



City of Napoleon, Ohio

P.O. Box 151 ~ 255 West Riverview Avenue
Napoleon, OH 43545
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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: September 4, 2020
Subject: General Information

CALENDAR

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

SECOND READING OF ORDINANCES AND RESOLUTIONS

1. **Resolution No. 038-20**, a Resolution Amending Resolution No. 081-19, the City's Yearly Reoccurring Cost Legislation; and Declaring an Emergency.

THIRD READING OF ORDINANCES AND RESOLUTIONS

1. **Resolution No. 033-20**, a Resolution Approving the Addition of a Fifty Dollar (\$50.00) Surcharge to City of Napoleon, Ohio Employee Health Insurance Premiums, Amending Resolution No. 073-19; and Declaring an Emergency
2. **Resolution No. 036-20**, a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the necessary Tax Levies and Certifying them to the County Auditor of Henry County for the 2020 Tax Duplicates Payable in Year 2021; and Declaring an Emergency
3. **Resolution No. 037-20**, a Resolution Authorizing the City Manager to Execute all Documents necessary to Apply for and Accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) Funds for Projects deemed necessary by the City Engineer in the Year 2021; and Declaring an Emergency.

GOOD OF THE CITY - Discussion/Action:

1. Change Order No. 1 for the City of Napoleon Aquatic Center in the Amount of \$34,958.00 to the Astro Pool Company
- a Memorandum from Chad and a copy of the Change Order are included in your packet
2. Approval of 2021 Budget Timeline
- the proposed budget timeline is enclosed
3. Recommendation from the Parks and Recreation Board of the date Thursday, October 29, 2020 for Trick-or-Treat
4. Refund Water and Sewer Utility Bonds – two separate bond issues (direct Law Director to draft Legislation)
5. Appointing Two (2) City Representatives to the 2021 Community Improvement Corporation Board of Directors (direct Law Director to Draft Legislation)
- a copy of the CIC's letter asking for the city's nominations to the CIC Board of Directors is attached
6. Acceptance of a \$150.00 Donation from Gleaner Life Insurance Society to the Fire Department.

INFORMATIONAL ITEMS

1. Agenda – Board of Zoning Appeals meeting; Tuesday, September 8th at 4:30 pm
2. Canceled – Technology and Communications Committee meeting
3. Rescheduled – Planning Commission meeting to Tuesday, September 15th, 2020 at 5:00 pm
4. AMP Weekly Newsletter/August 28, 2020
5. Updated copies of the Accounts Payable reports will be available Tuesday night as there was a glitch with the system on Thursday in posting a credit of \$469.95.

September 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 6:30 pm - Park & Rec Board	3	4	5
6	7 Offices Closed LABOR DAY	8 4:30 pm Board of Zoning Appeals 7:00 pm – CITY COUNCIL	9	10	11	12
13	14 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.	15 5:00 pm – Special Planning Commission Meeting	16 11:00 am – Golf Course Clubhouse Bid Opening	17	18	19
20	21 6:00 pm – Parks & Rec Comm. 6:00 pm – Tree Commission 7:00 pm – CITY COUNCIL	22 4:30 pm – Civil Service	23	24	25	26
27	28 6:30 pm – Finance & Budget Committee 7:30 pm - Safety and Human Resources Committee	29	30 6:30 pm - Park & Rec Board			

City of Napoleon, Ohio

**CITY COUNCIL
MEETING AGENDA**

Tuesday, September 08, 2020 at 7:00 pm

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

A. Attendance (Noted by the Clerk)

B. Prayer and Pledge of Allegiance

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

1. August 17, 2020 Regular Council Meeting Minutes
2. August 24, 2020 Special Council Meeting Minutes

D. Citizen Communication

E. Reports from Council Committees

1. Finance and Budget Committee met on August 24, 2020 and;
 - a. Reviewed the proposed 2021 Budget Timeline
 - b. Reviewed the draft 2021 Debt Schedule; and
 - c. discussed possible refunding potential
2. Safety and Human Resources Committee did not meet in August due to lack of agenda items
3. Technology and Communications Committee did not meet tonight due to lack of agenda items

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

1. Civil Service Commission met on August 25, 2020 and;
 - a. approved creating an Original Appointment List for Entry Level or Lateral Firefighter/Paramedic
 - b. approved using National Testing Network for the Firefighter/Paramedic written exam and Firefighter Mile
 - c. set the dates to advertise for the Entry Level or Lateral Firefighter/Paramedic to be from September 1, 2020 through November 13, 2020
 - d. approved certain credits for Firefighter/Paramedic applicants who obtain a passing score
2. Parks and Recreation Board met on September 2, 2020
3. Board of Zoning Appeals met earlier tonight to consider
 - a. BZA 20-04, Request for Building Setback Variance at Located at Lot 86 of Williamsburg Avenue, filed by Kyle VonDeylen.
4. Planning Commission was rescheduled to September 15, 2020 at 5:00 pm

G. Introduction of New Ordinances and Resolutions

H. Second Readings of Ordinances and Resolutions

1. **Resolution No. 038-20**, a Resolution Amending Resolution No. 081-19, the City's Yearly Reoccurring Cost Legislation; and Declaring an Emergency

I. Third Readings of Ordinances and Resolutions

1. **Resolution No. 033-20**, a Resolution Approving the Addition of a Fifty Dollar (\$50.00) Surcharge to City of Napoleon, Ohio Employee Health Insurance Premiums, Amending Resolution No. 073-19; and Declaring an Emergency
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3. **Resolution No. 037-20**, a Resolution Authorizing the City Manager to Execute all Documents necessary to Apply for and Accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local

Transportation Improvement Program (LTIP) Funds for Projects deemed necessary by the City Engineer in the Year 2021; and Declaring an Emergency

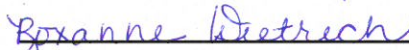
J. Good of the City (Any other business that may properly come before Council, including but not limited to):

1. **Discussion/Action:** Change Order No. 1 for the City of Napoleon Aquatic Center in the Amount of \$34,958.00 to the Astro Pool Company
2. **Discussion/Action:** Approval of 2021 Budget Timeline
3. **Discussion/Action:** Recommendation from the Parks and Recreation Board of the date Thursday, October 29, 2020 for Trick-or-Treat
4. **Discussion/Action:** Refund Water and Sewer Utility Bonds – two separate bond issues (direct Law Director to draft Legislation)
5. **Discussion/Action:** Appointing Two (2) City Representatives to the 2021 Community Improvement Corporation Board of Directors (direct Law Director to Draft Legislation)
6. **Discussion/Action:** Acceptance of a \$150.00 Donation from Gleaner Life Insurance Society to the Fire Department

K. Executive Session (as may be needed)

L. Approve Payment of Bills (in the absence of any objections or corrections, the Payment of Bills shall stand approved.)

M. Adjournment



Roxanne Dietrich
Clerk of Council

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. **Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: Tuesday, September 8, 2020 @6:15 pm)
2. **Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, September 14, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for September 2020
 - b. Update on Substations
 - c. Electric Department Report
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, September 14, 2020 @7:00 pm)
 - a. Update on 2021 Wastewater Treatment Plant Improvements Project
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, September 14, 2020 @7:30 pm)
5. **Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday September 21, 2020 @6:00 pm)
6. **Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, September 28, 2020 @6:30 pm)
 - a. Discussion on Reciprocity Income Tax
7. **Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, September 28, 2020 @7:30 pm)
8. **Personnel Committee (as needed)**

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

1. **Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, September 14, 2020 @6:15 pm)
 - a. Review of Power Supply Cost Adjustment Factor for September 2020
 - b. Update on Substations
 - c. Electric Department Report
 - d. Update on 2021 Wastewater Treatment Plant Improvements Project
2. **Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, September 8, 2020 @4:30 pm)
3. **Planning Commission (2nd Tuesday)**
(Special Meeting: Tuesday, September 15, 2020 @5:00 pm)
4. **Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, September 21, 2020 at 6:00 pm)
5. **Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, September 22, 2020 @4:30 pm)
6. **Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, September 30, 2020 @6:30 pm)
7. **Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, November 10, 2020 @10:30 am)
8. **Records Commission (2nd Tuesday in June & December)**
9. **Housing Council - Meets First Monday in April (meeting to be scheduled after the TIRC meeting)**
10. **Health Care Cost Committee (as needed)**
11. **Preservation Commission (as needed)**
12. **Napoleon Infrastructure/Economic Development Fund Review Committee [NIEDF] (as needed)**
13. **Tax Incentive Review Council (as needed)**
14. **Volunteer Firefighters' Dependents Fund Board (as needed)**
15. **Volunteer Peace Officers' Dependents Fund Board (as needed)**
16. **Lodge Tax Advisory & Control Board (as needed)**
17. **Board of Building Appeals (as needed)**
18. **ADA Compliance Board (as needed)**

City of Napoleon, Ohio
CITY COUNCIL MEETING MINUTES
Monday, August 17, 2020 at 7:00 pm

PRESENT

Councilmembers	Joseph D. Bialorucki-Council President, Daniel Baer-Council President Pro-Tem, Ken Haase, Jeff Comadoll, Molly Knepley, Ross Durham; on WebEx Lori Siclair
Mayor	Jason P. Maassel
City Manager	Joel L. Mazur
City Law Director	Billy D. Harmon via WebEx
City Finance Director	Kelly O’Boyle via WebEx
City Staff	David Mack-Chief of Police, Clayton O’Brien-Fire Chief, Kore Rasey-Dispatcher
Clerk of Council	Roxanne Dietrich
Others	Brian Topp-Brick N Brew; on WebEx-News Media

ABSENT

CALL TO ORDER

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

APPROVAL OF MINUTES

Hearing no objections or corrections, the August 3, 2020 City Council regular meeting minutes were approved as presented.

CITIZEN COMMUNICATION

None.

REPORTS FROM COUNCIL COMMITTEES

The **Electric Committee** met on August 10, 2020 with Chair Siclair reporting the committee approved the Power Supply Cost Adjustment Factor for August 2020. Council President Bialorucki reported the **Water, Sewer, Refuse, Recycling and Litter Committee** did not meet on August 10, 2020 due to lack of agenda items. The **Municipal Properties, Building, Land Use and Economic Development Committee** met on August 10, 2020 in Executive Session for Economic Development and no action was taken. The **Parks and Recreation Committee** did not meet tonight due to lack of agenda items.

INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

Resolution No. 038-20 – Amending Resolution No. 081-19 Yearly Reoccurring Cost Legislation

Council President Bialorucki read by title **Resolution No. 038-20**, a Resolution Amending Resolution No. 081-19, the City's Yearly Reoccurring Cost Legislation; and Declaring an Emergency

Motion: Haase
to approve First Read of Resolution No. 038-20

Second: Knepley

Mazur stated there are some cleanup items needed to the yearly reoccurring cost legislation. The Walter Drane Company was removed. Dell Marketing was added for servers. Upgrades for the current servers was in the budget; however, we needed to do an additional upgrade to the Police Department server because of technical issues they were having. Residex LLC, a company that provides chemicals for

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

Nay-

Yea-7, Nay-0. Motion Passed.

Resolution No. 036-20 – Authorizing and Certifying Necessary Tax Levies to County Auditor

Council President Bialorucki read by title, **Resolution No. 036-20** a Resolution Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the necessary Tax Levies and Certifying them to the County Auditor of Henry County for the 2020 Tax Duplicates Payable in Year 2021; and Declaring an Emergency

Motion: Comadoll Second: Haase
to approve Second Read of Resolution No. 036-20

O'Boyle did not have anything new to report.

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

Resolution No. 037-20 – Apply for Ohio Public Works Commission Grant

Council President Bialorucki read by title, **Resolution No. 037-20** a Resolution Authorizing the City Manager to Execute all Documents necessary to Apply for and Accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) Funds for Projects deemed necessary by the City Engineer in the Year 2021; and Declaring an Emergency

Motion: Comadoll
to approve Second Read of Resolution No. 037-20

Second: Knepley

Mazur reported this legislation allows us to apply for funds with the Ohio Public Works Commission (OPWC).

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

Ordinance No. 032-20 – June 2020 Replacement Pages to Codified Ordinances

Council President Bialorucki read by title, **Ordinance No. 032-20** an Ordinance Approving Current June 2020 Replacement Pages to the City of Napoleon Codified Ordinances.

Motion: Haase Second: Durham
to pass Ordinance No. 032-20 on Third Read

Mazur said this is the third and final read. There is nothing new to add.

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

GOOD OF THE CITY (Discussion/Action)

Approval of Power Supply Cost Adjustment Factor for August 2020 as: Power Supply Cost Adjustment Three-Month Average Factor \$0.02777 and JV2 \$0.018603

Mazur stated the power supply cost adjustment factor three-month rolling average went down compared to the previous months. We did add \$100,000 so the number was a little bit lower at .028. Overall, we are trending in the right direction for normalization. For next month's three month rolling average, April's usage will fall off. So, the next three-month rolling average will have June and July which were both high usage months and May that was a low usage month. Slowly, we will get back to the normal three-month rolling averages that we had.

Motion: Knepley

Second: Sicclair

to approve the August 2020 Power Supply Cost Adjustment Three-Month Averaged Factor as \$0.02777 and JV2 \$0.018603

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

Application for Liquor Permit-Gracie's Taqueria LLC, 814 North Perry Street

Mazur reported we received from the Ohio Division of Liquor Control this Notice to the Legislative Authority for a new permit for Gracie's Taqueria. This is the final D5 permit that we have available from the former Brick 'N Brew. Al Blackwood sold that liquor permit elsewhere and next in line to get a D5 permit was Gracie's. Gracie's is where the old Town Tap was. We have to respond to the Ohio Division of Liquor Control with either approval and no hearing requested or we request a hearing for this permit. Bialorucki asked what is the plan for this establishment, how soon before they open? Mazur said as far as I know, they are working on the building. We do not know what their timetable is. They are next on the list for the D5 permit. The notice is asking for either approval and we do not request a hearing or, we do request a hearing. Bialorucki said I would like to have a little bit more information as to when it would open up. If this is the last D5 permit we have, I don't understand exactly how it works that they are the next one in line. What if for some reason they are not going to open for five years from now and they have the last D5 permit. What if somebody else wanted it, would they have to purchase it from them? Mazur said they are the next in line so they hold and control that. Bialorucki asked even if they decide they never want to open they would get the permit? Mazur replied, there is a limit on how long they can hold it without being open. Bialorucki asked do you have any idea off the top of your head how long that is? Mazur said it's either two or three years. They still have to pay the fee to the state every year to hold that permit. With the establishment of the Revitalization District officially with the state, there will be more permits available in that district. Technically those permits are a D5L. Anybody in the Revitalization District can apply for a D5L permit. Bialorucki noted we do review the liquor permits each year so if there is nothing going on with that establishment in a year or two, we could always revoke or not approve their permit. Mazur said the last I heard they were hopeful to open within three months. Prior to them being on the list for the D5 permit, they had a permit for beer and wine. The D5 permit

covers everything and allows them to stay open until 2:00 a.m. There is a line for the D5 permit application and Brian Topp can tell you all about it, because he has been waiting in line. Bialorucki asked what would the hearing consist of? Who would do the hearing? Mazur said it is up to the legislative authority to have it in the county seat or in Columbus. If the public hearing request is waived, they move on to the next step. Durham asked if a motion is needed to not request a hearing? Mazur replied yes. Harmon interjected as far as these licenses go, silence is acceptance. No motion is needed. Simply remain silent and we move on. As far as objecting, I was not expecting this to be a topic of conversation. I imagine there will need to be some basis for objecting in the statutes. If Council is interested, I can certainly do the research and find out what basis we would need to site in order to object or to request a hearing in these matters. Bialorucki said all my questions were answered and I am okay with it. If there are no other questions or comments, we will move on.

