



City of Napoleon, Ohio

P.O. Box 151 ~ 255 West Riverview Avenue
Napoleon, OH 43545
Telephone: (419) 592-4010 Fax: (419) 599-8393

Memorandum

To: Mayor and Members of City Council
From: Roxanne Dietrich, Executive Assistant to
Appointing Authority/Clerk of Council
cc: Joel L. Mazur-City Manager,
Billy D. Harmon-City Law Director,
Kelly O'Boyle-City Finance Director
Date: June 15, 2020
Subject: General Information

CALENDAR

MONDAY, JUNE 15th

8:00 am – Records Commission Meeting

6:45 pm – Special Finance & Budget Committee Meeting

7:00 pm – City Council Meeting

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS ~ None

SECOND READING OF ORDINANCES AND RESOLUTIONS

Ordinance No. 023-20, an Ordinance Amending Certain Sections of the City of Napoleon, Ohio Water and Sewer Rules, Specifically Rules 10.1(E) and 11(E); and Declaring an Emergency

Resolution No. 025-20, a Resolution Authorizing the City Manager to Execute any and all Documents Necessary to Enter into a Department of Homeland Security Public Assistance Grant Agreement, through the Ohio Emergency Management Agency, on behalf of the City of Napoleon, Ohio; and Declaring an Emergency

THIRD READING OF ORDINANCES AND RESOLUTIONS

Resolution No. 022-20, a Resolution Adopting the 2021 Tax Budget for the City of Napoleon, Ohio, as required in Sections 5705.28 and 5705.281 of the Ohio Revised Code and Directing the Finance Director to file the same with the County Auditor; and Declaring an Emergency

- The updated Schedule A and Schedule B are attached to the Resolution

GOOD OF THE CITY - Discussion/Action:

- 1) Approval of Power Supply Cost Adjustment Factor for June 2020 as three-month averaged factor \$0.02697; JV2 \$0.018099
- 2) Recommendation to Approve taking from the Electric Reserve Fund an Amount Not to Exceed \$100,000 to be put into Rate Stabilization to keep the Residential Rate below .13 cents/kWh with Second Installment decided next month, if needed.
 - This is a recommendation of the Electric Committee and BOPA
- 3) Recommendation to Establish a Tax Increment Financing (TIF) District and State Infrastructure Bank (SIB) Loan for American Road Improvements
 - The recommendation was made by the Municipal Properties Committee

- 4) Napoleon Aquatic Center and Golf Club House Project
 - Please see the attached Memorandum
- 5) Approval of Plans and Specifications for Park Street Improvements Phase IV (L.T.C.P. Project No. 17C~Partial)
 - Enclosed is a Memorandum from Chad regarding this project
- 6) Second Quarter Budget Adjustments (direct Law Director to Draft Legislation)
 - The Finance and Budget Committee will meet before the Council meeting to consider the proposed second quarter budget adjustments. A copy of the requested 2nd quarter budget adjustments are attached.
- 7) CARES Act Fund/SB310 (direct Law Director to Draft Legislation)
- 8) Acceptance of WalMart Grant in the Amount of \$1,500 to the Fire Department
 - Please see the attached Memorandum from Chief O'Brien
- 9) Acceptance of Ohio Law Enforcement Body Armor Program Award of \$5,363.95 to Purchase Body Armor for Police Officers
 - As noted on the Email from Chief Mack, the Police Department has been awarded this grant.

Executive Session (Economic Development and Items to Remain Confidential Due to the Competitive Nature of a Utility)

Approve Financial Reports and Payment of Bills

INFORMATIONAL ITEMS

1. Cancellation – Parks and Recreation Committee
2. Ohio Municipal League June 5, 2020 Legislative Bulletin
3. AMP June 5, 2020 Weekly Newsletter

June 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 6:30 pm – Housing Council 7:00 pm – CITY COUNCIL	2	3	4 11:00 am – Bid Opening - Pool	5	6
7	8 6:15 pm – Electric Committee 6:15 pm – BOPA 7:00 pm – Municipal Properties Bldg/Land Use/ED Committee	9 5:00 pm Preservation Commission	10	11	12	13
14	15 8:00 am – Records Commission 6:45 pm – Special Finance and Budget Committee Meeting 7:00 pm – CITY COUNCIL	16	17	18	19	20
21	22 6:30 pm – Finance & Budget Committee 7:30 pm – Safety and Human Resources Committee	23 4:30 pm – Civil Service	24 11:00 am – Bid Opening – Concrete Crushing 6:30 pm – Parks and Rec Board	25	26	27
28	29 Fifth Monday No Scheduled Meetings	30	01 – July 11:00 am – Bid Opening Glenwood Waterline	02 – July	03 – July City Offices Closed	04 – July 

City of Napoleon, Ohio

RECORDS COMMISSION

Monday, June 15, 2020 at 8:00 am

SPECIAL MEETING AGENDA

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**
- 3) **Any other matters to come before the Commission**
- 4) **Adjournment.**

Roxanne Dietrich

Roxanne Dietrich

Executive Assistant to Appointing Authority/Clerk of Council

RECORDS COMMISSION

Meeting Minutes

Tuesday, December 10, 2019 at 4:00 pm

PRESENT

Committee Members

Billy Harmon-City Law Director, Kelly O'Boyle-Finance Director, Joel Mazur-City Manager
Roxanne Dietrich

Recording Secretary
City Staff

ABSENT

Commission Members

Jason Maassel-Chair, Doug Herman

Call to Order

Mazur, Acting Chair of the Records Commission called the meeting to order at 4:02 pm.

Approval of December 11, 2018 Meeting Minutes

Hearing no objections or corrections, the minutes from the June 11, 2019 meeting stand approved.

Review of Records Retention Schedules Income Tax

O'Boyle stated numbers 144, 145 and 146 all pertain to the Court and we don't retain those records, the originals are kept at the court. The retention was six years and we changed it to Not Retained (NR) originals kept at the court.

Motion to Approve Income Tax Retention Schedule

Motion: Harmon Second: O'Boyle
to approve changes to the Income Tax Records Retention Schedule.

Passed

Yea-3

Roll call vote on the above motion:

Nay-0

Yea-Mazur, Harmon, O'Boyle

Nay-

City Manager

Mazur reported due to the Clerk of Council responsibilities moving to the administration side, all those that were under Finance were moved to City Manager Retention Schedule. There were a couple of changes made as recommended by the state.

Motion to Approve Changes as Identified

Motion: Harmon Second: O'Boyle
to approve changes to the City Manager Records Retention Schedule as identified.

Passed

Yea-3

Roll call vote on the above motion:

Nay-0

Yea-Mazur, Harmon, O'Boyle

Nay-

MIS

There was no action taken on Management Information System (MIS) as they were not ready.

Finance

**Motion to Approve
Changes to Finance
Director Records Retention
Schedule**

Motion: Harmon Second: O'Boyle
to approve the changes as identified by the Finance Director.

**Passed
Yea-3
Nay-0**

Other Matters
Police Department

Motion to Approve Police Department Records Retention Schedule

Passed
Yea-3
Nay-0

Motion to Adjourn

Passed
Yea-3
Nay-0

Date Approved

June 15, 2020

Page 2 of 2

City of Napoleon, Ohio

FINANCE AND BUDGET COMMITTEE

Monday, June 15, 2020 at 6:45 pm

SPECIAL MEETING AGENDA

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
The WebEx link to the meeting will be posted on the City's website www.napoleonohio.com

1) **Approval of Minutes**

(In the absence of any objections or corrections, the Minutes shall stand approved.)

2) **Second Quarter Budget Adjustments**

3) **Adjournment**

Roxanne Dietrich

Roxanne Dietrich

Executive Assistant to Appointing Authority/Clerk of Council

FINANCE AND BUDGET COMMITTEE

Meeting Minutes

Monday, October 28, 2019 at 6:30 pm

PRESENT

Committee Members
City Manager
City Finance Director
Clerk of Council
Others

Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Mayor Jason Maassel
Joel Mazur
Kelly O'Boyle
Roxanne Dietrich
Brian Koeller-Northwest Signal

ABSENT

Call to Order

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

Approval of Minutes

Hearing no objections or corrections, the minutes from the September 23, 2019 Finance and Budget Committee meeting stand approved as presented.

Review 2020 Proposed Draft Revenue Estimates And Income Tax

O'Boyle presented the revenue for the general fund and the outside general fund, she noted this is strictly a draft as we are still working on the budget. The original estimate for 2019 was \$6,233,230, at this point the revised estimate is at \$6,063,288 and the projected revenue for 2020 for the general fund is \$6,208,355 which is down from the original estimate by \$24,000 at this point. A couple of highlights from the General Fund:

Income Tax - through September we've collected almost \$3.5 million which is 4.85% higher than 2018 at the same time, from 2017-2018 it was a 6.85% decrease. The 3-year average using 2016, 2017 and 2018 is \$4.6 million dollars, if you use a 2-year average of 2017 and 2018 it's approximately \$4.5 million dollars. The original estimate for 2019 was \$4.1 million. If we project October of 2019 using the figures from 2017 and 2018, in 2017 it was \$421,000 and 2018 it was \$346,000 so that would roughly be \$384,000 for October 2019. If we do November the same way, using November of 2017 and 2018 that is about \$292,000 and then again for December it's about \$367,000. So, if we use those averages from October, November and December that is \$4.5 million dollars so a conservative estimate would be \$4.39 million for the 2019 estimate. The original estimate was \$4.1 million and we are projecting \$4.4 million. As the month goes we will have actual numbers and can update you. The estimate for 2020, if we were to use a .5% increase would be \$4,120,500, using a 1% increase over the original estimate would be \$4,141,000 and if you use a 1½% increase over the original estimate it is \$4,161,500 so at this point we are projecting \$4,161,500 for the 2020 estimate. As we go through the budget and we have October numbers coming in we will update that number. O'Boyle then reviewed a chart showing the 2019 original, revised and 2020 estimated. So the split if you decrease by the projected admin cost and the refunds for the income tax the split for the recreation levy would be \$554,867, for the general fund it would be \$2,017,525 and for the capital fund it would be \$1,236,548 at this point we went with the 62%/38% split. Comadoll asked how much money does Parks and Rec take out of the general fund? Mazur replied nothing comes out of the 100-General Fund. O'Boyle explained the cemetery account comes out of the general fund. Maassel asked if Parks and Rec capital

comes out of the general fund? Comadoll said I thought a couple years ago we said no general fund money at all for park and recreation. Mazur replied, it was deemed that cemetery was not a park and rec levy function. Bialoruck cited when I was on Parks and Rec Board there was a supplement that came out of the general fund to parks and recreation but that has since ended, three or four years ago at least. Maassel added I think that ended when fees were added, it used to be you did not have to pay to play any of the rec programs. Mazur said there is capital that does come out of the general fund, that varies from year-to-year, nothing comes out of the general fund operating except for cemeteries. Maassel stated for 2019 we estimated revenue at \$4.3 million, O'Boyle stated that the \$4,390,000 is the revised estimate, the original was \$4.1 million. Maassel clarified for 2020 we are again estimating about \$4.1 million. O'Boyle responded at this point. Maassel said that's on the conservative side that's where we want to be. O'Boyle continued to the next chart that shows each month for 2017 thru 2019 so you can see how close they are together.

Next what we want to highlight for the General Fund is the interest income, the sheet shows all the investments from 2019 through 2024. Page 4 shows the total projected for 2020 is \$334,600 and on page 8 you can see the projected interest for 2019 was \$337,500, for 2020 it's \$334,600, and then you can see for 2021 it goes down to \$232,000, for 2022 it's \$153,000, for 2023 it is \$97,000 and for 2024 it's \$80,600. So you can see it's falling off, at this point we are trying to find securities that are lasting longer. The previous Finance Director kept them short so you can see what happens when you keep them short it is not a steady and well-rounded portfolio. Maassel said so as the \$337,000 number goes down because we had investments that are coming due, we do have CD's and those kind of short term things coming due. O'Boyle said on the next page there is a summary and we have \$17.8 million in investments and you can see it bottoms out in 2023. For the rest of October there is about \$2.3 million dollars that is coming up and we have already invested most of it back. The average rate for the \$2.3 million prior to maturing was 1.63% then in December there is another \$493,000 coming up that is about 2.2% average and then through the third quarter of 2020 we have another \$4.5 million dollars maturing and that's about 1.72% average so I averaged it to about 1.85% so by the end of 2020 there's about \$7.3 million dollars or 40.7% of our portfolio that should be coming due. Instead of the \$334,000 we are looking at \$300,000 to be conservative at this point for the investments. Maassel asked as those investments come due they get reinvested, correct? O'Boyle answered right. Maassel continued so, won't that increase your annual income? O'Boyle replied we hope but, with the rates we are seeing right now are lower from what it was. Maassel stated so you have your income projections going down to \$70,000 in three to four years, what rate are you re-investing these funds at? O'Boyle said we just did one that came back at about 1½% and another came back at about 2% so it just depends we don't know we are trying to be conservative because 41% of it is coming up by the end 2020 so we don't know what it is going to be. Maassel said it looks like you are reinvesting at 2%, 2% of \$7 million is \$140,000 you said the income for 2023 is about \$70,000 vs. the \$300,000. O'Boyle said yes, in 2023 its \$97,000 right now and 2024 Maassel stated if you invest \$7 million dollars long term at 2% for five years you are going to get \$140,000 off of that. O'Boyle replied correct, we are trying to get it well rounded we are hoping that 2023 and 2024 will be evened out. Maassel said is it your idea to basically build a ladder so every year we basically have the same amount due and are going to invest at about the same amount and at the same time to make it nice and even. O'Boyle said we are

working with Meeder there is so much percentage we are supposed to have within the different years we are trying to make sure we are on goal for that. At this point in the revenue estimate we are going to use \$300,000 instead of \$334,000. Maassel asked the \$300,000 does not affect the \$4.1 million number you told us a little while ago for the estimated revenue. O'Boyle answered the \$4.1 million was for the income tax, the total is \$6.2 million projected for 2020 for the general fund. O'Boyle continued to the next fund, 200 Street SCM&R. The gas tax increase was effective July 1st and we received the first payment in September so we reflected that in the estimate. So for the 2020 revenue projection you can see about \$500,000 we took a little bit off what the state is projecting because we don't want to put the exact amount in, we hope there will be more than that, it is in the 200 and 201 account. Maassel asked those funds are designed by the state government to do what? Mazur replied for streets, construction maintenance and repair fund anything that has to do with street maintenance and that can include construction. I'm a huge proponent of crack sealing that is one thing we can do that is cheap and will extend the life of our streets. You will see in our budget more crack sealing it is just fundamental. The funds can also be used for equipment purchases whatever has to do with street maintenance. Scrolling down to 210 EMS Transport look at the fourth line down Non-Emergency Transport referred to as the NET. The estimated revenue was \$100,000, the projected revenue is \$35,000 due to the Fire Department having a couple of people who left and had to be replaced and then the new people had to be sent through the fire academy. Both individuals were out ten weeks at the Fire Academy. There was also a couple of people that were out on maternity leave all that time equals half a year where people were out leaving the Fire Department short staffed which means there was less time to have NET in service. The EMS transport is a revenue generator for us. Comadoll asked if the trend continues downhill do we eliminate the NET? Maassel responded I don't think so we've already collected \$35,000 this year. Mazur said that number will go up when get the Fire Department staffing numbers back up. O'Boyle went onto the Rec Levy Fund and stated she did not include the 10% proposed increase for shelter houses, if that passes then we will add that in. The 221 Fund Napoleon Aquatic Center, at this time there is an estimated note of \$3.5 million with \$500,000 to pay back the Electric 503 Fund and \$3 million for the maximum cost of the pool. Mazur reported on the 500 Fund - Electric Collections is coming in at \$14.25 million for purchased power, hopefully in future years we will have less expenses as rates taper down. O'Boyle said the 2019 revised total for all funds is projected at \$44,160,000 and the projected revenue for 2020 is \$45,343,000. Comadoll asked how much will the Wastewater Treatment Plant be next year \$4 to \$5 million for just the first phase? Mazur said he would estimate \$4.5 million and that would be on the low end.

Review of 2020 Debt Payments

O'Boyle stated the first three pages show the current debt by fund for principal payments paid through December of 2019, what the principal payments will be for 2020 and the remaining principal as of December 31, 2020. The graph shows the outstanding principal as of December 31, 2020, there is \$27,348,000 this does not include the \$2.4 million note for the water debt. Under the 310 Fund Rotary we don't know when they will be paid but there's about \$234,000 outstanding. As you can see most of the debt is held in the water and next is sewer. The summary information shows most of the interest payments for 2020 are in the sewer because water has the lower interest rates so there's about \$420,000 in interest payments for 2020 and that does not include the interest on the \$2.4 million water

Items Appropriated to the Fund 400 – Capital

Other Matters

Motion to Adjourn

Passed

Yea-4

Nay-0

Approved:

U:\~ My Files\RECORDS CLERK\2019\COMMITTEES and **BOARDS\FINANCE_BUDGET** Committee\10 28 2019\10 28 2019 Finance Budget Comm Mtg Minutes.docx
Records Retention: FIN-33 Permanent

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

Friday, November 08, 2019 at 8:00 am

PRESENT Finance & Budget Comm. Councilmembers Mayor City Manager Finance Director Exec. Asst. Appointing Authority/Clerk of Council City Staff	<p>Joseph D. Bialorucki (via-teleconference), Jeff Comadoll, Ken Haase, Jason Maassel Joseph D. Bialorucki-Council President (via-teleconference), Daniel L. Baer-Council President Pro-Tem, Jeff Comadoll, Jeff Mires, Lori Sicclair, Ken Haase, Ross Durham Jason P. Maassel Joel L. Mazur Kelly O'Boyle Roxanne Dietrich</p> <p>Judge Rosebrook, Municipal Court Lanie Lambert, Human Resources Director Chad Lulfs, P.E., P.S., Director of Public Works Jeff Rathge, Operations Superintendent Billy Harmon, Law Director Tony Cotter, Director of Parks, Recreation and Cemeteries Justin Mullins-IT Department Dave Pike, Wastewater Treatment Plant Superintendent Jeff Weis, Acting Water Treatment Plant Superintendent Police Department: Lt. Ed Legg, Police Chief Mack April Welch-Henry County CIC Director Joel Miller-Director Napoleon/Henry County Chamber Brian Koeller, Northwest Signal.</p>
Others	
ABSENT	
Call to Order	Council President Pro-Tem Baer called the Special City Council in joint session with the Finance and Budget Committee meeting to order at 8:00 am. Acting Chair Haase called the Special Finance and Budget Committee meeting to order.
Administration 8:01 am – 8:26 am	<p>Mazur stated our 2019 goal was to promote and manage growth in housing. Overall there are about 110 housing units either completed or under construction. With twenty-four residential lots being platted and planned by the Napoleon Area School Campus that also includes a little bit of commercial.</p> <p>Business Development JAC Products started up in late 2018 but really ramped up in 2019. The last I knew, they have 300 employees and by next summer they would like to be in the range of 400 employees. C&C fabrication just finished 70,000 sf of industrial construction, there is the prospect of them wanting to expand in the near future. The Emporium, the former Senior Center, is completed and in use. Downtown Beautification-we have been working with Napoleon Alive and the Chamber and worked with Napoleon Nazarene Church on the plantings that they did. The City wide master plan was completed. Clairmont Avenue we did an agreement with the schools that will hopefully make many improvements in that area. The pool levy passed.</p> <p>Utility Rates Long Term Control Plan (LTCP) is a big deal for the sewer fund. We successfully renegotiated our LTCP with the EPA and we were able to roll in the Wastewater Treatment Plant project and take out a lot of sewer replacement projects, leaving in the</p>

projects we felt were necessary. This gives us access to different funds for the Wastewater Treatment Plant which is necessary, but backs out projects that may have some infiltration into our system but not enough to impact the system overall. We have a 98% collection rate which is why we backed those projects out, that will be a savings of tens of millions of dollars over the next ten years.

Satellite Communities/Water Rates-we are continuing dialogue with them.

LED light replacement project-on the electric side later you will see the savings this produces.

Grants

The largest grant was for American Road. We were able to acquire \$600,000 worth of grants from our end working with the developer of Love's Travel Stop and Maumee Valley Planning Organization (MVPO) we were able to acquire another \$500,000. For the remaining balance of roughly Two Million Dollars, we are looking to establish a TIF District, so a three million dollar project and nothing will come directly out of city funds.

Oakwood Avenue- we applied for a grant, this project will go from Perry Street up to the Commissioner's Office, this was a two million dollar grant award. We are looking to start some engineering now with construction in 2023 overall it's a four million dollar project.

North Intersection of St. Rt. 108 and US 24 is a 3.5 million dollar project that is funded 95% by ODOT, who will be running the project. We are looking at 2022-2023.

Other Projects

Industrial Drive, reconfiguration of the phone system and the network, radio system with the county and we finished contract negotiations. We had a large increase in the number of permits this year as people are investing money into their properties. We are tackling a lot more code enforcement complaints.

2020 Goals

To continue promoting growth, we have Brick'n Brew, Paul Martin & Sons (they started construction this week), Loves, C&C Fabrication.

Property transfers are happening.

The S&G Store will break ground next year.

More housing growth is needed.

The continuation of the housing fee moratorium will be on the next council meeting agenda.

Utility rates, we are finalizing agreements with the satellite communities.

A new contract for purchasing power will come out at the end of the year that will drastically impact our rates. We will be suggesting to have rate reviews done this year for both electric and sewer rates.

Targets are to reduce electric and water line loss.

Big projects for 2020 are the swimming pool and the wastewater plant.

Later you will see we are looking at doing a city facilities study for the Police Department to at least figure out what we need and what it will take.

The 2020 Budget is predicated on three things happening:

1) \$4.215 million income tax projection

2) We are looking at changing the ordinance to do the split of departments, IT is spending a lot more time at the water and wastewater plants. Scoot Hoover said it best, *you need to be an IT person to run these treatment plants*, we are spending a lot more time at the treatment plants with the SCADA system. The suggestion is to change allocation from IT to shift towards water and wastewater in the general fund.

3) a one-time justification; we are suggesting the split be 65%/35% this year due to the capital funds that went into the pool for repairs and maintenance that was straight out of the 400 account. Since the pool levy passed and a new pool will be constructed the repairs are no longer needed, it was suggested to take those funds and shift them back into the general capital. With the 65%/35% split \$97,000 would be going back into the general fund operating.

The effects of income tax collection why are projections going down every year?

Some companies stopped doing courtesy withholdings for employees that live here but work outside the city limits.

We are not charging non-payers criminally anymore, which needs to be addressed, 90% of the general fund operating pays for safety services and criminal justice (police, fire and court). That is an important piece we have to keep driving those numbers up to get our revenues up.

This took effect this year that businesses are allowed to file with the state. The state is taking .5% of that income tax and giving the rest back to us. Right now we have 96 businesses filing with the impact estimated at about \$8,500 and we suspect that will continue to grow over time.

More businesses are filing consolidated and that had a major impact on us as it had to do with the large income tax refund we had last year. \$800,000 of that refund was paid out of capital and \$200,000 was directly paid out of the general fund reserve.

The loss of the Local Government Funds (LGF) we are still realizing that impact over many years it's about one million dollars.

Economic Development agreements, some have tax abatements in them and as they roll off we should see the tax collections increase.

With the Ohio Revised Code's recent change, the net operation loss went from three years to five years, businesses can now show losses up to five years.

Non-resident employers, for example a construction worker that works within the city limits for twenty days has to pay City income tax, that change impacts the City as it used to be they had to work twelve days.

Year-to-Date Income Tax Receipt Summary: \$4.390 million income tax projected by the end of the year which is better than \$4.1 million projected in the original budget.

O'Boyle added \$4.6 million is the average of three years, the \$4.3 million is the conservative 2019 estimate. The \$4.4 million is the estimate using the average of November and December 2017 and 2018 actuals as that is all we have at this point.

When October came in, it was about \$64,000 less than October of 2017 and 2018 average. I will update the numbers as we get them. Mazur continued stating, the direction the City is heading because of income tax projection changes. The projected ending balance we are looking at is \$427,337.02 as of right now. The projection is using historical percentages, theoretically we should come in at about \$860,766.72, we will be dipping into the reserves about \$170,597.05. If we use everything that we have budgeted, we should be at about \$541,000. O'Boyle said the \$541,000 is showing us if the revenue came in at 100% and the budget was spent 100%. Going back from 2017, 2018 and 2019 the revenue is about 98% and for the expenditures it's about 92%. We want you to be aware if everyone spent out the money the balance would go down.

Mazur noted *this is a different philosophy of budgeting*, before there was a lot of padding in some of the budgets to make sure people were not going over budget. We are trying to narrow that down so we don't run that risk. The sheet with all enterprise funds will be referenced as we go through each budget so you know why we did what we did. Especially with these funds, we do not want to overspend and go into reserves. We want to keep the enterprise funds level. Maassel asked if we go to the 65%/35% split what is the guarantee this is a one year only deal? Comadoll responded we make it that way, *you tell people they have to live within their means*.

**Municipal Court
Judge Rosebrook
8:27 am – 8:53 am**

Judge Rosebrook noted the court has been working on updating their computer system and applied for a grant earlier this year and was awarded \$64,000. Our goal is to have the entire docket and filings online, so many courts are working on doing this. Virtually everything is a public record and it will be more user friendly though there is a lot more work involved than it sounds like. You have to make sure all security measures are in

**Henry County CIC
April Welch
8:54 am – 9:03 am**

place before we can go live. I don't know if Municipal Court will be able to go paperless. Small Claims will always be on paper.

Our alarm system is twenty years old, a new radio system for the court was put in 100.1800.53520.

Chief Mack talked to the bailiff about how many panic buttons we need, there are four in the whole building that is not enough.

Maintenance on Building and Structure was upped by \$1,000, the County Commissioners informed us they are going to repave the parking lot this year and we are responsible for 9%.

Bialorucki asked why travel and training for 2019 is projected at \$6,500 and there is \$8,000 budgeted for 2020? Judge replied if both Melissa and I go to the major spring and winter conferences plus there is court administrator training that would be used up. I was not able to go to both conferences this year.

Siclair asked why under benefits hospitalization increased a lot, is there another employee. Mazur said it could be someone got married or had a kid and changed their plan. Judge Rosebrook will check on this.

Durham asked about reviewing postage expenses to be more competitive. Judge Rosebrook said Melissa talked to other courts who have switched to online certified mailers. Initially online is more expensive it's unknown whether we would see a reduction long term. We are in the business of mailing things and do a lot of certified mail which is expensive. Those costs are built into the court costs. Another dilemma would be how would you be able to prove the mail was signed for. You don't know how much we appreciate Chris Peddicord keeping track of our grants. We have three separate grants that run on the state fiscal year versus a calendar year like the City does. Our Probation Department is funded 100% through grants.

Mazur noted we restored the \$35,400 back to \$37,400. O'Boyle said in the 130 Fund. Welch began, in 2020 we will be working on business attraction and retention and expansion programs mainly over work force. We have to focus on expansion so new businesses coming to the community see the existing businesses expanding and that this is a good place to come and grow. We will put additional money into marketing the city and county. Mazur and I have had preliminary talks about downtown revitalization programs to be supportive of those ideas and work together. It's not just about the larger businesses; it's also about the downtown and small businesses and quality of living. Maassel commented you walk into the office is an example what you have done just by changing the lobby. Welch commented they remodeled the office so when you walk in there is not a receptionist desk there. We remodeled the front office to look more inviting, with help from a local business on the design. The total cost to remodel was about \$200. We kept the budget low but spruced up the area. We are hopeful the county will approve the budget to remodel our office. Our audit is every other year and aside from payroll that is a high line item in our budget, the audit cost is about \$8,000.

**9:03 am – 9:08 am
Break**

Break

**Henry County
Chamber
Joel Miller
9:08 am – 9:29 am**

Miller passed out the new booklet that is given to new residents and potential new businesses. Even if they don't live here we want them to know what we have here. This booklet gives the background on our community. The yearly visitors event brochure is sent all over the State of Ohio. We trade and share with our peers. There is a strong market for antiques, repurposing shops and flea markets. We do not have a Cedar Point or a Sauder Village. One of our big items is our events. We want to help out the events by helping advertise, to reach out further to bring people in. We plant the planters in the downtown area, help with the banners, work with the Parks and Rec Department on

Public Works
Chad Lulfs
Jeff Rathge
9:31 am – 11:24 am

Christmas decorations. We are working with Bronners to bring in a new arch at Ritter Park. All for beautification of the downtown. Our audit is this year through the State of Ohio.

We are working with Napoleon Alive coordinating events and beautification of items. We are working on a plan for the concrete planters that are starting to fall apart, lighting in the alley, street lighting, lights wrapped around the trees in the downtown area. Baer asked about the status of the truck stop hotel. Miller said they are switching over to Holiday Inn Express. Baer said that will help to increase this number too. Miller replied they know that too as business people. When you are locked in with a good franchise and people come rolling into town and you have a choice between Comfort Inn and Suites on one end of town or Napoleon Inn and Suites on the other end of town. You are probably going to go with the Comfort Inn and Suites, you are familiar with what to expect when you walk in. That will definitely will help. Will we see a huge bump in dollars? Probably not, but it could make a difference in a few thousand dollars. Our industry is looking at the air bnbs that is the new trend there is a big push at the state and multi-state level to be a part of that. We have a few air bnb's.

Mazur commented there is an Additional Request for a Visitor's Widget Ap that Miller is looking into and requested \$1,500 you'll see \$750 in the additional request.

Miller explained the monthly fee for that website is \$300/month that will come out of our budget, there is a setup fee of \$1,500 for two years, 2020 and 2021 to help us advertise. It's more friendly you can link up and get more information, it's more visual and we can create itineraries. It's a nice piece of technology to put us on the cutting edge as a community. We are looking for a little help on the setup cost. We would cover the monthly fee and advertising.

Lulfs reviewed the 2019 Achieved Goals for the Engineering Department

Park Street – Phase III we were able to secure total grants of \$875,000 for a \$1.2MM project. This does not include what we have to pay MVPO for administering.

Oakwood Avenue we were awarded funding of \$2.0MM

St. Rt. 108/US 24 Interchange and Pedestrian Access we were awarded funding of \$3.5MM, construction will not be until 2022.

Raymond Street is being finished up.

South Perry Street will be next summer.

Miscellaneous Streets is finished up this year, this project included Haley.

Perry Street Bridge Waterline 2019 was the second part to rehab the bridge.

GIS we were able to put out zoning publicly.

Development on **Trail Drive and Clairmont** is reflected in zoning with the number of new residential properties.

Oberhaus Interceptor – Phase II we applied for \$275,000, the district meeting has not been held yet to vote

Planning Commission and Board of Zoning Appeals had more meetings in 2019.

There were 14 new residential structures and 58 units some were the villas.

There were 51 commercial permits and 134 residential inspection permits issued.

2020 Goals and Objectives

Additional development on American Road.

We may rehab Graceway.

We are proposing to replace the waterline on Glenwood Avenue. This waterline is most notorious for breaks and with the new pool we want to get it replaced,

Second River Bridge, that waterline is in the budget. The job will bid December 12th. We have to make a decision on this project.

Perry Street will be paved next year in conjunction with ODOT paving St. Rt. 108 from Holgate to Napoleon.

The pool will be kicked off with a design meeting on November 18th

Bialorucki asked about Perry Street will that be just repaved or will there be additional work? Lulfs replied the work will primarily be repaving. We will fix handicap ramps that are bad and sections where the curbs are bad. Bialorucki mentioned he had a resident complain a couple years ago about a curb right near the park. Lulfs said he will take a look at it, if we can widen the radius that won't take much.

The contract design is in place for the bike path. We need to develop some way to get down the slope to 424. The existing path to the Water Treatment Plant will be utilized. There will be a complete path from Ritter Park to the downtown. Mazur added we will have to look at Front Street in 2021. Bialorucki asked how will that affect parking, to which Lulfs answered we will have to look at that.

Crack Sealing was increased as it preserves the life of pavement. This past summer the gas tax was passed that increased additional funding for 2020 by \$212,000 to get more streets paved. Maassel stated we need to show our legislatures what the funds are being used for. I don't see any annual resurfacing on projects for 2020. Lulfs said we haven't decided what streets. We have to go through the list of street rankings and see what makes sense. When you start bouncing all around, you end up having to pay the contractor to move equipment. We like to concentrate on an area. Bialorucki asked Lulfs if he can email Council the street ranking file. Lulfs explained we try to not resurface streets that are not curbed as they are considered unimproved streets. Many of these streets need to be dugout and repaved. We are trying to get the main thoroughfares coming in and going out of the City looking nicer. Love's said they are coming, there will be a lot of work if they come. Mazur chipped in that is a three million dollar project. Lulfs said they will have one million dollars in the road. They are looking at breaking ground in the spring. They still have to go to the Planning Commission. Bialorucki asked how will this affect the other truck stops? Lulfs replied, some intersections will be closed. ODOT is involved with this project and required them to do a traffic study. All four corners will have to be three-lanes wide. If there is something in the traffic study they could possibly need a signal in the future. If they are required to put a signal at the ramp.

Bialorucki noted for travel and training you spent \$606 this year and have projected \$2,500 for next year. Lulfs said he was able to carry hours over. I just renewed my license this week and now I have to start over. It's been in the budget for two years to fill Marty's vacant spot but we haven't found anybody. If I bring another guy in, he has to take continuing education as well. The money we had in 2019 we did not use, so I reduced it. Lulfs said they had in their budget to redo the Zoning Code. It has been taken out as the cost is about \$50,000. There are times we run into an issue that doesn't fit. Glenn Grisdale discussed with us that the code is outdated, we understand priorities and that money only goes so far. Maassel asked what is more valuable updating the GIS or Zoning Code. Lulfs replied we'd do a disservice to ourselves if stopped the GIS. Our field guys use the GIS every day with the Police and Fire getting involved too. If there is a main break the guys can locate it in the field and put notes in the GIS if need to. I would hate to lose the momentum. Rathge added GIS is huge with asset management. Pike is using it at the wastewater treatment plant too. He was required to do so a year ago with asset management.

Bialorucki commented the operating materials went up in 54200. Lulfs said we projected to use \$3,200 and budgeted \$6,000. Every year supplies can vary. We chose to keep the budget level on that account. Comadoll asked about the increase for outwear is that still \$150? Mazur said the contract just passed and that was not added in here, the difference between Funds is \$3,900.

Operations Summary Sheet the 2019 approved versus the 2020 requested has no major increases. The biggest change is in professional services. 2019 had \$34,000 and we are requesting \$11,000 we've made some cuts. Bialorucki asked what is that for? Rathge said emergency things we cannot handle that also includes stone hauling. Lulfs added

that is also the account where crack sealing comes from. 54200 was increased as we took money out of another account and consolidated it here. Bialorucki asked O'Boyle if that is something an asterisk can be put on so we know if it has been moved from one account to another account.

