



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, Clerk of Council
cc: Joel L. Mazur-City Manager,
Billy D. Harmon-City Law Director,
Kelly O'Boyle-City Finance Director
Date: July 27, 2020
Subject: General Information

1. CALENDAR (July and August)

2. MONDAY, JULY 27th

5:00 pm – Special Planning Commission Meeting

PC 20-09 Conditional Use Permit 1851 Oakwood Avenue (Old Walmart Building)

- Enclosed is a Memorandum from Kevin Schultheis and a copy of the company's application

5:30 pm – Special City Council Meeting

A. GOOD OF THE CITY

1. *Review of PC 20-09 – Conditional Use Permit – 1851 Oakwood Avenue*
2. *Approval of Plans and Specifications for the American Road Improvements Project*
The attached Memorandum from Chad gives a brief description of this project

Canceled Finance and Budget Committee Meeting

Canceled Safety and Human Resources Committee Meeting

3. TUESDAY, JULY 28TH

4:30 pm – Civil Service Commission Meeting

Temporary Firefighter/Paramedic and Temporary Firefighter/EMT Hiring due to COVID-19

4. WEDNESDAY, JULY 29TH

Canceled Park and Recreation Board Meeting

5. INFORMATIONAL ITEMS

07.24.2020 OML Legislative Bulletin

07.17.2020 AMP Newsletter

July 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			JULY 1 11:00 am – Bid Opening Glenwood Waterline	2	3 Office Closed 4 th of JULY Holiday	4
5	6 7:00 pm – CITY COUNCIL	7	8	9	10 8:00 am – Healthcare Cost Committee Meeting	11
12	13 6:15 pm – Electric Comm 6:15 pm – BOPA 7:00 pm – Water/Sewer Committee	14 4:30 pm Board of Zoning Appeals	15 11:00 am – Bid Opening Park St. Phase IV	16	17	18
19	20 6:00 pm – Tree Commission 7:00 pm – CITY COUNCIL	21	22	23	24	25
26	27 5:00 pm – Special Planning Commission Meeting 5:30 pm – Special Council Mtg.	28 4:30 pm – Civil Service	29	30	31	

August 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 6:15 pm – Technology and Communications Comm. 7:00 pm – CITY COUNCIL	4	5	6	7	8
9	10 6:15 pm – Electric Comm 6:15 pm - BOPA 7:00 pm – Water/Sewer Committee 7:30 pm- Municipal Properties, Bldg, Land Use/ED Comm.	11 4:30 pm Board of Zoning Appeals 5:00 pm – Planning Commission	12	13	14	15
16	17 6:00 pm – Parks & Rec Committee 6:00 pm – Tree Commission 7:00 pm – CITY COUNCIL	18	19	20	21	22
23	24 6:30 pm – Finance & Budget Comm. 7:30 pm - Safety and Human Resources Committee	25 4:30 pm – Civil Service	26 6:30 pm - Parks & Rec Board	27	28	29
30	31 5 th Monday					

City of Napoleon, Ohio

PLANNING COMMISSION

Monday, July 27, 2020 at 5:00 pm

SPECIAL MEETING AGENDA

PC 20-09 – CONDITIONAL USE PERMIT – 1851 OAKWOOD AVENUE

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
and via Webex – details will be posted at www.napoleonohio.com

- 1) Call to Order
- 2) Approval of Minutes – May 12, 2020 (in the absence of any objections or corrections, the minutes shall stand approved)

3) New Business

PC 20-09 – Conditional Use Permit

An application for a Public Hearing has been filed by the Axis LED Group (ALG) of Defiance, Ohio. The Applicant is requesting the Approval of a Conditional Use Permit as a Planned Commercial Development located at 1851 Oakwood Avenue in the Oakwood Plaza. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The property is located in a C-4 Planned Commercial Zoning District.

- 4) Adjournment.



Roxanne Dietrich
Clerk of Council

City of Napoleon, Ohio
PLANNING COMMISSION MEETING MINUTES
Tuesday, May 12, 2020 at 5:00 pm
PC 20-07 - SUBDIVISION PLAT – 1600 OAKWOOD AVENUE

PRESENT

Board Members	Jason Maassel, Suzette Gerken
Board Members on WebEx	Tim Barry-Chairman, Larry Vocke, Marvin Barlow
City Staff	Kevin Schultheis-Code Enforcement/Zoning Administrator
	Joel Mazur-City Manager
Clerk of Council	Roxanne Dietrich
Others	

ABSENT

CALL TO ORDER

Acting Chair Maassel called the Planning Commission meeting to order at 5:00 pm

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the April 14, 2020 Planning Commission meeting were approved as presented.

PC 20-07 BACKGROUND

Schultheis read the background. An application for a Public Hearing has been filed by Barbara L. Hogrefe, 1600 Oakwood Ave. Napoleon, Ohio. The applicant is requesting the approval of a subdivision of plat in the City. The request is pursuant to Chapter 1141 of the Codified Ordinances of Napoleon, Ohio. The subdivision in the City permits any plan development to be located in an R-3 Moderate-Density Residential Zoning District per 1145. Ms. Hogrefe is requesting to have two plats of property separated and sold under the R3 Residential Zoning District. She is going to sell off two parcels. Maassel asked are we taking one parcel and making it into two or three parcels? Schultheis replied it will be a total of three plats. One will be hers, and there will be two additional plats for sale. Barlow asked if she is breaking them up future sales? Schultheis said she has a buyer for at least one. Gerken inquired she has a buyer for both parcels or just the big one? Schultheis said the inquiry is for both, I think they are going to check out each one of them. Maassel confirmed, we are not changing the zoning, we are just taking one piece and making it into three pieces and it still stays R3. Schultheis replied that is correct. Mazur stated the potential buyer did check with me if there is any reason why we would want to rezone any of this potentially for commercial or just leave it open. I said let's leave it as R3 for now and if later down the road it needs to be rezoned or you have a buyer that would want it rezoned, you can always bring it back to the Planning Commission. Gerken asked they could rezone it to be commercial, if they wanted to? Maassel confirmed it would have to come back to the Planning Commission.

MOTION TO APPROVE PC 20-07

Motion: Barlow
to approve PC 20-07

Second: Vocke

Roll call vote on the above motion:

Yea-Barry, Barlow, Maassel, Gerken, Vocke

Nay-

Yea-5, Nay-0. Motion Passed.

The meeting continued with the consideration of PC 20-08

Approved

July 27, 2020

PC 20-08 ~ DEDICATION OF 700 BLOCK OF CLAIRMONT AVENUE



City of Napoleon, Ohio

Kevin Schultheis, Zoning Admin.

Code Enforcement

255 West Riverview

Napoleon, OH 43545

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

www.napoleonohio.com

PC-20-09

Planned Commercial Development

For a recommended PPE & Mask Manufacturing company

Location: 1851 Oakwood Ave. Parcel Number: 411201340100

Memorandum

To: Member of the City Planning Commission

From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer

Subject: Planned Commercial Development

Meeting date: July 22, 2020 @ 5:00 pm. A special hearing is requested.

Hearing #: PC-20-09

Background:

An Application for a public hearing has been filed by the Axis LED Group (ALG) of Defiance, Ohio. The Applicant is requesting the approval of a Conditional Use Permit as a Planned Commercial Development located at 1851 Oakwood Ave., in the Oakwood Plaza. The request is pursuant to Chapter 1141 of the Codified ordinance of Napoleon, Ohio. The property is in a C-4 Planned Commercial Zoning District.

Research and Findings in accordance with Section 1141.02 (e)

1. A Conditional Use Permit is required for a Planned Commercial Development to be located in a C-4 Planned Commercial Zoning District.
2. Definition: Planned Commercial Development. A development constructed on a tract of land of a minimum acreage requirement and having a minimum number of principal buildings and a maximum number of commercial establishments within a single building.
3. Scope of Services: To produce and ship PPE & Mask for the Health care and Safety Professions. (See Attached)

Recommended Conditions:

1. This permit is issued to the owner of AIG Health of Defiance, Ohio, for the manufacturing of PPE & Mask for the Health care system and shall last the duration of their agreement.

2. The existing building shall be brought up to meet or exceed all current building and fire codes.
3. The wall between the existing building and existing office space shall contain sufficient sound deadening material so as to not exceed 60db in the existing offices.
4. Any outside storage shall be maintained behind adequate fencing / screening so as not to be seen by normal traffic flow or day to day operations of existing businesses.
5. The additional traffic should not disrupt parking or normal flow of traffic.

Application for Public Hearing

City of Napoleon, Ohio

I/We hereby request a public hearing to consider the following:

Planning Commission

(MZON 100.1700.46690)

☒ Conditional Use

\$125.00

☐ Amendment

\$125.00

☐ Subdivision in City

\$75.00 + \$5.00 each, after two

☐ Preliminary Plat of Development

\$125.00

☐ Alley Vacation

\$25.00 + publication cost

Preservation Commission

MZON 100.1700.46690)

☐ Certificate of Appropriateness

\$25.00

Board of Zoning Appeals

(MZON 100.1700.46690)

☐ Certificate of Zoning

\$25.00

☐ Re-Zoning

\$125.00

☐ Variance

\$125.00

☐ Administrative Appeal

\$50.00

Address of property: 1851 Oakwood Ave Napoleon, OH 43545

Description of request:

Manufacturing of N95 and disposable mask for US govt, Healthcare and 1st responders. Will be bringing in approx 150-200 jobs into Napoleon along with \$1,000,000,000+ in annual revenue

Adam Harmon

OWNER(S) NAME (PRINT)

2106 Baltimore St Defiance, OH 43512

ADDRESS- CITY, STATE, ZIP

843.694.6469

PHONE NUMBER

[Signature]

SIGNATURE

***Public hearings are held on the second Tuesday of each month; this petition must be filed with the Zoning Administrator thirty (30) days before the public hearing date. All plans, plats, deeds and other requested information must accompany this application before the hearing will be scheduled. ***

APPLICANT MUST BE AN OWNER OR AN AUTHORIZED REPRESENTATIVE EVIDENCED BY LETTER OF APPOINTMENT.