Application for Liquor Permit- Property Prepers LLC dba Brick N Brew-631 N. Perry St.

Mazur reported, Brian Topp from Brick N Brew is here. This is a D5 permit class, because of the Revitalization District they are applying for the first D5L permit that add permits to the Revitalization District area. No action is needed unless there are any questions.

Brian Topp from Brick N Brew gave an update on his progress. I'm Brian Topp from Brick N Brew. I live here in Napoleon on Glenwood right across from the St. Paul Church. Just to clarify everything, the D5 is a liquor license that has been established for decades in Napoleon. It's the normal regular liquor license that they allot for the county. The D5L was part of the Downtown Revitalization that actually opened up five more D5 licenses for the Downtown Revitalization District. We applied for the first one and they cashed our check on the ninth so we are hoping that's moving forward. So you know, there is no conflict as far as the old Town Tap having a D5. We may be open before them as we actually have one side of the property and kitchen ready to go. We just have to get our occupancy permit and then we'll be open for business. That can happen literally any day. The other side is coming right along. We now have a floor and there is not a hole in the old Brick N Brew anymore. I would like to give a shout out to Jason Maassel, Joel Mazur and Amanda Griffith who has been a lot of help putting me in contact with the person in Cincinnati that takes care of liquor control and the licensing. He actually put me in touch with Cynthia Lewis who approves the new liquor licenses. We have had good contacts and communication even under their circumstances. Because of COVID, they have employees that are not safe to come into work and they are not allowed to hire anybody so they are working with what they have to get this through. I have been really happy with the communication and the efforts they have put forth through what is an ongoing thing. With everything going on, I will say with all the new health precautions and the things we have to change in our lifestyles because of this, we are looking at different innovations. It's not really a hold up, but it is something that we are investigating to see if there are other technologies or different ways of doing things. It's a different business practice to accommodate our current situation. Essentially we want to be the happy place. There is a lot of stuff going on here that's got people down and out and in the doom and gloom phase and we want to do everything we can to be safe and still have a little bit of fun. Buckeye Lumber has been great. They have supplied us with really good materials at reasonable costs. My father-in-law, Carlin Sonnenberg, stepped up and helped out with the renovations also. We have been moving along at a good pace and doing things right. I think everybody is really going to like the outcome. Bialorucki thanked Brian Topp for the update, we appreciate it. Good Luck to you. Mazur thanked him for his commitment to the community and the investment. That is no small task. Topp said it's a little more than what I thought it was but, it's not too much that I couldn't handle it. I look forward to working with the CIC and the Downtown Preservation Committee. They are going to help us out with the outside display. We have plans that are already approved both through the permitting and through the Preservation Committee so it's just a matter of

moving forward and getting a little more funding because that is going to be a something that's an extra cost that we didn't account for. Mazur asked when do you plan on opening up? Topp said right now we are hoping in October. Like I said, we have that one side ready to go. Mike Rudy and Tom Zimmerman have to get in there and give their approval and then we have to have the Health Department in there. They have made a couple of trips over and gave us some suggestions for our innovations that we're trying to do to make sure we comply and get ahead of it.

Results from Reciprocity Survey

Mazur stated at one point we were asked if we could put together some kind of a survey. We now have the survey results. There are a couple of things to keep in mind from the results. Only a small sample of the population took the survey. The survey was all done online so we did not get all city residents. The survey was only posted on Facebook and that limits people that do not use social media or other online resources. There was not a way for us to check the results to make sure they were validated. With COVID-19, I'm not sure how many people are going to really be committal to having an actual public meeting. To recap, it was recommended to adjust the reciprocity credit to 50% from 100% credit to generate around \$392,000 a year for one firefighter, one part-timer overnight, one full-time dispatcher, capital funds for roads and then any additional would go into the operating side of the General Fund Reserve Balance. With COVID we are not really sure. The Recreation Fund split is also incorporated into that. With COVID-19 and what is going on, the National League of Cities put out a report and findings of the cities in America, the towns and villages, on their financial health due to the pandemic and how it impacts the cities and villages incorporated. How many residents will the reciprocity income tax affect? Probably around 2,100. That's because the 2,600 count that we have, some people were double or triple counted depending on where they work and how many jobs they have. It is estimated \$7.50 per \$1,000 of income for those that are affected. We had a total of 162 responses to the survey. The amount of people that were affected that filled out the survey was about 90. A little bit more than those that were not affected. A complete copy of the survey is attached. We did put in an area for people to comment. In the undecided column, a lot of the comments were not sure, what about 75% credit instead of 50%, not 100% for it but not 100% against it, need more details. As far as those living in Napoleon and paying income tax to another community, it is hard to capture all the data with a small tool like this but, you can see how some of the numbers are staggering. Those that are against it, the majority of them live outside of the city and work in another community. Just a note, there are more people that it affects that voted. So, if it affects you, you have to pay more. More people came out and voted against it that it affects and that's actually the smaller portion of the population out of the total population in Napoleon. That's kind of where it's drawing from. Those reported living in Napoleon and not paying income tax in another community, so those that really aren't affected by it. A majority were in support, some were against, and there were a few undecideds. Regarding having a public meeting would you attend? Some-Yes, Virtually-Yes, a lot of them were No. Over 50% of them said "yes" in some way, shape or form. Other comments about why or why not they would possibly attend a public meeting; depends on availability, if schedule permits things like that. Overall, I'm actually surprised that we got more responses from people that were in favor of it that were not directly affected. I was expecting a few more people that it did directly affect that would come out against it. The numbers are pretty close if it affects you, you are against it. The next step would be, where do we go from here with the conversation. At some point, it is in everybody's best interest that we get some kind of closure on where this is going. One way or another. Whether we have a virtual public meeting with very limited access to people showing up, or is this enough data to make a decision, or how do you want to proceed to put an answer to this? Budget time is coming pretty quick. I think everybody saw that the City of Defiance projected they are down 7.2% for the remainder of the year. It's still a shot in the dark, but in September we will have the third quarter income tax collections and should have better numbers and

projections going into the end of the year. I think it would be noteworthy to have a discussion with the Finance and Budget Committee in September and then at the first Council meeting in October. To look at the financial picture if that helps provide clarity to some of the unanswered questions. Baer said my opinion is and I agree, we cannot drag this on forever. We have to come up with a decision. If we tried to have a virtual meeting, we might get less of a response than with what we had on Facebook. If we had a real public forum, I still don't know if we would draw in over a hundred people. I do know we need to make some kind of a decision and a plan and like you said, to refer this to the Finance and Budget Committee. I have one question on the temporary staff, I don't know is this through COVID for the Fire Department? What exactly was involved and how long does it last? Mazur replied the temporary employee staff with the CARES Act funding and FEMA funds goes through December 30th. So, basically four months unless they do some other funding package or extend the timeframe that the funds can be used. That is one of the unknowns of the CARES Act funding and future funding sources for COVID related expenses. The National League of Cities put out a report on the impact COVID19 has on tax sources. There is more information to be coming out. We will know more by September and we will put together our best projections going into the end of the year as we get into budget time. Baer-I know staff wise it is needed with both the Police Department and the Fire Department; but, I do think the Finance Committee needs to look at this in September so we can bring a closure one way or the other by early October that's my opinion. Bialorucki referred Reciprocity Income Tax Credit to the September 28, 2020 Finance and Budget Committee meeting agenda. Durham asked did this start in a committee originally? Mazur-yes, the Safety and Human Resources Committee. Durham asked if either Chief O'Brien or Chief Mack would care to share their perspective on the results. Chief O'Brien started. The population that we serve the majority of the time does not have Facebook so, you may get a little bit different results there. I do think that it is really hard to put a lot of weight into what the survey says because there was a limited amount of people that actually responded. I would have thought that there would have been a lot more responses of individuals getting out and against it and sharing it like crazy, but we just didn't have that. It did make it to some of those real popular sites of Napoleon and there really wasn't a lot of negativity that came from that. I do think that they truly see us out there every single day doing a lot. When this started in the Safety and Human Resources Committee, the need was proven. It makes me real nervous on the fact of the financial end because I sat in front of the Finance and Budget Committee last year and took a \$42,000 decrease in the operating budget and we made it work. I also stand in front of you today losing another firefighter that's about to hit four years going on five years because he made the comment "I can't be out on an island". It is my job to stand up here and fight for whatever I can fight for so we can get this right. I'm going to continue to lose people and we are not going to be able to recruit people if we have this reputation that we don't have enough people in service. They can go next door and make the same amount of money and have just as many people. It has been a real challenge. I'm emotional a little bit just because this is the first employee I have lost underneath my wing and I have taken a hurt to it. I feel like it's something that's out of my control. We were crazy busy over the weekend. We are about 17 calls below where we were last year and that is saying something because we had about two weeks right when COVID started of not really doing many calls at all. Once that scare kind of wore off, it's been ramped up and now we are seeing the influx of a lot of COVID patients. The job has changed for these people tremendously. That's why it's so important even more now than ever and why the CARES Act fund was needed. We are greatly appreciative to have the staff because there are so many times that in the middle of the night you get to the hospital and you get a second call and you're able to get the patient off, put them in the bed and go to the next call. But, we can't do that anymore. You can't take the dirty truck to the next call. You have to decontaminate the squad you have to put all the procedures in place before you can go to the next call so we are not the cause of any cross-contamination. I look at the CARES Act thing to be a band-aid. We are so very fortunate for that to come up but, it is only a

band-aid until December 30th. All my people are optimistic that something's going to happen and it gives them a little hope for what's going to be in the future. We are busy. At three o'clock in the morning the other night, we had a single vehicle motor vehicle accident and somebody needed to be extricated. There was no engine, there were two people that responded but they were very new and on probation and are not approved to drive the fire engine. The Captain had to bring the other ambulance back to the station to get the engine to go back out there so they could actually get the person out of the vehicle. We are making it work but, we would like some closure either way is what we are asking for too. I feel like I'm personally a pretty conservative person and would not be standing up here asking you for something that we truly didn't need. I know that the impact is going to be there with COVID. Being that we are funded out of the General Fund makes me nervous on that end, on the operating budget with the hits we took without COVID and then what the expectation is going to be next year. How do we figure out a way to make this all work to continue to provide the services to the citizens? We have explored every doable option that would be possible.

Chief Mack- I am basically echoing what Chief O'Brien said. The need is definitely there. I have shared that with you. We were equally as busy over the weekend. That animal getting into the power line caused havoc for three quarters of the city or more. That's a big deal and was during the time that we probably would have had a second dispatcher, typically under a six-person schedule not knowing vacations and that type of thing. I don't want to play the what-if game. That was a one dispatcher situation. Our automated service took well over 100 calls, our one person took over 100 calls and there were calls going to the county that never got counted. That is just one of those things for us. I agree with Chief O'Brien we just want to get some sort of closure. I am still losing people in dispatch and will continue to lose people. That is something we hear about a lot, their schedules and how much they move. I don't want to rehash what we've already talked about. I just wanted to support what Chief O'Brien said and what we have talked about. We are both definitely concerned in safety services and providing those services post-COVID.

Sicclair-asked have you had any thought on will there be any sort of change in the city's collection of taxes based on the work from home state that we are in right now? O'Boyle said we are waiting to see if that is going to affect us. Mazur sent around some information that he got from AMP the other day. We have a lot of people that are able to work still. It depends on what the schools are doing and that kind of thing that will affect us. We will know more when we get the third quarter withholdings in on September 15th. At the Finance and Budget Committee meeting on September 28, 2020, we will be able to provide that information. Mazur asked Sicclair, were you referring to the House Bill or the legislation that was introduced at the State House regarding the commuter rule? Sicclair-yes. Mazur continued additionally there was a lawsuit against Columbus from a certain organization about the commuter rule. I think what you were asking was would there be an impact on us if that commuter rule was changed? Bialorucki asked Mazur to explain what the commuter rule is. Mazur stated what they are saying is if you work from home, that is where you should pay your taxes at. When this started I remember we had this discussion at one of our meetings. Originally they said even if you're working from home, you are still paying your income tax to your primary place of employment. Later on a lawsuit came out and said if you are working from home that's where you pay your taxes. We have a lot of people that work in agencies here in Napoleon that live outside of the city limits that come and work in Napoleon. We also have some people that work in other communities. All communities are going to be like that where they will have a little bit of a difference of what the impact will be. I don't know if there's a good way to identify which individuals are paying taxes here but, it could be that they have withholdings. I'm not really sure how to separate that out. O'Boyle and I have talked about that, but we need a little more time to dive into that a bit deeper, if we can. To give an answer right now to pinpoint what our impact would be would be guesswork.

Chief Mack reported the Police Department received a \$200 cash donation from Napoleon Auto Service Center for the officers. That will be moved to the School Resource Fund. There was a \$500 donation we received and a Letter of Support that was included in your packet. That money will be used for our mobile repeater project together with the grant money we received from Walmart. The extra \$500 allows us to finish purchasing another mobile repeater. By the end of this year, we should have four of the seven vehicles, all with donations or grant money, with mobile repeaters.

Yea-7, Nay-0. Motion Passed.

