

# November 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>1</b>	<b>2</b> 6:15 pm – Technology and Communications Comm. 7:00 pm – CITY COUNCIL	<b>3</b>	<b>4</b> 6:30 pm - Parks & Rec Board	<b>5</b>	<b>6</b> 8:00 am–Council and Finance and Budget Committee 2021 Budget Meetings	<b>7</b> 8:00 am–Council and Finance and Budget Committee 2021 Budget Meetings
<b>8</b>	<b>9</b> 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	<b>10</b> 8:00 am – Privacy Committee	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b> 7:00 pm – CITY COUNCIL	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b> 6:30 pm – Finance & Budget Committee 7:30 pm - Safety and Human Resources Committee	<b>24</b> 4:30 pm Civil Service	<b>25</b> 6:30 pm - Parks & Rec Board	<b>26</b> CLOSED 	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b> <i>5<sup>th</sup> Monday</i>					



# City of Napoleon, Ohio

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

## Memorandum

**To:** Mayor and Members of City Council  
**From:** Roxanne Dietrich, Clerk of Council  
**cc:** Joel L. Mazur-City Manager,  
Billy D. Harmon-City Law Director,  
Kelly O'Boyle-Finance Director  
**Date:** November 16, 2020  
**Subject:** General Information

### CALENDAR

#### MONDAY, NOVEMBER 16<sup>TH</sup>

#### INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS

**Resolution No. 062-20**, a Resolution Authorizing the Expenditure of Funds and Authorizing a Department Director to take Bids on Certain Projects, Services, Equipment, Materials, or Supplies without the Requirement for Additional Legislation to do so in the Year 2021; and Declaring an Emergency

**Resolution No. 063-20**, a Resolution Authorizing Expenditure of Funds in Excess of Twenty-Five Thousand Dollars (\$25,000) in and for the Year 2021 as it Relates to Reoccurring Costs Associated with the Operation of the City, for Payment of Expenses, and for Purchases Associated with Vendors Utilized by Multiple Departments within the City; Elimination of Necessity of Competitive Bidding in and for the Year 2021 as it relates to Certain Transactions; and Declaring an Emergency

**Ordinance No. 064-20**, an Ordinance Establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year Ending December 31, 2021, listed in Exhibit "A;" and Declaring an Emergency

**Resolution No. 065-20**, a Resolution Authorizing the Finance Director to Transfer Certain Fund Balances from Respective Funds to Other Funds per Section 5705.14 ORC on an as Needed Basis in Fiscal Year 2021, listed in Exhibit "A;" and Declaring an Emergency

**Ordinance No. 066-20**, an Ordinance Amending the Allocation of Funds as Found in Sections 193.11 and 194.013 of the Codified Ordinances of the City of Napoleon, Ohio; and Declaring an Emergency

**Ordinance No. 067-20**, an Ordinance Establishing a New Position Classification Pay Plan for Employees of the City Of Napoleon, Ohio for the Year 2021; Repealing Ordinance No. 088-19; and Declaring an Emergency

**Resolution No. 068-20**, a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2021; and Declaring an Emergency

**Ordinance No. 069-20**, an Ordinance Apportioning the Expenses Incurred Including Wages, Salaries and Fringe Benefits of the Mayor, Council, and Various Other Departments of the City of Napoleon Which Are Not Otherwise Directly Charged to Special and/or Capital Projects Among Various Accounts Effective January 1, 2021; Amending Ordinance No.(s) 104-09 and 087-19; and Declaring an Emergency

#### SECOND READINGS OF ORDINANCES AND RESOLUTIONS

**Ordinance No. 054-20**, an Ordinance Amending Certain Sections of Chapter 955 of the Codified Code of Ordinances of the City of Napoleon, Ohio, specifically Section 955.16, regarding Current Municipal Swimming Pool Admission Rates, also Adding Section 955.16(g) regarding Corporate Membership Pool Admission Rates

**Resolution No. 055-20**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio and MSG Investments, Ltd. within Napoleon CRA #6; and Declaring an Emergency

**Ordinance No. 056-20**, an Ordinance Declaring the Improvement of Certain Parcels of Real Property to be a Public Purpose; Declaring such Property to be Exempt from Real Property Taxation; Designating Specific Public Infrastructure Improvements Made, to be Made, or in the Process of Being Made, that Directly Benefit, or that Once Made will Directly Benefit, the Parcels for which Improvement is Declared to be a Public Purpose; requiring Annual Service Payments in Lieu of Taxes; Providing Related Authorizations pursuant to Ohio Revised Code Sections 5709.40(B), 5709.42, 5709.43, 5709.832 and 5709.85; and Approving Compensation Agreements with the Boards of Education of the Napoleon Area City School District and the Liberty Center Local School District

**THIRD READINGS OF ORDINANCES AND RESOLUTIONS**

**Resolution No. 052-20**, a Resolution Authorizing the City Manager to Enter into an Annexation Agreement with William R. Meyers for the Annexation of 3.038 acres of land, more or less.

**Ordinance No. 053-20**, an Ordinance to Amend Chapter 194, specifically Section 194.081 “Credit for Tax Paid – City of Napoleon,” of the Codified Ordinances of the City of Napoleon Regarding Municipal Income Tax, Amending Ordinance No. 053-15, and Declaring an Emergency

**GOOD OF THE CITY** (Discussion/Action)

Approval of Power Supply Cost Adjustment Factor for November 2020 as PSCA 3-month Averaged Factor \$0.001266 and JV2 \$0.020715

Approval of Specifications and go out to Bid for Chemicals to the Water Treatment Plant and Wastewater Treatment Plant for the Year 2021

Approval of Plans and Specifications and go out to Bid for the Euclid Avenue Sanitary Sewer Improvements Project.

Approval of Plans and Specifications and go out to Bid for the VanHyning Pumping Station Replacement Project

Recommendation to extend the Moratorium on Fees for Single Family Residential Homes One Year Ending December 31, 2021 (direct Law Director to Draft Legislation) –*this is the recommendation of the Municipal Properties Committee*

To extend the deadline for operating public meetings electronically (direct Law Director to Draft Legislation)

**INFORMATIONAL ITEMS**

AMP Weekly Newsletter/November 9, 2020

*City of Napoleon, Ohio*

**CITY COUNCIL**

**MEETING AGENDA**

**Monday, November 16, 2020 at 7:00 pm**

City Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio  
The WebEx link to the meeting will be posted at [www.napoleonohio.com](http://www.napoleonohio.com)

**A. Attendance** (Noted by the Clerk)

**B. Prayer and Pledge of Allegiance**

**C. Mayor's Presentation of the 2021 Budget**

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

1. November 2, 2020 Regular Council Meeting Minutes
2. November 6, 2020 Special Council Meeting Minutes
3. November 7, 2020 Special Council Meeting Minutes