Comadoll asked if we are paying \$100/ton for salt? Rathge explained the contract does not come in until June. They are trying to get people to use liquid so the prices keep climbing. Lulfs said we have to budget before we know the price and we have to let them know how many tons. We don't know the price until they bid it out and then they tell us what the price is. Snow and ice supplies lowered a little almost \$7,000 less than budgeted for 2019, that is for when we have to haul out of the downtown, to bring in trucks and loaders is \$10,000/time.

201-5100 moved funds from crack sealing. Mazur commented the amount for crack sealing is more than the previous years. We do not want to skimp on crack sealing. Comadoll noted Woodlawn is getting cracked. Rathge said we only did partial last year due to money, Woodlawn and Riverview are on this year's list if the budget is approved. Maassel asked if we'd be better off budgeting half the cost of street striping each year. Lulfs answered finance won't let us carry money over, the street striping this year was budgeted at \$110,000 and it cost us \$120,000, the cost has been going up.

204 Fund – gas tax money is in here. 700 ton of salt, that is also budgeted in the 200 account.

400-1700 Capital account for engineering, tools, have not bought my staff computers in a while we need to keep up with CAD. We will be putting up our own network and need to purchase a NAZ device, that was cut out, *as it was purchased in 2019.*

400-5100 Street Account

The small snow plow is gone, the tree account 57200 was reduced a little for next year, please don't make it permanent.

Curb and Streets-by city ordinance we will reimburse \$20/lf for curb.

Bialorucki asked if there is a way to get the information out to homeowners.

CWRAP program-we pay two-thirds of the cost up to \$2,500.

\$20,000 for alleys if they need to be fixed up. Siclair inquired if there is a schedule for alleys? Lulfs said we only address alleys when we get calls. There are too many to do every alley. Siclair asked about the Park Street alley between Riverview and Park, there are holes in the alley. Rathge said we just need a phone call.

Glenwood Waterline-No joke this is the number 1 or 2 worse waterline in the city.

GIS reduced the budget by 30% we are trying to do more in-house. With the amount of information being put in it is hard to keep up and still need some outside help. Plus we are still trying to learn the system. Once the address files are in we will make a public portal for access.

South Perry Resurfacing, this is the number ODOT told me to put in.

Oakwood Avenue we have to start the design next year, if we do a multi-phase contract it will take more than \$200,000 to do the design, soil borings, property acquisition and appraisals split. This will not be a pleasant experience but that road will not last. We will have several phases of the project or will have temporary access to roads.

Euclid Sanitary Sewer-we discovered the sewer is collapsing and to replace will be \$35,000, road repairs will be after.

American Road-Mazur said there is a \$150,000 grant funds from Ohio Jobs and Commerce, \$200,000 from TID and \$250,000 from 629 RGP funds both to be administered by MVPO. The Love's portion is not included in here since that will be handled by MVPO. We didn't put anything in here. You see \$1.85 million that is the remaining balance to get to the \$2 million. It will be about \$1.4 to \$1.5 million to establish a TIF District for the remaining balance of that project. We are working with MVPO to establish that and more than likely MVPO will administer that as well. We will run the project and they will handle the paperwork except for the \$150,000 which we

have to do. Bialorucki commented, you keep saying *when Love's*. Lulfs responded it's whatever works for them. Mazur said we have to keep moving with the design. We will meet with MVPO and bring something back to Council to establish the TIF district. Bialorucki asked who will talk to the businesses around American Road? Lulfs replied, Love's said they wanted to do that. Mazur added we will be reaching out as we will get the phone calls, not Loves. Lulfs noted the developer of that site questioned things required of them by ODOT. They are required to do a traffic study, we can only point to what we control as part of Engineering Rules. They do not want to do curb gutters and we are not deviating from that rule. They did receive a \$500,000 CDBG grant.

510-6210 - special services valve exercising reduced will do some ourselves.

Bialorucki noted the equipment is up quite a bit in 53520. Lulfs said the engineering software is paid for by engineering. Our CAD licenses are split three ways one-third engineering, one-third water and one-third sewer, since we are using to do water and sewer stuff too. Rathge noted their air compressor is the original one from 1980 and cannot find parts to repair, it is time to update.

511-6210 old waterline account \$5,000 to adjust waterline boxes on South Perry. Mazur asked about the waterline going across the second river bridge. Comadoll stated let's keep it. Mazur said that's \$400,000 this year with an additional \$80,000 next year. Lulfs said the waterlines are 600' apart if the waterline gets built I would like to connect it. To bore you'd be pushing \$1 million. Lulfs informed Council ODOT now wants the money upfront on projects. Bialorucki said potentially this could be a waste of money if Malinta and other places on the south side ends up getting water from someplace else. Lulfs commented that depends on how you look at it. We have a waterline on St. Rt. 110 that goes out there quite a ways and is a dead end line. If you had a fire out there you are not going to get 200 gallons/minute out of that fire hydrant because it's dead-end. By looping it you would reinforce the system, does that benefit you depends on what you consider a benefit. We have a 45-year old river crossing out there on that 16". If something happens to that you have one river crossing, we used to have one on that end of town but it froze and broke and is gone. So, it's kinda replacing the one we had but putting it farther out and that would probably help our service to the Liberty Center line. Don't know if you are going to put this in and get your money back but it reinforces the system. Bialorucki added when we discussed it in the past we all pretty much agreed that it was important to do for all the reasons you just stated and that's why the money was set side in 2019. I'd hate to be looking back 25 years and say why didn't they put in a new line. So, what is your reasoning for cutting? Mazur responded balancing, is it a true necessity depends on how much you want to calculate the risk of losing a line that we don't have good records on. We had three connections across the river and now we are down to two. I understand that rates are important to everybody out there, still we have to make that last connection so \$500,000 total and when you factor that into rates what does that amount to, it's about 1%. Maassel said we just have to do it. We are talking about an opportunity that if we lose it we are never going to get to come back and do it again. It's for safety out there. The bridge is going to bring traffic. Traffic is going to bring development and 200 gallons/minute is going to hurt development out there. So you loop it in and put it together. Lulfs noted we have made some investment in this, we paid for the design. You cannot do the connection until the bridge is in so you are talking two to three years out, 600' of waterline we'd design in-house. Bialorucki asked Lulfs what he thinks is necessary. Lulfs replied, it should go, we will never get it this cheap. Comadoll responded it will be a smart move on our part. There is always the chance Campbells will want water.

Sewer-Operating Mazur noted the uniform costs will be added in.

520-6311 \$25,000 CWARD program, this is on a first come, first serve basis. You can only use once on a property.

Council decided LTCP Findings and Orders any project that we did and was on that list, got paid for out of sewer. Maassel commented makes it easy to go back and calculate how much we spent on LTCP.

Park Street – Phase IV have a \$275,000 grant; total project estimated at \$485,000.

Lynne Avenue – was cut to balance the budget, don't have any funding for this project we are still trying to find some funding.

Mazur explained why it was recommended to cut Lynne Avenue, being almost one million dollars would drop the 521 account down to \$500,000. This is a way not to dip into what we have saved up in reserve funds for projects. We do have a rather large wastewater treatment plant project coming up and I'm suggesting we do a rate review before we go through all this.

Oberhaus Interceptor- a few years back we replaced from Scott Street along Oberhaus Creek up to and across Woodlawn, that was Phase 1. Phase 2 will go from Woodlawn along the creek behind all the houses back to Woodlawn in those back yards. That interceptor in very poor condition. We have had some overflow issues out there because of the condition of that interceptor. Project estimate is \$400,000, we applied for a \$275,000 grant and I'm confident we will get funding.

VanHyning Pump Station planning to get funded through WPCLF the parent company of that funding, DEFA, will try to use for VanHyning. DEFA pays contractors direct so we don't have to budget and get reimbursed.

Sanitary Sewer Cleaning Program- we are on a ten-year cycle to clean all the sewers in town. Next year is year six. It's already been bid so we know what the number is.

Sanitary Sewer Emergency Repair started putting in \$100,000. The money is there just in case we have an emergency sewer problem and we can fix it.

Sanitary Sewer Lateral Emergency Repair-Council changed the Water/Sewer Rules three to four years ago so that homeowners no longer own sewer laterals to the main that individual ownership stops at the right-of-way.

Annual Seasonal Cleanup-Rathge commented we can't make it any cheaper than the way we are doing it.

Lulfs noted the mosquito stuff is expensive four barrels cost \$48,000.

Mazur said from last year we added another MSWII to operations.

Garage Rotary Fund-Mazur said a couple of cuts were made to try to balance.

Law Director
Billy Harmon
11:25 am – 11:34 am

The salary numbers are different from what I submitted. I previously submitted getting Tammy's salary appropriate to her skill and education, the rate in front of you is \$26 something and that is not correct. It will be higher. Mazur explained we put in 2% for non-bargaining and anything additional goes in as an additional request.

Evans Collection Matrix is a discovery process that has a one-time fee. The numbers are higher in subscriptions due to the West Law subscription that is for legal research I use and had been getting through the Henry County Bar. About this time last year, the person that was to renew the subscription to West Law let it lapse. There was a six-week period where all area attorneys did not have this research tool. I cannot let it happen, so I want to get the subscription through the City so I can do my job. Siclair asked about subscriptions being so much higher for 2020. Harmon said that is from the \$6,000 one-time fee on the matrix subscription in investigation expenses. Westlaw subscription research tool is separate from the matrix. Durham asked how much did we contribute previously. Harmon replied the bar association paid for it. We did not contribute anything but all lawyers were without the research tool for six to eight weeks.

IT
Justin Mullins
11:40 am – 11:51 am

2019 Achievements

The network was re-engineered. It was a tangled mess, everything was reconfigured and done in house except for the phones. Disaster recovery implementation is important for document retention. Cameras at Police Department are currently in use as of this week.

Human Resources
Lanie Lambert
11:52 am – 12:02 pm

We need to do additional training to get familiar with product records retention for footage will change.

2020 Goals

Establish long term capital replacement plan.

Reduction in the budget as we no longer have a contract with NCTV through schools.

Mullins added we are currently with Perry Pro Tech on printers we do have some smaller ones that may need to be replaced. *Baer commented you guys have done a great job and put in a lot of time.* Maassel noted there are touchups that need to be done on the website before revitalize, looks like we don't pay any attention to it. Mullins stated the website is not optimized. Mazur said that is difficult to manage with the hosting we have right now. Mullins said we are handling a lot of notifications that go out on Facebook. We are looking at establishing Instagram. We have a Twitter page. Capital fund-servers are the big piece. Mullins noted we still have some from 2005 that are nearing the end of their life. Siclair asked what was the city hall camera upgrade. Mullins replied there were ones we had that were out-of-date and we could do a new setup. Mazur noted what we have works.

Additional Request for CIP goes with long term cap replacement program establish maintenance plan to have funds available for those types of breakdowns.

Highlights from 2019, we had fourteen new hires and twenty-eight were part-time seasonal. That fourteen number is deceptive as we had a couple of MSW II's that did not last. Terminations/Resignations/Retirements we had nine full-time and eleven part-time. Workplace injuries we had seven. Wellness Preventive Care we are up to 124 out of 158 and have met our mark to get the rebate. Maassel asked about the workplace injuries. Lambert replied they were true accidents. I don't know if there was anything we could have done to prevent them. We are still following safety protocols and wearing the correct equipment. Haase asked about the spousal response on the wellness. Lambert said percentage wise spousal has more done than the employees. Employee Relations-we had a golf outing and did a yearly employee lunch, the United Way Campaign went well. There was a flu shot clinic and we just wrapped up Water You Drinking challenge. We switched our firms for outside labor relations from Clemans and Nelson to Fishel, Downey, Albrecht & Riepenhoff. We do training at staff meetings once a month and will do CPR and sexual harassment training this year. Maassel asked of the eight employees listed as eligible to retire how many do you anticipate retiring? Lambert said for sure we know of two maybe three, Mazur added maybe four, of the two we know of the calculated payout is \$8,900. O'Boyle said there are four payouts throughout the budget for four people. I think the amount was \$11,000 *for those two*. There is four of eight budgeted for. Training budget asked for \$500 more as I'm trying to find ways to provide training to Department Heads. Services and consultation fees increased in 2019 since we were doing all three contracts, that has been reduced back for 2020. Legal advertising was reduced by \$1,500 since have low turnover, even with retirements we won't need all that. Maassel noted low turnover is so key. We don't have to worry about sending for training. It's hard to maintain, enjoy it while have it.

Lunch
12:02 pm–12:33 pm

Lunch

**Parks, Rec,
Cemeteries**
Tony Cotter
12:34 pm – 1:09 pm

The biggest goal for 2019 was the successful passage of the property tax levy to build a new aquatic center.

Ritter Park we added a nice patio on the back side.

Oakwood Park the batting cage facility was finished up. The batting cage is used by all programs for warming up. A new barn was put up for storage.

With the new aquatic facility, a new accounting/management system is necessary. We have been using EZ facility and will be moving to RecDesk. RecDesk is a program that will provide the opportunity for folks to register online for all programs and facilities. RecDesk will be used at the golf course too. We are currently paying \$3,800 for the program we are using now. The new software will cost \$3,900 and we will be getting a lot more features. Once people are signed up as member they can sign in with their user name and password.

2020 Goals and Objectives

We will move forward with the construction of the aquatic center. Plans and specs are done for the demolition. We will come in front of you a week from Monday. The demolition will more than likely be done in December or January. We have been meeting with the engineering consultants weekly sometime twice a week and are moving along, we will meet with the Pool Commission on November 18th. Baer asked if the construction phase will be started in May or June? Cotter said it our hope to get plans and specs to you in February. Hopefully construction can start when the weather breaks. If the contractor can get in there in May and all goes well, we should be able to have a pool in place by the end of summer. The existing clubhouse will stay in operation next season.

The goal is to have RecDesk implemented on January 1st. RecDesk will be shut off on December 1st, we don't want someone to be sitting at their laptop at 12:01 am and someone is standing out front early in the morning only to find out the date they wanted is taken. Mazur noted he met with Rotary President Steve Small regarding doing a volunteer project at Ritter Park to paint and prepare the stone fascia walls.

Sicclair asked if the Glenwood Project takes place next summer will that keep us from holding the Triathlon in that park? Cotter said he didn't know what the timing of rebuilding Glenwood would be, obviously will have to go to the high school for swimming.

Cemeteries are higher, Tracy Ekstrand our maintenance foreman announced he will retire in February. I've added in a line item to cover expenses for payout.

We have to add \$5,000 into professional services account to cover any indigent burials we may have. This year we had one. There was a year we had five.

Comadoll noted you have in here uniforms what about outerwear? Cotter said that is under the same account 548.

4200 Golf

Maintenance is predicated on weather. This year was wet there was not a lot of turf loss. I did add extra money in the seasonal labor account with the constant mowing we had. I added extra money for seeds and chemicals. The weather is the predictor in chemical applications. Capital-we have coming out of Rec Fund is golf cart equipment. We are proposing to buy three golf carts difference will be we are adding to our fleet. We are in a position we need more golf carts. We are getting less private carts. There have been times we were out of golf carts. We had outings where we don't have enough golf carts, which is not a good situation. We should have 36 golf carts and right now we are at 24.

4300 Swimming Pool – plugged in money we may or may not use. Don't know if we will need things like electricity, water usage if have to fill the pool at the end of construction. Instead of zeroing everything out we wanted to make sure there was some money in there. I did the same with chemicals, I want to have something on hand. There is no operating capital improvements at the pool.

4400 Parks - In 2019 it never dried up, generally we have a two to three-week period where we don't have to mow and that never happened. We were over on our seasonal salary that is probably the most we've ever mowed.

**Wastewater
Treatment
Dave Pike
1:10 pm – 1:27 pm**

Adjusted the electric cost from rate standpoint. There was a small increase from 2019 to 2020 operating materials and supplies \$5,000 to cover any added costs. Added more money into fireworks display.

There is a request in CIP. We are planning on taking out of the Rec Fund a utility vehicle that is used to prep our baseball fields. The current one we have is 15 years old and needs to be replaced. Field equipment-windcreens, netting to put on baseball diamonds. We put a new patio in on the back of Ritter Park. The windows are plexiglass and we want to reside and fix the back side up-\$5,000. Northwest area of Oakwood Park we want to put lighting in. Comadoll inquired about the roof on the handicap shelter. Cotter said normally I get recommendations from Tom he hasn't said anything. Comadoll noted, personally I'd do that with steel and be done with it.

Capital

4200 asking for lump sum amount \$24,000 for turf maintenance equipment (this year a new greens mower and new leaf vacuum). We have discovered we can get more if we go out and look for used equipment or equipment just off of lease. The last time we did this we got a 2-year old fairway mower for a couple of thousand less than what was budgeted.

4400 – we were going to ask for \$30,000 for a pickup truck. Mazur said he asked the garage to evaluate if we need to replace and think we can squeak out another year. Cotter noted it will need some work done on it.

The 2000 dump truck we are sinking a lot of money into parts and they are hard to find. Cemetery staff is asking for \$70,000 to purchase a small dump truck that would be cycled out at Operations Department.

Additional Request-Part-time Seasonal Maintenance Worker, approximately 650 hours at \$12/hour, total request \$9,200.

The biggest changes are in capital.

We have no choice on water bills, that has increased due to volume of solids we have to deal with, our presses run a lot right now.

Chemicals—due to WTP solids that we have to deal with now we've doubled the polymer chemicals to press the solids. Instead of four totes, we are at nine (54200). That was up quite a bit based on the increased cost of alum this year. We are pushing 600 dry tons a year with the increase from the Water Treatment Plant. Maassel asked how much was it before. Pike replied about 350-400 tons. Sludge disposal is a huge cost right now since everything has to go to the landfill and probably will in 2020. Maassel asked you can't do ground application anymore. Pike said not currently it does not meet EPA standards. We are considering contracting for roll-off containers most of the cost is landfilling. We have done some calculations. To keep up with solids we would need 60 roll-off containers and the rest would continue to dry. Just for roll-offs is \$15,000 landfill charges are unknown as that is all based on weight. If we can dry the rest, we would have about a \$10,000 bill for trucking. We may not have to go out to bid on this. The standard cost for trucking is \$180/load at \$100/hour. At a quandary to bid dumpsters out or not. Mazur said this could be put on the council agenda as discussion/action whether to go out for bid or it could go to the Water/Sewer Committee, we will need more data.

Undefined Contingencies-if one of our pumps is down and have to replace it that cost would be \$45,000. Mazur said this is a necessity hopefully will be done in rehab. EPA undefined contingencies, there is a requirement to have an asset management plan in budgets as cities are waiting too long to repair and rehab WTP and WWTP. The EPA put in a rule to prevent catastrophic type events. Pike said the target is \$100,000 to keep on hand for emergency expenses. Mazur said that is because it is an old facility with old equipment. West Lift Station control upgrade has to do with Haley Street SSO. We plan to have little bit of gallonages when active to go in the lift station will maximize the controls without upsizing anything.

Water Treatment

Jeff Weiss

1:38 pm – 2:13 pm

Mazur said things will probably go to Water/Sewer Committee at some time to fine tune the plant right. The \$4 million is not coming directly out of the sewer fund it is part of financing we've talked about moving. Essentially there are three things:

Cleaning digesters (phase 1A)

Replacing sledge presses to screw presses more efficient and better drying time (phase 1B). General rehab of old facility, not including grip facility that will be part of headworks (part c). All lift stations are on fiber except hospital, been doing updating.

Goals Achieved for 2019

Optimized Chemical Dosages with New Plant Processes-focused on better chemicals needed throughout the year. We are real close to spending what we did last year and saved quite a bit.

Properly Learned Cleaning Process for NF/RO Membranes-we targeted what we needed and were able to get our own learning process. We wrote our own procedures instead of hiring Higgins. It costs \$5,800/day to have them on sight to clean. We have four skids and it takes two weeks.

Reinstalled Cathodic Protection into Newly Painted Water Tower on Vocke Street.

Rebuilt Wauseon Pump-in January/February. Haase asked if the waterline is in good shape. Weiss replied from what we know there are not a lot of leaks and breaks. We send over two million gallons to them.

We hosted an Open House for the Public as well as the Northwest OAWA District Fall meeting.

We cleaned the Sludge Lagoons of Remaining Lime Sludge and Project Residuals. This was the final time for lime sludge whatever we put in now will have to be landfilled.

2020 Goals

To continue to Optimize Efficiency in the three big utilities (chemicals, electricity and gas). We now have sixteen new pumps compared to two we had before.

We implemented an Asset Management Program for our Public Water System. This is a big target on us. It will be a violation as of November 1st if we do not to have one started, ours has been started.

Work on water loss in the public water system, some months are high some are low, it is confusing why the difference. Three million gallons going to six million is a big difference. Haase asked about the membranes the actual life is projected at five years. Weiss replied that is what we are hoping for. The ROs are running perfectly fine, the Nanos are having to be cleaned significantly more than projected.

Mazur said electric is the difficult one when optimizing the plant as it is based on how many solids we are producing. There is a lot more electric and less chemical cost. So we are not seeing an overall decrease in operating cost. We have added a whole other building and process that is electric. Weiss stated there are still a lot of unknowns figuring that part out. \$24,000 covers 20% of sewer discharge. Mazur added last year we started at 10% eventually we will get to \$150,000. Every year we will be adding \$12,000. Another big one is the service fees/professional services, originally we put in \$200,000 to have one lagoon pressed out but since that cannot be land applied anymore we have discussed internally just going to the Wastewater Treatment Plant.

520 Maintenance equipment laboratory testing requirements we have certain bench tests that need to be sent in quarterly to certify match calibration.

Contract maintenance we put a little in just in case something happens and we cannot figure it out.

UV and coupler sensors will be replaced next year.

56900 Undefined Contingences Emergency Fund upping to \$30,000 instead of \$15,000 due to cost of equipment if something needs to be replaced.

Machinery and Equipment-We are requesting some sort of smaller vehicle to get around the plant, Mazur said right now they are using a golf cart. Weiss added the bulk water

Electric Department
Greg Kuhlman
Mike Dietrich
2:14 pm – 2:43 pm

station is a drive through and we need something we can plow with. We don't like having to call Operations. Comadoll noted Parks and Rec has a 450 dump truck with a brand new plow that is just sitting there. Mazur said they need something when they are hauling tools back and forth. Weiss added we are using a golf cart handed down to us from the WWTP. A big dump truck cannot get into the west drive. The high service existing pump motor does not work and was not part of the project, want to get it repaired so is useful. The service tanks are the originals from 1992 and are well used. We are looking to get a new motor and send one to get completely rebuilt. We don't have any spare motors at the intake.

Roof repairs at the intake there was nothing in the project.

Last year, Hoover had asked for money to put up an outbuilding for mowers. I talked to Lulfs and he got a few quotes and suggestions. The cost was close to \$30,000. Currently we have to park the mower in the carbon room. It's not feasible to build a roll off shed when you have a new plant. Mires asked how big of a building will you get for that price. Weiss replied we are looking at a 20'x24' with a foundation. Comadoll said you can get an Amish Shed from Herron's. Weiss said they did look at one it was \$13,000 and just sits on skids.

Chemicals costs are out of our control they just keep going up.

Mazur stated in 2019 we applied for the APPA R3 designation. This is the first year we were comfortable to apply for the R3 designation. The downtown street lighting painting project has been completed.

Kuhlman noted new projects the electric department has been working on include Trail Drive, the new Senior Center project on Raymond and Clairmont Avenue. Mazur said the department's big goal for 2020 is how to attack and move forward with work needed at our substations. That cost will be a direct impact to rate payers when you are talking \$9.2 million of upgrades over a ten year period. This will be a standing item for the Electric Committee as we navigate our way through and will see if there is any opportunity to work with AMP Transmission.

The LED Street Project is finished up after four years and the street light costs are dropping significantly.

Who is going to APPA Rally next year; Joe, Mayor, Lori and City Manager.

Napoleon's AMP Board seat is up in 2020. I will be drumming up proxy votes for the AMP conference in late September. The vote will take place on Tuesday.

500-6110-53300-put in \$40,000 to have John Courtney do a rate study. Maassel asked if this is a three year thing? Mazur said three or five years. Baer asked if additional lighting will be going up on the extension on Trail Drive and Raymond Street. Dietrich replied Clairmont will have eight or nine LED's and Raymond Street will have the lights like you see around town.

We are in the process of turning over meters right now. Mazur said we looked at doing with AMP if we want AMIs we now have AMR. The AMI system allows utilities to read the meter real time and can do turn-offs and turn-ons remotely. We have to weigh out the expense of adding this feature, water change outs are meter reads and can be changed to AMI's easily.

Mini-excavator a small backyard digger, there are situations we need something small to get into backyards. Maassel asked, doesn't Ops have one? Kuhlman said they do but is too big it isn't one we can get into backyards.

Substation Utility Truck \$80,000.

Mazur said he removed substation engineering. If we do need the \$235,000 we can encumber for the unencumbered balance later. Right now it is too early to put that in the budget. *Baer commented, it is good we are able to provide Mutual Aid to other areas. It is good PR for Napoleon. Maassel asked, what high dollar items are at the Service Building? If a tornado comes through Napoleon and hits here, what is our*

contingency? If inventory gets taken out, are we on the phone begging for help?
Kuhlman answered we are pretty much at the mercy of Mother Nature.

2:44 pm – 2:52 pm
Break

Break.

City Manager
2:53 pm – 3:20 pm

Mazur stated in looking at the summary sheet, the biggest change on the personnel side is the move of Clerk of Council from Finance. A few miscellaneous items were added that pertain to that position.

Next year we will likely apply for a grant for Safe Routes to School as part of the Clairmont deal to help pedestrians around the school campus with sidewalks, walking paths and street light improvements.

A big jump in CIP was we put in the \$50,000 for Napoleon Area Schools Campus Agreement. They are going to rebuild Clairmont Avenue. 2020, 2021 and 2022 will have \$50,000 in each year with an evaluation being done on the last year to see if all the milestones were met.

City Facility Preliminary Engineering-utilization of riverfront and what to do with our facilities. The Police Department building has done a good job making it work; but, that building was not built for a Police Department. It was to be a temporary solution in 1980. Chief Mack noted we have a room where technology is mixed with evidence. There is the cost of repairs, we are out of space we have seven officers to a desk. Siclair asked why wasn't there a plan in 1980? Chief Mack answered it is my understanding the Fire Department was condemned and became the priority. Haase added the hospital uptown moved out and it was considered putting the Police Department in the old hospital. When they checked it out you could not remove any of the walls so they tore it down and put a video store there. Chief Mack said there are significant safety issues especially being right across the area from the park. Our goal is to evaluate the Police and Fire Department facilities and go from there, at least to have a plan in place. Maassel said we have to get started sometime we might as well get started now. Mazur said the preliminary engineering is a conceptual evaluation of each site with the pros and cons. Baer asked if they are looking at combining the two departments? Mazur said that is an option. Chief Mack said it makes sense for Chief O'Brien and I to be together and share resources, having two departments under one roof will get maximum effect of money savings. Siclair asked how long would this take. Mazur said it would be at the end of 2020. Chief Mack said we want to have something to look at next budget cycle. Henry County Transportation Bus should probably be an additional request, right now it is in the budget as an add-on Maassel said we all agreed that was to go in. Siclair added it would be contingent on them being awarded.

Computer mine redeployed to Clerk of Council. Surface pro deployed to Code Enforcement Officer.

100-1900. Fireworks \$11,000 out of the Parks and Rec Fund remainder comes out of the 100-1900 account.

Janitorial services. We are looking at a new contract.

53700– \$25,000 have to add something for insurance bonding for myself, O'Boyle and Peddicord. Mires asked why was that \$40,000 in 2018? O'Boyle said she will look into that. Mazur said it is possible payment was made in 2018 for 2019 and covered two years paid at same time.

Additional Request is a one-time expense for the Chamber Visitor Widget Ap, they requested \$1500 and reduced to \$750.

Finance Department
3:21 pm – 3:50 pm

100-1500 moved Clerk of Council to the City Manager's budget. Moved advertising and training for that position to the 1300 budget.

100-1520. A big expense is postage for utility bills that go out. Mires noted there is a lot of delinquent notices on postage. O'Boyle replied there are a lot of people that are delinquent.

170-1510 Income Tax Fund increased for health of one employee who changed plans. Postage went up a little but is in-line with 2019 budget amount.

Transfer Account projected \$4.39 million dollars-takes off administrative costs which is the staff and the operating cost and takes off the refund and then it is splitting for 2019 the 62%/38% allocation it backs out the recreation fund .2% before the split. For the 2020 projected the estimate is \$4,215,000 backing off the recreation amount of \$562,000, it's backing off the proposed administrative cost and the refund. This split is showing the 65%/35%, \$2.145 for the General Fund and \$1.155 million to the Capital Fund. Maassel asked if it was still the old 62%/38% what would the numbers be? O'Boyle said I think this was with the lower income tax prediction the \$4.161 million so that's what would have been the \$2.17 million.

Additional Request- to move Heather from Account Clerk 1 to Account Clerk 2. She has been here a couple of years. She has learned all the aspects and this would allow her to be able to do additional duties and to help out Shannon. Right now her job description has other duties as assigned but Account Clerk 2 has the ability to perform more tasks. She would then be the same as the utility side Account Clerk 2. That increase would be in March if you guys allow it, that is when her review comes due so the cost for 2020 would be \$4,400 including fringes.

Non-Department Funds

130-Economic Development. CIC allocation. Proposed \$37,400 restores to 2018 level. Unclaimed Fund. Is money when people have written a check and have not cashed it. We have to keep in coffers for five years. The balance is transferred to the General Fund. It is a really small amount.

Kilowatt Hour Tax. This is a shared expense for this fund. This is the money that goes back to pay for the reimbursement of the utilities. The balance is transferred to the General Fund. JAC Products has a three year agreement. This is a pass through and does not cost us anything. Mazur noted their load is not nearly what they projected it to be. The load is still growing. It is not nearly as much as we thought. kWh tax we really have to pay attention to. Especially at the state level. Sometimes there are legislators and legislation that tries to take this away from cities. Right now everybody in the State of Ohio pays kWh tax on their electric bills. We collect that as our own municipal electric. We get to keep that and move it into our General Fund except for the areas outside of the city limits. We collect those and pay back to the state.

195 Law Library Fund. From Highway Patrol fines. Half goes to the County Law Library and half goes to the General Fund.

Fund 240 is the Hotel/Motel Tax. We are projecting \$50,000 for the Chamber and \$50,000 for the General Fund. Depending on how it comes in. It is split half and half. Maassel noted half and half is by state statute.

Fund 261 CDBG. Is for the CHIP Program and Community Development Block Grant. Administration for Maumee Valley Planning Organization. Budgeted at \$60,000. Is only used if needed.

Fund 290. Police Pension Fund. Part of the levy that helps offset the amount that we pay for the General Fund for the Police.

Fund 291. Is for the Fire Pension Fund.

Fund 295. Section 125. Had to ask for supplemental. Going forth in 2020, will receipt payments that is taken out of employee's paychecks and will show expenses that goes to Wage Works.

Fund 300. General Fund Retirement Fund. Goes for Northcrest, St. Rt. 424 and Melody Lane. Also for the note issue when you did the Water Treatment Plant and that premium has to be used for debt payment off the interest payment for 2020.

Fund 310. Is for interest payments for 2000 bond issue for *Main*, Welsted and Vine and Palmer Ditch. If someone pays for Ohio Rotary *we would need to do a supplemental*. We had a supplemental this year. We just had some *more* property sell. \$17,000 will come back to you guys. Or, we can do under \$25,000 that the City Manager and I can sign off.

400 CIP. Finance not requesting anything.

400-9900. Transfer of debt payments for Northcrest, St. Rt. 424 and Melody Lane. Our percent of the fire. The amount for 2020 is \$105,000. City pays 80%, with 64% coming from this fund. 36% comes from the 210 Fund.

500.1520 Electric Revenue Fund. Machinery and Equipment. This to upgrade two computers in Utilities. The computers are old and IT recommends replacing them.

500.6111 Purchased Power. Chart shows January through October. Average of ten months is about \$1.1 million. Average of last three months is \$1.130 million. This is just an appropriation. We want to make sure have enough so don't have to come back for supplemental. \$14.2 million gives us a little bit of cushion. Mazur noted that is what is was a couple of years ago. With load growth, Loves, JAC Products is ramping up and still ramping up, new construction we are seeing. With all stuff coming onto our lines, we are expecting to see more load growth. Overall, we are seeing less usage. If you look at 500 and 503 Funds they are still healthy. Anything don't spend out of purchase power will roll back into one of these funds. O'Boyle said it goes back into the 500 Fund. Mazur continued, as part of our Rate Study, want to make sure we factor in keeping our reserve balance at a certain amount as a part of our rates.

500.9800 Reimbursable Account. This represents the proposed budget and allocations. This also includes the change Mazur talked about of IT to 20% instead of 15%.

9900. Transfer from Electric Fund to kWh Fund.

510.9800 15% IT.

9900 Transfers to 511, 512, 513 and 519 for the debt payments.

Fund 512. Water Debt Reserve Fund. This is for the principal payments for the 2004 bond for the Wauseon Raw Waterline.

Fund 513. OWDA Bond Retirement Fund. This is for the principal and interest payment for the 2005 bond for the North Pointe waterline.

519 Fund. Water Plant Renovations. This has some bond counsel and issuance fees as we have to roll the note. Has the principal for the amount remaining on the Note and the projected payment. This is where the \$400,000 comes out and will be added for the \$13 million dollar issuance from the water plant renovations.

520.9800 and 9900. Reimbursable from the 2009 ordinance and the transfers for the debt 523, 521 and 522.

Fund 522. Is for the principal payment for Woodlawn Avenue and principal and interest payment for the EQ Basin.

Fund 523. OWDA Retirement Fund. This is for the principal and interest payment for North Pointe and the East Maumee sewer projects.

532 Fund. Williams Pumping Station. The state will pay the contractor. The revenue is not coming through our books.

560. Sanitation 9800 and 9900 shows their portion of reimbursables and transfer to sanitation department.

600 Account. Garage. We are projecting a little more than 2019. Will make sure we are billing so the fund is less reliant on the General Fund.

Maassel asked as computers get handed down can I get one, would it be possible that I can get a laptop? Is it possible to come up with a certificate I can give to people? Not a proclamation, a nice Certificate of Thanks showing recognition for their years of service. Mazur noted that is good promotional stuff for the City, we have to do that. Siclair asked what about awards for best improvement of business exteriors. Maassel said that would be neat to do something like that during the holiday season with the holiday displays.