O'Boyle. For the Finance and Budget Committee meeting next week, I would like to discuss the 2021 Proposed Budget Calendar and also the 2021 Debt Payments at this point. I am talking to our financial advisor and bond counsel about a possible refund that will save us a significant amount of money. I will bring that up during that meeting as well. I would like to go over some of the numbers for utilities through July. For water we are higher than July of 2019 and July of 2018, it is about \$332,000 for July 2020. For sewer, we are also up through that period of time. For electric, we are up over 2019 but we are down from 2018. It looks like we have come out of the downward from COVID at this point. For sanitation we are at about the same point. Looking at revenue versus expenses through July. For the General Fund we were at about \$3.5 million for revenue and about \$3.8 million for the expenditures, so we are down over the revenue by about \$301,000. The main Electric Fund is about \$9.7 million in revenue versus our expenses of about \$9.68 million, so we are over the revenue by about \$37,000 at this point. For the Water Fund we are at about \$2.1 million in revenue and about \$1.95 million in expenditures, so we are over the revenue by about \$170,000 at this point. For the Wastewater Fund our revenue was about \$2.4 million collected through July and we are at about \$3.2 million for the expenditures. We are under the revenue by about \$742,000. Most of that is contributed to the transfers that were approved by Council at the beginning of the year for the capital projects that we are doing to have funding in the 521 fund. For the Sanitation Fund 560, \$533,000 in revenue and we spent about \$520,000 so we are about \$13,000 on the positive at this point. In your packet you have all the information comparing the 2020 actual revenues to expenses, the encumbered balances for 2019 to 2020, the expenses 2019 to 2020 and the revenues 2019 to 2020.

Siclair. Congratulations to Chief O'Brien for his recent college degree. That's a pretty amazing accomplishment considering all that they are going through especially right now. I just want to congratulate him on that. I really liked that note to Chief Mack. It is certainly well deserved. A lot of people have that exact same feeling. Thank-you for all you've been doing.

Knepley. The individual who reached out about the south side sidewalks and approaches said she's very thankful for it being completed. She has found it easier to get around. A couple other people reached out to me about the pool. They don't get the Northwest Signal, so they weren't able to see the article and its primarily younger people. I don't know if we want to revisit the idea of putting something up on social media. Mazur said as an update, they are finalizing the building design right now. Not to get into the detail, there were complications with the staff from the engineering firm so there was a little bit of a lull period there. We are looking to get that bid out by hopefully this week but I don't know. We have

been reviewing the designs and should be just about wrapped up so we can finally get that last piece out to bid. The pool contractor is already ordering parts for the project. They will be starting as soon as they can get somebody to start excavating. Knepley - even to just put that out there. I have shared the message with them about the actual pool.

Comadoll. Golf carts downtown. I don't know if our intent was to let them at that time. I saw that a couple weeks ago and I got harassed something fierce when it happened. I called the Law Department and asked what we decided. I got that information and I talked to Chief. There really wasn't anything in our ordinance or our paperwork saying that they can't park downtown. I don't know if that's a good idea for us to be allowing something like that, because that is St. Rt. 108. I don't know how the rest of you feel but, I was not for golf carts in the first place. Maassel noted they had to have all the safety stuff done. Get a license plate and have a safety check done before they could even be on city streets. Once they are on the city streets, if they want to park downtown, that is in the reduced speed zone. I think we said not on St. Rt. 108 on Scott Street but, I don't think we said anything about not being downtown. Comadoll-that's the way it is. Seeing that, I really don't think that is a very good idea. I'm just passing along what my opinion is. I don't know how the rest of you feel. Mazur asked Chief Mack, do you know how many moving vehicles have been inspected and licensed in Napoleon? Chief Mack-I can give you the numbers of inspections for our department. At the time I pulled the numbers for Councilman Comadoll, it was ten. That doesn't mean through the Sheriff's Office or that type of thing. I don't know if all ten went and got licenses. That would be my assumption but, that is not a known fact. Comadoll-I'm just bringing something I think is a safety issue myself, but it's up to the rest of you guys. I just got a nasty feeling in the back of my head something's going to happen to us. Bialorucki- I guess if it was passed they can be on the road, I don't think we would be able to pick and choose you're not allowed to park on these streets, hopefully they are all safe. Maassel-I don't want to put them on the sidewalks. Comadoll-I just wanted to bring it up that I don't think it's a very good idea. That's my opinion.

Maassel. Congratulations to all the kids at the Henry County Fair and all the volunteers and all the people that helped put that on for the kids. A lot of kids were anxious throughout the summer months trying to figure out how that was going to work. I haven't seen anything negative come out, a lot of positives came out of it. The 4-Hers were able to show some of their animals and have a positive part here in 2020. Hopefully they can use that as a *hey we wear masks, we can do what we got to do here*. I hope they can carry that on to their school and keep the momentum of wearing masks and socially distancing and yet having some sort of resemblance to what it should look like. We are eagerly anticipating the announcement from the Governor about fall sports and how that's going to figure out. I know all the athletic directors a week ago got that email that says you only play six games. They all probably said the exact same thing, what six are we going to play? To figure that out as quickly as they did I thought was pretty good. There's a lot of stuff going on behind the scenes and we appreciate everybody's hard work to try to get back to normal until we find a cure. We are all wearing a mask here tonight. We are not wearing it for ourselves, we are wearing them for everybody else and that's what it takes.

Bialorucki. We hear a lot of good things about either the Fire, Police, Electric or Water Departments and we don't hear too much about Operations. With the project I did at home, I needed to contact Operations asking for some things. One of the things to fill the pool was having a hose and having them come out to the fire hydrant close by the house. I made the call when I was picking something up and when I got home, it was already there. I mean, it was probably 15 minutes. Then, when I called to let them know I was finished with it, they were there within an hour picking it up. I don't think the Operations Department gets noticed as often as they should. Chief Mack, I had a resident that lives on Woodlawn close to the five-way corner say they are noticing a lot more semi-trucks. I live on Woodlawn as well and I have noticed, I'm not home that much but, I see them also. With school starting up, if you can maybe do some extra patrols around there. I saw one actually right before I was leaving the house

Haase. There's a house where there was a fire several years ago. I think it's 822 Hobson Street. It been boarded up and nobody lives there. It has been sitting for a long time. Can something be done about that? Mazur - if it's in compliance with our property maintenance code or nuisance code, there is not much. I know which one you're talking about. I think they have a boarded up window on the second floor. Whoever it is, they are maintaining the property or Schultheis would be over there citing them. If the property is being kept up to code as far as the nuisance code. I totally get what you're saying because it has been sitting there. Harmon interjected if you have that address, have Schultheis take some pictures, I would like to see them. There may be something we can do.

Baer. I do not see anything on the Safety and Human Resources Agenda for next week so, if no one has anything we will cancel that meeting.

Mazur. Tom Dennie is a 34-year employee with the City of Napoleon and announced his retirement. Technically he's done August 31st, but his last day in the office is Friday. The electric group has a couple of things they are doing for him. If you would like to see Tom, he will be at the Electric and Operations Building on Friday. If you get a chance to stop over sometime during the day there's enough space there where you can spread out to be safe, as long as everybody is following the guidelines.

Special Council Meeting Set for August 24, 2020 at 6:15 pm

Approve Payments of Bills and Approve Financial Reports

Adjournment

Roll call vote on the above motion:

Nay-

City Council Meeting
August 17, 2020
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Approved:

September 08, 2020

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Submitted by:

Roxanne Dietrich, Clerk of Council

DRAFT

City of Napoleon, Ohio

Councilmembers	Joseph D. Bialorucki-Council President, Daniel Baer-Council President Pro-Tem, Ken Haase, Jeff Comadoll, Lori Siclair, on WebEx Molly Knepley, Ross Durham
Mayor	Jason P. Maassel
City Manager	Joel L. Mazur
City Law Director	Billy D. Harmon via WebEx
City Finance Director	Kelly O’Boyle via WebEx
City Staff	Aron Deblin-Construction Inspector
Clerk of Council	Roxanne Dietrich
Others	on WebEx-News Media
ABSENT	

Council President Bialorucki called the Special City Council meeting to order at 6:15 pm.

Resolution No. 039-20 – Transfer No. 3

Motion: Comadoll
to approve First Read of Resolution No. 039-20

O'Boyle stated this is to transfer money from 520 the Sewer Utility Revenue Fund to Fund 521 the Sewer Utility Replacement and Improvement Fund in the amount of \$104,000. There was an issue uncovered on Graceway that we need to move the money for. Mazur noted Aron Deblin is here. Aron is the City's Construction Inspector and he was out on the site and reviewed the situation with us. Aron has several years of experience with ODOT and is well versed in construction inspection, materials used and the operations and workings of construction projects. On Graceway there was 2" of asphalt on the edges or the shoulder of the road as they meet the concrete. In the middle, it gradually gets thicker because the road is crowned. The asphalt itself is crowned, but the base is not, it is flat. This is one of the reasons this road was on the list and we are going through with this project. The road is falling apart at the edges from the concrete crumbling. There were asphalt patches that laid in the gutter where the curb was actually eroding and crumbling away. The first day of the project they started to remove the curbs and discovered that the asphalt was 2" thick and even less in some spots. This is something you would never suspect to be an issue on a road project. Typically, you pour the curb and mill and fill the asphalt on the surface, that was the plan. As Lulfs explains in his Memorandum, you cannot just mill and fill that surface. You have structural issues with milling and filling at 2" and who knows what kind of washout issues we could have on the base. Some of the options we talked about were to remove a 4' strip on either side of the road, we talked about narrowing the road that way there is less material but then you would have to address the driveway aprons. All-in-all as we went through this, the best value is doing

the road the way we have suggested here. Since it is a low traffic road, it is reasonable to lay 6" of base with 5" of asphalt. That is outside of our normal 6" of asphalt to 6"-8" of base for a residential road. That is what our engineering standards call for. It is surprising that the road held up as well as it did over that period of time. There was other work done at some point and time when they laid other asphalt on top of the existing pavement and into the gutter sections. It is not a heavy traffic road, that is another reason it held up as well as it did. In our opinion, this is really the best value option to get the whole project completed. Another option was to just do West Graceway and complete East Graceway at another date. Then, you would have to bid again, draw up different bid documents, pay for another mobilization charge, demobilization and remobilization on a separate project. You wouldn't have as much in quantities and would not get the break in bulk quantities. The service we are trying to provide is to get the roads finished and repave the roads for the people that live there. We put in \$104,000 I think the actual quote was a little bit less. Because of the condition of the curbs, we can expect to see more washout of the base at the edges of the road and any other unforeseen anomalies. Since this is drainage related and the full responsibility is due to the curb and washout, is why it is reasonable to draw from the sewer fund to handle the curb and gutter piece of this. Haase asked is it just West Graceway or is it West and East Graceway? Mazur replied it is just West Graceway. East Graceway we can mill and fill that. The issue is you are driving very heavy concrete trucks on a very thin layer of asphalt and will pulverize it. There is enough thickness on the East Graceway side to handle that truck traffic. Haase recommended 5" of asphalt and 8" of stone. Mazur asked instead of the 5" and 6"? Haase-right. When you do West Maumee you are going to have the same thing. Mazur said for as thin as West Graceway was to last as long as it did, we felt that 6" was enough because it is not a cut through and you do not have any heavy truck traffic. To have 8" of stone will be an additional expense. I'm not sure what that material amount would come to and there would be additional excavating. Bialorucki asked do you know the cost difference is if we add the additional 2"? What is the standard stone that they put in? Deblin said 304 Berm Stone. Maassel stated so to add two more inches we have to dig some out in order to add the 2" in there. The extra cost would be the extra stone and the digging out in order to get the 2" in there. So if it is not \$104,000 it will be closer to what amount? Deblin said \$20,000 to \$25,000. Haase asked if the 6" of base will be stabilized or it that just laying it in? Deblin replied just laying it in. Siclair asked what will this do to the schedule, will it add time? Mazur said we are adding time but it will be done by the end of the year. It's not that big of a project for it to be an issue to get it done by the end of the year. If there was anything that would come of this, it would be restoration work. Durham asked how much more would it cost if we did it to the City standard, 6" to 8"? Mazur said you are adding another inch of asphalt. Haase suggested leaving the asphalt amount at 5" and add 2" of stone. Mazur thought you'd be looking at \$15,000 - \$20,000 for asphalt and \$20,000 - \$25,000 for stone. That number is on the fly and conservative. Durham said there may be something in the long term outlook if we just had everything done at the City standard. Mazur said the 5" on 6" was suggested because we are trying to get the minimal amount of cost because this is an added cost to this project out of Capital Funds for sewer. We wanted to get the least amount of cost driven in this project while still putting out a product that we are comfortable with. Long term, is it better to build with a thicker base? That is why it is in our engineering standards and that is what we typically do. Again, we are throwing additional cost on top of this. Bialorucki asked how healthy is the sewer fund? O'Boyle said we have been borrowing money from the sewer fund to do some of the Wastewater Treatment Plant projects we will get reimbursed when we get the loans from the State. Mazur added I think the account is healthy enough to absorb this, we monitor it monthly. We have a rather large Wastewater Plant project in the works, with a considerable amount of debt that will be adding to it. We are anticipating a \$12.5 million-dollar project, an extra \$35,000 from that fund percentage wise doesn't look very big, but it is just adding to it. In my opinion, it will have a marginal affect to the sewer fund by adding the extra materials and what we are heading into going into the future. It all has an effect. We

Motion: Durham Second: Comadoll
to amend the amounts in the Exhibits in Resolution No. 039-20 and Ordinance No. 040-20 to \$150,000

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

Baer clarified by amending, that means we cannot go over that amount, just up to. Bialorucki-correct.

Motion: Comadoll Second: Haase
to suspend the rule requiring three readings of Resolution No. 039-20

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

Special City Council Meeting
August 24, 2020
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Roll call vote to pass Resolution No. 039-20 under Suspension and Emergency
Yea-Comadoll, Knepley, Durham, Haase, Baer, Bialorucki, Siclair
Nay-
Yea-7. Nay-0. Motion Passed.

Ordinance No. 040-20 – Supplement No. 4

Council President Bialorucki read by title Ordinance No. 040-20, an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 4) for the Year 2020; and Declaring an Emergency

Motion: Comadoll Second: Siclair
to approve First Read of Ordinance No. 040-20

O'Boyle stated the first supplement is to transfer money from Fund 520 Sewer Utility Revenue Fund to Fund 521 Sewer Utility Replacement and Improvement Fund to add money to the 521 fund for the new amount of \$150,000. The second supplemental would be for Fund 521, the Sewer Utility Replacement & Improvement Fund into the Storm Sewer Improvement line item in the new revised amount of \$150,000 so we can do the Change Order for the contract. The total for both would be \$300,000.

Motion: Comadoll Second: Haase
to suspend the rule requiring three readings of Ordinance No. 040-20

Roll call vote to approve suspending the rule requiring three readings of Ordinance No. 040-20
Yea-Comadoll, Knepley, Durham, Haase, Baer, Bialorucki, Siclair
Nay-
Yea-7, Nay-0. Motion Passed.

Roll call vote to pass Ordinance No. 040-20 under Suspension and Emergency.

Yea-7, Nay-0. Motion Passed.