**E. Citizen Communication**

**F. Reports from Council Committees**

1. Electric Committee met on November 9, 2020; and
  - a. Approved the Power Supply Cost Adjustment Factor for November, 2020
2. Water, Sewer, Refuse, Recycling and Litter Committee met on November 9, 2020; and
  - a. Reviewed the water and sewer rates. Courtney & Associates will be at the December meeting to do a presentation on the rates.
3. Municipal Properties, Building, Land Use and Economic Development Committee met on November 9, 2020; and
  - a. recommend City Council extend the Moratorium on Fees for Single Family Residential Homes for One Year Ending December 31, 2021

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

1. Park and Recreation Board met on November 4, 2020
2. Privacy Committee met on November 10, 2020.
3. Board of Zoning Appeals did not meet on November 10, 2020 due to lack of agenda items
4. Planning Commission did not meet on November 10, 2020 due to lack of agenda items

**H. Introduction of New Ordinances and Resolutions**

1. **Resolution No. 062-20**, a Resolution Authorizing the Expenditure of Funds and Authorizing a Department Director to take Bids on Certain Projects, Services, Equipment, Materials, or Supplies without the Requirement for Additional Legislation to do so in the Year 2021; and Declaring an Emergency
2. **Resolution No. 063-20**, a Resolution Authorizing Expenditure of Funds in Excess of Twenty-Five Thousand Dollars (\$25,000) in and for the Year 2021 as it Relates to Reoccurring Costs Associated with the Operation of the City, for Payment of Expenses, and for Purchases Associated with Vendors Utilized by Multiple Departments within the City; Elimination of Necessity of Competitive Bidding in and for the Year 2021 as it relates to Certain Transactions; and Declaring an Emergency
3. **Ordinance No. 064-20**, an Ordinance Establishing the Appropriation Measure (Budget) of the City of Napoleon, Ohio for the Fiscal Year Ending December 31, 2021, listed in Exhibit "A;" and Declaring an Emergency



4. **Resolution No. 065-20**, a Resolution Authorizing the Finance Director to Transfer Certain Fund Balances from Respective Funds to Other Funds per Section 5705.14 ORC on an as Needed Basis in Fiscal Year 2021, listed in Exhibit "A;" and Declaring an Emergency
5. **Ordinance No. 066-20**, an Ordinance Amending the Allocation of Funds as Found in Sections 193.11 and 194.013 of the Codified Ordinances of the City of Napoleon, Ohio; and Declaring an Emergency
6. **Ordinance No. 067-20**, an Ordinance Establishing a New Position Classification Pay Plan for Employees of the City Of Napoleon, Ohio for the Year 2021; Repealing Ordinance No. 088-19; and Declaring an Emergency
7. **Resolution No. 068-20**, a Resolution Authorizing a Contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the Year 2021; and Declaring an Emergency
8. **Ordinance No. 069-20**, an Ordinance Apportioning the Expenses Incurred Including Wages, Salaries and Fringe Benefits of the Mayor, Council, and Various Other Departments of the City of Napoleon Which Are Not Otherwise Directly Charged to Special and/or Capital Projects Among Various Accounts Effective January 1, 2021; Amending Ordinance No.(S) 104-09 and 087-19; and Declaring an Emergency

#### **I. Second Readings of Ordinances and Resolutions**

1. **Ordinance No. 054-20**, an Ordinance Amending Certain Sections of Chapter 955 of the Codified Code of Ordinances of the City of Napoleon, Ohio, specifically Section 955.16, regarding Current Municipal Swimming Pool Admission Rates, also Adding Section 955.16(g) regarding Corporate Membership Pool Admission Rates
2. **Resolution No. 055-20**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio and MSG Investments, Ltd. within Napoleon CRA #6; and Declaring an Emergency
3. **Ordinance No. 056-20**, an Ordinance Declaring the Improvement of Certain Parcels of Real Property to be a Public Purpose; Declaring such Property to be Exempt from Real Property Taxation; Designating Specific Public Infrastructure Improvements Made, to be Made, or in the Process of Being Made, that Directly Benefit, or that Once Made will Directly Benefit, the Parcels for which Improvement is Declared to be a Public Purpose; requiring Annual Service Payments in Lieu of Taxes; Providing Related Authorizations pursuant to Ohio Revised Code Sections 5709.40(B), 5709.42, 5709.43, 5709.832 and 5709.85; and Approving Compensation Agreements with the Boards of Education of the Napoleon Area City School District and the Liberty Center Local School District

#### **J. Third Readings of Ordinances and Resolutions**

1. **Resolution No. 052-20**, a Resolution Authorizing the City Manager to Enter into an Annexation Agreement with William R. Meyers for the Annexation of 3.038 acres of land, more or less.
2. **Ordinance No. 053-20**, an Ordinance to Amend Chapter 194, specifically Section 194.081 "Credit for Tax Paid – City of Napoleon," of the Codified Ordinances of the City of Napoleon Regarding Municipal Income Tax, Amending Ordinance No. 053-15, and Declaring an Emergency

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

1. **Discussion/Action:** Approval of Power Supply Cost Adjustment Factor for November 2020 as PSCA 3-month Averaged Factor \$0.001266 and JV2 \$0.020715
2. **Discussion/Action:** Approval of Specifications and go out to Bid for Chemicals to the Water Treatment Plant and Wastewater Treatment Plant for the Year 2021
3. **Discussion/Action:** Approval of Plans and Specifications and go out to Bid for the Euclid Avenue Sanitary Sewer Improvements Project.
4. **Discussion/Action:** Approval of Plans and Specifications and go out to Bid for the VanHying Pumping Station Replacement Project
5. **Discussion/Action:** recommendation to extend the Moratorium on Fees for Single Family Residential Homes One Year Ending December 31, 2021 (direct Law Director to Draft Legislation)
6. **Discussion/Action:** to extend the deadline for operating public meetings electronically (direct Law Director to Draft Legislation)

**L. Executive Session** (as may be needed)

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

**N. Adjournment**

  
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Roxanne Dietrich - Clerk of Council

**A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL**

1. **Technology & Communication Committee (1<sup>st</sup> Monday)**  
*(Next Regular Meeting: Monday, December 7, 2020 @6:15 pm)*
2. **Electric Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 14, 2020 @6:15 pm)*
  - a. Review of Power Supply Cost Adjustment Factor for December 2020
  - b. Update on Substations
  - c. Electric Department Report
3. **Water, Sewer, Refuse, Recycling & Litter Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 14, 2020 @7:00 pm)*
  - a. Update on 2021 Wastewater Treatment Plant Improvements Project
4. **Municipal Properties, Buildings, Land Use & Economic Development Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 14, 2020 @7:30 pm)*
5. **Parks & Recreation Committee (3<sup>rd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 21, 2020 @6:00 pm)*
6. **Finance & Budget Committee (4<sup>th</sup> Monday)**  
*(Next Regular Meeting: Monday, November 23, 2020 @6:30 pm)*
  - a. January 25, 2021 – City Council pay
7. **Safety & Human Resources Committee (4<sup>th</sup> Monday)**  
*(Next Regular Meeting: Monday, November 23, 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 (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 14, 2020 @6:15 pm)*
  - a. Review of Power Supply Cost Adjustment Factor for December 2020
  - b. Update on Substations
  - c. Electric Department Report
  - d. Update on 2021 Wastewater Treatment Plant Improvements Project
2. **Board of Zoning Appeals (2<sup>nd</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, December 15, 2020 @4:30 pm)*
3. **Planning Commission (2<sup>nd</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, December 15, 2020 @5:00 pm)*
4. **Tree Commission (3<sup>rd</sup> Monday)**  
*(Next Regular Meeting: Monday, January 18, 2021 at 6:00 pm)*
5. **Civil Service Commission (4<sup>th</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, November 24, 2020 @4:30 pm)*
6. **Parks & Recreation Board (Last Wednesday)**  
*(Next Regular Meeting: Wednesday, November 25, 2020 @6:30 pm)*
7. **Privacy Committee (2nd Tuesday in May & November)**  
*(Next Regular Meeting: Tuesday, May 11, 2021 @10:30 am)*
8. **Records Commission (2<sup>nd</sup> Tuesday in June & December)**  
*(Next Regular Meeting: Tuesday, June 8, 2021 @4:00 pm)*
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, November 2, 2020 at 7:00 pm

