</b>	<b>\$0.1353</b>	<b>249</b>	<b>1,692,931</b>	<b>\$225,100.84</b>	<b>\$0.1330</b>	<b>249</b>	<b>1,835,379</b>	<b>\$254,271.32</b>	<b>\$0.1385</b>		
Large Power (In - w/Dmd & Rct)	EL1	15	1,662,985	\$177,044.25	\$0.1065	\$0.1092	20	2,043,094	\$218,841.15	\$0.1071	20	2,215,512	\$251,260.17	\$0.1134		
Large Power (In - w/Dmd & Rct, w/SbCr)	EL2	3	974,049	\$99,096.19	\$0.1017	\$0.1018	3	1,039,022	\$101,982.44	\$0.0982	3	1,090,293	\$111,938.86	\$0.1027		
Large Power (Out - w/Dmd & Rct, w/SbCr)	EL2O	1	448,800	\$50,347.54	\$0.1122	\$0.1107	1	465,600	\$50,028.09	\$0.1074	1	465,600	\$52,786.32	\$0.1134		
Large Power (In - w/Dmd & Rct, w/SbCr)	EL3	2	55,210	\$5,835.99	\$0.1057	\$0.1565	2	56,601	\$14,415.51	\$0.2547	2	80,064	\$15,683.06	\$0.1959		
<b>Total Large Power</b>		<b>21</b>	<b>3,141,044</b>	<b>\$332,323.97</b>	<b>\$0.1058</b>	<b>\$0.1082</b>	<b>26</b>	<b>3,604,317</b>	<b>\$385,267.19</b>	<b>\$0.1069</b>	<b>26</b>	<b>3,851,469</b>	<b>\$431,668.41</b>	<b>\$0.1121</b>		
Industrial (In - w/Dmd & Rct, w/SbCr)	EI1	1	853,543	\$80,449.78	\$0.0943	\$0.0975	1	1,020,923	\$96,972.73	\$0.0950	1	1,100,078	\$109,317.34	\$0.0994		
Industrial (In - w/Dmd & Rct, No/SbCr)	EI2	1	786,160	\$76,598.10	\$0.0974	\$0.0992	1	834,510	\$78,206.94	\$0.0937	1	875,036	\$86,537.35	\$0.0989		
<b>Total Industrial</b>		<b>2</b>	<b>1,639,703</b>	<b>\$157,047.88</b>	<b>\$0.0958</b>	<b>\$0.0982</b>	<b>2</b>	<b>1,855,433</b>	<b>\$175,179.67</b>	<b>\$0.0944</b>	<b>2</b>	<b>1,975,114</b>	<b>\$195,854.69</b>	<b>\$0.0992</b>		
Interdepartmental (In - No Dmd)	ED1	10	28,938	\$3,730.91	\$0.1289	\$0.1341	11	30,233	\$4,061.10	\$0.1343	11	40,778	\$5,716.66	\$0.1402		
Interdepartmental (Out - w/Dmd)	ED2O	2	357	\$71.87	\$0.2013	\$0.1989	2	375	\$73.51	\$0.1960	2	566	\$102.15	\$0.1805		
Interdepartmental (In - w/Dmd)	ED2	27	42,935	\$6,062.18	\$0.1412	\$0.1432	27	26,820	\$3,855.19	\$0.1437	28	25,027	\$3,787.47	\$0.1513		
Interdepartmental (3Ph-In - w/Dmd)	ED3	10	175,037	\$22,596.36	\$0.1291	\$0.1299	11	214,351	\$28,052.21	\$0.1309	11	126,536	\$17,385.49	\$0.1374		
Interdepartmental (Street Lights)	EDSL	6	21,490	\$2,048.15	\$0.0953	\$0.0937	7	63,071	\$5,846.52	\$0.0927	7	63,071	\$5,867.81	\$0.0930		
Interdepartmental (Traffic Signals)	EDTS	8	1,266	\$117.05	\$0.0925	\$0.0925	9	1,458	\$134.83	\$0.0925	9	1,710	\$158.12	\$0.0925		
Generators (JV2 Power Cost Only)	GJV2	1	18,241	\$514.58	\$0.0282	\$0.0000	1	19,731	\$666.32	\$0.0338	1	16,343	\$476.89	\$0.0292		
Generators (JV5 Power Cost Only)	GJV5	0	0	\$0.00	\$0.0000	\$0.0000	1	12,430	\$419.76	\$0.0338	1	11,874	\$346.48	\$0.0292		
<b>Total Interdepartmental</b>		<b>64</b>	<b>288,264</b>	<b>\$35,141.10</b>	<b>\$0.1219</b>	<b>\$0.1207</b>	<b>69</b>	<b>368,469</b>	<b>\$43,109.44</b>	<b>\$0.1170</b>	<b>70</b>	<b>285,905</b>	<b>\$33,841.07</b>	<b>\$0.1184</b>		
<b>SUB-TOTAL CONSUMPTION &amp; DEMAND</b>		<b>5,901</b>	<b>11,144,153</b>	<b>\$1,318,183.35</b>	<b>\$0.1183</b>	<b>\$0.1197</b>	<b>5,891</b>	<b>10,893,182</b>	<b>\$1,266,553.37</b>	<b>\$0.1163</b>	<b>5,900</b>	<b>12,226,025</b>	<b>\$1,485,569.57</b>	<b>\$0.1215</b>		
Street Lights (In)	SLO	14	0	\$13.44	\$0.0000	\$0.0000	14	0	\$13.44	\$0.0000	14	0	\$13.43	\$0.0000		
Street Lights (Out)	SLOO	2	0	\$1.92	\$0.0000	\$0.0000	2	0	\$1.92	\$0.0000	2	0	\$1.91	\$0.0000		
<b>Total Street Light Only</b>		<b>16</b>	<b>0</b>	<b>\$15.36</b>	<b>\$0.0000</b>	<b>\$0.0000</b>	<b>16</b>	<b>0</b>	<b>\$15.36</b>	<b>\$0.0000</b>	<b>16</b>	<b>0</b>	<b>\$15.34</b>	<b>\$0.0000</b>		
<b>TOTAL CONSUMPTION &amp; DEMAND</b>		<b>5,917</b>	<b>11,144,153</b>	<b>\$1,318,198.71</b>	<b>\$0.1183</b>	<b>\$0.1197</b>	<b>5,907</b>	<b>10,893,182</b>	<b>\$1,266,568.73</b>	<b>\$0.1163</b>	<b>5,916</b>	<b>12,226,025</b>	<b>\$1,485,584.91</b>	<b>\$0.1215</b>		



BILLING SUMMARY AND CO

MAY, 2019
2019 - JUNE BILLING WITH APRIL 2019 AMP BI

Table with columns for Class and/or Schedule, Rate Code, # of Bills, kWh Usage, Cost/kWh For Month, # of Bills, kWh Usage, and Cost/kWh For Month for months Dec-18, Jan-19, Feb-19, Mar-19, and Apr-19. Rows include Residential (Domestic), Residential (Rural), Commercial (1 Ph), Commercial (3 Ph), Large Power, and Industrial categories.

<b>BILLING SUMMARY AND CO</b>														
MAY, 2019														
2019 - JUNE BILLING WITH APRIL 2019 AMP BI														
Class and/or Schedule	Rate Code	Apr-19 Billed	Cost / kWh For Month	# of Bills	May-19		Cost / kWh For Month	KWH USEAGE PRIOR 12 MO	TOTAL BILLING PRIOR 12 MO	Avg.Cost Per kWh For Period	Avg.Num. of Bills For Period	Avg.Per.% of Bills For Period	May-19	
					May-19 (kWh Usage)	May-19 Billed							Cost / kWh For Month	Cost / kWh For Month
Residential (Dom-In)	E1	\$257,277.91	\$0.1264	3,344	1,923,171	\$242,954.41	\$0.1263	27,963,887	\$3,523,751.69	\$0.1260	3,338	56.5123%		
Residential (Dom-In) w/Ecosmart	E1E	\$406.83	\$0.1321	8	3,052	\$401.71	\$0.1316	51,937	\$6,671.86	\$0.1285	8	0.1354%		
Residential (Dom-In - All Electric)	E2	\$82,084.80	\$0.1220	621	557,529	\$68,338.87	\$0.1226	6,383,064	\$794,205.12	\$0.1244	611	10.3373%		
Res.(Dom-In - All Elec.) w/Ecosmart	E2E	\$65.20	\$0.1283	1	457	\$58.97	\$0.1290	7,348	\$933.61	\$0.1271	1	0.0169%		
<b>Total Residential (Domestic)</b>		<b>\$339,834.74</b>	<b>\$0.1253</b>	<b>3,974</b>	<b>2,484,209</b>	<b>\$311,753.96</b>	<b>\$0.1255</b>	<b>34,406,236</b>	<b>\$4,325,562.28</b>	<b>\$0.1257</b>	<b>3,958</b>	<b>67.0019%</b>		
Residential (Rural-Out)	ER1	\$104,015.97	\$0.1310	776	699,983	\$92,162.85	\$0.1317	9,487,555	\$1,252,708.69	\$0.1320	780	13.1953%		
Residential (Rural-Out) w/Ecosmart	ER1E	\$410.74	\$0.1343	4	2,544	\$346.81	\$0.1363	37,025	\$5,006.02	\$0.1352	4	0.0677%		
Residential (Rural-Out - All Electric)	ER2	\$64,053.38	\$0.1286	370	416,573	\$53,930.58	\$0.1295	5,422,100	\$707,174.76	\$0.1304	372	6.3014%		
Res. (Rural-Out - All Electric) w/Ecosmart	ER2E	\$378.26	\$0.1280	2	2,425	\$312.46	\$0.1288	28,222	\$3,690.91	\$0.1308	2	0.0339%		
Residential (Rural-Out w/Dmd)	ER3	\$3,197.46	\$0.1270	15	26,458	\$3,336.23	\$0.1261	553,180	\$69,756.19	\$0.1261	16	0.2652%		
Residential (Rural-Out - All Electric w/Dm)	ER4	\$1,377.53	\$0.1297	9	9,409	\$1,224.75	\$0.1302	143,442	\$18,612.50	\$0.1298	9	0.1524%		
<b>Total Residential (Rural)</b>		<b>\$173,433.34</b>	<b>\$0.1300</b>	<b>1,176</b>	<b>1,157,392</b>	<b>\$151,313.68</b>	<b>\$0.1307</b>	<b>15,671,524</b>	<b>\$2,056,949.07</b>	<b>\$0.1313</b>	<b>1,182</b>	<b>20.0158%</b>		
Commercial (1 Ph-In - No Dmd)	EC2	\$5,166.30	\$0.1615	72	31,882	\$5,130.75	\$0.1609	413,693	\$66,326.09	\$0.1603	72	1.2259%		
Commercial (1 Ph-Out - No Dmd)	EC2O	\$2,094.53	\$0.1884	50	9,408	\$1,858.70	\$0.1976	117,530	\$22,931.85	\$0.1951	49	0.8266%		
<b>Total Commercial (1 Ph) No Dmd</b>		<b>\$7,260.83</b>	<b>\$0.1684</b>	<b>122</b>	<b>41,290</b>	<b>\$6,989.45</b>	<b>\$0.1693</b>	<b>531,223</b>	<b>\$89,257.94</b>	<b>\$0.1680</b>	<b>121</b>	<b>2.0525%</b>		
Commercial (1 Ph-In - w/Demand)	EC1	\$45,856.29	\$0.1533	260	309,521	\$46,731.05	\$0.1510	3,950,245	\$602,303.11	\$0.1525	260	4.4012%		
Commercial (1 Ph-Out - w/Demand)	EC1O	\$5,894.91	\$0.1409	24	43,432	\$6,099.39	\$0.1404	550,546	\$76,960.57	\$0.1398	25	0.4176%		
<b>Total Commercial (1 Ph) w/Demand</b>		<b>\$51,751.20</b>	<b>\$0.1518</b>	<b>284</b>	<b>352,953</b>	<b>\$52,830.44</b>	<b>\$0.1497</b>	<b>4,500,791</b>	<b>\$679,263.68</b>	<b>\$0.1509</b>	<b>285</b>	<b>4.8188%</b>		
Commercial (3 Ph-Out - No Dmd)	EC4O	\$116.60	\$0.1943	2	360	\$84.14	\$0.2337	38,800	\$5,775.87	\$0.1489	2	0.0339%		
<b>Total Commercial (3 Ph) No Dmd</b>		<b>\$116.60</b>	<b>\$0.1943</b>	<b>2</b>	<b>360</b>	<b>\$84.14</b>	<b>\$0.2337</b>	<b>38,800</b>	<b>\$5,775.87</b>	<b>\$0.1489</b>	<b>2</b>	<b>0.0339%</b>		
Commercial (3 Ph-In - w/Demand)	EC3	\$243,290.37	\$0.1322	215	1,680,476	\$223,008.67	\$0.1327	20,205,671	\$2,742,763.87	\$0.1357	210	3.5577%		
Commercial (3 Ph-Out - w/Demand)	EC3O	\$38,828.23	\$0.1344	37	259,862	\$35,269.49	\$0.1357	3,797,741	\$516,357.76	\$0.1360	37	0.6277%		
Commercial (3 Ph-Out - w/Dmd.&Sub-St)	E3SO	\$13,110.89	\$0.1259	3	96,960	\$12,199.22	\$0.1258	1,307,760	\$165,126.43	\$0.1263	3	0.0508%		
Commercial (3 Ph-In - w/Demand, No Ta	EC3T	\$250.82	\$0.1334	1	1,640	\$221.35	\$0.1350	46,320	\$6,223.81	\$0.1344	1	0.0169%		
<b>Total Commercial (3 Ph) w/Demand</b>		<b>\$295,480.31</b>	<b>\$0.1322</b>	<b>256</b>	<b>2,038,938</b>	<b>\$270,698.73</b>	<b>\$0.1328</b>	<b>25,357,492</b>	<b>\$3,430,471.87</b>	<b>\$0.1353</b>	<b>251</b>	<b>4.2531%</b>		
Large Power (In - w/Dmd & Rct)	EL1	\$166,527.05	\$0.1096	15	1,662,985	\$177,044.25	\$0.1065	23,812,250	\$2,600,326.36	\$0.1092	18	0.3033%		
Large Power (In - w/Dmd & Rct, w/SbCr)	EL2	\$92,963.95	\$0.1043	3	974,049	\$99,096.19	\$0.1017	12,402,525	\$1,262,119.54	\$0.1018	3	0.0508%		
Large Power (Out - w/Dmd & Rct, w/SbCr)	EL2O	\$49,582.76	\$0.1117	1	448,800	\$50,347.54	\$0.1122	5,580,000	\$617,937.71	\$0.1107	1	0.0169%		
Large Power (In - w/Dmd & Rct, w/SbCr)	EL3	\$6,282.65	\$0.1027	2	55,210	\$5,835.99	\$0.1057	831,071	\$130,085.37	\$0.1565	2	0.0339%		
<b>Total Large Power</b>		<b>\$315,356.41</b>	<b>\$0.1082</b>	<b>21</b>	<b>3,141,044</b>	<b>\$332,323.97</b>	<b>\$0.1058</b>	<b>42,625,846</b>	<b>\$4,610,468.98</b>	<b>\$0.1082</b>	<b>24</b>	<b>0.4049%</b>		
Industrial (In - w/Dmd & Rct, w/SbCr)	EI1	\$80,520.83	\$0.1015	1	853,543	\$80,449.78	\$0.0943	11,808,256	\$1,150,730.19	\$0.0975	1	0.0169%		
Industrial (In - w/Dmd & Rct, No/SbCr)	EI2	\$64,867.63	\$0.1094	1	786,160	\$76,598.10	\$0.0974	9,659,812	\$958,477.63	\$0.0992	1	0.0169%		
<b>Total Industrial</b>		<b>\$145,388.46</b>	<b>\$0.1049</b>	<b>2</b>	<b>1,639,703</b>	<b>\$157,047.88</b>	<b>\$0.0958</b>	<b>21,468,068</b>	<b>\$2,109,207.82</b>	<b>\$0.0982</b>	<b>2</b>	<b>0.0339%</b>		
Interdepartmental (In - No Dmd)	ED1	\$4,311.86	\$0.1275	10	28,938	\$3,730.91	\$0.1289	422,105	\$56,590.14	\$0.1341	10	0.1679%		
Interdepartmental (Out - w/Dmd)	ED2O	\$55.59	\$0.2376	2	357	\$71.87	\$0.2013	4,558	\$906.63	\$0.1989	2	0.0339%		
Interdepartmental (In - w/Dmd)	ED2	\$9,060.76	\$0.1391	27	42,935	\$6,062.18	\$0.1412	527,471	\$75,526.08	\$0.1432	28	0.4740%		
Interdepartmental (3Ph-In - w/Dmd)	ED3	\$23,936.79	\$0.1271	10	175,037	\$22,596.36	\$0.1291	1,962,190	\$254,868.95	\$0.1299	10	0.1735%		
Interdepartmental (Street Lights)	EDSL	\$1,413.75	\$0.0968	6	21,490	\$2,048.15	\$0.0953	476,419	\$44,617.43	\$0.0937	6	0.1030%		
Interdepartmental (Traffic Signals)	EDTS	\$117.15	\$0.0925	8	1,266	\$117.05	\$0.0925	18,444	\$1,705.38	\$0.0925	8	0.1382%		
Generators (JV2 Power Cost Only)	GJV2	\$450.95	\$0.0244	1	18,241	\$514.58	\$0.0282	209,266	\$6,092.42	\$0.0291	1	0.0169%		
Generators (JV5 Power Cost Only)	GJV5	\$0.00	\$0.0000	0	0	\$0.00	\$0.0000	34,304	\$997.38	\$0.0291	0	0.0056%		
<b>Total Interdepartmental</b>		<b>\$39,346.85</b>	<b>\$0.1222</b>	<b>64</b>	<b>288,264</b>	<b>\$35,141.10</b>	<b>\$0.1219</b>	<b>3,654,757</b>	<b>\$441,304.41</b>	<b>\$0.1207</b>	<b>66</b>	<b>1.1130%</b>		
<b>SUB-TOTAL CONSUMPTION &amp; DEMAND</b>		<b>\$1,367,968.74</b>	<b>\$0.1212</b>	<b>5,901</b>	<b>11,144,153</b>	<b>\$1,318,183.35</b>	<b>\$0.1183</b>	<b>148,254,737</b>	<b>\$17,748,261.92</b>	<b>\$0.1197</b>	<b>5,891</b>	<b>99.7277%</b>		
Street Lights (In)	SLO	\$13.44	\$0.0000	14	0	\$13.44	\$0.0000	0	\$161.37	\$0.0000	14	0.2384%		
Street Lights (Out)	SLOO	\$1.92	\$0.0000	2	0	\$1.92	\$0.0000	0	\$22.99	\$0.0000	2	0.0339%		
<b>Total Street Light Only</b>		<b>\$15.36</b>	<b>\$0.0000</b>	<b>16</b>	<b>0</b>	<b>\$15.36</b>	<b>\$0.0000</b>	<b>0</b>	<b>\$184.36</b>	<b>\$0.0000</b>	<b>16</b>	<b>0.2723%</b>		
<b>TOTAL CONSUMPTION &amp; DEMAND</b>		<b>\$1,367,984.10</b>	<b>\$0.1212</b>	<b>5,917</b>	<b>11,144,153</b>	<b>\$1,318,198.71</b>	<b>\$0.1183</b>	<b>148,254,737</b>	<b>\$17,748,446.28</b>	<b>\$0.1197</b>	<b>5,907</b>	<b>100.0000%</b>		



# City of Napoleon, Ohio

## FINANCE DEPARTMENT

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545-0151

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

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# Memorandum

**To:** Members of Electric Committee  
Members of the BOPA  
Members of City Council  
Joel L. Mazur, City Manager  
Billy D. Harmon, City Law Director

**From:** Kent Seemann, Finance Director

**Date:** June 7, 2019

**Subject:** Short-Term Pool Financing Options

On June 3, 2019 I presented to Council two options to finance the short-term financing needed to do the design of the new pool and demolition of the current pool. This work is to begin this fall and we will not need the full funding of the pool project at that time, but around \$500,000 for that part of it. Council asked that I get some cost figures around for both options and this item was then referred to the Electric Committee of City Council.

### Option #1

Issue a 1-year Note

Interest rate as of June 4, 2019 = 1.70%

OMAC (Ohio Municipal Advisory Council) Fee

Bond Council Fee

Financial Advisor Fee

Total Fee's (Cost to sell the note) \$12,500

Estimated Interest Payable (12 Months) \$ 8,496

Total Cost \$20,996

\*These notes are NOT pre-payable which means we will have to pay the full 12 months of interest. It is anticipated that we would only need this until we issue the debt on the full project, which would be estimated at 7 months. This means we would potentially pay 5 months of interest that is not needed.

**Option #2**

Issue an internal loan from the Electric Development Fund (Current Balance = \$3,628,666)  
Interest Rate I would recommend paying the loan back with = 1.70%

\*This is based upon the current rate of short-term borrowing.