Resolution No. 041-20 – East and West Graceway Drive Street Improvements Project

Council President Bialorucki read by title, Resolution No. 041-20, a Resolution Authorizing the Expenditure of Funds in Excess of Twenty-five Thousand Dollars (\$25,000) for a Project known as East and West Graceway Drive Street Improvements Project, which was included in the 2020 Master Bid List, Resolution No. 080-19; and Declaring an Emergency (*Suspension Requested*)

Motion: Comadoll
to approve First Read of Resolution No. 041-20

O'Boyle said this legislation is needed to do the Change Order

Motion: Comadoll Second: Haase
to suspend the rule requiring three readings of Resolution No. 041-20

Roll call vote to approve suspending the rule requiring three readings of Resolution No. 041-20
Yea-Comadoll, Knepley, Durham, Haase, Baer, Bialorucki, Siclair
Nay-
Yea-7, Nay-0. Motion Passed.

Roll call vote to pass Resolution No. 041-20 under Suspension and Emergency.

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

Nay-

Yea-7, Nay-0. Motion Passed.

Award American Road Improvements Project

Mazur reported this has to do with the Loves project. The project was bid out in partnership with Maumee Valley Planning Organization (MVPO) who has been helping Loves Travel Stop develop on this parcel in terms of CDBG grant funding and coordinating this project. The engineer's estimate for this portion of the project that is from PetVet to Industrial Drive was \$1.75 million. One bid was received from Vernon Nagel, Inc. at \$1,804,357.10. Given the time of year and circumstances, we were pleasantly surprised to get a bidder let alone one within 10% of the engineer's estimate as this project has a deadline of November 25, 2020. The Henry County Commissioners will have to award the project also due to the CDBG grant funding. The \$150,000 that the City has involved in this is from some of the grant money that we received from other sources prior to this. Any overages on our end, we would have to address. Loves wants to be done by Thanksgiving and their representative informed us they would like to be open by the end of January, 2021. This is a very aggressive time schedule for them. We were told they will have an Arby's in that location though we do not have anything in writing. Loves is anticipating a very large amount of truck traffic. Hence the reason for widening the road, putting in a turn lane and later on, a traffic signal will be put up.

Motion: Haase

Second: Siclair

to award the American Road Improvements Project to Vernon Nagel, Inc. for \$1,804,357.10.

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

ADJOURNMENT

Motion: Siclair

Second: Knepley

to adjourn the Special City Council meeting at 7:02 pm

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed.

Approved:

September 08, 2020

Joseph D. Bialorucki, Council President

Jason P. Maassel, Mayor

Submitted by:

Roxanne Dietrich, Clerk of Council

RESOLUTION NO. 038-20

A RESOLUTION AMENDING RESOLUTION NO. 081-19, THE CITY'S YEARLY REOCCURRING COSTS LEGISLATION; AND DECLARING AN EMERGENCY

WHEREAS, the City each year has reoccurring costs associated with the conducting of business with groups or associations established for or on behalf of the political subdivisions or instrumentalities of the State, which annually exceed twenty-five thousand dollars (\$25,000); and,

WHEREAS, the City each year has reoccurring costs associated with the conducting of business, many which result in mandatory payments or merely occur as a result of the method of accounting utilized by the City's Finance Department; and,

WHEREAS, for convenience and efficiency, purchase orders are annually written to vendors by multiple departments of the City with a combined total that exceeds twenty-five thousand dollars (\$25,000); and,

WHEREAS, Resolution No. 081-19 was previously passed on December 16, 2019; and,

WHEREAS, certain vendors were omitted from Resolution No. 081-19, and Council now desires to add these vendors for proper payment. **Now Therefore**,

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

Section 1. That, the expenditure of funds by the City in excess of twenty-five thousand dollars (\$25,000), in and for the year 2020, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for purchases, services, coverage, or benefits listed in Exhibit "A" attached hereto and made a part of this Resolution.

Section 2. That, the expenditure of funds by the City in excess of twenty five thousand dollars (\$25,000), in and for the year 2020, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the following purchases associated with recreation, fund balance maintenance, public labor costs, public auditing, utilities, bonding, accounting, the payment of debt service, postal service, banking, permitting, and codification listed in Exhibit "B" attached hereto and made a part of this Resolution.

Section 3. That, the expenditure of funds in excess of twenty five thousand dollars (\$25,000) is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the City's cumulative purchase of product, supply, equipment and/or services periodically through the year 2020 from the following vendors; however, in no event shall the amount exceed twenty five thousand dollars (\$25,000) for any one purchase of product, supply, equipment and/or services or any one specific project under the authority of this Resolution listed in Exhibit "C" attached hereto and made a part of this Resolution.

Section 4. That, due to nature or uniqueness of the transactions or vending listed in Sections 1, 2 and 3 of this Resolution, except for the prohibition in Section 3 regarding the one time purchase over twenty-five thousand dollars (\$25,000), any requirement that may exist for competitive bidding is hereby eliminated in the best interest of the City.

Section 5. That, Resolution No. 081-19 is hereby amended to remove Walter Drain Co. on Exhibit "B" for the purpose of codification services.

Section 6. That, Resolution No. 081-19 is hereby amended to include Dell Marketing on Exhibit "C" for the purpose of purchasing computer hardware systems.

Section 7. That, Resolution No. 081-19 is hereby amended to add Spengler Nathanson, PLL on Exhibit "C" for the purpose of outside counsel professional services.

Section 8. That, Resolution No. 081-19 is hereby amended to include Target Specialty Products, (previously Residex, LLC), on Exhibit "C" for the purpose of purchasing golf course chemicals.

Section 9. That, nothing in this Resolution shall be construed as to eliminate the necessity of quality based selection as it relates to architect, engineer or construction services for any one project that would otherwise require such a selection process, as such elimination of quality based selection would require separate Council action; moreover, nothing in this Resolution shall be construed as to eliminate the restriction found in Section 3 of this Resolution as it relates to a single purchase or project expenditures.

Section 10. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 11. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 12. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for prompt purchases required to remain operational, being operational essential to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the payment process in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 038-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council

EXHIBIT "A"

American Municipal Power, Inc.	For: Contracted Power Purchase and Services
BORMA Benefit Plans	For: Insurance Premiums (Health)
CIC of Henry County, Ohio	For: Economic Development Services
Four County Career Center	For: Training Services
Henry County Auditor	For: Auditor Fees and Assessment Fees
Henry County Chamber of Commerce	For: Chamber Programs
Henry County EMA	For: Emergency Management Agency
Henry County Engineer	For: Engineering Shared Projects and Materials
Henry County Regional Water/Sewer District	For: Payments for Water Collections
Auditor of State of Ohio	For: Annual Auditing Services
John Donovan - Law Librarian	For: Law Library Payments
MAN Unit	For: Police Services and Narcotics Task Force
Maumee Valley Planning	For: CHIS/CHIP Grant Administration
Napoleon/Henry County Chamber of Commerce	For: Tourist Bureau and other
Ohio Bureau of Workers Compensation	For: Employee Worker's Comp. Insurance Coverage
Ohio Police Pension Fund	For: Police Pension Payment
Ohio Fire Pension Fund	For: Fire Pension Payment
Ohio Public Employers' Retirement System	For: Pension Payments
Public Entities Pool (PEP)	For: Insurance Premiums (Property & Casualty)
Treasurer State of Ohio	For: Various Items

EXHIBIT "B"

BHM CPA Group, Inc.	For: Auditing Services
Bonded Chemical	For: Chemicals at Water Treatment Plant
Calfee, Halter & Griswold, LLP	For: Specialized Legal Services
City of Napoleon, Fuel Rotary	For: Fuel Purchases
City of Napoleon, Garage Rotary	For: Garage Rotary Services
City of Napoleon, Income Tax	For: Refunds of Income Taxes
City of Napoleon, Payroll	For: Payroll Postings
City of Napoleon, Reimbursements	For: Inter-fund Reimbursements
City of Napoleon, Rescue	For: Township Portion of EMS Revenues
City of Napoleon, Utility	For: Meter Deposit Refunds
City of Napoleon, Utility	For: Utility Services
City of Napoleon, Utility	For: Water and Sewer Refunds
City of Napoleon, Utility	For: Electric Refunds
Embarq (Centurylink)	For: Telephone Services
Farmer and Merchant's State Bank	For: Banking and Debt Service Payments
Greenline	For: Telephone Services
Huntington National Bank	For: Banking & Debt Service Payments
KSB Dubric	For: Pump supplies and repairs
Napoleon, Inc.	For: Newspaper Publication Services
National City Bank	For: Debt Service Payment
Ohio CAT	For: Equipment Rental & Parts
Ohio Gas Company	For: Utility Services
Ohio Water Development (OWDA)	For: Debt Service Payment
OMEGA JV5/Amp-Ohio Inc.	For: Purchase of Power
OMEGA JV6/Amp-Ohio Inc.	For: Purchase of Power
PNC Bank, N.A.	For: Debt Service Payments
Rescue-Township Charges (EMS)	For: EMS Revenues to Townships
Schonhardt and Associates	For: CAFR Preparation
Smart Bill, LTD	For: Outsourcing of Utility Bill Printing and Mailing
Squires, Patton, Boggs (US) LLP	For: Bond Counsel (Professional Services)
Telnamix	For: City Phone Services
The Accumed Group	For: EMS Billings and Collections
Treasurer State of Ohio	For: Payments to State
Trojan Technologies	For: Parts for UV system

US Bank N.A.	For: Debt Service Payments
US EPA (Treasurer, State of Ohio)	For: Permits
US Postmaster	For: Postal Services and Supply
Verizon Wireless	For: Wireless Phone Services
Walter Drain Co.	For: Codification Services (Professional Services)
Weltman, Weinberg & Reis	For: Collection Services

EXHIBIT "C"

Amazon	For: Various City Supplies & Equipment
A & A Custom Crushing	For: Concrete Crushing
A Cut Above The Rest Tree Service	For: Tree Services
Advanced Rehabilitation Technology	For: Sewer Cleaning and Rehabilitation
AECOM	For: Engineering Services (Professional Services)
Aerotek	For: Temporary Staffing (Professional Services)
Altec Industries	For: Digger Truck Services
All Seasons Tree Care	For: Tree Services
Alloway	For: Professional Services – Lab Testing
American Property Analysts	For: Property Appraisals
American Rock Salt Co., LLC	For: Road Salt
Anixter Inc.	For: Electrical Transformers, Parts and Supplies
Aramark	For: Uniform Services
Arcadis	For: Engineering Services (Consulting & Professional Services)
Auglaize Tree Service	For: Tree Services
Baker Gas	For: Water Chemicals
Baker Vehicle Systems	For: Vehicle Parts & Repairs
Baldwin Poles	For: Utility Poles
Bob Wingate, Integrity Solutions	For: Bridge Inspections, Management & Repairs
Boundtree Medical Supply, LLC	For: Medical Supplies
Brown Supply Co.	For: Janitorial Supplies
Brownstown Electric Supply	For: Electrical Supplies
Buck Pavement Restoration	For: Crack Sealing
Buckeye Pumps	For: Pump Repairs and Parts
Burch Hydro	For: Electrical Supplies
Burch Hydro	For: Sludge Removal
Burke Excavating and Mowing	For: Construction and Mowing Services
Bryan Excavating	For: Construction Services
Cahaba Timber	For: Wood Electric Poles
Cargill, Inc.	For: Road Salt

C&W Tank Cleaning
CDW Government, Inc.
Chemtrade Chemicals US, LLC
City Blue, Inc.
Clarke Mosquito Control Product
Clemons Nelson
CMI (Creative Microsystems, Inc.)
Compass Minerals America
D & R Demolition Corp.
Defiance County Landfill

[Dell Marketing](#)

Dennis Panning Excavating
Detroit Salt Company
Downtown
Enaqua
Encompass Engineers
Estabrook, Corp.
Ferguson Waterworks
Finley Fire Equipment
Fire Safety Services Inc.
Fire Service, Inc.
Fitzenrider, Inc.

Flex-Com
Forrest Auto Supply
Ft. Defiance Service Master
Garcia Surveyors, Inc.

Gerken Asphalt Paving, Inc.
Go Green, Inc.
Henschen and Associates, Inc.
Hoff Consulting, LLC
Hydro Dyne Engineering, Inc.

Jack Doheny Supplies Ohio, Inc.
J.A. Hillis Excavating, LLC

For: Digester Cleaning
For: Computers and Supplies
For: Chemicals
For: Survey Supplies
For: Mosquito Control Supply
For: Legal Services
For: Software and Hardware Systems
For: Road Salt
For: Concrete Crushing
For: Sanitation Dumping Services/Landfill
Biosolids

[For: IT Hardware Systems](#)

For: Yard Waste Hauling and Disposal
For: Road Salt
For: Downtown Renovation Vendors
For: Parts for UV Units
For: Electrical Engineering Services
For: Pump Supplies and Repairs
For: Operations Parts and Supplies
For: Fire Engines and Service Repairs
For: Fire Services and Supply
For: Fire Services and Supply
For: Heating and Air Conditioning Service
Work
For: Camera Systems
For: Automotive Parts & Supplies
For: Cleaning and Sanitizing Services
For: Surveying Services (Professional
Services)
For: Paving Materials & Asphalt Laying
For: Brush Grinding Services
For: Software and Hardware Systems
For: Consulting Services
For: Wastewater Remanufacturing of
Screens
For: Wastewater Supplies
For: Excavation Services

Jennings Strauss & Salmon, LLC	For: Transmission Tariff Consultant
Jones & Henry Engineers, LTD	For: Consulting Services
K-Tech	For: Beet Heet
Kalida Truck	For: Vehicle Accessories
Koester Corp.	For: Engineering Services
Kuhlman Corp.	For: Parts and Supply
Kurtz Ace Hardware	For: Supply
The Mannik and Smith Group, Inc.	For: Engineering Services (Professional Services)
Masterpiece Sign Graphics, Inc.	For: Signs
The Accumed Group	For: Ambulance Billing Services
Meeder Investment Management	For: Investment Management Services
Meggar	For: Electrical Testing Equipment
Mel Lanzer Co.	For: Construction Services
Meldrum Mechanical	For: Pump Supplies & Equipment Repairs
Melrose Pyrotechnics, Inc.	For: Fireworks
Midwest Compost	For: Digester Cleaning
Miller Brothers Construction	For: Trucking, Hauling, and Excavating Services
Milsoft	For: Outage Management Software
Mohre Electronics Co.	For: Radio Services, Parts and Supply
Morton Salt	For: Road Salt
Neptune Equipment Co. (NECO)	For: Meter Parts and Supplies
Newegg Business	For: Computers and Supplies
Northwest Landscape Service	For: Landscaping and Supplies, Roadside & Property Mowing
City Owned	
Northwest Nursery	For: Tree Services
Northwest Pools	For: Pool Chemicals
NRP Midwest	For: Wastewater Treatment Chemicals
Ohio Dpt. of Transportation (ODOT)	For: Road Salt & Other Items
Office Depot	For: Office Supply
One Source Waste Solutions	For: Waste Services
O'Reilly Auto Parts	For: Parts & Supplies
Path Master	For: Traffic Signals Supplies and Services
Paulding County Engineer's Office	For: Cold Patch
Pepco	For: Supplies
Peterson Construction Company	For: Construction Services