## PRESENT

Councilmembers	Joseph D. Bialorucki-Council President, Daniel Baer-Council President Pro-Tem, Jeff Comadoll, Lori Siclair, Ken Haase, Ross Durham, Molly Knepley
Mayor	Jason P. Maassel
City Manager	Joel L. Mazur
City Law Director	Billy D. Harmon via WebEx
Finance Director	Kelly O’Boyle via WebEx
City Staff	Clayton O’Brien-Fire Chief, Dave Mack-Chief of Police Tony Cotter-Director of Parks and Recreation, Asst. Fire Chief Frey, Captain Bowen, Dispatchers-Tonya Walker & Kore Rasey Firefighters
Clerk of Council	Roxanne Dietrich
Others	Pastor Chip Bullock, Napoleon Church of the Nazarene
Others 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.

Council President Bialorucki moved up Agenda Item J.9. – Acceptance of Donation from the Napoleon Nazarene Church.

Pastor Chip Bullock from the Napoleon Church of the Nazarene was in attendance to present a donation to the Parks and Recreation Department. Pastor Bullock said for the last few years they have been hosting a Run for the City 5K. We feel very much a part of this community and want to be a good community partner. Over the past three years, we have donated close to \$14,000. Obviously, this year was different but we decided to have the 5K anyways and had to do it virtually. Our community rallied around and even during the COVID pandemic, we raised \$3,500 and would like to present that to the Parks and Rec Department. I believe there are things they plan on getting for the new pool. We are proud to be part of the community and like to partner in tangible ways to make this a better place.

Motion: Haase                      Second: Siclair  
to accept the donation from the Napoleon Church of the Nazarene to the Parks and Rec Department

Roll call vote on the above motion:

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

## APPROVAL OF MINUTES

Hearing no corrections or objections, the minutes from the October 19, 2020 City Council meeting were approved as presented.

## CITIZEN COMMUNICATION

None.

## **REPORTS FROM COUNCIL COMMITTEES**

The **Finance and Budget Committee** met on October 26, 2020 and recommended approval of Supplement No. 6 to City Council. Due to lack of agenda items, the **Safety and Human Resources Committee** did not meet on October 26, 2020. Chairman Durham reported the **Technology and Communications Committee** met earlier this evening and discussed the cyber security update and the capital replacement plan for the IT Department.

## **INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS**

### **Ordinance No. 054-20 – Amending Swimming Pool Admission Rates**

Council President Bialorucki read by title, **Ordinance No. 054-20** an Ordinance Amending Certain Sections of Chapter 955 of the Codified Code of Ordinances of the City of Napoleon, Ohio, specifically Section 955.16, Regarding Current Municipal Swimming Pool Admission Rates, also Adding Section 955.16(G) Regarding Corporate Membership Pool Admission Rates

Motion: Siclair                                      Second: Haase  
to approve First Read of Ordinance No. 054-20

Mazur stated we talked about rates in the Parks and Rec Board meeting and it was recommended that we come up with new rates for the new Napoleon Aquatic Center. We also added the corporate membership to the recommendation as that program seems to be working pretty well at the golf course. We feel the corporate memberships for the swimming pool may do better as more people may be more apt to use the pool than they would the golf course. The thought of the fee structure is since the residents and corporations inside the city limits are the ones paying for the pool through the property tax levy, they should have discounted rates. For example, a family membership for up to 5 family members is \$100 for a city resident and \$200 for a non-resident. Child care provider was added as well as a 10-day visit pass. The facility rental includes the lifeguards. The corporate membership covers employees of a business inside the corporation limits. Siclair said I understand the lesser cost for residents, but at the time the pool was being discussed, there were suggestions to have a free pass day for residents. Cotter replied we didn't talk about that specifically but that does not mean we cannot have those types of days during the year. In talking with a local business person, he shared ideas from a different community he came from to have a \$1.00 day a local business would sponsor. As we get into the season we can discuss some special days like that. I'm sure we will have Fourth of July like we normally do.

Roll call vote to approve First Reading of Ordinance No. 054-20  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

### **Resolution No. 055-20 – CRA Agreement with MSG Investments, Ltd.**

Council President Bialorucki read by title, **Resolution No. 055-20**, a Resolution Authorizing a Community Reinvestment Area (CRA) Agreement between the City of Napoleon, Ohio, and MSG Investments, Ltd. within Napoleon CRA #6; and Declaring an Emergency.

Motion: Knepley                                      Second: Siclair  
to approve First Read of Resolution No. 055-20

Mazur reported the CIC received an application for a CRA Agreement from MSG Investments, Ltd. who is the owner of the Trailwind Apartments on Trail Drive. Two years ago, Council approved a CRA Agreement with them for ten years at 50% and they built a 24-unit apartment complex. Now, they want to make more investments in Napoleon and have requested a CRA agreement for ten years at 50% to



build an additional 24-unit apartment complex. The estimated project cost is \$2.5 million for the 24 units. The CRA agreements do get reviewed every year by the CIC. Durham noted the 24 housing units is great, what is the cost to the City? Mazur said miniscule. The city only recovers a very small portion of the property tax. What we collect on the property tax is strictly for the police and fire pension funds. It is a small portion compared to the larger pie. We hear people are trying to attract more employees and one of the issues we have is there is not enough housing, this is that type of transition housing. This company sees the need for this here. It is appropriate for the area. Baer asked if the new units will be across the street from the complex just built or will it be closer to the dentist office? Haase said it will be to the East of the one just built. Bialorucki said I do not see a negative side of CRA agreements, it encourages people to build apartments or whatever they may be building or we may have a business here in town that may want to expand and this allows them to do so and stay in Napoleon. Am I missing anything on a negative side? Mazur replied I don't believe so. This company is from Bowling Green, Ohio. The positive side is Council and everyone in key positions see the value of offering incentives and being business friendly in trying to build a community.