Adam Harmon

APPLICANT NAME (PRINT)

[Signature]

APPLICANT SIGNATURE

2106 Baltimore St

ADDRESS

Defiance, OH 43512

CITY, STATE, ZIP

843.694.6469

PHONE

Hearing #: _____ Hearing Date: _____ Zoning District: _____

Office Use Only

Batch # _____

Check # _____

Date _____



Let's Make It In The **USA**



PPE & MASK MAUFACTURING



CE FDA



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1.0 EXECUTIVE SUMMARY

Company Name: Axis LED Group (ALG)

Company Location: Defiance OH

Company owners: /AXIS (ALG)

Company Website: www.ALG-HEALTH.com (coming soon)

Introduction

In extreme crisis new opportunities are created. The COVID-19 Pandemic is rapidly spreading as the number of cases in the United States continues to grow, there is a critical shortage for PPE during the current and future crisis. PPE is used every day by healthcare personnel (HCP) to protect themselves, patients, and others when providing care. PPE shortages are currently posing a tremendous challenge to the US healthcare system because of the COVID-19 pandemic.

ALG was established in 2014 and has become a top-tier provider of LED lighting products that are made in the USA playing into a similar unique opportunity created by the Congress's "Buy American Act (BAA)". With 2019 gross revenues of \$6.8M (and 30% net margin) has grown from a tiny importing operation to a manufacturer (with its own assembly plant) competing head to head with top-tier names such as Philips, GE, Sylvania and Lithonia in supplying large scale projects.

The COVID-19 PPE shortage demands a drastically quick response. Personal protective equipment, or PPE, and tough work wear is a requirement in a large number of different industries. We consider legal –moral, social on the part of employers. In addition public health officials are just now waking up to their (heretofore lacking) responsibility to maintain a strategic supply of PPEs just as critically important as drugs and vaccines. It is the main goal of our President **Adam Harmon** is to provide certified PPE nationally and internationally, including manufacturing key items within the US.

ALG has a newly formed medical supplies company located in Defiance Ohio, within the United States of America. The company purchases and resells PPE, such as, Masks, gowns, gloves, goggles and the like to customers in the United States. **ALG** has established a China-based emergency KN95 and N95 Mask production facility with initial capacity of 1 million certified KN95 masks within 14 days plus delivery. ALG has

extensive experience in importing finished and unfinished goods into the United States and has secured significant relationships with US based assembly resources in partnership with UNICOR to meet (Buy American Act) BAA compliance for products. In this instance, ALG has worked with its Chinese manufacturing counterparts to secure resources to produce and import much needed N95 masks for healthcare professionals and patient use during the COVID 19 emergency. Our goal is twofold: First to quickly import and install the necessary equipment to produce both surgical and N-95 masks within our existing Defiance OH manufacturing facility. Secondly, to purchase the equipment required for production of the raw materials used to create both mask types. We plan on beginning production within the United States under strict supervision and high standards set and certified by the FDA as well as ISO credentials. CEO, Adam Harmon, has committed the company to manufacture and distribute a variety of medical supplies. We intend to invest much more within the medical care market in the 2020 fiscal year. With the growing global spread of COVID-19 been for, asks, gowns, gloves, goggles, and face masks

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According to the World Health Organization (WHO), qualified pharmaceutical are the main producers of PPE. There are few non-pharma manufacturer and with it insufficient competition to reduce pricing while maintaining quality especially those manufactured within the US. The unprecedented market growth flourishing recently and during the forecast period can afford the opportunity for companies such as Axis Health to enter the fray and make a meaningful difference. In addition to new need in commercial setting The use of PPE, has grown incredibly fast in popularity because of washing hands repeatedly and is now official public health policy in commercial settings. Because {masks are worn even when soap and water are present, they especially predominate among PPE}, in the prevention of airborne transmission of pathogens such as viruses.

Purpose

This document will be used for multiple purposes some of which include:

- ♣ **Management:** Our business plan will be used to set a course for establishing a manufacturing process within our Defiance OH, Ohio facility and successfully produce, distribute, and provide PPE materials.
- ♣ **Finance:** ALG will present this document to numerous-various Commercial Banks and other financial institutions/lenders. This will purposely we will be to seek

funds for production ~~and a suitable location to sell of~~ our PPE products, initially masks.

Location

ALG will produce pharmaceutical grade PPE within our existing Ohio factory, will utilize on site storage and provide distribution from this same facility. The eventual goal is to purchase a 2nd facility located within a few miles from the current factory in order improve warehouse space and free up additional manufacturing areas.

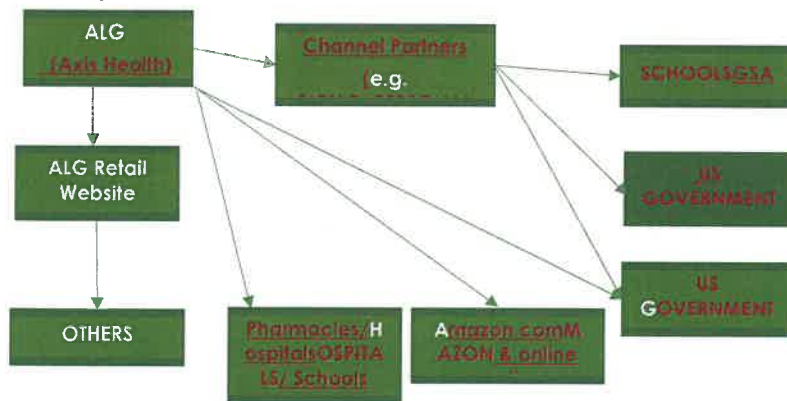
Operations

ALG will be responsible for the manufacture of pharmaceutical Grade N-95 and surgical mask; along with sourcing other PPE from providers nationally and from China.

ALG will distribute the products to ~~top~~ government agencies, pharmaceutical distributors, hospitals, schools, personal websites and even on online platforms like Amazon. ALG has also created a website specifically dedicated to medical supply, which will operate as our primary page for PPE: <https://stockmedicalsupply.com/>.

The operation process is illustrated on the chart below.

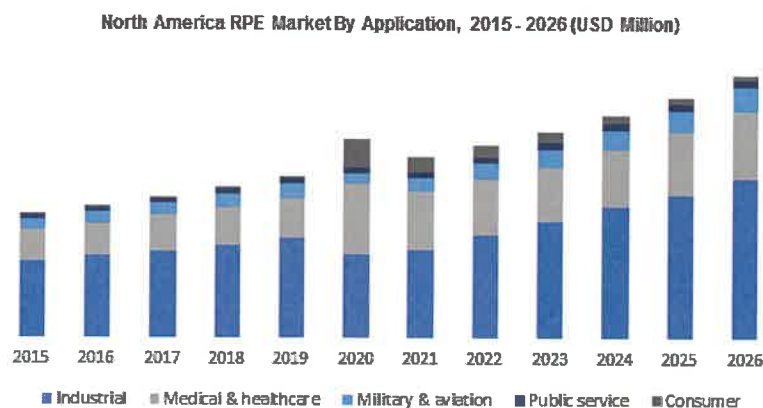
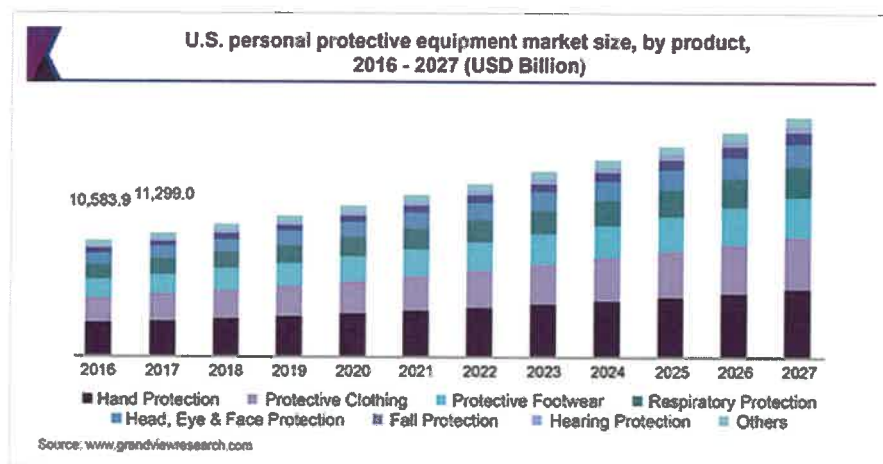
Chart: Operations



Market

Manufacturing the PPE in the USA will help minimize our dependency on foreign countries and shorten the supply chain. Government policy trends, general sentiment, and cost currently drive this business decision. With the current crisis, PPE ~~could~~ is increasingly be required to be worn by everyone. For example, Costco and other national retailers, hospitals and airlines have made wearing masks compulsory. It is safe to assume once the schools open, kids will have to wear masks. The current requirement is over hundreds of million per month. In several states possible it will be

required to wear masks in public. Increasing ease of use and growing awareness regarding the prevalence of infectious agents are the factors driving the growth of the Respiratory Protective Equipment (RPE) market. According to recent research report from Industry ARC, the market was estimated around \$1Billion as of 2018. With the early onset of COVID it was raised to \$6.8B as of 2019¹. It is even higher as of this writing in 2020Q2. Estimates of annual growth range from 5% to 9% during the forecast period of 2019 to 2025.



¹ <https://www.gminsights.com/industry-analysis/respiratory-protective-equipment-market>

Financial Consideration

ALG will require \$24,000,000 in investments, kick start the operation, and implement near term ex[a]. These funds will be used to primarily purchase necessary manufacturing equipment and raw materials. In addition we need to secure more trade agreements, Labor and overhead, marketing and channels, obtain certifications (FDA/ISO/UL/NIOSH etc), and meet regulatory requirements.

1.1 Objectives

The objectives of ALG are to:

- Leverage our 7 years of experience and existing manufacturing facility to produce and distribute specific PPE equipment. Primarily N-95 & surgical masks.
- To increase business portfolio, size, and turnover.
- Obtain immediately needed capital from investor and/or other financial institutions.
- Provide a moderate but recurring income for executives and dividends to share-holders.
- Create a remarkable experience for the Company's customers by providing them with top-notch products and service.
- Develop a repeat customer base that continues to purchase time and again, as we have with LED lighting products since 2014.

1.2 Mission

The mission of ALG is to provide the best possible combination of customer service quality, product quality, and price. The Goal is to have each customer feel they have received excellent value and is eager to continue to purchase from the Company in the future. ALG has already demonstrated this with its line of LED products over the last six years.

1.3 Keys to Success

Keys to the Company's success lie in management's ability to:

- Execute the business plan as described herein.
- Secure needed capital
- Reliably administer and manage the Company daily so that a successful and growth-oriented business is developed and maintained.

- Attract new customers, retain existing customers, continue to grow sales, improve profit margins, control expenses, and meet or exceed the financial projections outlined within this Business Plan.
- Provide exceptional service to every customer to stimulate word-of-mouth referrals and repeat customers.
- The determination of the owners to make this Company successful and financially stable

1.4 Core Values

ALG has established a culture with a set of core values that help define how the Company does business and pursues its mission. The **ALG** team applies these values every day as they serve as the foundation for interactions with customers. **ALG** embraces these core values as essential in achieving the long-term goal of becoming one of the leading vertically integrated companies in the Medical supplies market.