Parker Hannfin Corp.	For: Water Meter Analyzer
Perrysburg Pipe and Supply	For: Parts and Supply
Perry Corporation	For: Copier, Scanner and Printer Supplies
Peterman Associates, Inc.	For: Engineering Services (Professional Services)
PNR Communications	For: Radio repair and parts
POET Ethanol Products	For: Chemical for Water Treatment
Poggemeyer Design Group	For: Electrical Engineering Services
Porter's BP, LLC	For: Gas and Diesel Fuel
Powerhouse Supply	For: Electrical Parts and Supplies
Processing Solutions	For: Water Treatment Chemicals
Quality Cleaning (Michael D. Draper)	For: Janitorial Services
Reed City Power Line Supply Co.	For: Electrical Parts and Supply
Reinke Ford	For: Automotive Services
Residex, LLC	For: Golf Course Chemicals
Reveille	For: Engineering Services
Rich Ford	For: Vehicle Repair Services
RTEC Communications, Inc.	For: Communication Supplies & Equipment
S & S Directional Boring	For: Directional Boring
Sauber Manufacturing Co.	For: Reel Trailers
Saylor Tree Service, LLC	For: Tree Services
Schneider	For: Software for Metering
Schweitzer Engineering	For: Electrical Substation Materials
Snyder Chevrolet, Inc.	For: Automotive Services
Solomon Corporation	For: Transformers and Electric Supplies
Southeastern Equipment	For: Operations Parts and Supplies
Spectrum Engineering Corp.	For: Engineering Services (Professional Services)
Spengler Nathanson, PLL	For: Outside Counsel (Professional Services)
Stantec Consulting Services, Inc.	For: Engineering Services (Professional Services)
Statewide Ford	For: Police vehicle
Stoops Freightliner	For: Vehicle parts
Stuart C. Irby Co.	For: Electrical Parts & Supplies
Superior Uniform Sales, Inc.	For: Uniform Services
Survallent Technology	For: SCADA Programming Services

Target Specialty Products

Tawa Tree Service

Tawa Mulch Landscape Supply

Terex Utilities, Inc.

Thomas Spillis

Toledo Edison

Toledo Fence & Supply Co.

T & R Electric

Tri City Industrial Power

Univar

US Utility Contractor Co.

USALCO

Utility Service Group

Utility Services

Utility Truck Equipment

Vermeer

Vernon Nagel, Inc.

Viking Trucking, Inc.

Vince's TV and Appliance

Werlor, Inc.

Wesco Distribution, Inc.

Wigen Water Technologies

Wood County Land Fill

WR Meyers Co., Inc.

Wright Express FSC-WEX, Inc.

Zacks Recycling, LLC

Zimmerman, Jack

For: Golf Course Chemicals

For: Tree Services

For: Landscaping Services

For: Electric Equipment Purchases

For: Janitorial Services

For: Contracted Power Services

For: Fencing Supplies

For: Transformers

For: Batteries & Other Power Supplies

For: Chemicals for Water Treatment

For: Traffic and Electrical Services

For: Chemicals for Water Treatment

For: Chemicals for Water Treatment

For: NERC Compliance Services

For: Bucket Truck

For: Wood Chipper/Parts

For: Trucking, Hauling, and Excavating
Services

For: Trucking and Hauling Services

For: Networking and Computer Supplies

For: Brush Grinding Services/Recycling
Services

For: Electrical Supplies

For: Membrane Services, Cleaning &
Chemicals

For: Sanitation Dumping Services

For: Construction and Excavating Services

For: Fuel Purchases

For: Recycling Services

For: Road Striping Services

RESOLUTION NO. 033-20

A RESOLUTION APPROVING THE ADDITION OF A FIFTY DOLLAR (\$50.00) SURCHARGE TO CITY OF NAPOLEON, OHIO EMPLOYEE HEALTH INSURANCE PREMIUMS, AMENDING RESOLUTION NO. 073-19; AND DECLARING AN EMERGENCY

WHEREAS, Section 197.15 (a) (2) of the Codified Ordinances (Personnel Code) provides that: Subject to reasonable cost containment measures, the City provides group hospitalization, surgical, and extended medical benefits for each full-time regular employee in accordance with the benefit schedule provided in the City's plan as on file in the office of the City Finance Director marked "City of Napoleon Health Benefit Plan (#HBP-1)" and as may be amended from time to time by Resolution of Council. The City of Napoleon Health Benefit Plan (#HBP-1) shall include covered services, co-pays, and premium contribution; and,

WHEREAS, the Health Care Cost Committee has recommended to City Council to approve a surcharge to City of Napoleon employees' health insurance premiums as follows: to add a fifty dollar (\$50.00) monthly surcharge to employees' health insurance premiums starting January 1, 2021 to employees that do not complete a wellness check, and also to employees' health insurance premiums whose spouse does not complete a wellness check as appropriate, by a licensed physician prior to December 31, 2020. Further, employees and spouses that complete the wellness check during the dates of January 1, 2020 through December 31, 2020 and turn in the Preventative Care Physician form by December 31, 2020, will not be assessed a surcharge to the employee's insurance premium. New employees will be afforded an opportunity to get a wellness check in their first year prior to being assessed a surcharge; and,

WHEREAS, the Health Care Cost Committee has also recommended to City Council that, beginning January 1, 2021, the City of Napoleon shall follow BORMA's 2021 Wellness Campaign; and,

WHEREAS, there was no recommendation to change the health plan in the year 2020 regarding the out-of-pocket in network deductible currently; **Now Therefore**,

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

Section 1. That, upon recommendation of the Health Care Cost Committee, in the year 2020 and for the year 2021, this Council approves amending Resolution No. 073-19, approving a fifty dollar (\$50.00) monthly surcharge to employees' health insurance premiums starting January 1, 2021 to employees that do not complete a wellness check and also to employees' health insurance premiums whose spouse does not complete a wellness check as appropriate, by a licensed physician prior to December 31, 2020. Further, employees and spouses that complete the wellness check during the dates of January 1, 2020 through December 31, 2020 and turn in the Preventative Care Physician form by December 31, 2020, will not be assessed a surcharge to the employee's insurance premium. New employees will be afforded an opportunity to get a wellness check in their first year prior to getting assessed a surcharge.

Section 2. That, also upon recommendation of the Health Care Cost Committee, in the year 2020 and for the year 2021, this Council approves following BORMA's 2021 wellness campaign.

Section 3. That, all provisions of the BORMA Benefit Plan shall remain in full force and effect.

Section 4. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 5. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to effectuate the stated surcharge in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, interim Clerk of Council

I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 033-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, interim Clerk of Council

RESOLUTION NO. 036-20

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR OF HENRY COUNTY FOR THE 2020 TAX DUPLICATES PAYABLE IN YEAR 2021; AND DECLARING AN EMERGENCY

WHEREAS, this Council in accordance with all relevant provisions of law has previously adopted a Tax Budget (Ordinance No. 022-20) for the next succeeding fiscal year commencing January 1, 2021; and,

WHEREAS, the Budget Commission of Henry County, Ohio, has certified its action thereon to this Council together with an estimate of the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten mill tax limitation; **Now Therefore**,

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

Section 1. That, the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; further, the necessary tax levies are authorized to be certified to the County Auditor for the 2020 Tax Duplicates, payable in the year 2021.

Section 2. That, there be and is hereby levied on the tax duplicate of the City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
City Tax Valuation \$150,765,380	Amount to Be Derived from Levies Outside 10 Mill Limitation	Amount Approved by Budget Commission Inside 10 Mill Limitation	County Auditor's Estimate of Tax Rate to be Levied	
FUND			Inside 10 Mill Limit	Outside 10 Mill Limit
General Fund		\$300,653	2.00	
Police District Fund		\$90,196	0.60	
Fire District Fund		\$45,098	0.30	
Park & Rec Levy Fund	\$285,620			1.9
TOTAL	\$285,620	\$435,947	2.90	1.9

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

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

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow timely adoption of tax levies for placement on tax rolls; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to authorize and certify said tax levies in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 036-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon, Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council

RESOLUTION NO. 037-20

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY TO APPLY FOR AND ACCEPT OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM (SCIP) AND LOCAL TRANSPORTATION IMPROVEMENT PROGRAM (LTIP) FUNDS FOR PROJECTS DEEMED NECESSARY BY THE CITY ENGINEER IN THE YEAR 2021; AND DECLARING AN EMERGENCY

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

Section 1. That, the City Manager is directed to execute all documents necessary to apply for and accept Ohio Public Works Commission State Capital Improvement Program (SCIP) and Local Transportation Improvement Program (LTIP) funds for the year for projects deemed necessary by the City Engineer in the Year 2021, including but not limited to execution of Grant Agreement(s).

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

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

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

Passed: _____

Joseph D. Bialorucki, Council President

Approved: _____

Jason P. Maassel, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Roxanne Dietrich, Clerk of Council

I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 037-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2020; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Roxanne Dietrich, Clerk of Council



City of Napoleon, Ohio

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 C. O'Boyle, City Finance Director
Tony Cotter, Parks & Recreation Director
Roxanne Dietrich, Clerk of Council
Date: September 3, 2020
Subject: Napoleon Aquatic Center ~ Astro Pools Change Order No. 1

The City of Napoleon's Department of Public Works, in conjunction with the Parks & Recreation Department, requests approval of Change Order No. 1 for the above referenced project. Change Order No. 1 would allow Astro Pools (the pool contractor) to perform all necessary excavation to begin work on the pool. Without approval of this Change Order, the pool contractor would be required to wait until the General Trades contract is awarded and signed. This will likely be done in October but could delay work until November or later. Astro Pools has informed us that if approved, they hope to start work the week of September 13.

The proposal received from Astro Pools is \$34,958.00. Having reviewed the proposal, the itemized pricing resembles prices received for past roadway projects. **Therefore, it is my recommendation to approve Change Order No. 1 in the amount of \$34,958.00 for the excavation work required for the construction/installation of the proposed pool facility.**

CEL

CHANGE ORDER

No. 1

PROJECT

City of Napoleon Aquatic Center

DATE OF ISSUANCE

September 1, 2020

OWNER

City of Napoleon
255 W. Riverview Ave., P.O. Box 151
Napoleon, OH 43545

CONTRACTOR

Astro Pool Company, Inc.
2710 Crider Road
Mansfield, Ohio 44903

ENGINEER

Chad E. Lulfs, P.E., P.S.
City Engineer

CONTRACT FOR: City of Napoleon Aquatic Center

You are hereby directed to proceed promptly with the following change(s):

DESCRIPTION: Excavation of the Old Pool (see Exhibit "A" attached)

Attachments (List Documents Supporting Change)

If a claim is made that the above change(s) have affected Contract Price or Contract Time, any claim for a Change Order based thereon will involve one of the following methods of determining the effect of the change(s).

Method of Determining Change In

CONTRACT PRICE

- ☐ Time and Materials
☒ Unit Prices
☐ Cost Plus Fixed Fee
☐ Other

Estimated Increase/~~Decrease~~ in

CONTRACT PRICE **\$34,958.00**

If the Change involves an Increase, the estimated amount is not to be exceeded without further authorization.

Recommended

City of Napoleon

Method of Determining Change In

CONTRACT TIME

- ☐ Contractor's Records
☐ Engineer's Records
☐ Other

Estimated Increase/Decrease in

CONTRACT TIME **N/A**

If the Change involves an Increase, the estimated time is not to be exceeded without further authorization.

Accepted

Astro Pool Company, Inc.

Contractor

by: _____

Chad E. Lulfs, P.E., P.S.; City Engineer

Approved

City of Napoleon

Joel Mazur, City Manager

Original Contract Prior to this Change Order
Increase / Decrease Resulting from this Change Order
Current Contract Price, Including this Change Order

\$1,612,930.50

\$34,958.00

\$1,647,888.50

Exhibit "A"

MKS Earthworks LLC

9560 County Road 424

Napoleon OH 43545

Estimate

Date	Estimate #
8/18/2020	237

Name / Address
Astro Pool Company Steve Truax 2710 Crider Road Mansfield, Ohio 44903

Project

Description	Qty	Rate	Total
Mass Excavation of 1578 yards of dirt/ recycled concrete, trucking and labor included.	1,578	\$ 13.80	21,776.40
Labor for installation of 96.7 tons of washed 57s for overdigs, no material included	96.7	\$ 96.60 /hr.	9,341.22
Crushed washed #6/57s delivered to site, trucking included.	96.7	\$ 22.50	2,175.75
<p>✓ . Spoils incl. off site, if needed... G&T.</p> <p>✓ . Bring site up to -6" in over Dig. G&T. Confirmed over ph. w/ Wayne... 8/20/20.</p> <p>Add 5% (per Contract:) MQ = \$ 1,665.00 G&T.</p>			
Total			\$33,293.37

TOTAL CO # \$ 34,958



CITY OF NAPOLEON
2021 BUDGET PROPOSED TIMELINE FOR COUNCIL'S APPROVAL

August 24	Finance and Budget Committee meeting – Proposed 2021 Budget Calendar & 2021 Debt payments
September 16	Send Appropriation Request letter to Departments/Divisions
September 28	Finance and Budget Committee meeting – Review miscellaneous Appropriations for 2021 (Available for Full Council review on Shared Drive)
September 30	Budget Requests due from Departments/Divisions
October 1 – 12	Departments/Divisions meet with City Manager regarding their requests (Finance Director to sit in when available) 2021 Revenue Estimate prepared
October 14-23	Finance Director and City Manager review requests – provide recommendations (Available for Full Council review on Shared Drive prior to Budget Hearings)
October 26	Finance and Budget Committee meeting -review 2021 Revenue Estimates & Initial Income Tax projections (Available for Full Council review)
November 6 & 7 (a.m.)	Department Budget Hearings with Council
November 16	First Reading of Budget – Mayor presents 2021 Budget to Council
December 7	Second Reading of Budget
December 21	Pass Budget

Working draft 7/27/20

SUMMARY OF POSSIBLE REFUNDING-PRELIMINARY

- ✓ In light of the low interest market, we received refunding potential information from Stephen Szanto, Municipal Advisor (MA), working in conjunction with Chris Franzmann, our Bond Counsel (BC), Squire Patton Boggs. They are consistently reviewing our outstanding debt on a regular basis to look for potential savings. After review of presented information, we recommend refunding our Water and Sewer Utility Bonds.
- ✓ We will need to have two separate issues as they are separate securities and each have their own bond indentures.
- ✓ This will allow the MA and BC to adjust and amend both indentures to be more modern.
- ✓ Federal subsidy on Interest from 2010B Taxable Bond Issue will be gone -currently it is 45% or approximately \$71K per year. Savings shown are net of this loss.
- ✓ Savings reflect lower interest rate on the new bond issue and the lower debt service reserve Trustee requirements. Savings from refunding will mean less debt payments so more money for operations and/or projects.
- ✓ The bond issues will need to be rated by a rating agency.
- ✓ Preliminary potential savings of \$1,400,000 combined – if we proceed the issues would settle around middle of November based on Council reads and preparation. Savings could be less after election. Who knows where interest rates will be.
- ✓ An average savings of \$46K per year on the Sewer side and \$23K per year on the Water side. Net PV Benefit is 18% for Sewer Issue and 15% for Water Issue. Government Finance Officers Association (GFOA) Best Practices state anything over 3% is worth it and Financial Advisor likes to see over 5%.
- ✓ These estimated savings are net of cost of issuance expenditures. It is estimated to be \$100K for each transaction. Each deal includes Bond Counsel, Municipal Advisor, OMAC fee, Rating Agency, Verification Agent, Escrow Agent, Trustee Registrar and Paying Agent, printing, and distribution of Official Statement.
- ✓ Estimated timeframe for completion is approximately 3 months.
- ✓ These issues will be competitively bid with the lowest True Interest Cost (TIC) awarded.