Bond Council Fee	\$3,000
Estimated Interest Payable (7 Months)	<u>\$4,956</u>
Total Cost	<u>\$7,956</u>


\*We can pay this loan off as soon as we get the full project funding in place.

\*This option will take a petition to the court to move the funds (which we have done in the past) and an Internal Manuscript Document for audit purposes. This is covered in the Bond Council fee above.

**Total Potential Savings = \$13,040**

I would recommend that we seriously look at option #2 as it would save the City roughly \$13,040 in fees and interest. The Electric fund would still see interest income on the funds that were loaned, and it would be repaid as soon as the long-term financing was in place.

Please let me know if you have any questions.  
Thank you.

  
Kent Seemann,  
Finance Director/Clerk of Council

Attachments

Cc: Christine Peddicord, Assistant Finance Director

# Electric Department Report May 2019

There were 9 callouts with 5 of the 9 calls being outages. 2 outages were caused by failed URD cables. 1 outage callout was due to a failed transformer. 3 outage callouts were due to animals in the primary. 1 callout was a non-payment reconnect. 1 non-outage callout was due to a garage fire. 1 callout was to reset ramps over a driveway for temporary primary run that slipped out of alignment when car left driveway. Note\* The conduit was bored in the next day by contractor and the primary wire was pulled in and terminated by NPL linemen.

**Linemen/Service Truck:** Crews replaced 3 phase switch pole at the corner of Road S and 12. Crews replaced broken 3 phase pole # 5661 on Road U East of Gerald. Crews took truck to NAS Career day at the high school parking lot. Crews set a new 3 phase pole and installed hardware for a new service pole at Gerald Grain. Crews installed new primary URD on Road 14. Crews replaced 3 secondary poles in alley between Stout and Wayne streets. Crews assisted Ridgeville Telephone with bore to install new Primary URD installation. Crews removed poles and transformer at Fairgrounds no longer needed. Linemen installed a new URD service at 626 West Clinton. Crews replaced primary riser pole on Rd 14. Linemen crew assisted line clearance crew taking down tree on Oakwood for Fire Department's new building at fire training center and also large tree at 1026 North Perry hanging over power lines.. 2 linemen traveled to Celina for 2 days for Mutual Aid. Line crews worked on shop cleanup and truck inventory. AED's on NPL trucks were tested and had battery replacement for failed units and new pads that needed updating. The service truck performed locates, completed work orders and installed new LED street lighting as time allowed.

**Substation Crew:** The crew performed weekly and monthly checks at all substations. They also took Glenwood Substation and I out of service and performed testing on the transformer and tap changer along with the distribution breakers inside the control room. Oil processing was also completed at Glenwood Sub.

**Tree Crew:** The tree crew performed tree trimming and removal on Road P, extended time on Road 15, Oakwood fire training facility and 1026 North Perry.

**Storeroom/ Inventory/ Meter Reading:** Shawn read meters, ordered inventory, Helped line crews as needed, Mowed grass outside fence at 1775 industrial Service Building, offloaded trucks and cleaned service yard and inventory.

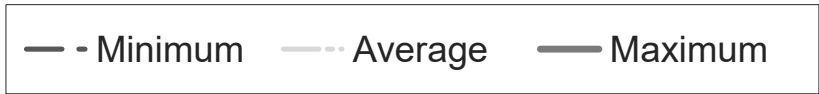
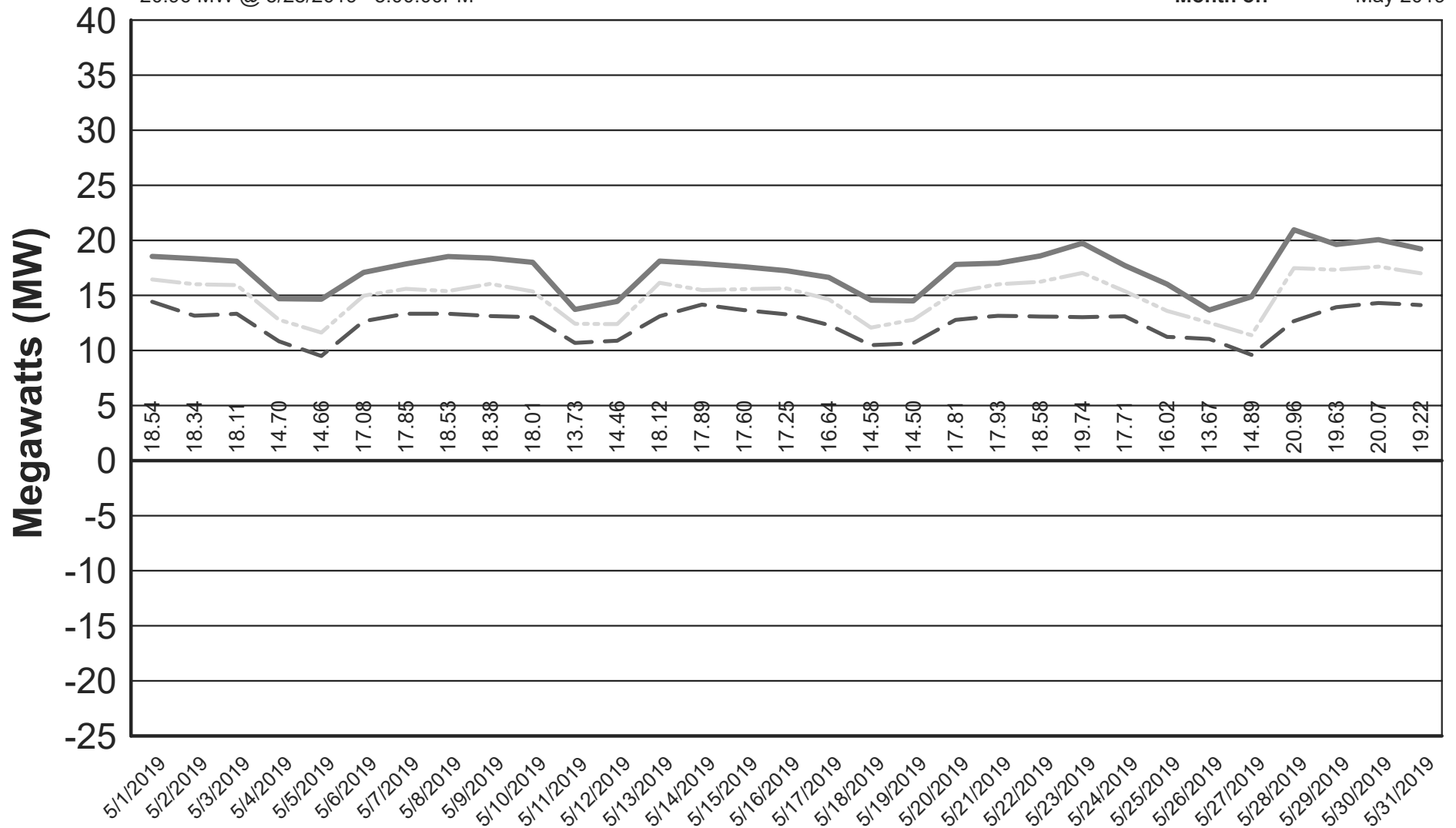
The **Peak Load** for May was **20.96 MW** occurring on May 28<sup>th</sup> at 5:00 P.M. This was a decrease of 6.76 MW compared to May 2018. The average load for May 2019 was **14.97 MW**. This was a decrease of 1.28 MW compared to May 2018. Solar Data was not available due to a meter change out by AMP that did not include a data port for NPL.

# Napoleon Power & Light

## System Load

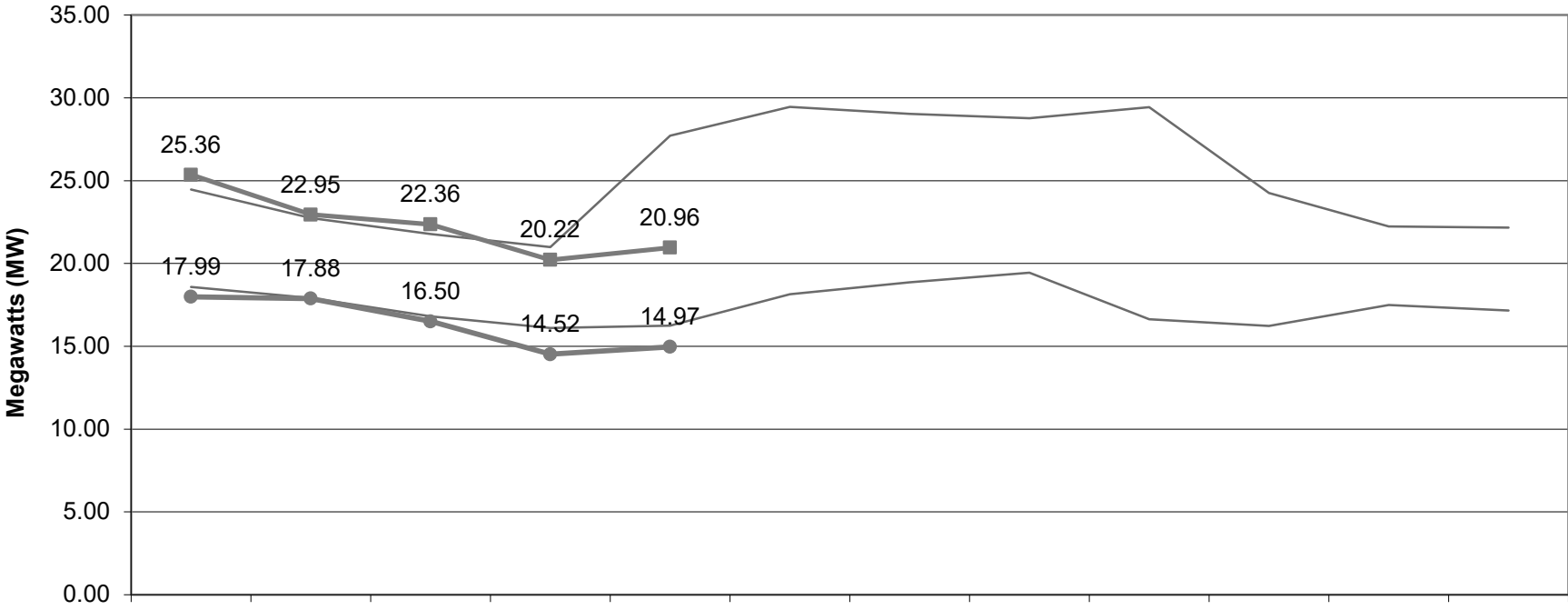
Peak Load:  
20.96 MW @ 5/28/2019 5:00:00PM

Month of: May 2019





# NAPOLEON POWER & LIGHT



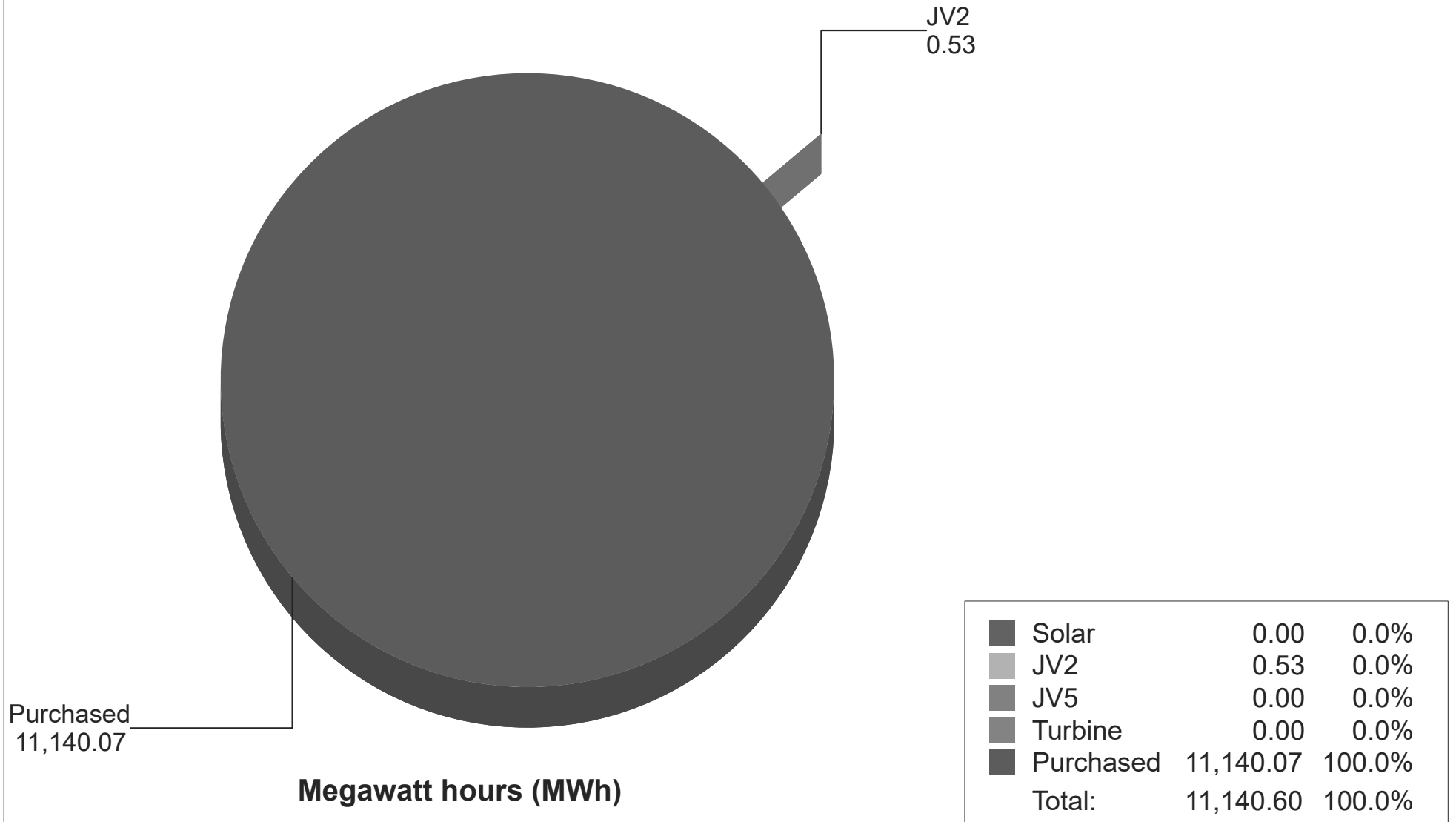
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	1/1/2018	2/1/2018	3/1/2018	4/1/2018	5/1/2018	6/1/2018	7/1/2018	8/1/2018	9/1/2018	10/1/2018	11/1/2018	12/1/2018
— 2018 MAX	24.46	22.74	21.78	20.99	27.72	29.45	29.03	28.77	29.43	24.25	22.23	22.16
— 2018 AVG	18.58	17.91	16.80	16.11	16.25	18.14	18.87	19.44	16.64	16.23	17.49	17.15
■ 2019 MAX	25.36	22.95	22.36	20.22	20.96							
● 2019 AVG	17.99	17.88	16.50	14.52	14.97							

— 2018 MAX
— 2018 AVG
■ 2019 MAX
● 2019 AVG

# Napoleon Power & Light

## Power Portfolio

May 2019



*City of Napoleon, Ohio*

## **WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE**

### **MEETING AGENDA**

Monday, June 10, 2019 at 7:00 pm

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

- 1) Approval of Minutes: March 11, 2019. (*In the absence of any objections or corrections, the Minutes shall stand approved*).
- 2) Discussion on House Bill 163. (with Board of Public Affairs)
- 3) Wastewater Treatment Plant Sludge Management.
- 4) Any other matters currently assigned to the Committee.
- 5) Adjournment.



Kent Seemann  
Finance Director/Clerk of Council

## WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE

### Meeting Minutes

Monday, March 11, 2019 at 7:00 pm

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**PRESENT**

Committee Members	Jeff Comadoll-Chair, Travis Sheaffer
City Manager	Joel L. Mazur
Interim Finance Director	Christine Peddicord
Recording Secretary	Roxanne Dietrich
Others	Brian Koeller, NW Signal

**ABSENT**

Committee Member	Lori Siclair
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**Call to Order**

Chairman Comadoll called the Water, Sewer, Refuse, Recycling and Litter Committee to order at 7:00 pm.

**Approval Minutes**

Hearing no objections or corrections, the minutes from the February 11, 2018 meeting stand approved as presented.

**Billing Appeal**

Mazur started explaining the committee's purpose according to Section 25.4 of the Water and Sewer Rules, is to decide if the City Manager or City Finance Director acted unreasonable, arbitrary or capricious in their decision. We received a billing appeal from Jay and Charlene Hanenkratt who are the new owners of the former Big G's restaurant at 299 Appian, the property is currently vacant, a shut-off was not done so, the utilities were still on. At some point water was running inside the building, we did a meter read that verified the reading was extremely high, utilities called the owner regarding the high reading to notify them there could be an issue. The owner came out and met with Brian from the Water Department, they could hear water running and found a flapper valve inside a toilet was left open. They had very high usage of 224 units. I understand their concerns but I am following the rules as set forth. In looking at what has been done in the past, I found one for an electric billing issue in 2003, there was a hearing disputing charges and the committee upheld the City Finance Director's decision. Sheaffer stated he would like to know if the meter was tested, can a toilet push that much water through? Comadoll replied, it sure can. Mazur said the circumstance was the water was going through the meter and sewer, after I found that out my response letter said we would charge the full amount, that bill for water and sewer was \$2,997.70. Sheaffer restated he would like to know if the meter was good before I make a decision. Mazur said we do have a meter testing program. Charlene Hanenkratt spoke up \$3,000 is a little crazy that is more water in one month than has been used in a year, I don't think a toilet can push that much water I just don't think that is possible. Mazur said from my experience, meters don't run on the high end they run on the slow end. If anything was wrong with the meter it will show it was not metering enough. Hanenkratt said when she heard that amount she was floored, it could only have

ran for two weeks, when the restaurant was running it only used 20 units a month. My question is, can a toilet push eight gallons in a minute? Comadoll informed them Neptune Meter has a card on how much water loss goes through the system, a pencil lead ends up being 365,000 gallons in a month. Hanenkratt said she does not think that is possible for that much water to go through the meter, I can't believe there isn't something that goes off when something is wrong why did it take so long why did the meter have to be read first before anyone knew something was wrong, \$3,000 is a lot for water and sewer for a building not being used. I never heard of a toilet running makes no sense to me, I just cannot fathom. I'm not arguing the rules there has to be extenuating circumstances because this seems extreme to me. Sheaffer informed them we don't have any way of telling when there is a high usage; Mazur added not until we read the meters. Hanenkratt said they did call immediately when found out. Something else is going on I'm not opposed to paying just feel \$3,000 is unreasonable and doesn't make sense to me there has to be something else going on. Mazur said he ran the water distribution department in the City of Toledo and know these meters always run slow they never run fast, we can look at the meter. Sheaffer said if we are going to rule you acted property I would like that have that meter be checked and if it was found it was off that it would be re-examined. Mazur said sure we will make that call we wouldn't need to bring it back to committee. Sheaffer agreed it would not have to come back to committee but if you could let us know. Mazur noted it will take time we can always delay payment of it, it's not a decision I want to make, did the water go through the meter yes and did it go into the sewer yes. Sheaffer asked when the meter is pulled and a new one is put in once the water is turned back on, can we monitor it for once a week for a short period just to make sure they don't get another \$3,000 bill. Mazur replied we can check it but it's really incumbent on the property owner, we can check it. We can have a more than accommodating payment schedule and will check the meter and have the weekly check for the first month the water is turned on.

**Motion to Uphold City Manager Decision**

Motion: Sheaffer Second: Comadoll  
to uphold the decision by the City Manager to enforce payment of the utility bill.

**Passed  
Yea-2  
Nay-0**

Roll call vote on the above motion:  
Yea-Comadoll, Sheaffer  
Nay-

Comadoll added please make sure utilities has a copy of the card from Neptune, you'd be surprised how much water is wasted in the system from a toilet, when it is wide open that meter is just spinning.

**Motion to Adjourn**

Motion: Sheaffer Second: Comadoll  
to adjourn the Water, Sewer, Refuse, Recycling & Litter Committee meeting at 7:30 pm.

**Passed  
Yea-2  
Nay-0**

Roll call vote on the above motion:  
Yea-Comadoll, Sheaffer  
Nay-

**Approved:**

**May 13, 2019**

\_\_\_\_\_  
Jeff Comadoll, Chairman

DRAFT



# City of NAPOLEON, Ohio

## Wastewater Treatment Plant

735 E. Washington St. P.O. Box 151, Napoleon, OH 43545

Phone: 419/592-3936

Wastewater Superintendent  
David Pike

## *Memorandum*

*To: Napoleon City Council  
Jason Maassel, Mayor*

*From: Joel L. Mazur, City Manager*

*Cc: Kent Seeman, Finance Director  
David Pike, Wastewater Treatment Plant Superintendent  
Jeff Weis, Water Treatment Plant Superintendent*

*Date: June 3, 2019*

*Subject: Waste Water Treatment Plant Sludge Management*

As discussed in City Council Water, Sewer, Refuse, Recycling and Litter Committee meetings, there has been an increased amount of solids being delivered to the Waste Water Treatment Plant (WWTP) due to the higher volume of waste water coming from the new Water Treatment Plant (WTP) treatment processes. As a result, the WWTP has had to adjust the treatment process in order to be able to accommodate the increased amount of solids.