Mazur noted we did add funds in the City Manager budget to spruce up the front lobby.

Motion: Maassel Second: Comadoll
to adjourn the Finance and Budget Committee meeting at 4:07 pm.

Nay-

Joseph D. Bialorucki-Chair

Joseph D. Bialorucki-Chair

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

Saturday, November 09, 2019 at 8:00 am

PRESENT

Finance & Budget Comm
Councilmembers

Mayor
City Manager
Finance Director
Clerk of Council
City Staff

Others

ABSENT

Call to Order

**Police Department
Chief Mack**

Joseph D. Bialorucki-Chair, Jeff Comadoll, Ken Haase, Jason Maassel
Joseph D. Bialorucki-Council President, Daniel L. Baer-Council President Pro-Tem, Jeff Comadoll, Jeff Mires, Lori Siclair, Ken Haase
Jason P. Maassel
Joel L. Mazur
Kelly O'Boyle
Roxanne Dietrich
Police Chief Mack
Fire Chief O'Brien

Council President Bialorucki called the Special Council meeting to order at 8:00 am.

Goal Summaries from 2019

Added two new bike officers outfitted, one additional bike
Cameras were installed in six cruisers it is a process to get them working.
New radios that you have been hearing about for two years are very close at least to be installed.
We hired four officers and one dispatcher we may have one more dispatcher to replace.
Promoted one Sergeant, added a K9 Unit and appointed a School Resource Officer (SRO)
We were able to negotiate a union contract in two days.
In-house Goals-to find savings from energy and fuel to office supplies.

2020 Goals

Restart the DARE program now that we have an SRO in position.
Code Enforcement to enhance the effectiveness of his ability to handle more calls faster by getting technology to him. We hit the 300 mark this year.
Yesterday we talked about the site analysis for our building.

Travel and Training 52000

Contractual obligations-five dispatchers are mandated to train eight hours/year. There is a section in the contract where officers can submit to City Manager for \$1,500 reimbursement for training.
9-1-1 medical dispatching comes out of this account.

Memberships and Dues 52010

Owens Community College Consortium Annual Membership-it's a straight forward payment of \$400 and anyone can go to Owens for training. This has been used a lot, We have had guys that went on their own time and through us and we just had to pay for a meal.

Bialorucki asked about the cuts in Travel and Training, how did you come up with those? Mazur replied prior years were at \$10,000. In the beginning we talked about revenue vs. expenditures and *how we have to live within our means* why we mentioned Police and Fire are the most important, are direct from General Fund, tried to get down to 2017 and 2018 actuals. Bialorucki if cut and something happens, how would that work? Mazur said we'd do a request for a budget adjustment. That is why we have the

quarterly budget adjustments or we can move prior to quarterly budget adjustment, as Kelly and I have the ability to make transfers if it is considered an emergency need.

Membership Dues-52010 - \$25,000 for MAN Unit, this is a flat rate plus salary to the drug unit that allows us to have an officer over there. What we could get in return is typically ten units. A few years ago in Fulton County there was a MAN unit up there helping out agencies at no cost it's part of the membership.

Electric 53110 - does include range and lights. Mazur noted same on this reduction, we are trying to get where we think it should be.

Utilities-Natural Gas 53111 – reduced from last year, we don't use unless we really need to.

Water Rates 53113 – a little reduction from typical budgeted amount to where we have been projecting last several years.

Utilities-Telephone 53114. New city phones were put in and are coming in a little higher than historically had not sure why. This account also includes data from the Verizon account. We have computers in the cruisers that run all the time. Our cameras are constantly uploading data. Three phones in our department are covered out of that account. Next year may be adding computer at end of year because of our fleet, depending on prices.

Service Contracts Communication 53200. No flexibility in there LEADS computer system is a flat charge from the state, IACP is a policy and procedure software we use, Accurit is for background checks, City MARCS radio and fees, we are still waiting to see what that looks like we were told \$40 since we are not live on Lucas County system, we have not received a bill to know how accurate that number is.

Software 53210. CMI records management system two pieces were added that added to our cost. The County switched CAD software and we were given a pay or discount notice. There is a maintenance cost to software and hardware. We have added software for the Fire Chief as soon as information is entered into CAD 98% of time the Fire Chief is getting a text before anything is radioed can do to shave down response call. Another big cost added is Lexipol, our policy manual had been done manually in house and was not updated since 2012. Lexipol keeps you up to speed and is a lifesaver with every changing rules. Bialorucki asked if these are estimates or what have to pay. Chief Mack replied these are contracts that we have. A new one is for camera software at \$3,096 it allows us to upload to the cloud and do discovery. In my budget the Retired Chief had flexibility in there, but that window keeps getting smaller and smaller. Bialorucki noted I am writing down next to each one that the City Manager cut that, sounds like there are ones that we are going to have to pay. I found some places from yesterday of other things that are not as important like this one. Put the \$4,000 back in and look at other departments, for something that is not as essential that we may be able to cut. Chief Mack said he would pull all those contracts for that number. Bialorucki stated we have time there will be three reads, don't need exact numbers today.

ICP was in my research budget hopefully we can get rid of that with the use of Lexipol that is a \$600 savings what have we replaced and what can we get rid of.

Service Contract Vehicle Towing 53230-This account is used for cars. This year it will have been used the most as we've have had an influx in the last month or two, it will be closer to \$650. This is something I don't control if we have a case and need to tow car. Comadoll asked if we can get a contract or do we have to do a rotation. Chief Mack replied we don't tow as much as we used to. It would be a challenge to contract this service due to the availability when you get into snow things. For stolen vehicle we don't charge the victim, pursues gets billed back our ordinance allows me to charge for storage too. We probably recoup \$1500-\$1800 that helps to keep the cost down.

Service Fees Professional 53300. Exams and treatment for persons in custody was added back in mine after conversation this had been in the HR budget and was determined to come back as historically has been in the 2100 account. National Testing Network (NTN) how we are doing testing now. This company does everything except physical fitness. Maassel asked is that why the actuals are way down? Chief Mack replied yes. The County pays for housing prisoners outside CCNO.

53510. Cleaning fleet, oil change and car repairs. Historically we have rotated vehicles every 60,000-70,000 miles, we have a lot of cars getting up in miles and we have also added to our fleet. Instead of passing down the vehicles we gave one to the SRO and another to the K9 Unit. Both are now getting driven eight hours a day, maintenance should be easier and go down since there is one person taking care of the car. Baer asked what is the total number of cars we have right now. Chief Mack replied we have seven marked cars. My car and the detective's is marked too. Maassel asked if that includes the code enforcement car. Chief Mack responded no just cars at PD. Bialorucki said I did not realize when you retired a vehicle that it is not safe for a police officer that it can be recycled in the city and did not realize the other department is not paying anything. The receiving department should pay the value of the vehicle. The way it looks now you are paying for all, using it and passing it on is that something we can we look at that. Mazur noted assets are typically managed by the Finance Department, everything has a number or tag on it for inventory, especially vehicles. O'Boyle said if it is a department outside the General Fund it can make sense to charge them. If it is a General Fund where the vehicle comes from then it would be just charging the General Fund. Mazur said there is a trade-in value. There are a lot of vehicles on govdeals. They typically don't get a high value because of the wear and tear that goes on and the type of miles put on them. Some stay on for a long time and sell really cheap. Bialorucki noted \$5,000 would help in the bigger scheme of things. The next time something comes up, we should talk about the value and if can transfer the amount. Comadoll cited we have too many vehicles in the city right now, no more personnel than we had. We need to do a physical inventory of what is actually necessary. Mazur said that goes by department what is needed, the Chief re-purposed three vehicles instead of passing them down. Comadoll asked about the vehicles out at the shop that just sit there. Why aren't we selling those vehicles, can they be driven? If you go out to Ops there are quite a few vehicles sitting outside. If they are not worthy enough to be driven on the road, why do we still have them. Mazur said some are kept as backups in case of a breakdown, like garbage truck. Comadoll noted if there are vehicles here why do we have more of every month paying mileage. Mazur said we are trying to cut down on that. Fire has a transport vehicle and Finance is cutting down. We'd have to look at case-by-case to see if vehicles are available, the city fleet it is an aging fleet. Chief Mack said historically we've been at four and three we are okay with cutting to two. A couple of years ago an audit was done and we were under the benchmark for amount of cars we have. Some agencies have one officer driving a car where we have three or four officers driving one car. Yes, we have cars running up on mileage but they are still under the national mileage benchmark. In 2020 we will have cars coming up. One is the SRO car and the second is mine where one person is driving a car and trying to spread out and manage the miles. Bialorucki asked if the national average included the sheriff. Chief Mack said from what I understand it was a national evaluation of fleets. I would say would include state patrol too. Maassel noted that audit was done seven years ago, it may be a good idea to take another look, not sure what we will find.

Contract Maintenance Equipment 53520. Copy machine costs have gone up color copies are the most expensive. We took some action hoping to get the cost down. Now color copies need password so everything is not being copied in color. Bialorucki asked you are able to live with the \$4000 cut. Chief Mack replied we have projected \$7,000 should be okay.

Maintenance for Telephone and radios 53530. Mazur said this is a reduction due to having new radios and with the old VHF system having a lot of spares. We are keeping the old system as the court security and city building security goes over the VHF system that will stay up. Everybody has brand new portables. City operations still on this band. Keep small band rest will rotate to Operations. Bialorucki noted this will be the same as for cars if you paid for these. When you are comfortable with new 700 system and if you sell some radios if going to transfer to Operations has to come out of Operations Fund to cover.

Computers 53540. Computers are repaired as needed. Mazur said we want to utilize Dustin and Justin more on some of the repairs needed and not necessarily rely on throwing out and replace. We have to be more creative in how we manage our IT system. Some of the equipment software is not supportive anymore and cannot be used. We are seeing this with cell phones city-wide, we are getting into everyone having a cell phone. They are making people buy new ones, turns into an expense.

53610 General Contract Maintenance Account. We need to call someone when the sewer line gets plugged up, usually happens once a year. Pest control comes out of here.

53620 Contract Janitorial. Increased 5%. Working with Joel we are hoping to add window cleaning and carpet and floor cleaning.

Printing Business Cards 53800. We have been using more than usual with the turnover of officers.

54100 Office Supplies. Paper is the biggest cost and ink. In trying to get back to my goal, Amazon has had significant change in pricing there.

54230 Gasoline & Diesel Fuels. Fuel is a volatile budget right now. Comadoll asked do we pay fuel tax or are we exempt? Mazur said we will have to check on that. Chief Mack stated 95% of our fuel we get in bulk at the Fire Department that helps with our pricing. There were some cuts in a couple of my budgets as 2101 and 2102 has money in those accounts for that car.

54300 City Garage. Major repairs our goal is to keep these costs down we have not had significant repairs. Looking at eight cars in our fleet at \$1,000/car.

Mazur said we need TESLA Car. Maassel reminded him the theme of our Budget is to *Live Within our Means*, a TESLA Car does not live within our means.

Uniforms 54800. Is trending high as uniforms are getting pricier. Reimbursement they have to pay up front when purchase and reimbursement may not happen in same year. The turnover has killed my department in the last couple of years.

Chief Mack noted each Detective gets \$600, Officers gets \$300 and Dispatchers get \$100. Last year we had two extra officers in there for K9 and SRO those amounts got moved to 2101 and 2102.

Miscellaneous Costs 56000. Safety Community Policing-what we do throughout the summer and school there is a little money in the SRO, will not know true cost for SRO and K9 Unit until next year. Mazur asked if will be getting anything from ADAMhs Board for the DARE program. Chief Mack said he has not got stipulations if will get some money from ADAMhs Board.

2101-53380. Mazur said funds to abatement nuisance in the city are up to \$3,000 with majority reimbursed. We have to have an account to reimburse. When a property is declared a nuisance have to have a contract for someone go out and mow and charge back to the property owner. Sometimes we don't recover the cost but most of the time we do recoup the cost and has been effective helping us keep the city clean.

2101 54300 Fuel. Projecting \$1200 that has doubled since he was in code enforcement a whole year now have a baseline what that will cost. Another change starting July 1 adding money to his payroll another \$415. Bialorucki asked how things are going with code enforcement. Chief Mack replied we had over 403 complaints this year with only 33 charges. He has been able to get maybe a dozen abated. Code enforcement has a

lot of psychological pieces why not mowing or have trash there is a lot going on behind the scenes. Now Kevin recognizes repeat offenders and sees what is going on behind the scenes. Before it was ignored and not taken care of. No one wants to file charges. Bialorucki suggested maybe Kevin can go to schools or churches. Chief Mack said he has reached out to a couple of agencies and I know there are a couple of veterans in the City he has had helped. Bialorucki noted it is appreciated how he is working with people. Chief Mack said the goal is compliance.

2102 SRO and 2103 is K9 Unit.

Mazur noted we are doing transfers to 2102 and 2103 though they are coming out of 2100, will be the same accounts have in 2100 where saw cuts put money over here to get them going. Maassel questioned 2101.54500 concealable gun rack for school. Chief Mack replied the idea came from Defiance High School to convert a piece of furniture to a gun safe. If the school is okay with that we will move forward. It looks like a piece of furniture and will be a secured piece. Baer noted the car looks neat, like the Wildcat on the car.

400 CIP

The biggest one for me is cars. Historically we have two or three cars and would respectfully request two cars this year to get back on rotation. In 2021 we can potentially have five cars over the 90,000 mileage mark. \$96,800 is a big number. Last year Ford changed the body style of the police interceptor. Historically we have been able to recycle equipment from one car to another. Now we do not have that luxury this year most will have to be bought new. Safety and vehicle upgrades lights and sirens tend to wear out. Dealing with distracted driving rumble siren send out signal you feel audible tone big safety enhancement. Tasers are rotated every five years. We rotate two every year, entry team equipment might be needed throughout the year. Maassel noted the current cars have a box to put in back so all of their equipment is in there are they transferrable. Chief Mack responded we don't have that answer yet if they can be transferred. If they can be transferred they will be. Any piece of equipment that can fit will get transferred. The speed trailer no longer works that was bought by engineering a long time ago. Repair broken dispatch desk. To replace one now is \$21,000 main one broke just under \$8,000 to repair. Building and Improvements-locker room, main bathroom for all employees has not been updated forever they have really small lockers. Bialorucki commented it is sad to have to use that room the toilet itself being two different colors. Chief Mack added the water heater is in the electronics room. Bialorucki said that is why when I heard the WTP had \$30,000 for a shed to house a mower and a couple of other things and seeing that restroom/locker room it is hard for me to say you can have a shed I don't want to say let's put money into something you are going to replace, but how do we know when that will happen. Chief Mack said our office has been re-purposed many times and will continue to make good with what we have, things will need to be done to keep. The detectives' office furniture they are using I bought when I was the detective in 1990 from Sauders. The second desk was bought at a garage sale and brought in, it is time for a fresh look. Parking lot security came back from employees, having younger dispatchers and officers coming in at 3:00 am. Maybe repurposing the safety city area is an option to put stone in for the first year for an employee parking behind a gated fence. Lulfs told me that can be done in-house.

Additional Requests:

K9 Ballistic Vest – goal to get grant or donated \$1,500

Speed Enforcement Radar \$1,700

AED \$2,500

Rumbler Siren Upgrade \$400

AED for SRO \$2,300

Matrix Court Software \$3,750-Billy talked about this though would be significant increase will definitely improve our efficiency. There is annual fee of \$800 hoping affidavit maker software replacement can be washed.

Internet is a request from IT. They want to have a duplicate now that we are so reliant on the internet. They want a dedicated line to us that way if it gets severed, we don't lose any emergency response capabilities.

City ID Printing \$780 historically was run by IT when Dan was here. Now that is housed in my office. Mazur noted that should be in your main account. That should be in the normal budget, a maintenance item should not be an additional request. Mires asked the guy that was here two weeks and left what do you think is the reason? Is it money or what is it? Chief Mack replied if I put my union hat, money is an easy thing to blame. But, it really isn't. They get paid a decent wage for the area. Mazur said that has been looked at twice since I've been here and we are in line especially adding the "F" step bumps us up higher. Chief Mack noted what we are seeing is the same thing the Fire Chief is seeing transient employees. It is happening all over not just from Napoleon and with that comes family issues. The drive is too long and it is easy to find another spot right now in law enforcement. There are jobs. The market is competitive and there is a significant downturn in people wanting to be in law enforcement. The answer is outside of our grasp. Baer asked if there are any retirements. Chief Mack said I have a Lieutenant that plans on doing the drop. I'm at 24 years and in my world the mark is 25 years. All but two of my command officers can retire in the next 5 years. That is one of my primary drum pounding moments with the Sergeant, we need to develop leadership.

Maassel said on the national scale if you want to work there are jobs to be had. The economy slows people are more to look at civil service jobs. The other piece I see too is there are so many negative news stories that are negative on police officers that plays into it. Chief Mack and you are battling working shift at a factory versus working third shift on Christmas.

Recess

10:06 am – 10:17 am

Recess

Fire Department Chief O'Brien

Achievements from 2019

Emergency runs were up to 1,390 that is about 4.5 calls/day if the average keep pace we'll be at 1,692. Last year we had 1,509 calls.

Inspection program Chief Frey takes care of does a fantastic job. Our one central point is to increase PR in community. We do inspections with Wood County, I do plan reviews. We had 56 public education events serving over 2,000 people.

We did 11 CPR classes with 34 students, a few nursing facilities found out what we do and reached out to us. We can be more flexible.

2020 goals

April 1870 the Fire Department began so that puts us at 150 years. We want to focus on a 150-year celebration maybe in the Fall. Haase said we can do with Napoleon Fall Festival. Comadoll added that would be an ideal situation. Baer noted that is the first weekend after Labor Day.

Staffing woes are no different at the Fire Department.

Remount Medic 101 and 102 these ambulances are 16 years old. The cost is just shy of \$100,000 would be about \$190,000 to purchase. An ambulance remount you keep the same box and change and replace the wiring and HVAC unit and put it on a new chassis that is a tremendous savings of \$70,000 per medic unit.

Storm Sirens \$20,000/each. Walmart does not rotate at all. Buckeye is another problem. The one between Operations and the High School is hit or miss monthly.

There are a lot of red lines across my accounts. We will handle with whatever we can to try to control costs, understand we are under different circumstances how we do budgeting.

5200 Training & Education. Firefighters are required to have at least twelve hours of continuing education. There is nothing contractual as far as training. Contractual agreement needs to be done is fire inspector and have three members that have to go.

52010 Professional Memberships. Bialorucki expressed the knowledge you learn from going to these trainings and to save \$200 and miss out on relationships would not be worth it to cut them out.

53310 Electric. We have electric heaters all through the bay, we are trying to balance to get costs back down.

53114 - Phone data is up little from previous years, so far my phone bills are lower compared to CenturyLink.

53200 - Radio Service is what we pay out for the annual fee to the Henry County Commissioners. \$1,400 is for maintenance and used to work on sirens. If we can replace some of the sirens will not be looking at that. David Mohre does a lot of work for us. He is really the only one that knows how to work on these sirens and if we do get new ones he will be the one to install.

Mazur said employee physicals were bumped back as we have more part-timers and more annual physicals are required. Chief O'Brien explained each physical costs \$500 for the NAF52 physical. The cheapest we have found is at St Luke's and that is just below \$500. We have forty on our roster and firefighters are required by OSHA to have HAZMAT Mazur added anything medical related has the highest inflation.

ESO is our patient recording system. We are trying to balance. We put 80% in EMS calls and 20% in Fire calls. We put the 20% in the 100 account with the 80% going in the 210 account. Mazur confirmed okay to put the \$6,000 back in. Bialorucki answered yes.

53510 Vehicles Maintenance-we have been using the garage for annual service but, the garage does not have the emergency vehicle technician certification. That certification is required to work on our emergency vehicles. This account is used for Finley Fire.

Mazur stated you are seeing a lot of cuts and I explained the reason. We do not enjoy making cuts and told the Police Chief and Fire Chief we are cutting your budget \$40,000 since we are doing budgeting differently and living within our means.

53520 Equipment Maintenance-we received a grant from the BWC for the washing extractor machine as that equipment has to be washed every single time after use. With cancer being the big push is why we need to launder our equipment so often. If the equipment is extreme, we send it to Turnout Management for them to clean. Part-time individuals have driven the cost up. When we are paying \$2,500 for turnout gear, the equipment can be rented while they are in class.

53610 Building and Structures Maintenance-Parking Lot Resealing is done every other year.

54220 Fire Prevention Account- Asst. Chief Frey uses this account to purchase handouts, every kid that comes to the Fire Department wants a fire helmet. They are not cheap. We were able to partner with United Way on this. Inspection software is used to do public education and have 150-Year celebration. Mazur stated *this cut hurts*. Justin from IT thinks social media outreach is a greater and cheaper way to do promotional we have to look at priority.

54220 Fuel- it is hard to determine how much the trucks will run. Mazur noted this cut could be on the deep side. Chief O'Brien stated we get our fuel from Porters.

54300-Garage Rotary Charges-we do hire out a lot and we do our own too. We have employees that are good at radio installs or being able to fix equipment that saves on labor. We just need to buy the parts.

Mazur and I already talked about revenue for transport more emergency runs means less transports. The less NET is in service, the less revenues are down. The NET ties back

to personnel difficulties keeping staffing levels to provide services that is a big take away from 210.

Chief O'Brien said we want to take a look at if there is a better way to remodel or if we need to have a new facility. There is so much the Police and Fire Departments can utilize together. To have dispatch just down the hall will make a huge difference. After the budget was submitted, I received a message that the AED's throughout the City are no longer manufactured. Fulton County does a heart radio-thon and then the supply AED's to churches, etc. I have been talking to Dave Kleck how we can mirror something like that for Henry County. Senior Center called the AED's are \$1,000/each, we need to look at what the City is going to do for AED's.

242 Account- Radio payment to Commissioners we have a ten-year no interest loan and have not made a payment yet. It was budgeted last year but we are not on the system yet. \$16,000 to replace boots, fire hose. All hoses have to be annually tested. Remounts at \$125,000/each doing both as we use both as much. Our newest medic unit is our worst. I took Tony Kuhlman with me to Braun. The biggest change will be it goes from diesel to gas and we cannot fit the truck chassis in our station. The only option is to go to a V10 gas and Tony was okay with that. BWC grant for power cot. Medic 801 does not have power cot or power load in it our match is \$16,000 out of \$40,000 will do 802 then 801 grant coming thru will install when do remount at factory, we will get a loaner. \$25,000 turnout gear-now anyone that is hired in 2020 has to have new turnout gear. They cannot go through fire school without turnout gear. The only gear we have that is complaint is what we just bought. Maassel requested that the replacement schedule have on it when the item was purchased and potentially when it will be replaced. If you could start at 2020. That way we can put money aside and plan.

400 account

Dayroom and kitchen furniture upgrade. Recliners have been there since previous bridge. They are cloth and I cannot imagine how bad they are. I want something smaller that can be cleaned and disinfected. I have moved the Day Room upstairs I did not want the recliners to be a focal point.

Mazur said lastly we want to talk about staffing levels. The calls are going up and if you look at the statistics of Napoleon the median age since 2000 has went up from 36 to 40. We have more of a transient population and we are growing that means more calls. We are growing in senior type of housing. The other piece is the type of calls we get. The emergency type of calls is going up. Its year-to-year but all the calls are going up. Chief has in here to apply for a SAFER Grant, the SAFER Grant would pay for 75% of new hires/additional staff for the first two years, it pays 65% in the third year as long as the same rules apply. In the fourth year you pay 100%. It is a phased in approach to be able to get your staffing to the appropriate levels.

Four new firefighters at A Step is \$260,000 annually. Chief O'Brien explained the reason why I think we have such a turnover in the Fire Department is because of the workload. You go to bigger places they may have 6,000-7,000 calls a year but they are dividing that out by four stations. We are seeing 1,600 calls out of one station with two guys at nighttime. If we have staffing of four during the day we will put the transfer in service that helps Henry County Hospital. It helps the local citizens and it gives us some revenue. We saw about \$100,000 in the first couple of years. This year we will be lucky to hit \$35,000 and the reason for that is not because there are not any calls. It's because we do not have Staff to do this service. Data in Napoleon tells us our local first responder coming from home only answers 32 calls a year out of 1600 that is 2% of the calls. What it says is because they are both working, they have young kids. They are running to sporting things what it says is the volunteer piece is just not there. The SAFER Grant will help us be able to answer that first call we have to have a minimum of two people for the Medic unit but we have to have four people for the fire truck. If we have four people at the station around the clock, then we would be able to answer the

**SAFER Grant referred to
Safety and HR
Committee**

Summary

Additional Requests

first call. Our data shows in 2018 we had 450 overlapping calls. FNPA Standard is two in and two out. We don't always have that. We are putting our captains in a position where they have to make a decision. There is no guarantee we will get the grant, but at least we can try. Mazur said a startup cost would be around \$300,000-\$350,000. In looking long term can we sustain that? This is a tough piece especially looking at where our revenues and expenditures are at now, it is not sustainable now as it is. We have to drive our revenues up.

Baer asked are we looking at applying for this grant? Mazur replied it is a suggestion and if you want to start with the Safety and Human Resources Committee. Baer said he is okay with that. Comadoll asked how much time is Ridgeville here? Chief O'Brien said we have them on automatic aid now rather than before it was a mutual aid. I tell Chief Benecke he is our volunteer fire department. That is what I'm trying to setup. I'm trying to set up we can roll out on that first call whether it is 3:00 pm or 3:00 am. What you have heard is Ridgeville is coming more on EMS calls and that is what I have an issue with and at what point do they get and do to us what we did to Liberty Center and say we aren't coming. Comadoll asked are we getting close to that with Ridgeville? Chief O'Brien said we do benefit from having Henry County Hospital locally what are people having been doing is drop the patient off and go to the second calls.

Council President Bialorucki referred the SAFER Grant to the Safety and Human Resources Committee meeting.

Water Funds – debt for the Water Treatment Plant needs to be added in.

Adding in \$400,000 for Riverbridge Waterline

Did not include Parks and Rec shelter house rate increase, that has not been approved yet.

Uniforms allowance for AFSCME went up, will add

Cut the Truck for Parks Department in Capital

Salary calculations will be redone for 2.25%

Will update revenue and investment pages

Water funds \$15,000 for Breaker and AED's, Air Compressor

1900 Account - insurance piece for 2019 and 2020 will be added

Mayor we will take a look at inventory for computer and will add line item for supplies talked about in your budget.

Schedule CPR for Council - Chief O'Brien will let you know.

Bialorucki had a question on Electric and WTP, Undefined Contingencies for each \$30,000, that's lot of money compared to cutting out a \$1,000 or something.

Mazur explained undefined contingencies in the WTP went up because it is part of the asset management plan. Bialorucki noted one of them said it was for *if something breaks* that could be \$15,000 or \$25,000. We don't know it is going to break why put it in there when we are trying to cut things this year. Mazur said if it is over \$25,000 it has to come to Council and if it is an emergency repair we have to have something to be able to pay for it right now.

Wastewater is higher because the facility is older and with the rehab there are certain things DEFA will not pay for and we will have to pay for.

O'Boyle reviewed the additional requests.

Kevin Schultheis-Code Enforcement Officer. We did move that into the budget already 1.5% increase for a part-time employee.

IT capital to start \$15,000 replacement fund for servers, battery backup Mazur said that goes back to the start of that sheet like the fire equipment fund, trying to get every department to establish one so we have a capital replacement plan in place. Want Dustin and Justin thinking about long term replacement and managing the system better. Just because it is on the list doesn't need it means to be replaced at that point.

Recreation-Parks and Rec part-time seasonal worker \$9,200

Comadoll stated anything to cut down on is overtime. Maassel added we will pay for it one way or another.

Administration-Tourism AP for the Chamber \$750, Mazur said he will probably ask again next year so one time this year and probably one-time next year. Maassel said can we do a \$750 match, if they find another \$750 we will put our \$750 in? Mazur said he'll find a match. Maassel confirmed then that's what we will do.

Income Tax Department to move Heather from Account Clerk 1 to Account Clerk 2 the 2020 cost would be \$4,420. Maassel said if you need it, do it.

Law Director Harmon asked for increase for Tammy that was not in the budget. O'Boyle said we do not have a sheet for that. Mazur said we did not get any information on that, I do not know where her salary range is. Siclair said I thought we already talked about this last year and we agreed to do it. Comadoll added I thought we did and we raised that salary, does she want more, let's see what the compensation is first. Mazur said for clarification it was a pay increase and we don't have any information on that. We don't know what is going on. If it is a step increase that is something that is calculated. O'Boyle said if it's an additional request, they need to submit forms like everyone else did. So what is in the budget is the projected 2% and her current step increase. Comadoll said we need to know that information before we do anything, right? Maassel confirmed. O'Boyle said she will send the comparison information on Monday.

Police Department K9 Unit

\$1,500 Ballistic Vest

\$1,700 - Speed Enforcement Radar

\$2,500 - AED

\$400 - Rumbler Upgrade

\$6,100 Total for K9 Unit, there is about \$4,400 left in donated funds

Safety Resource Officer

\$2,300- AED

Matrix Software 100-2100 \$3750

\$1,200 Cable and modum under General Fund, internet access for Police Department as recommended by IT

City ID printing will put back in the main budget

\$2,000-Rev Cord License the City Manager Cut Out

\$1,200-Jump Packs Cut Out

Bialorucki asked how many would that amount purchase? Chief Mack replied they are \$200/each and are used to jump people's batteries. We lost all of ours this year.

Honestly these are used every couple of days maybe more depending on the weather.

Bialorucki said for that little amount of money we talk about Police Department protecting and serve this is a good way for us to serve. Add in.

\$3,400 Flashlights for Weapons and New Holsters

\$15,000 – IT to build replacement fund for backup server

Comadoll asked can we do this and still have a balanced budget? O'Boyle said this will come out of Capital.

Mazur noted with the items cut and addition of others the projected encumbered ending balance will be about \$300,000. That is not the carryover balance we will have that once we close out at the end of the year. Durham asked if the \$15,000 is that negotiable, can it be lowered? Siclair chimed in that is what I was going to ask, where did the \$15,000 come from? Can we spread it out over five years? Mazur said that is to cover batteries, servers. The life of a server is five years and in today's money that is \$20,000. Maassel said show us the plan what we have to spend. We will not approve anything until we see the plan. O'Boyle said we would be moving from Capital to 401

O'Boyle said need motion to direct the Law Director to draft legislation for the 2020 Budget for the presentation on the December 18th and we need to direct the Law Director to draft legislation for the transfer of funds that are part of the 2020 budget.

Motion to Adjourn

Passed
Yea-4
Nay-0

Approved:

Joseph D. Bialorucki, Chair

2020 APPROPRIATION BUDGET - SUPPLEMENTAL #2

ORDINANCE No. -20

<u>Supplemental-2nd Quarter #2</u>	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>2020 FUND TOTAL</u>
510 Water Revenue Fund				
510.6200.53300 Professional Services		\$20,948.37	\$20,948.37	\$20,948.37
<i>Reason: Legal fees for Water Issue</i>				
560 Sanitation (Refuse) Revenue Fund				
560.6400.53461 Contracts-Landfill Charges		\$20,000.00		
560.6412.54240 Supplies -Chemicals		\$20,000.00		
560.6420.53460 Contracts & Sorting		\$13,000.00		
<i>Reason: Replace the Concrete Crushing shift of appropriation</i>			\$53,000.00	\$53,000.00
TOTAL FUNDS	\$0.00	\$73,948.37	\$73,948.37	\$73,948.37

FISCAL YEAR ENDING 2020- TRANSFER OF APPROPRIATION (No. 2)**Ordinance Number:** 20**Passed: July 6, 2020**

	<u>PERSONAL SERVICES</u>	<u>OTHER</u>
Fund 100 General Fund		
FROM : 100.1900.56900 Contingencies		(4,000.00)
TO : 100.2200.51540 Fire Pension -Current Liab.	4,000.00	
<i>Reason: Must pay liability from 2004-2006 -employee in military</i>		
Fund 271 Law Enforcement & Ed. Fund		
FROM : 271.2100.51301 (Salary-Patrol Officers Overtime)	(1,000.00)	
TO : 271.2100.53441 (Contracts-Enforcement & Education)		1,000.00
<i>Reason: Increased costs and frequency in testing</i>		
FROM : 271.2100.52000 (Travel & Training)*	(400.00)	
TO : 271.2100.53441 (Contracts-Enforcement & Education)		400.00
<i>Reason: Increased costs and frequency in testing</i>		
<i>* Listed under Personal on approved budget form</i>		
Total Transfer of Appropriation	2,600.00	(2,600.00)

CITY COUNCIL

Monday, June 15, 2020 at 7:00 pm

MEETING AGENDA

LOCATION - Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
The WebEx link to the meeting will be posted on the City's website www.napoleonohio.com

A. Attendance (Noted by the Clerk)

B. Prayer and Pledge of Allegiance

C. Swearing-In of Firefighter/Paramedic Marcus Schuette

D. Approval of Minutes (in the absence of any objections or corrections, the minutes shall stand approved)
June 1, 2020 Council Meeting Minutes.

E. Citizen Communication

F. Reports from Council Committees

- a. Electric Committee met on June 8, 2020 and;
 1. Accepted BOPA recommendation to Approve the Power Supply Cost Adjustment Factor for June 2020
 2. Accepted BOPA recommendation to Approve taking from the Electric Reserve Fund an amount Not to Exceed \$100,000 to be put into Rate Stabilization to keep the Residential Rate below .13 cents/kWh with Second Installment decided next month, if needed.
- b. Water, Sewer, Refuse, Recycling and Litter Committee meeting for June 8, 2020 was canceled
- c. Municipal Properties, Building, Land Use and Economic Development Committee met on June 8, 2020 and;
 1. recommend City Council approve establishing a Tax Increment Financing (TIF) District and Seek State Infrastructure Bank (SIB) Loan for the American Road Improvements Project
- d. Finance and Budget Committee met in a special meeting to review the 2nd Quarter Budget Adjustments
- e. Parks and Recreation Committee did not meet tonight due to lack of agenda items.

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

- a. Records Commission met on June 15, 2020
- b. Board of Zoning Appeals meeting for June 9, 2020 was canceled due to lack of agenda items
- c. Planning Commission June 9, 2020 meeting was canceled due to lack of agenda items
- d. Preservation Commission met on June 9, 2020 and;
 1. Approved NPC 20-01 Cert of Appropriateness to Edward Jones Investments/Dave Riggerbach at 120 W. Washington St.
 2. Approved NPC 20-02 Cert of Appropriateness to St. Augustine Catholic Church New Parish Building, Justin Groll/Rupp-Rosebrock, Inc.
 3. Approved NPC 20-03 Cert of Appropriateness to Brick 'n Brew/Property Prepers, LLC at 631 N. Perry St.