[This Photo](#) by Unknown Author is licensed under [CC BY-NC](#)



**COMMUNITY
IMPROVEMENT
CORPORATION**
OF HENRY COUNTY

received
08.26.2020

August 19, 2020

City of Napoleon
Attn: Mayor Jason Maassel
Council President Joe Bialorucki
255 W. Riverview Ave.
PO Box 151
Napoleon, Ohio 43545

Re: 2021 City Nominations for CIC Board of Directors Seats

Dear Mayor Maassel and Council President Bialorucki,

Please allow this letter to serve as official notice that the following seats/terms for the City representatives on the Community Improvement Corporation of Henry County, Ohio (Henry County CIC) Board of Directors will expire on December 31, 2020:

Two City of Napoleon elected officials: (approved by City Council for one (1) year term):
Current: Mayor Jason Maassel and Councilman Dan Baer

We would respectfully ask that the City of Napoleon re-appoint or submit new appointees accordingly and provide legislation approving these appointees. This may be done through email (jars@henrycountyed.com) or regular mail.

Should you have any questions, please feel free to contact the Henry County CIC at 419-592-4637. Thank you. Please provide your representatives by November 6, 2020.

Respectfully Submitted,

April Welch
Executive Director

City of Napoleon, Ohio

BOARD OF ZONING APPEALS

Meeting Agenda


Tuesday, September 08, 2020 at 4:30 pm

BZA 20-04 – Lot 86 Williamsburg Avenue – Variance to Building Setbacks

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

Webex details will be posted at www.napoleonohio.com

1. Call to Order
2. Approval of Minutes – July 14, 2020. *(In the absence of any corrections or objections, the Minutes shall stand approved)*
3. **New Business**
BZA 20-04 – Variance to Front and Side Setbacks
An application for a Public Hearing has been filed by Kyle VonDeylen of 19-901 Co. Rd. X, Ridgeville Corners, Ohio 43555. The applicant is requesting a variance to Section 1147 regarding the building setbacks in an R-1 Suburban Residential District for the development of moderate and low-density, single family residential development and is adaptable to urban or suburban locations, located at lot 86 of Williamsburg Avenue, Napoleon, Ohio 43545. The applicant is requesting the variance to reduce the front building setback from 70' feet from the center of the roadway to 60' and the side setback from Lot 85 Williamsburg Avenue from 15' to 10'.
4. Closing Remarks.
5. Adjournment.



Roxanne Dietrich, Clerk of Council



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

JULY 21, 2020

TO: MEMBERS OF THE BOARD OF ZONING APPEALS

FROM: KEVIN SCHULTHEIS, ZONING ADMINISTRATOR/ CODE ENFORCEMENT OFFICER

SUBJECT: VARIANCE TO THE FRONT AND SIDE SETBACKS

MEETING DATE: SEPTEMBER 8, 2020 @ 4:30 PM.

HEARING NUMBER: BZA-20-04

Background:

An application for a public hearing has been filed by Kyle Vondeylen of 19-901- Cr. X Ridgeville, Ohio 43555. The applicant is requesting a variance to Section 1147 regarding the building setbacks in an R-1 Suburban Residential District provides for the development of moderate and low-density, single family residential development, and is adaptable to urban or suburban locations, located at lot 86 of Williamsburg Ave. Napoleon, Ohio 43545. The applicant is requesting the variance to reduce the front building set back from 70' feet from center of the roadway to 60' and the side set back from Lot 85 Williamsburg Ave. from 15' to 10'.

Research and Findings:

Upon approval of this variance and issuance of a zoning permit, a building permit from Wood County Building Inspection shall be required followed by a Certificate of Occupancy.

Standards for a Variance:

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

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

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: Williamsburg Ave, Lot 86

Description of request:

Change Front Setback to 60 ft from center of road

Change Side Setback to 10ft on lot line bordering
lot 85

Kyle VonDeylen
OWNER(S) NAME (PRINT)

19901 County Rd X, Ridgeville Corners, OH 43555
ADDRESS- CITY, STATE, ZIP

770- 634- 9436
PHONE NUMBER


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.

APPLICANT NAME (PRINT)