First, the original design of the WTP did not have an accurate estimate of solids that the City should anticipate going to the WWTP. The result is that the WWTP is having to bypass the biological digestion process. Additionally, this results in the City having to dispose of the WWTP sludge in a landfill.

Over the past several months, staff has been looking at the options to manage the solids coming from the WTP. We looked at the options of managing the solids at the WTP site and determined that this is not cost effective. In the short term, we are planning to clean the WTP lagoons and use them to settle out the solids at the WTP. We are also planning to manage the sludge accumulated with another dewatering bag, which is something we have used once before last year. With all of the wet weather we have endured, it has become impossible to keep up with all the solids from the WTP. At this time our sludge drying beds are full, the sludge building is full, and our clarifiers have more than 5 feet of sludge in them. It is becoming a dire need of some relief to bring the solids under control before we violate our National Pollutant Discharge Elimination System (NPDES) permit.

The cost of the dewatering bag (see attached) is \$8,383.00 including all the rental equipment needed to pump into the bag.

As a result of these experiences, these items are necessary to continue to treat waste water at the WWTP and stay in compliance with our NPDES permit.

# Quotation

May 29, 2019

<b>City of Napoleon WWTP</b> <b>735 East Washington St.</b> <b>Napoleon, OH 43545</b> <b>Attention: David Pike</b>	<b>Quotation# 190529-01</b> <b>Blue River Technologies</b> <b>1302 Garner Street</b> <b>New Castle, In 47362</b> <b>(765) 388-2161 Ph (765) 388-2406 Fax</b>
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We are pleased to quote you as follows:

Item	Qty	Description
1	1	Rental charges for enclosed trailer with polymer make down equipment, flocculator, hoses & flocculator with stand. \$100.00 per day ----- 30 day minimum \$3,000.00
2	1	45' x 100' Geotextile Dewatering bag ---- \$ 2,800.00 Price Extended Total..... \$2,800.00
3	1	15' x 100' Drainage Netting ----- Price \$833.00 Extended Total..... \$833.00
4	1	Equipment Delivery and Pick up Charge ---- Price \$1,750.00 Extended Total..... \$1,750.00
		<b>Items 1 – 4      Price \$8,383.00      Extended Total... \$8,383.00</b>

Terms: Net 30 days

We sincerely appreciate your interest in our products and look forward to your order.

Michael Rhodes  
 Blue River Technologies  
 1302 Garner Street  
 New Castle, IN 47362  
 PH: (765) 388-2161  
 Fax: (765) 388-2406



*City of Napoleon, Ohio*

## **BOARD OF PUBLIC AFFAIRS**

Meeting Agenda

**Monday, June 10, 2019 at 6:15 pm**

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

- 1) Approval of Minutes: March 11, 2019 (*In the absence of any objections or corrections, the Minutes shall stand approved*).
- 2) Review/Approval of the Power Supply Cost Adjustment Factor for June 2019: Power Supply Cost Adjustment (PSCA) 3-month averaged factor \$0.02051; JV2 \$0.025436.
- 3) Discussion on House Bill 6 (*with the Electric Committee*)
- 4) Electric Department Reports.
- 5) Discussion on House Bill 163 (*with the Water/Sewer Committee*)
- 6) Any other matters to come before the Board.
- 7) Adjournment.



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Kent Seemann  
Finance Director/Clerk of Council

**BOARD OF PUBLIC AFFAIRS**

Meeting Minutes

**Monday, March 11, 2019 at 6:15 pm**

**PRESENT**

Board of Public Affairs	Dr. David Cordes-Chair, Mike DeWit, Rory Prigge
Committee Members	Travis Sheaffer-Chair, Joseph D. Bialorucki
City Manager	Joel L. Mazur
City Law Director	Billy Harmon
Interim Finance Director	Christine Peddicord
Recording Secretary	Roxanne Dietrich
City Staff	Dennis P. Clapp-Electric Distribution Superintendent
Others	Brian Koeller-NW Signal

**ABSENT**

Committee Member	Lori Siclair
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**Call to Order**

Dr. Cordes, Chair of the Board of Public Affairs, called the meeting to order at 6:15 pm.

**Approval of Minutes**

Hearing no corrections or objections, the minutes from the February 11, 2019 Board of Public Affairs meeting stand approved as presented.

**Motion to Approve  
March 2019 PSCAF**

Motion: Prigge	Second: DeWitt
to approve the March 2019 PSCAF as three month averaged factor \$0.01905, JV2 \$0.027792 and JV5 \$0.027792.	

**Passed**

Yea-3	Roll call vote on the above motion:
Nay-0	Yea-DeWit, Dr. Cordes, Prigge
	Nay-

**Motion to Untable  
Mutual Aid to the  
Navajo Nation**

Motion: Prigge	Second: DeWitt
to un-table mutual aid to the Navajo Nation.	

**Passed**

Yea-3	Roll call vote on the above motion:
Nay-0	Yea-DeWit, Dr. Cordes, Prigge
	Nay-

**Discussion**

Mazur explained to provide volunteer aid to the Navajo Nation it is estimated the cost would be \$5,200, this includes travel days, the total cost would depend on how many hours are worked. It is too late to get signed up, if everything goes well, there could be a second round later this year or next year. DeWitt voiced his concern if an employee would get hurt while down there would they be covered by Workers Comp and insurance it would be nice to know before we send someone there. Mazur replied he doesn't know for sure if they would be covered; but is making the assumption it is covered the same way as mutual aid.



*City of Napoleon, Ohio*

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

**MEETING AGENDA**

**Monday, June 10, 2019 at 7:30 pm**

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

- 1) Approval of Minutes: February 11, 2019 (*In the absence of any objections or corrections, the Minutes shall stand approved*)
- 2) Napoleon Outdoor Refreshment Area (NORA) Quarterly Review/Request to Restrict NORA during Ribfest on June 28, 2019.
- 3) Alex Birkhold Eagle Scout Project: Replacement of City Entrance Sign at Glenwood and U.S. 24
- 4) Any other matters currently assigned to the Committee.
- 5) Adjournment.



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Kent Seemann  
Finance Director/Clerk of Council

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

## MEETING MINUTES

Monday, February 11, 2019 at 7:30 PM

<b>PRESENT</b>	
Members:	Lori Siclair-Chair, Jeff Mires, Jason Maassel
City Manager	Joel L. Mazur
City Law Director	Billy D. Harmon
Interim Finance Director	Christine Peddicord
Interim Clerk of Council	Roxanne Dietrich
Others	Brian Koeller-NW Signal
<b>ABSENT</b>	
Committee Member	Joseph D. Bialorucki
<b>Call to Order</b>	Chairman Siclair called the Municipal Properties, Building, Land Use and Economic Development Committee meeting to order at 7:38 pm.
<b>Approval of Minutes</b>	Hearing no objections or corrections, the minutes from the January 14, 2019 meeting stand approved as presented.
<b>Motion to Untable Clairmont Avenue Proposal</b>	Motion: Maassel Second: Mires to untable the Clairmont Avenue proposal.  Mazur reviewed his proposal to the school as laid out in his letter of November 5, 2018 (a copy is attached). Napoleon Area Schools have tentatively agreed to this proposal, if the recommendation is to move forward, the next step will be to put together firmer terms and conditions. Maassel stated he likes that the city and schools are working together, we want to make sure a resolution is done on how to resolve if this is or is not done correctly. Mazur said our goal is to address several issues around the campus.
<b>Motion to Forward Clairmont Avenue to City Council</b>	Motion: Maassel Second: Mires to forward Clairmont Avenue to Council for their consideration at the next council meeting.
<b>Passed</b>	Roll call vote on the above motion:
<b>Yea-3</b>	Yea-Mires, Maassel, Siclair
<b>Nay-0</b>	Nay-
<b>NORA Review</b>	Mazur had no issues to report, we are just filling the requirement of the NORA. Siclair reported she did receive one complaint that beer bottles and cans have been found on Perry Street and this person thinks somebody is filling their NORA cup, I don't know how you would know for sure.

**Sign Code Review**

Mazur stated we have received a few complaints about signage, staff investigated the sign code and it is outdated. There has been a concern about the appearance of the Scott Street corridor for many years and one way to make improvements is to update the sign code to be able to regulate aesthetics that are needed on Scott Street, that was one of the concerns stated in the Master Plan survey. Maassel commented it looks like they were temporary signs that have become permanent signs. Mazur said the view going down Scott Street is obstructed, we cannot find if they have permits for the signs, they are to have a sign permit. Some businesses are complying and others around are not, another issue is where people are placing their signs this is not something that will be fixed overnight.

Harmon stated we will see if we can get voluntary cooperation, these are business owners not people trying to break the law, the most cost effective way to get business done is by simple conversation and coming to a mutual understanding of the rules, we will have someone talk to them about the rules and try to get it fixed without having to go any further. If an agreement cannot be reached, we will move forward with a conservative push to make sure the rules are followed correctly. Siclair noted in the Master Plan discussions was it not a priority to clean up the City corridor. A lot of people are not happy with the look when you come into town on Scott Street, that is why the subject came up.

**Motion to Send Review of the Sign Code to Council**

Motion: Maassel Second: Mires  
to forward review of the sign code to City Council as a discussion/action item for the March 4, 2019 Council meeting.

**Passed  
Yea-3  
Nay-0**

Roll call vote on the above motion:  
Yea-Mires, Maassel, Siclair  
Nay-

**Any Other Matters**

None.

**Motion to Adjourn**

Motion: Maassel Second: Mires  
to adjourn the Municipal Properties, Building, Land Use and Economic Development Committee meeting at 8:09 pm.

**Passed  
Yea-3  
Nay-0**

Roll call vote on the above motion:  
Yea-Mires, Maassel, Siclair  
Nay-

**Date Approved:**

**March 11, 2019**

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Lori Siclair - Chair



# City of *NAPOLEON*, Ohio

255 West Riverview Avenue • P.O. Box 151  
Napoleon, Ohio 43545-0151  
Phone: (419) 392-4010 • Fax: (419) 599-8393  
Web Page: [www.napoleonohio.com](http://www.napoleonohio.com)

**Mayor**  
Jason Maassel

November 5, 2018

**Members of Council**

**PRESIDENT:**  
Joseph Bialorucki

**PRESIDENT PRO-  
TEM:**  
Daniel Baer

Travis B. Sheaffer  
Jeff Comadoll  
Kenneth Haase  
Jeff Mires  
Lori Siclair

Napoleon Area School District  
Attn: Dr. Steve Fogo, Superintendent  
701 Briarheath Drive  
Napoleon, OH 43545

Re: Clairmont Avenue

Dr. Fogo,

**City Manager**  
Joel L. Mazur

Thank you for taking the time to continue our dialogue regarding Clairmont Ave. along with discussing some other items related to the area around the Napoleon Area School District's campus. As a preface to this correspondence, it is understood that any agreement reached will require Napoleon Area School Board and Napoleon City Council approval.

**Finance Director**  
Gregory J. Heath

As we have now had a chance to review correspondences to the respective organizations that we represent, I would like to offer the following proposal to help resolve several matters around the Napoleon Area School District's campus:

**Law Director**  
Billy D. Harmon

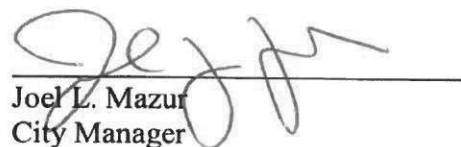
- That the section of Clairmont Ave. that is owned by NAS will be repaired by NAS, including the additional concrete work proposed by the City at the expense of NAS (estimated \$275,000). The City will assist NAS with oversight and inspection work necessary to complete the work.
- That NAS will dedicate the section of Clairmont Ave. to the City once the road work is complete.
- That the City will make incremental payments of \$50,000 in FY 2020 to NAS up to \$150,000 when NAS has demonstrated each of the following items have been addressed:
  - Sidewalk and street crossing improvements identified in Exhibit A will be completed. Sections in yellow near the NAS campus shall be completed by NAS. This project may be completed utilizing grant funds, i.e. Safe Routes to Schools. It is understood by both parties that NAS cannot expend funds off of the school campus, but will make every effort to ensure that this project is completed. This includes the possible procurement of services from a consultant that specializes in grant writing.

**Public Works  
Director**  
Chad E. Lulfs, P.E., P.S.

- NAS will provide a traffic study or equivalent and complete recommendations of the traffic study or equivalent to address the area where the buses cross Westmoreland Ave. and the turn lane to the elementary school on Westmoreland Ave.
- NAS will develop a plan to address parking at the ballfields. Currently, there is insufficient parking at the ballfields causing spectators and players to park on the street and other areas where there is no parking. NAS will then work with the Napoleon Police Department to implement action items to help prevent people from parking illegally on a regular basis.

The City of Napoleon strives to maintain a strong relationship with the Napoleon Area School District and I look forward to your response. If you have any questions or would like to schedule a time to discuss this proposal, please contact me.

Sincerely,

  
Joel L. Mazur  
City Manager

JLM/

Enclosure

CC: Billy D. Harmon, Law Director  
Gregory Heath, Finance Director  
Chad Lulfs, Public Works Director



June 6, 2019

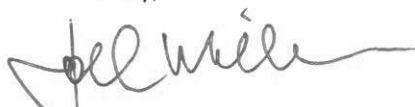
The Henry County Chamber of Commerce would like to request a restriction of the NORA District in Downtown Napoleon from 4PM until 11PM on Friday June 28<sup>th</sup>. This restriction would occur during Henry County Rib Fest that night.

We believe the restriction would benefit the event and the NORA establishments by protecting all from patrons looking to take their drinks into the event footprint and risk the liquor licensing for both the event and the establishments.

We will have representatives meeting with the establishments to discuss them not selling the NORA cups during the above hours and we have representatives posted at each of the gates throughout the full time frame requested above that would trained to not allow any NORA cups within the footprint to protect our license.

We would be glad to answer any questions you may have on our request and thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel Miller", with a long horizontal flourish extending to the right.

Joel Miller

Executive Director

Henry County Chamber of Commerce



## DIAGRAM OF PERMIT PREMISES FOR TEMPORARY PERMIT

**THIS DOCUMENT MUST BE COMPLETED IN ORDER TO OBTAIN YOUR TEMPORARY PERMIT**

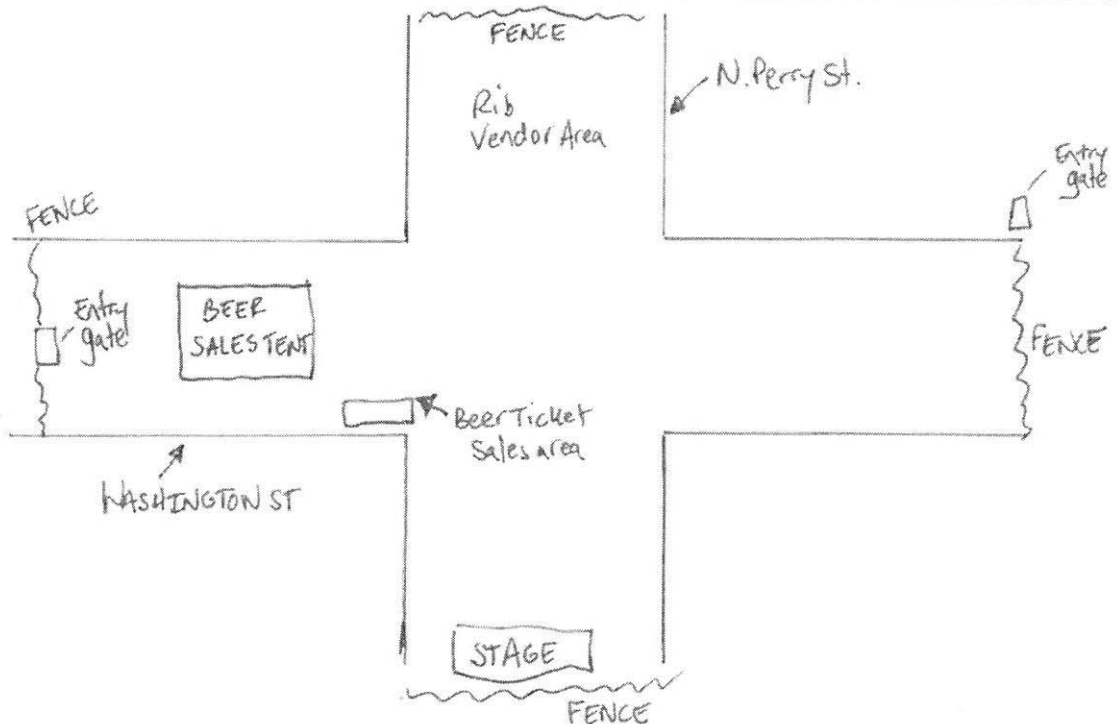
Section 4301.62 ("open container statute") prohibits anyone from possessing an open container of any alcoholic beverage outside of the area defined as permit premises. Whoever violates this statute is guilty of a MISDEMEANOR of the first degree. Any alcoholic beverage must be both sold and consumed within the defined permit premises.

It is required that every applicant for an F or F2 permit submit with the application a **diagram of the premises where alcoholic beverages will be sold and consumed**. If the diagram is not included, the application will be returned to the applicant. The diagram must be submitted in the space provided below or on a separate sheet, and must be signed by the person who prepared the diagram or the applicant.

**FOR EVENTS HELD INDOORS:** Diagram must identify the room(s) and/or building in which the alcoholic beverages will be sold and consumed.

**FOR EVENTS HELD ENTIRELY or PARTIALLY OUTDOORS:** Diagram must show shape and measured dimensions of the area to be used. Location of barriers must be shown, and an explanation of the type of barriers given (e.g. chain link fence, snow fence, brick wall, rope, etc.) which will separate permit premises from other areas which are not permit premises.

**DIAGRAM MUST APPEAR IN THE SPACE BELOW**



Signature of Person who prepared diagram or applicant



# City of *NAPOLEON*, Ohio

255 West Riverview Avenue • P.O. Box 151  
Napoleon, Ohio 43545-0151  
Phone: (419) 592-4010 • Fax: (419) 599-8393  
Web Page: [www.napoleonohio.com](http://www.napoleonohio.com)

## MEMORANDUM

*Mayor*  
Jason Maassel

*Members of Council*

**PRESIDENT:**  
Joseph Bialorucki

**PRESIDENT PRO-TEM:**  
Daniel Baer

Travis B. Sheaffer  
Jeff Comadoll  
Kenneth Haase  
Jeff Mires  
Lori Siclair

*City Manager*  
Joel L. Mazur

*Finance Director*  
Kent Seemann

*Law Director*  
Billy D. Harmon

*Public Works  
Director*  
Chad E. Lulfs, P.E., P.S.

**DATE:** June 10, 2019  
**TO:** Members of City Council  
Jason P. Maassel, Mayor  
**FROM:** Joel L. Mazur, City Manager/JLM  
**SUBJECT:** Eagle Scout Sign Project

Council Members and Mayor,

Mr. Craig Birkhold approached the City to discuss an Eagle Scout project for his son, Alex. They would like to replace a City of Napoleon entrance sign that is located on the west side of Glenwood Ave. along U.S. Route 24 (see attached site map with pictures). The new sign would be designed in accordance with City and Wood County Building Inspection regulations. The sign would then be built by Alex with donated funds and materials. Mr. Birkhold anticipates that the project would be completed by February of 2020.

As a reference, Mr. Birkhold and his oldest son, Andrew, designed and built the sign at the Henry County Airport as an Eagle Scout project. Additionally, Mr. Birkhold provided a conceptual design of the sign that would be built to replace the existing sign (see attached).

Mr. Birkhold and Andrew are respectfully requesting approval to complete this project and they will work closely with the City throughout the project from design to completion.

Location of Existing Sign

U.S. Rt. 6 & 24

1479

1490

400

420

440

460

480

980

960

950

N. Harmony Dr.

N. Harmony Dr.





*Established* 1975

U.S. AIR MALL





HENRY COUNTY  
AIRPORT

Established 1975



NAPOLÉON

ESTABLISHED 1832



HENRY COUNTY  
AIRPORT

*Established*

1975





*City of Napoleon, Ohio*

## **RECORDS COMMISSION**

Meeting Agenda

**Tuesday, June 11, 2019 at 4:00 pm**

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

- 1) Approval of Minutes *(In the absence of any objections or corrections, the Minutes shall stand approved).*
- 2) Review of Records Retention Schedules
  - a. Human Resources
  - b. Law Department
  - c. Finance Department
- 3) Any other matters to come before the Commission.
- 4) Adjournment.