H. Introduction of New Ordinances and Resolutions ~ None

I. Second Readings of Ordinances and Resolutions

1. **Ordinance No. 023-20**, an Ordinance Amending Certain Sections of the City of Napoleon, Ohio Water and Sewer Rules, Specifically Rules 10.1(E) and 11(E); and Declaring an Emergency
2. **Resolution No. 025-20**, a Resolution Authorizing the City Manager to Execute any and all Documents Necessary to Enter into a Department of Homeland Security Public Assistance Grant Agreement, through the Ohio Emergency Management Agency, on behalf of the City of Napoleon, Ohio; and Declaring an Emergency

J. Third Readings of Ordinances and Resolutions

1. **Resolution No. 022-20**, a Resolution Adopting the 2021 Tax Budget for the City of Napoleon, Ohio, as required in Sections 5705.28 and 5705.281 of the Ohio Revised Code and Directing the Finance Director to file the same with the County Auditor; and Declaring an Emergency

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

1. **Discussion/Action:** Approval of Power Supply Cost Adjustment Factor for June 2020 as three-month averaged factor \$0.02697; JV2 \$0.018099
2. **Discussion/Action:** Recommendation to Approve taking from the Electric Reserve Fund an Amount Not to Exceed \$100,000 to be put into Rate Stabilization to keep the Residential Rate below .13 cents/kWh with Second Installment decided next month, if needed.
3. **Discussion/Action:** Recommendation to Establish a Tax Increment Financing (TIF) District and State Infrastructure Bank (SIB) Loan for American Road Improvements
4. **Discussion/Action:** Napoleon Aquatic Center and Golf Club House Project
5. **Discussion/Action:** Approval of Plans and Specifications for Park Street Improvements Phase IV (L.T.C.P. Project No. 17C~Partial)
6. **Discussion/Action:** Second Quarter Budget Adjustments (direct Law Director to Draft Legislation)
7. **Discussion/Action:** CARES Act Fund/SB310 (direct Law Director to Draft Legislation)
8. **Discussion/Action:** Acceptance of WalMart Grant in the Amount of \$1,500 to the Fire Department
9. **Discussion/Action:** Acceptance of Ohio Law Enforcement Body Armor Program Award of \$5,363.95 to Purchase Body Armor for Police Officers

L. Executive Session (Economic Development and Items to Remain Confidential Due to the Competitive Nature of a Utility)

M. Approve Financial Reports and Payment of Bills (In the absence of any objections or corrections, the Financial Reports and Payment of Bills shall stand approved.)

N. Adjournment



Roxanne Dietrich

Executive Assistant to Appointing Authority/CLERK OF COUNCIL

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. **Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: Monday, July 6, 2020 @6:15 pm)
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 13, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for July 2020
 - b. Update on Substations
 - c. Electric Department Report
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 13, 2020 @7:00 pm)
 1. Update on Wastewater Treatment Plant Phase 1 Project
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, July 13, 2020 @7:30 pm)
 - i. American Road Tax Increment Financing District and State Infrastructure Bank Loans
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday July 20, 2020 @6:00 pm)
6. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, July 27, 2020 @6:30 pm)
2. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, July 27, 2020 @7:30 pm)
3. **Personnel Committee (as needed)**

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

1. **Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, July 13, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for July 2020
 - b. Update on Substations
 - c. Electric Department Report
 - d. Update on Wastewater Treatment Plant Phase 1 Project
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, July 14, 2020 @4:30 pm)
3. **Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, July 14, 2020 @5:00 pm)
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, July 20, 2020 @6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, July 28, 2020 @4:30 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, July 29, 2020 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, November 10, 2020 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
9. **Housing Council - Meets First Monday in April (meeting to be scheduled after the TIRC meeting)**
10. **Health Care Cost Committee (as needed)**
(Next Meeting: Friday, July 10, 2020 @8:00 am)
11. **Preservation Commission (as needed)**
12. **Napoleon Infrastructure/Economic Development Fund Review Committee [NIEDF] (as needed)**
13. **Tax Incentive Review Council (as needed)**
14. **Volunteer Firefighters' Dependents Fund Board (as needed)**
15. **Volunteer Peace Officers' Dependents Fund Board (as needed)**
16. **Lodge Tax Advisory & Control Board (as needed)**
17. **Board of Building Appeals (as needed)**
18. **ADA Compliance Board (as needed)**

City of Napoleon, Ohio
CITY COUNCIL MEETING MINUTES
 Monday, June 1, 2020 at 7:00 pm

PRESENT

Councilmembers on WebEx:	Joseph D. Bialorucki-Council President, Ken Haase, Jeff Comadoll
Mayor	Daniel L. Baer-Council President Pro-Tem, Lori Siclair, Ross Durham,
City Manager	Molly Knepley
City Law Director	Jason P. Maassel
City Finance Director	Joel L. Mazur
City Staff	Billy D. Harmon via WebEx
City Staff on WebEx	Kelly O’Boyle via WebEx
Admin. to Appointing Authority/Clerk of Council	David Mack-Chief of Police
Others on WebEx	Clayton O’Brien-Fire Chief, Tony Cotter-Parks and Recreation Director, Chad E. Lulfs, P.E., P.S.-Public Works Director, Jeff Rathge-Operation Supt.
	Roxanne Dietrich
	News Media

ABSENT

CALL TO ORDER

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

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the May 18, 2020 City Council meeting were approved as presented.

CITIZEN COMMUNICATION

None.

REPORTS FROM COUNCIL COMMITTEES

Finance and Budget Committee did not meet on May 26th due to lack of agenda items. The Safety and Human Resource Committee did not meet on May 26 due to lack of agenda items, the Technology and Communications Committee did not meet tonight due to lack of agenda items.

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

Ordinance No. 023-20 – Amending Water and Sewer Rules

Council President Bialorucki read by title Ordinance No. 023-20, an Ordinance Amending Certain Sections of the City of Napoleon Ohio Water and Sewer Rules, Specifically Rule 10.1(E) and 11(E) and Declaring an Emergency.

Motion: Haase
to approve Ordinance No. 023-20 on First Read

Mazur said as discussed at the last Council meeting, we have been approached by a developer that would like to use an option to have dual sewer taps at a potential new housing development. When we

Motion: Comadoll
to suspend the rules requiring three readings of Ordinance No. 024-20

Yea-6, Nay-0. Motion Passed.

Roll call vote to pass Ordinance No. 024-20 Under Suspension and Emergency
Yea-Siclair, Comadoll, Knepley, Durham, Haase, Bialorucki
Nay-

Yea-6, Nay-0. Motion Passed.

Council President Bialorucki read by title Resolution No. 025-20, a Resolution Authorizing the City Manager to Execute any and all documents necessary to enter into a Department of Homeland Security Public Assistance Grant Agreement through the Ohio Emergency Management Agency on behalf of the City of Napoleon, Ohio; and Declaring an Emergency

Mazur explained this resolution would allow me to execute the documents necessary to apply for the grants related to the COVID-19 situation. Maassel asked the current emergency legislation that was signed when this all started does not cover this? Mazur said *no*. This is specific to this grant application for FEMA and that was specified in their guidelines. Maassel asked what was specified? Mazur responded to authorize me to be able to sign on behalf of the city for this grant application. Maassel asked that wasn't in the first thing we did way back in March? Mazur-*correct* this is a standalone. Bialorucki asked seeing how the Paycheck Protection Program worked when the government said we

Roll call vote to approve First Read of Resolution No. 025-20
Yea-Siclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki
Nay-
Yea-7, Nay-0. Motion Passed.

Resolution No. 022-20 - 2021 Tax Budget

Motion: Haase Second: Siclair
to approve Second Read of Resolution No. 022-20

Roll call vote to approve Second Read of Resolution No. 022-20
Yea-Siclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki
Nay-
Yea-7, Nay-0. Motion Passed.

Resolution No. 021-20 – MVPO East CHIP Consortium

Motion: Durham
to Pass Resolution No. 021-20 on Third Read

Roll call vote to pass Resolution No. 021-20 on Third Read
Yea-Siclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki
Nay-
Yea-7, Nay-0. Motion Passed.

Review Recommendations on CRA agreements from the Housing Council and TIRC

Motion: Comadoll
to Approve the Recommendations of the Housing Council and TIRC on the CRA Agreements

Second: Knepley

5

Fourth of July Activities

Mazur started the fireworks were discussed by the Parks and Rec Board and the Parks and Rec Committee. We also discussed them at the last Council meeting a little. We did go ahead and sign the contract with the fireworks company, Melrose Pyrotechnics. This company has been doing our fireworks over the past several years. The one difference in this contract is we had the timeline shortened when we have to give them notification if we decide to cancel. We have until June 12, 2020 to make a decision if we will be moving forward or not. Mark Adams from the Henry County Health Department is on the line to talk about the Health Department aspects, the Governor's Orders and some other things that are going on. After we signed the contract our internal staff met with the EOC, Mark Adams and the Henry County Prosecutor, Gwen Howe-Gebers to have a game plan and make sure that everybody is aware of what's going on. There is a lot of planning that goes into having a fireworks display and obviously this year is a lot different with the circumstances that we are dealing with. As it stands right now, there are some issues that we are running into with the Governor's Orders and the position that it puts not just us as a city in but other organizations like the Health Department as well. It is suspected we could be one of the only places that would have fireworks and there could be an influx of more people into the community than we normally would have in a typical year. I have been trying to get the state level to give us a little more guidance and clarity on what the plan is so we are not in this catch-22 situation. We have to make a decision by June 12, 2020. Will some of the orders be lifted after June 12, is one of the dilemmas that we are dealing with. Bialorucki said so June 12th is the date we have to cancel by and then if something happens and we have to cancel on June 20th, half of the money that we are committed to will go to the next year. Mazur said *no*. If we cancel ahead of time half of the money goes towards next year. If we cancel after June 12th, Melrose Pyrotechnics get 40% and the City get nothing.

Mark Adams-Henry County Health Department. One of the main issues is, there is confusion when it comes to what the orders are and the enforcement of those orders. We asked the Ohio Department of Health last week to either say yea or nay when it came to community fireworks and the Governor said we are going to leave that up to the individual health districts. I went through the order. There are quite a number of pages but, there are two clear passages. One being the original order signed March 17, 2020 that says *no mass gatherings of any kind*. Where the confusion comes in, as the months have progressed there have been some changes to the original order. Such as allowing restaurants and bars, allowing conditioning of sports, allowing wedding receptions of up to 300 people. What I got a lot of was, well if we can have 300 people at a wedding, why can't we do this pickup game of 30 people playing basketball? If you look at it from the order itself, it's kind of comparing apples and oranges. That is not just 300 people in a room. You go down to the next section and it says if you are going to have 300 people then it better be this large of a room and they better have social distancing. You can have 300 people if you meet all the caveats. So, when it comes to the fireworks, I still go back to the original order that was signed. Most fairs, festivals and any type of outdoor venues are still canceled. When you start seeing Kalahari or Great Wolf Lodge open, that's when you will really start to see the state start to open up to where you can pretty much do anything. At the Henry County Health Department what we have been saying is maybe there is a way that we can help you do this because the economy is a big aspect. Not only do we have the COVID issue, we have the economy which is a real issue as well. As the Health Commissioner, I would ask City Council to look at what many other large areas around us have done and that was to postpone their fireworks. The current order expires July 1, 2020. July is probably going to look kind of similar. I think what you're going to see through June is the Governor will open up a couple other venues next week. What it really comes down to is understanding that first order on mass gatherings. That is the one that is still clear on the type of activities or events

that would be an issue. Mazur said there is a question in the chat box that says, *is the City simply sponsoring the fireworks clearly defined as hosting a mass gathering especially if we close Glenwood Park?* Mazur said, in other words, if we sponsor the fireworks and if we close Glenwood Park we wouldn't be having a mass gathering for the City per se but would that still be a violation of the order just simply having the fireworks, is that right (Steve Small)? Adams-the answer would still be the same. The City would still be responsible for the event itself. Now, if a private citizen wanted to have non-family members at their home they can certainly do that. If there was a private citizen out there that wanted to pay \$25,000 for fireworks and have 11,000 people come on their private property, there's not much the health order can do about it. The order did open up to where a person can have a private party. They can have the graduation parties on their private property, they are not upheld to ten familial members any longer. Paying for it as opposed to a City hosted event would be attempting to subvert the process. It would still be a city hosted event. Maassel asked Adams you don't think the July 1st order will be back to pre-COVID where everything is opened back up? Adams-I don't believe they will be by July 1, 2020. Now, I can see maybe for August. They've been doing the prevalent study. Twelve hundred cards were sent to start getting a prevalence number to see whether we were all already infected or none of us infected. With that type of data, we would know if we have herd immunity. That data will be rolling in June. Bialorucki asked Police Chief Mack for his thoughts regarding fireworks.

Police Chief Mack-this community knows how much I'm for the community. July Fourth is a tremendous day of operation for us. It is one of the busier ones other than maybe Ribfest. That day is always a big deal for us and causes quite a strain on law enforcement. In talking to a significant amount of counterparts in the area last week, we all have the same concern. The amount of crowd that you might bring into our county as Henry County touches seven different counties. We have the lowest numbers of all seven counties so if we start bringing events into Henry County you are bringing some of those potential problems. Staffing wise, it is going to be pretty much all hands on deck for us just because of the crowds. With that you run the risk of exposure because it takes just one person who might have been exposed that we won't know about and that person comes back to our office and just like that you have a shift that has a lot of people involved. There is the safety concern. We have PPE and disinfectants we are pretty set with those supplies right now. Another concern is, there has been conversation about shutting down Glenwood Park. I think the Fire Chief would concur with me Glenwood is probably the best location because we have a lot of contingency plans for Glenwood. The challenge is what that will do to our citizens in the area. You are bringing all these people in and most likely they will be on our residential streets, parking in the streets and I would imagine there will be people at the High School and St. Paul's. It's the mass gathering concept. There's the challenge for law enforcement across this country right now that we are trying to balance, there are a lot of things going on right now. You have individuals that don't believe in the mask and that's perfectly within their right and then we have someone who is really scared and they're calling in on people who are having gatherings or sending in pictures of people at parks. It's trying to do that balancing act on the enforcement piece for us. Bialorucki said I really wanted us to have the fireworks for the citizens. I wanted Napoleon to stand out and say we are going to celebrate our freedom on Independence Day. That would be great to do but after hearing how much this will bring other people into Napoleon and how it will cause a lot more issues for the Police Department. Chief Mack-like I said, I want this to happen just as much as my whole department does. I think a sense of normalcy is what this country needs right now. I will do everything I can do when asked. If that is Council's choice, we will make it happen and we will do it as safely as we can. I wouldn't be doing my job if I wasn't bringing all the other possible concerns that we have. Siclair asked originally we were talking about as things opened up there could be a spike then we watched those numbers and we would determine how we were doing now you

say we are looking for prevalence numbers that's a different number. I'm pretty sure we've been told that COVID is never going away so there will always be the COVID-virus. At what point do people just say, if I'm afraid I don't go, if I'm sick I don't go, when are we ever going to be able to have that type of a light if you're saying that it's never going to go away? Adams- that's a great question. I think one way of doing that especially as we have continued to open is the message of education. Like the way that we shake hands, we've only been doing that for about 160 years, is there a way to say *hi* without having to do that. I'm not even sure what the new normal is that takes us to where it not only protects us against COVID but from other things as well. I don't think this country can go much longer when it comes to the status of not being able to live a normal life. There's that balance you can see being upset even with the issues over the past weekend. There is only so much you can lock somebody away and say well you're not going to be able to do this and this. Henry County has done well when it comes to the numbers itself. We haven't seen that spike other than a familial spike. When it comes to the control measures we are bound by following the guidance that's being given by the Ohio Department of Health. I go back to instead of saying no to people, saying how can we give people some normalcy and at the same time try to take fear away because I don't really want people walking around with fear. We want people to live to be free. I always try with our meetings to be positive and optimistic. There is a light at the end of the tunnel and I'm hoping it is soon. Our goal at the department has been trying to facilitate that as fast as possible by saying how can we envision this looking a little bit different. I'd rather they do whatever they want and say you know I remember the Health Commissioner saying if I just wash my hands enough and if there are some instances where I have a little bit more fear on that day I'm going to wear a mask and not feel totally stupid wearing one that's a success at least in my book. Hopefully we get the general public to just employ getting a little bit cleaner but not too clean. If we get too clean we don't get really good immunity. There was a question on the screen, *what happens to the money that goes to the fireworks company if the city chooses to delay the fireworks until September?* Mazur-I know we talked about that internally, if we delayed what will work with our contractor. I'm sure they would rather us do a fireworks show later if it is postponed rather than just cancel completely and wait until next year because that's obviously a money flow issue for them too. Tony, did you get a chance to talk with the fireworks company? Cotter-well the only discussion I had with them last week was to try and shorten the lead time to 20 days. If the thought is possibly moving them to Labor Day, they have been really good to work with and I would certainly have that discussion with them right away and I think they would be receptive to that. Mazur-so the short answer is, we will speak with the fireworks company and see what the options are. Cotter-currently in the contract is language that if we cannot have fireworks on July 4th, we have a rain date and we have up to 30 days afterwards so it's built in for August the 4th. Chief Mack-I want to assure everyone we have already started planning this in the aspect that it will not be a Napoleon PD operation. We have already reached out to our staff internally, the EMA and Mark Adams from the Health Department. If this is Council's choice, we will do what we have to do to make it safe. Siclair asked at this point we have until June 4th and after the fourth then we have the 50-50 deal? Mazur said *no*, it's until June 12th. Siclair-but where is the deadline that we have to pay 50% and they would apply it to next year? Mazur-We have until June 12, 2020 to make a decision on whether or not to cancel for this year. If we do cancel at that point, 50% goes toward next year. If we cancel after June 12th we lose 40% and get nothing. Siclair-I don't know I'm not really in favor of pushing fireworks into September. Knepley-everyone wants to celebrate, we have to watch our numbers and have until June 12th, I don't know. Comadoll-I've thought long and hard this last weekend about this. I had a long talk with Mazur Friday afternoon and I was in favor of going ahead with this and we talked a little more and then you said well we got all this outside interference coming in and that is not good for Henry County. Mazur to Adams could you talk about the contact tracing process. What would happen if

we do have infections and what does that do to your staff? Adams-we do a process called contact tracing. We reach out to that person and assess everybody that they have had contact with over a certain period since their tests came up positive. Then every day we call those people and monitor their temperature and well-being until they're off of quarantine for 14 days. Comadoll-I'm thinking the more I'm hearing I don't think we should have fireworks this year. Maassel-at all, not even in September? Bialorucki- I think we would probably have the same problems on Labor Day as before if we are the only one having fireworks on Labor Day. If we do postpone it could be a weekend in the middle of August where we're not celebrating a holiday per se and advertising that we're having them in town here. I think we could tie that in perfect with the celebration of the Napoleon Fire Department 150 years. Unfortunately, with everything that has been going on here with COVID-19, we haven't been able to recognize them. Maybe we pick a weekend in August and say this is to celebrate our firefighters and we don't publicize it throughout the rest of the Northwest Ohio. Maassel-you know if we have it and we watch the numbers spike we're going to really regret having the fireworks. If we don't have them and the numbers don't spike we are going to think, we should have had them. You cannot prove how many lives you are going to save. I really want to have fourth of July fireworks I really want at some point to say we've had enough of it, we're moving forward. When you include the Governor's orders of less than ten people at a mass gathering and the other rules, I appreciate all the expertise from Adams and going over the rules, but to go against the Governor's rules and even if you cordon off Glenwood Park you have to cordon off the high school and St. Paul too. Hopefully that would help keep people in their cars which is going to cause a whole other issue. How do we tell Chief Mack and the Police Department to go enforce the rules when we are not following them ourselves? I really would like to have fireworks at some point but, this year may not be in the best interest of Napoleon for 2020. Haase-being a member of the high risk age group I would say I don't want people coming in and unnecessarily putting me at risk even though I won't be in any place where there is a large group of people I still don't want to have that chance against me. Durham-if we were to do fireworks on the holiday is there anything the citizens can do to protect themselves that we can put out proactively to try to take precautions ahead of time? Adams-you can put signs up everywhere to do social distancing, to wash your hands, we are not going to temperature check anybody but we could say stay home if you're sick. This past weekend I was told before they planned the softball tournament they would do all of those things and they did not. We caught 30-40 people playing basketball over at Glenwood right past the signs. My bigger concern would be those that are coming from outside of Henry County. Maassel-can we put as long as the rules don't change between now and June the 12th. Mazur-I want to make this point too. Chief you have been talking with some of the other associations and so far it appears that about one-third of the communities have canceled, one-third has postponed and one-third are still up in the air. Mazur-are we looking for motion to work with the fireworks contractor to postpone the date if the rules don't allow us to have fireworks on the fourth of July correct. Siclair-I am not in favor of postponing it. If we can't do them on the fourth, it's nothing. I certainly don't want to pay for something that we won't get I don't agree with having them later and I don't think it's really possible to have unpublicized fireworks and expect it will have a different turnout than we would if we had it on July 4th. Bialorucki asked if there are any other activities that we need to discuss? Mazur to Cotter do you know what other communities are doing in terms of having other activities outside of fireworks? Cotter-not specifically for other communities. Fireworks are usually the headline area and most communities on that day will have like food trucks and other things that may go on if they have a swimming pool. I don't know for sure what other communities that canceled their fireworks are doing or if they kept things in place. I was just going to point out a few things that we may potentially may do. One of the big things that we have done over the years is our three-on-three basketball tournament. Right now it appears that the

Governor's order will not allow us to do that unless the order changes. I'm not saying that we should cancel it but I'm saying at this point we probably should hold off. We have a hotshot contest for the younger kids, that's more of an individual activity in my view. We will talk through all of these things and make sure we're getting the right advice from the right people. The other big event that has really grown over the years is our Red, White and Blue golf scramble. Golf has been allowed for quite some time now and it seems to be working on our golf course and I think we could make something happen. There's a Big Wheel Race that we have on a date prior to July 4th, that's individual and we may be able to work something out there. Whether we have fireworks or not, I would still love to be able to provide some of these activities if we can work through it and do them safely.

Motion: Durham

Second: Siclair

if the Governor's Orders do not change by June 12, 2020 and we have to cancel, we will not reschedule the fireworks for 2020

Siclair said we didn't even talk about how this is going to impact us financially. I know that was a concern of the City Manager what the impact would be to us financially. If we cannot celebrate the way we originally planned maybe that's an opportunity to have a great celebration next year and have a little extra tucked away to help any shortfall.

Roll call vote on the above motion:

Yea-Siclair, Durham, Haase, Bialorucki

Nay-Comadoll, Knepley

Yea-4, Nay-2. Motion Passed

* Baer temporarily signed off WebEx

Change Order No. 1-Final to Merrell Brothers, Inc. for the Phase One Digesters Cover and Sludge Removal Improvements, an Increase of \$79,453.10

Mazur stated a couple of things happened when we did the digester cleaning project at the Wastewater Plant. Originally that was a \$713,000 project. At the end of the project we had an estimated number of quantities for solids. The bulk of this change order is due to the actual quantities that are measured by the amount of loads that are hauled away to the landfill. The other thing we did was to clean the third digester. We did that because we got the third digester cleaned for under \$25,000. The other two digesters combined was over \$700,000. That digester was something we were going to clean regardless. Lulfs added, you are correct that third digester we were going to have to clean it later but with the equipment already there and the very inexpensive price they gave us to clean it, we did move ahead with cleaning the third digester. We sampled what was in the digester and those sample came up with an average concentration of solids. However, once we got closer to the bottom, the percentage of solids went up and that's where the heavy cost came in. We financed it with local funds but it will be rolled into the cost of the Wastewater Treatment Plant Improvements when we get to that point. We generally get between 0% to 1% interest with that money. We just submitted a revised application for the engineering cost and then this Fall we'll submit an application for the construction cost. Eventually all those costs will get pulled into the Wastewater Plant Project. The job went smoothly we just had more solids than estimated.

Motion: Comadoll

Second: Siclair

to approve Change Order No. 1-Final to Merrell Brothers, Inc.

Roll call vote on the above motion:

Yea-Sicclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki

Nay-

Yea-7, Nay-0. Motion Passed

Approval of Plans and Specifications for the Glenwood Avenue Waterline Improvements

Mazur reported the estimate for construction is \$510,000. This project is to replace the waterline on Glenwood Avenue and to also repave it from the railroad tracks to Riverview Avenue. Lulfs added there will be a little bit of storm work where we had to relocate somethings and a few storm sewers that are in the way of the waterline we are going to replace. We have had a lot of water main breaks through that section over the years so we will repair any bad sections of curb and sidewalk. There is more curb out there that needs replacing than we realized last fall. Bialorucki asked you said the repaving is just between the train tracks and the river? I was thinking a while back we were going to go further because of some other issues on Glenwood. Comadoll pointed out everything else north from the tracks is all new. Mazur said the original project cost for this is what we have budgeted, \$455,000. Lulfs said his estimate is a little over because of all the work we have to do in the roadway. The EPA has a rule you cannot put a waterline within ten feet of a sanitary sewer. The EPA recently revised that to say within 10 feet of a sewer. Now, they interpret that as a sanitary or storm sewer; therefore, we can't locate as much of the waterline in the street as we had hoped to because of where the existing sewers are located. Until we get bids in, I really won't know exactly where we are coming in at.

Motion: Comadoll

Second: Knepley

to approve the plans and specifications and go out to bid for the Glenwood Avenue Waterline Improvements

Roll call vote on the above motion:

Yea-Sicclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki

Nay-

Yea-7, Nay-0. Motion Passed

Supplementals Issued Under \$25,000

O'Boyle said Council gave us this power per Ordinance No. 092-19 in January, 2020 and we were to inform Council when we approved a supplemental. The first one is for the Capital Improvement Fund, the court received an additional payment for the remote technology grant for COVID-19 in the amount of \$2,477.57. The second one is to supplement the Sanitation Fund \$2,000 because we moved money for the concrete crushing. We will replace the rest during the second quarter normal budget adjustment. Bialorucki confirmed, you do not need approval for this you're just letting us know what you were doing with these supplementals. O'Boyle replied *correct*. When I asked for the legislation in 2019 and 2020 you wanted to see a couple of them. We can keep putting them on under Good of the City or we can just add them to your packet as they happen, this is only the second one that we had to do. Bialorucki said we would like to have them under Good of the City. That way if we have a question or something we can talk about it. O'Boyle said okay, will do.

Special Council Meeting/Public Forum

Mazur stated this has to do with the staffing levels of the Police and Fire Departments. The plan was to have a public forum discussion about staffing levels then COVID-19 came. We postponed the public forum date and put it on the Council Agenda for the first meeting of April. It was postponed again and moved to the first meeting in May and then moved to the first meeting in June. It seems like we keep kicking the can. I'm not sure how everybody feels about having the discussion about this right now. If public participation is what you're seeking on this, then I think it's going to be hard to have that right now. We have evolved Zoom and WebEx meetings and adapted pretty well. In my opinion, I think we would be missing out on some of the discussions that we normally have. Although, it could bring in more people if we were to do an electronic meeting as well. Bialorucki agreed. I know this is something that Councilman Baer brought up. Dan if you're on there, I would like to hear your thoughts on this. To just postpone it for another month, put it on a council agenda a month from now or what are your thoughts? Councilman Baer was not able to answer as he currently was not on the WebEx meeting. Maassel stated we would be hard-pressed right now when unemployment is high and economic uncertainty is high to ask for more. Is it going to be different on July 1st than it is on June 1st? Do we push it back three months or just remove it and bring it up at a different time? Bialoricki commented I think the whole idea was to ask the citizens to come out so we can hear their ideas on this. I believe we still owe them that and say we do it when we can schedule a date. Maybe it's three weeks from now or schedule a date five weeks from now, to put it on the calendar and if we have to postpone it because of the Governor's orders then we would just have to postpone it. Maassel said I would rather be sure that we can have it then to put it out there and then have to postpone it again. Comadoll commented when the Governor says we can have events like this, then we do so. We put it on the table until further notice. Mazur said we can track it and then when the time comes, it can be assigned to the agenda.

Motion: Comadoll

Second: Haase

to table the public form on reciprocity income tax until such time when the Governor's Order says we can hold public events

Durham's opinion was I'm sure we have the capacity to put this information on our website and have people put their feedback directly to our website. Mazur said we can do that. There was an infographic that we put out that we did not do anything with it yet that explains a few things so they could send that out or just post it. However, you want to proceed with that. Would Council like to review the information first or do you want us to post things? Baer signed back on WebEx and expressed he would like to have the public's opinion. Though, if you hold a public forum there is no guarantee that people will show up. I would really like to have a public forum but honestly, I don't know when we can have that happen at this point. I would like to postpone it until such time when we can do this without giving you a date. Durham said we keep kicking the issue down the road even further and further. We don't have a concrete solution on how we are going to do to address the issues with the Fire Department and Dispatch. I would like to explore other options on getting feedback from the public other than a public forum if it all possible. This could be postponed for who knows how long. Bialorucki said that is something completely different than just the public forum. I think that's a great idea to look for other avenues and see if we get some responses that way. Mazur said we have been using social media a lot more. I know it's not the best, but getting surveys out there from social media I think could be a good avenue to get some information out there. Social media gets a lot of traction, more so than the city's website. It's been a good platform for us getting messages out. I propose that we start there and get

some information out and then we can set up a survey of sorts that people can click on and sign into. Comadoll suggested using the Northwest Signal, Crescent News and WNDH also.

Roll call vote on the above motion:

Yea-Siclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki

Nay-

Yea-7, Nay-0. Motion Passed

Accept Donation(s) Related to COVID-19

Mazur said there are not any new donations. We are at a point we can remove this from the agenda.

Chief Mack noted Ace Hardware donated containers to the Police Department's Canine Unit.

Motion: Comadoll

Second: Haase

to accept the donation (non-COVID) from Ace Hardware to the Canine Unit.

Roll call vote on the above motion:

Yea-Siclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki

Nay-

Yea-7, Nay-0. Motion Passed

AROUND THE TABLE

O'Boyle-we are on track to switch everything to one bank, Farmers and Merchants, by June 15, 2020. (to Mazur) do you have that document to show the utilities for May and June that you can put up on the screen. Mazur no, I don't have that with me. O'Boyle told Council she will send it out tomorrow morning. Maassel asked what does it show? O'Boyle replied it shows for June utilities water, sewer, refuse and electric were down over 2019 by about \$63,000. That is less than what we thought it was going to be because of the PSCA. As Mazur mentioned in his weekly email, the PSCA has gone up significantly. If you look at May and June from 2019 to 2020 we're down about \$87,000. Maassel asked what percentage is that? O'Boyle said it's 3% for June and 1.2% for May. Two of the big employers were partial for the billing period because it was April 20, 2020 through May 20, 2020. We will still see some effects next period for July. Some of it may be up because the AC will be kicking in so, the loss might be made up by then. We will keep Council posted.

Harmon – no items

Mazur-to ducktail a little bit off what O'Boyle was talking about. Since everything has been rebuilt at the Water Plant, we have really solid numbers on production. What we are seeing so far this year and we can track this daily, is that our production in water is up compared to the previous two years. What's being billed out isn't as much on the water side but I think that's due to us waving penalties at this point. We are going to resume shutoffs for electric starting this coming Wednesday and then we're planning to move forward with applying penalties to the late fees starting in July. At least we're more optimistic now on the water and sewer side than we were before. It's still showing better than what the electric side is showing but, it's a lot better as we've moved through two billing cycles. That's really good news. I hear from other communities not only is their electric down more than what ours is down, their water and sewer is worse.

Maassel-the principal from St. Paul contacted me today about reinstalling the basketball equipment there. We took the hoops down when we took the hoops down at Glenwood. Can our crews go back and reinstall those hoops? Chief Mack noted they did go up over the weekend or late last week and we saw significant problems there through the weekend. That's the challenge that we are trying to balance. Staff talked today and we are trying to work through this, whether it's signage or trying to get people to separate out a little bit more. It was estimated there were 30 or 40 kids there Friday night alone so that definitely causes us a conflict. Mazur added Sunday night there were about two dozen people there. Cotter mentioned he hasn't seen this much action at the basketball court before unless there was some sort of planned events. Chief Mack said we are sticking to the mantra of the Health Department, first and foremost is educational but it is a dilemma to deal with. Maassel said if we just coordinate with Mrs. Bourgeois at St. Paul's to make sure that somebody's there. I think they have all the hardware they collected it when our guys took them down. So, they will need to figure out a time to get those back up they asked about that.

The solar-powered lights around the sign for the Yard Waste Site. I don't know if they get set up and get knocked right back down but the ones on the electric side are down out there. There's a sign for the solar and a sign for the environmental reclamation area. The lights on the solar sign are all knocked down. If they have been fixed they are down again. Haase said the lights are right in the pathway for the deer. Maassel – if that's what is happening then just pull them out.

When this COVID stuff started we granted the City Manager emergency powers, right? Bialorucki said I would have to reread what that said. Maassel asked at the next Council meeting can we have a plan to look at those so they can be taken off? Harmon we can discuss it, the majority of it that took place at the time, was administrative internal stuff. Maassel-what do we have to have to make it go away? Harmon-what's our timeline, what's our plan.

Maassel-can we get a plan so that we all can be in the room together during Council meetings? Can we do that? Mazur replied we can do that now if we adhere to the social distancing requirements.

Is there going to be a Finance and Budget Committee meeting here in June? O'Boyle said yes but, I'm going to ask for it to be a couple of minutes before the June 15, 2020 Council meeting because we will have to have the second quarter budget adjustments on the agenda for the July 6, 2020 Council meeting under suspension so I can close the month. If we have it on that normal fourth Monday, the Finance and Budget Committee could not direct Council to have the Law Director draft legislation and we would have to do that on July 20, 2020. Bialorucki said we can do a special Finance and Budget Committee meeting on June 15, 2020 and if one is needed on the fourth Monday of the month, we can still have that one. Maassel said I don't want to have a special Finance and Budget Committee meeting for the 2021 budget. At some point, and I know it's June 1st, I understand we're still halfway through and there are a lot of unknowns for 2021. There is also a lot of knowns for 2021. Let's start talking about those now. We think payroll is going to be about this, we know our debt service has to be this. Can we start having those conversations now versus having them all at the at the budget hearing in November. Is that possible to have that? O'Boyle said we can start looking at that. We already have what the 2021 debt payments are unless other debt is taken. I know by July 15, 2020 we will have some good numbers for what this year will look like for the income tax. By September we will have initial numbers for what 2021 will look like for the year. Maassel said let's do it in July, the fourth Monday in July for that item just to start to look at it. Is there a Municipal Property Committee meeting next week? Mazur said there is, TIF District on American Road. Maassel-can we add in, because I kind of promised we could do this we can discuss it, about using a city website for citywide activities, is that possible it's economic development. Mazur said I would classify that under IT Committee, if anything. Maassel-that's fine too. I know you use social media and that's IT, I understand that but, this would be economic development

because it's more economic development stuff. Bialorucki asked are you saying to promote business on our website is that what you mean by economic development? Maassel-that's what it would be. Harmon just some initial thoughts, certainly it can be discussed. We might run into some situations where some businesses are promoted and some are not. Maassel-I completely agree that it probably shouldn't go forward but I just want the committee to look at it. Harmon-it can be talked about. That would give me a chance to do a little bit more research and be little more prepared for a solid discussion.