Roll call vote to approve first read of Resolution No. 055-20  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Ordinance No. 056-20 – TIF District**

Council President Bialorucki read by title, **Ordinance No. 056-20** an Ordinance Declaring the Improvement of Certain Parcels of Real Property to be a Public Purpose; Declaring such Property to be Exempt from Real Property Taxation; Designating Specific Public Infrastructure Improvements Made, to be Made, or in the Process of Being Made, that Directly Benefit, or that Once Made will Directly Benefit, the Parcels for which Improvement is Declared to be a Public Purpose; requiring Annual Service Payments in Lieu of Taxes; Providing Related Authorizations pursuant to Ohio Revised Code Sections 5709.40 (B), 5709.42, 5709.43, 5709.832 and 5709.85; and Approving Compensation Agreements with the Boards of Education of the Napoleon Area City School District and the Liberty Center Local School District

Motion: Durham                      Second: Knepley  
to approve First Read of Ordinance No. 056-20

Mazur explained this establishes a TIF District in the City of Napoleon. Both the Napoleon Area School District and the Liberty Center School District have approved resolutions to authorize the approval of the TIF District for thirty years. This is 100% rolling TIF District with a 25% payment in lieu of taxes. A TIF District is similar to a CRA agreement. The land owner will have to pay the property taxes on the value of the land now. Any improvements made going forward, that additional tax value will get paid into the TIF fund. The TIF fund is used to pay down the debt on the project. The red line is projects already in progress and is funded mostly by grant money and private funds. The remainder will also be funded by grant funds and whatever is leftover that is estimated at \$1.5 million and will eventually be paid for through the TIF district. If approved, the opportunity to obtain a SIB (State Infrastructure Bank) loan to cash flow the project and the debt service is paid off by the TIF district. After the debt service is paid off for American Road and Oakwood Avenue, the TIF reverts to what is called a non-school TIF. The schools will then get the full amount that they would have otherwise received. It will not be in the traditional sense, it will be in restricted funds with the remainder coming to the City for other future improvements that may be needed over there. It will be thirty years of that Tax Increment Financing (TIF) incrementally building up to pay off larger project or be used for infrastructure. It can be used for any

infrastructure in this area that benefits from the TIF District. American Road used to be a county road and was not built for the industrial traffic it is now getting. Siclair said the more development the more you will collect. Does it provide any kind of incentives to businesses? Mazur said it does not. The thought process is you do not have infrastructure that meets the needs now. That area is zoned industrial and the roads are not adequate. Siclair thought that may incentive people. Mazur said the land leads that come in are all about what is there to service that property. Those that are serious and went over there, saw a big upfront expense when they drove down the roads. Now that the roads are beefed up, it will catch some people's eyes, there are motivated landowners over there. Bialorucki asked if this will free up some dollars to spend on other streets in the city that are not out by the Industrial Park. We have done a lot around Industrial Park and all is needed and encourages businesses to expand and/or move there. As a resident I also thought we were going to do projects but, we had to do something out there. With the TIF District and having the funds available to pay for that it should free up some more funds for in town roads. Mazur-yes. Understand, the city is the backstop. It is our infrastructure, it is our SIB loan we are collecting to pay as much as we can. We can also backload so that some of the CRAs that are in place the improvements that they make down the road can go into that calculation of paying down the debt. Overall it will reduce our capital cost, one way or another that road needs to be done and the roads are being rebuilt the way we need to have them redone, industrial strength. The city could not bear that cost in that short of time in this economy. Timing is everything. If there is a portion of debt service that needs to be paid, the city will have to cover it. We will get into that if we get a SIB loan if this is approved. Siclair asked if CRAs are still eligible in that area. Mazur said they are. That has to be factored into the way the developments are. The way we have to view developments in the future is how does it impact our revenues to go towards that debt repayment.

Roll call vote to approve first read of Ordinance No. 056-20  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Ordinance No. 057-20 – Supplement No. 6**

Council President Bialorucki read by title **Ordinance No. 057-20**, an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 6) for the Year 2020; and Declaring an Emergency

Motion: Haase                      Second: Knepley  
to approve First Read of Ordinance No. 057-20

O'Boyle stated this is to supplement Fund 250 the Local Coronavirus Relief Fund. We received additional CARES Act funding in the amount of \$295,745.35.

Roll call vote to approve first read of Ordinance No. 057-20  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Resolution No. 058-20 – CARES Act Funding/Personnel Costs**

Council President Bialorucki read by title **Resolution No. 058-20**, a Resolution Authorizing the Utilization of CARES Act Funding for the Purpose of Reimbursement to Cover Personnel Costs of the City of Napoleon, Ohio Consistent with the Requirements of Section 5001 of the CARES Act as described in 42 U.S.C. 801 (formerly 42 U.S.C. 601(D)), and any Applicable Regulations as is necessary pursuant to H.B. 481; and Declaring an Emergency



## **SECOND READING OF ORDINANCES AND RESOLUTIONS**

### **Resolution No. 052-20 – William R. Meyers Annexation**

Council President Bialorucki read by title **Resolution No. 052-20**, a Resolution Authorizing the City Manager to Enter into an Annexation Agreement with William R. Meyers for the Annexation of 3.038 acres of land, more or less.

Motion: Comadoll                      Second: Knepley  
to approve second read of Resolution No. 052-20

Mazur said this is for annexation of land just south of Meyerholtz Park.

Roll call vote to approve Resolution No. 052-20 on Second Read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

### **Ordinance No. 053-20 – Amend Municipal Income Tax**

Council President Bialorucki read by title **Ordinance No. 053-20**, an Ordinance to Amend Chapter 194, specifically Section 194.081 "Credit for Tax Paid – City of Napoleon," of the Codified Ordinances of the City of Napoleon Regarding Municipal Income Tax, Amending Ordinance No. 053-15, and Declaring an Emergency.

Motion: Durham                      Second: Knepley  
to approve Second Read of Ordinance No. 053-20

Mazur stated this is for the reciprocity issue. I have not received any comments at this point.

Durham said he received quite a bit of feedback after the last Council meeting. I have a couple of points I would like to ask Chief O'Brien. Prior to the COVID and CARES Act money, can you explain a little bit what the process was like when you would get an overlapping call, being short staffed.

Chief O'Brien-what an overlapping call means is we are already on one incident and we have a second incident that comes in at the same time and requires additional people for that second call. Right now with the CARES Funding we are able to have four individuals at the station so we are able to reap the benefits to see what this would enable us to do. Before then, when there was only two people at the station if we had an overlapping call, those individuals were already on a run. It is automatic in the dispatcher's protocol that in seven minutes if there is no response from a local responder to be able to take that second call, after seven minutes they dispatch out Ridgeville or whoever the mutual aid would be. That is seven minutes there. It takes Ridgeville to respond to their station about three or four minutes and then, it could be anywhere from another eight to fifteen minutes by the time they actually get on the scene depending on the location. That would be pre-COVID when you had an overlapping call. We are right around 405 overlapping calls already this year we have been at 450 overlapping calls in years before.