---

Kent Seemann  
Finance Director/Clerk of Council

## RECORDS COMMISSION

Meeting Minutes

Tuesday, December 11, 2018 at 4:00 pm

**PRESENT**

Committee Members  
Recording Secretary  
City Staff

Joel Mazur-Acting Chair, Billy Harmon, Doug Herman  
Roxanne Dietrich  
Jeff Rathge, Operations Superintendent

**ABSENT**

Committee Members

Mayor Jason Maassel, Greg Heath

**Call to Order**

Acting Chair Mazur called the meeting to order at 4:04 pm.

**Approval of June 12, 2018 Meeting Minutes**

Hearing no objections or corrections, the minutes from the June 12, 2018 meeting stand approved.

**Review of Records Retention Schedules**

There was only one records retention schedule change and that was submitted by the Operations Department to add Schedule Number OP-45, Video Surveillance. Mazur stated the Operations Department is planning on putting in video cameras that will be recorded in a 30-day loop, it will then be passed on to the Police Department. Harmon said currently he does not have an issue with this, though he has not had a chance to review. Mazur indicated the main issue will be if there is sufficient server space. Harmon recommended this scheduled be approved as submitted and if there are any changes, he will bring those back before the commission.

**Motion to Approve Schedule Number OP-045**

Motion: Herman Second: Harmon  
to approve Schedule Number OP-045 for video surveillance as submitted by the Operations Department.

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

Roll call vote on the above motion:  
Yea-Herman, Mazur, Harmon  
Nay-

**Other Matters**

Mazur noted both the IT and HR departments will have items to bring before the commission at their next meeting, the IT Records Retention schedule is very outdated. Does the Law Department want any proposed modifications sent to you before they are presented to this commission? Harmon replied "yes". Mazur requested Review of IT and HR Records Retention Schedule be added to the June 11, 2019 meeting.

**Motion to Adjourn Meeting**

Motion: Herman Second: Herman  
to adjourn the Records Commission meeting at 4:10 pm.

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

Roll call vote on the above motion:  
Yea-Herman, Mazur, Harmon  
Nay-

**Date Approved**

**June 11, 2019**

---

Jason Maassel-Chair

DRAFT



**RECORDS RETENTION SCHEDULE (RC-2)– Part 1**

*See instructions before completing this form. Must be submitted with PART 2*

**Section A and Section B must be filled out and signed by local government before submission to the State Archives**

**Section A: Local Government Unit**

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

*[Handwritten Signature]*

Lanie Lambert

Human Resources Director

5/24/2009

(Signature of Responsible Official)

(Name)

(Title)

(Date)

**Section B: Records Commission**

*See ORC 149.38 – ORC 149.412 for Records Commission information*

City of Napoleon Records Commission

255 W. Riverview

Napoleon

43545

(Telephone Number)

Henry

(Address)

(City)

(Zip Code)

(County)

To have this form returned to the Records Commission electronically, include an email address: \_\_\_\_\_

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

Records Commission Chair Signature

Date

**Section C: Ohio History Connection - State Archives**

Signature

Title

Date

**Section D: Auditor of State**

Signature

Title

Date

**Please Note: The State Archives retains RC-2 forms permanently. It is strongly recommended that the Records Commission retain a permanent copy of this form**

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-01	<b>Affirmative Action Plan/Adverse Impact Analyses/Applicant Logs</b>	2 years	Multi		<input type="checkbox"/>
HR-02	<b>Appointment Calendars</b> Calendars used to track meetings/events in conjunction with job title or job functions	Until information is superseded, obsolete, or replaced	Multi		<input type="checkbox"/>
HR-03	<b>Audiovisual, Public Relations &amp; Training Materials</b> Materials and resources compiled or created for presentations, public relations events and or training exercises.	Until information is superseded, obsolete, or replaced	Multi		<input type="checkbox"/>
HR-04	<b>Badges and ID's</b> Employee identification badges and keyless entry devices and related records.	Confiscate upon employment termination or when obsolete, then destroy	Multi		<input type="checkbox"/>
HR-05	<b>Blank Forms</b> Obsolete, unneeded or superseded forms stock.	Until obsolete or superseded	Multi		<input type="checkbox"/>
HR-06	<b>Bulletins, Posters and Notices to Employees</b> Announcements and informational notices included unsolicited announcements related to job functions.	Until no longer of administrative value	Multi		<input type="checkbox"/>
HR-07	<b>Bureau of Workers' Compensation</b> Files covering claims made by employee for Worker's Compensation benefits due to a work-related accident or illness. Includes claim, investigation, hearings, results, requirements, terms, conditions, etc.	10 years after final activity	Multi		<input type="checkbox"/>
HR-08	<b>COBRA</b> (Consolidated Omnibus Budget Reconciliation Act of 1985) A health insurance law which allows an employee who leaves employment to continue to be covered under the City's health plan. Documents relating to the administration of COBRA requirements including initial notice and the qualifying notice.	6 years	Multi		<input type="checkbox"/>

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-09	<b>Compliance Reports</b> Standard Reports required to be filed by regulatory agencies (Federal and State).	5 years	Multi		<input type="checkbox"/>
HR-10	<b>Continuing Education Certifications/Class/Seminars/Training Attendance Records</b> Includes professional licenses, certifications, trainings and other documents noting advancement in education related to job position.	Place in personnel file	Paper		<input type="checkbox"/>
HR-11	<b>Copies of Records</b> Additional copies of records or images which are no longer required and serve no useful purpose.	Until no longer of administrative value	Multi		<input type="checkbox"/>
HR-12	<b>Correspondence – Transient</b> Messages sent and received by any media including letters, memoranda, faxes, e-mail, misc. communications, etc. which convey information of temporary importance in lieu of oral communication. i.e. drafts, meeting notices, etc. Referral letters, requests for routine information or publications provided to the public by an agency which are answered by standard form letters.	Until no longer of administrative value	Multi		<input type="checkbox"/>
HR-13	<b>Correspondence – General</b> Messages sent and received by any media including letters, memoranda, faxes, e-mail, misc. communications, etc. Requests for information pertaining to interpretations and other miscellaneous inquiries; Informative – does not attempt to influence policy. Including copies of outgoing correspondence maintained for reference purposes.	2 years, ensure metadata retained	Multi		<input type="checkbox"/>
HR-14	<b>Correspondence – Substantive</b> Messages sent and received by any media including letters, memoranda, faxes, e-mail, misc. communications, etc. Correspondence of the head and the executive staff of an agency dealing with significant aspects of the	5 years ensure metadata retained. File with related records if content	Multi		<input type="checkbox"/>

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
	administration of the office. Includes information concerning agency policies, procedures, program, fiscal and personnel matters.	<b>requires longer retention; appraise for historical value</b>			
<b>HR-15</b>	<b>Discipline</b> Records documenting investigations of personnel for violations of laws, rules and/or policies that result in the issuance of an oral or written reprimand, suspension, demotion, involuntary leave of absence, removal from position, resignation in lieu of termination, last chance agreements and/or termination.	<b>Place in personnel file</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-16</b>	<b>Drafts/Transient Records</b> Preliminary working documents and other documents which serve to convey information of temporary importance in lieu of oral communication.	<b>Until no longer of administrative value</b>	<b>Multi</b>		<input type="checkbox"/>
<b>HR-17</b>	<b>Drug/Alcohol Test Results</b>	<b>5 years</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-18</b>	<b>EEO Applicant Flow Form</b> Voluntary form filled out by applicants to fulfill reporting requirements for the Equal Employment Opportunity Commission.	<b>2 years</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-18</b>	<b>EEO Data Sheets</b> Data mandated by federal government for the purpose of tracking Equal Employment Opportunity statistics.	<b>3 years</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-19</b>	<b>EEO-4 Report</b> Periodic report required by the federal government that indicates the position of the county workforce by sex and race/ethnicity.	<b>3 years</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-20</b>	<b>Employee Incident/Accident Reports on Blood Borne Pathogens Exposure</b>	<b>30 years after employee terminates</b>	<b>Paper</b>		<input type="checkbox"/>
<b>HR-21</b>	<b>Employee Incident/Accident Reports on Exposure to Hazardous Material</b>	<b>Permanent</b>	<b>Paper</b>		<input type="checkbox"/>



## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-22	<b>Employee Incident/Accident Reports – Personal Injury (not Workers’ Comp Claim)</b> Report of employee’s minor personal injury while on City business.	6 years if no action pending	Paper		<input type="checkbox"/>
HR-23	<b>Employee Insurance</b> Records documenting insurance benefits for employees.	7 years	Paper		<input type="checkbox"/>
HR-24	<b>Employment Applications/Resumes – Successful</b> Application submissions by individuals chosen for employment.	Place in personnel file	Paper		<input type="checkbox"/>
HR-25	<b>Employment Applications/Resumes – Unsuccessful – Not hired</b> Application submissions for open job positions not chosen for employment including selection materials.	2 years	Paper		<input type="checkbox"/>
HR-26	<b>Family Medical Leave Act (FMLA) Records</b> Disclosure and correspondence to employees utilizing leave under FMLA.	3 years	Paper		<input type="checkbox"/>
HR-27	<b>Grievances</b> Formal complaints and responses regarding work, conduct, interpersonal relations, breach or improper application of agreement or disciplinary actions towards an employee or the employer. (Union and Non-Union)	3 years after union contract expires or resolution or final response	Paper		<input type="checkbox"/>
HR-28	<b>Health Insurance Policy Records</b> Documents, contracts and amendments with health insurance benefit carriers. May include documentation of actions by third party vendors or management organizations such as BORMA.	8 years after expiration	Paper		<input type="checkbox"/>
HR-29	<b>Open Enrollment Annual File</b> Documents the annual insurance enrollment period.	5 years	Paper		<input type="checkbox"/>
HR-30	<b>Health &amp; Wellness Records</b> Comprehensive health program designed to maintain a high level of employee well-being. Includes program activity details and employee participation.	2 years	Multi		<input type="checkbox"/>

**Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2***See instructions before completing this form.*

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-31	<b>Immigration Forms &amp; I-9s</b> Form I-9 "Employment and Eligibility Verification" for all newly hired employees to verify their identify and authorization to work in the United States.	3 years after date of hire or 1 year after termination, whichever is later	Paper		<input type="checkbox"/>
HR-32	<b>Job Descriptions</b> Documents detailing the classification, needed experience/education/physical requirements, and duties by position title.	Until superseded or classification abolished	Multi		<input type="checkbox"/>
HR-33	<b>Labor Union Agreement Contracts</b> Agreements and contracts resulting from negotiations with employee bargaining units.	15 years after termination	Paper		<input type="checkbox"/>
HR-34	<b>Labor Union Agreement Negotiation Files</b> Records concerning the negotiations of various union contracts.	Until no longer of administrative value	Multi		<input type="checkbox"/>
HR-35	<b>Legal Opinions</b> Formal opinions from law department to clarify law and other rules that are applicable to the office's functions.	Until superseded or obsolete	Paper		<input type="checkbox"/>
HR-36	<b>Mail</b> Communication received from other agencies, commercial entities and outside institutions or individuals for general information purposes.	Until no longer of administrative value	Paper		<input type="checkbox"/>
HR-37	<b>Manuals, Handbooks</b> Documents related to activities and operation of department, office, agency, etc. May include rules regarding behavior, instructions for operating equipment, policies, procedures, processes, etc.	Until superseded, obsolete or replaced. Appraise for historical value	Multi		<input type="checkbox"/>
HR-38	<b>Organizational Chart</b> A diagram that shows the structure of an organization and the relationships and relative ranks of its parts and positions/jobs.	Until superseded	Multi		<input type="checkbox"/>
HR-39	<b>Performance Evaluations</b> Assessment of a worker's job performance.	Place in personnel file	Paper		<input type="checkbox"/>

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-40	<b>Personnel Files</b> Documentation of the history and status of the employment relationship with an individual employee. May include: Employment applications; Offer letter; Performance evaluations; Grievances; Employment verifications; Training certificates; Payroll rate sheets; Job Descriptions; OPERS information; Exit interview; Disciplinary action(s).	Purge 3 years after employment termination	Multi		<input type="checkbox"/>
HR-41	<b>Personnel Files – Medical</b> Medical related documentation of service throughout the duration of an individual's employment.	3 years after employment termination	Paper		<input type="checkbox"/>
HR-42	<b>Personnel Files – Purged</b> Including, but not limited to: Service time; Leaves balances; Resignation Letter; Retirement Information; Waivers; Ohio PERS and deferred comp documentation.	40 years after employment termination. Appraise for historical value.	Paper		<input type="checkbox"/>
HR-43	<b>Public Employment Risk Reduction Program (PERRP)</b> Log and summary of work-related injuries and illnesses and supporting documents.	6 years	Paper		<input type="checkbox"/>
HR-44	<b>Records Requests</b> Requests to inspect and review public records.	2 years	Multi		<input type="checkbox"/>
HR-45	<b>Safety Reports</b> Reports of various safety inspections of equipment and training classes offered to employees	Until no longer of administrative value	Multi		<input type="checkbox"/>
HR-46	<b>Telephone Records – Messages</b> Messages for recipients received via telephone.	Until no longer of administrative value			<input type="checkbox"/>
HR-47	<b>Training Files</b> Documentation of employee training.	Until no longer of administrative value			<input type="checkbox"/>

**Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2**

*See instructions before completing this form.*

City of Napoleon

Human Resources

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
HR-48	<b>Tuition Reimbursement Files</b> Acknowledgement of tuition reimbursement policy, request to participate in program and documentation of courses completed or cancelled.	Place in personnel file	Paper		<input type="checkbox"/>
HR-49	<b>Unemployment Records</b> Records documenting payments to individuals who are involuntarily out of work including invoices to the City for charges paid by the state.	3 years	Paper		<input type="checkbox"/>
HR-50	<b>Unsolicited letters/applications/resumes</b>	Return to sender	Paper		<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>



Ohio History Connection  
 State Archives of Ohio  
 Local Government Records Program  
 800 E. 17<sup>th</sup> Avenue  
 Columbus, Ohio 43211-2474  
 614.297.2553  
[localrecs@ohiohistory.org](mailto:localrecs@ohiohistory.org)  
[www.ohiohistory.org/lgr](http://www.ohiohistory.org/lgr)

## RECORDS RETENTION SCHEDULE (RC-2)– Part 1

*See instructions before completing this form. Must be submitted with PART 2*

**Section A and Section B must be filled out and signed by local government before submission to the State Archives**

### Section A: Local Government Unit

City of Napoleon, Ohio

Law Department

(Local Government Entity)

(Unit)

Billy D. Harmon

Law Director/City Prosecutor

(Signature of Responsible Official)

(Name)

(Title)

(Date)

### Section B: Records Commission

*See ORC 149.38 – ORC 149.412 for Records Commission information*

Records Commission

(Telephone Number)

(Address)

(City)

(Zip Code)

(County)

To have this form returned to the Records Commission electronically, include an email address:

\_\_\_\_\_

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

Records Commission Chair Signature

Date

### Section C: Ohio History Connection - State Archives

Signature

Title

Date

### Section D: Auditor of State

Signature

Title

Date

**Please Note: The State Archives retains RC-2 forms permanently. It is strongly recommended that the Records Commission retain a permanent copy of this form**

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

**City of Napoleon, Ohio**

**Law Department**

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
LD-001	Legal opinions	1 year	All		<input type="checkbox"/>
LD-002	Contract review check sheets	1 year	Paper		<input type="checkbox"/>
LD-003	Pending criminal and traffic filings	not retained – originals are in Police dept.	All		<input type="checkbox"/>
LD-004	Public records request files	2 years	All		<input type="checkbox"/>
LD-005	Available				<input type="checkbox"/>
LD-006	Weekly calendar	until no longer administratively necessary	All		<input type="checkbox"/>
LD-007	Purchase Requisitions/ Purchase Orders	not retained – originals are in Finance dept.	All		<input type="checkbox"/>
LD-008	Available				<input type="checkbox"/>
LD-009	Closed criminal and traffic files	2 years	All		<input type="checkbox"/>
LD-010	Letters in lieu of charges	1 year	All		<input type="checkbox"/>
LD-011	General correspondence	until no longer administratively necessary	All		<input type="checkbox"/>
LD-012	Available				<input type="checkbox"/>
LD-013	Available				<input type="checkbox"/>

**Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2***See instructions before completing this form.***City of Napoleon, Ohio****Law Department**

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
LD-014	Available				<input type="checkbox"/>
LD-015	Available				<input type="checkbox"/>
LD-016	Closed civil files	not retained – originals are in Muni. Ct. and Tax Dept.	All		<input type="checkbox"/>
LD-017	Draft copies of documents	Until no longer administratively necessary	All		<input type="checkbox"/>
LD-018	Electronic mail – including attachments	not retained – originals are in MIS dept.	Electronic		<input type="checkbox"/>
LD-019	Ordinance/Resolution approval forms	1 year	Paper		<input type="checkbox"/>
LD-020	Department incoming work approval forms	1 year	Paper		<input type="checkbox"/>
LD-021	AffidavitMaker criminal charges	not retained – originals are in MIS dept.	Electronic		<input type="checkbox"/>
LD-022	PinkNotes	not retained – originals are in MIS dept.	Electronic		<input type="checkbox"/>
LD-023	Record retention schedule	not retained – originals are in Finance dept.	All		<input type="checkbox"/>
LD-024	Audio files	30 days	All		<input type="checkbox"/>
LD-025	Photographs	30 days	All		<input type="checkbox"/>
LD-026	Alchemy	not retained – originals are in MIS dept.	Electronic		<input type="checkbox"/>

**Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2***See instructions before completing this form.***City of Napoleon, Ohio****Law Department**

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
LD-027	Professional qualifications	1 year	All		<input type="checkbox"/>
LD-028	Contracts	not retained – originals are in Finance dept.	All		<input type="checkbox"/>
LD-029	Court scans	not retained – originals are in Municipal Court	Electronic		<input type="checkbox"/>





## RECORDS RETENTION SCHEDULE (RC-2)– Part 1

*See instructions before completing this form. Must be submitted with PART 2*

### Section A: Local Government Unit

CITY OF NAPOLEON

FINANCE DEPARTMENT

(Local Government Entity)

(Unit)

*Kent Seemann*

KENT SEEMANN

FINANCE DIRECTOR

5-28-19

(Signature of Responsible Official)

(Name)

(Title)

(Date)

### Section B: Records Commission

CITY OF NAPOLEON

Records Commission

419-592-4010

255 W RIVERVIEW AVE.-P.O. BOX 151

NAPOLEON

43545

(Telephone Number)

HENRY

(Address)

(City)

(Zip Code)

(County)

To have this form returned to the Records Commission electronically, include an email address:

I hereby certify that our records commission met in an open meeting, as required by Section 121.22 ORC, and approved the schedules listed on this form and any continuation sheets. I further certify that our commission will make every effort to prevent these records series from being destroyed, transferred, or otherwise disposed of in violation of these schedules and that no record will be knowingly disposed of which pertains to any pending legal case, claim, action or request. This action is reflected in the minutes kept by this commission.

Records Commission Chair Signature

Date

### Section C: Ohio History Connection - State Archives

Signature

Title

Date

### Section D: Auditor of State

Signature

Title

Date

**Please Note:** *The State Archives retains RC-2 forms permanently. It is strongly recommended that the Records Commission retain a permanent copy of this form*

**Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2***See instructions before completing this form.***CITY OF NAPOLEON****FINANCE DEPT**

(Local Government Entity)

(Unit)

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
UT-43	Utillity ACH Authorization Form	1 Year after Audit	Paper		<input type="checkbox"/>
Fin-175	Garnishment Orders	Until employee terminates or Order rescinded	Paper		<input type="checkbox"/>
Fin-176	Employer Quarterly Federal Tax Return	4 years, after Audit	Paper		<input type="checkbox"/>
Fin-177	Employer State, School and City Tax Withholding	4 years, after Audit	Paper		<input type="checkbox"/>
Fin-01	Time Cards/Sheets	3 Years 1 Year	Paper		<input type="checkbox"/>
Fin-01A	Time Cards/Sheets	4 Years	Electronic		<input type="checkbox"/>
Fin-178	Employee Rate Change Notice	4 Years after Audit	Paper		<input type="checkbox"/>
Fin-179	Aflac Withholding Statements	2 Years	Paper		<input type="checkbox"/>
Fin-180	Child Support Withholding Statements	3 Years	Paper		<input type="checkbox"/>
Fin-181	Ohio Dept of Job & Family Services Reports	2 Years After Audit	Paper		<input type="checkbox"/>
Fin-182	Workers Compensations Payroll Reports	4 Years after Audit	Paper		<input type="checkbox"/>
Fin-183	Deferred Compensations Reports	4 Years After Audit	Paper		<input type="checkbox"/>
					<input type="checkbox"/>
					<input type="checkbox"/>

## Section E: RECORDS RETENTION SCHEDULE (RC-2) – Part 2

See instructions before completing this form.