- **Integrity:** At the core of **ALGs** values is integrity. The company firmly maintains the highest standards of integrity in all its business relationships and works with team members who share this view
- **Quality:** **ALG** adheres to premium quality standards and institutes stringent quality control processes in its operations. The company strives to deliver professional services consistently.
- **Accountability:** **ALGs** team embodies a strong sense of professionalism and accountability. The company seeks to build strong relationships with partners who share a commitment to proffering lasting solutions to people's problems
- **Innovation:** **ALG** will invest in the research and procurement of the necessary PPE manufacturing equipment and continue to emphasize its technological development. We seek to collaborate with long-term partners who can help to develop and invest in evolving technologies and bring these innovations to the market
- **Teamwork:** Teamwork is a crucial component of **ALGs** success. Over the years, The company has built a team of highly qualified individuals who share this philosophy of teamwork.
- **Passion:** The success of **ALG** is driven by a management team who are enthusiastic about our business model and our mission. The team translate such energy into stronger relationships with customers daily, and that will continue to fuel the development of **ALG**.

- **Customer Retention:** **ALG** will tend to provide exceptional service to every customer to stimulate word-of-mouth referrals and repeat customers. This will go a long way to attract new customers, retain existing customers, continue to grow sales, maintain, or improve profit margins, control expenses, and meet or exceed the financial projections outlined within this Business Plan.

2.0 COMPANY SUMMARY

ALG is an Ohio based manufacturing Company created in 2014 and is a primary supplier of LED lighting equipment with the Federal energy efficiency market including the major contactors who participate in this arena (Siemens, Lockheed Martin, Honeywell, etc...) **ALG** will both manufacture and purchase pharmaceutical grade PPE from and for producers nationwide. **ALG** will provide PPE, such as, masks, gowns, gloves, goggles etc. and will heavily rely on its partnership and network of existing customers and suppliers to effectively make available our required PPE stock. The reliability and cooperation will enable **ALG** to supply the extreme and large orders demanded by the US Government, Schools, Hospitals and Health Facilities as well as the Amazon market demands.

2.1 Company Ownership and Legality

After extensive research and working closely with professionals to determine which form of organization would be best for the Company's circumstances, the founder chose to legally structure and organize the business as a Limited Liability Company (LLC).

ALG is managed and operated actively by **Adam Harmon**. **SYSTEMS** is managed by . In the future, we will look for possible shareholders and investors who will provide funds for expansion and aid in positively brandishing the company's image to the public.

2.2 Start-up Summary

Within the Start-Up table below, the cost of required expenses and asset acquisitions are considered. The plan here is specifically intended to produce upward of 50 Million cup-style N95 masks per month. We should be able to produce nearly twice that figure if we produce the folding (fish) style. The plan consists of purchasing 60 manufacturing machines and 12 quality control testing machines. We also plan to purchase a 25ksf warehouse sufficient to house these machines requiring 175sf/unit. We will then dedicate 10ksf to storage, 1000sf to miscellaneous operations such as boxing and shipping. This allow 1500sf for offices

Table: Start-up

Start-up Requirements	
One-time Expenses	
Installation & Mobilization	\$ 60,000
Purchase warehouse	\$ 250,000
Machinery	\$ 9,620,000
Cash Required (liquidity due to A/R)	\$ 7,300,000
Total One Time Expenses	\$ 17,230,000
Ongoing Expenses (per month)	
Licenses and Insurance	\$ 175,000
Training	\$ 10,000
Marketing (Including salaries)	\$ 50,000
Labor	\$ 1,200,000
Raw material for RPE	\$ 4,850,000
Maintenance	\$ 125,000
SG&A and Miscellaneous	\$ 800,000
Total Ongoing Expenses	\$ 7,210,000
Total Start-up Requirements	\$ 24,440,000

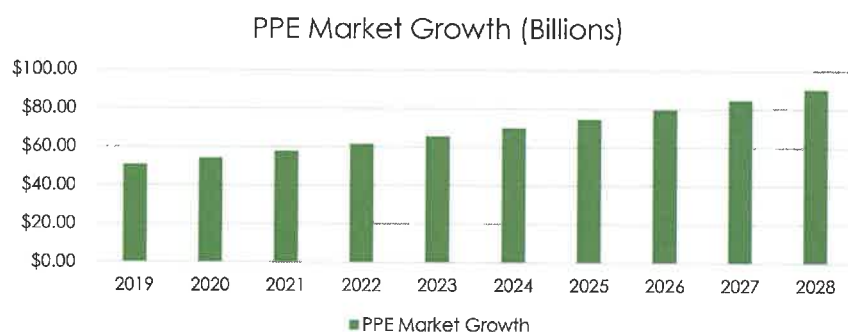
3.0 PRODUCT AND SERVICES

The goal is to always provide the Company's customers with quality products so that great value is realized by every customer. This will be instrumental in maintaining repeat customers and gaining first-time customers. **ALG** manufactures and distributes pharmaceutical-grade medical supplies products, to Governments, Schools, hospital, and other online platforms. Current products being offered are:

- ♣ **Masks** (Manufactured in house)
- ♣ **Gowns** (Initially Outsourced)
- ♣ **Goggles** (Initially Outsourced)
- ♣ **Hand sanitizer** (Initially Outsourced)
- ♣ **Gloves** (Initially Outsourced)

4.0 MARKET ANALYSIS – PRE-COVID PANDEMIC

The global personal protective equipment (PPE) market size was estimated at USD 50.9 billion in 2019 and expected to register a CAGR of 6.6% over the forecast period. Increasing need for respiratory protective equipment (RPE) in mining, emergency response, military and law enforcement, healthcare, and fire services, coupled with rising instances of hand injuries at the workplace, is anticipated to propel market growth over the coming years. Growing awareness regarding workers' health and safety, in addition to rising industrial fatalities primarily in emerging economies owing to lack of personal protective equipment (PPE), is anticipated to steer the market over the forecast years. Technological innovation, accompanied by changing consumer needs for PPE, is further projected to augment market expansion.



The above chart provides a look at the PPE market *without* consideration of COVID19. Healthcare, Government, Education and Retail establishment are already procuring materials and will continue to procure FUTURE STOCK of PPE equipment, especially Masks RPE. **ALGs** current personnel have years of experience and established relationships selling to these markets. Although predicting how COVID19 will increase the PPE marketplace may be a hard task, the bottom line is usage has exploded and stock piling for the future will continue to years.

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Lack of knowledge regarding workplace safety and health hazards is a major issue promulgating among workers. To raise health and safety awareness, the Occupational Safety and Health Act (OSHA) has teamed up with various health and safety organizations for unique ideas and solutions through the Workplace Innovator Award campaign. Such initiatives by agencies in collaboration with market players to

improve safety standards is anticipated to stimulate demand for personal safety equipment growth over the coming years.

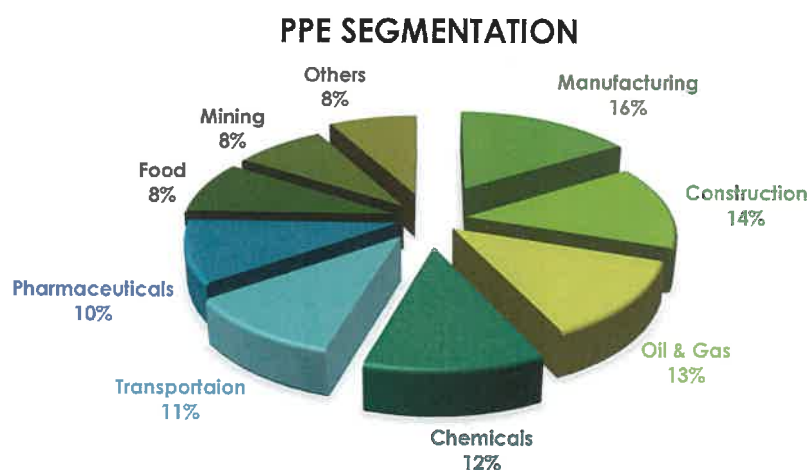
Glove manufacturers are shifting their focus toward greener manufacturing technologies by employing renewable resources such as solar and wind power. They are striving to reduce costs by using less water and synthetic fuels, which is expected to spur product demand over the forecast period. Rising concerns regarding employee health and safety in earthquake-prone areas is expected to urge employers to adhere to workplace safety regulations and encourage the use of personal safety equipment while working in high-risk activities. Moreover, growing awareness regarding the precautions to be taken post disasters is expected to urge various industries to prepare for natural calamities. This is projected to drive product demand over the forecast period.

Technological advancements, coupled with changing consumer trends, have led to a significant change in manufacturing techniques to obtain superior quality finished products. The industry has also been witnessing a surge in engineered and high-performance multifunctional protective clothing. However, these manufacturing processes are highly cost-intensive and complex for shop-floor workers to comprehend. This could act as a deterrent to market growth. In terms of product, the protective equipment market is categorized into hearing protection, head, eye and face protection, protective clothing, protective footwear, respiratory protection, hand protection, and fall protection. Growing concern regarding employee safety and initiatives for reducing injury rates in industrial and commercial sectors is expected to drive the demand for personal protective gloves over the forecast period.

Rising demand for unpowered respirators particularly in the mining, petrochemical, and oil and gas sectors is expected to drive market growth over the forecast period. Technological innovation, improved performance of respirators, and stringent enforcement of workplace safety standards across Europe and North America are expected to drive investment and innovation in the field of personal safety equipment, which is projected to further propel the PPE market over the coming years. Increasing use of durable protective clothing in core industries such as oil and gas, construction, and mining is expected to enhance market penetration over the forecast period. In addition, rising demand for disposable industrial protective clothing in industries such as healthcare and chemicals where protective clothing cannot be reused owing to contamination is expected to complement segment growth.

In terms of end-use industry, the market for personal safety equipment is categorized into construction, manufacturing, oil and gas, chemicals, food, pharmaceuticals, transportation, and mining. Demand for personal protective equipment in the oil and gas industry is projected to grow at a significant rate owing to increasing popularity of natural gas, rising deals by the Organization of Petroleum Exporting Countries (OPEC), and landmark shale oil discovery over the forecast period.

End-use industries like manufacturing, oil and gas, and chemical are likely to witness substantial growth owing to rising workforce in large economies such as U.S., Japan, India, Germany, and China. Increasing demand for better public infrastructure, including harbours, roadways, airports, and rail transport systems, is expected to drive the construction industry across the globe, thereby stimulating demand for personal safety equipment over the coming years.