Durham-alongside with the overlapping calls, can you talk about the trend in call volume over the past several years and asked Mazur to pull up the chart with the call trend over the last several years.

Chief O'Brien-since I have been Chief, every single year I have had to tell you that we have hit records as far as the amount of calls for service that we have had. Last year we hit 1,646 calls for service. As of last week and they were super busy on Thursday they had nine calls and on Friday they had ten calls. Right now we are trending at 4.66 calls on average per day. If we keep that trend up, we will hit 1700 total calls for service for 2020.

Durham-can you explain the reason behind that in your best estimate.

Chief O'Brien-we are definitely not experiencing the call decreases like other communities have. A lot of other agencies have said since the COVID they have experienced a 40% to 50% reduction in the amount

of calls for service they have seen. We have not seen that, based on all the data that we gathered it is the demographics of Napoleon. We are built a little different. Our population is an elderly population 60% greater than what it is on the national level. The types of individuals that we care for tend to need our service a little bit more. In the cases of COVID, we have definitely been taking a lot of those type of patients as well.

Mazur noted he had the chart pulled up. Getting back to the aging population. The Census Bureau has Napoleon since the year 2000 increasing in age. The median age went up from age 36.2 to 41.2.

Personally, I think that trend will reverse and start coming back down and at least flatten out. The Census Bureau has our population declining. I do not agree with that. If it comes in at the trend it has been going in, I will officially file an appeal to that.

Durham-some of the people that I talked to felt that this issue had not been conveyed previously, that it is a fairly new issue. How long has this been on the radar and discussions have went on to get where we are at today.

Chief O'Brien-it has been on my radar since about 2016 when we started seeing the trend. Once you balance the amount of runs compared to being a volunteer department for individuals to respond in, it just becomes too much. What we have seen over that period of time is local businesses not allowing their people to leave. We used to have a few local businesses that would allow their employees to leave to be able to come on calls. They could only come if it was a fire call, a crash or a second EMS call. After a few incidences where they left and came on a call but then they did not necessarily finish the project that they had at their normal job or they messed up that project or something, it came to a point where those employers who were already having a hard time looking for people to work for them, could not afford to allow these individuals to leave on a regular basis to be able to answer a call, which is understandable. Since 2016 we started seeing the uptick in the runs but a downturn in the amount of volunteers that are actually available. The National Fire Council puts out a lot of data to explain why. Things that point to our type of community is dual income families where both parties need to work, we have younger families where someone has to be home with the children and there just is not enough time and balance between the two. The amount of training that is involved for us to be able to maintain certifications. It is not just about going to EMT class that lasts for six months or fire class for six months it's fire class, EMT class, instructor class, inspector class all these other ones that add up. You have to have "x" amount of continuing education hours each and every year to be able to maintain those cards. It does become more of a job. If we look at being able to staff based on what we are for EMS wise, that is where you take out those 1300-1400 runs that we are answering and you get those volunteers back for the 215 calls that are fire only. That is where we really need their help. I think it was the 2018-2019 budget season that we first began to talk about the SAFER Grant. When we had that conversation that is where we identified the need and also identified some areas that we needed to make sure that we provided the data to Council and we did that through the Safety and Human Resources Committee back in 2018. Then it worked through to the budget of 2019-2020 and then it went into the Finance and Budget Committee. The need was identified not only in the Fire Department but also in the dispatch center, now how do we pay for it. That lasted up until the last budget cycle where we talked more in length on the SAFER Grant and it came back to Council again. With the COVID it sat on the shelf for the last year. It is not a new topic. We have tried to educate as much as we possibly can, it is something that has been worked on for a long time.

Durham-asked Mazur to show the slide that shows the other cities and villages in Northwest Ohio.

Other feedback I received was I never heard of this, what is the reciprocity credit for, this must be something new that we are trying to do. Of the 51 cities and villages listed, 27 of those currently have a tax credit under 100%, of the remaining 24 that do not have a tax credit decrease, ten of those have an income tax rate that is higher than Napoleon's. This is not a new concept. There has been a lot of problem solving research behind the scenes to see what the best fit is. Thank you for your work around



that. I think previous numbers said that there would be 2100 individuals being impacted for this reciprocity credit. My wife is one of them, she works out of the city in two jobs, we are directly impacted. Chief O'Brien and Chief Mack if you could explain the benefits that you would see in your staff if this were in effect. Chief O'Brien. We already are seeing the impact right now just from the time of getting to the point of being able to get legislation drafted, we have obviously seen a huge moral boost within our organization knowing that there is a light at the end of the tunnel. When you are doing nine and ten calls a days and you are one of the only paramedics there, you are rotating these calls and it is not like it is a ten minute turnaround anymore. It is twenty minutes to an hour turnaround because you have the defend procedure and all the things that come after these calls. We are very fortunate with the CARES funding we are actually able to see what that four person staff does. Being able to assign yourself to a truck and be on that truck for the entire day and to be able to rotate where you don't necessarily feel so ran into the ground on some days. Long term retention and recruitment will be very valuable for our organization. Chief Mack the recruitment is absolutely one of the things that we have actually experienced. Since we reduced staff in 2016, we have had a significant issue with maintaining dispatchers. Maintaining seniority and quality in dispatchers, not that there is not quality there, but that on-the-job experience of having a couple two, three years under your belt and not being in a constant state of training. Other than moral, that is one of the biggest things for us. Anytime you see an increase whether it be fire or police calls, that is a direct correlation to a dispatcher because every one of those calls for service that fire is dealing with that has two or three calls that are overlapping that is for the most part one dispatcher handling all that. That does not include anything law enforcement might have going at that time or any of the average day-to-day calls. That is where the correlation of employee burnout is and where I see our dispatchers dealing at that stress level. When there are two people there you can bounce things off each other. We used to dedicate a dispatcher directly to fire if there was a fire scenario and then we would have one dedicated to police. Based off this last four years, the chances of that happening have been significantly reduced. I cannot overstress we have been in a constant state of hiring.

Durham asked if they are currently hiring. Chief Mack said we are currently full staffed. Durham asked Chief O'Brien if fire is hiring? Chief O'Brien said we just lost Robert Marciniak who was a firefighter/paramedic that went to the City of Perrysburg. One thing that did stick in my mind from when I talked to him why he left, he made the comment he did not want to feel he was out on an island. That really hit home, I get it, we are trying to resolve that. I wish we were able to retain him he was a great firefighter and paramedic. He was one of the very first ones that didn't go through the Toledo process where we lost many individuals before so I thought he was here for the long haul. We will lose good individuals if we don't get this corrected. We are on the right path and being on the right path is creating a good environment that individuals want to be around when you provide them with an equal balance of workload and sense of security and safety and support from all of Council is a huge place in why you want to be employed by the City of Napoleon. Chief Mack-absolutely. For me, we saw a loss of employees well beyond 2016. At that time, I was their supervisor as a lieutenant and a lot of my employees went through a stage where I don't know if I will have a job or not so they started applying. That application may not have got approved by some city until a year after we were done with our conversation, because the money was there, the benefits, days of 12-hour shifts and the stress with an 8-hour turnaround, there has not been a year we had to cancel time off that was approved in dispatch because of staffing issues. My two most senior dispatchers are here, Tonya is at twenty years and our next dispatcher is Kore who has five years. That was unheard of back in the day. Prior to this consolidation conversation in 2016, we averaged between 15-20 years. That is how that has affected my agency. Bialorucki stated with everything that has been explained to us, there obviously is a need. My question with the reciprocity is do you feel this is going to get you to where we need to be or is this a temporary fix for right now? Chief O'Brien replied the Fire Department is a combination 3-tier, meaning