(Local Government Entity)

(Unit)

Please Note: The State Archives retains RC-2 forms permanently.  
It is strongly recommended that the Records Commission retain a permanent copy of this form

(1) Schedule Number	(2) Record Title and Description	(3) Retention Period	(4) Media Type	(5) For use by Auditor of State or LGRP	(6) RC-3 Required by LGRP
<b>FIN-30B</b>	PROJECT FILES/ ROAD CONSTRUCTION (successful bid, contract, pay estimates)	Permanent	Paper		<input type="checkbox"/>
<b>FIN-30C</b>	EASEMENTS	Permanent	Paper		<input type="checkbox"/>
<b>FIN-30D</b>	LEASE AGREEMENTS (with individuals, organizations or entities to procure goods and/or services)	8 Years After Expiration	Paper		<input type="checkbox"/>
<b>FIN-33A</b>	MINUTES (draft minutes of meetings)	Until Minutes are Approved and Signed	All		<input type="checkbox"/>
<b>FIN-33B</b>	AGENDAS (posted publicly showing the time, place and list of items to be discussed in Council, Committee and Board meetings)	2 Years	All		<input type="checkbox"/>
<b>FIN-33C</b>	LEGAL ADVERTISEMENTS/NOTICES (to inform the public of meetings, hearings, bids, auctions or other events)	2 Years	All		<input type="checkbox"/>
<b>FIN-33D</b>	COUNCIL PACKETS (information sent to Mayor and City Council weekly)	2 Years	All		
<b>FIN-90</b>	OATH OF OFFICE OF ELECTED OFFICIALS (Oath given and sworn to by elected official upon taking office)	10 Years After Leaving Office	Paper		<input type="checkbox"/>
<b>FIN-91</b>	BOARD APPOINTMENTS (appointments to and resignation from City boards and commissions)	10 Years	Paper		<input type="checkbox"/>
<b>FIN-92</b>	CALENDARS (calendar updated weekly in council packet with scheduled meetings)	3 Months After End of Calendar Year	All		<input type="checkbox"/>
<b>FIN-93</b>	STATUS OF CURRENT DOCUMENTS (bi-weekly report of current status of contracts, agreements and legislation)	2 Years	All		<input type="checkbox"/>

*City of Napoleon, Ohio*

## **BOARD OF ZONING APPEALS**

Meeting Agenda

**Tuesday, June 11, 2019 at 4:30 pm**

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

1. Call to Order.
2. Approval of Minutes - May 14, 2019. (*In the absence of any corrections or objections, the Minutes shall stand approved.*)
3. New Business
  - i. BZA 19-04 – Variance to the Property Setback – 1130 Willard St.

An application for Public Hearing has been filed by Lorenzo Pedraza. The applicant is requesting a variance to Section 1147 Regarding the Building Setbacks in an R-2 Zone, Low Density Residential. The applicant is requesting a Side Yard Variance from 7' to 5' and a Rear Yard Variance from 15' to 10' to Replace an Existing Detached Garage with a New Attached Garage.
  - ii. BZA 19-05 – Appeal to Zoning Administrator's Decision – 125 West Clinton St.

An application for Public Hearing has been filed by Dolgen Midwest, LLC (Dollar General) 100 Mission Ridge, Goodlettsville, TN. The Applicant is Requesting an Appeal to the Zoning Administrator's Decision to Deny a Zoning Permit in a C-1 General Commercial Zone. The Appeal Process is Pursuant to Code Section 175.04 Appeals of the Codified Ordinances.
4. Closing Remarks.
5. Adjournment.



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Kent Seemann  
Finance Director/Clerk of Council

## BOARD OF ZONING APPEALS

### MEETING MINUTES

Tuesday, May 12, 2019 at 4:30 PM

BZA 19-03 ~ 325 East Barnes Avenue ~ Variance to Building Setbacks

<b>PRESENT</b>	
Board Members	Tom Mack-Chairman, David Dill, Laurie Sans, Lynn Rausch
Recording Secretary	Roxanne Dietrich
Zoning Administrator	Mark Spiess
<b>ABSENT</b>	
BZA Member	Steve Small
<b>Call to Order</b>	Chairman Mack called the meeting to order at 4:30 pm, roll call was taken with the record reflecting a quorum was present.
<b>Approval of Minutes</b>	Motion: Rausch to approve the minutes from the March 12, 2019 meeting.
<b>Passed</b>	Roll call vote on the above motion:
<b>Yea-4</b>	Yea-Sans, Mack, Rausch, Dill
<b>Nay-0</b>	Nay-
<b>BZA 19-03 Background</b>	Mack read the background on BZA 19-03: an application for Public Hearing has been filed by Shawn and Kari Shortridge, 325 East Barnes Avenue, Napoleon, Ohio. The applicant is requesting a variance to Section 1147 regarding the building setbacks in an R-2 Zone, Low Density Residential. The applicant is requesting the variance to build a 32'x32' building with zero setbacks.
<b>Research and Findings</b>	Spiess read the research and findings for BZA 19-03: Upon approval of this variance and issuance of a zoning permit, a building permit from Wood County Building Inspection shall be required followed by a Certificate of Occupancy.  Spiess continued there is an alley that runs beside and behind the house that is a grass alley, it is not a usable stone alley. There are a couple of nice shade trees in the yard and in order to meet the setbacks the trees will have to come down. Originally we talked about vacating the alley, that would have been a pretty big expense and thought it may be easier to ask for a variance, there is a fence all around that is on the line, the building will go to the line instead of having a fence there. Mack asked if the alley has a right-of-way for the City? Dill asked if there were any city utilities in the alley. Spiess answered there is a sewer that comes out; but, no one knows for sure where the sewer is without digging it up, there are services to the houses. Sans asked if city services of any sort will still be able to get through.
<b>Shortridge Testimony</b>	Mack swore in Shawn and Kari Shortridge. Shawn Shortridge said basically a building will be built on the property line, it doesn't affect any traffic or anything that is currently not going through the alley anyway, it is just a grassy area we take care of it and mow it.

Kari Shortridge added between Betty and us we mow it; it doesn't look like an alley it looks like both of our yards we just want a barn for our cars.

**Betty Ward  
Testimony**

Mack swore in Elizabeth A. Ward.

Ward began in the paper it said the building there is 16' it is 12'. Two homes sit on Barnes and the sewer line comes to the back of my property and goes out to the alley and makes another jog back to Fifth Street. If something happens to the sewer line it would be the property owners place to dig it up and replace it, I don't know where the line runs, in the middle or side of either one of my properties, I have been wanting to find out, think it was put in in the middle 50's we moved there in 1956, I have three properties that are involved with the alley. Rausch asked if there is a sewer on Barnes for the other properties? Spiess replied the rest come out to Barnes. Ward said mine goes to Brownell, one property had a home and mobile home on the back part of the property, with all the new construction into that alley is it going to do something to those sewers that somebody will have trouble that is my one concern and also the fence is on the property line, alright with me for a long time they had no fence and they have a pool. Mack asked if the fence was approved. Shawn Shortridge answered "yes". Sans asked if there was a concern not knowing where the sewer lines are? Ward said yea if they are going to build a building, they will have equipment coming in. We had the alley from Brownell to the corner and goes to Fourth improved for granddaughter for the school bus to pick her up. Spiess commented equipment was in there before and we had no issues. Mack asked Ward if she opposed to the project or just concerned. Ward replied she is not opposed to the building, there is a building there now, it is 12' not 16' like it said in the paper. Mack asked Spiess what is the square footage for a 32'x32' building plus the building that is there now, is there a rule for square footage. Spiess said the rule says 45% of the total lot and they aren't close to that, once you hit 200 s.f. you have to go to Wood County to get a building permit and all the building code rules would follow. Ward said originally they talked about closing the alley and I had problem with that, I would like to see the alley kept open. Mack stated the only issue we have is the total amount of square footage on the lot and Mark said there is not a requirement issue there that is not being met. Mack asked if there were any further comments.

**Motion to Approve  
BZA 19-03**

Motion: Dill Second: Sans  
to Approve BZA 19-03 Variance to Property Setbacks at 325 East Barnes Avenue.

**Passed  
Yea-4  
Nay-0**

Roll call vote on the above motion:  
Yea-Sans, Mack, Rausch, Dill  
Nay-

**Adjournment**

Motion: Sans Second: Dill  
to adjourn the Board of Zoning Appeals meeting at 4:52 p.m.

**Passed  
Yea-4  
Nay-0**

Roll call vote on the above motion:  
Yea-Sans, Mack, Rausch, Dill  
Nay-

June 11, 2019

\_\_\_\_\_  
Tom Mack, Chairman

# BZA-19-04

## Variance To The Property Setback Located At 1130 Willard St

### **MEMORANDUM**

**TO:** Members of The Board of Zoning Appeals  
**FROM:** Mark B. Spiess, Sr. Eng. Tech. / Zoning Admin.  
**SUBJECT:** Variance To The Property Setbacks  
**MEETING DATE:** Meeting Date @ 4:30 PM  
**HEARING #:** BZA-19-04

#### **BACKGROUND:**

An application for public hearing has been filed by Lorenzo Pedraza, 1130 Willard St. Napoleon, Ohio 43545. The applicant is requesting a variance to Section 1147 regarding the building setbacks in an R-2 zone, Low Density Residential. The applicant is requesting a side yard variance from 7' to 5' and a rear yard variance from 15' to 10' to replace existing detached garage with a new attached garage.

#### **RESEARCH AND FINDING**

The existing garage already sits 5' from the property line which was the previous setback line. The rear setback line is currently 10' for an accessory building, but it's 15' for the principle building. Upon approval of this variance and issuance of a zoning permit, a building permit from Wood County Building Inspection shall be required followed by a Certificate of Occupancy.

#### **STANDARDS FOR A VARIANCE :**


The Board, after a hearing, may grant a variation from the regulations of the City's Planning and Zoning Code, but only when such variation is in harmony with the general purpose and intent of the Planning and Zoning Code, and the Board finds all of the following:

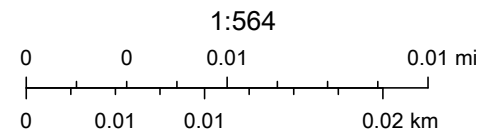
- (a) That there are exceptional or extraordinary circumstances or conditions applicable to the property or to the intended use that do not apply generally to the other property or use in the same vicinity or district;
- (b) That such variance is necessary for the preservation and enjoyment of a substantial property right possessed by other property in the same vicinity or district but which is denied to the property in question;
- (c) That granting such variance will not be materially detrimental to the public welfare or injurious to the property of improvements in the vicinity or district in which the property is located;
- (d) That granting such variance will not alter the land use characteristics of the vicinity or district, diminish the value of adjacent land and improvements, or increase the congestion in the public streets. (Ord. 69-01. Passed 7-2-01.)

# ArcGIS Web Map



5/31/2019, 10:57:54 AM

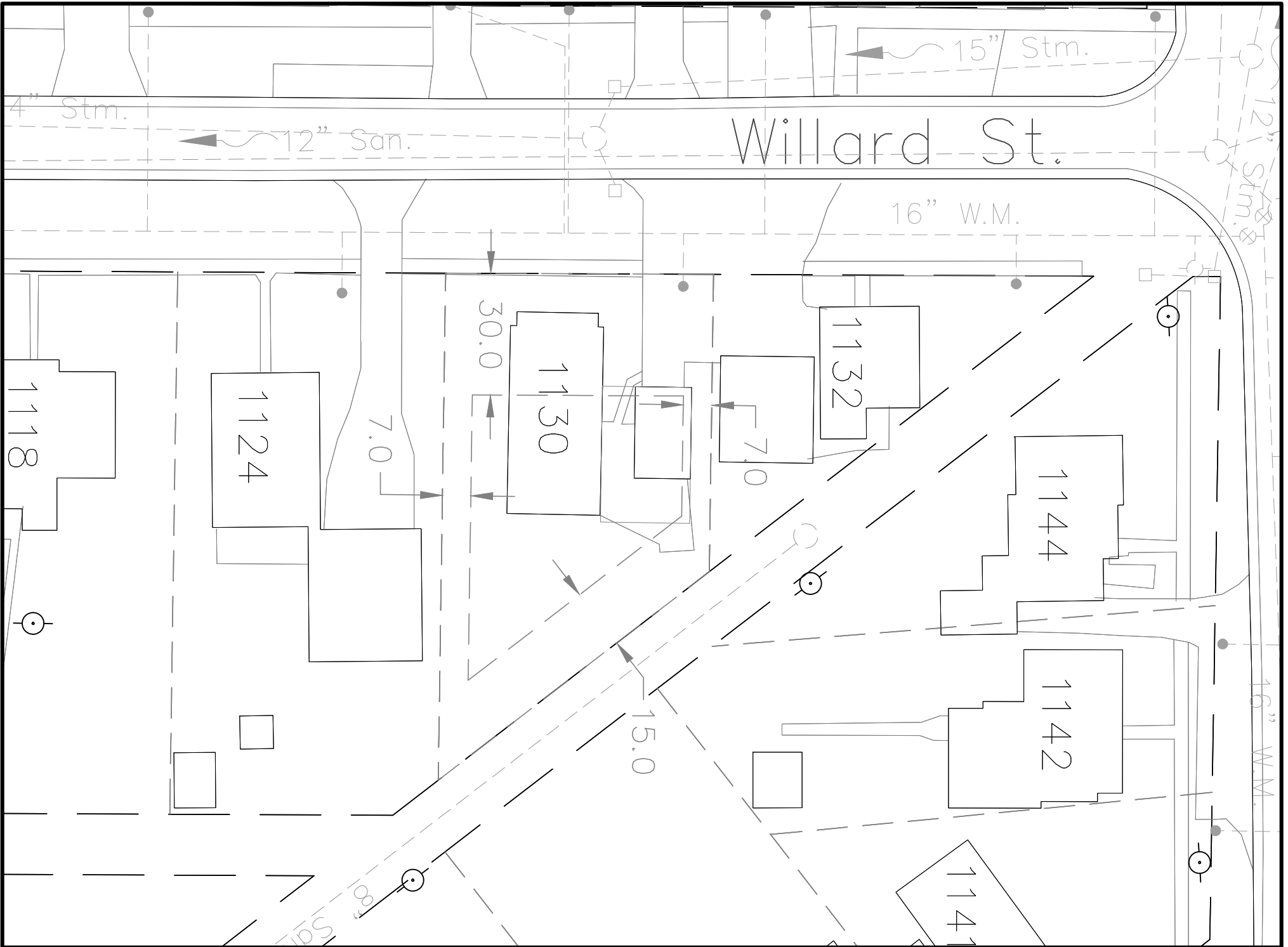
-  Parcels
-  Street Centerlines
-  STREET



Dan Jenkins, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics,

Web AppBuilder for ArcGIS  
Woolpert, Microsoft | Dan Jenkins |

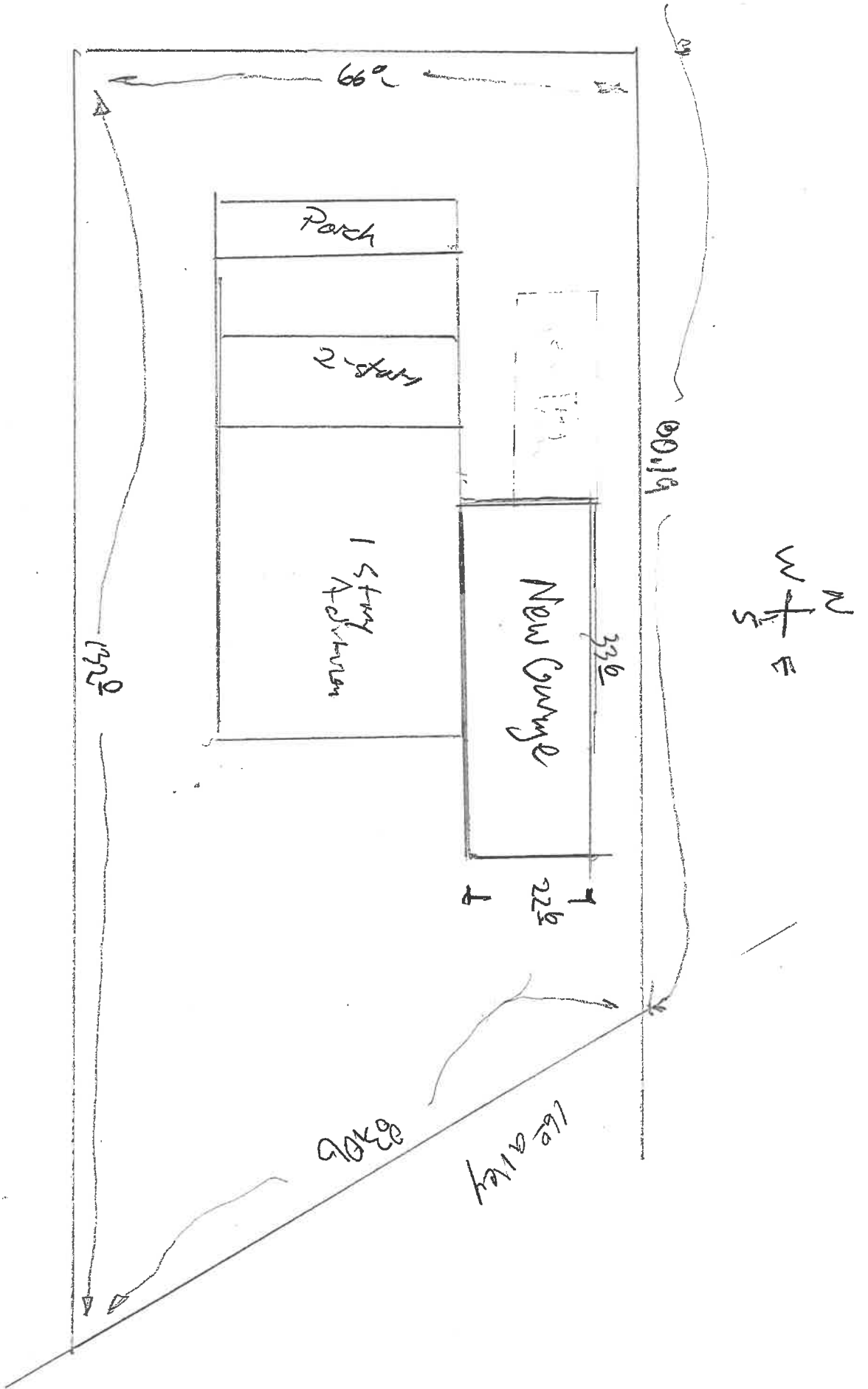




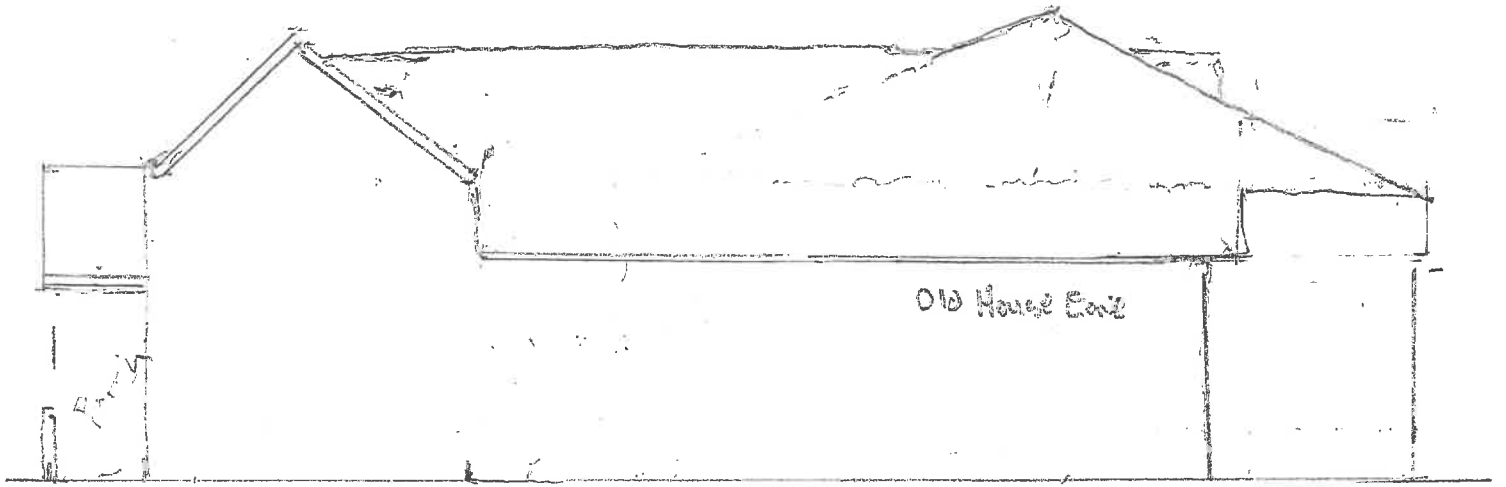
Willard St.