Council President Bialorucki referred **Using City Website for Citywide Activities** to the Municipal Properties, Building, Land Use and Economic Development Committee agenda for June 8, 2020.

Maassel-we had a ribbon cutting today. It was nice to be able to have a ribbon cutting for the first time in at least three months probably closer to four or five months. Three Cord has opened up on Scott Street. Is the second station at St. Paul officially closed? Mazur-it is. Maassel-it's hard when you when you turn on the TV and the news is one of two things, it's either COVID or social unrest. Chief Mack my hats off to you and everybody who wears your uniform for all the stuff you guys do in very, very tough circumstances. The reaction is what always gets the media attention. It's like the old football thing if you retaliate you get the flag. They never catch the first person they always catch the second so it's very tough and I feel for all you guys out there holding the line. Then when somebody gets hurt, you got to be there to help them. They don't show the dispersed, dispersed for two hours they don't show that part of it. We just have to do better as a society of listening to each side so that it never comes to the violence, at least better than what we're doing. People feel that's the only way they have. They have the right to assemble and the right to demonstrate and there's never a problem with that but it ends when the violence starts. There has to be a better way. I told someone earlier today there was a picture of a reporter standing in Minneapolis by a burned-out building and had you put a timeline of 1945 Berlin that's exactly what it looked like. Like a bomb had gone through the roof and blown up the whole building. I think there was fire damage and some looting damage but that's what it looked like to me. Everybody has to do a better job of listening and hopefully a better general understanding and realize that we can't redo the past but we can do better going forward.

Knepley-No items

Sicclair-I noticed the flowerpots were starting to go in downtown even though there aren't flowers in them yet. I do like the look of them. Thanks to the Chamber and Napoleon Alive. Nice job to the Mayor and Larry Adams for the Memorial Day recognition, that was very nice. Too bad we couldn't be there like in year's past but you did a nice job, thank you. Maassel-the VFW and the Legion and combined Veterans organizations all really did a nice job that day. Hopefully we never have to do that again. Hopefully next year we go back to Memorial Day and have the crowds and are able to do it right. In the absence of that, I think we did an okay job. Thank-you most appreciative.

Durham-I feel as though I would be remiss if I didn't also comment on the events in our nation impacting so many communities and communities that are close to us. It seemed like it was just a few months ago when Councilman Baer said *let's focus on the positive*. Although he was speaking on a different matter, I feel the impact of that quote sticks with me now more than it has in quite some time. Seemingly unjust actions against Mr. Floyd were nothing short of horrific. I think we can all agree with that. To those that experienced that kind of pain, please know that we see you and we're with you. We

must rid the world of racism, the bigotry and we must do so together. To our police force here in Napoleon, Thank-you for all that you do and for being a model and example and continuing to keep us safe the right way. Let's come together in these trying times with respect, compassion and love for one another and pick this nation back up. Like Councilman Baer said, *let's focus on the positive*, because we will get through this stronger and together.

Haase-was it a City crew that cleaned up all the trash along the boat ramp today? There was somebody down there in a boat. Cotter said my guys tried to get as much as they could today. It is stacked up and there are a lot of big trees. In order to get everything out of there, you probably would have to take the docks completely out. We will have to have that discussion to see whether we want to do that. They did a lot of work down there today. **Haase**-is it time for Dennie Clapp to be retiring? Mazur-he is retiring at the end of the month. We will have a WebEx set up for him for people that want to wish him goodbye, rather than having people coming in and out. That's the plan for right now. Both options will be available if we can do it in an orderly way. Would you want Dennie to come to the next council meeting if he'd be willing to or to have him be on the call? Bialorucki –that would be great if he wants to join us, we'd love to have him.

Comadoll-Park Street they put the curbing in, we are getting closer. I feel bad about this whole situation and I wish it did not happen. It's just our society today. What are we going to do? I have no idea. I'd be a multi-millionaire if I could tell you how to stop this.

Baer-What was the final decision on July 4th? I missed that conversation. Maassel explained in a four to two vote, it was voted to not have fireworks unless the Governor changes the rules a lot by June 12, 2020 and to not reschedule them for later in the year. **Baer**-I do appreciate Mr. Mayor asking and I look forward to being in the same room again. It's been a little bit of a struggle on my end here. There is a possibility I may not be at the June 15, 2020 meeting. In general, I'm looking forward to when we can all be back in the same room.

Bialorucki-I have nothing that I can add to what everyone said there. Ross, thank-you very much for what you shared. I feel the same way. I don't know if I could have worded it as well as you did so I appreciate that.

APPROVAL OF PAYMENTS

In the absence of any objections or corrections, the payment of bills shall stand approved.

ADJOURNMENT

Motion: Comadoll

Second: Siclair

to adjourn the City Council meeting at 9:31 pm.

Roll call vote on the above motion:

Yea-Sicclair, Comadoll, Knepley, Durham, Haase, Baer, Bialorucki

Nay-

Yea-7, Nay-0. Motion Passed

Approved:

June 15, 2020

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Submitted by:

Roxanne Dietrich
Executive Assistant to Appointing Authority/CLERK OF COUNCIL

DRAFT

MAY

	5/1/2018	5/1/2019	5/1/2020	Difference 2018 vs. 2020	% Inc/(Dec)	Difference 2019 vs. 2020	% Inc/(Dec)
Water	\$ 286,266.42	\$ 289,521.24	\$ 290,529.73	\$ 4,263.31	1.49%	\$ 1,008.49	0.35%
Sewer/SW	\$ 324,567.52	\$ 323,653.22	\$ 320,396.95	\$ (4,170.57)	-1.28%	\$ (3,256.27)	-1.01%
Refuse	\$ 67,944.14	\$ 68,334.46	\$ 68,796.90	\$ 852.76	1.26%	\$ 462.44	0.68%
Electric	\$ 1,379,500.45	\$ 1,324,529.19	\$ 1,301,633.37	\$ (77,867.08)	-5.64%	\$ (22,895.82)	-1.73%
TOTAL	\$ 2,058,278.53	\$ 2,006,038.11	\$ 1,981,356.95	\$ (76,921.58)	-3.74%	\$ (24,681.16)	-1.23%

*NOTE: Readings could be 3/5-4/5; 3/11-4/11; 3/15-4/15; 3/20-4/20. A few of the 3 -Phase could be 2/5-3/15 depending on when read.
All single phase in 3/1-4/1.*

Likely we will see the biggest decrease in the June billing which will be end of April to May.

Employer #1 dropped \$11,679.95 and Employer #2 dropped \$33,575.14 for this billing period.

JUNE

	6/1/2018	6/1/2019	6/1/2020	Difference 2018 vs. 2020	% Inc/(Dec)	Difference 2019 vs. 2020	% Inc/(Dec)
Water	\$ 275,824.23	\$ 291,637.31	\$ 289,602.68	\$ 13,778.45	5.00%	\$ (2,034.63)	-0.70%
Sewer/SW	\$ 317,977.31	\$ 325,948.37	\$ 321,944.75	\$ 3,967.44	1.25%	\$ (4,003.62)	-1.23%
Refuse	\$ 67,885.90	\$ 68,197.90	\$ 68,379.90	\$ 494.00	0.73%	\$ 182.00	0.27%
Electric	\$ 1,281,176.57	\$ 1,280,910.02	\$ 1,224,111.53	\$ (57,065.04)	-4.45%	\$ (56,798.49)	-4.43%
TOTAL	\$ 1,942,864.01	\$ 1,966,693.60	\$ 1,904,038.86	\$ (38,825.15)	-2.00%	\$ (62,654.74)	-3.19%

TOTAL DECREASE FOR 2020 FROM 2019 FOR MAY & JUNE**	\$ (87,335.90)
---	-----------------------

Employer #1 and Employer #2 may have been partial during the June billing period as it is for 4/20-5/20.

There may still be decreases in July billing due to the ramping up of the businesses, but the A/C kicking in could offset some or all of the loss.

ORDINANCE NO. 023-20

**AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE
CITY OF NAPOLEON, OHIO WATER AND SEWER RULES,
SPECIFICALLY RULES 10.1(E) AND 11(E); AND DECLARING
AN EMERGENCY**

WHEREAS, the Board of Public Affairs and the Water and Sewer Committee met in a regular meeting held on May 11, 2020, and reviewed proposed changes to Water and Sewer Rules regarding the approval of building sewers as well as the requirements for the establishment of water/sewer services; and,

WHEREAS, the Board of Public Affairs and The Water and Sewer Committee recommended that the City Engineer have the authority to approve exceptions as deemed necessary regarding building sewers as well as the authority to approve exceptions to all future dwelling units established after the effective date of the current rules.

NOW THEREFORE,

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

Section 1. That, Rule 10.1(E) of the City of Napoleon, Ohio Water and Sewer Rules shall be hereby amended and enacted as follows:

"Rule 10.1 Building Sewers and Construction

(E) Unless approved by the City Engineer, a separate and independent building sewer shall be provided for every building; except where one (1) building stands at the rear of another on an interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard, or driveway, the front building may be extended to the rear building and the whole considered as one (1) building sewer, but the City shall not be liable for damage caused by or resulting from any such single connection aforementioned."

That, Rule 10.1(E) of the City of Napoleon, Ohio Water and Sewer Rules, as existed prior to the enactment of this Ordinance is repealed upon the effective date of this Ordinance.

Section 2. That, Rule 11(E) of the City of Napoleon, Ohio Water and Sewer Rules shall by hereby amended and enacted as follows:

"Rule 11 Contract for Water/Sewer Service

(E) Except as otherwise provided or approved by the City Engineer, the City requires that all future dwelling units established after effective date of these Rules, by individually tapped, metered, and plumbed before water/sewer service is established."

That, Rule 11(E) of the City of Napoleon, Ohio Water and Sewer Rules, as existed prior to the enactment of this Ordinance is repealed upon the effective date of this Ordinance.

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

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

Section 5. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow the amendments to be in place in a timely manner, which are related to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper enforcement of the City Water and Sewer Rules, being essential to the public peace, health or safety, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 023-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council

RESOLUTION NO. 025-20

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO ENTER INTO A DEPARTMENT OF HOMELAND SECURITY PUBLIC ASSISTANCE GRANT AGREEMENT, THROUGH THE OHIO EMERGENCY MANAGEMENT AGENCY, ON BEHALF OF THE CITY OF NAPOLEON, OHIO; AND DECLARING AN EMERGENCY

WHEREAS, the Department of Homeland Security, through the Ohio Emergency Management Agency, is providing opportunities for financial assistance to entities, including municipalities, by offering grants which must be applied for and accepted via an authorized representative or agent; and,

WHEREAS, the City of Napoleon, Ohio intends to apply for Public Assistance Grant Program funds through the Ohio Emergency Management Division; and,

WHEREAS, the City of Napoleon, Ohio is eligible to apply for said Public Assistance Grant Program funding. **NOW THEREFORE**,

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

Section 1. That, the City Manager is hereby appointed as the City of Napoleon's authorized agent, and as such is hereby authorized and directed to execute any and all documents necessary to apply for, accept, and enter into a Department of Homeland Security Public Assistance Grant agreement, through the Ohio Emergency Management Agency, on behalf of the City of Napoleon, Ohio.

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

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

Section 4. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to meet the grant deadline; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the application process in a timely manner, and for further reasons as stated in the

Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 025-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, _____; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council

RESOLUTION NO. 022-20

A RESOLUTION ADOPTING THE 2021 TAX BUDGET FOR THE CITY OF NAPOLEON, OHIO, AS REQUIRED IN SECTIONS 5705.28 AND 5705.281 OF THE OHIO REVISED CODE AND DIRECTING THE FINANCE DIRECTOR TO FILE THE SAME WITH THE COUNTY AUDITOR; AND DECLARING AN EMERGENCY

WHEREAS, the Finance and Budget Committee of Council, by and through the Finance Director, has prepared a Tax Budget pursuant to Article II, Sec. 2.13 of the City of Napoleon, Ohio's Charter, and Sections 5705.28 and 5705.281 of the Ohio Revised Code; and,

WHEREAS, in previous years at least two (2) copies of the Tax Budget have been on file with the Finance Director for public inspection not less than ten (10) days before its adoption, however pursuant to Ohio Revised Code Sections 5705.281 and 5705.30, said inspection is hereby waived in and for this year and subsequent years, unless amended as Council may decide; and,

WHEREAS, the requirement for a Public Hearing concerning this 2021 Tax Budget is also waived pursuant to Ohio Revised Code Sections 5705.281 and 5705.30; and,

WHEREAS, the 2021 Tax Budget must be adopted on or before July 15, 2020;
Now Therefore,

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

Section 1. That, the City Council of Napoleon, Ohio adopts the 2021 Tax Budget, as required by ORC Sections 5705.28 and 5705.281, in the form presented to Council and currently on file in the Office of the Finance Director and marked as the 2021 Tax Budget.

Section 2. That, the Finance Director is hereby directed to file the 2021 Tax Budget with the County Auditor on or before July 20, 2020.

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

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

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to meet the July 15 and July 20, 2020 deadlines as noted above;

therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to adopt and file the Tax Budget in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 022-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council



City of Napoleon, Ohio

FINANCE DEPARTMENT

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545-0151

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

www.napoleonohio.com

Memorandum

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

From: Kelly O'Boyle, Finance Director

Date: May 15, 2020

Subject: 2021 Tax Budget

Please see attached the proposed 2021 Tax Budget in its tentative form for consideration by City Council. The 2021 Tax Budget includes only the information related to the City's Tax Levies.

On or before July 20th two copies of this Budget must be submitted to County Auditor

Henry County, Ohio

Office of **NAPOLEON CORP,** _____, 20____

To the County Auditor:

The Council of Said ^{City} Village hereby submits its annual Budget for the year commencing January 1st, 2021 for consideration of the county budget Commission pursuant to Section 5705.30 of the Revised Code.

Village Fiscal Officer_____
County Auditor_____
County Treasurer_____
County Prosecuting Attorney

Schedule A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND
COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount approved by Budget commission Inside 10 M Limitation	Amount to be derived from Levies Outside 10 M Limitation	County Auditor's	
			Inside 10 M Limit	Outside 10 M Limit
1. General Fund	\$ 300,653.00		2	
4. Road and Bridge Fund				
5. Cemetery Fund				
9. Police District Fund	\$ 90,196.00		0.6	
10. Fire District Fund	\$ 45,098.00		0.3	
11. Road District Fund				
12. Park & Rec Levy Fund		\$ 285,620.00		1.9
14. Miscellaneous Funds				
15. General Bond Retirement Fund				
20. Special Levy Funds				
21. Capital Equipment Fund				
28. Ambulance and Emergency Medical Services Fund				
		\$ 721,567.00	4.8	

SCHEDULE B
LEVIES OUTSIDE 10 MILL. LIMITATION, EXCLUSIVE OF DEBT LEVIES

FUND	Max. Rate Authorized to be Levied	County Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)	
GENERAL FUND:			
Current Expense Levy authorized by voters on 20			
not to exceed 5 years.			
SPECIAL LEVY FUNDS:			
Levy authorized by voters on 2019 PARKS & REC			
not to exceed 20years EXPIRES 2038TY	1.9	\$ 285,620.00	
Levy authorized by voters on 20			
not to exceed 5 years			
Levy authorized by voters on 20			
not to exceed years			
Levy authorized by voters on 20			
not to exceed years			
Levy authorized by voters on 20			
not to exceed years			
Levy authorized by voters on 20			
not to exceed years			

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 Current + Prior 2 Months kWh	Rolling 3-Month Totals Cost	Rolling 3 Month Average Cost	Less: Fixed Base Power Supply Cost	PSCA Dollar Difference + or (-)	PSCA-Corrted. 3 MONTH AVG.FACTOR + Line Loss	Total Residential Cost / kWh For Month
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	
		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	
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	
Apr'19	June'19	10,913,916	\$ 1,043,515.66	35,502,762	\$ 3,231,614.78	\$ 0.09102	\$ (0.07194)	\$ 0.01908	\$ 0.02051	
May'19	July'19	11,554,553	\$ 1,074,988.04	34,945,117	\$ 3,229,975.11	\$ 0.09243	\$ (0.07194)	\$ 0.02049	\$ 0.02203	
June'19	Aug'19	12,448,976	\$ 1,059,406.09	34,917,445	\$ 3,177,909.79	\$ 0.09101	\$ (0.07194)	\$ 0.01907	\$ 0.02050	
July'19	Sep'19	15,467,755	\$ 1,165,669.13	39,471,284	\$ 3,300,063.26	\$ 0.08361	\$ (0.07194)	\$ 0.01167	\$ 0.01255	
Aug'19	Oct'19	14,297,705	\$ 1,123,690.94	42,214,436	\$ 3,348,766.16	\$ 0.07933	\$ (0.07194)	\$ 0.00739	\$ 0.00794	
Sep'19	Nov'19	12,810,364	\$ 1,102,711.16	42,575,824	\$ 3,392,071.23	\$ 0.07967	\$ (0.07194)	\$ 0.00773	\$ 0.00831	
Oct'19	Dec'19	12,026,480	\$ 1,080,410.22	39,134,549	\$ 3,306,812.32	\$ 0.08450	\$ (0.07194)	\$ 0.01256	\$ 0.01350	0.1230
Nov'19	Jan'20	12,466,183	\$ 1,088,822.82	37,303,027	\$ 3,271,944.20	\$ 0.08771	\$ (0.07194)	\$ 0.01577	\$ 0.01695	0.1245
Dec'19	Feb'20	12,809,184	\$ 1,098,513.89	37,301,847	\$ 3,267,746.93	\$ 0.08760	\$ (0.07194)	\$ 0.01566	\$ 0.01683	0.1239
Jan' 20	Mar' 20	12,907,445	\$ 1,152,024.27	38,182,812	\$ 3,339,360.98	\$ 0.08746	\$ (0.07194)	\$ 0.01552	\$ 0.01668	0.1239
Feb' 20	Apr' 20	12,179,274	\$ 1,114,393.10	37,895,903	\$ 3,364,931.26	\$ 0.08879	\$ (0.07194)	\$ 0.01685	\$ 0.01811	0.1238
Mar 20	May 20	11,565,546	\$ 1,098,886.88	36,652,265	\$ 3,365,304.25	\$ 0.09182	\$ (0.07194)	\$ 0.01988	\$ 0.02137	0.1262
Apr 20	June 20	9,957,773	\$ 1,056,718.07	33,702,593	\$ 3,269,998.05	\$ 0.09703	\$ (0.07194)	\$ 0.02509	\$ 0.02697	0.1299

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

PSCAF - Preparers Signature:

Name - Lori A. Rausch, Utility Billing Administrator



5/21/2020

Signature

Date

PSCAF - Reviewers Signature:

Name - Kelly O'Boyle, Finance Director



5/21/2020

Signature

Date

BILLING SUMMARY AND CONS

2020 - JUNE BILLING WITH APRIL 2020 AMP BI

PREVIOUS MONTH'S POWER BILLS - PU**DATA PERIOD**

AMP-Ohio Bill Month

City-System Data Month

City-Monthly Billing Cycle

	====WIND====			===SOLAR===	===TRANSMISSION, SERVICE FEES & MISC. CONTRACTS===				
(NYPA	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) ->	693,803	2,223,360	43,646	81,450	0	0	0	0	14,715,643
Delivered kWh (Off Peak) ->									2,274
Delivered kWh (Replacement/Losses/Offset) ->		32,565							32,565
Delivered kWh/Sale (Credits) ->									-4,792,708
Net Total Delivered kWh as Billed ->	693,803	2,255,925	43,646	81,450	0	0	0	0	9,957,774
Percent % of Total Power Purchased->	6.9675%	22.6549%	0.4383%	0.8180%	0.0000%	0.0000%	0.0000%	0.0000%	100.0002%
								Verification Total - >	100.0000%
COST OF PURCHASED POWER:									
DEMAND CHARGES (+Debits)									
Demand Charges	\$6,469.87	\$22,942.25	\$1,025.10			\$188,125.53			\$553,672.58
Debt Services (Principal & Interest)		\$55,381.81							\$213,258.60
DEMAND CHARGES (-Credits)									
Transmission Charges (Demand-Credits)		-\$19,143.60	-\$814.77	-\$3,506.49					-\$71,393.40
Capacity Credit	-\$2,851.75	-\$9,237.08	-\$234.83	-\$1,689.27					-\$83,401.65
Sub-Total Demand Charges	\$3,618.12	\$49,943.38	-\$24.50	-\$5,195.76	\$0.00	\$188,125.53	\$0.00	\$0.00	\$612,136.13
ENERGY CHARGES (+Debits):									
Energy Charges - (On Peak)	\$901.74	\$41,724.36		\$2,959.06		\$7,306.87			\$365,277.25
Energy Charges - (Replacement/Off Peak)									\$32.05
Net Congestion, Losses, FTR	\$1,159.74								\$14,019.36
Transmission Charges (Energy-Debits)									\$16,257.93
ESPP Charges					\$20,659.88				\$20,659.88
Bill Adjustments (General & Rate Levelization)									\$2.22
ENERGY CHARGES (-Credits or Adjustments):									
Energy Charges - On Peak (Sale or Rate Stabilization)									-\$86,734.04
Net Congestion, Losses, FTR									\$424.27
Bill Adjustments (General & Rate Levelization)	\$351.89								-\$4,007.23
Sub-Total Energy Charges	\$2,413.37	\$41,724.36	\$0.00	\$2,959.06	\$20,659.88	\$7,306.87	\$0.00	\$0.00	\$325,931.69
TRANSMISSION & SERVICE CHARGES, MISC.:									
RPM / PJM Charges Capacity - (+Debit)						\$110,008.35			\$110,008.35
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)							\$2,867.34		\$2,867.34
Service Fees AMP-Part B - (+Debit/-Credit)							\$5,774.56		\$5,774.56
Other Charges & Bill Adjustments - (+Debit/-Credit)									\$0.00
Sub-Total Service Fees & Other Charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$110,008.35	\$8,641.90	\$0.00	\$118,650.25
TOTAL NET COST OF PURCHASED POWER	\$6,031.49	\$91,667.74	-\$24.50	-\$2,236.70	\$20,659.88	\$305,440.75	\$8,641.90	\$0.00	\$1,056,718.07
Percent % of Total Power Cost->	0.5708%	8.6748%	-0.0023%	-0.2117%	1.9551%	28.9047%	0.8178%	0.0000%	100.000%
								Verification Total - >	\$1,056,718.07
Purchased Power Resources - Cost per kWh->	\$0.008693	\$0.040634	-\$0.000561	-\$0.027461	\$0.000000	\$0.000000	\$0.000000	\$0.000000	\$0.106120
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV2 Electric Service Rate - >
									\$0.018099
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV5 Electric Service Rate - >
									\$0.018099

City of Napoleon, Ohio

ELECTRIC COMMITTEE

MAJORITY REPORT

Monday, June 08, 2020

The Electric Committee met on Monday, June 08, 2020, and:

1. Accepted the BOPA Recommendation to Approve the June 2020 PSCA as Three Month Averaged Factor \$0.02697 and JV2 \$0.018099
2. Accepted the BOPA Recommendation to Approve taking from the Electric Reserve Fund an Amount Not to Exceed \$100,000 to be put into Rate Stabilization to keep the Residential Rate below .13 cents/kWh with Second Installment decided next month, if needed.

Lori Siclair, Chairman

Joseph D. Bialorucki, Committee Member

Ross Durham, Committee Member

City of Napoleon, Ohio

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

MAJORITY REPORT

Monday, June 08, 2020

The Municipal Properties, Building, Land Use and Economic Development Committee met on Monday, June 08, 2020, and:

1. Recommend City Council Approve Establishing a Tax Increment Financing (TIF) District and Seek State Infrastructure Bank (SIB) Loan for the American Road Improvements Project

Molly Knepley, Chairman

Joseph D. Bialorucki, Committee Member

Lori Siclair, Committee Member

Mayor Jason Maassel, Committee Member



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

www.napoleonohio.com

Memorandum

To: Mayor & Napoleon City Council

From: Joel L. Mazur, City Manager

Tony Cotter, Parks & Recreation Department Director

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

cc: Kelly O'Boyle, City Finance Director

Roxanne Dietrich, Clerk of Council

Date: June 11, 2020

Subject: Napoleon Aquatic Center ~ Request to Waive Competitive Bidding

The City of Napoleon received and opened bids for the Napoleon Aquatic Center project on Thursday, June 4th. The bids received were not able to be awarded due to the constraints of the Ohio Revised Code and the limitations in Section 153.12 with regard to the bids being more than 10% above the Engineer's Estimate.

City staff worked with Peterman Associates in an effort to provide a facility to meet the needs of the community. A volunteer group was organized and a committee was formed to provide input on the project. After several meetings, a design was prepared for both the pool and the Bathhouse/Clubhouse facility.

Once the plans and specifications were finalized, the project was advertised for bids. We received bids from 6 firms: 4 bids for the General Trades Contract; 1 bid for the Pool Contract; and 1 bid for the Combined General Trades & Pool Contracts. After reviewing the bids, it was determined that the bids for the buildings were much higher than anticipated. The scale of the buildings will need to be reduced. However, the bid received for the pool (including the bid received in the Combined bid) was where we expected it to be. But due to the stipulations in the Code, we cannot award the project based on this competitive bid. After reviewing our options, we believe the best solution to this would be to enter into a separate contract with the company that bid on the pool portion of the project.

We are requesting that City Council reject all bids, then direct the Law Director to draft the appropriate legislation to waive competitive bidding for the pool portion of the Aquatic Center project. This project is unique. There are very few companies capable of building a commercial pool. Although the overall bids received were above the Engineer's Estimate, the bid received from Astro Pools was at our estimated cost for the pool portion of the project.

In an effort to stay on schedule, to not incur additional engineering costs, to capture a competitive price on an extremely unique project, to continue forward in an effort to meet the expectations of the public, and to use public funds in a responsible manner we request that Council direct the Law Director to draft the appropriate legislation to waive competitive bidding and enter into a contract with Astro Pools for the pool portion of the Napoleon Aquatic Center project.



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

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

www.napoleonohio.com

Memorandum

To: Joel L. Mazur, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Kelly O'Boyle, City Finance Director
Roxanne Dietrich, Interim Clerk of Council
Date: June 10, 2020
Subject: Park Street Improvements ~ Phase IV (L.T.C.P.
Project No. 27C) – Approval of Plans &
Specifications

The City of Napoleon's Department of Public Works requests approval of the plans, bid documents, and specifications for the above referenced project. This project consists of: reconstruction of Park Street from Sheffield Avenue to W. Riverview Avenue; replacing the existing waterline and resurfacing Park Court; extending the storm sewer and replacing the sanitary sewer on Sheffield Avenue from Park Street to W. Riverview Avenue; constructing a new storm sewer on Strong Street from Norton Avenue to Sheffield Avenue; extending the storm sewer on Welsted Street from Haley Avenue to Norton Avenue.

Engineer's Estimate of Construction: \$475,000.00.

Budgeted amount for Construction: \$475,000.00.

OPWC Grant: \$275,000.00 (or 58% of total project, not to exceed)

CEL



City of NAPOLEON, Ohio

Fire - Rescue Department

265 W. Riverview • P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 592-0441 • Fax: (419) 592-5195

Web Page: www.napoleonfire.com

Fire Chief
Clayton O'Brien

Assistant Fire Chief
Joel Frey

Captain
David Bowen

Captain
Tyler Reiser

Acting Captain
Jonah Stiriz

Lieutenant
Scott Bockelman

Lieutenant
John Pugsley

Lieutenant
Colton Bly

Website
www.napoleonfire.com

 *Facebook*
City of Napoleon Fire and
Rescue

 *Twitter*
@napoleonfire

 *Instagram*
Napoleonfiredepartment

Memorandum

To: Members of Council

From: Clayton O'Brien, Fire Chief

cc: Joel Mazur, City Manager

Kelly O'Boyle, Finance Director

Date: 6/10/20

Subject: Wal-Mart Grant

I am requesting the acceptance of the Wal-Mart grant in the amount of \$1,500.00.
This money will be used toward a mobile repeater for the fire apparatus.

Walmart
702 S.W. 8th Street
Bentonville, AR 72716

NAPOLEON FIRE AND RESCUE ASSOCIATIO
WALMART# 1416
265 WEST RIVERVIEW AVENUE
NAPOLEON OH 43545



IN PAYMENT
OF INVOICES TO



*** Walmart**
702 S.W. 8th ST.
BENTONVILLE, AR 72716

*** INCLUDES**

AIDCO
SAM'S CLUB
BUD'S OUTLET STORES
CMAAUSA

NORTH ARKANSAS WHOLESALE CO., INC.
BEAVER LAKE AVIATION, INC.
PHILLIPS COMPANIES, INC.
WALMART PHARMACY OF MICHIGAN, INC.
WALMART PUERTO RICO, INC.

CHECK DATE: 06-03-20

CHECK NUMBER: 0641456

DATE	INVOICE NUMBER	STORE NUMBER	DOCUMENT NUMBER	TYPE CODE*	GROSS AMOUNT	DISCOUNT/ ALLOWANCES	NET AMOUNT
06 01 20	62465745	05-09000	92813056		1500.00	0.00	1500.00
					1500.00	0.00	1500.00

VENDOR: /9999999975 NAPOLEON FIRE AND RESCUE ASSOCIATIO

* VENDOR: Deduction codes are described on the reverse side of this statement

↓ DETACH AT PERFORATION ↓

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER. THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW



702 S.W 8th St. BENTONVILLE, AR 72716



WELLS FARGO BANK, N.A. 66-156
CHARLOTTE, NC 28288-0013 531

NON-NEGOTIABLE AFTER 180 DAYS
0641456

Vendor Number	Check Date	Check Number
9999999975	06-03-20	0641456

PAY
ONE THOUSAND FIVE HUNDRED DOLLARS AND NO CENTS

DOLLARS	CENTS
\$ *****1,500.00	
NET AMOUNT OF CHECK	

TO THE NAPOLEON FIRE AND RESCUE ASSOCIATIO
ORDER WALMART# 1416
OF 265 WEST RIVERVIEW AVENUE
NAPOLEON OH 43545

WALMART, INC.

M Brett Biggs



Executive Vice President and Treasurer

Respectfully,



David Mack
Chief of Police
Napoleon Police Department
Serving the Napoleon Community with "Honesty, Honor, Loyalty, Benevolence, Respect, Justice & Courage"
310 Glenwood Ave, PO Box 151
Napoleon, Ohio 43545
<http://www.napoleonohio.com>
Main - 419-599-2810
Fax - 419-599-7969



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

From: Andrea Tawney <Andrea.Tawney@ohioattorneygeneral.gov>
Sent: Wednesday, June 10, 2020 12:35 PM
To: David J. Mack <dmack@napoleonohio.com>
Subject: Napoleon - Ohio Law Enforcement Body Armor Program - Award Notification

Good afternoon,

I am pleased to inform you that your department has been awarded \$5,363.96 to purchase body armor for your officers as part of the recently announced Ohio Law Enforcement Body Armor Program.

I deeply appreciate the work of local law officers such as yours, who put their lives on the line every day to protect Ohio's families. My hope is that this grant will help to ensure their safety.

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

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

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

If you have any questions, please contact Andrea Tawney at OhioLEBodyArmor@OhioAttorneyGeneral.gov

Very respectfully yours,

Dave Yost
Ohio Attorney General



CITY OF NAPOLEON, OHIO

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

KELLY O'BOYLE, FINANCE DIRECTOR

phone (419) 599-1235

fax (419)-599-8393

Web Page: www.napoleonohio.com

Email: koboyle@napoleonohio.com

DATE: June 15, 2020
TO: Members of City Council, Jason P. Maassel, Mayor,
Joel L. Mazur, City Manager, Billy D. Harmon, City Law Director
FROM: Kelly O'Boyle, Finance Director
SUBJECT: Official Approval in Minutes of Various –**2020 Financial Reports**

Listed below are General Financial Reports and Other Information currently included for your review and approval to be recorded in City Council minutes:

Reports for your consideration, review and approval:

- ❖ Summary Information for the General Fund through May 2020 – the revenue was under the expenses by \$145K. We will continue to monitor each month. As you recall, the 2020 Budget that was passed relies on \$655K of the unencumbered cash balance to make the budget balance. This amount **must** be reduced by savings or by more revenue in order to have enough for the 2021 Budget and for cash flow in 2021. Historically, the budget is underspent and the revenue is close to the estimate but with the unexpected COVID-19 pandemic it could come out differently this year. During the budget process, some of the budget was also reduced which will yield less savings. The goal is to rely less on the cash balance and bring the expenditures more in line with the realized revenue. This is more critical now than ever before as we will be seeing reduced income tax collections for 2021 due to COVID-19.
- ❖ Summary Information for the Major Funds through May 2020 -Fund 500 Electric Fund, Fund 510 Water Fund, Fund 520 Wastewater Fund and Fund 560 Sanitation Fund. This does not include information on the other funds associated with the Major Funds. Please refer to the Monthly Finance Reports for this information. Throughout the year, the approved portions of the balances in the Major Funds listed above will be transferred to the other associated funds to cover the capital projects and debt for the Utilities.
- ❖ Payroll Summary Report by Department for the following periods:
Payroll for May 22, 2020 - \$272,840.14 w/YTD - \$3,006,165.86
Payroll for June 5, 2020 - \$273,896.23 w/YTD - \$3,280,062.09
- ❖ KWH Tax Report for Month and Payment:
Electric KWH Tax Paid for May 2020=State \$7,749.00 and City \$34,908.45
- ❖ Income Tax Revenue Report for Month Ending:
Month Ending – 5/31/20 = \$292,674.93 w/YTD - \$1,915,733.47
NOTE: Original Budget estimate for 2020 is \$4,215,000. We are 6.7% less than through May 2019. The percent collected of the estimate is 45.5%. The new tax deadline is July 15th. The effect of the COVID-19 will be seen in 2021 for 2020. We will have information about 2020 receipts from 2019 filings by end of July. We will have initial projections in September of the effect for preparing the 2021 Budget.