ADDRESS

APPLICANT SIGNATURE

CITY, STATE, ZIP

Hearing #: _____

Hearing Date: _____

PHONE _____

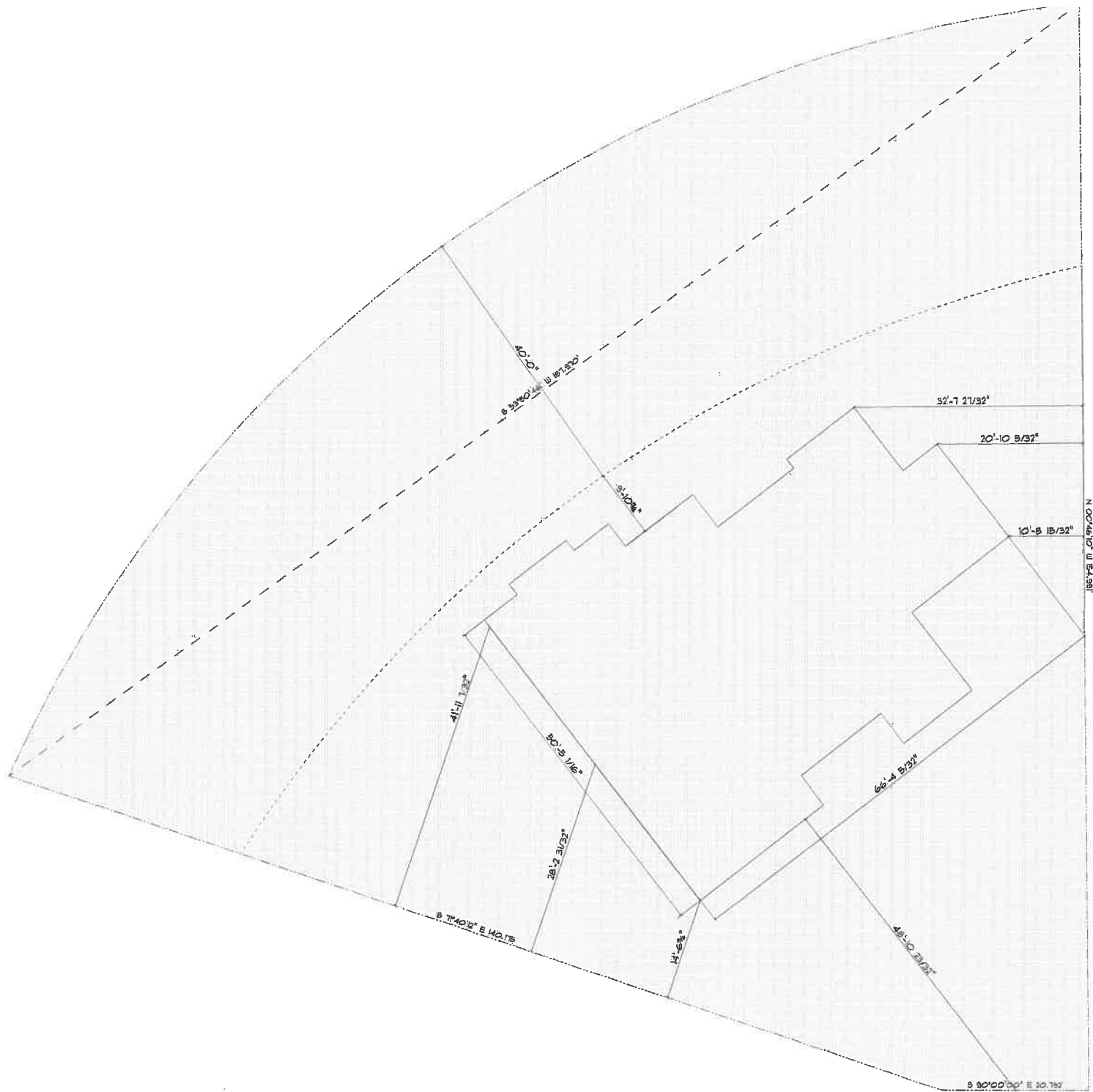
Zoning District: _____

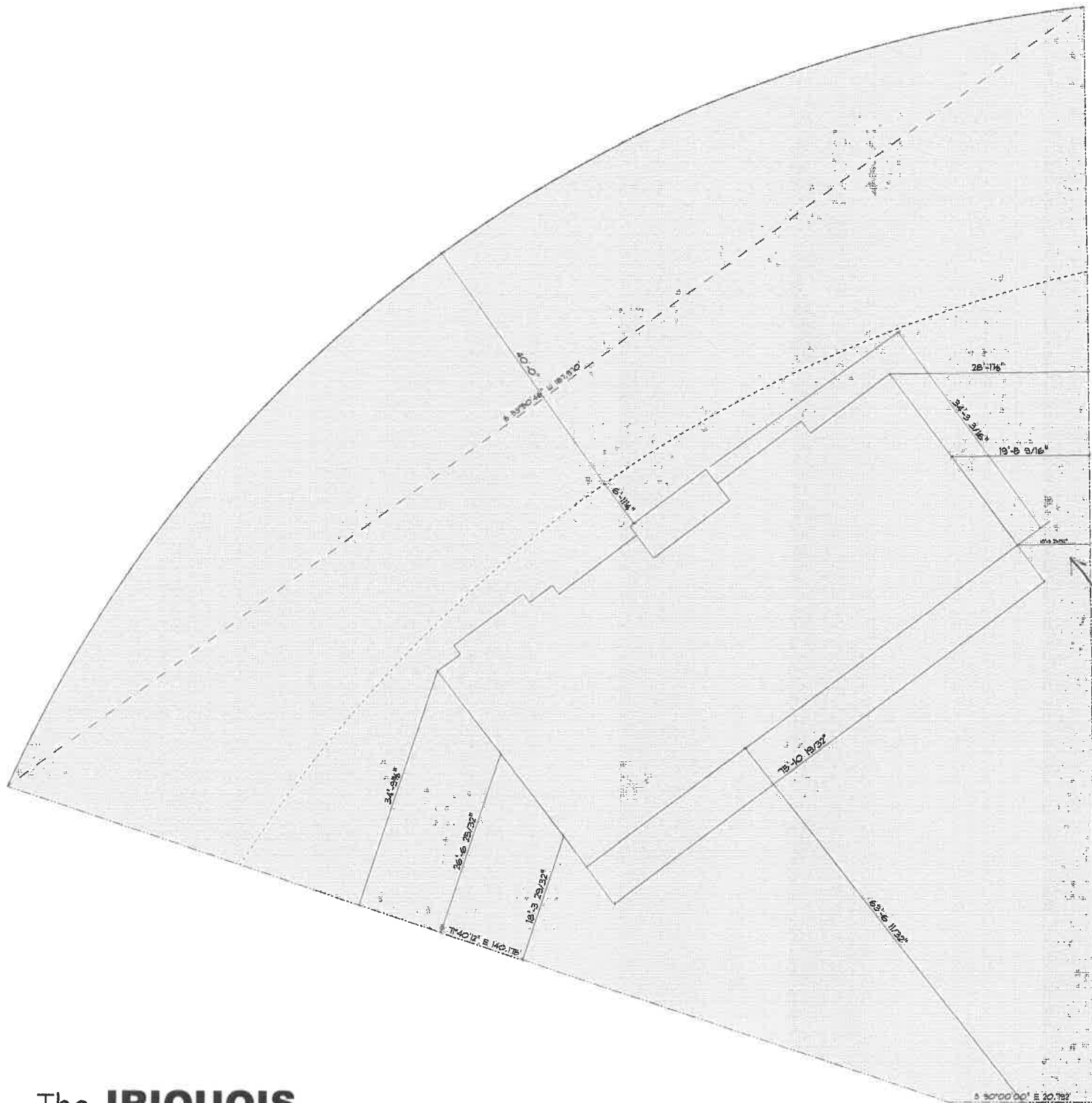
Office Use Only

Batch # _____

Check # _____

Date _____



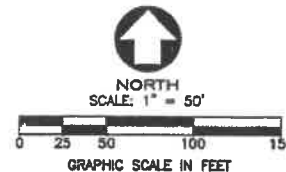
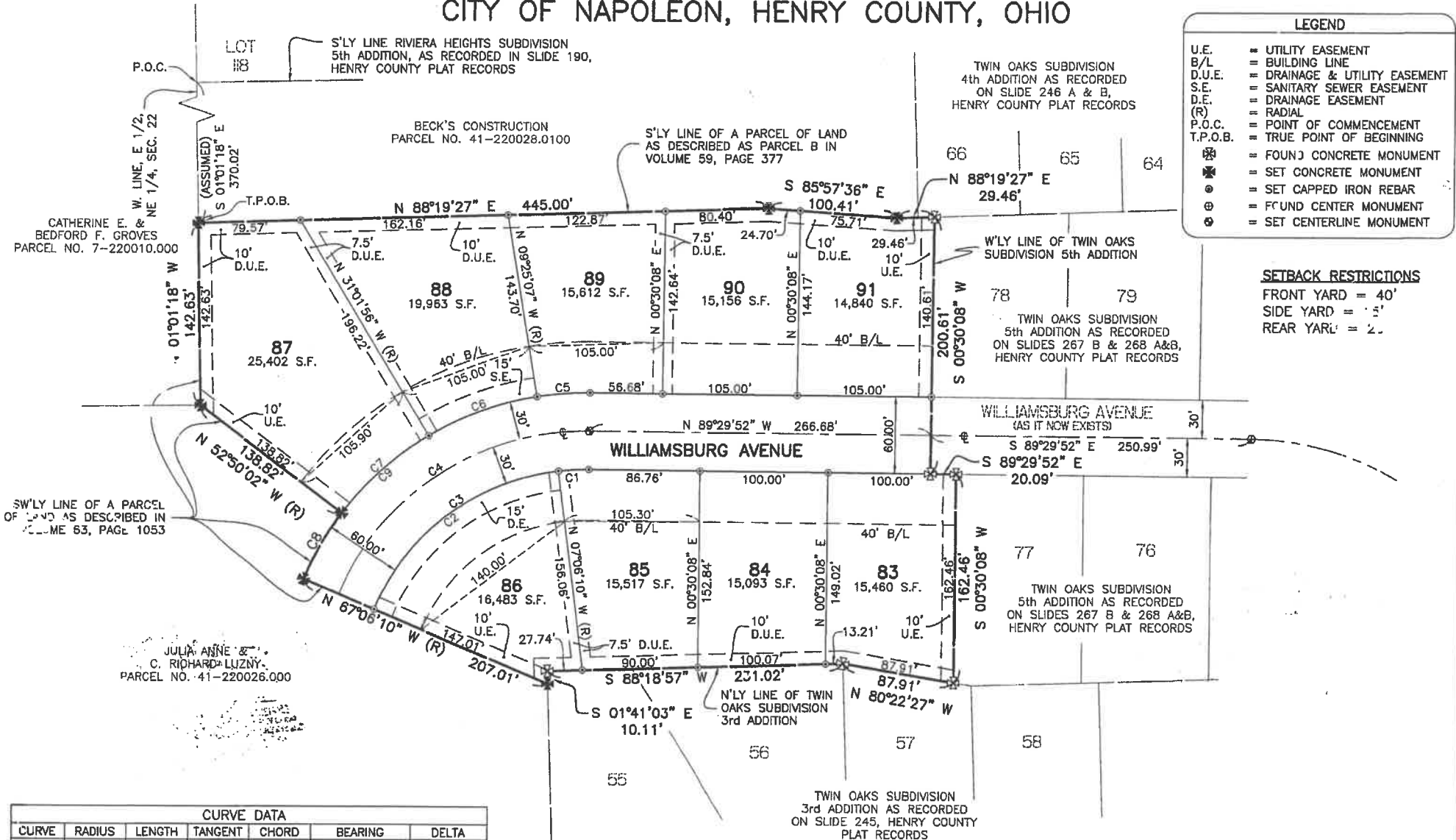


10' 3"

The **IRIQUOIS**

Twin Oaks Subdivision 6th Addition

CITY OF NAPOLEON, HENRY COUNTY, OHIO



Feller Finch & Associates, Inc.
Engineers • Surveyors
Landscape Architects
Planners

1683 Woodlands Drive P.O. Box 68
Maumee, Ohio 43537
Phone: (419) 893-3680
Fax: (419) 893-2982
www.fellerfinch.com

July 17, 2020

RE: Williamsburg Avenue Lot 86 Zoning Variance

To Whom It May Concern:

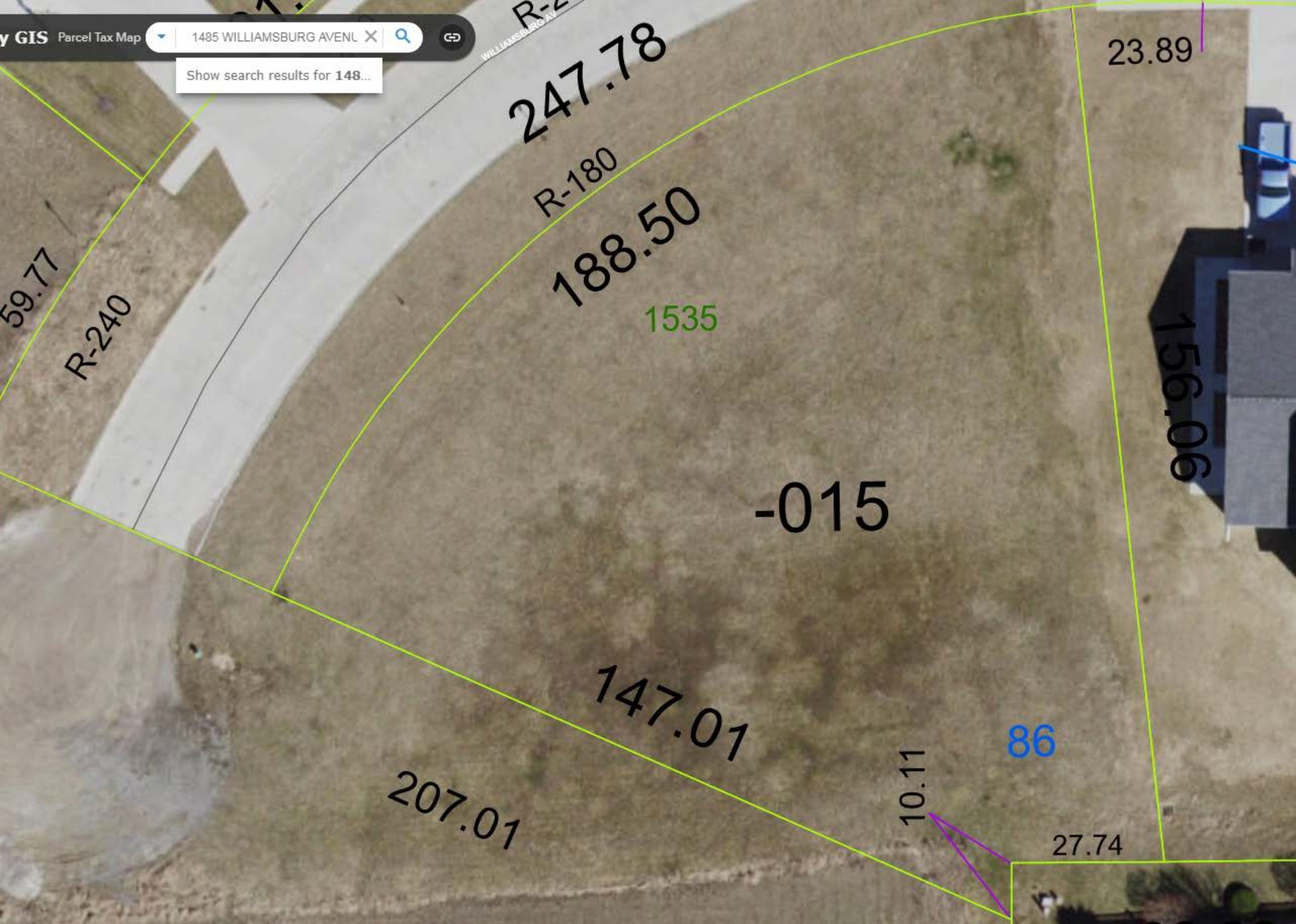
We are submitting a request for a variance to the setbacks on Lot 86 to give us more building space on the lot. Because of the irregular pie shape of the lot, we are finding it difficult to fit our home design on the lot with the current setbacks. We are hoping to maintain a large back yard to accommodate four kids and to potentially build a pool down the road. After meeting with three different builders, all three have asked that we try to obtain a variance to have the current setbacks changed. We are asking for a change in the front setback to 60 ft from the center of the road (30 ft from the back of the sidewalk), and a change to 10 ft on the side setback for the lot line that borders lot 85 on the plat map of the subdivision. The current zoning is 70 ft from the road center and 15 ft from the sides of the lot. These changes will allow enough building space to fit the home we are wanting to build comfortably on the lot and still maintain adequate back yard space for future development. I have attached two preliminary sketches of potential floor plans, both show the back left corner at 10 ft off the lot line. Because the home will follow the curve in the road, only the back corner of the home will be at the 10 ft setback. The front left corner of the home will be over 20 ft off the lot line. The 30 ft front setback is to allow for a three car side entry garage with the third bay being closer to the road than the main body of the home. While this may not be reflected in the preliminary sketches, it is something that all three builders have suggested. Should you have any questions, please don't hesitate to reach out to me at 770-634-9436.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Kyle VonDeylen', with a long horizontal flourish extending to the right.

Kyle VonDeylen, DC CCSP

Show search results for 148...





City of Napoleon, Ohio

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

Memorandum

To: Mayor & City Council, City Manager, City Law
Director, City Finance Director, Department
Supervisors, News Media
From: Roxanne Dietrich, Clerk of Council
Date: September 4, 2020
Subject: Technology and Communications Committee –
Cancellation

The regularly scheduled meeting of the Technology and
Communications Committee for Tuesday, September 08, 2020 at 6:15 pm has been CANCELED
due to lack of agenda items.



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

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

www.napoleonohio.com

Memorandum

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

From: Roxanne Dietrich, Clerk of Council

Date: September 4, 2020

Subject: Planning Commission – Rescheduled

The regularly scheduled meeting of the **PLANNING COMMISSION** for Tuesday, September 8, 2020 at 5:00 pm has been **RESCHEDULED** to Tuesday, September 15, 2020 at 5:00 pm.



Update

A weekly newsletter presented by American Municipal Power, Inc.

Aug. 28, 2020

AMP August Board Meeting update

By Jolene Thompson - President/CEO

The AMP Board of Trustees met virtually on Aug. 19 and 20 with the first day devoted to strategic planning and the second to Board and Committee action. Chair Jeff Brediger, Orrville director of utilities, opened the Board meeting by recognizing and thanking Jim Logan, executive director of infrastructure for the City of Hamilton for his contributions to the Board and public power. Logan recently accepted a new position outside of public power.

The strategic planning session was facilitated by Brad Kitchens of Scott Madden and focused on refreshing AMP's mission, vision and values statements, and reaffirming AMP's strategic priorities. More comprehensive strategic planning will take place in 2021. We plan to unveil the updated mission, vision and values statements at our annual conference in September.

AFEC Committee and Hydro Power Projects Committee

Staff reported that during July, the AMP Fremont Energy Center had its second highest production for 2020 with a capacity factor of 76 percent. Additionally, the Smithland hydroelectric plant exceeded its projected production for July and achieved an 89 percent capacity.

Solar Committee

Staff reported on a successful financing for the second tranche of Solar Phase II prepayments. More information can be found in the [Update article from Aug. 14](#), which can be found on the [Member Extranet](#) (login required).

Member Services Committee

Staff introduced template economic development promotional materials that communities can use to promote the benefits of public power, highlight their communities and advertise available development opportunities. The templates can be found [here](#) on the [Member Extranet](#) (login required).

Nominating Committee

Staff reported that the Nominating Committee met recently to review award nominations for the AMP Annual Conference in September.

The Board of Trustees passed a motion that award nominations submitted after the due date will not be eligible for consideration unless an extension request is received by the Nominating Committee or AMP staff prior to the nomination due date.

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

2020 AMP Conference to feature session on technology solutions

By Zachary Hoffman - communications and public relations specialist

The 2020 AMP Annual Conference will feature an educational session on available technology solutions and how they can benefit public power communities.

Moderators Chris Monacelli, electric utility manager for the City of Westerville and AMP Board of Trustees member, and Brannndon Kelley, AMP CIO, will discuss the different challenges currently facing the communities of public power and some of the beneficial technological solutions that are available to AMP member communities.

Do not forget to register for the virtual 2020 AMP Annual Conference [here](#).

Always remember the 360° Circle of Safety

By Kyle Weygandt - director of member safety

During these trying times, it can be easy to forget even some of the most basic safety protocols, one being the importance of the 360° Circle of Safety, a complete walk around bucket trucks or other vehicles to inspect for safety issues. Those who have attended AMP's Backing and Spotting Safety Course know about the high number of injuries and deaths caused by improper backing and no spotter, as well as the injuries and deaths that can happen when a 360° Circle of Safety is not performed.

Steps to follow include:

1. Make it a daily habit to check your space. Take 30 seconds to do the 360° walk around the vehicle to create the Circle of Safety before moving or working.
2. If you can, pull through to a parking space so you do not have to back out.
3. Use a spotter to help you see more. An extra set of eyes will cover your blind spots.
4. When in doubt, remember the G.O.A.L. (get out and look).
5. Vehicles can be fixed and replaced, a life cannot. Practice the 360° Circle of Safety at home and work, as it can help to eliminate the potential for injury, death and damage to vehicles or work records.

AMP offers regularly scheduled technical and safety training webinars, as other training opportunities, a description and schedule of trainings can be viewed in the [AMP Training Catalog](#). If you have questions about these training opportunities, please contact Jennifer Flockerzie at jflockerzie@amppartners.org or 614.540.0853. If you have questions about safety, please contact me at kweygandt@amppartners.org or 330.323.1269.

Remember, safety is contagious, do not be afraid to spread it!

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.

Sept. 15, 9 a.m.

Trench & Excavating Safety
Instructor: Kyle Weygandt

Nov. 5, 9 a.m.

Holiday Stress Management
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.



Space still available for AMP training courses

By Jennifer Flockerzie - manager of technical services logistics

There is still space available for AMP's Lineworker Training Advanced course, scheduled for Sept. 28-Oct. 1, and Hotline Training course, scheduled for Oct. 12-14. Members that are interested in these courses are encouraged to sign up now while spaces remain available.

The Lineworker Training Advanced course provides experienced lineworkers or fourth year apprentices the opportunity to gain more experience and knowledge in installation skills, simulated energized work and simulated hot stick work. The course is designed to provide an advanced knowledge of trouble investigation, crew leadership, communications and automation.

The Hotline Training course provides an in-depth understanding of proper work techniques for line construction from the bucket and focuses on the skills and knowledge required for bucket truck work. Similar to AMP's climbing class, the course is entirely hands-on, performed in the bucket and is geared toward operations staff.

Throughout the year, AMP offers high-quality training designed to improve employee performance and enhance safety. Members are encouraged to browse the updated [AMP Training Catalog](#) and sign up for any courses that might benefit their community. If you have questions about training, please contact me at jflockerzie@amppartners.org or 614.540.0853.