The mining industry is anticipated to remain a key application sector for personal protective equipment owing to the high risk of industrial hazards. Mining is associated with many hazards such as contact of chemicals to the skin and inhalation of harmful gases that may cause diseases and risk the life of an employee. Rising prevalence of diseases caused by airborne contaminants is expected to spur demand for personal protection equipment over the next few years.

Europe and North have been the largest consumer of PPE and is expected to witness moderate growth over the forecast period. There has been a growing need for highly effective wear-and-tear-resistant and high-utility personal protective equipment in

most core industries such as metal manufacturing, oil, and gas, automotive, and refining. This, coupled with increasing number of occupational injuries, is expected to augment the uptake of personal protective equipment in the region over the forecast period. Rising number of industrial fatalities in emerging economies of Asia Pacific, due to lack of appropriate protective gear and low awareness regarding employee safety, is anticipated to propel market growth. In addition, technological innovation and changing consumer preference for personal protective equipment that combines safety and fashion are expected to augment market growth.

Limited commodity exports have been slowing down the Central and South American economies by reducing investment levels and resource employment. Furthermore, economic turmoil in the largest economy of the region, Brazil, is expected to negatively impact the demand for personal protective equipment in key application industries, which is expected to hamper market growth over the forecast period.

Key players in the industry offer personal safety equipment with distinctive features such as additional benefits in coveralls, customized gloves, and boots for diverse applications to gain dominance in the global market. The PPE market is estimated to struggle with pricing pressures and growing commoditization of products owing to which, strategic differentiation of products and services is predicted to separate leaders from other competitors in the industry. Strategies adopted by companies include product portfolio expansion, product development, and distribution network expansion. Honeywell International, Inc. is one of the key players engaged in launching new products as a part of its strategic initiative. The products launched by the company in the last few years include portable gas detectors, Ne-Hon-6, and toxin-resistant hoods for fire-fighters.

4.1 Market Segmentation

Several market groups (segments) have been identified as critical targets for the continued success of **ALG**. The definition of each market group (segment) is:

Primary Market - This segment consists of the Company's existing repeat customers. The objective will be to find ways to further develop repeat customers into extremely loyal and long-time customers that purchase repeatedly (the US Government and schools). **ALG** will utilize their existing government relationships, channel partners and past experiences to gain traction.

Secondary Market - This segment consists of first-time customers. The objective will be to find ways to continue existing momentum already established and further develop

first-time customers into repeat customers (hospital, clinics, and other medical facilities).

Tertiary Market - This segment consists of every person, or institution globally. The objective will be to identify the most popular products, identify the people and organizations in this segment that are most likely to purchase our products, then we follow Company sales strategies to attract new customers who make their first purchase.

Table: Market Analysis

Market Analysis		Average Gross Sales (MILLIONS)					
Potential Customers	Growth	2020	2021	2022	2023	2024	CAGR
Government	6%	25	27	28	30	32	6.00%
Hospitals	5%	18	19	20	21	23	5.00%
Schools	5%	17	18	19	20	21	5.00%
Others	4% nominal	300 special pricing	500 special pricing	600 Regular pricing	625	650	4.00%
Total	5.00%	75	80	84	89	95	5.00%

We intend to offer very low pricing for all of first year and part of our second year of operation. This will help capture market share that we can leverage towards lower marketing costs and help upsell additional product lines where we do not yet have manufacturing in house.

4.2 Target Market Segment Strategy

Experience has shown that most customers in this industry will not join this company of their own accord. Instead, **ALG** must mount an aggressive awareness campaign. In addition, the Company must aggressively contact local businesses, associations, and organizations that wish assistance with their demand. This way **ALG** can receive outsourced business and further help the United States, and other earmarked areas of investment.

4.3 Competition and Buying Patterns

In the medical supplies industry, there are several factors influencing purchases:

- **Product Features:** Some services and products may be "better" than others since it may contain a feature that will make that service easier to use, more functional, versatile, etc. *The prime example is doing masks with the valve in them.*
- **Reputation:** Some products and services may carry a reputation of being excellent (i.e.: strong, durable, long lasting, reliable etc.) services.
- **Word of Mouth:** Often purchases are made simply based on word-of-mouth and web advertisements.
- **Pricing:** Depending on income, especially for non-professional clients, an affordable price will be the determining factor between two services.

5.0 STRATEGY AND IMPLEMENTATION SUMMARY

Parralleling its success in LED products, **ALG** will seek to become the top-tier medical supplies manufacturing and distribution company. With companies like Purell, Reckitt Benckiser Group, The Himalaya group, Henkel Corporation, Unilever, The Dial Corporation, 3M Co., Gojo industry, Unilever PLC., Chatterm Inc., and Best Sanitizers, Inc., etc. This strategy will rely on a competitive edge and a strong marketing and sales campaign.

ALG will leverage their competitive edge, on offering the finest selection of services, with strong marketing, and better pricing strategy campaign to develop awareness. The sales campaign will emphasize **ALG** ability to offer the highest level of customer satisfaction at the most affordable prices in the industry with the easiest and most inclusive pickup and drop off strategies.

5.1 SWOT Analysis

Potential future threats facing **ALG** include devastating economic downturn, catastrophic uninsured loss, rapid technological change, buying pattern change, or extremely well-capitalized competition willing to price gouge to destroy competition.

The future of the Company is positive if these unlikely threats do not materialize. There are several notable opportunities available and the Company's strengths far exceed its weaknesses. The management of **ALG** is experienced, skilled, hardworking, and knowledgeable in their decision to obtain and adopt this Business Plan. It gives Company management the groundwork to develop a thriving business.

5.1.1 Strengths

- A comprehensive, written Business Plan
- An existing established network of channel partners and sales reps.
- ALG is committed to minimize our dependency on foreign suppliers and honestly believe in made in the USA.
- Established in the PPE manufacturing market with existing large & existing sales
- Strong team positioned to succeed, paralleling LED product line.
- The skills and talents of the dedicated, hardworking, and trustworthy Company management team
- A proven marketing strategy, sales strategy, financial plan, and milestone review system that will ensure the longevity of the Company
- Financial projections that predict growing sales, profits, and net worth if capital funding can be obtained
- Our manufacturing facility is in a federal HUB-Zone, making it eligible for sizable set-asides in federal purchasing.
- The owner is hardworking and dedicated with strong ties to the community
- Good partnership deals and inter-agency agreements.

5.1.2 Weaknesses

- Immediate capital requirements.
- Limited number of borrowed employees and resources at the startup phase.

5.1.3 Opportunities

- The ability to obtain a small portion of market share, where we currently sell other equipment.
- Company growth and prosperity for years to come if the required capital is obtained.
- Potential Government backing through the use of the UNICOR Program.
- Several markets segments including Government, Healthcare, Retail and Education
- Unlimited demographic and wide customers range

5.1.4 Threats

- Catastrophic uninsured loss from fire, wind, theft, vandalism, or embezzlement

- New, old, and extremely well-capitalized competitors with the business strategy of price gouging to destroy competition

5.2 Competitive Edge

The advantages **ALG** has over its competitors are numerous but as a matter of fact, we can subdivide them into the following sub-heading to ease understanding.

- ♣ **The breadth of solutions:** We will produce and offer distinctive products which are currently in short supply nationwide, and will have a great demand for the long-term future. These products include Pharmaceutical grade N-95 and surgical mask, gloves, touchless thermostats, disposable thermostats etc.
- ♣ **Valuable partnerships:** In conjunction with our products offer we also affiliate and partner ourselves with major producers of personal protective equipment (PPE). **ALG** will partner with companies producing PPE products to purchase and distribute our products accurately effectively and efficiently.
- ♣ **Location:** **ALG** will purchase Pharmaceutical grade PPEs and distribute from our existing warehouse in Defiance, OH. These locations are easily accessible markets for our customers and suppliers. These are location that will prompt and increase customer turn out and patronage.

5.3 Service Business Analysis

In the Company's industry, competition is fierce. The industry has an assortment of competing businesses with many of them having more time in business, better name recognition, and a clearer, better-defined reputation for the products they provide.

ALG must continue to develop and fine-tune both manufacturing and marketing/sales strategies to counteract stronger competitors while taking advantage of the weaknesses of less strong competitors. The best way to accomplish this is to obtain as much knowledge as possible about the Company's direct competitors.

5.4 Marketing Strategy

Continue to improve and escalating an already established public interest in the newest communication devices is well documented and has become an important part of everyday life for virtually every age group and ethnic background. Modern communication methods such as texting, emails, social websites, blogs, and a sophisticated Company website must be an integral part of the Company's marketing strategy for it to become successful and remain successful.

Every effort should be made to develop printed and publicly available marketing pieces in an identical and consistent manner.

Company "branding" means advertisements, flyers, business cards, letterhead, forms, marketing items, and the Company website will all have identical design, color, logo, and appearance features. By branding the Company at this early stage, the public will immediately identify and recognize a marketing piece as belonging to the Company once they have been sufficiently exposed.

Not more than 10% of annual gross sales will be allocated to the marketing budget. Regardless of what type of marketing campaign is developed, management must make a conscious effort to research and gather data supporting the campaign, test it, and analyze the direct expenses associated with the campaign against its potential profit to determine whether the campaign is cost justified.

5.5 Sales Strategy

The sales plan is to continue to actively promote the Company and its offerings as soon as possible. The Company exists to attract new customers and maintain existing customers for the purpose of making sales to them. If we adhere to this maxim, everything else will fall into place.

Our sales and marketing strategies must be developed within our existing customer base and must find ways to bring in new customers, followed by converting first-time customers into repeat customers, followed by maintaining repeat customers and giving them a reason to purchase time and time again.

The Company's sales strategy is based on capturing only a very small percentage of the tertiary market segment (general public), converting over 50% of the secondary market segment (first-time customers) to the primary market segment (repeat customers), and maintaining near 100% of the primary market segment (repeat customers).

An important strategy to increase sales and new customers is to inject as much relevant, accurate, and original product description and illustration as possible, regardless of how the information is distributed to the customer. This is especially true of the Company website where it is important to give potential customers the information, they need to make their purchasing decision online.