❖ Interest Earnings Posted by Fund Report:

Month Ending –5/31/20 = \$32,703.50 w/YTD - \$174,534.85. Of the \$32,703.50, \$10,382.73 goes to the General Fund and \$22,320.77 to the Outside General Funds. As you are aware, our investments that are being called or maturing are being reinvested at a much lower rate due to the economy. We were recently able to secure a CDARS with F & M for 3 years for .82% in the amount of \$925K.

❖ Other Periodic Reports for Council Review and/or Approval:

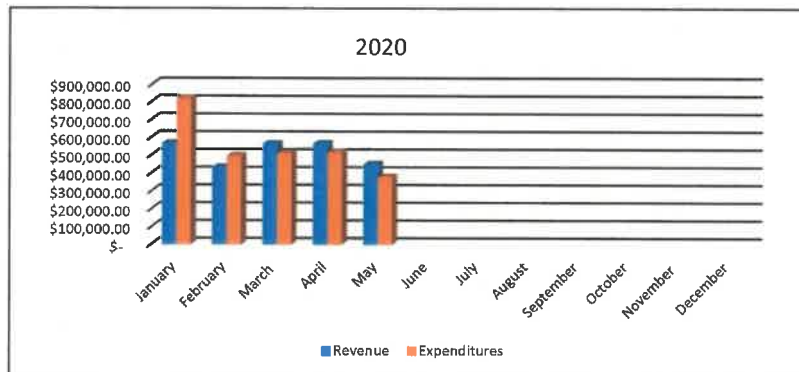
1. Ohio Gas Energy Services -May 2020

I respectfully request a motion for the record to accept and approve the reports as presented. Thank you for your consideration, please let me know if you have any questions.

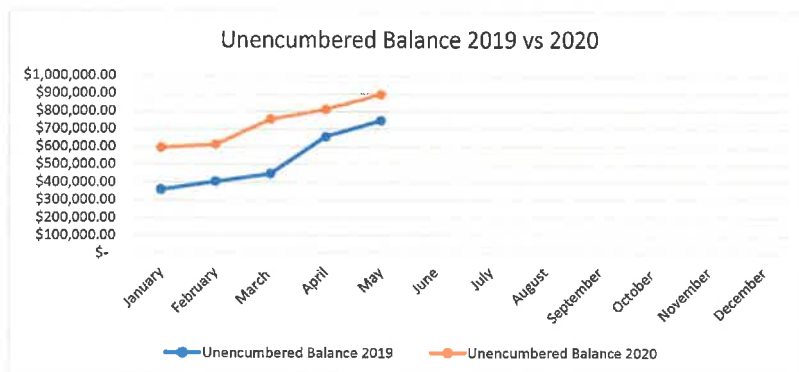
Attachments

GENERAL FUND

	2020 Actual Revenue	2020 Actual Expenditures	Over/(Under) Revenue
January	\$ 569,441.53	\$ 821,116.27	\$ (251,674.74)
February	\$ 433,494.72	\$ 499,613.81	\$ (66,119.09)
March	\$ 566,433.93	\$ 514,291.95	\$ 52,141.98
April	\$ 568,392.35	\$ 518,974.38	\$ 49,417.97
May	\$ 451,311.80	\$ 380,358.57	\$ 70,953.23
June			
July			
August			
September			
October			
November			
December			
	\$ 2,589,074.33	\$ 2,734,354.98	\$ (145,280.65)

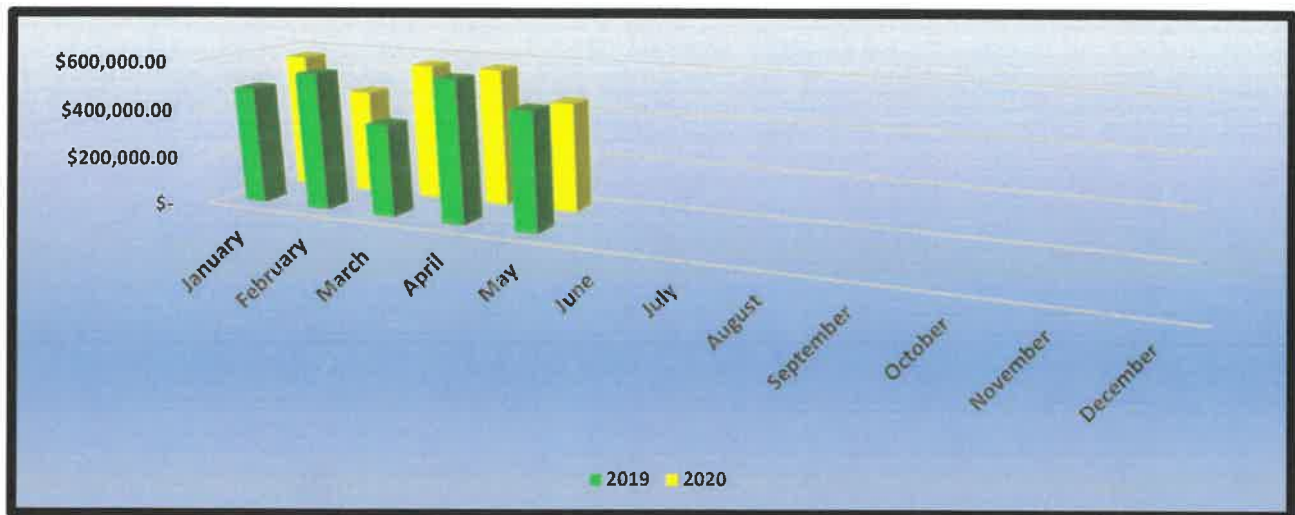


	Unencumbered Balance 2019	2020	Difference
January	\$ 358,709.76	\$ 597,304.21	\$ 238,594.45
February	\$ 403,778.41	\$ 613,305.80	\$ 209,527.39
March	\$ 449,942.17	\$ 755,923.48	\$ 305,981.31
April	\$ 659,086.61	\$ 812,612.35	\$ 153,525.74
May	\$ 750,366.15	\$ 896,899.06	\$ 146,532.91
June			
July			
August			
September			
October			
November			
December			



GENERAL FUND REVENUE COMPARISON 2019 VS. 2020

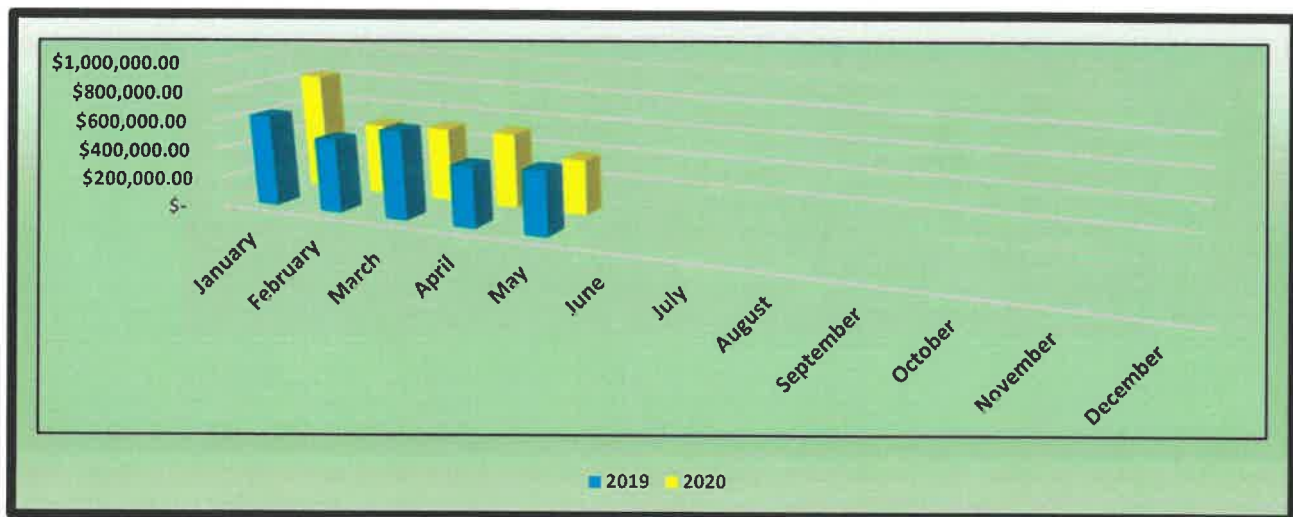
	2019	2020	Over/(Under)	Percent Change
January	\$ 484,136.88	\$ 569,441.53	\$ 85,304.65	17.62%
February	\$ 562,788.35	\$ 433,494.72	\$ (129,293.63)	-22.97%
March	\$ 377,623.60	\$ 566,433.93	\$ 188,810.33	50.00%
April	\$ 581,426.58	\$ 568,392.35	\$ (13,034.23)	-2.24%
May	\$ 482,363.70	\$ 451,311.80	\$ (31,051.90)	-6.44%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 2,488,339.11	\$ 2,589,074.33	\$ 100,735.22	4.05%



	YTD -5/31/19	YTD -5/31/20	Difference	Percent Change
Income Tax-Transfer	\$ 959,545.50	\$ 965,789.20	\$ 6,243.70	0.65%
Transfers -In (KWH Tax)	\$ -	\$ 80,000.00	\$ 80,000.00	#DIV/0!

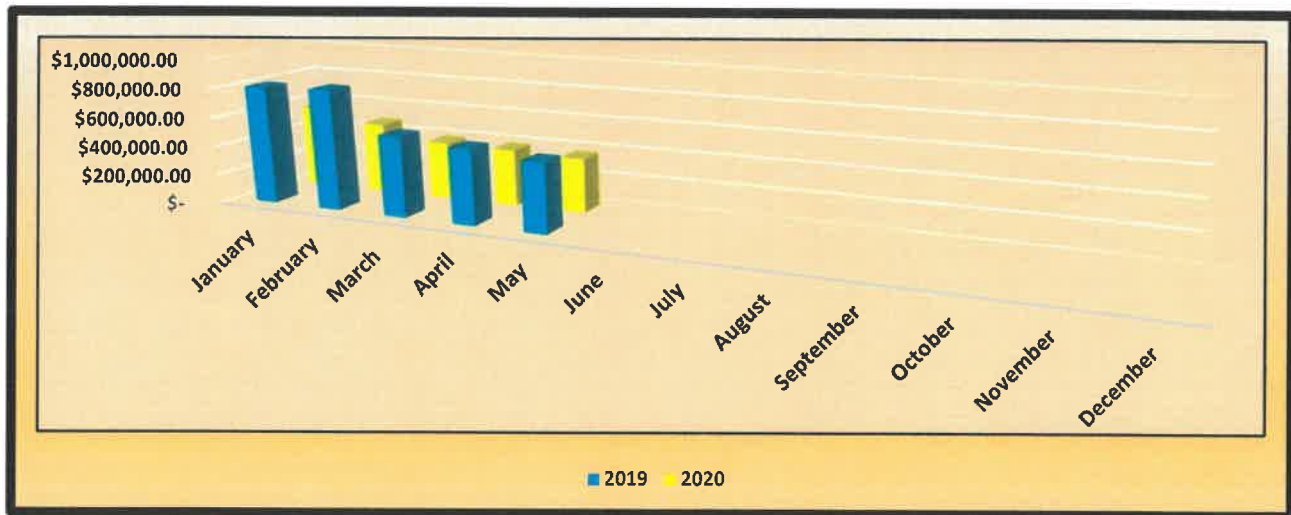
GENERAL FUND EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 624,273.77	\$ 821,116.27	\$ 196,842.50	31.53%
February	\$ 502,416.23	\$ 499,613.81	\$ (2,802.42)	-0.56%
March	\$ 604,999.93	\$ 514,291.95	\$ (90,707.98)	-14.99%
April	\$ 410,460.65	\$ 518,974.38	\$ 108,513.73	26.44%
May	\$ 430,488.71	\$ 380,358.57	\$ (50,130.14)	-11.64%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 2,572,639.29	\$ 2,734,354.98	\$ 161,715.69	6.29%



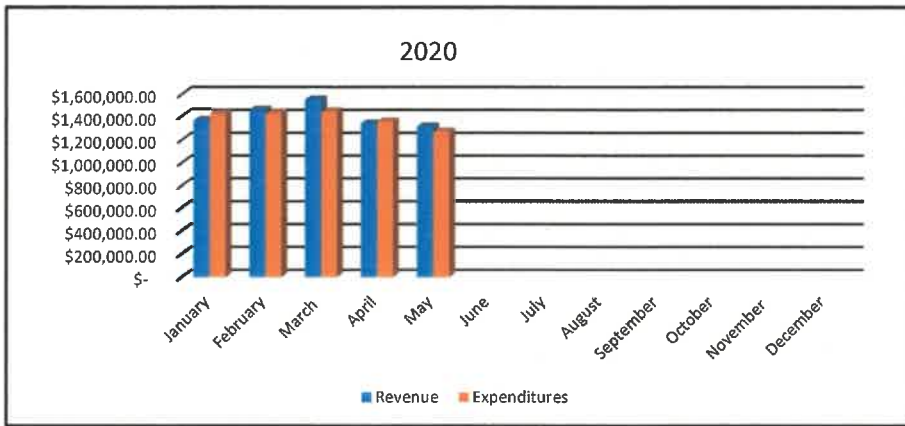
GENERAL FUND ENCUMBRANCE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 807,774.88	\$ 566,869.36	\$ (240,905.52)	-29.82%
February	\$ 823,078.35	\$ 484,748.68	\$ (338,329.67)	-41.11%
March	\$ 549,538.26	\$ 394,272.98	\$ (155,265.28)	-28.25%
April	\$ 511,359.75	\$ 387,002.08	\$ (124,357.67)	-24.32%
May	\$ 471,955.20	\$ 373,668.60	\$ (98,286.60)	-20.83%
June				
July				
August				
September				
October				
November				
December				

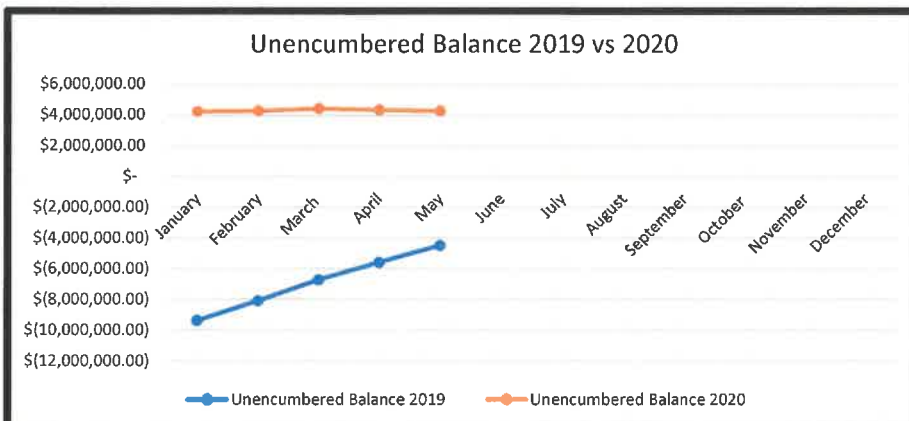


ELECTRIC FUND 500

	2020 Actual		2020 Actual		Over/(Under) Revenue	
	Revenue		Expenditures			
January	\$	1,371,761.71	\$	1,428,952.80	\$	(57,191.09)
February	\$	1,463,087.87	\$	1,433,372.07	\$	29,715.80
March	\$	1,552,025.39	\$	1,446,683.11	\$	105,342.28
April	\$	1,342,875.22	\$	1,361,116.64	\$	(18,241.42)
May	\$	1,317,254.63	\$	1,271,637.28	\$	45,617.35
June						
July						
August						
September						
October						
November						
December						
	\$	7,047,004.82	\$	6,941,761.90	\$	105,242.92

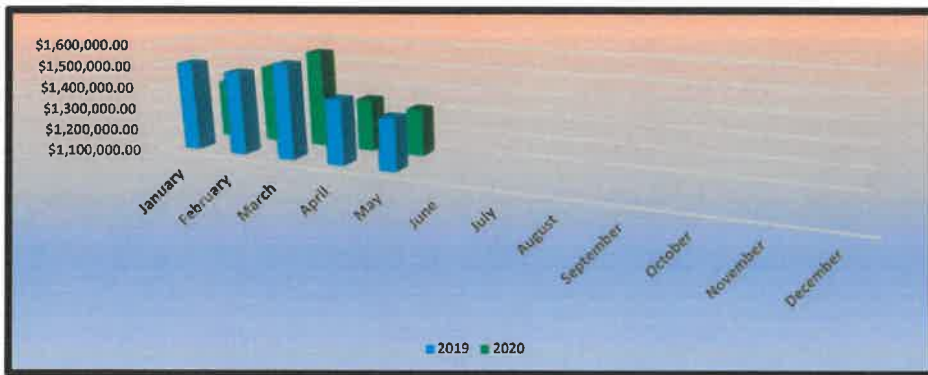


		Unencumbered Balance			
		2019		2020	Difference
January	\$	(9,369,052.12)	\$	4,246,832.18	\$ 13,615,884.30
February	\$	(8,081,444.12)	\$	4,296,386.23	\$ 12,377,830.35
March	\$	(6,714,800.86)	\$	4,443,226.73	\$ 11,158,027.59
April	\$	(5,577,079.22)	\$	4,355,578.81	\$ 9,932,658.03
May	\$	(4,478,962.77)	\$	4,288,548.64	\$ 8,767,511.41
June					
July					
August					
September					
October					
November					
December					



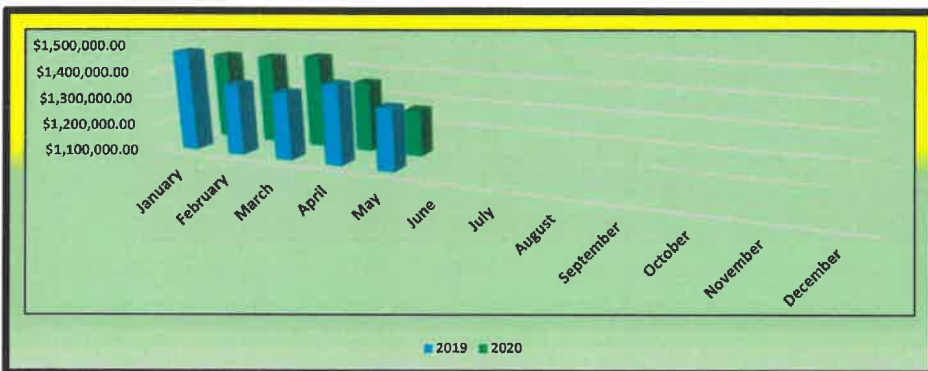
ELECTRIC FUND (500) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 1,510,392.56	\$ 1,371,761.71	\$ (138,630.85)	-9.18%
February	\$ 1,483,277.64	\$ 1,463,087.87	\$ (20,189.77)	-1.36%
March	\$ 1,538,880.27	\$ 1,552,025.39	\$ 13,145.12	0.85%
April	\$ 1,398,933.37	\$ 1,342,875.22	\$ (56,058.15)	-4.01%
May	\$ 1,337,713.06	\$ 1,317,254.63	\$ (20,458.43)	-1.53%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 7,269,196.90	\$ 7,047,004.82	\$ (222,192.08)	-3.06%



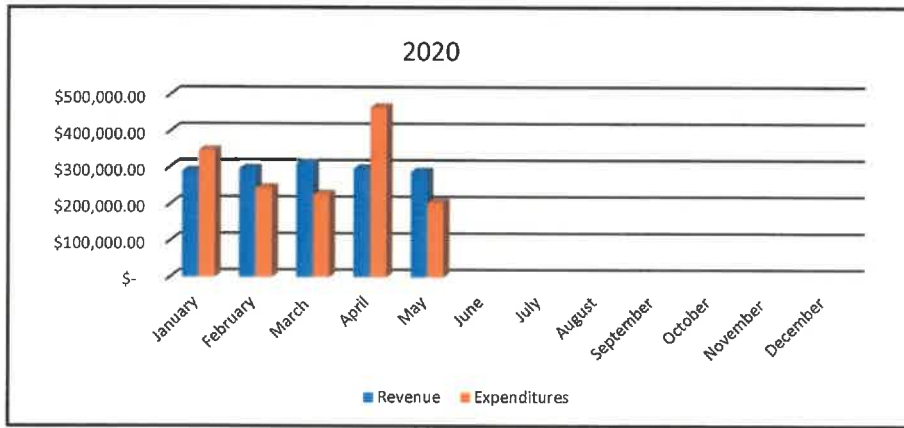
ELECTRIC FUND (500) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 1,474,119.34	\$ 1,428,952.80	\$ (45,166.54)	-3.06%
February	\$ 1,364,928.70	\$ 1,433,372.07	\$ 68,443.37	5.01%
March	\$ 1,348,019.42	\$ 1,446,683.11	\$ 98,663.69	7.32%
April	\$ 1,394,586.87	\$ 1,361,116.64	\$ (33,470.23)	-2.40%
May	\$ 1,326,681.52	\$ 1,271,637.28	\$ (55,044.24)	-4.15%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 6,908,335.85	\$ 6,941,761.90	\$ 33,426.05	0.48%

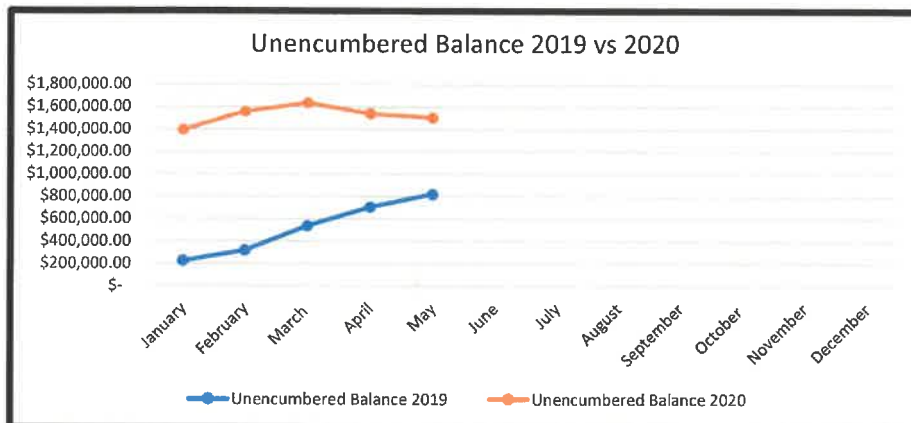


WATER FUND (510)

	2020 Actual Revenue	2020 Actual Expenditures	Over/(Under) Revenue
January	\$ 290,958.31	\$ 346,683.45	\$ (55,725.14)
February	\$ 297,006.42	\$ 244,132.48	\$ 52,873.94
March	\$ 311,073.57	\$ 226,488.04	\$ 84,585.53
April	\$ 296,745.87	\$ 464,210.27	\$ (167,464.40)
May	\$ 288,389.46	\$ 204,056.93	\$ 84,332.53
June			
July			
August			
September			
October			
November			
December			
	\$ 1,484,173.63	\$ 1,485,571.17	\$ (1,397.54)

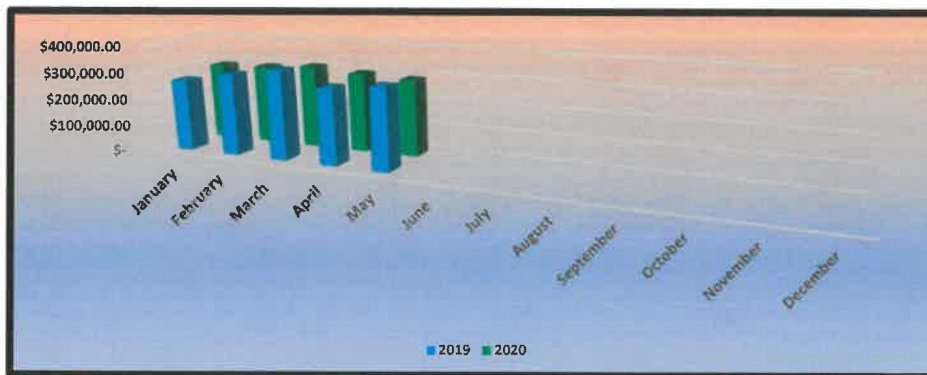


	Unencumbered Balance		
	2019	2020	Difference
January	\$ 224,847.12	\$ 1,395,416.45	\$ 1,170,569.33
February	\$ 318,525.40	\$ 1,558,886.11	\$ 1,240,360.71
March	\$ 536,289.74	\$ 1,637,031.55	\$ 1,100,741.81
April	\$ 704,608.58	\$ 1,539,576.09	\$ 834,967.51
May	\$ 821,259.17	\$ 1,503,363.53	\$ 682,104.36
June			
July			
August			
September			
October			
November			
December			



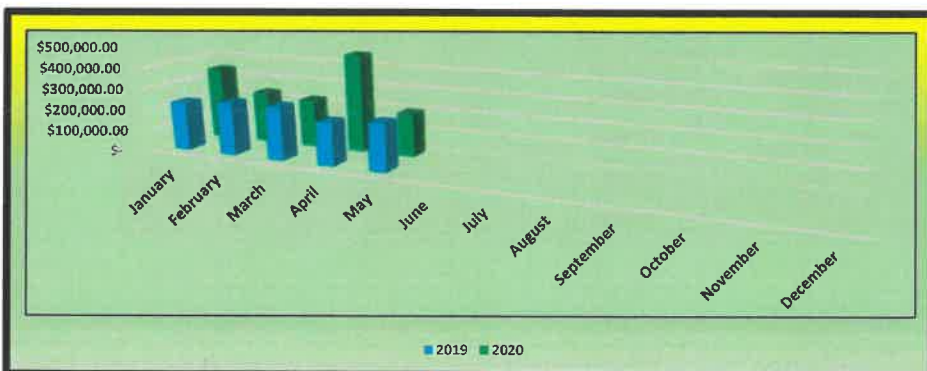
WATER FUND (510) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 267,898.89	\$ 290,958.31	\$ 23,059.42	8.61%
February	\$ 304,788.69	\$ 297,006.42	\$ (7,782.27)	-2.55%
March	\$ 334,573.82	\$ 311,073.57	\$ (23,500.25)	-7.02%
April	\$ 284,383.58	\$ 296,745.87	\$ 12,362.29	4.35%
May	\$ 304,966.42	\$ 288,389.46	\$ (16,576.96)	-5.44%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 1,496,611.40	\$ 1,484,173.63	\$ (12,437.77)	-0.83%



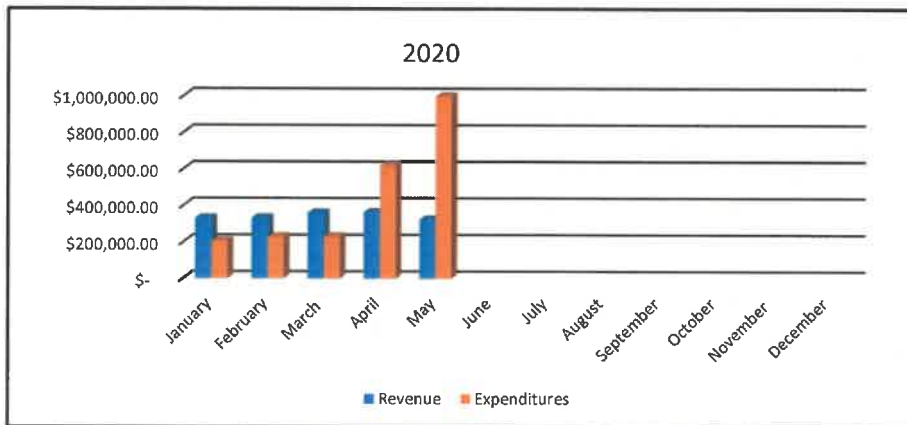
WATER FUND (510) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 228,842.16	\$ 346,683.45	\$ 117,841.29	51.49%
February	\$ 249,310.41	\$ 244,132.48	\$ (5,177.93)	-2.08%
March	\$ 252,513.45	\$ 226,488.04	\$ (26,025.41)	-10.31%
April	\$ 201,921.54	\$ 464,210.27	\$ 262,288.73	129.90%
May	\$ 222,282.24	\$ 204,056.93	\$ (18,225.31)	-8.20%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 1,154,869.80	\$ 1,485,571.17	\$ 330,701.37	28.64%

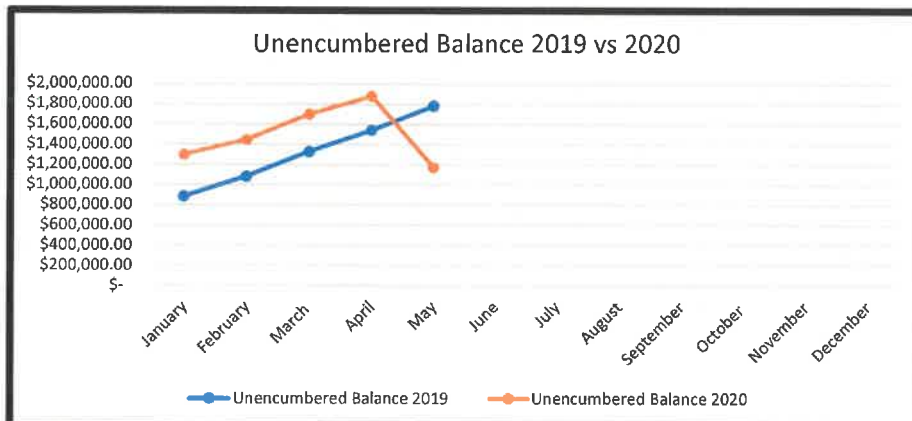


WASTEWATER FUND 520

	2020 Actual		2020 Actual		Over/(Under) Revenue
	Revenue		Expenditures		
January	\$ 330,919.06	\$	206,239.06	\$	124,680.00
February	\$ 331,406.68	\$	228,483.78	\$	102,922.90
March	\$ 359,047.22	\$	229,463.42	\$	129,583.80
April	\$ 363,232.49	\$	618,870.03	\$	(255,637.54)
May	\$ 323,103.82	\$	998,092.52	\$	(674,988.70)
June					
July					
August					
September					
October					
November					
December					
	\$ 1,707,709.27	\$	2,281,148.81	\$	(573,439.54)

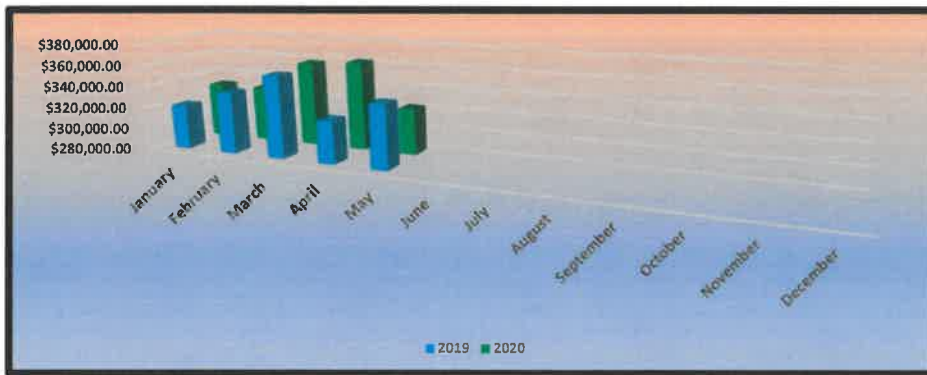


	Unencumbered Balance				
	2019		2020		Difference
January	\$ 886,341.35	\$	1,298,112.16	\$	411,770.81
February	\$ 1,083,733.64	\$	1,448,292.49	\$	364,558.85
March	\$ 1,329,841.84	\$	1,700,910.28	\$	371,068.44
April	\$ 1,544,312.21	\$	1,879,053.73	\$	334,741.52
May	\$ 1,784,397.32	\$	1,173,532.23	\$	(610,865.09)
June					
July					
August					
September					
October					
November					
December					



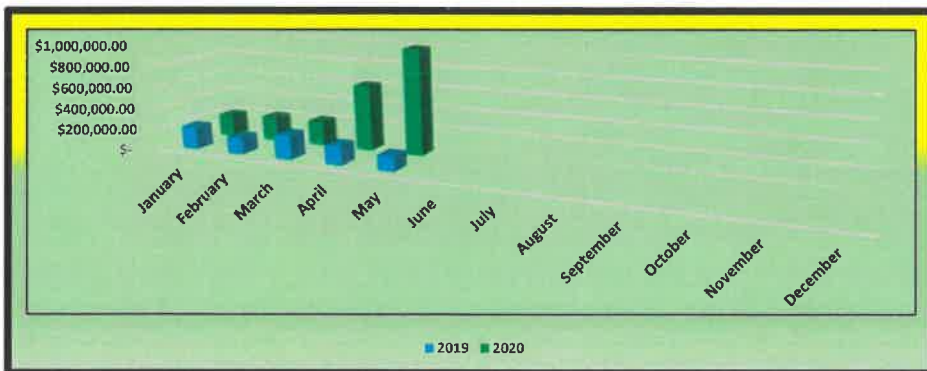
WASTEWATER FUND (520) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 320,842.90	\$ 330,919.06	\$ 10,076.16	3.14%
February	\$ 337,536.72	\$ 331,406.68	\$ (6,130.04)	-1.82%
March	\$ 356,881.39	\$ 359,047.22	\$ 2,165.83	0.61%
April	\$ 319,906.58	\$ 363,232.49	\$ 43,325.91	13.54%
May	\$ 339,586.92	\$ 323,103.82	\$ (16,483.10)	-4.85%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 1,674,754.51	\$ 1,707,709.27	\$ 32,954.76	1.97%