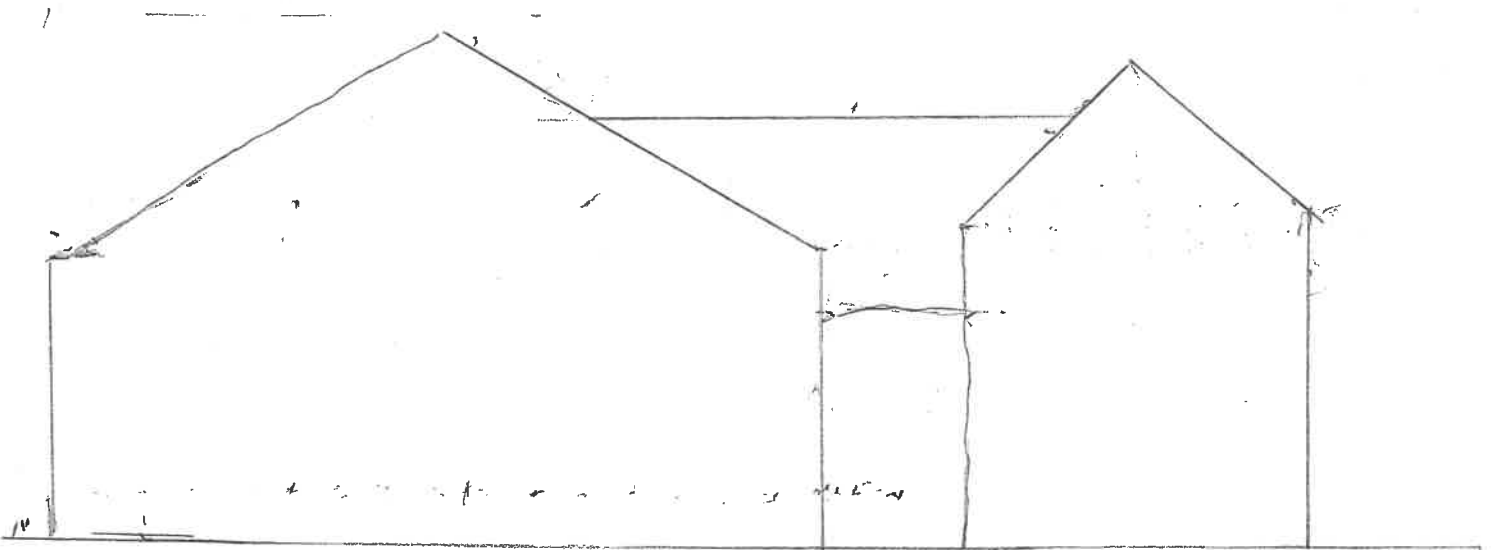
1130 Willard



1130 Willard



South

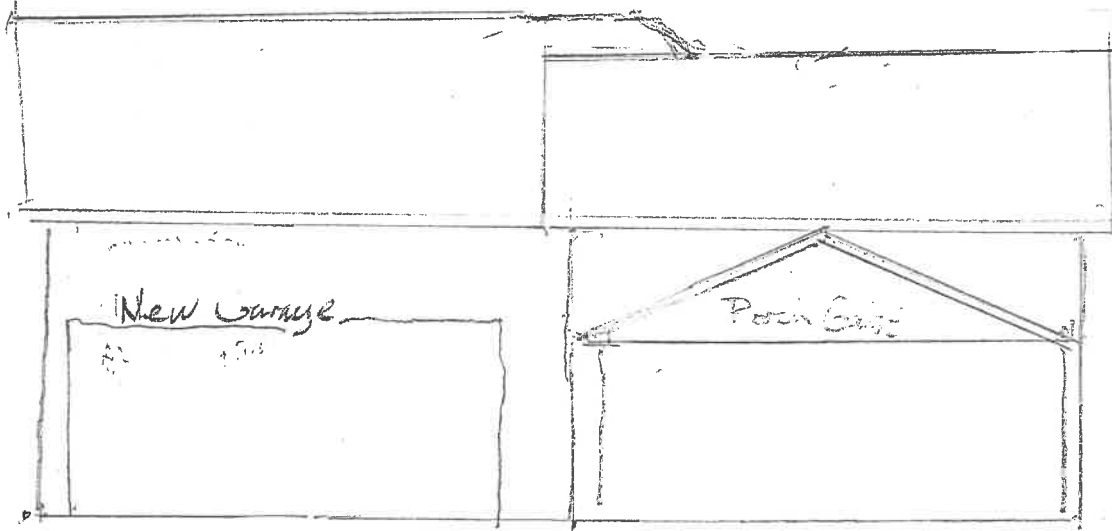


New Garage

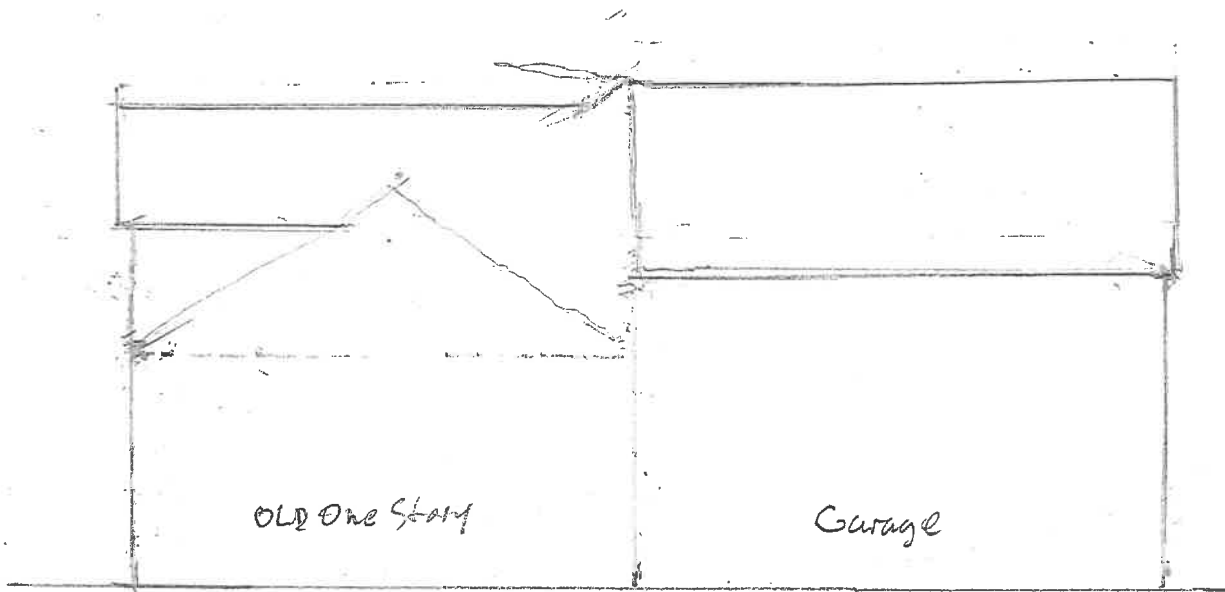
North

old 2 story

1730 W. Main



Front  
West



OLD One Story

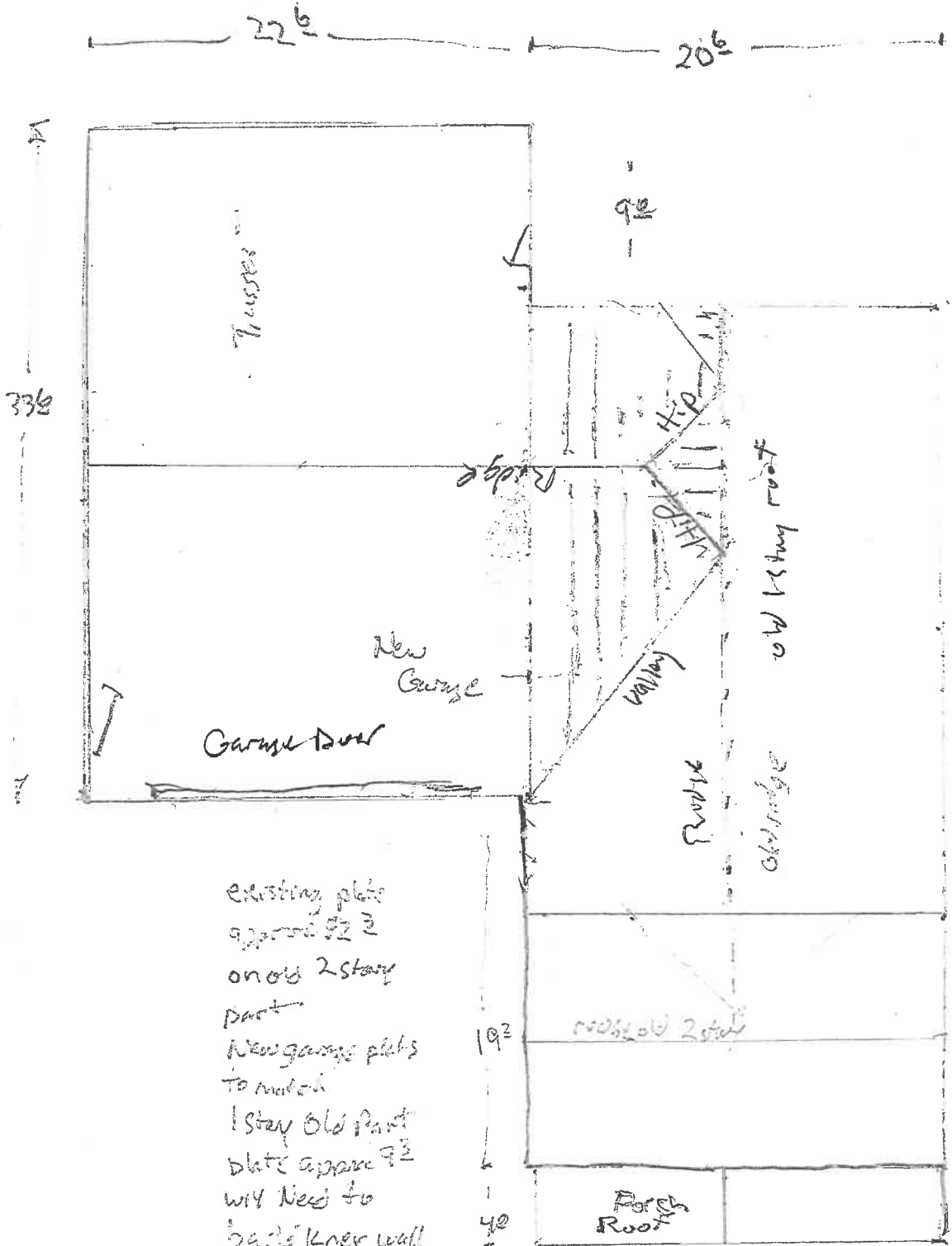
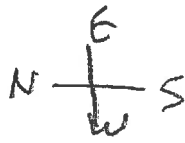
Garage

Existing home

Back  
New Garage

Back  
East

1130 W. Ward



existing plate  
approx 22' 3"  
on old 2 story  
part  
New garage plate  
to match  
1 story old part  
plate approx 23'  
will need to  
build knee wall  
approx 3" high  
in place where  
new part joins old house

since old porch  
stays 20'

1130 W. Main

a

216

Window

2x6 studs 16" oc

90

3<sup>rd</sup> door

Existing House

- Trusses 2" oc

33'6" Window

2x6 studs 16" oc

Concrete Garage Floor

Kneewall  
can top of  
existing walls  
to make top  
plates all  
same height

1x4 header

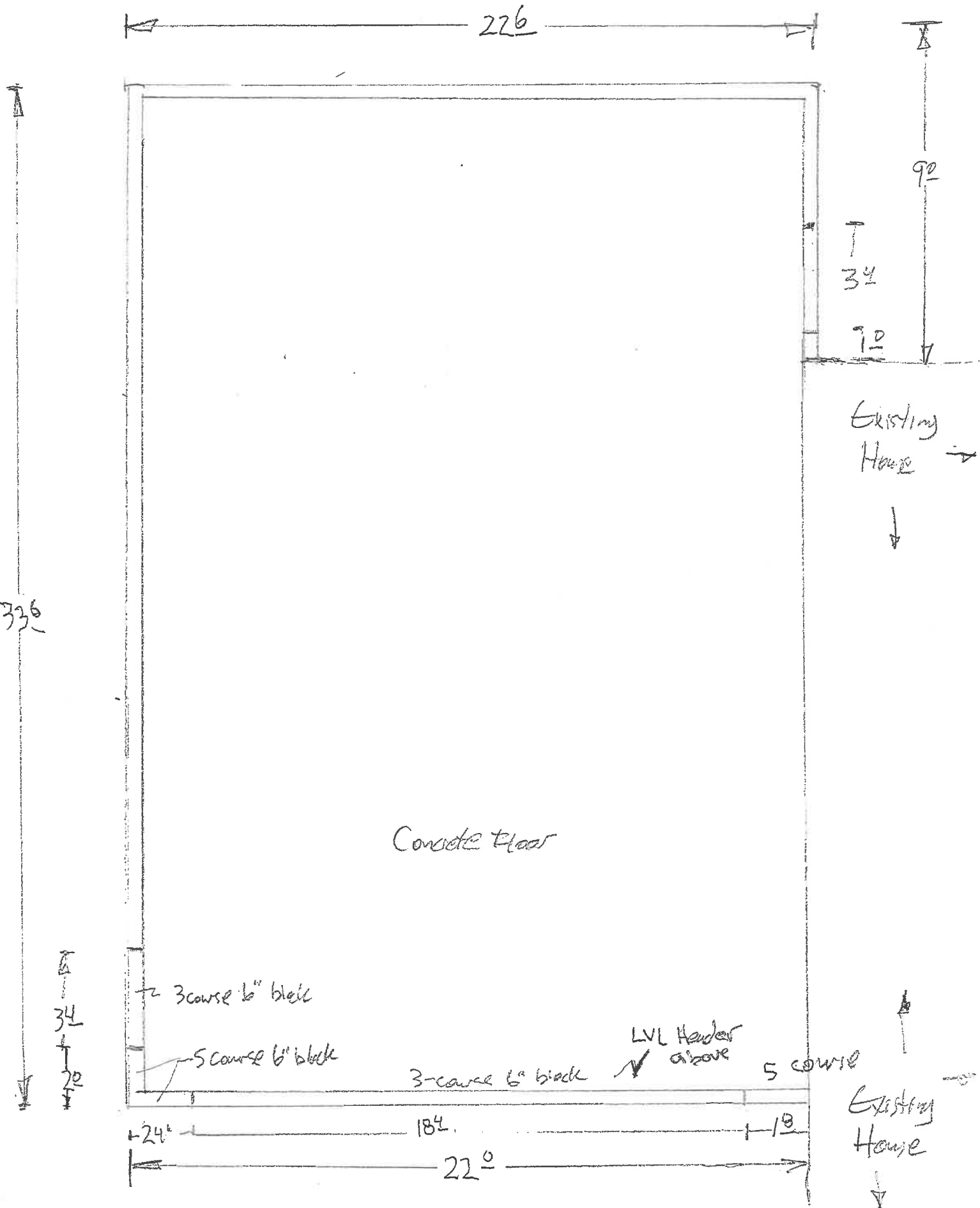
10x8 overhead door

220

Existing House

1130 Wilford

0-





**BZA-19-05**  
Appeal Zoning Administrator's Decision  
125 W. Clinton St.

**MEMORANDUM**

**TO:** Members of The Board of Zoning Appeals  
**FROM:** Mark B. Spiess, Sr. Eng. Tech. / Zoning Admin.  
**SUBJECT:** Appeal Zoning Administrator's Decision  
**MEETING DATE:** Meeting Date @ 4:30 PM  
**HEARING #:** BZA-19-05

**BACKGROUND:**

An application for public hearing has been filed by Dolgen Midwest, LLC (Dollar General) 100 Mission Ridge, Goodlettsville, TN 37072 The applicant is requesting an appeal to the Zoning Administrator's decision to deny a zoning permit in a C-1 General Commercial Zone. The appeal process is pursuant to code section 175.04 Appeals of the Codified Ordinances.

**RESEARCH AND FINDING**

Upon review of the zoning application, it was determined a Dollar General store falls under the definition of a "Grocery Store" as defined in code section 1101.01 Definitions.

**GROCERY STORES.** Stores where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which are substantially larger and carry a broader range of merchandise than convenience stores.

According to section 1145.01 Table of Permissible Uses, a grocery store is not permitted in a C-1 Zone. (See Attached)

"flood boundary and floodway map" prepared by the U.S. Department of Housing and Urban Development, a copy of which is on file in the Zoning Department.

(81) **FLOOR AREA (GROSS).** The total gross area of a building measured by taking the outside dimensions of the building at each floor level intended for occupancy or storage. Floor area is synonymous with gross floor area.

(82) **FOOD PROCESSING.** The preparation, processing, or canning and packaging of food products.

(83) **FRONTAGE.** All the property on one (1) side of a street between two (2) intersecting streets (crossing or terminating) measured along the line of the street, or if the street is dead-ended, then all of the property abutting on one (1) side between an intersecting street and the dead end of the street.

(84) **FRONT LINE OF BUILDINGS.** The line of the face of the building nearest the front lot line.

(85) **FRONT LOT LINE.** That boundary of a lot which abuts a public street, or where no public street exists, abuts a private road. On a "through lot" both street lines are deemed to be front lot lines.

(86) **FRONT YARD.** The area extending across the full width of the lot and lying between the front lot line and a line parallel thereto, and having a distance between them equal to the required front yard depth as prescribed for each zoning district. Front yards shall be measured by a line at right angles to the front lot line, or by the radial line in the case of a curved front lot line. On corner lots, the front yard shall be the yard which abuts on the narrowest street frontage on the lot.

(87) **FUNCTIONAL EQUIVALENT FAMILY.** A collective number of individuals domiciled together in one (1) dwelling unit whose relationship is of a continuing non-transient domestic character and who are living and cooking as a single nonprofit housekeeping unit. This definition shall not include any society, club, fraternity, sorority, association, lodge, coterie, organization or group of students or other individuals whose domestic relationship is of a transitory or seasonal nature or for an anticipated limited duration of a school term or terms or other similar determinable period.

(88) **GRADE.** For buildings having walls adjoining one (1) street only. The elevation of the sidewalk at the center of the wall adjoining the street.

A. For buildings having walls adjoining more than one (1) street. The average of the elevation of the sidewalk at the center of all walls adjoining the streets.

B. For buildings having no wall adjoining the street -- the average level of the ground adjacent to the exterior walls of the building. Any wall approximately parallel to and not more than five (5) feet from a street line is to be considered as adjoining the street.

C. Street grade - the elevation of the pavement measured at the centerline intersection of two (2) streets.

(89) **GROCERY STORES.** Stores where most of the floor area is devoted to the sale of food products for home preparation and consumption, which typically also offer other home care and personal care products, and which are substantially larger and carry a broader range of merchandise than convenience stores.

(90) **GROUND FLOOR AREA.** The area of a building within its largest outside dimensions computed on a horizontal plane at the ground floor level, exclusive of open porches, breezeways, terraces, garages, and exterior stairways.

(91) **GSE.** Gross square feet.

(92) **HEIGHT OF BUILDING.** The vertical distance measured from the ground level to the highest point of the roof for a flat roof; to the deck line of a mansard roof; and to the mean height between eaves and ridges for gable, hip, and gambrel roofs.

(93) **HIGH-VOLUME TRAFFIC GENERATION.** Large amounts of traffic generated by an establishment as it relates to traffic flow in the immediate area.

(94) **HISTORIC DESIGN REVIEW GUIDELINES:** The building construction and building rehabilitation criteria derived from local historical and architectural information and reflecting the Secretary of the Interior's standards for rehabilitation to be used by the Preservation Commission in considering certificate of appropriateness applications.

(95) **HISTORIC RESOURCE:** A publicly or privately owned building of historic significance, eligible for listing or already listed on the National Register of Historic Places, thus deserving protection.

(96) **HISTORIC SIGNIFICANCE:** Attributes of a building or district that possess integrity of location, setting, design, materials, workmanship, and association with:

- A. Events that have made a significant contribution to the broad patterns of history, or
- B. Persons significant in the past,
- C. Architectural characteristics of a type, period, or method of construction, or
- D. Have yielded or may be likely to yield information in prehistory or history.