5.5.1 Sales Forecast

The sales forecast has been developed from a conservative perspective to ensure that the sales targets are met. The table and charts below illustrate our explicit sales forecast

Table: Sales Forecast

Sales Forecast			
Sales (Millions)	2020-21	2021-22	2022-23
Sales of RPE	\$ 300	\$ 500	\$ 600
Sales from other Medical Supplies		\$ 10	\$ 20
Total Sales Revenue	\$ 300	\$ 510	\$ 620
Cost of sales			
Cost of goods, Labor, Admin & OH	\$ 91	\$ 97	\$ 106
Transportation & Storage	\$ 15	\$ 17	\$ 19
Total Cost Of Sales	\$ 106	\$ 114	\$ 125
EBDITA	\$ 194	\$ 396	\$ 495
Gross Margin%	64%	77%	80%

6.0 FINANCIAL PLAN

ALG will finance the company from both equity and debt financing sources, which will project portable sales forecast, financial cash flow projections and balance sheet projections. These financial statements below including chart discrepancies

6.1 Important Assumptions

- ALG is be based in Defiance Ohio, in the US, with its HQ in the same geographical region.
- After the first-year revenue will increase by at least 30%.
- Tax rates are based on the US tax Systems.
- ALG will manufacture and sell PPE materials not only for the pharmaceutical industry but other industries like manufacturing, gas & oil Food Processing, and construction.
- Operating costs are to increase annually by at least 10%

6.2 Pro-forma profit and loss

There are many factors to include when determining a projected profit and loss statement. For readability they are lumped into few rows in the sales forecast in section 5.5.1. However, the costs have been carefully tallied. The major items include the following (with first year's expected costs indicated):

- Cost of materials (\$68M),
- Labor & employee expenses(\$21M),
- Marketing & Branding (\$4.5M)
- Storage (\$1M)
- Transportation (\$4.5M)
- Office expenses, Overheads and Admin (\$6M)

6.3 Projected Balance Sheet

The table below outlines the projected balance sheet.

Table: Projected Pro-forma Balance Sheet

Pro Forma Balance Sheet (in \$Millions)			
Assets	2020-21	2021-22	2022-23

Current Assets			
Cash	\$194	\$396	\$495
Other Current Assets	\$10	\$15	\$20
Total Current Assets	\$204	\$411	\$515
Long-term Assets	\$10	\$15	\$18
Accumulated Depreciation	\$1	\$2	\$2
Total Long-term Assets	\$9	\$14	\$16
Total Assets	\$213	\$425	\$531
Liabilities and Capital	2020-21	2021-22	2022-23
Current Liabilities			
Accounts Payable	\$ -	\$ -	\$ -
Current Borrowing	\$ -	\$ -	\$ -
Other Current Liabilities	2	4	5
Subtotal Current Liabilities	\$ -	\$ -	\$ -
Long-term Liabilities	\$14	16	20
Total Liabilities	16	20	25
Paid-in Capital	\$27	27	27
Retained Earnings		\$100	\$150
Total Capital	\$27	\$127	\$177
Total Liabilities and Capital	\$43	\$147	\$202
Net Worth	\$170	\$278	\$329

7.0 RISK MANAGEMENT

A risk management plan is set out below that identifies common risks and indicates a suitable level of mitigation should these arise.

RISK:	MITIGATION:
Economic factors affecting customer purchasing power; ultimately leading to falling revenue.	Monitor business performance to ensure early identification of dwindling results. Ensure that the business is in a position to react to change, minimizing the impact on business profits. <i>Finally, judicious cost controls should allow temporarily lower margins to maintain market share.</i>
<u>Competitive pressures</u>	<i>Apply existing and very directly comparable experience from the LED product line=. Maintain judicious cost controls should allow temporarily lower margins to maintain market share.</i>
Poor performance that ultimately leads to cash flow issues.	Maintain budgetary processes that monitor business financial performance. Consider the use of external advisor should this be appropriate.
Insufficient staff to successfully operate the business.	Recruit staff: targeting key areas which are under performing.
Future development delays.	Ensure problems are addressed as soon as they are discovered.
Risk of fraud.	Maintain effective internal audit control procedures. Consider option to bring in an external auditor should this be deemed necessary.
Loss of a key member of staff.	Ensure each important task is understood by more than one member of staff. Produce instruction manuals where applicable.

City of Napoleon, Ohio

CITY COUNCIL

Monday, July 27, 2020 at 5:30 pm

Special Meeting Agenda

City Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
WebEx Link for the meeting will be posted at www.napoleonohio.com

A. GOOD OF THE CITY

1. Discussion/Action: Review of PC 20-09 – Conditional Use Permit – 1851 Oakwood Avenue
2. Discussion/Action: Approval of Plans and Specifications for the American Road Improvements project.

B. ADJOURNMENT



Roxanne Dietrich
Clerk of Council



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: *July 24, 2020*
Subject: *American Road Improvements – 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: widening and replacing the existing roadway on American Road from Industrial Drive to 1,700 l.f. west of the intersection; widening the intersection of American Road and Industrial Drive; widening Industrial Drive from the westbound US 6/24 off ramp to American Road; installing a traffic signal at the intersection of the westbound US 6/24 off ramp and Industrial Drive; and filling the ditches along American Road.

Engineer's Estimate of Construction: \$1,697,670.00.

The City's portion is approximately 12%. The remainder is being paid by Loves and a C.D.B.G. grant. The completion date for the project is November 25, 2020.

CEL



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 and City Council, City Manager, City
Law Director, Finance Director, Department
Supervisors, News Media

From: Roxanne Dietrich, Clerk of Council

Date: July 24, 2020

Subject: Finance and Budget Committee – Cancellation

The **FINANCE AND BUDGET COMMITTEE** meeting scheduled for Monday, July 27, 2020 at 6:30 pm has been *canceled* by the Chair.



City of Napoleon, Ohio

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Napoleon, OH 43545

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Memorandum

To: Mayor and City Council, City Manager, City
Law Director, Finance Director, Department
Supervisors, News Media

From: Roxanne Dietrich, Clerk of Council

Date: July 24, 2020

Subject: Safety and Human Resources Committee –
Cancellation

Due to lack of agenda items, the **SAFETY AND HUMAN RESOURCES COMMITTEE** meeting scheduled for Monday, July 27, 2020 at 7:30 pm has been *canceled*.

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

Meeting Agenda

Tuesday, July 28, 2020 at 4:30 pm

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

1. Call to Order
2. Approval of Minutes: April 9, 2020 Special Meeting Minutes (in the absence of any objections or corrections, the Minutes shall stand approved)
3. Temporary Firefighter/Paramedic and Temporary Firefighter/EMT Hiring due to COVID-19
4. Any Other Matters to Come before the Commission
5. Adjournment



Roxanne Dietrich
Clerk of Council



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: Parks and Recreation Board
cc: Mayor and City Council, City Law Director, City
Manager, Finance Director, Department
Supervisors, News Media
From: Roxanne Dietrich, Clerk of Council
Date: July 24, 2020
Subject: Parks and Recreation Board

The regularly scheduled meeting of the **PARKS AND RECREATION BOARD** for Wednesday, July 29, 2020 at 6:30 pm has been *Canceled* due to lack of agenda items.

Ohio Municipal League Legislative Bulletin

Ohio Municipal League <kscarrett@omlohio.org>

Fri 7/24/2020 12:19 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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[OML Classified Ads](#)



Legislative Bulletin

July 24, 2020

OML UPDATE AT-A-GLANCE

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

- This week, Governor DeWine announced an order from the Ohio Department of Health (ODH) that imposes a statewide facial covering mandate, effective Thursday, July 23 at 6 p.m. The order mandates that all individuals in Ohio must wear facial coverings in public when unable to socially distance with a few exceptions, such as medical reasons. You can read a copy of the ODH order [HERE](#). More information is available in the article below.
- Ohio House of Representatives Speaker Larry Householder, a political staffer and three lobbyists were arrested and charged this Wednesday with conspiring to commit racketeering and other crimes in regard to passage of HB 6, legislation enacted last year which, in addition to other things, provided a \$1.2 billion bail-out of Ohio's two nuclear power plants. The charges identify a long history and complex conspiracy of political operatives and "dark money" used to illegally thwart the democratic process and betray the trust of the citizens of Ohio. You can read the federal indictment [HERE](#). We will continue to keep our members updated if new leadership is identified in the people's House.
- The League has written a letter of support [HERE](#) for HR 7094, legislation sponsored by U.S. Rep. Warren Davidson (R- OH) which would allow local governments to use funds from the Coronavirus Relief Fund (CRF) included in the CARES Act legislation for revenue replacement to help stabilize local

budgets. The League thanks the congressman for his leadership with this critical issue and we encourage our members to pass a resolution in support of this important legislation. You can access a sample resolution [HERE](#).

- The League and the Mayors Association of Ohio would like to thank U.S. Senator Rob Portman's State Director, Kevin Hoggatt, for joining the mayor's weekly call Wednesday and providing an update on the latest activity on the next legislative round of federal aid as well as other issues. We appreciate Kevin's time and willingness to answer our mayor's questions regarding federal issues impacting Ohio's cities and villages.
- Despite weeklong negotiations with White House and other legislative officials, the U.S. Senate was unable to present a legislative package to address future aid related to impacts associated with the coronavirus. The National League of Cities (NLC) has provided members with an update which can be found below.

U.S. SENATE FAILS TO PRODUCE LEGISLATION FOR PHASE 4 CORONAVIRUS RELIEF PACKAGE

We want to thank Irma Esparza Diggs, Senior Executive and Director of Federal Advocacy for the National League of Cities (NLC) for providing continuing updates on the efforts of the federal government to reach an agreement on additional assistance to state and local governments. Below is the latest information on where the negotiations stand.

U.S. Senate Fails to Unveil Relief Package:

- Initially, U.S. Senate Republicans seemed confident that they would introduce a package that would be the basis of negotiations with Democrats for the upcoming relief bill.

However, before the GOP could unveil any legislation, White House Chief of Staff Mark Meadows was dispatched to Capitol Hill to talk to U.S. Senate Majority Leader Mitch McConnell about last minute policy disagreements shortly before the Senate Leader was to take to the Senate floor. It is unclear where exactly the disagreement was between the White House and Senate GOP.

Sen. McConnell, many hours after the delay occurred, said the Administration needed more time to look at the "finer details" of the proposal.

This false start comes after three days of meetings among the GOP and the White House's negotiators, trying to get a package even to the starting line.

McConnell promised that the Senate GOP would roll out a bill early next week. However, NLC reports that for cities, there will be no additional funds, at least in this

opening draft.

This week, Senate Republicans also floated a trial balloon of extending enhanced unemployment insurance through the end of December so the GOP could buy themselves time to devise a more comprehensive relief package.

According to CNBC, the GOP plan would extend the enhanced unemployment benefits at \$100 per week through the end of the year. Currently, those on unemployment receive \$600 in enhanced unemployment insurance per week, and the benefits are set to expire at the end of the month.