we have full time, permanent part-time and local responders. Why I think the reciprocity will get us to where we need to be is we can still balance that. It will give them a little bit of growth as a local responder starts. Someone locally gets on the Fire Department, we send them up to advanced EMT training and Firefighter One so they get a taste is this something they want to do. If they do, it offers them the ability to begin working at the station and moves up from there. To be fulltime you have to be a paramedic. For the foreseeable future, Napoleon is a combination department, and is a financially efficient department, being able to offer both local advantage and the full time spot. I feel this is more of a long term thing and not just a short term. If we go back 7-10 years when I started in Napoleon in 2009, and Captain Bowen can attest to this, he was on the part-time side and I was on the full-time side, as the Union President I viewed are department as in a "Y". We had administration on one side, we had the part-time on the other side of the line and then we had the full-time on the other side of the line. None of us really got together or respected each other in what positions they were coming from. As we put part-time at the station and I was an advocate for that as the Union President to be able to start having part-time on the station on a 8:00-4:00 shift to be able to marry exactly what we are doing at the station compared to what the local part-timers are doing. Since we have been able to have the part-timers working together with the full-time, the workforce is tremendously different. As you see here, you cannot tell who is part time or full time in the crowd. That was the point to understand that we are all professionals Napoleon Fire and Rescue, doesn't matter if we are full-time, part-time or show up at 3:00 am from home, but we are all part of the same organization. The reciprocity will allow the individuals that work during the day to give them the opportunity to work at the station at night so they can come in to cover a shift and work alongside them. Being the first one on the scene is a big difference than coming from home when they already have the call pretty much wrapped up. Chief Mack noted under Chief Weitzel we operated very well with six dispatchers that allowed administrative things to happen. Every dispatch center is unique, we average over 1,000 people coming in and asking for public requests a year. The requests can take up to a banker's box to just wanting a crash report. That is what is being done by these ladies on top of the squad calls and other things. Six dispatchers will get us to a point where we can operate with a lot less stress.

**Tonya Walker 20-year dispatcher.**

I never thought I'd be here this long, but I am. I love my job. I worked at the Fire Station for a while so I know most, well did know most of the guys really well, and I love what I do. I love taking care of the people of our community. The issue that I am running into, like Chief said with us having the turnover that we have had lately, I'm twenty years in and I'm guessing I have maybe ten to go before I hit retirement. It took me a good ten years before I knew most of the workings like the back of my hand because we do so much. So, I want to make sure when I retire I am leaving us in a good place. With Kore only having five years, that gives me five years to get her to where I knew I had the confidence in me to run that department. That being said, that is hard to do when you have the turnover that we do. I want to feel confident when I retire that I am leaving my city in good hands. Not that I'm not now, they are great dispatchers but they are young and don't know a lot yet. Anything we can do to keep our dispatchers in our center is only going to better our city and our department and be more helpful and aware of what we are doing for our guys and our department and the citizens of Napoleon. Anything we can do to keep these ladies here is just going to be more beneficial for us.

Siclair asked do we have any sort of plan in place to be prepared? Chief O'Brien has talked about his asset management for his equipment, do we ever do anything like that for personnel?

Mazur responded every department is different and every year we talk about succession planning and what we want to see from the departments. This is a huge step in stabilizing the staff at these two departments. At one point, the two positions in the City of Napoleon that turned over the most were dispatchers and firefighters. At one point, it used to be Water Treatment Operators, that is not the case anymore. We are hearing they don't want to be left on an island and you heard that it is a moral boost

just knowing that there is some kind of semblance of hope this could get approved or there is enough care and thought in the process to go through this to show that there is some hope. In the fire service, they are getting a taste of what it could be like with the COVID hires that we had. In dispatch to make sure it is adequately staffed so we don't have the worker burnout.

Sicclair-the sentiment is we saw this coming for a few years, people who don't want the tax obviously are people who don't live in the city more so and are wondering why we are in that situation now that we have to be fully staffed adequately. There is no question that it is not needed.

Chief Mack-with dispatch the timeline itself is the answer. In 2016 when we started talking about the State Audit and consolidating dispatch is when we lost all our people. We saw it happening and could not control it. Ever since then, all we have tried to do is fill a seat.

Sicclair-the citizens number one thing they would expect from our city is that piece of service. I do not see any other options that can be done differently.

Maassel-when I first got on Council they were just coming out of the performance audit and there was a push to combine dispatch between the city and the county. Our gallery was full much like it is now except they did not have to be socially distanced and have to wear masks, I think there actually was more people. The compromise was made instead of combining dispatches we will just knock the number down to five and Chief Weitzel said "I can make this work". What we have learned in the meantime is, we can make it work but if you want it to be good, you have to have that sixth dispatcher. What you are seeing now with COVID is having those two crews able to roll and do all the things that they can, you look for all the silver linings that you can this year and if that is one them, I'm okay with that. To say "hey, we can do this better with two crews and we can have those two redundant services we need multiple times a year, 405 duplicate calls. When calls go from 1,000 to over 1,500 you realize the stress and the strain that you put on your people. I think you are right, we are expected to provide this service and I think this is the best way to do it for the situation we are in.

**Fire Captain Dave Bowen.**

I am the current Union President. A little on the question Sicclair was talking about. I think a lot of this started with us in the previous administration with that "Y" that Chief O'Brien was talking about. Not the why are we here, but the "Y" within the organization. I think it was kind of buried a little bit. When Chief O'Brien took over, he brought a lot of things to light. What this provides and I have said this in labor management, if you give me the manpower, we can handle anything for the first ten minutes of that first call whether it's downtown, whether it's a cardiac arrest, whether it's a non-emergency transport, or a car accident. One of the silver linings Mayor that you said of COVID has been the ability to now have a taste of what that feels like. Moving forward, I think we owe it to our citizens to continue that. We are talking about affecting the least amount of people to help the largest amount of people and that is everybody we protect. I am one of those people that will be affected as well. I am going to pay taxes on the outside of here as well. It is something I choose to do and I am 100% for it because I know at the end of the day there are going to be three other guys rolling out the door with me and I am not waiting fifteen minutes to get an engine out the door when there is smoke in Apartment 307 on East Maumee. That is my nightmare building that keeps me up at night. There was a night and it was documented and I brought it up in labor management, I waited fifteen minutes to get an engine out the door, now I don't have to do that. This is what we need.