- (161) **PRESERVATION COMMISSION.** A Preservation Commission established pursuant to Chapter 181 of the Codified Ordinances having certain specified powers and duties.
- (162) **PRESERVATION DISTRICT.** Clearly identified area(s) designated on the Official Zone Map that contain a significant concentration of historic resources.
- (163) **PRINCIPAL BUILDING.** The primary building on a lot or a building that houses a principal use.
- (164) **PRINCIPAL USE.** The main use of land or buildings as distinguished from a subordinate or accessory use.
- (165) **PRINTING.** An establishment in which the principal business consists of duplicating and printing services using photography, blueprint, or offset printing equipment, including publishing, binding and engraving.
- (166) **PRIVATE ROAD.** A private drive or thoroughfare other than a street or alley permanently reserved in order to provide a means of access to a zoning lot.
- (167) **PROPERTY LINES.** The lines bounding a zoning lot.
- (168) **PUBLIC SERVICE FACILITY.** Any building held, used, or controlled exclusively for public transportation systems or facilities, water systems or facilities, wastewater systems or facilities, storm drainage systems or facilities, fire, police, and emergency systems or facilities, parks and recreation, electric utilities, gas utilities, cable facilities, or other public utilities.
- (169) **PUBLIC/PRIVATE UTILITY.** A person, firm, or corporation, municipal department, board or commission duly authorized to furnish and furnishing under governmental regulations to the public: gas, steam, electricity, sewage disposal, communication, telegraph, transportation or water.
- (170) **PUBLISHING.** A commercial printing operation involving a process that is considered printing, imprinting, reproducing, or duplicating images and using printing methods including, but not limited to, off-set printing, lithography, web offset, flexographic and screen process printing.
- (171) **PURELY RESIDENTIAL STRUCTURES.** For the sole purpose of Chapter 1138, dwellings used exclusively for residential purposes.
- (172) **REAR LOT LINE.** That boundary of a lot which is most distant from, and is most nearly parallel to, the front lot line.
- (173) **REAR YARD.** The space area extending across the rear of a lot and being the required minimum horizontal distance between the rear lot line and the rear of the main building or any projection thereof, other than the projections of uncovered steps, unenclosed balconies, or unenclosed porches. On all lots, the rear yard shall be in the rear of the front yard.
- (174) **REASONABLE ACCOMMODATION USE.** Provisions for providing housing opportunities suited to the needs of persons entitled to housing accommodations under law.
- (175) **RECREATIONAL VEHICLES/ EQUIPMENT OUTDOOR SALES.** An establishment that sells or stores for sale, in the open, vehicles or equipment used or designed for recreation.
- (176) **RECYCLING CENTER.** Any place in which personal property is or may be salvaged for reuse, resale, or reduction or similar disposition, and is owned, possessed, collected, accumulated, dismantled, or sorted, including, but not limited to, used or salvaged metals, paper, glass, plastic, rubber, and the associated processing equipment.
- (177) **REPAIR SERVICES, CONSUMER.** Provisions of repair services to individuals and households, but not to firms. Excludes vehicle sales and service uses. Typical uses include appliance repair shops, locksmiths, shoe and apparel repair and musical instrument repair.
- (178) **RESTAURANT CARRY-OUT ONLY.** A restaurant at which patrons are served from a counter and the food or beverage is served in disposable containers or wrappers for consumption off the premises.
- (179) **RESTAURANT DRIVE-IN.** A restaurant at which any patrons are served from a drive-by window or while within a motor vehicle or where food is consumed within the motor vehicle on the premises.
- (180) **RESTAURANT FAST FOOD.** A restaurant at which patrons are served from a counter and the food or beverage is served in disposable containers or wrappers for consumption on or off the premises.
- (181) **RESTAURANT FULL SERVICE.** An establishment maintained, operated, and/ or advertised or held out to the public as a place where food and beverages are served to the public on demand from a menu during stated business hours, served in and on reusable containers and dinnerware, to be consumed on the premises primarily inside the building at tables, booths, or counters, with chairs, benches or stools.
- (182) **RESTAURANT OUTDOOR CAFÉ.** An outdoor service area as a part of a restaurant.
- (183) **RETAIL BUSINESS.** Businesses involved in the sale, lease or rent of new or used products to the general public. This excludes animal services, business equipment sales and services, construction sales and services, food

and beverage retail sales, gasoline and fuel sales and vehicle sales and service. Typical uses include department stores, drug stores, apparel stores and furniture stores.

(184) **ROAD.** All ways used to provide motor vehicle access to (i) two (2) or more lots; or, (ii) two (2) or more distinct areas or buildings in developments. As used in this Planning and Zoning Code, may mean depending on the contexts used, either private or public road.

(185) **ROOMING HOUSE.** A residential use, where meals are not provided to its residents, consisting of at least one (1) dwelling unit together with more than two (2) rooms that are rented or are designed or intended to be rented but which rooms, individually or collectively, do not constitute separate dwelling units. A rooming house is distinguished from a tourist home in that the former is designed to be occupied by longer term residents (at least month-to-month tenants) as opposed to overnight or weekly guests. A rooming house is distinguished from a boarding house in that meals are not provided to its residents.

(186) **SALVAGE YARD.** An establishment or place for the purpose of selling salvage motor vehicle parts and secondarily for the purpose of selling at retail salvage motor vehicles or manufacturing or selling a product of gradable scrap metal. For the purpose of this definition "salvage yard" also means junk yards and scrap metal processing facilities.

(187) **SATELLITE ANTENNA.** A dish-shaped device greater than thirty-nine (39") inches in diameter designed to receive signals transmitted from orbiting satellites. Also, an antenna of any size greater than thirty-nine (39") inches in diameter, shape or description designed for the purpose of receiving microwave transmissions from satellites.

(188) **SCRAP METAL PROCESSING FACILITIES.** Establishments or places having facilities processing iron, steel, or nonferrous scrap and whose principal product is scrap iron and steel or nonferrous scrap for sale for remelting purposes. For the purpose of this definition "scrap metal processing facilities" also means junk yards and salvage yards.

(189) **SCREENING.** Acceptable things or material that adequately protects against injury or danger, or when the context demands, acceptable things or material that adequately shields the view from others.

(190) **SECRETARY OF THE INTERIOR'S STANDARDS.** Ten standards first developed by the Department of the Interior to evaluate proposed treatments of historic properties and to ensure that work affecting a historic property would be consistent with the character of the building and the district in which it is located.

(191) **SELF-SERVICE STORAGE.** A facility designed and used for the temporary storage of household goods or personal items which is placed on a site for the use of the occupants of a dwelling or building for a limited period of time.

(192) **SEMI-TRUCK VEHICLES.** Are truck tractors designed to pull a freight trailer.

(193) **SERVICE STATION.** A building or premises used for the retail sale of fuel (stored only in underground tanks and to be dispensed from fixed equipment), lubricants, air, water and other commodities designed for motor vehicles, aircraft and boats. Such an operation includes space and facilities for selling, installing, or adjusting tires, batteries, parts and accessories within a completely enclosed building provided that such repair and installation are of minor auto repair nature and may include accessory convenience store merchandise primarily sold to patrons purchasing gasoline and/or services.

(194) **SEXUALLY ORIENTED BUSINESS.** A business establishment providing entertainment or products of a sexual nature.

(195) **SHOPPING CENTER.** A single piece of real estate containing more than three (3) commercial establishments and a total business space of more than three thousand two hundred (3,200) square feet planned, constructed and managed as a total entity with customer and employee parking provided on site.

(196) **SIDE LOT LINE.** Any boundary of a lot which is not a front lot line or a rear lot line.

(197) **SIDE YARD.** The space area between the main buildings and the side line of the lot and extending from the required front yard building setback line to the required rear yard building setback line and being the minimum horizontal distance between a side lot line and the side of the main buildings, or any projections thereto.

(Ord. 042-13. Passed 10-21-13.)

(197.1) **SPECIALIZED ANIMAL RAISING** Shall be defined as the use of land and buildings for the raising and care of fur-bearing animals such as rabbits and domestic pets; and the stabling and care of horses, animal kennels, pigeon raising and raising of any other domestic animals or birds of a similar nature.

(Ord. 036-17. Passed 6-5-17.)

(198) **STORY.** That portion of a building included between the surface of any floor and the surface of the floor next above it. If there is no floor above it, then the space between such floor and the ceiling next above it shall be

(h) More Specific Use Controls. Whenever a development could fall within more than one use classification in the Table of Permissible Uses, the use classification that most closely and most specifically describes the development controls.

	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
AGRICULTURAL:	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
FARM MARKETS & STANDS					C			C	P		
KENNELS								P		P	
PLANT CULTIVATION								C		P	
SPECIALIZED ANIMAL RAISING								C		P	

	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
RESIDENTIAL:	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
ONE FAMILY DWELLING	P	P	P	P							
TWO FAMILY DWELLING	P	P	P	P							
MULTIPLE FAMILY DWELLING				P							
DAY CARE CENTERS				C			C	P			
APARTMENTS ABOVE 1ST FLOOR			P	P	P			P			
BED & BREAKFAST			P	P	P						
FUNCTIONAL EQUIVALENT FAMILY	C	C	C	C							
HOME OCCUPATION	P			C	C						
REASONABLE ACCOMMODATION USE	C	C	C	C							
ASSISTED LIVING UNITS				P							
MANUFACTURED HOMES										P	

	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
COMMERCIAL:	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
AGRICULTURE, CONSTRUCTION, SEMI- TRUCK SALES/SERVICE									P	P	P
ANIMAL HOSPITAL/VETERINARY CLINIC							P	P			
AUTOMOTIVE OIL & LUBE SERVICE FACILITIES								P	P	C	
AUTOMOTIVE SALES OR LEASE FOR NEW & USED VEHICLES - OUTDOORS								P	P		C
AUTO REPAIR									P	C	
AUTO WASH							C	C	P		
COMMERCIAL RECREATIONAL FACILITIES								P	P		
COMMERCIAL SCHOOL							P	P	P		
BANKS					P		P	P	P		
COMMERCIAL SEMI- TRUCK SALES/SERVICE									C	P	P
	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
COMMERCIAL:	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
ENTERTAINMENT AND SPECTATOR SPORT FACILITIES								P	P	C	C
GROCERY STORES								P	P		
MESSAGE/RELAXATION ESTABLISHMENT									C	P	
MOTEL & HOTEL								P	P	C	
NEIGHBORHOOD BUSINESS LESS THAN 10,000 SQ. FT.					P		P	P	P		
PERSONAL SERVICES					P		P	P	P		
OFFICE					P		P	P	P		
PRINTING					P		P	P	P		

RECREATIONAL VEHICLE/EQUIPMENT OUTDOOR SALES										C	P	C	P
RESTAURANT CARRY- OUT ONLY						P			C	P	P		
RESTAURANT DRIVE-IN										P	P	C	
RESTAURANT FAST FOOD						P			C	P	P	C	

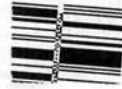
COMMERCIAL:	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
RESTAURANT OUTDOOR CAFÉ					P			P	P		
RESTAURANT FULL SERVICE					P			P	P	C	
RETAIL BUSINESS: LESS THAN 60,000 GSF					P		P	P	P		
RETAIL BUSINESS MORE THAN 60,000 GSF								P	P		
SALE & STORAGE OF BUILDING MATERIALS										P	P
SELF-SERVICE STORAGE									P	P	P
SERVICE STATION					P			P	P		
SEXUALLY ORIENTED BUSINESS						C					
SHOPPING CENTER					C			P	P		
HOSPITALITY FACILITIES								P	P		
ROOMING HOUSE	C	C	C	C	C						

COMMERCIAL:	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
CEMETERY			C	C			C				
REPAIR SERVICES, CONSUMER					P		P	P	P		
NURSERY/GREENHOUSE									P	C	C

INDUSTRIAL:	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
ARTIFICIAL LAKE, POND, OR RESERVOIR	C	C	C	C	C	C	C	C	C	C	C
AUTO & METAL SALVAGE, JUNK YARDS											P
BORROW PITS	C	C	C	C	C	C	C	C	C	C	C
FOOD PROCESSING										C	P
EXCAVATION, SAND, GRAVEL, CLAY, STONE & TOPSOIL FACILITIES											C
LABORATORIES											P
MANUFACTURING, SALE/STORAGE BUILDING MATERIALS										C	P
MANUFACTURING- GENERAL											C
MANUFACTURING: LIGHT											P
OIL & GAS WELLS											C
OUTSIDE STORAGE											P

INDUSTRIAL:	RESIDENTIAL				COMMERCIAL					INDUSTRIAL	
	R-1	R-2	R-3	R-4	C-1	C-2	C-3	C-4	C-5	I-1	I-2
PUBLISHING											P
TRANSPORT & TRUCKING											C
WAREHOUSING											P
WHOLESALE BUSINESS										C	P
WIND GENERATOR (TURBINE)	C	C	C	C							C
PLANNED APARTMENT DEVELOPMENT			C	C				C			
PLANNED COMMERCIAL DEVELOPMENT							C	C	C		

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EVERY DAY! + CA CRV or deposit where applicable



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**80¢!**

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**\$5.95**

**SALE** Maxwell House® or McCafé® Coffee K-Cups® 12 ct. Assorted or Starbucks® K-Cups® 10 ct. Assorted



!Prices not valid in the City of Philadelphia, PA + CA CRV or deposit where applicable

**\$4 SALE** Pedigree® Dog Food Pouch 8 ct. Assorted flavors Reg. \$4.50



**3 for \$5!**

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**SALE** Purina® Beggin'® Strips® 3 oz. Assorted flavors Reg. \$2

**Beneful®** Dog Food 14.3 lb. BONUS Assorted flavors

**\$13.95** Reg. Price

**-\$2 DG DIGITAL COUPONS**

**\$11.95**

Final Price With Coupon\*



**Purina®** Kit & Kaboodle® Cat Food Original 22 lb.

**\$14.50** Reg. Price

**-\$1 DG DIGITAL COUPONS**

**\$13.50**

Final Price With Coupon\*



**BOGO 25% OFF!**

trueliving® Quad Chairs Solid Color Reg. \$10

Must purchase 2 to get discount price



**\$16.95**

**SALE** Purina® Dog Chow® Dog Food 35 lb. BONUS Reg. \$17.95



**FREE\***

Pedigree® Dog Food Small Breed, Steak & Vegetable or High Protein or Puppy 3.5 lb. Reg. \$5

**WHEN YOU BUY\***

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\*Offers with like items cannot be combined



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**\$6.50**

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**\$4**

**Energizer MAX®** Batteries AA



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**SALE** Axia Reg. \$39



**\$19** WITH AIRTIME PURCHASE!

**SALE** Blade T7 LTE Reg. \$29

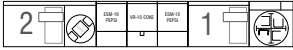


Class	Description
1101	GUM/MINTS
1102	CHOCOLATE CANDY
1103	NON-CHOCOLATE CANDY
1104	SINGLE SERVE
1107	NUTS
1109	NON-CARBONATED WHSE
1110	CHRISTMAS CANDY
1111	SALTY SNACKS-DROPSHIP
1112	SWEET GOODS-DROPSHIP
1113	CRACKERS
1120	NON-CARBONATED DROPSHIP
1121	DSD WATER
1122	SALTY SNACK REGIONAL DS
1125	COOKIES PRIVATE BRAND
1126	NON-CHOC CANDY PRIV BRAND
1127	CRACKERS PRIVATE BRAND
1136	VALENTINES CANDY
1137	EASTER CANDY
1138	HALLOWEEN CANDY
1153	CARBONATED DRINK-DROPSHIP
1156	WATER
1159	DRINK MIX
1188	HISPANIC
1190	SALTY SNACKS
1191	COOKIES
1192	CARBONATED BEVERAGES
1194	CANDY/SNACK/BEV \$1
1114	SPIRITS
1115	BEER
1116	WINE
1129	NON ALCOHOLIC MIXER
1134	ALCOHOL OTHER
1139	READY TO EAT MEALS
1158	BREADS
1160	REFRIGERATED JUICE
1161	DAIRY-FLUID MILK
1162	DAIRY-CULTURED
1163	EGGS
1164	REFRIG BISCUITS/BAKERY
1165	MARGARINE/BUTTER
1166	CHEESE
1167	SALADS
1168	DESSERTS
1169	SWEET GOODS
1170	FRESH PRODUCE
1171	LUNCH MEAT

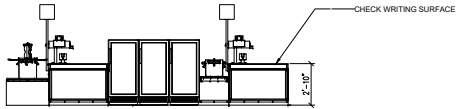


1172	HOT DOGS
1173	BACON/SAUSAGE
1174	LUNCH KITS
1175	FRESH MEAT
1176	FRESH POULTRY
1177	FROZEN MEAT
1178	FROZEN POULTRY
1179	SEAFOOD
1182	ICE
1183	FROZEN PREP MEALS
1184	FROZEN POTATOES&VEGETABLE
1185	FROZEN JUICE
1186	FROZEN DESSERTS
1187	ICE CREAM
1189	PIZZA
1198	FLOWERS/PLANTS
1199	PICK 5
1250	HOT COFFEE
1251	FOUNTAIN DRINKS
1252	ICEE
1108	GLOBAL FOODS
1123	TEA-COCOA-MISC
1130	COOKING OIL & SHORTENING
1131	SUGAR
1132	VEGETABLES
1133	CANNED SEA FOOD
1135	DRY SOUPS
1140	BAKING
1141	CANNED MEAT
1142	CEREAL
1143	COFFEE/CREAMER
1144	CONDIMENTS
1145	RICE/DRY BEANS
1146	FRUITS
1147	JUICE
1148	PASTA
1149	PEANUT BUTTER & JELLY
1150	PICKLES RELISH OLIVES
1151	PREPARED FOODS
1152	PUDDING & GELATIN
1154	CANNED SOUP
1155	SPICES & SALT
1180	ISOTONICS
1181	BABY FOOD
1196	FOOD \$1
1197	JUICE PRIVATE BRAND

F100



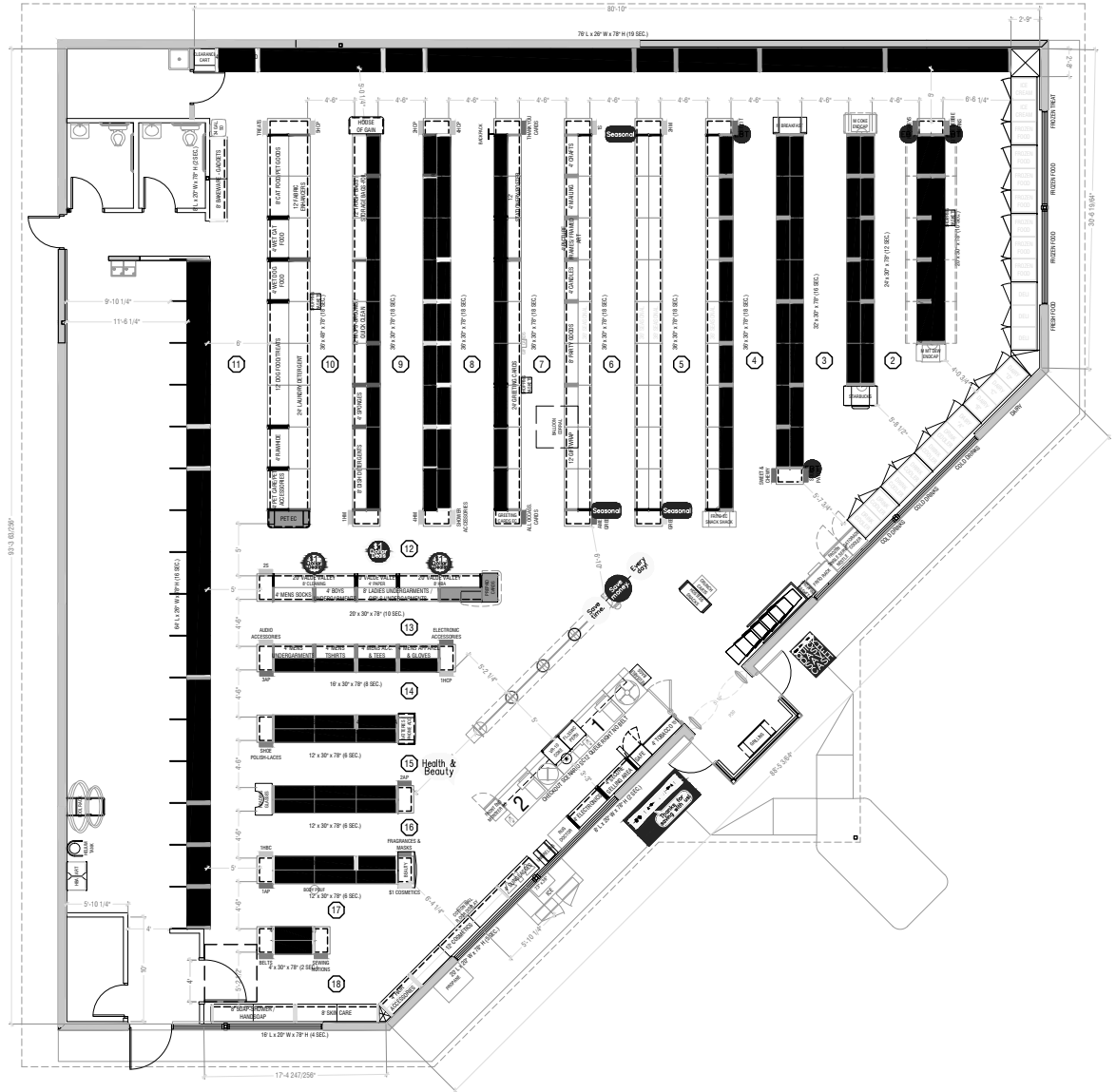
A - SERVICE COUNTER PLAN



B - ELEVATION

NOTE: FRONT CHECKOUT COUNTER TO BE PROVIDED BY DOLLAR GENERAL AND INSTALLED AT DOLLAR GENERAL'S DIRECTION. COUNTERS SHALL INCLUDE A PORTION OF AT LEAST 36" IN LENGTH WHICH IS NO MORE THAN 24" ABOVE THE FINISH FLOOR. COUNTERS SHALL BE ON AN ACCESSIBLE ROUTE.