The deadline, according to *The Wall Street Journal*, to get a bill passed that would ensure that there is not an unemployment benefit cliff is July 25. This will enable state's time to reprogram their benefits programs.

U.S. Senator Rob Portman (R-OH) said that if the work on a larger package cannot be finished quickly, then an extension of unemployment benefits should be considered.

Mnuchin Tells CNBC That Flexibility Will Work; Discusses "Bail Outs":

Treasury Secretary Steven Mnuchin repeated a fallacy that additional flexibility to states for Coronavirus Relief Funds will help alleviate the fiscal pain cities are feeling.

"I think you know we allocated \$150 billion probably 30-50% of that money has been used, we gave a lot of flexibility, we're going to have the Kennedy bill," Mnuchin said.

"Which basically says the states that have the money can use the money for lost revenue. That's going to take care of virtually every single state, I think that's a very fair compromise."

NLC sent a communication to Capitol Hill staffers to correct this fallacy and is working hard to beat back this myth.

Mnuchin went on to call aid to state and local governments a "bail out."

"It is unfair for states like Florida to be bailing out states like New York, having said that, kind of, we're going to go with a compromised solution which is the Kennedy bill," Mnuchin said.

We encourage our municipal leaders to call their members of Congress to tell them that flexibility for local governments is neither sufficient nor is an additional allocation in a "bail out." Our members must impress upon Congress the need for additional flexible federal relief to keep local governments delivering the quality local services Ohioans need and deserve.

OHIO MUNICIPAL SEWER SYSTEMS MONITORED FOR EPA CORONAVIRUS STUDY

The Ohio Department of Health (ODH) and the Ohio EPA are conducting a study where samples are collected from municipal sewage and wastewater systems to test for the presence of coronavirus fragments. The Ohio EPA has said data from the study could

help provide early COVID-19 warning for a community as well as help researchers better understand coronavirus trends throughout Ohio.

Prior studies revealed coronavirus fragments can be detected in the feces of both symptomatic and asymptomatic COVID-19 patients and that those coronavirus fragments can be discovered in wastewater approximately three to seven days before that community sees an increase in COVID-19 cases and/or hospitalizations.

The initial municipalities participating in the study are Cleveland, Columbus, Cincinnati, Akron, Toledo and Dayton. The Ohio EPA also stated it intends to expand the study to medium and small-sized cities and villages. \$2 million from the CARES Act is funding the study, which is being led by Ohio Water Resources Center at the Ohio State University in coordination with the University of Toledo, the University of Akron and Kent State University.

Data from the research and any additional information about the study will be available on coronavirus.ohio.gov.

UPDATE ON OHIO COVID-19 RESPONSE

- As of Thursday afternoon, Ohio is reporting 80,186 cases of coronavirus, 3,256 deaths, 9,968 hospitalizations and 2,403 ICU admissions.

Statewide Mask Mandate:

- On Thursday, July 23, at 6:00 p.m., a statewide mask mandate went into effect for citizens living in all 88 Ohio counties. All individuals in Ohio must wear facial coverings in public at all times when: at an indoor location that is not a residence; outdoors, but unable to maintain six-foot social distance from people who are not household members; waiting for, riding, driving, or operating public transportation, such as a taxi, a car service, or a private car used for ride-sharing.
- The order only requires those 10 years old or older to wear a mask. Additional exclusions include: those with a medical condition or a disability or those communicating with someone with a disability; those who are actively exercising or playing sports, at religious services, involved in public safety, or actively eating or drinking. Schools should follow the guidance previously issued pertaining to masks.

Public Health Advisory Update:

- New public health data has led the Ohio Department of Health to designate 23 counties as being in a Red Alert Level 3 Public Emergency as defined by the [Ohio Public Health Advisory System](#):
 - Upgraded to Level 3 (Red): Clark, Defiance, Erie, Hardin, Henry, Lawrence, Marion, and Medina
 - Continuing at Level 3 (Red): Athens, Allen*, Clermont, Cuyahoga, Delaware, Fairfield, Franklin, Hamilton, Licking, Lucas, Montgomery, Pickaway, Richland, Scioto, and Union
 - Downgraded to Level 2 (Orange): Butler, Lorain, Summit, and Wood
 - Detailed information on each Red Alert Level 3 county can be found on the [Ohio Public Health Advisory System's website](#).
- You can access a sign for businesses and others to post in counties that are at Level 3 or 4 Alert Level [HERE](#).
- The updated Ohio Public Health Advisory System map will enhance the ICU indicator to address concerns in the event ICU levels increase due to reasons other than COVID-19. The indicator will trigger if ICU capacity for a county's hospital region exceeds 80% of normal capacity and if 20 % of the normal ICU capacity is being used for COVID-19 positive patients. The Ohio Public Health Advisory System will also be updated in the coming weeks to include more localized testing data and an indicator related to known contacts spreading the virus when such local data is widely available.

Other COVID-19 Response Measures:

- Gov. DeWine announced [travel advisory](#) for all individuals coming into Ohio from states reporting positive COVID-19 testing rates of 15 percent or higher. Those traveling from Alabama, Arizona, Florida, Georgia, Idaho, Mississippi, Nevada, South Carolina, and Texas should self-quarantine for 14-days. The self-quarantine recommendation applies to those who live in Ohio and to people who are traveling into Ohio from any of these states. Additional information is available at coronavirus.ohio.gov for tips on how to effectively quarantine.
- Gov. DeWine urged citizens to use extreme caution when considering attending or hosting an informal gathering. The Governor said that Ohio is seeing serious exposures to the virus that are arising from every day events like church services, small house parties, neighborhood get-togethers, weddings, etc.

Business and Employment Updates:

- Gov. DeWine has signed onto a [letter to Congressional leadership](#) with 20 other fellow governors from across the nation, calling for reasonable limited liability protections for businesses, schools, healthcare workers, and governments as they are reopened during the COVID-19 global pandemic. The letter calls for predictable, timely, targeted liability protections to shield employers from legal risks associated with the spread of the novel coronavirus, so long as they are following the appropriate standards of care to protect their employees, customers, and students. The letter specifically requests that the protections be drawn in a narrow fashion as to not give license for gross negligence, misconduct, or recklessness. You can read the letter [HERE](#).
- Ohio's unemployment rate dropped three percentage points in the last month to 10.9%.
- Ohioans filed 30,138 initial jobless claims last week, according to statistics the Ohio Department of Job and Family Services (ODJFS) reported to the U.S. Dept. of Labor today. Ohioans filed 423,672 continued jobless claims last week, which were 352,630 fewer than the peak earlier this year. Over the last 18 weeks, ODJFS has distributed more than \$5.5 billion in unemployment compensation payments to more than 757,000 Ohioans. Of the more than 1 million applications the agency has received, about 94% have been processed, with about 6% pending.

Broadband Updates:

-

- Lt. Gov. Husted announced the next steps in OhioBroadband's plans to expand broadband access across the state. Respondents to the request for information (RFI) will need to provide the specific equipment they have available, number of units available, price and amount of time it would take to implement an order. This RFI will be specific to K-12 plans and will be housed in a single location, giving every school district a chance to compare what is available and make the best decision for their district and their students.
- Additionally, pending upcoming Controlling Board approval, schools can apply for a dollar to dollar matching grant program with the state for hotspots, in-home internet, and internet-enabled devices to students. This funding will be facilitated through the federal CARES Act and will total \$50 million. Schools will have the flexibility to use the funding through a connectivity plan that makes the most sense for their student population and district.
- A new E-Permitting system is being launched through InnovateOhio and the Ohio Department of Transportation. The new system fulfills a goal outlined in the December 2019, Ohio Broadband Strategy, and replaces a paper-only right-of-

way permitting system with an online process that is more convenient for permit requesters and is expected to reallocate 24,000 hours of labor per year.

Miscellaneous Updates:

- Following a 19-case outbreak linked to a county fair in Ohio, Gov. DeWine spoke with fair managers from across Ohio to stress the importance of following safety guidance during county fair events. The Governor said he wants fairs to continue, but they must follow the rules. Guidance for fairs is available at coronavirus.ohio.gov.
- After an outbreak at an Ohio long-term care facility in which more than two dozen residents and staff tested positive for COVID-19, Governor DeWine continued to encourage Ohioans to self-quarantine for 14-days after traveling to [high-risk areas](#).
- The Ohio Bureau of Workers Compensation will sponsor two new public service announcements created in partnership with the Ohio Restaurant Association, OhioHealth, JobsOhio, and the Ohio Business Roundtable. The [first PSA \(HERE\)](#) features real Ohioans explaining why all Ohioans should all wear a mask. The [second PSA \(HERE\)](#) features Dr. Steve Markovich, a former Air National Guardsman and fighter pilot, who is CEO of OhioHealth. He encourages younger adults to wear masks to protect family, friends and coworkers.

LEGISLATIVE UPDATE: BILLS OF MUNICIPAL INTEREST

Passed by Senate:

- SB 10 - THEFT IN OFFICE PENALTIES. Sponsored by Sen. Wilson (R - Maineville), would expand the penalties for theft in office based on the amount stolen and include as restitution audit costs of the entity that suffered the loss. The bill was informally passed by the Ohio Senate. The League is supportive of this legislation.

(Link: <https://bit.ly/3jBlz7Y>)

Committee Hearings:

- HB 13 - BROADBAND EXPANSION. Sponsored by Rep. Carfagna (R - Genoa Township) And Rep. O'Brien (D - Warren), is regarding broadband expansion, including access to electric cooperative easements and facilities and railroad rights of way, and makes an appropriation. During its first hearing before the Senate Energy and Public Utilities Committee, the bill's sponsor explained that

the bill "incentivizes true public/private partnerships and rewards cooperation to bring this infrastructure to those without this critical resource." The League is supportive of this legislation.

(Link: <https://bit.ly/32R0cd9>)

Ohio Municipal League Meetings & Trainings

**Mayors Court 3 Hour Update Webinars
August 21, October 2 & November 13.**

Information

OML/OMAA Webinar

**U.S. Supreme Court Rulings on Sexual Orientation & Transgender
Status: Legal and Practical Meanings**

Thursday August 13, 2020 - 11:00 - 12:00

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

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AMP Update for July 17, 2020

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

Fri 7/17/2020 2:41 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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



More peaks expected during week of July 20

By Mike Migliore - vice president of power supply and marketing

The first week of July provided a dose of very hot weather and new coincident peaks (CPs) throughout the PJM regional transmission organization. Every zone containing AMP member loads set a new 2020 peak between July 3 and July 9. PJM also hit all five of their highest peaks during that stretch as well. Due to the very mild temperatures that were experienced in the winter months of 2020, this will be the first year since 2016 that all 1CPs are set in the summer. With temperatures on the east coast forecasted to be very hot and humid starting the week of July 20, some of the current peaks could be eclipsed.