Baer-I understand people do not want to pay taxes and I personally have struggled with this ever since it was put in our committee a year and half ago. Am I in favor or rotten streets, no I am not. But I feel the top priority has to be police and fire. We have checked out every other option and I feel we have to do this. We are not the lone person doing reciprocity and our other taxes are lower than many of the other cities around us. We did approve what the citizens wanted in lowering the amount, in my opinion we have to do this. The police and fire have to be top priority.

Roll call vote to approve Second Read of Ordinance No. 053-20  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

### THIRD READING OF ORDINANCES AND RESOLUTIONS

Council President Bialorucki read by title, **Ordinance No. 043-20**, an Ordinance Accepting the Dedication of a Section of Clairmont Avenue between Briarheath Avenue and Westmoreland Avenue as a Public Street Pursuant to ORC Section 723.03

Mazur noted this is the section of Clairmont Avenue by the schools. This is part of the project that encompasses the Napoleon Area School System Campus Life Agreement that we entered into with Napoleon Area Schools. We have their bank letter of credit for the one year warranty that they have to cover in case there are any catastrophic failures with the road. When this is passed, we can officially dedicate the road.

Roll call vote pass Ordinance No. 43-20 on third read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Resolution No. 044-20 – Werlor Waste Control and Recycling Contract**

Council President Bialorucki read by title, **Resolution No. 044-20**, a Resolution Authorizing the City Manager to Renew a Contract with Werlor Waste Control and Recycling, Inc. without the Necessity of Public Bidding; and Declaring an Emergency

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Mazur reported this is a one-year extension to the contract with Werlor Waste Control for recycling using the same pricing. Maassel asked if anyone has voiced any concerns about this? Mazur responded no.

Roll call vote to pass Resolution No. 044-20 on Third Read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Ordinance No. 048-20 – Water Revenue Bonds**

Council President Bialorucki read by title **Ordinance No. 048-20**, an Ordinance Authorizing the Issuance of Revenue Bonds from Time-to-Time for the Purpose of Paying the Costs of Improving the City's Municipal Water System or Refunding Debt Issued by the City for that Purpose and Authorizing the Execution and Delivery of a Master Trust Agreement providing for the Rights of the Holders of the Bonds and Pledging Certain Revenues and Funds to Secure those Bonds; and Declaring an Emergency

Motion: Comadoll                      Second: Knepley  
to pass Ordinance No. 048-20 on Third Read

O'Boyle did not have anything new to add.

Roll call vote to pass Ordinance No. 048-20 on third read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Ordinance No. 049-20 – Water Bond Refunding**

Council President Bialorucki read by title **Ordinance No. 049-20**, an Ordinance Providing for the Issuance and Sale of Water System Refunding Revenue Bonds, Series 2020, under Article XVIII of the Ohio Constitution, in the Maximum Aggregate Principal Amount of \$3,165,000, for the Purpose of Paying the Costs of Refunding certain Outstanding Obligations heretofore Issued by the City to Improve the Utility, Authorizing Various Related Documents and Instruments, including a Bond Purchase Agreement, a First Supplemental Trust Agreement, an Escrow Agreement and an Official Statement; and Declaring an Emergency

Motion: Comadoll                      Second: Knepley  
to pass Ordinance No. 049-20 on Third Read

O'Boyle stated the City Manager and I will let Council know of the final sizing of the bonds and the savings as soon as we receive them. Depending on what happens tomorrow might affect the interest rate.

Roll call vote to pass Ordinance No. 049-20 on Third Read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

#### **Ordinance No. 050-20 – Sewer Revenue Bonds**

Council President Bialorucki read by title **Ordinance No. 050-20**, an Ordinance Authorizing the Issuance of Revenue Bonds from Time to Time for the Purpose of Paying the Costs of Improving the City's Municipal Sewer System or Refunding Debt Issued by the City for that Purpose and Authorizing the Execution and Delivery of a Master Trust Agreement Providing for the Rights of the Holders of the Bonds and Pledging Certain Revenues and Funds to Secure those Bonds; and Declaring an Emergency



Motion: Comadoll                      Second: Durham  
to pass Ordinance No. 050-20 on Third Read

O'Boyle had nothing new to add.

Roll call vote to pass Ordinance No. 050-20 on Third Read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

**Ordinance No. 051-20 – Sewer Bond Refunding**

Council President Bialorucki read by title **Ordinance No. 051-20**, an Ordinance Providing for the Issuance and Sale of Sewer System Refunding Revenue Bonds, Series 2021, under Article XVIII of the Ohio Constitution, in the Maximum Aggregate Principal Amount of \$5,140,000 for the Purpose of Paying the Costs of Refunding certain Outstanding Obligations heretofore Issued by the City to Improve the Utility, Authorizing Various related Documents and Instruments, including a Bond Purchase Agreement, a First Supplemental Trust Agreement, an Escrow Agreement and an Official Statement; and Declaring an Emergency.

Motion: Durham                      Second: Comadoll  
to pass Ordinance No. 051-20 on Third Read

O'Boyle said the City Manager and I will let you know the final size of the bonds and the final savings.

Roll call vote to pass Ordinance No. 051-20 on Third Read  
Yea-Bialorucki, Siclair, Comadoll, Knepley, Durham, Haase, Baer  
Nay-

**Yea-7, Nay-0. Motion Passed.**

**GOOD OF THE CITY (Discussion/Action)**

1. Master Bid List Ordinance
2. Master Vendor Ordinance Waiving Competitive Bidding
3. 2021 Appropriation Measure (Budget)
4. 2021 Transfer of Funds
5. Amending Allocation of Funds as found in Sections 193.11 and 194.013 of the Codified Ordinance
6. Pay Plan for 2021 for Employees
7. Contribution to the CIC for 2021

Mazur noted items one through seven are annual pieces of legislation that are tied to the budget. If you want to go through each one of them you can. Bialorucki asked the Law Director if we can do one motion for items J.1. through J.7. or does each agenda item need to be done individually? Harmon responded you can do one motion. I would like to talk about J.5.-Amending the Allocation of Funds. I know there was some talk about the way in which funds would be used regarding the new tax credit. I would ask either the City Manager or Finance Director to get with my office to explain exactly how the funds that are collected as a result of the change in the tax credit how that will affect the allocation of funds. Language will need to be added into this piece of legislation regarding the use of those funds. There is no reason why you cannot do all pieces of legislation for the end of the year regarding the budget if Council so chooses. Mazur commented on J.6.-Pay Plan for 2021 for Employees. The pay plan will be generic for the budget, we plugged in 2% for non-bargaining. That is what has always been done since I've been here. Council has the ability to do whatever you want to do during budget time. J.7.-Contribution to the CIC for 2021. Maassel asked what is the contribution to the CIC? Mazur replied right now it is the same as last year \$37,400 but they will have an additional request they will be asking

Motion: Comadoll                      Second: Knepley  
to direct the Law Director to draft all necessary end of year legislation regarding the budget.