SAVE THE DATE!
AMP ANNUAL CONFERENCE

Sept. 22 - 23
VIRTUAL



REGISTER NOW
at www.amppartners.org

2020 AMP Conference to feature session on industry disruptors

By Zachary Hoffman

The 2020 AMP Annual Conference will feature an educational session on some of the biggest disruptors affecting public power and how to best prepare for and react to them.

Moderators Brian O'Connell, utilities director for the City of Bowling Green and AMP Board of Trustees member, and Erin Miller, AMP assistant vice president of energy policy and sustainability, will discuss the major disruptors affecting the industry including solar, energy storage, electric vehicles, connected devices and equitable rates, and will cover best practices, lessons learned and past experiences of AMP member communities.

Do not forget to register for the virtual 2020 AMP Annual Conference [here](#).

Energy market update

By Jerry Willman - assistant vice president of energy marketing

The September 2020 natural gas contract increased \$0.118/MMBtu to close at \$2.579 yesterday. The EIA reported an injection of 45 Bcf for the week ending Aug. 21, which was slightly below market expectations of 46 Bcf. The year-ago build was 60 Bcf and the five-year average was 49 Bcf. Storage is now 3,420 Bcf, 20.4 percent above a year ago and 14.7 percent above the five-year average. The natural gas seasonal injection running total is +1,434 Bcf versus the five-year average of +1,288 Bcf.

On-peak power prices for 2021 at AD Hub closed yesterday at \$33.58/MWh, which increased \$0.31/MWh for the week.

On Peak (16 hour) prices into AEP/Dayton hub				
Week ending Aug. 28				
MON	TUE	WED	THU	FRI
\$33.85	\$40.63	\$40.32	\$41.90	\$31.99
Week ending Aug. 21				
MON	TUE	WED	THU	FRI
\$27.89	\$24.39	\$23.43	\$25.24	\$28.08
AEP/Dayton 2021 5x16 price as of Aug. 27 — \$33.58				
AEP/Dayton 2021 5x16 price as of Aug. 20 — \$33.27				

AFEC weekly update

By Jerry Willman

The AMP Fremont Energy Center (AFEC) plant operated in 2x1 configuration for the week. The plant shut down overnight Friday through Thursday for the off-peak hours based on PJM economics. Duct firing operated for 81 hours this week. For the week, the plant generated at a 61.4 percent capacity factor (based on 675 MW rating).

Security tip - CAPTCHA used to legitimize scams

By Jared Price - vice president of information technology and CTO

Have you ever found yourself staring at a wobbly letter trying to decide if it is an x or y, just to prove to a website that you are not a robot? This funny little test is called a CAPTCHA and it is used to help prevent automated malicious software, commonly known as bots, from accessing sensitive information. Unfortunately, cybercriminals are now using CAPTCHAs as a way to make their phishing scams seem more legitimate.



In a recent Netflix-themed attack, scammers are sending a phishing email that claims "your payment did not go through and your account will be suspended in the next 24 hours." To resolve the issue, you are instructed to click on a link in the email to update your information. If you click the link, you are taken to a CAPTCHA page. Once you pass the CAPTCHA, you are redirected to an unrelated webpage that looks like a Netflix login page. Here you are asked to enter your username and password, your

billing address and your credit card information. Do not be fooled. Anything entered here is sent directly to the cybercriminals.

Remember these tips:

- Phishing emails are often designed to create a sense of urgency. In this case, "your account will be suspended in the next 24 hours!" Think before you click, the bad guys rely on impulsive clicks.
- When an email asks you to log into an account or online service, log into your account through your browser and not by clicking the link in the email. That way, you can ensure you are logging into the real website and not a phony look-alike.
- Remember, anyone can create a CAPTCHA webpage, so do not fall for this false sense of security.

New content from the Smart Electric Power Alliance

By Brad Benton - senior manager of membership, SEPA

As a member of the Smart Electric Power Alliance (SEPA), you have unlimited access to all SEPA content. From webinars to research reports to participating in working groups, it is all included in your membership.



**Smart Electric
Power Alliance**

You can access all these resources and more at www.sepapower.org.

Attend: SEPA's Virtual Working Group Meetings- September 22 - 24, 2020

The SEPA Working Groups will lead you through short, virtual sessions going deep into the trends and challenges of the transition to a carbon-free energy system. There is no cost to you as a SEPA member - see the full agenda and register [here](#).

Watch: SEPA Talks to Utility Leaders

SEPA President and CEO Julia Hamm sits down with utility leaders to discuss challenges the current crisis is posing to their teams and how they are remaining focused on long-term carbon reduction goals.

www.sepapower.org/sepatv

Read: SEPA Electric Vehicle Report

The *Guidelines for Selecting a Communications Protocol for Vehicle-Grid Integration* report includes a four-step process for selecting an open communication protocol, three vehicle-to-grid integration use cases and information on why open communication protocols are vital for utilities. Download the report [here](#)

As always, do not hesitate to contact Spencer Schecht on the SEPA Membership Team to learn more about your benefits. He can be reached at sschecht@sepapower.org or 202.350.4671.

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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.

City of Bowling Green seeks applicants for wastewater treatment plant operator

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

Interested persons must complete an application packet that is available either by visiting the Personnel Department of the City of Bowling Green at 304 N. Church St, Bowling Green, OH 43402-2399, or online [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 BGPpersonnel@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 Sept. 3, 4:30 p.m. AA/EEO

Bryan Municipal Utilities seeks applicants for engineering supervisor

Bryan Municipal Utilities (BMU) is accepting applications for an engineering supervisor. This position is responsible for planning and assisting BMU's construction and maintenance and capital improvement projects with departmental superintendents, including the preparation of bid books. This position also manages the Geographic Information's Systems (GIS), GPS and Ohio Utilities Protection Service (OUPS) work related to BMU infrastructure.

Candidates should understand engineering methods and practices used in the construction, operation and maintenance of a municipal electric distribution system, broadband communication system, water distribution and treatment system, and hydroelectric and turbine generation. AutoCAD and ESRI software experience is a plus. Must have a passion to learn and solve problems and willingness to dig deeper to find the root cause of problems.

Preferred candidate will bachelor's degree in engineering or business from an accredited college; seven to 10 years of experience in an engineering department with supervisory responsibilities; or an equivalent combination of education, experience, and training which provides the required knowledge, skills, and abilities. A job description with complete qualifications may be downloaded [here](#).

Applications can be completed at Bryan Municipal Utilities, 841 E. Edgerton St., between 8 a.m. and 4 p.m., Monday to Friday. Resumes may be mailed to the above address or emailed to humanresources@cityofbryan.com. EOE

City of Piqua seeks applicants for journeyman lineworker

Piqua Power System has an immediate opening for an individual skilled in maintenance and installation of high and low voltage power lines; climbing poles or use of bucket truck to work on energized high and low voltage power lines. Must possess Journeyman Certification and a Class A CDL. Interested applicants should click [here](#) to apply. All application material must be received by Sept. 4. EOE

City of Cuyahoga Falls seeks applicants for four positions

Line foreman

The City of Cuyahoga Falls is seeking applicants for the position of line foreman in the Electric Department. Under the general guidance and direction of the assistant electric utility superintendent, supervises, plans, schedules and assists in the activities of a group of line personnel in the construction, repair and maintenance of overhead and underground transmission, distribution and street lighting power lines.

Candidates must possess a high school diploma or GED equivalent; considerable experience at the level of Lineman A or Journeyman Lineman; or any equivalent combination of experience or training which provides the required knowledge, skills and abilities. Must possess a valid State of Ohio Class B commercial driver's license and the ability to maintain continuing eligibility under the city's driver eligibility standards. Must obtain a Class A CDL within one year of hire date. Candidates must be a non-smoker and non-tobacco user, including but not limited to cigarettes, cigars, pipes, snuff, etc. for the duration of their employment with the City of Cuyahoga Falls. Must have a thorough knowledge of the practices, procedures and methods of a Lineman A or a Journeyman Lineman. Must be skilled in the operation of computers, iPad tablets, calculators, portable/mobile radio; trucks, derricks, winches, bucket trucks, voltmeters, phasing sticks, safety grounds and various hand tools. Must have the ability to plan and supervise the work of others; maintain records and prepare technical diagrams and reports; maintain good public relations; communicate effectively verbally and in writing; work in inclement weather; respond to emergency overtime requests; establish successful working relationships; and work with angry and difficult customers

The starting hourly rate for this position is \$32.87 per hour, with regular step increases the first five years. After five successful years in the position, the hourly rate is \$41.07 per hour. The typical workweek is Monday-Friday; from 7 a.m. to 3 p.m. Deadline for applications is Aug. 31.

Storm water administrator/operations supervisor

The City of Cuyahoga Falls is seeking applicants for the position of storm water administrator/operations supervisor in the Storm Water Division of the Water Department. Under the supervision of the water utilities superintendent, supervises, plans, and coordinates work related to the city storm-water management program and performs related work in conjunction with sewer/storm water projects. Works on budgeting, project management, formal bidding and contracts. Assists with any and all duties that are requested and performs additional tasks as required. Uses good judgement and exercises exceptional planning ability with projects.

Graduation from an accredited college or university with a bachelor's degree in environmental sciences, environmental engineering, chemistry, ecology, biology, microbiology, geology or related field; five years of experience related to storm-water management and/or plumbing-inspection practices and safety techniques or civil engineering principles is required. Or, any combination of education and experience that provides the required knowledge, skills and abilities. Certified Professional in Municipal Storm Water Management (CPMSM) is preferred. If not already in possession of this certificate upon hire, it must be obtained within one year of employment. Candidates must be a non-smoker and non-tobacco user, including but not limited to cigarettes, cigars, pipes, snuff, etc. for the duration of their employment with the City of Cuyahoga Falls. Thorough knowledge of storm water drainage and sanitary sewer systems; plumbing knowledge is preferred. Must be skilled in the use of personal computers and a variety of measuring devices, televising equipment, and surveying equipment; planning, organizing and directing; effective human relation; and verbal and written communication.

The starting annual salary is \$55,956. After five successful years in the position, the annual salary is \$69,928. The typical workweek is Monday-Friday; 8 a.m. to 5 p.m. Deadline for applications is Sept. 4.

Water distribution manager

The City of Cuyahoga Falls is seeking applicants for the position of water distribution manager in the Water Department. Plans and supervises the field installation, maintenance and repair of water lines, lift stations, meters and hydrants and does related work as required. Must have the ability to guide, direct and motivate employees; train subordinates and maintain various equipment used in water maintenance and repair such as backhoe and dump trucks; organize and supervise the activities of various crews performing installation and maintenance work; communicate effectively verbally and in writing; establish and maintain effective working relationships with employees, other departments, and the public. Should be skilled in the use motorized vehicles and equipment, including dump truck, pickup truck, utility truck, jetter truck, street roller, backhoe, manlife, tamper, plate compactor, saws, pumps, compressors, sanders, generators, common hand and power tools, shovels and wrenches.

Graduation from high school or GED equivalent; and at least seven years of experience relating to the installation, repair and maintenance of water distribution systems; including the operation of related maintenance equipment; or any combination of education and experience that provides the required knowledge, skills and abilities. A Class II Water Distribution license is required. Possession of a valid State of Ohio CDL Class A with tanker endorsement is preferred. Candidates must be a non-smoker and non-tobacco user, including but not limited to cigarettes, cigars, pipes, snuff, etc. for the duration of their employment with the City of Cuyahoga Falls. Thorough knowledge of equipment, facilities, materials, methods and procedures used in public water distribution systems; and thorough knowledge of pipe installation, connection and repair.

Starting annual salary is \$64,672. After five successful years in the position, the annual salary is \$80,832. The typical workweek is Monday-Friday; 7:30 a.m. to 4 p.m. Deadline for applications has been extended until Sept. 4.

Sewer collections manager

The City of Cuyahoga Falls is seeking applicants for the position of sewer collections manager in the Water Department. Coordinates work related to the city storm water and sanitary collection systems, coordinates related work in conjunction with sewer/storm water projects. Should be skilled in the use of personal computers (with extensive use of Microsoft Word and Microsoft Excel); some Auto CAD experience is required. Uses a variety of measuring devices and a mobile radio, phone, copier and fax machine. Required to operate various vehicles. Must have thorough knowledge of storm-water drainage and sanitary-sewer systems and demonstrated ability to establish and maintain effective working relationships with residents, associates, land developers, contractors, utility companies and city officials; maintain efficiencies and meet deadlines; work both independently and in team-related situations.

Graduation from high school or GED equivalent; and five years of experience related to sanitary sewer and storm water collection systems, plumbing-inspection practices and safety techniques or civil engineering principles; or any equivalent combination of education and experience that provides the required knowledges, skills and abilities. Must possess a valid State of Ohio driver's license and ability to maintain continuing eligibility under the city's driver eligibility standards. Possession of an EPA Class II Water Distribution license or a Class II or Class III Water Supply license is required. Class A CDL with tanker endorsement is preferred. Candidates must be a non-smoker and non-tobacco user, including but not limited to cigarettes, cigars, pipes, snuff, etc. for the duration of their employment with the City of Cuyahoga Falls.

Starting annual salary is \$64,672. After five successful years in the position, the annual salary is \$80,832. The typical workweek is Monday-Friday; 7:30 a.m. to 4:00 p.m. Deadline for applications has been extended until Sept. 4.

How to apply

Interested candidates must submit a City of Cuyahoga Falls Civil Service Application and detailed resume to the Human Resources Department. Applications can be found online at www.cityofcf.com. No fee is required to apply for these positions. Applications must be mailed to: City of Cuyahoga Falls, Attn: Civil Service Commission, 2310 Second St., Cuyahoga Falls, Ohio 44221.

City of Clyde to hold civil service examination for open electric apprentice position

The City of Clyde has scheduled a civil service examination for an open electric apprentice position for Clyde Light and Power. The examination will be held on Sept. 24, 5 p.m. Applicants must have completed secondary education or general education degree. Must have experience in public contact work, some experience in general labor or installation and maintenance tasks related to electric line work; or equivalent combination of education, training and experience. Must possess or be able to obtain a valid Ohio Class A Commercial Driver's License; must possess or be able to obtain CPR and First Aid certifications; must be able to obtain city prescribed Journeyman Certification within required time frame; a four-year training program with AMP and the Northwest Lineman College. If applicable, Military Discharge Records (DD-214 Form) must also accompany the application.

Applications may be obtained on the City of Clyde website beginning Aug. 17, 8:00 a.m., and must be returned no later than Sept. 18, 4 p.m. Please call 419.547.6898 to set up a time to drop off your application. The City of Clyde 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

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.

Opportunities available at AMP

AMP is seeking applicants for the following positions:

Manager of reliability standards

Hydro plant operator - Willow Island Hydroelectric Plant

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

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