The current CPs reported by PJM for 2020 are shown below. (EPT = Eastern Prevailing Time, also known as clock time)

ZONE	2020 Peak Load Thru 7/16/20	Date	Hour Ending EPT	2019 Peak
AEP	21,657	7/9/2020	17	22,514
FE	12,465	7/9/2020	17	12,572
APS	8,590	7/6/2020	18	9,596
PPL	6,907	7/6/2020	15	7,939
DUKE	4,913	7/8/2020	18	5,052
DELMARV	3,789	7/3/2020	18	4,098
DAYTON	3,234	7/6/2020	15	3,246
PENELEC	2,891	7/9/2020	16	3,015
METED	2,829	7/6/2020	15	2,986

PJM 1CP	143,473	7/9/2020	18	151,570
PJM 2CP	141,453	7/6/2020	15	143,187
PJM 3CP	138,380	7/8/2020	17	141,150
PJM 4CP	135,678	7/7/2020	17	141,389
PJM 5CP	133,871	7/3/2020	18	139,888

Deadline Monday: workplace re-entry timeline survey

The American Public Power Association (APPA), in coordination with the Electricity Subsector Coordinating Council (ESCC), is conducting a follow-up survey of utilities to inform the Responsible Re-entry and Return to the Workplace Tiger Team, based on the current rise in COVID-19 cases.

The survey focuses on the re-entry timelines for individual utilities, as well as any feedback received from employees or the public during the process. Results of the survey will continue to help inform ongoing efforts by the APPA and ESCC to develop guidance on re-entry for the entire public power sector.

The survey can be found [here](#) and requests completion by noon on July 21.

FERC issues orders on PURPA and net metering

By Gerit Hull - deputy general counsel

The Federal Energy Regulatory Commission (FERC) issued two important orders on July 16 that are consistent with the positions taken by AMP and the American Public Power Association (APPA). FERC issued new rules governing the Public Utility Regulatory Policies Act (PURPA) Qualifying Facilities (QF) and also rejected a petition arguing that it should regulate prices under net metering arrangements.

FERC adopted new rules intended to make the price paid for QF power closer to the prevailing wholesale market price. Public power utilities will now have the ability to match the price paid for QF energy purchases with the utility's avoided costs at the time of delivery, or pay fixed rates based on projected future market prices. FERC endorsed use of regional transmission organization (RTO) prices, liquid market hub prices and pricing formulas using wholesale natural gas prices and heat rates in certain circumstances. FERC extended a rebuttable presumption of wholesale market access to renewable QFs larger than five megawatts, which may aid utilities in seeking to terminate their must-purchase obligation where appropriate. FERC tightened the "one-mile" QF size limit criteria, made accommodations for protests of QF certifications, and will require use of reasonable objective criteria in assessing QF viability under the new rules.

FERC also dismissed a petition for a declaratory order that sought to extend FERC's jurisdiction to retail net metering arrangements involving rooftop solar facilities and other retail behind-the-meter generators. FERC cited procedural grounds rather than reaching the merits of the argument that sales from these facilities are actually wholesale in nature and therefore under FERC's jurisdiction.

AMP supported the December 2019 joint APPA/Large Public Power Council filing in support of the proposed PURPA QF rules. AMP filed its own protest of the net metering petition in June and also supported the separate APPA protest. AMP's protest noted that implications of the petition included extending FERC's jurisdiction to electricity consumed by the retail customers who host these facilities and interconnection of these facilities to the distribution system.

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.

July 22, 9 a.m.
Confined Space Safety Review
Instructor: Steve Mutchler

Sept. 15, 9 a.m.
Truck Grounding & Barricading
Instructor: Scott McKenzie

Nov. 5, 9 a.m.
Holiday Stress Management
Instructor: Kyle Weygandt

Aug. 18, 9 a.m.
Trench & Excavation Safety
Instructor: Kyle Weygandt

Oct. 13, 9 a.m.
Backing & Spotting
Instructor: Jim Eberly



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.



Focus Forward webinar scheduled for July 21

By Erin Miller - assistant vice president of energy policy and sustainability

Join us on July 21 from 2-3 p.m. for the Focus Forward Webinar: *Beyond Electrons - designing services for customers*. Patty Durand, president and CEO of the Smart Energy Consumer Collaborative, will share results from their *2020 State of the Consumer Report*. Participants will better understand today's energy consumers, their perceptions, attitudes and needs, and gain insights regarding how to develop programs and services to effectively meet these needs. Public power case studies will be provided.

The webinar is free and open to all AMP members. To register, visit the [Focus Forward Eventbrite](#), or contact me at 614.540.1019 or emiller@amppartners.org.

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 (TBD)

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.



Speakers needed for conference Lightning Talks session

By Michelle Palmer, PE - vice president of technical services and compliance

AMP will offer a Lightning Talks virtual session during the AMP Annual Conference, Sept. 22-23, and we are actively seeking speakers to participate. A lightning talk is a brief (five minutes or less) presentation covering a topic in a quick, insightful and clear manner. These short talks are intended to convey key information and allow for several presenters to share their ideas in a short period of time.

This session has been popular for conference attendees in the past and we are excited to offer it virtually this year. If you have any questions or would like to participate, please contact me at 614.540.0924 or mpalmer@amppartners.org.

Two weeks left to submit nominations for 2020 AMP Awards Program

By Jodi Allalen - member events and programs manager

There are only two weeks left to submit nominations for the 2020 AMP Awards Program. The awards program provides a great opportunity to draw attention to outstanding projects and people in your community.

AMP is seeking nominations for awards in the following categories:

- Electric System Sustainability Award (more than one award may be given)
- Hard Hat Safety Award (more than one award may be given)
- Innovation Award (one award for each of four categories)
- Public Power Promotion Award (more than one award may be given)
- Safety Award (more than one award may be given)
- Seven Hats Award (only one award given each year)
- System Improvement Award (one award for each of four categories)



2020 AMP Awards Program

AMP • 3313 Schrock Road, Suite 300 • Columbus, OH 43229 • Tel. 614.540.1011 • Fax 614.540.1013 • www.amppartners.org

Details about each award and nomination forms are available on the [Member Extranet](#) (login required). Award recipients will be recognized during the 2020 AMP Annual Conference, Sept. 22-23, which will be held virtually. Deadline for nomination submissions is July 30.

If you have questions, please contact me at jallalen@amppartners.org or 614.540.0916.

Sunny skies in June lead to record Solar Phase II output

By Mike Migliore

During the month of June, Toledo's weather station reported 23 clear days and seven partly-cloudy days. Those sunny days in northwest Ohio powered the Solar Phase II facility at Bowling Green to a 41 percent capacity factor for the month. For June, the site produced an all-time high of 5,933 MWh. This is equivalent to the monthly usage of a town with a population of approximately 8,000. The highest daily output was on June 14, when the panels, which track the sun, generated at or near their 20 MW capacity rating from 8 a.m. through 7 p.m.

JUNE OPERATIONS DATA		
	June 2020	June 2019
Fremont Capacity Factor	67%	70%
Prairie State Capacity Factor	92%	95%
Meldahl Capacity Factor	86%	53%
Cannelton Capacity Factor	89%	43%
Smithland Capacity Factor	71%	2%
Greenup Capacity Factor	46%	35%
Willow Island Capacity Factor	58%	67%
Belleville Capacity Factor	92%	75%
Blue Creek Wind Capacity Factor	24%	27%
JV6 Wind Capacity Factor	9%	11%
Front Royal Solar Capacity Factor	27%	28%
Bowling Green Solar Capacity Factor	41%	32%
Avg. A/D Hub On-Peak Rate	\$24/MWh	\$27/MWh
* Fremont capacity factor based on 675 MW rating. * PS capacity factor based on 1,582 MW rating. * Meldahl capacity factor based on 105 MW rating. * Cannelton capacity factor based on 87.6 MW rating. * Smithland capacity factor based on 76.2 MW rating. * Greenup capacity factor based on 70 MW rating. * Willow Island capacity factor based on 44.2 MW rating. * Belleville capacity factor based on 42 MW rating. * Front Royal Solar capacity factor based on 2.5 MW rating. * BG Solar capacity factor based on 20 MW rating.		

Energy market update

By Jerry Willman - assistant vice president of energy marketing

The August 2020 natural gas contract was decreased \$0.055/MMBtu yesterday to close at \$1.723 yesterday. The EIA reported an injection of 45 Bcf for the week ending July 10, which was slightly below market expectations of 46 Bcf. The year-ago build was 67 Bcf and the five-year average was 63 Bcf. Storage is now 3,178 Bcf, 26 percent above a year ago and 16 percent above the five-year average. The natural gas seasonal injection running total is +1,192 Bcf versus the five-year average of +1,048 Bcf.

On-peak power prices for 2021 at AD Hub closed yesterday at \$31.70/MWh, which increased \$0.15/MWh for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending July 17				
MON	TUE	WED	THU	FRI
\$25.50	\$26.32	\$34.71	\$29.63	\$35.01
Week ending July 10				
MON	TUE	WED	THU	FRI
\$33.33	\$31.40	\$48.48	\$44.43	\$36.64
AEP/Dayton 2021 5x16 price as of July 16 — \$31.70				
AEP/Dayton 2021 5x16 price as of July 9 — \$31.55				

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) operated in 2x1 configuration for the week. The plant shut down overnight Saturday through Tuesday, as well as on Thursday for the off-peak hours based on PJM economics. Duct firing operated for 112 hours this week. For the week, the plant generated at a 74 percent capacity factor (based on 675 MW rating).

Ron Geiger joins AMP as senior systems analyst

By Tracy Reimbold - CPO and vice president of administrative services

Ron Geiger joined AMP on July 13 as senior systems analyst. In this role, Geiger will be responsible for providing system implementation, support and maintenance for the AMP SCADA environment and technology infrastructure.

Prior to joining AMP, Geiger served as process/software engineer for AIS Gauging, and as senior programmer for TDCI before that. He holds an associate degree in applied science from Terra Tech College.

Please join me in welcoming Ron 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 - Microsoft warns of critical DNS vulnerability (SigRed)

By Jared Price - vice president of information technology and CTO



Microsoft has published a critical severity vulnerability for MS Windows DNS Servers. The vulnerability has been named SigRed by the researchers that discovered it. A DNS server vulnerability is a very serious thing as there are only a handful of these vulnerability types ever released. Every organization using Microsoft infrastructure (most are) is at a major risk if this is left unpatched.