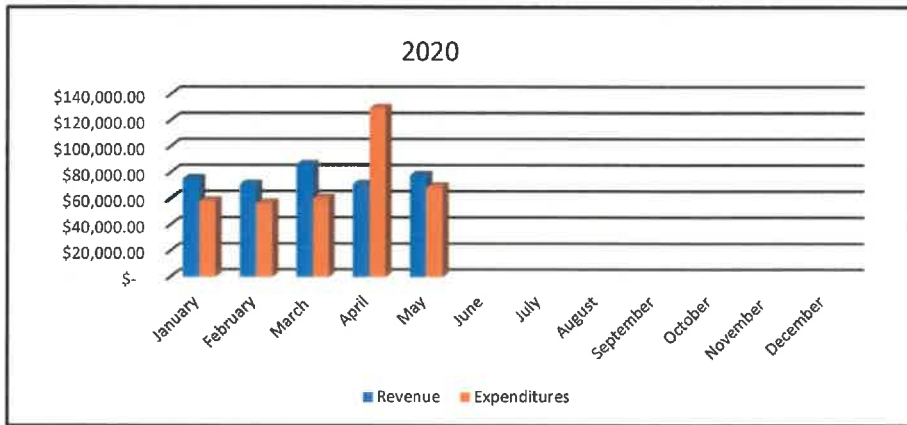
WASTEWATER FUND (520) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 207,905.27	\$ 206,239.06	\$ (1,666.21)	-0.80%
February	\$ 152,478.07	\$ 228,483.78	\$ 76,005.71	49.85%
March	\$ 226,755.41	\$ 229,463.42	\$ 2,708.01	1.19%
April	\$ 176,703.38	\$ 618,870.03	\$ 442,166.65	250.23%
May	\$ 135,978.97	\$ 998,092.52	\$ 862,113.55	634.01%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 899,821.10	\$ 2,281,148.81	\$ 1,381,327.71	153.51%

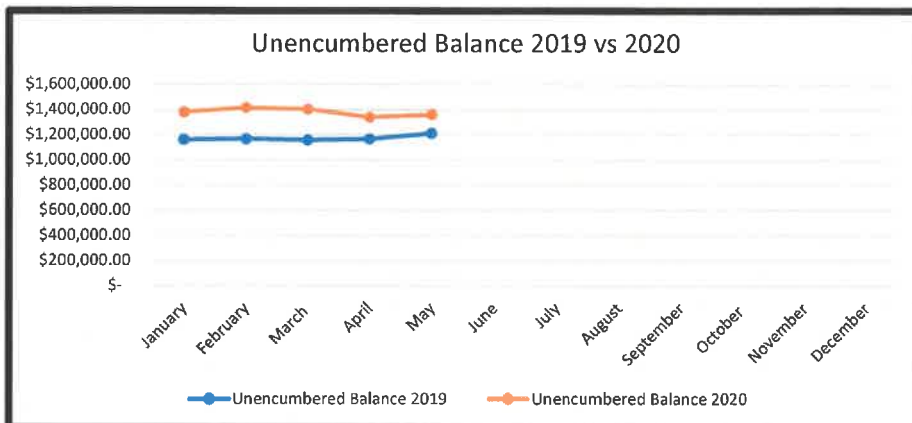


SANITATION FUND 560

	2020 Actual		2020 Actual	Over/(Under) Revenue	
	Revenue		Expenditures		
January	\$ 75,421.52	\$	58,513.14	\$	16,908.38
February	\$ 71,075.06	\$	56,733.25	\$	14,341.81
March	\$ 86,293.91	\$	60,445.31	\$	25,848.60
April	\$ 71,015.32	\$	129,197.60	\$	(58,182.28)
May	\$ 78,070.40	\$	69,174.40	\$	8,896.00
June					
July					
August					
September					
October					
November					
December					
	\$ 381,876.21	\$	374,063.70	\$	7,812.51

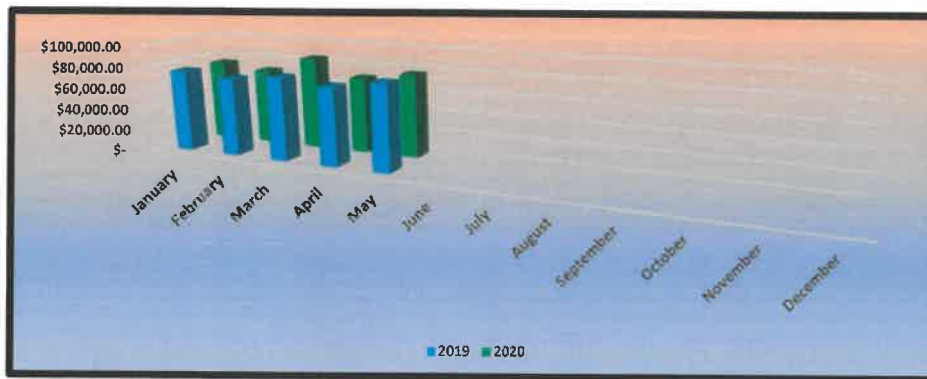


	Unencumbered Balance		Difference	
	2019	2020		
January	\$ 1,165,254.16	\$ 1,383,527.81	\$	218,273.65
February	\$ 1,169,085.93	\$ 1,417,087.35	\$	248,001.42
March	\$ 1,160,806.74	\$ 1,404,426.02	\$	243,619.28
April	\$ 1,168,263.14	\$ 1,341,180.47	\$	172,917.33
May	\$ 1,213,994.88	\$ 1,362,426.47	\$	148,431.59
June				
July				
August				
September				
October				
November				
December				



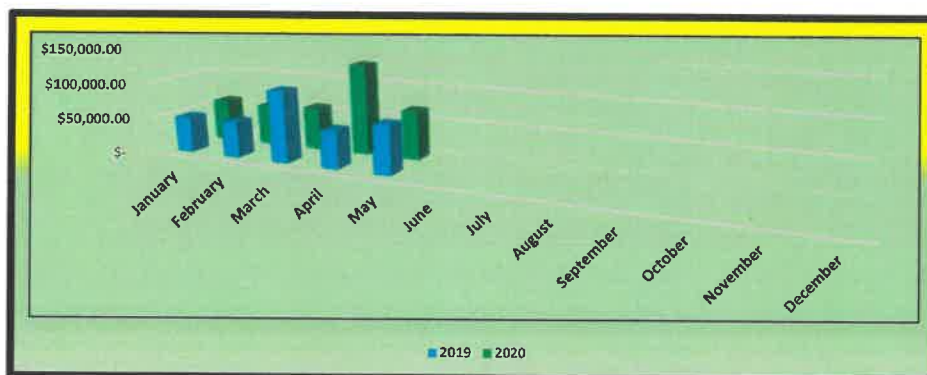
SANITATION FUND (560) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 75,910.21	\$ 75,421.52	\$ (488.69)	-0.64%
February	\$ 72,584.47	\$ 71,075.06	\$ (1,509.41)	-2.08%
March	\$ 77,762.36	\$ 86,293.91	\$ 8,531.55	10.97%
April	\$ 72,910.08	\$ 71,015.32	\$ (1,894.76)	-2.60%
May	\$ 80,477.84	\$ 78,070.40	\$ (2,407.44)	-2.99%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 379,644.96	\$ 381,876.21	\$ 2,231.25	0.59%

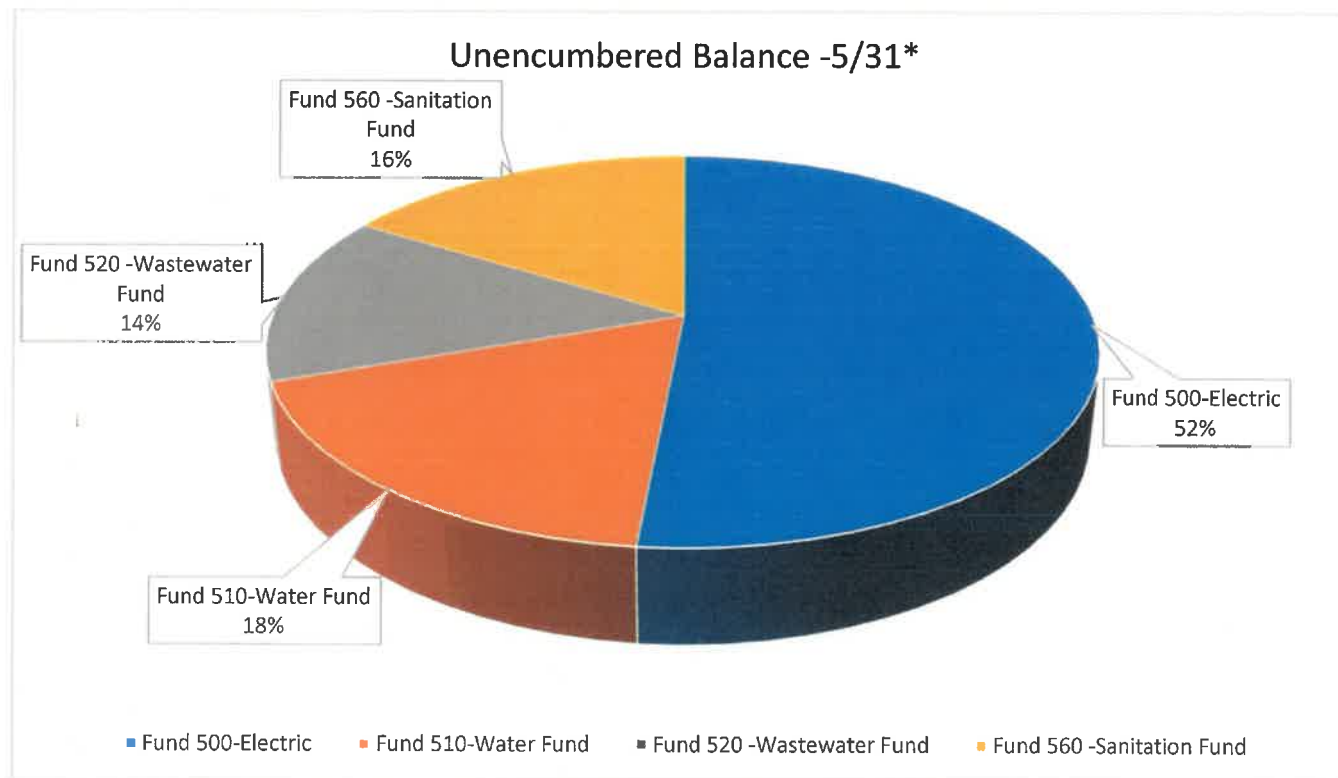


SANITATION FUND (560) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 50,241.85	\$ 58,513.14	\$ 8,271.29	16.46%
February	\$ 50,830.60	\$ 56,733.25	\$ 5,902.65	11.61%
March	\$ 101,057.08	\$ 60,445.31	\$ (40,611.77)	-40.19%
April	\$ 52,943.00	\$ 129,197.60	\$ 76,254.60	144.03%
May	\$ 68,195.97	\$ 69,174.40	\$ 978.43	1.43%
June				
July				
August				
September				
October				
November				
December				
TOTAL	\$ 323,268.50	\$ 374,063.70	\$ 50,795.20	15.71%



	Unencumbered Balance -5/31*	
Fund 500-Electric	\$	4,288,548.64
Fund 510-Water Fund	\$	1,503,363.53
Fund 520 -Wastewater Fund	\$	1,173,532.23 **
Fund 560 -Sanitation Fund	\$	1,362,426.47
TOTAL	\$	8,327,870.87



*** Does not include unencumbered balances of other Funds associated with the Major Funds**

**** Transfer of Funds per approved transfers for capital projects & debt payments**

	PAYROLL May 22, 2020					
	<u>Current Pay</u>	<u>Current Pay</u>	<u>Current Pay</u>		<u>YTD</u>	<u>YTD</u>
<u>Department</u>	<u>Regular</u>	<u>Overtime</u>	<u>Gross Pay</u>		<u>Regular</u>	<u>Overtime</u>
City Council/Legislative	\$3,414.55	\$0.00	\$3,414.55		\$14,796.57	\$0.00
Mayor/Executive	\$576.86	\$0.00	\$576.86		\$6,345.46	\$0.00
City Manager/Administration	\$9,351.49	\$0.00	\$9,351.49		\$102,907.91	\$165.75
Human Resource	\$2,701.64	\$0.00	\$2,701.64		\$29,718.04	\$0.00
Law Director/Administration	\$6,353.76	\$0.00	\$6,353.76		\$77,079.23	\$0.00
Finance/Administration	\$8,165.16	\$0.00	\$8,165.16		\$136,381.49	\$72.36
Finance/Income Tax Department	\$3,259.20	\$0.00	\$3,259.20		\$35,851.21	\$0.00
Finance/Utility Billing Collection	\$3,759.01	\$0.00	\$3,759.01		\$41,397.03	\$145.20
Management Information System	\$4,080.56	\$0.00	\$4,080.56		\$44,887.48	\$467.87
Engineering/City Engineer	\$6,316.22	\$0.00	\$6,316.22		\$84,209.57	\$737.89
Municipal Court/Judicial	\$14,864.68	\$0.00	\$14,864.68		\$167,567.57	\$0.00
Police Safety Services	\$47,833.35	\$1,123.44	\$48,956.79		\$525,154.27	\$12,409.07
Fire/Safety Services	\$31,883.53	\$39.71	\$31,923.24		\$328,750.92	\$5,815.35
Parks/Administration	\$3,242.31	\$0.00	\$3,242.31		\$32,575.12	\$0.00
Recreation/Golf Operating	\$5,550.77	\$0.00	\$5,550.77		\$36,551.52	\$0.00
New Pool Operating	\$151.17	\$0.00	\$151.17		\$8,151.55	\$0.00
Recreation/Pool Operating	\$0.00	\$0.00	\$0.00		\$1,495.38	\$0.00
Recreation/ Programs	\$7,354.12	\$0.00	\$7,354.12		\$64,815.98	\$1,414.41
Cemetery/Grounds	\$2,878.40	\$40.41	\$2,918.81		\$36,866.49	\$474.43
Streets Maintenance	\$5,962.56	\$120.20	\$6,082.76		\$59,683.58	\$340.40
Ice & Snow Removal	\$0.00	\$0.00	\$0.00		\$6,608.61	\$4,728.72
Service Storm	\$324.52	\$0.00	\$324.52		\$646.93	\$0.00
Service/Buildings, Properties	\$2,283.50	\$0.00	\$2,283.50		\$25,118.50	\$0.00
Service/Central Garage	\$4,643.32	\$563.12	\$5,206.44		\$49,182.12	\$1,062.29
Electric/Distribution	\$39,174.60	\$869.24	\$40,043.84		\$430,303.04	\$15,227.78
Water Treatment Plant	\$14,383.94	\$0.00	\$14,383.94		\$156,230.72	\$651.55
Water Distribution System	\$11,713.62	\$424.09	\$12,137.71		\$132,619.07	\$2,454.11
Sewer WWT Plant Operations	\$14,333.82	\$132.03	\$14,465.85		\$159,250.37	\$2,959.15
Sewer (WWT) Collection System	\$1,964.21	\$0.00	\$1,964.21		\$21,563.09	\$0.00
Sewer Cleaning & Improvement	\$4,513.84	\$40.75	\$4,554.59		\$47,970.53	\$201.03
Sanitation Collection & Disposal	\$5,158.07	\$0.00	\$5,158.07		\$56,292.87	\$576.79
Sanitation Special Refuse Service	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Sanitation Recycling Programs	\$3,294.37	\$0.00	\$3,294.37		\$34,759.58	\$529.91
TOTAL GROSS PAY	\$269,487.15	\$3,352.99	\$272,840.14		\$2,955,731.80	\$50,434.06
TOTAL GROSS PAY 5-24-19	\$259,323.24	\$5,177.59	\$264,500.83		\$2,796,527.82	\$92,586.97

	PAYROLL June 5, 2020					
	<u>Current Pay</u>	<u>Current Pay</u>	<u>Current Pay</u>		<u>YTD</u>	<u>YTD</u>
<u>Department</u>	<u>Regular</u>	<u>Overtime</u>	<u>Gross Pay</u>		<u>Regular</u>	<u>Overtime</u>
City Council/Legislative	\$0.00	\$0.00	\$0.00		\$14,796.57	\$0.00
Mayor/Executive	\$576.86	\$0.00	\$576.86		\$6,922.32	\$0.00
City Manager/Administration	\$9,366.86	\$0.00	\$9,366.86		\$112,274.77	\$165.75
Human Resource	\$2,701.63	\$0.00	\$2,701.63		\$32,419.67	\$0.00
Law Director/Administration	\$6,353.76	\$0.00	\$6,353.76		\$83,432.99	\$0.00
Finance/Administration	\$8,165.15	\$0.00	\$8,165.15		\$144,546.64	\$72.36
Finance/Income Tax Department	\$3,259.21	\$0.00	\$3,259.21		\$39,110.42	\$0.00
Finance/Utility Billing Collection	\$3,759.00	\$0.00	\$3,759.00		\$45,156.03	\$145.20
Management Information System	\$4,080.56	\$0.00	\$4,080.56		\$48,968.04	\$467.87
Engineering/City Engineer	\$6,316.22	\$0.00	\$6,316.22		\$90,525.79	\$737.89
Municipal Court/Judicial	\$14,770.33	\$0.00	\$14,770.33		\$182,337.90	\$0.00
Police Safety Services	\$48,224.73	\$2,509.01	\$50,733.74		\$573,379.00	\$14,918.08
Fire/Safety Services	\$33,463.59	\$0.00	\$33,463.59		\$362,214.51	\$5,815.35
Parks/Administration	\$3,242.31	\$0.00	\$3,242.31		\$35,817.43	\$0.00
Recreation/Golf Operating	\$5,017.07	\$0.00	\$5,017.07		\$41,568.59	\$0.00
New Pool Operating	\$151.17	\$0.00	\$151.17		\$8,302.72	\$0.00
Recreation/Pool Operating	\$0.00	\$0.00	\$0.00		\$1,495.38	\$0.00
Recreation/ Programs	\$8,016.06	\$316.48	\$8,332.54		\$72,832.04	\$1,730.89
Cemetery/Grounds	\$2,911.25	\$0.00	\$2,911.25		\$39,777.74	\$474.43
Streets Maintenance	\$5,549.92	\$0.00	\$5,549.92		\$65,233.50	\$340.40
Ice & Snow Removal	\$0.00	\$0.00	\$0.00		\$6,608.61	\$4,728.72
Service Storm	\$0.00	\$0.00	\$0.00		\$646.93	\$0.00
Service/Buildings, Properties	\$2,283.50	\$0.00	\$2,283.50		\$27,402.00	\$0.00
Service/Central Garage	\$4,208.60	\$0.00	\$4,208.60		\$53,390.72	\$1,062.29
Electric/Distribution	\$39,111.88	\$2,038.57	\$41,150.45		\$469,414.92	\$17,266.35
Water Treatment Plant	\$14,261.50	\$86.49	\$14,347.99		\$170,492.22	\$738.04
Water Distribution System	\$12,804.05	\$200.16	\$13,004.21		\$145,423.12	\$2,654.27
Sewer WWT Plant Operations	\$14,534.45	\$603.87	\$15,138.32		\$173,784.82	\$3,563.02
Sewer (WWT) Collection System	\$1,964.21	\$0.00	\$1,964.21		\$23,527.30	\$0.00
Sewer Cleaning & Improvement	\$4,513.84	\$81.50	\$4,595.34		\$52,484.37	\$282.53
Sanitation Collection & Disposal	\$5,158.07	\$0.00	\$5,158.07		\$61,450.94	\$576.79
Sanitation Special Refuse Service	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Sanitation Recycling Programs	\$3,294.37	\$0.00	\$3,294.37		\$38,053.95	\$529.91
TOTAL GROSS PAY	\$268,060.15	\$5,836.08	\$273,896.23		\$3,223,791.95	\$56,270.14
TOTAL GROSS PAY 6-7-19	\$258,751.44	\$11,823.77	\$270,575.21		\$3,055,279.26	\$104,410.74

Account	Name	Total KWH	Code	Amount	KWH	Unm KWH	Days
---------	------	-----------	------	--------	-----	---------	------

PERIOD ENDING:

** Grand Totals Ct 5967

Code	Tax	KWH	Unmeter KWH	Total KWH
CITY!T1	14,582.48	3,107,788	28,584	3,136,372
CITY!T2	5,036.89	1,183,449	18,699	1,202,148
CITY!T3	15,289.08	4,206,410	5,460	4,211,870

CITY TOTAL	34,908.45	8,497,647	52,743	8,550,390
CITY OFFSET	0.00			
CITY NONOFFSET	34,908.45			

<- Inside City Tax				
OHIO!S1	5,783.42	1,237,425	6,397	1,243,822
OHIO!S2	1,171.83	279,693	0	279,693
OHIO!S3	793.15	218,500	0	218,500

OHIO TOTAL	7,748.40	1,735,618	6,397	1,742,015
OHIO OFFSET	0.00			
OHIO NONOFFSET	7,748.40			

<- Outside City Tax

TAX TOTAL	42,656.85
OFFSET TOTAL	0.00
NONOFFSET TOTAL	42,656.85
TOTAL METERED	10,233,265
TOTAL UNMETERED	59,140
TOTAL KWH TAXED	10,292,405

MAY 2020
RG200541

CITY OF NAPOLEON, OHIO 912000063
STATE KWH FILING VIA OHIO GATEWAY (ROUNDED)

1,243,822 X \$0.00465 / kWH = \$ 5,784

279,693 X \$0.00419 / kWH = \$ 1,172

218,500 X \$0.00363 / kWH = \$ 793

\$ 7,749
 =====

(a) Computed and paid is higher than kWh tax listed on the printed report.

Inside City Tax – Tax on kWh

500-9900-59480 Transfer – to 180 kWh (GF) Tax Fund \$ 34,908.45

Outside City Tax – Tax on kWh (Sent to State of Ohio)

500-6110-56200 kWh Tax – Treasurer of State \$ 7,749.00

(State Total Rounded to Nearest Whole Dollar)

CITY OF NAPOLEON
INCOME TAX RECEIPT SUMMARY
29 MAY 2020

	2016 Year-to-date	2017 Year-to-date	2018 Year-to-date	2019 Year-to-date	2020 Month-to-date	2020 Year-to-date	2020 vs 2019 Year change	2020 vs 2019 Year percent
July								
Resident	542,093.97	534,180.25	493,700.24	515,010.32		247,912.63	-267,097.69	-51.8
Business	530,416.02	417,331.61	234,385.81	244,197.32		116,831.74	-127,365.58	-52.1
Withholding	2,293,888.12	1,990,856.33	1,944,006.85	2,004,933.98		1,550,989.10	-453,944.88	-22.6
	3,366,398.11	2,942,368.19	2,672,092.90	2,764,141.62	0.00	1,915,733.47	-848,408.15	-30.6
August								
Resident	563,614.19	560,308.24	524,970.72	544,327.92		247,912.63	-296,415.29	-54.4
Business	538,272.02	425,186.55	266,966.30	256,324.38		116,831.74	-139,492.64	-54.4
Withholding	2,456,579.02	2,163,943.87	2,203,850.44	2,278,705.90		1,550,989.10	-727,716.80	-31.9
	3,558,465.23	3,149,438.66	2,995,787.46	3,079,358.20	0.00	1,915,733.47	-1,163,624.73	-37.7
September								
Resident	615,332.90	608,012.27	572,107.67	611,502.93		247,912.63	-363,590.30	-59.4
Business	663,684.10	555,301.09	316,044.74	315,106.28		116,831.74	-198,274.54	-62.9
Withholding	2,637,900.15	2,349,275.27	2,432,508.73	2,555,117.22		1,550,989.10	-1,004,128.12	-39.2
	3,916,917.15	3,512,588.63	3,320,661.14	3,481,726.43	0.00	1,915,733.47	-1,565,992.96	-44.9
October								
Resident	662,688.58	641,153.11	607,968.87	643,243.99		247,912.63	-395,331.36	-61.4
Business	671,197.91	567,571.63	325,084.95	323,227.37		116,831.74	-206,395.63	-63.8
Withholding	3,051,625.01	2,725,115.89	2,733,373.60	2,834,388.37		1,550,989.10	-1,283,399.27	-45.2
	4,385,511.50	3,933,840.63	3,666,427.42	3,800,859.73	0.00	1,915,733.47	-1,885,126.26	-49.5
November								
Resident	683,216.50	678,248.63	627,834.42	673,939.50		247,912.63	-426,026.87	-63.2
Business	673,915.18	571,030.78	337,301.17	386,673.65		116,831.74	-269,841.91	-69.7
Withholding	3,229,196.45	2,957,604.98	3,012,096.94	3,128,637.37		1,550,989.10	-1,577,648.27	-50.4
	4,586,328.13	4,206,884.39	3,977,232.53	4,189,250.52	0.00	1,915,733.47	-2,273,517.05	-54.2
December								
Resident	726,443.17	727,043.20	667,356.50	718,151.74		247,912.63	-470,239.11	-65.4
Business	807,937.69	727,124.68	390,875.33	460,411.09		116,831.74	-343,579.35	-74.6
Withholding	3,372,316.95	3,162,577.79	3,242,456.59	3,337,831.65		1,550,989.10	-1,786,842.55	-53.5
	4,906,697.81	4,616,745.67	4,300,688.42	4,516,394.48	0.00	1,915,733.47	-2,600,661.01	-57.5

2020 - FISCAL POSTING YEAR ->		MAY			
FUND NO.	INTEREST ALLOCATION - BY FUND	BOOK BALANCE BY FUND	PERCENT (%) OF FUND BALANCE "+"	TOTAL INTEREST RECEIVED IN MONTH	TOTAL YTD INTEREST RECEIVED
	Ordinance 116-97, Passed 12/29/97	1ST OF MONTH	GREATER > "0"		2020
	FUND DESCRIPTION				
	INTEREST EARNED FOR MONTH LISTED ->			\$32,703.50	\$174,534.85
=====					
FUNDS ALLOCATING INTEREST TO - 100 GENERAL FUND:					
100	General Fund	\$1,199,614.43	4.2157%	\$1,378.68	\$7,640.32
101	General Reserve Balance Fund	\$250,000.00	0.8785%	\$287.30	\$1,600.29
123	Special Events Fund	\$190.08	0.0007%	\$0.23	\$1.26
130	Economic Development Fund	\$27,580.00	0.0969%	\$31.69	\$192.40
147	Unclaimed Monies Fund	\$6,878.27	0.0242%	\$7.91	\$41.39
170	Municipal Income Tax Fund	\$23,688.95	0.0832%	\$27.21	\$234.95
180	KWH Tax Collection Fund	\$23,016.60	0.0809%	\$26.46	\$254.35
195	Law Library Fund	\$0.00	0.0000%	\$0.00	\$0.09
210	EMS Transport Service Fund	\$268,373.88	0.9431%	\$308.43	\$1,376.40
227	Napoleon Cemetery Trust Fund	\$69,377.76	0.2438%	\$79.73	\$444.66
240	Hotel/Motel (Lodge) Tax Fund	\$17,554.89	0.0617%	\$20.18	\$72.17
243	Fire Loss Claims Fund	\$62,000.00	0.2179%	\$71.26	\$396.87
261	CDBG Program Income Fund	\$91,827.40	0.3227%	\$105.53	\$679.51
277	Probation Officer Grant Fund	\$12,939.42	0.0455%	\$14.88	\$49.11
278	Court Special Projects Fund	\$243,273.42	0.8549%	\$279.58	\$1,494.17
279	Handicap Parking Fines Fund	\$1,100.00	0.0039%	\$1.28	\$7.03
280	Certified Police Training Fund	\$19,003.76	0.0668%	\$21.85	\$121.69
281	Indigent Drivers Interlock/Alcohol Rehab. Fund	\$62,174.98	0.2185%	\$71.46	\$390.24
287	Probation Improvement & Incentive Grant Fund	\$0.00	0.0000%	\$0.00	\$0.00
288	Justice Reinv. Incentive Grant Fund	\$18,535.39	0.0651%	\$21.29	\$95.60
290	Police Pension Fund	\$44,297.76	0.1657%	\$50.92	\$88.37
291	Fire Pension Fund	\$22,141.91	0.0778%	\$25.44	\$44.15
300	General Bond Retirement Fund	\$79,359.95	0.2789%	\$91.21	\$324.83
400	Capital Improvement Fund	\$1,001,445.48	3.5193%	\$1,150.93	\$5,787.37
401	Capital Improvement Funding Reserve Fund	\$72,436.90	0.2546%	\$83.28	\$463.66
410	Fire Facility Training Grant Fund	\$0.00	0.0000%	\$0.00	\$0.00
500	Electric Revenue Fund	\$4,820,533.24	16.9402%	\$5,540.04	\$30,513.87
580	Meter Deposit Fund	\$565,901.87	1.9887%	\$650.37	\$3,568.14
600	Central Garage Rotary Fund	\$30,989.49	0.1089%	\$35.61	\$183.57
Sub Total - Funds - Interest to 100 General Fd.		\$9,034,235.83	31.7481%	\$10,382.73	\$55,965.46
=====					
ALLOCATING INTEREST DIRECTLY TO FUNDS AS LISTED:					
200	Street (SCM&R) Fund	\$460,505.45	1.6183%	\$529.24	\$2,698.28
201	State Highway Fund	\$28,889.05	0.1015%	\$33.19	\$145.04
202	Municipal (50%) MV License Tax Fund	\$81,331.81	0.2858%	\$93.47	\$497.71
203	Municipal (100%) MV License Tax Fund	\$210,698.57	0.7404%	\$242.14	\$1,465.74
204	County MV License Tax Permissive Tax Fund	\$46,947.70	0.1650%	\$53.96	\$299.64
220	Recreation Fund	\$395,121.99	1.3885%	\$454.09	\$2,364.78
221	Napoleon Aquatic Center	\$3,395,658.09	11.9329%	\$3,902.48	\$18,141.88
242	Fire Equipment Fund	\$522,527.57	1.8363%	\$600.53	\$3,483.10
270	Indigent Drivers Alcohol Treatment Fund	\$82,035.01	0.2883%	\$94.28	\$521.58
271	Law Enforcement & Education Fund	\$4,265.61	0.0150%	\$4.91	\$27.45
272	Court Computerization Fund	\$157,456.28	0.5533%	\$180.95	\$985.73
273	Law Enforcement Trust Fund	\$1,160.79	0.0041%	\$1.34	\$7.37
274	Mandatory Drug Fine Fund	\$18,214.42	0.0640%	\$20.93	\$117.18
275	Municipal Probation Service Fund	\$141,988.53	0.4990%	\$163.19	\$905.86
310	SA Bond Retirement Fund	\$608,035.26	2.1367%	\$698.78	\$3,872.13
503	Electric Development Fund	\$3,650,104.84	12.8271%	\$4,194.91	\$21,064.55
510	Water Revenue Fund	\$1,809,134.66	6.3576%	\$2,079.16	\$12,071.36
511	Water Depreciation and Reserve Fund	\$481,413.83	1.6918%	\$553.28	\$3,102.62
512	Water Debt Reserve Fund	\$320,814.04	1.1274%	\$368.70	\$2,047.61
513	Water OWDA Bond Retirement Fund	\$57,417.42	0.2018%	\$66.00	\$256.46
519	Water Plant Improvement & Renovation Fund	\$317,411.11	1.1154%	\$364.77	\$1,198.32
520	Sewer (WWT) Revenue Fund	\$2,846,431.69	10.0029%	\$3,271.30	\$18,647.24
521	Sewer (WWT) Depreciation and Reserve Fund	\$1,559,373.24	5.4799%	\$1,792.12	\$11,038.62
522	Sewer (WWT) Debt Reserve Fund	\$308,833.25	1.0853%	\$354.93	\$1,971.14
523	OWDA SA Debt Retirement Fund	\$184,823.32	0.6495%	\$212.41	\$668.45
532	OWDA SA Debt Retirement Fund	\$87,201.97	0.2362%	\$77.25	\$428.97
560	Sanitation (Refuse) Revenue Fund	\$1,478,762.89	5.1966%	\$1,699.47	\$9,610.03
561	Sanitation (Refuse) Depreciation and Reserve Fund	\$185,406.08	0.6515%	\$212.99	\$930.55
Sub Total - Funds - Interest Credited to Listed Funds		\$19,421,964.47	68.2521%	\$22,320.77	\$118,569.39
=====					
NET TOTAL - ALL INCLUDED FUNDS		\$28,456,200.30	100.0002%	\$32,703.50	\$174,534.85
=====					
FUND BALANCE > "0"		\$28,456,200.30			
FUND BALANCE < "0"		\$0.00			
=====					
FUNDS EXCLUDED FROM INTEREST ALLOCATION:					
276	Law Enforcement OT Grant Fund	\$0.00			
295	IRS 125 Employee Benefits Fund	\$4,078.07			
NET TOTAL - ALL EXCLUDED FUNDS		\$4,078.07			
=====					
GRAND TOTAL - ALL FUNDS		\$28,460,278.37			
=====					

OHIO GAS ENERGY SERVICES
200 W HIGH STREET
BRYAN, OHIO 43506



CITY OF NAPOLEON
Attn: City Manager
P.O. Box 151
Napoleon, Ohio 43545

INVOICE MONTH: MAY 2020

INVOICE DATE: JUNE 2020

INVOICE FOR NATURAL GAS BILLED BY OHIO GAS COMPANY ON BEHALF OF
OHIO GAS ENERGY SERVICES AS AGENT FOR:

CEP TRANSPORTATION - POOL #15 NAPOLEON	\$	140,098.59
--	----	------------

CREDIT FOR BILLS COLLECTED BY OHIO GAS COMPANY ON BEHALF OF OHIO GAS ENERGY SERVICES AS AGENT		(140,098.59)
--	--	--------------

NET AMOUNT DUE OHIO GAS ENERGY SERVICES	\$	0.00
---	----	------



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

www.napoleonohio.com

Memorandum

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

From: *Roxanne Dietrich, Executive Assistant to Appointing
Authority/Clerk of Council*

Date: *June 11, 2020*

Subject: *Parks & Recreation Committee – Cancellation*

The regularly scheduled meeting of the Parks and Recreation Committee for Monday, June 15, 2020 at 6:00 pm has been CANCELED due to lack of agenda items.

Ohio Municipal League Legislative Bulletin


Ohio Municipal League <kscarrett@omlohio.org>

Fri 6/5/2020 8:12 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

Having trouble viewing this email? [Click here](#)

[Join Our Mailing List](#)

 [Send to a Colleague](#)

[OML Classified Ads](#)



Legislative Bulletin

June 5, 2020

OML UPDATE AT-A-GLANCE

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

- SB 310, legislation providing a distribution system for CARES Act funds to local governments below 500,000 in population, is almost through the legislative process. In order for municipalities to receive their distribution, they will need to pass a resolution stating they will follow the federal guidelines on eligible expenditures and will be required to register their contact info and DUNS number at grants.ohio.gov. You can find a sample resolution [HERE](#). Once passed, copies of the resolution should be sent to the county auditor and the Office of Budget and Management (OBM).
- The Governor announced this week that playgrounds and public recreation centers will be permitted to reopen June 10th. The list of additional reopenings are included in this bulletin. The League has been communicating frequently with the administration regarding the negative impact of the executive order preventing municipalities from enforcing the collection of utility bills is having on local revenues. We have been told that an announcement on this policy will be provided very soon.
- The Mid-Ohio Regional Planning Commission (MORPC) has released an updated list of the various grants currently available to local governments. You can access that list [HERE](#).