2 SERVICE COUNTER DETAILS  
SCALE: 1/4"=1'-0"



1 FIXTURE PLAN  
SCALE: 3/16"=1'-0"





# City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

## Memorandum

**To:** City Council, Mayor, City Manager, City Law  
Director, Department Supervisors, Newsmedia

**From:** Kent Seemann, Finance Director

**Date:** June 6, 2019

**Subject:** Planning Commission – Cancellation

The regularly scheduled meeting of the **PLANNING COMMISSION** for Tuesday, June 11, 2019 at 5:00 pm has been *canceled* due to a lack of agenda items.

# AMP Update for May 31, 2019

American Municipal Power, Inc.

Fri 5/31/2019 1:40 PM

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

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



## Members respond to multiple mutual aid events

*By Scott McKenzie - director of member training and safety*

Starting on May 23 and carrying into the next week, AMP member communities responded to mutual aid events in Celina, Coldwater and Woodsfield.

Following a storm on the morning of May 23, Coldwater put out a call for mutual aid, and Bryan, Hillsdale and Marshall responded. They were joined by Michigan Municipal Electric Association member Sturgis, MI. Power was restored by May 24 and all crews were released home.

Then, on May 28, Celina put out a call for mutual aid after an F3 tornado touched down in the city causing severe damage to the electric system. Crews from Bryan, Bowling Green, Coldwater, Jackson Center, Minster, Montpelier, Napoleon, New Bremen, Pioneer, Piqua, St. Marys, Wapakoneta and Westerville responded. By the evening of May 29, power was restored to all but less than 75 residents, all of which because of complete loss or severe damage. All crews were released home. During the effort, crews installed approximately:

- Four miles of single phase primary and neutral
- 35 total poles
- 17 transformers
- One gang operated air-break switch

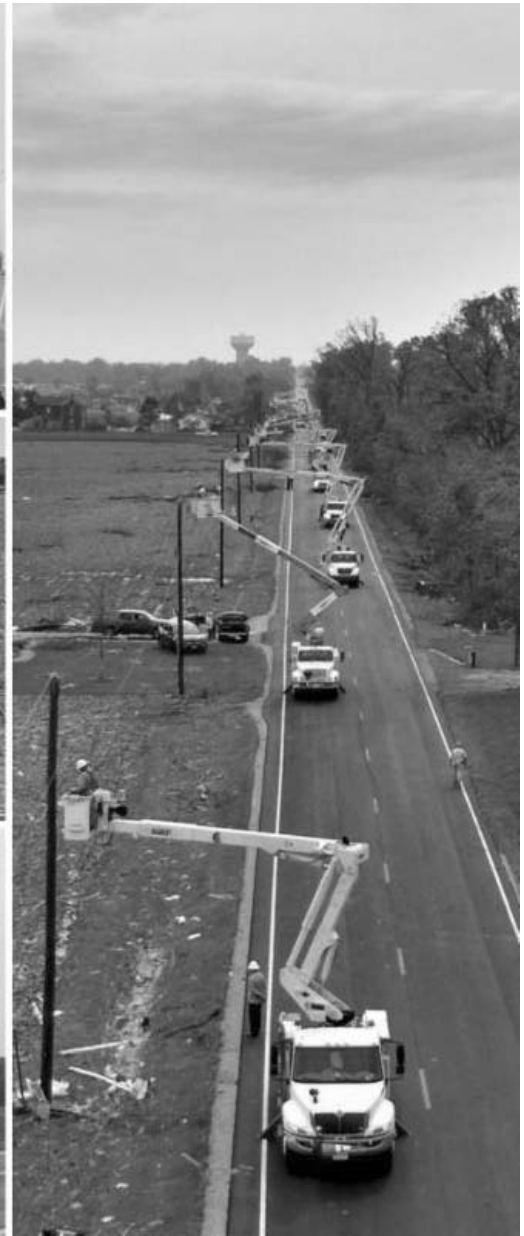
On May 29, Woodsfield put out a call for mutual aid following a lightning strike that burned up a substation transformer. A crew from St. Clairsville responded, and the combined crews had power restored within the same evening.

The effort that responding crews put in over the past week has been absolutely incredible, and AMP would like to thank all the communities and lineworkers for their outstanding work. I had the opportunity to visit Celina this week, and the residents there are so grateful for all the hard work that was put into restoration efforts. The mutual aid program is all about neighbors helping neighbors, and the past week is a prime example of what that means.

Again, thank you to all those involved. Your efforts are appreciated!

If you have questions about mutual aid or want to learn more, please contact Jennifer Flockerzie at [jflockerzie@amppartners.org](mailto:jflockerzie@amppartners.org) or 614.540.0853.







## Great turnout for OMEA Day at the Statehouse

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

Member officials from 22 AMP and OMEA member communities visited the Ohio Statehouse on May 29 for the OMEA Day at the Statehouse

The OMEA Day at the Statehouse event provides an opportunity for AMP/OMEA community officials to learn more about legislative issues affecting municipal utilities in Ohio and to share firsthand insights with state lawmakers and their staff. More than 40 individuals were in attendance and participated in 29 meetings throughout the day.

Key issues discussed were:

- HB 6, the latest of several attempts in recent years to subsidize FirstEnergy Solutions' two Ohio nuclear plants, which was ultimately passed later in the day by a House vote of 53-43
- HB 166, the two-year state budget bill, which, we are pleased, does not currently include any kWh tax change language
- HB 163, the non-compliant municipal corporation bill, which would penalize municipalities by withholding local government funds if water or sewer rates charged to customers outside corporate limits are not justified or are determined to be in excess of costs to provide such service
- SB 33, a bill that we support, which modifies certain criminal offenses with respect to damaging or interfering with critical infrastructure facilities

Throughout the day, OMEA members met with Rep. Dick Stein, Rep. Brett Hillyer, Rep. Casey Weinstein, Rep. Craig Riedel, Rep. Jamie Callender, Rep. Jena Powell, Rep. Jim Hoops, Rep. Joe Miller, Rep. Mark Romanchuk, Rep. Mary Lightbody, Rep. Sarah Carruthers, Rep. Scott Wiggam, Rep. Steve Hambley, Rep. Susan Manchester, Rep. Ryan Smith, Sen. Bill Coley, Sen. Jay Hottinger, Sen. Matt Huffman, Sen. Nathan Manning, Sen. Kenny Yuko, Senate President Larry Obhof, Sen. Rob McColley, Sen. Sean O'Brien, Sen. Steve Huffman, Sen. Bob Peterson, Sen. Theresa Gavarone and Sen. Tina Maharath

Additionally, OMEA members met with key staff members in the offices of Sen. Frank Hoagland and Sen. Kristina Roegner.

Thank you to all those who participated for their advocacy efforts on behalf of public power.

## Bill Beagle named George V. Voinovich Award winner

*By Jolene Thompson*

OMEA presented former Ohio Sen. Bill Beagle with the George V. Voinovich Award on May 29 during the OMEA Day at the Statehouse. The award was established by the OMEA Board of Directors to recognize state and federal lawmakers from Ohio who make contributions with a significant positive impact on public power systems.

Beagle served as chair of the Public Utilities Committee, as he represented Ohio's 5th Senate District from 2011 to 2018. While in the Ohio Senate, he served on a number of committees. Beagle is a former city council member of member community Tipp City. He could be counted on to fight for and protect the rights of Ohio's municipal electric communities from detrimental legislation.



Left to right: Dover Mayor and OMEA President Rick Homrighausen, Bill Beagle, AMP Executive Vice President/OMEA Executive Director Jolene Thompson and AMP/OMEA Vice President Michael Beirne

Since his exit from the Ohio Senate due to term limits, Beagle has taken on the role of senior director of policy and program administration within the office of Ohio Treasurer of State. He and his wife Karen have three children and reside in Tipp City.

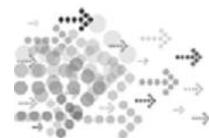
Please join us in congratulating Bill on this award and thanking him for his service to public power in Ohio.

## Advanced metering infrastructure and time-of-use rates

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

The Focus Forward Advisory Council met via Skype on May 28.

Brannndon Kelley, AMP CIO, and Roger King, utility business officer, City of Wadsworth, presented on advanced metering infrastructure (AMI) and time-of-use (TOU) rates.



Brannndon described AMI as the foundation of the digital utility, creating connection points from generation, transmission, distribution and ultimately to the customer. He explained that one of the most powerful applications of AMI is creating rate structures that reflect the true cost of electricity. TOU rates can better align energy demand with times when energy supply is least expensive, helping to reduce overall system costs. TOU rates typically define a multi-hour time of day as on-peak hours, during which prices are higher than during off-peak hours.

Roger summarized the City of Wadsworth experiences and lessons learned from their 2012 deployment of AMI, Right Time Pricing voluntary program and Peak Rewards thermostat program.



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).

## Students from Montpelier presented with AMP scholarships

*By Harry Phillips - director of marketing/member relations*

Rheanna Stoy and Hanna Bumb of Montpelier were each presented with a Lyle B. Wright Scholarship and Richard H. Gorsuch Scholarship this week, respectively. The Lyle B. Wright scholarship is presented to a student whose household receives electricity from an AMP member utility. The Richard H. Gorsuch Scholarship is presented to a student whose parent or guardian is an employee of either a municipal electric system or AMP, or is an elected official with responsibility for the electric system.

Stoy, the Lyle B. Wright Scholarship recipient, is a student at Montpelier High School and plans to attend either Bowling Green State University or Trine University. She is a member of the National Honor Society, is involved in student council and Spanish club and is an active volunteer in her community. She also holds three school records in volleyball.

Bumb, the Richard H. Gorsuch Scholarship recipient, is a student at Montpelier High School and plans to attend either The Ohio State University or Trine University to study biology. She is a scholar athlete involved in volleyball, basketball and indoor/outdoor track, class salutatorian, is involved in student council and Spanish club and served as a class officer. She is also a record holder in volleyball.

Please join us in congratulating these students on their outstanding accomplishments and wishing them luck in their future endeavors.



*Harry Phillips (AMP), center, presents Hanna Bumb, left, and Rheanna Stoy, right, with their scholarships*

## Energy Market update

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

The July 2019 natural gas contract decreased \$.077/MMBtu to close at \$2.547 yesterday. The EIA reported an injection of 114 bcf for the week ending May 24. Market expectations were for an injection of

99 Bcf. The injection brought total U.S. working gas supply to 1,867 Bcf, a deficit of 257 Bcf (12.1 percent) versus the five-year average and 156 Bcf above a year ago.

On-peak power prices for 2020 at AD Hub closed yesterday at \$34.14/MWh, which decreased \$0.74/MWh for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending May 31				
MON	TUE	WED	THU	FRI
\$23.72	\$32.49	\$31.73	\$31.18	\$30.29
Week ending May 24				
MON	TUE	WED	THU	FRI
\$28.40	\$23.46	\$27.85	\$32.35	\$27.15
AEP/Dayton 2020 5x16 price as of May 30 — \$34.14				
AEP/Dayton 2020 5x16 price as of May 23 — \$34.88				

## AFEC weekly update

*By Jerry Willman*

The AMP Fremont Energy Center (AFEC) was available for 2x1 operation for the week. Over the holiday weekend, PJM dispatched the plant offline during the overnight hours on Saturday through Tuesday due to economics. Duct firing operated for 103 hours this week. For the week, the plant generated at a 74 percent capacity factor (based on 675 MW rating).

## Haley promoted to systems analyst

*By Alex Richards - IT manager*

Caleb Haley has been promoted to the position of systems analyst (field and hydro support), where he is responsible for implementation, administration, and support for AMP's SCADA and generation facility systems.

Haley joined AMP in 2017 as systems analyst (SCADA and plant systems) after having served as an AMP IT helpdesk intern. He holds a bachelor's degree in computer engineering technology from DeVry University.

Please join me in congratulating Caleb on his new position!



# AMP TRAINING SERIES:

## Register for these upcoming courses

### **Lineworker Training Intermediate**

Prerequisite: Basic 2 is required unless instructor approves

Date: June 17–21                      Class length: Weeklong

Size: Limited to 12

### **Lineworker Training Basic 1**

Prerequisite: None

Date: July 29–Aug. 2                      Class length: Weeklong

Size: Limited to 16

### **Lineworker Training Advanced**

Prerequisite: Intermediate is required unless instructor approves

Date: Sept. 9–13                      Class length: Weeklong

Size: Limited to 12

### **Hotline Training**

Prerequisite: First- and second-year apprentice training is required

Date: Oct. 7–10                      Class length: Three full days

Size: Minimum of 8

*For a complete schedule and full details of the 2019 training courses, see the 2019 AMP Training Catalog at: [www.amppartners.org/services/technical-services](http://www.amppartners.org/services/technical-services).*

*To register contact Jennifer Flockerzie, manager of technical services logistics, at 614.540.0853 or [jflockerzie@amppartners.org](mailto:jflockerzie@amppartners.org)*



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*Financial Planning Series*
- Marketing to Site Selectors: **July 22**  
*Economic Development Series*



A promotional poster for the 2019 AMP Lineworkers Rodeo. The background is a dark, grayscale image of lineworkers in hard hats and safety gear. At the top, the text "Save-the-Date" is centered. Below it, "2019 AMP LINEWORKERS RODEO" is written in large, bold, white capital letters. Underneath the title, a paragraph of text describes the event: "The AMP Lineworkers Rodeo provides journeyman and apprentice lineworkers the opportunity to demonstrate their skill and knowledge of the craft through events that are designed to replicate real lineworker tasks. Events are judged and scored on safety, work practices, neatness, ability, equipment handling and timely event completion. Learn more about the Rodeo at [www.amppartners.org](http://www.amppartners.org)". At the bottom, the dates "Aug. 23-24" and the location "Columbus" are displayed in white, flanked by horizontal lines. The AMP logo is centered at the bottom.

## 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.**

### **PMEA seeks applicants for executive director**

The Pennsylvania Municipal Electric Association (PMEA), a statewide organization of 33 Pennsylvania Boroughs who operate public power systems, seeks skilled, organized and motivated applicants for the position of executive director. The full time executive director will be the Association's only employee. This is an outstanding opportunity to shape an important and growing organization. Duties include managing the legislative and organizational affairs under a seven-member Board of Directors; managing legal, engineering and legislative consultants; organizing and fulfilling membership services; public speaking on the role, purpose and benefits of public power; lobbying and legislative activities with state elected officials and staff; and providing services for member communities. Required skills include demonstrated leadership and management experience; excellent oral and written communication skills; ability to work both independently and with other state and national associations; and the ability to effectively build and nurture professional relationships. Applicants must possess a bachelor's degree; experience in government preferred; knowledge of public power a plus. Ability to qualify as a Pennsylvania State Lobbyist is required. Salary range \$90,000-\$110,000 with excellent benefits; actual salary based on experience/qualifications. Send cover letter, resume and salary history/expectation with all included in only one attachment to [woglomd@lafayette.edu](mailto:woglomd@lafayette.edu). Deadline noon on July 16, 2019. For full job description, go to [www.pmea.us](http://www.pmea.us). EOE.

### **City of Orrville seeks applicants for water treatment plant operator**

The City of Orrville is seeking applicants for a position in water plant operations. Duties/responsibilities include operating the water treatment plant and system on a shift; operate system controls and make adjustments based on demand, take readings and samples and run routine tests, check equipment and controls; keep records and reports, performs preventative and corrective maintenance; operate and maintain equipment related to the operation of a water plant; other related duties.

Civil service exam by application only. High school diploma or equivalent, Ohio EPA Class I Water Plant Operator's Certificate and valid Ohio driver's license. For more details see job opportunities at [www.orrville.com](http://www.orrville.com), or call 330.684.5047. Online applications will not be accepted. Apply at the City of Orrville's Office of Human Resources, 207 N. Main, Orrville, by Friday, June 7, 5:00 p.m. Pay is \$22.15 to \$27.70, plus benefits.

## **Village of Versailles seeks applicants for electric lineman I or II**

The Village of Versailles is seeking qualified candidates for the position of electric lineman I or II. The candidate will be responsible for delivering reliable electric service to customers by performing inspections, maintenance, operations on substation, distribution and street light systems corresponding with their level of training. The candidate shall have a high school diploma or GED, a valid Ohio driver's license and be able to obtain a Class A CDL endorsement within six months of employment. The candidate shall also understand, or have the willingness to learn, how to operate equipment including but not limited to: bucket truck, digger derrick, backhoe, wood chipper, chain saw and dump truck; with a willingness to follow all current and future safety practices while maintaining equipment. The hourly compensation for this position shall be commensurate with qualifications and experience. Versailles offers an excellent benefit and retirement program.

A complete job description is available by contacting the Village of Versailles Administrative Office at 937.526.3294, or by visiting [www.versaillesohio.cc](http://www.versaillesohio.cc). Please submit resume and cover letter to Rodd Hale, Village Administrator, Village of Versailles, 177 N. Center St., P.O. Box 288, Versailles, OH 45380 by June 14, 4 p.m. The Village of Versailles is an Equal Opportunity Employer.

## **Village of Montpelier seeks applicants for laborer**

The Village of Montpelier is seeking applicants for full-time position of laborer in the Street Department. Applicants must have a high school diploma or GED, a valid driver's license and possess or obtain a Class B CDL endorsement. Primarily day shift, but will be required to be on call and able to work evenings, weekends and holidays when necessary. Work performed will vary in nature and be mainly outside, and at times in adverse weather. Competitive benefit package. Applications are available in the Utilities Office or on the village's [website](#). Applications will be taken until May 24. To apply, please send application and resume to: STREET DEPT JOB OPENING, P.O. Box 148, Montpelier, OH 43543, or email application and resume to: [street@montpelieroh.org](mailto:street@montpelieroh.org). EOE

## **City of Coldwater seeks applicants for engineering manager**

The City of Coldwater is seeking a qualified individual to fill the available position of engineering manager.

This individual will serve on the executive management team and provide professional support to the utility director and city manager. This individual will oversee all engineering functions for the Coldwater Board of Public Utilities (CBPU) and city. Extensive management and supervision is exercised over the electrical engineer, engineering technician and GIS and mapping coordinator.

The engineering manager will provide leadership in project development, design and implementation; coordination and issue resolution; manage technical research to support recommendations; assist with estimating project costs while maintaining departmental budgets; prepare surveys and studies based on economic engineering practices in order to prepare plans for proposed construction projects; draft specifications for equipment and materials used in construction, maintenance and operation of utility and municipal systems; make on-site inspections of work to ensure compliance with plans; develop creative and effective strategies and coordinate with other utility and city engineering personnel to avoid conflicts of utility construction projects with other services; ability to prepare, review and interpret engineering plans and specifications; ability to conduct research projects; ability to prepare technical reports; keep record and documentation updated; mentor and facilitate the succession planning within the department; develop a departmental training program; develop and set priorities for department; ability to establish and maintain an effective working relationships with associates and build professional customer relations; research methods to improve workplace efficiency, productivity and recommend policy change; and perform related tasks as required thorough knowledge of engineering principles and practices.

Successful applicant should have a minimum of 10 years of experience in engineering or project management with an emphasis on electrical or civil engineering. An electrical engineering degree is preferred, but other engineering degrees will be considered. Salary commensurate with experience.

Send resume to: Nicki Luce, Coldwater Board of Public Utilities, One Grand St., Coldwater, MI 49036 or email to [resume@coldwater.org](mailto:resume@coldwater.org).

## City of Shelby seeks applicants for electric lineworker

The City of Shelby is seeking applicants for the position of electric lineworker. The position is responsible for the operation, maintenance, construction, troubleshooting and repair of the city's electric distribution and transmission system. Operates heavy equipment including bucket trucks, digger derricks, forklifts and stationary generators for the production of electricity; constructs new service lines and makes repairs; maintains street and security lights; analyzes and repairs the electric system during outage situations.

Requires a high school diploma or equivalent; the successful completion of a minimum of four years of progressive on the job work and technical training in all line craftwork, or four years as a qualified journeyman lineman; Commercial Class B Driver's License.

The city offers an excellent comprehensive insurance package without pay withdraws. The hourly rate is \$29.00-\$30.00 per hour plus applicable miscellaneous pay. Qualified applicants are eligible for the vacation accrual schedule.

Interested applicants can pick up and return their application at Shelby City Hall, 43 W. Main St., Shelby, OH 44875 or by accessing the online application at [www.shelbycity.oh.gov](http://www.shelbycity.oh.gov). Please call 419.342.4085 with any questions.

## 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.

## Opportunities available at AMP

AMP is seeking applicants for the following positions:

Corporate health and safety coordinator

Marketing member relations representative

Director of risk and internal controls

Risk analyst

Senior vice president of power supply operations and energy marketing

Senior accountant

Director of debt management

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