This vulnerability is notable for the following reasons:

1. Microsoft has classified this vulnerability as wormable, which means that it can spread very rapidly across networked systems.
2. Microsoft has assigned the highest risk score of 10 on the Common Vulnerability Scoring System (CVSS), underlining how serious the problem is. For comparison, the vulnerabilities that the WannaCry attack (shut down networks worldwide) used were rated at 8.5 on CVSS. BlueKeep, another very serious wormable vulnerability disclosed last year, was classified as a 9.8.
3. This vulnerability has existed in Microsoft code for more than 17 years; so there is a good chance that others know about it and are prepared to exploit it.

Microsoft released both a patch and a workaround for this vulnerability on July 14. More information can be found in the links below.

- Find the patch [here](#).
- Find the workaround [here](#).

Microsoft is urging all system administrators to patch vulnerable systems as soon as possible. If patching is not an option then the recommendation would be to implement the workaround.

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 Versailles seeks candidate for village administrator

The Village of Versailles is seeking qualified, professional candidates for the position of village administrator. The person appointed will report to the mayor and will provide general administrative direction; supervises activities of assigned personnel; advises employees on proper operations and procedures; directs the management and operation for all utility, street, urban forestry, park, cemetery, planning, zoning, business and economic development activities, and grant writing activities. In addition, this position works jointly with other departments such as the fire department, emergency medical services and police department. A complete job description is available by contacting the Village of Versailles Administrative Office at 937.526.3294 extension 203, or by visiting the Village of Versailles website at www.versaillesoh.com

The candidate will have a high school diploma or general education degree (GED), completion of college level course work in public or business administration, five years of professional supervisory and management experience in municipal government and public utility operations; or any equivalent combination of training and experience. A valid Ohio driver's license is required. Successful candidate will be a person who possesses excellent communication and leadership skills. Salary commensurate with the qualifications and experience of the successful candidate. A complete benefits package will also be offered.

Please submit resume to Mayor Jeff A. Subler, Village of Versailles, 177 North Center Street, P.O. Box 288, Versailles, OH 45380, or via email at jeffasubler@versaillesohio.com. Interested individuals are asked to submit a cover letter and resume by 4 p.m. on Aug. 5. The Village of Versailles is an Equal Opportunity Employer.

Borough of Ephrata seeks applicants for two positions

Utilities manager

The Borough of Ephrata is seeking applicants for the position of utilities manager. This position plans, directs and manages operational activities and improvements for borough electric, water and wastewater divisions, and is responsible for identifying and meeting the current and future operational needs of the utility operations, setting and accomplishing goals and developing subordinate division superintendents and managers.

A bachelor's degree in civil, mechanical or electrical engineering or other related field is preferred or equivalent experience. Successful candidate must have a proven, successful record of accomplishment as a manager and five years progressive operations experience in a leadership capacity with well-developed management, public relations and customer service skills. Experience with services provided on a multi-municipal basis desired. Must be safety conscious and demonstrate excellent interpersonal skills through teamwork, initiative and good judgement. Must have a thorough knowledge of municipal utility operations. Experience in wastewater collection/treatment, water production/distribution activities and/or electric generation and distribution systems preferred.

Technical support manager

The Borough of Ephrata is seeking applicants for the position of technical support manager. This position provides technical supervision, planning, organizing and direction of functions in the operation and maintenance of the electrical distribution system of the borough. Essential duties and responsibilities include providing technical assistance in the design, engineering, sizing, selection and maintenance of electric distribution components. Provides guidance for the maintenance, operation and construction of the electric distribution system and substations to ensure system reliability and the availability of energy supply to all customers. Recommends and implement improvement to operating distribution system and equipment to ensure system reliability is maintained and losses are minimized. Maintains an appropriate inventory of equipment and supplies to ensure that emergency service restorations occur in a minimum amount of time and that new services can be installed in a reasonable amount of time. Assists in the preparation and administration of division operating and capital budgets to meet Borough budget guidelines and minimize cost impact on customers. Develops and manages division work plan including assistance to other divisions as needed, and researches and initiates division purchases to facilitate accomplishment of division work plans. Establishes and monitors street lighting programs to ensure adequate lighting for safety and convenience of residents, as well as electric meter installation and testing programs to ensure the accurate measurement of customer demand and energy. Coordinates and trains employees in established system operating procedures for the safety of employees and for system reliability.

Candidates must have a demonstrated ability to use Microsoft Outlook, Word and Excel proficiently. Prior responsibility for maintenance of process equipment and upgrading technology is highly desirable.

Candidates must have the ability to communicate effectively, verbally and in writing with employees, customers, government

The Borough offers an attractive wage, comprehensive benefit package and a workplace with an emphasis on quality and teamwork. Qualified candidates should send your resume to: Human Resources Department, Borough of Ephrata, 124 South State St., Ephrata, PA 17522, or email to skramer@ephrataboro.org. Visit our website at www.ephrataboro.org. EOE M/F/D/V

City of Bowling Green seeks applicants for two positions

Finance director

The City of Bowling Green is seeking applicants for the position of finance director, a salaried, exempt full-time upper management position responsible for direct supervision of Finance Department and Income Tax Division staff. Serves as chief financial officer of city operations. Reports on financial matters; certifies availability of funds; monitors budgets, payroll and investments. Represents the city on the Property and Liability Insurance Public Entity Pool and serves as one of the city's representatives on the Health Insurance Pool; countersigns all debt issuances; negotiates financial and union contracts. Requirements include: education beyond an undergraduate degree; CPA certification desirable; valid Ohio driver's license; seven to 10 years of relevant experience. A copy of the job description will be provided to all applicants.

Interested persons must complete an application packet that is available either by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St, Bowling Green, OH 43402-2399 or by accessing the online application [here](#). Resumes may be included, but will not substitute for a completed application. Application materials must be returned to the Personnel Department by one of the following methods: email to BGPersonnel@bgohio.org, fax to 419.352.1262, by U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is July 20, 4:30 p.m. AA/EEO

Water treatment plant operator

The City of Bowling Green is seeking applicants for the position of water treatment plant operator. This position is responsible for the safe, efficient and compliant operation and maintenance of the city's water treatment plant. Perform laboratory analyses; oversee plant operations; collect and test water samples; inspect the plant and equipment and make necessary adjustments; ensure proper levels of clearwell and water towers; record chemical feed amounts, meter readings, plant flow; maintain records; cleans and paints; train employees; perform preventive maintenance, both electrical and mechanical; handle hazardous and toxic chemicals; conduct tours; perform other related duties as assigned. High school diploma or equivalent; three to five years of relevant experience required. Must be able to obtain a Class I OEPA Water Treatment Certification within two years of hire and obtain Chemical Analysis Certification. A copy of the job description will be provided to applicants.

Interested persons must complete an application packet that is available either by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St, Bowling Green, OH 43402-2399 or by accessing the online application [here](#). Resumes may be included, but will not substitute for a completed application. Application materials must be returned to the Personnel Department by one of the following methods: email to BGPersonnel@bgohio.org, fax to 419.352.1262 or by U.S. Mail or hand-delivery to the address above. Office hours are Monday through Friday, 8 a.m.-4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is July 31, 4:30 p.m. AA/EEO

Town of Berlin seeks applicants for line technician apprentice

The Town of Berlin is seeking applicants for the position of line technician apprentice. The line technician apprentice will aid in the operations and duties of the Electric Department with the ultimate goal of becoming a certified class 1 linesman. Specific job duties and responsibilities include, but are not limited to the following: assists with installations, maintenance and repairs of overhead distribution systems and related facilities; assists with installations, maintenance and repair work on low and high voltage transmissions and distribution lines; operates a bucket truck, ditch witch, plow, back-hoe, line truck and other related equipment; assists with installing electric services; installs secondary cable and assists with underground installation; trims trees from electric lines' performs work on de-energized lines; attaches guy wires to poles; possess the ability to climb poles in excess of 60 feet; keeps all vehicles supplied with tools and materials; performs meter readings, disconnects, re-connects and streetlight repairs; assist with

generation, as needed; performs home energy audits, as needed; and performs cable locating. Other duties as assigned in accordance with departmental functions/goals. Required to be on stand-by or on-call.

Successful candidate must have a high school diploma or general education degree (GED). Some experience in electric line construction and/or maintenance preferred. Must serve a minimum six-month probationary period. Incumbent must agree to attend and satisfactorily complete a line technician certification course that will be paid for by the Town. Ability and willingness to perform manual labor; ability to follow oral directions; learn to set poles; string wire and perform related work. Ability to observe safety rules and regulations; strength to perform manual work and physical stamina to withstand working under adverse weather conditions; ability to climb poles; ability to establish and maintain effective working relationships with other workers.

Applications may be obtained from Town Hall located at: 10 William Street, Berlin, MD 21811 or downloaded from our [website](#). Applications must be submitted to the Human Resources office located at 10 William Street; Berlin, MD 21811. The Town of Berlin is an EEO employer. M/F/V/D

Bryan Municipal Utilities seeks applicants for director of utilities

Bryan Municipal Utilities (BMU), located in Northwest Ohio, is seeking an experienced candidate for director of utilities. BMU is a customer-owned, non-profit municipal utility providing water, electric and communications services to the residents of Bryan. Presently, the utility serves approximately 6,000 customers.

BMU began over 100 years ago with the establishment of the Bryan waterworks in 1892. Electric service was added in 1896 when the residents of Bryan voted to create their own electric company. Communications services were added in 1998 to provide Bryan with a fiber optic system designed to provide television and high-speed Internet access and data transfer.

This position reports to a five-member Board. Work involves planning, organizing and coordinating all utility functions for electric transmission and distribution, cable and fiber internet, hydro, fuel and solar generation, water distribution, water supply and treatment, and utility engineering; developing operating objectives, policies and programs for all administrative activities and developing and implementing, at Board direction, an annual budget and a long-range capital budget for each operation.

Possession of a bachelor's degree in business administration, public administration, electrical engineering, planning, communication or mechanical engineering or an equivalent combination of education, experience and training which provides the required knowledge, skills and abilities and a valid driver's license. Candidate must possess strong leadership, organizational and communication skills.

A job description with qualifications may be found at www.cityofbryan.net/employment.

Please submit resume by July 20 to Bryan Municipal Utilities, 841 E. Edgerton St, Bryan, OH 43506; or email to humanresources@cityofbryan.com.

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:

Systems analyst (SCADA and plant systems)

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

American Municipal Power, Inc.

STAY CONNECTED