OHIO HOUSE PASSES LEGISLATION TO DISTRIBUTE CARES ACT FUNDS TO LOCAL GOVERNMENTS

Yesterday evening, the full Ohio House voted 87-8 to pass a heavily-amended SB 310, which will distribute federal aid to Ohio's local governments.

SB 310, sponsored by Sen. Dolan (R - Chagrin Falls), initially allocates \$350 million of federal aid from the CARES Act to local governments through a slightly modified version of the Local Government Fund (LGF) formula. The bill also reserves \$850 million for another distribution to local governments pending the release of federal guidelines that allows more flexibility for using the funds.

While in the House Finance Committee, capital reappropriations language was adopted that renews funding for every current capital project. You can view the amendment language, which contains a list of all the capital projects, [HERE](#). Additionally, you can find the full list of Public Works Commission (PWC) projects awaiting reappropriations, along with the political subdivision in which they are located, [HERE](#).

A number of additional amendments were adopted by the House Finance Committee. Those amendments do the following:

- As requested by Gov. DeWine, allows for a pay freeze for non-union state workers and grants authority for the auditor, treasurer, attorney general and secretary of state to seek the same freezes. This does not affect hazard pay related to COVID-19 (language [HERE](#));
- Modifies Medicaid rates for nursing facilities. The amendment will result in costing \$3.2 million in state funding and \$27 million from federal funding (language [HERE](#));
- Gives local governments the ability to provide small business loans with their shares of CARES Act funds. The language reiterates the guidelines provided by the federal government (language [HERE](#));
- Exempts the federal Paycheck Protection Program for businesses from the Commercial Activity Tax (language [HERE](#));
- Closes a loophole allowing transportation improvement district projects to avoid prevailing wage requirements (language [HERE](#)).

Before being voted out by the full House, four floor amendments were adopted into the bill. Those amendments do the following:

- Exempts subdivisions that received a direct distribution of CARES Act funds from the minimum prescribed in the bill for local small business grant programs. That means the City of Columbus as well as Franklin, Cuyahoga, Montgomery, Hamilton and Summit counties can use that funding to award grants to small businesses to the full extent permitted under the CARES Act. Local governments receiving funding through the state share of CARES Act funds still have to comply with the minimum standards under the bill (language [HERE](#));
- Allows local governments to furlough employees for 480 hours, or 60 days. This language would only apply to FY21 (language [HERE](#));
- Allows municipalities and townships to temporarily divert payments in lieu of taxes the subdivision received from a tax increment financing (TIF) project to use instead for public safety or road maintenance expenses not covered by the CARES Act. The diversion can be up to 25 percent. If the federal government loosens restrictions on CARES Act funding, local governments will have to pay money back to the TIF (language [HERE](#));
- Exempts local governments from competitive bidding requirements when necessary to respond to the COVID-19 emergency. The state currently has this exemption (language [HERE](#)).

You can read a complete synopsis of all the amendments adopted by the House [HERE](#).

SB 310 was then voted out of the House by a vote of 87-8. The eight representatives that voted against the legislation were Rep. Brinkman (R - Cincinnati), Rep. Hood (R - Ashville), Rep. Keller (R - Middletown), Rep. Vitale (R - Urbana), Rep. Dean (R - Xenia), Rep. Jordan (R - Ostrander), Rep. Powell (R - Laura), and Rep. Zeltwanger (R - Mason).

The bill will now be sent to the Senate for concurrence on the changes made by the House. It is possible a conference committee may be convened instead to concur on the bill, but no official announcement has been made. After concurrence, the bill will be sent to the Governor for his signature. The bill will become effective immediately upon the Governor's signature.

Additionally, the Office of Budget and Management (OBM) and the Ohio Department of Taxation (ODT) have released a spreadsheet with estimated distributions each county will receive under SB 310. You can find an explanation of the spreadsheet [HERE](#) and the spreadsheet itself [HERE](#).

The League is grateful that the House has passed this important legislation, and we are hopeful that it will be accepted by the Senate and sent immediately to Gov. DeWine for his signature. We encourage our members to contact their Senators and urge for quick concurrence on the bill, and we will continue to keep our members apprised of this legislation.

GOVERNOR DEWINE ANNOUNCES ENTERTAINMENT FACILITY REOPENINGS AND OTHER UPDATES IN PRESS CONFERENCE

Here are the updates from the press conferences Gov. DeWine held this week:

Reopening Announcements:

- The following entertainment venues may open beginning June 10 if they are able to follow Retail, Consumer, Service & Entertainment Guidelines along with any other applicable additional guidance:
 - Aquariums
 - Art galleries
 - Country clubs
 - Ice skating rinks
 - Indoor family entertainment centers
 - Indoor sports facilities
 - Laser tag facilities
 - Movie theaters (indoor)
 - Museums
 - Playgrounds (outdoor)
 - Public recreation centers
 - Roller skating rinks
 - Social clubs
 - Trampoline parks
 - Zoos

- On June 19, the following entertainment facilities will be allowed to reopen once they submit plans for how they will be keeping people safe:
 - Casinos
 - Racinos
 - Amusement parks
 - Water parks
 - Outdoor theaters

GOVERNOR DEWINE ANNOUNCES EFFORTS TO IMPROVE ISSUES OF RACISM AND INEQUALITY

Governor DeWine announced that he is intensifying efforts in Ohio to improve issues of health and economic disparities, racism, and inequity. The efforts will include new plans to improve law enforcement access to quality training, enhancing transparency between the police and the public, recruiting more minorities to serve as peace officers, and adding more oversight to Ohio's law enforcement agencies to ensure accountability. Additionally, other continuing work will include addressing lead paint poisoning in children, reducing infant and maternal mortality in the African American community, increasing home visiting programs for at-risk, first-time moms, fighting the drug epidemic in Ohio, and prioritizing the availability of mental health services in Ohio's schools for children who need them.

The Governor's office will be releasing further details on these initiatives, and we will provide our members with this information as it becomes available.

LEAGUE THANKS U.S. SENATOR SHERROD BROWN FOR JOINING MAYORS CONFERENCE CALL

The League, along with the Mayors Association of Ohio, thanks U.S. Sen. Sherrod Brown for joining a weekly mayor's conference call to discuss the decisions being made in Washington that will affect Ohio's cities and villages. Sen. Brown also took the time to answer questions from our mayors and speak with them about the issues they are facing in their local communities.

We are grateful for the work Sen. Brown does in our nation's capital to advocate for Ohio's municipalities, as well as his appreciation of the crucial role local government plays in the lives of Ohio residents. We appreciate the opportunity to speak with him and discuss what steps can be taken to rebuild a strong, bright economic future for Ohio's municipalities.

UNIVERSITY AND COLLEGE COMMUNITIES INVITED TO SIGN LETTER URGING FOR ADDITIONAL FEDERAL AID

The National League of Cities' (NLC) University Communities Council, along with the International Town & Gown Association and International City/County Management Association (ICMA), are asking local governments to sign a university and college communities letter to the U.S. Senate to ask for direct federal support to stabilize local budgets after COVID-19 and begin to recover economically. Senators will need to decide soon if they will respond to a House bill that included direct support to communities like ours. All communities are anticipating the economic challenges ahead, which is why a collective letter to the Senate is needed now before they make a decision.

You can read the letter [HERE](#) and add your name and community by using the sign-on form [HERE](#). All those interested in signing the letter just do so before June 15th. If you have any questions or technical difficulties, you can contact Brittney Kohler at kohler@nlc.org.

A MESSAGE TO OHIO'S MUNICIPAL LEADERS

The following is an article from the League's Executive Director Kent Scarrett that will appear in the upcoming edition of *Cities and Villages* magazine:

The past several months, our local communities have faced multiple crises that will have a lasting impact on society. Even now, local leaders are in the midst of guiding their residents through a period of unprecedented fear and unrest. Communities across the state are suffering from deep revenue cuts while continuing to deliver quality local services through the worst global pandemic in modern history. In recent days, civil unrest towards systemic racism and inequality have broken out in both peaceful protests and violent riots that have left the downtowns of many cities shattered and burned. These circumstances are unique, and our municipal leaders have never faced such challenging times.

I have been proud to watch Ohio's cities and villages respond to these crises. Our communities are in need of strong local engagement and leadership, and our municipal leaders are rising to meet these challenges. The work local governments do to provide their residents with public health and safety has never been more on display; however, there is still so much more work to be done before these difficult times are behind us.

Our communities must be united now more than ever. These crises are an opportunity to come together, to help one another, to work with one another and to witness what a united community can truly accomplish.

While municipal leaders across our state are working on behalf of their residents, the League is committed to ensuring they have the most accurate and up-to-date information they need to make the right decisions. We do not just advocate on behalf of our municipalities at the Statehouse; we also work to provide constant updates as decisions are made by the state and federal government that affect local communities. In addition to our publications and webinars, we also facilitate communication and collaboration among municipal leaders through regular conference calls. These are not challenges that we can overcome alone. Cities and villages must work together, asking questions and sharing best practices to see Ohio and its residents safely through to the other side.

The work is far from over, but our cities and villages are well equipped to work together towards healing and equity in our communities. This is an opportunity for municipal leaders to reach out to their residents and provide the guidance and stability our communities need now more than ever. As municipal leaders continue to work on behalf of their citizens, we will continue to work on behalf of our local leaders. We cannot survive these times without coming together, and I know Ohio's cities and villages are capable of creating united communities that will lead our state into a stable and prosperous future.

MUNICIPAL BILLS ON THE MOVE

Here are the bills of municipal interest that passed the House and Senate this week:

- HB 253 - FIREWORKS. Sponsored by former Rep. Manning and Rep. O'Brien (D - Bazetta), would revise the Fireworks Law by among other things allowing for the discharge of legally purchased fireworks within the state. Municipalities would retain local control on the discharging of fireworks within their communities. After being voted out of the House Commerce and Labor Committee, the bill was passed by the full House by a vote of 77-17. The League is neutral on this legislation.

(Link: <https://bitly.com/>)

- HB 680 - MAIL ELECTION. Sponsored by Rep. Abrams (R- Harrison), would create a procedure to conduct an election entirely by mail in the case of a public health emergency, to modify certain deadlines for absent voting, and to direct the Secretary of State's use of federal CARES Act funds. The bill was amended during its second hearing before the House State and Local Government Committee that, among other changes, set the deadline for voters to request mail-in ballots at seven days before the election. The bill was then passed by the full House by a vote of 61-34. The League is neutral on this legislation.

(Link: <https://bit.ly/2UeAc6q>)

- SB 277 - POOLED COLLATERAL. Sponsored by Sen. Schuring (R - Canton), would make changes to the Ohio Pooled Collateral Program. The bill was passed by the full Senate unanimously. The League is neutral on this legislation.

(Link: <https://bit.ly/2A9ddTI>)

- SB 204 - AIRPORT DISTRICTS. Sponsored by Sen. Schuring (R - Canton) and Sen. Sykes (D - Akron), would authorize the creation of an airport development district for the purpose of funding public infrastructure improvements and attracting airlines and additional flights to a qualifying airport. The bill was passed by the full Senate unanimously. The League is supportive of this legislation.

(Link: <https://bit.ly/2UfIBq3>)

- HB 425 - CONCEALED WEAPONS. Sponsored by Rep. Wiggam (R - Wooster), would modify the requirement that a concealed handgun licensee must notify a law enforcement officer that the licensee is authorized to carry a concealed handgun and is carrying a concealed handgun when stopped. The bill was informally passed by the House. The League is neutral on this legislation.

COMMITTEE UPDATE: BILLS OF MUNICIPAL INTEREST

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

- HB 159 - PUBLIC IMPROVEMENTS. Sponsored by Rep. Blessing (R - Cincinnati), would regulate the use of indemnity provisions in professional design contracts related to public improvements. During its third hearing before the House Civil Justice Committee, a substitute bill was introduced that allows a project owner to sue a design firm for breach of contract. The League testified as an interested party. You can read the testimony in full [HERE](#) (Link: <https://bit.ly/3cCArhQ>)
- HB 674 - LIQUOR LAWS. Sponsored by Rep. Hillyer (R - Urichville), would revise specified provisions of the liquor control law and declare an emergency. During its second hearing before the House Commerce and Labor Committee, the League submitted interested party testimony, which you can read [HERE](#). During its third hearing, an amendment was adopted that, among other changes,

expanded the area in which it would be legal to consumer beer or liquor bought in an airport restaurant.

(Link: <https://bit.ly/309fRmJ>)

- HB 308 - PSTD COVERAGE. Sponsored by Rep. Patton (R - Strongsville), concerns workers' compensation and disability retirement for peace officers, firefighters, and emergency medical workers diagnosed with post-traumatic stress disorder arising from employment without an accompanying physical injury. During its third hearing before the Senate General Government and Agency Review Committee, opponents testified against the bill. The League submitted joint opponent testimony along with the County Commissioner's Association of Ohio and the Ohio Township Association, which you can read [HERE](#). (Link: <https://bit.ly/3eTwDu1>)
- SB 308 - CIVIL IMMUNITY. Sponsored by Sen. Huffman (R - Lima), would revise the law governing immunity from civil liability and professional discipline for health care providers during disasters or emergencies, provide qualified civil immunity to service providers providing services during and after a government-declared disaster, and declare an emergency. During its fifth hearing before the Sente Judiciary Committee, a substitute bill was adopted that, among other changes, removed the provisions pertaining to local governments from the bill. The League is now natural on this legislation.

(Link: <https://bit.ly/2MAgBcl>)

- HB 13 - BROADBAND EXPANSION. Sponsored by Rep. Carfagna (R - Genoa Twp.) and Rep. O'Brien (D - Warren), would establish the residential broadband expansion program and to make an appropriation. During its sixth hearing before the House Finance Committee, amendments were adopted that, among other changes, removed language regarding railroad crossings. The League is supportive of this legislation.

(Link: <https://bit.ly/3eXpOrE>)

- HB 621 - BUSINESS OPENINGS. Sponsored by Rep. Cross (R - Kenton) and Rep. Wilkin (R - Hillsboro), would enact the Business Fairness Act and declare an emergency. During its second hearing before the House State and Local Government Committee, the bill's sponsors explained that the intent of the legislation was to ensure small businesses can compete equally alongside big businesses for customers in the current economic climate. The League is still looking into this legislation. (Link: <https://bit.ly/3dEarDU>)
- HB 676 - ACCOUNTABILITY BOARDS. Sponsored by Rep. Jordan (R - Ostrander), would create twelve regional State and Local Government Accountability Appeal Boards and declare an emergency. During its third hearing before the State and Local Government Committee, no testimony was given on this bill. The League is still looking into this legislation. (Link: <https://bit.ly/30edQFB>)
- HB 330 - WORKERS' COMPENSATION. Sponsored by Rep. Patton (R - Strongsville), would charge workers' compensation experience in firefighter cancer claims. During its third hearing before the House Insurance Committee, the Northern Ohio Fire Fighters and the Ohio Fire Chiefs' Association submitted

proponent testimony in support of the bill. The League is neutral on this legislation. (Link: <https://bit.ly/2MwT7VD>)

- HB 384 - TRAFFIC CONTROLS. Sponsored by Rep Boggs (D - Columbus) and Rep. Leland (D - Columbus), would permit a local resident, neighborhood association, or neighborhood organization to request the erection of a stop sign at an intersection and support a request for a lower prima-facie speed limit on certain streets and highways. During its second hearing before the House Transportation and Public Safety Committee, the Ohio Bicycle Federation testified in support of the bill. The League is still looking into this legislation. (Link: <https://bit.ly/3cvWO8E>)
- HB 614 - UNEMPLOYMENT COMPENSATION. Sponsored by Rep. Frazier (R - Newark) and Rep. Richardson (R - Marysville), would study and reform the application, processing, and administration infrastructure of Ohio's unemployment compensation system. During its fifth hearing before the House Ways and Means Committee, a substitute bill was adopted that, among other changes, requires the auditor of state's office to examine the benefit claims process. The League is still looking into this legislation. (Link: <https://bit.ly/3eV997X>)

COMMITTEE SCHEDULE FOR THE WEEK OF JUNE 7, 2020

Tuesday, June 9, 2020

SENATE HEALTH, HUMAN SERVICES AND MEDICAID

Tue., Jun. 9, 2020, 9:30 AM, Senate Finance Hearing Room

Sen. Burke: 614-466-8049

New date of hearing originally scheduled for Wednesday, June 3.

RESCIND DIRECTOR OF HEALTH ORDERS (MCCOLLEY R, ROEGNER K) To rescind certain orders of the Director of Health regarding COVID-19, to require the approval of the Joint Committee on Agency Rule Review for Department of Health orders to be effective for more than fourteen days, to require statewide Department of Health orders to include the Governor's signature, to modify the Department's rulemaking authority, to allow in-person high school graduation ceremonies, and to declare an emergency.

SB311**

Third Hearing, Opponent Testimony

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

CHECK OUR WEBSITE MONDAY FOR ANY CHANGES TO THE COMMITTEE SCHEDULE

Ohio Municipal League Meetings & Trainings

Due to COVID-19 OML Meetings & Trainings are currently postponed.

OML/OMAA Webinar

June 18, 2020 11:00 am ~ 12:00 pm

"Public Records - Changes & Trends in 2020"

[Registration Information](#)

Ohio Municipal League

Legislative Inquires:

[Kent Scarrett, Executive Director](#)
[Edward Albright, Deputy Director](#)
[Ashley Ringle, Director of Communications](#)
[Thomas Wetmore, Legislative Advocate](#)
[Garry Hunter, General Counsel](#)

Website, Bulletin or Membership Issues:

[Zoë Wade, Office Manager](#)

Ohio Municipal League, 175 S. Third Street, Suite 510, Columbus, OH 43215

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

[Forward this email](#) | [Update Profile](#) | [About our service provider](#)

Sent by kscarrett@omloho.org in collaboration with



Try email marketing for free today!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

AMP Update for June 5, 2020

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

Fri 6/5/2020 4:22 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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



Belcher honored with AMP DNA Award

By Jolene Thompson - President/CEO

Anthony (Tony) Belcher has been recognized as the American Municipal Power, Inc. (AMP) 2020 DNA Award recipient. Belcher is the operations and maintenance supervisor of the Belleville Hydroelectric Plant, and has been with the organization since 1998.

The annual award - sponsored by AMP's President and CEO - was initiated in 2008 to recognize an employee who advances AMP's vision and mission - "to be public power's leader in wholesale energy supply and value-added Member services," and "to provide Members with the benefits of scale and expertise in providing and managing energy services," respectfully.

Tony is a dedicated employee who is highly focused on serving our members and helping to drive integrity, cooperation and the highest standards of safety. He truly exemplifies AMP's core values and we are proud to have him as a member of the AMP team.



Nominations for the award are submitted by staff in recognition of their fellow employees and include the reasons why their nominee should receive the award.

Nominations from Belcher's colleagues demonstrate that he embodies all of the organization's core values on a daily basis. His peers emphasized he goes above and beyond what is required in his role, is extremely dedicated to the organization, and regularly offers creative and innovative solutions to problems, while always keeping the safety of the team and the plant at the forefront of his decisions.

Belcher oversees the operations and management of the Belleville Hydroelectric Plant located near Belleville, W.Va., southwest of Marietta, Ohio. Belcher joined AMP in 1998 as a member of the original crew that commissioned the Belleville Hydroelectric Plant and was promoted to his current position in 2012. He also served four years in the U.S. Navy as a gas turbine systems technician.

To accomplish its vision and mission, AMP employees must believe in, and demonstrate, the core values of the organization: cooperation, integrity, innovation, action-oriented, effective communication and member focused. These values serve as the organization's "DNA" and are a critical foundation to its ability to succeed and serve member communities. The AMP DNA Award recognizes employees who best demonstrate the values/DNA of AMP as a way to highlight to both its staff and members the importance of the key organizational criteria it strives to meet.

Final Solar Phase II site operational

By Pamela M. Sullivan - COO

In 2016, AMP entered into a power purchase agreement (PPA) with a subsidiary of NextEra Energy Resources, Inc. to provide for the development, construction and operation of multiple new solar electric generation facilities to be located in AMP member communities. Under the agreement, AMP prepaid for a portion of the projected energy output upon commercial operation of each site. The innovative structure provided additional economics to the overall PPA price. The first and largest of the Solar Phase II project sites was a 20 MW facility located in Bowling Green, which went operational in January 2017. Since that time, a total of 16 sites have been constructed totaling over 58 MW. On June 1, the final site in the project, located in Wadsworth, began commercial operation.

The [Solar Phase II project](#) consists of 22 AMP member participants that receive renewable energy from each of the 16 sites. Congratulations to the participating communities, NextEra Energy Resources and AMP staff on completion of a very successful project!



The final Solar Phase II site in Wadsworth

May Board meeting update

By Jolene Thompson

The AMP Board of Trustees held its monthly meeting, May 21 via conference call. Below is a brief, high-level update of the meeting.

Legislative

The AMP Board of Trustees adopted a resolution approving a policy position on carbon reductions. The resolution supports policies to reduce carbon emissions if done in such a way as to maintain a reliable electric grid, ensure affordable electric rates for retail customers and provide consistency, fairness and equitable treatment of public power. A copy of the resolution can be found [here](#) on the [Member Extranet](#) (login required).

Finance Committee

The AMP Board of Trustees adopted resolutions approving the Village of Newton Falls \$925,000 BAN Renewal and the City of Wapakoneta \$17 million BAN Renewal through the OMAP program.

In addition, resolutions were adopted approving the 2019 Patronage Capital Report and the First Quarter 2020 Financial Covenant calculation.

Power Supply

The Board was updated on the COVID-19 member load impact analysis performed by the Power Supply group and The Energy Authority.

If you have any questions or need additional information about the Board meeting, please contact me at jthompson@amppartners.org or 614.540.1111.

AMP holds two virtual safety training courses

By Kyle Weygandt - director of member safety

On June 2, AMP held the virtual training course *Hearing Conversation... What?*. The session covered the importance of hearing protection and the effects of hearing loss caused by not protecting yourself. More than 30 people participated.

On June 4, AMP held the virtual training course *Team Building*. The session covered the importance of building a strong, collaborative team with a goal of building and maintaining a strong culture of safety. More than 30 people participated.

If you were unable to attend, video recordings have been posted to the [Member Extranet](#) (login required) and the AMP YouTube channel (links available to members upon request). If you have any questions, need assistance accessing the Member Extranet, or would like the YouTube links please contact Jennifer Flockerzie at jflockerzie@amppartners.org or 614.540.0853. You can view upcoming training sessions for 2020 in the [AMP Training Catalog](#).

AMP TECHNICAL AND SAFETY TRAINING WEBINAR SCHEDULE

In an effort to continue providing members with high-quality training opportunities, AMP has temporarily transitioned trainings to a webinar format. Please see the below schedule — we will continue to update the schedule as needed. We are in this together.

June 9, 9 a.m.

Fire Prevention & Response
Instructor: Darren Westenberger

June 11, 9 a.m.

Fall Prevention
Instructor: Steve Mutchler

June 16, 9 a.m.

Basic Meter Base Safety
Instructor: Scott McKenzie



For more information on the AMP Training Program or to access the virtual training webinars, please contact Jennifer Flockerzie, AMP's manager of technical services logistics, at jflockerzie@amppartners.org.



AMP holds webinar on community peak shaving programs

By Sam Wolfe - manager of marketing and member relations

On June 4, AMP held a webinar on Peak Shaving Program changes. The webinar covered ways to improve communication with customers on ways to help reduce electricity costs during peak load periods this summer, the basics of peak shaving and AMP's peak alert notification process, and AMP's Community Energy Savings Days toolkit. More than 50 people participated.



COMMUNITY ENERGY SAVINGS DAY

For those who were unable to attend, a recording of the webinar can be found [here](#) on the [Member Extranet](#) (login required). Additionally, the Community Energy Savings Days toolkit, designed to help member communities communicate with their customers about peak shaving, can be found [here](#).

If you have questions about the webinar or peak shaving, please contact me at swolfe@amppartners.org or 740.602.0713. If you have questions about the Community Energy Savings Days toolkit or other communications materials on the Member Extranet, please contact Zachary Hoffman at zhoffman@amppartners.org or 614.540.1011.

May 2020: Low prices continue

By Mike Migliore - vice president of power supply and marketing

The first half of May was one of the coldest ever. A few air conditioners were turned on after Memorial Day, but that was short lived. Day-ahead prices managed to exceed \$30/MWh on May 26, 27 and 28, topping out at \$49.58/MWh on the May 28 at 4 p.m. The 532 hours of prices below \$20 brought the monthly average down to the levels seen in March and April. May even registered 17 hours with prices less than \$10/MWh. Congestion was relatively low, but we did see unusual negative congestion from A/D Hub to Virginia and Pennsylvania.

AVERAGE DAILY RATE COMPARISONS			
	May 2020 \$/MWh	April 2020 \$/MWh	May 2019 \$/MWh
A/D Hub 7x24 Price	\$17.99	\$17.23	\$25.06
PJM West 7x24 Price	\$17.39	\$17.38	\$25.30
A/D to AMP-ATSI Congestion/Losses	\$0.43	\$0.61	-\$0.56
A/D to Blue Ridge Congestion/Losses	-\$0.47	\$0.98	\$0.45
A/D to PJM West Congestion/Losses	-\$0.60	\$0.15	\$0.27
PJM West to PP&L Congestion/Losses	-\$3.13	-\$1.62	-\$4.40
MISO to A/D Hub Congestion/Losses	\$1.88	\$1.42	\$1.63

Energy market update

By Jerry Willman - assistant vice president of energy marketing

The July 2020 natural gas contract increased \$0.001/MMBtu to close at \$1.822 yesterday. The EIA reported an injection of 102 Bcf for the week ending May 29, which was below market expectations of 111 Bcf. The year-ago build was 118 Bcf and the five-year average was 103 Bcf. Storage is now 2,714 Bcf, which is 39 percent above a year ago and 18 percent above the five-year average.

On-peak power prices for 2021 at AD Hub closed yesterday at \$31.25/MWh, which increased \$0.15/MWh for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending June 5				
MON	TUE	WED	THU	FRI
\$16.91	\$25.45	\$27.44	\$29.41	\$27.13
Week ending May 29				
MON	TUE	WED	THU	FRI
\$22.15	\$29.22	\$27.06	\$30.45	\$22.78
AEP/Dayton 2021 5x16 price as of June 4 — \$31.25				
AEP/Dayton 2021 5x16 price as of May 28 — \$31.10				

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) was available for 2x1 operation for the week. The plant shut down overnight Saturday and was offline all day Sunday based on PJM economics. PJM also dispatched the plant offline for the off-peak hours Monday through Thursday. Duct firing operated for 89 hours this week. For the week, the plant generated at a 62 percent capacity factor (based on 675 MW rating).

AMP welcomes two new employees

By Tracy Reimbold - CPO and vice president of administrative services

Brian Hickman joined AMP and the Ohio Municipal Electric Association (OMEA) on June 1 as director of government affairs. In this role, Hickman will manage advocacy efforts and serve as the primary Ohio Statehouse contact for AMP and OMEA, lobbying state lawmakers and attending hearings and stakeholder meetings as appropriate.



Prior to joining AMP, Hickman served as director of government affairs for the Ohio Oil and Gas Association, and as senior legislative aide for Ohio House District 50 in the Ohio House of Representatives before that. He holds a bachelor's degree in political science and psychology from Otterbein University.

Brock Stahl joined AMP on June 1 as hydro projects coordinator. In this role, Stahl will perform facility management and project management for the AMP managed hydroelectric fleet and associated systems, including as relates to outages and capital improvement assignments.



Prior to joining AMP, Stahl served as maintenance supervisor and maintenance technician for the Prairie State Generating Company. He holds an associate degree in applied science from the West Kentucky Community and Technical College.

Please join me in welcoming Brian and Brock to AMP!

COVID-19 resources available on the Member Extranet

By Holly Karg - director of media relations and communications

The [COVID-19 Resources page](#) (login required), on the AMP Member Extranet, is updated regularly with useful information for member municipalities and electric systems.

We encourage members to share policies, procedures, communications or other information developed to help manage your local efforts related to the COVID-19 crisis. If you would like to provide resources for posting, receive call-in information for the member conference calls or need assistance with extranet login credentials, please send an email to COVID-19@amppartners.org.

Security tip - "Johns Hopkins University" phishing attack

By Jared Price - vice president of information technology and CTO



Microsoft has reported a massive phishing campaign that uses an Excel attachment as bait. The phishing email looks like it is from the Coronavirus Research Center of Johns Hopkins University, a well known medical organization. The Excel attachment is disguised as an updated list of Coronavirus-related deaths, but the file actually contains a hidden piece of malware.

If you open the infected Excel file and click "Enable Content" when prompted, a program called NetSupport Manager will be automatically installed on to your computer. This program is a tool that allows someone to access your computer remotely. Cybercriminals are using NetSupport Manager to gain complete control over a victim's system; allowing them to steal sensitive data, install more malicious software and even use the machine for criminal activities.

Here are some ways to avoid being a victim by protecting yourself from this scam:

- **Think before you click:** The bad guys know that you want to stay up-to-date on the latest COVID-19 data, so they use this as bait. They are trying to trick you into impulsively clicking and downloading their malware, so be sure to think about who sent it and why.
- **Never download an attachment you were not expecting:** Remember, even if the sender appears to be a legitimate organization, the email address could be spoofed. Never click or download something you were not expecting.
- **Always go to the source:** Any time you receive an email that claims to have updated COVID-19 data, use your browser to visit the official website instead of opening an attachment or clicking a link. If Johns Hopkins University sent it in an email, it would surely be available on their website.

FOCUS FORWARD 2020 WEBINAR SERIES

Register by clicking this schedule or contact Erin Miller, assistant vice president of energy policy and sustainability at 614.540.1019 or by email at emiller@amppartners.org.



July 21, 2-3 p.m.

Beyond Electrons — social engineering services for customers

September (during AMP Annual Conference)

Rate Design — what do customers want and need

November 10, 2-3 p.m.

EV Rate Design and Managing Demand

The Focus Forward Advisory Council has identified these topics to help educate and inform AMP's members about emerging industry trends and to prepare for further integration of distributed energy resources.



THE ACADEMY Webinars

AMERICAN PUBLIC
POWER ASSOCIATION
2020

Register Now for Webinars

Register today at
www.PublicPower.org
under Education & Events.

Non-members can enter
coupon code **AMP** to
receive the member rate.



Classifieds

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

Village of Lakeview seeks applicants for electric lineworker

The Village of Lakeview is accepting applications for a full time electric lineworker position. Successful candidates must meet the qualifications as follows: possess a high school diploma or GED, have a CDL Class B endorsement or willing to obtain within six months of hire date, have mechanical knowledge and know how to operate equipment such as aerial bucket truck, digger derrick truck, trencher, backhoe, pickup, skid loader, dump truck, chain saw, wood chipper, power tools, radios and climbing spikes. Employee must follow APPA safety procedures. Employee to be on call 24/7 to respond to outages or problems. Must live in Lakeview or within a 20 minute radius of the Village of Lakeview. This is an inherently hazardous and physically demanding job and applicant must be willing to work in all kinds of weather conditions. Wages based on knowledge and experience. An application and full job description can be obtained at the Village office or online at www.lakeviewohio.com. Return the application to the Village of Lakeview, 126 N Main Street, POB 197, Lakeview, OH, 43331, and mark them "Lineman Position." Applications will be accepted until June 22. EOE.

Village of Grafton seeks applicants for assistant service superintendent

The Village of Grafton seeks a qualified assistant service superintendent with skilled trades and equipment operation experience. The ideal candidate will have extensive knowledge in municipal infrastructure maintenance and repair, hold a current Ohio Class 1 Water System/Distribution Operator license plus a certification in water system backflow management.

The assistant superintendent will be required to report to the village administrator and regularly communicate and coordinate municipal services with other utility departments when needed. Personnel management skills and the ability to work as a team is essential. Job duties range from but not limited to department vehicle and asset management, material inventory management, landscape maintenance, parks, street, sewer and water-main service and repair, plus all municipal seasonal roadway maintenance services. Some heavy lifting at times may be required.

This full-time position is offered at a competitive hourly rate based upon experience and includes an attractive benefit plan providing health care, vision and dental insurance. Paid holidays after 60-days. Paid vacation, personal days and sick days after one year, plus a public employee retirement plan through OPERS. Grafton offers a stable and upbeat, professional work environment, continuing education and work force training with opportunity for career advancement. The Village of Grafton is an EEO employer and Drug-Free Workplace.

A pre-employment background check and drug screen is required.

This position will remain open until filled. Interested candidates can submit resume to: Grafton Village Hall, 960 Main St. Grafton, OH 44044 or by email to the village administrator at jbprice@villageofgrafton.org.

City of Amherst seeks applicants for electric lineworker

The City of Amherst is seeking applicants for the position of electric lineworker. Duties include the operation, maintenance and routine construction of the electric distribution system.

Minimum qualifications include a high school diploma or equivalent, successful completion of journey lineworker apprenticeship program and four years of experience as apprentice lineworker, or an equivalent combination of education and experience which provides the skills and abilities necessary to perform the job. Valid State of Ohio Driver's License, valid Ohio Class A Commercial Driver's License and Journeyman Lineworker Certification required. Annual pay range is \$82,000-\$95,000 depending on qualifications.

For more information regarding an application and job description call Amherst City Hall at 440.988.4380 or request by email at mayor@amherstohio.org.

Town of Bedford seeks applicants for assistant right-of-way supervisor

The Town of Bedford is seeking applicants for the position of assistant right-of-way supervisor. Applicants must be experienced in trimming, climbing and working around electric hazards. Class A CDL required and the ability to operate a bucket truck, chain saws and other right-of-way clearing equipment. Ability to supervise right-of-way crew and promote on the job safety. Compensation based on experience and skill level. Salary up to \$45,760 annually with benefits package to include health insurance, retirement, life insurance and annual leave.

Applications are available online at www.bedfordva.gov. Submit a completed town application online or mail to: Human Resources, 215 E. Main St., Bedford, VA 24523. Applications will be accepted until the position is filled. Resumes alone are not accepted and must be sent in with application. EOE

Qualifications

Must have a Class A CDL (or obtain a CDL in first year of employment) and be experienced right-of-way trimmer.

Opportunities available at AMP

AMP is seeking applicants for the following positions:

Manager of reliability compliance

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

American Municipal Power, Inc.

STAY CONNECTED



www.ampppartners.org

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

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

[About our service provider](#)

Sent by webmaster@ampppartners.org in collaboration with



Try email marketing for free today!

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.