**Yea-7, Nay-0. Motion Passed.**

**Yea-7, Nay-0. Motion Passed.**

**Yea-7, Nay-0. Motion Passed.**

Julie Irving from the Henry County Health Department did a good job explaining the difficulty her department is facing and some of the challenges they may have going forward. Gov. DeWine was very engaged through the whole conversation. Thank you to those who wear a badge to work, thank you for all you do.

**Haase.** Do we have a campground on the Hogrefe Property on Oakwood? A tent has been set up for couple of weeks at the back of that property. Chief Mack noted we are aware of it and have checked on it at various times and have not found anyone there.

**Baer.** No items.

**Harmon.** Council reduced the residential building fees in Ordinance No. 021-18 from July 21, 2018 through December 31, 2019. That was extended for one year with Resolution No. 086-19 that expires at the end of the year. If Council would like to extend this again it should go to the Municipal Properties Committee.

**Mazur.** Glenwood Avenue has been repaved. It is done. The contractor worked until 7:45 pm tonight, it is finished. Lulfs and Deblin have been working pretty hard. They have been through the wringer on a lot of these projects. The rubber band effect of COVID is work stopped and then it started all at once. Deblin was out there tonight, working long hours.

## EXECUTIVE SESSION – COMPENSATION OF PERSONNEL

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

City Council went into Executive Session at 8:54 pm.



*City of Napoleon, Ohio*  
**SPECIAL CITY COUNCIL MEETING MINUTES**  
in Joint Session with the  
**FINANCE AND BUDGET COMMITTEE**  
Friday, November 6, 2020 at 8:00 am

**PRESENT**

Councilmembers

Mayor

City Manager

City Law Director

Finance Director

Clerk of Council

City Staff

Joseph D. Bialorucki-Council President, Daniel Baer-Council President Pro-Tem,

Jeff Comadoll, Lori Siclair, Ken Haase, Ross Durham, Molly Knepley

Jason P. Maassel

Joel L. Mazur

Billy D. Harmon

Kelly O'Boyle

Roxanne Dietrich

Municipal Court Judge Amy Rosebrook

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

Jeff Rathge, Operations Superintendent

Justin Mullins-IT; Dustin Tewsbury-IT via WebEx

Lanie Lambert-Human Resources Director

Tony Cotter-Director of Parks and Recreation and Cemeteries

Dave Pike-WWTP Superintendet

Jeremy Okuley-WWTP

Jeff Weis-WTP Superintendent

Greg Kuhlman-Electric Dept. Superintendent

Mike Dietrich-Electric Distribution

April Welch, CIC Director

News Media

Others

Others on WebEx

**ABSENT**

Council President Bialorucki called the Special Council Meeting to order at 8:01 am.

**SECOND READING OF ORDINANCES AND RESOLUTIONS**

**ORDINANCE NO. 057-20 – SUPPLEMENT NO. 6**

Council President Bialorucki read by title **Ordinance No. 057-20**, an Ordinance Supplementing the Annual Appropriation Measure (Supplement No. 6) for the Year 2020; and Declaring an Emergency

Motion: Durham

Second: Haase

to approve Second Read of Ordinance No. 057-20

O'Boyle stated this is for the additional CARES Act Funding we received in the amount of \$295,745.35.

Maassel asked if these are the dollars that have to be spent end by the end of the year? O'Boyle-correct. Maassel noted on both my conference calls with Gov. DeWine and Lt. Gov. Husted, they both believe the date to have that money spent by may be pushed back once we know who the president is. O'Boyle said the money has to be encumbered as of November 20, 2020. We have to have the items physically in our hands as of December 28, 2020. We are in the process of acquiring these items as we do not want to lose the money

Motion: Comadoll

Second: Durham

to suspend the rules requiring three readings of Ordinance No. 057-20

Roll call vote to approve suspending the rules requiring three readings of Ordinance No. 057-20

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

Roll call vote to pass Ordinance No. 057-20 Under Suspension and Emergency

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

Nay-

**Yea-7, Nay-0. Motion Passed.**



Council President Bialorucki read by title **Resolution No. 058-20**, a Resolution Authorizing the Utilization of CARES Act Funding for the Purpose of Reimbursement to Cover Personnel Costs of the City of Napoleon, Ohio Consistent with the Requirements of Section 5001 of the CARES Act as described in 42 U.S.C. 801 (formerly 42 U.S.C. 601(D)), and any Applicable Regulations as is necessary pursuant to H.B. 481; and Declaring an Emergency

O'Boyle stated this is to reimburse personnel costs for the four firefighters added due to COVID, Fire and Police for their dealings with COVID, operations at the EOC and for the Operations and Electric Departments' daily cleanings.

**Yea-7, Nay-0. Motion Passed.**

**Yea-7, Nay-0. Motion Passed.**

**Yea-7, Nay-0. Motion Passed.**

Reimbursement for the Purchase and Installation of GPS Needlepoint Bi-Polar Ionization Technology from Campbell Mechanical Services, Inc.; and Declaring an Emergency

Motion: Comadoll                      Second: Durham  
to approve Second Read of Resolution No. 061-20

O'Boyle explained this is to purchase an air purification system to reduce the exposure to COVID for both the administration building and municipal court.

Motion: Comadoll                      Second: Knepley  
to suspend the rules requiring three readings of Resolution No. 061-20

Roll call vote to approve suspending the rules requiring three readings of Resolution No. 061-20

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

Roll call vote to pass Resolution No. 061-20 Under Suspension and Emergency

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

**GOOD OF THE CITY** (Discussion/Action)

**Cancel Oberhaus Interceptor I/I Reduction Project (L.T.C.P. Project No. 21B)**

Mazur explained the Oberhaus Interceptor Project was budgeted for 2020. On further review, a handful of easements have not been acquired yet. This was discovered as we got into the bid. Council had previously approved bidding this project out however, it takes time to acquire easements and we would like to cancel the project and roll it into the 2021 budget. Bialorucki asked how the easements work and if there is a cost to the city. Mazur said there can be a cost to the City as we have to acquire property and property owners are affected. This is something that is common but it is a process. If there are people that dispute the easements, it can take longer. There are expenses associated with getting the easements.

Motion: Comadoll                      Second: Knepley  
to approve canceling the Oberhaus Interceptor I/I Reduction Project and roll it into the 2021 budget

Roll call vote to on the above motion:

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

**Amend Ordinance No. 087-19 Apportioning Expenses from the General Fund to the Major Funds** (direct Law Director to Draft Legislation)

Mazur stated this is something I question every year. We do it with all the other departments including the facility operations. The way the Garage Rotary is set up now, it is paid out of the General Fund and the actual expenditures for work done are billed back. This does not account for everyone that uses the garage as a shared expense. The General Fund ends up taking a hit proportioning it this way. I would like to set it up, as you will recall, last year I changed the IT portions to put more in water and sewer. The garage operates the same way. The percentages are different. We would recommend 5% for water, 20% to sewer as they have more equipment than water, sanitation 25%, electric 35% and the general fund 15%. A lot of the Fire Department engine work is subbed out as it is specialized work.

Motion: Comadoll                      Second: Knepley  
to direct the Law Director to draft legislation to Amend Ordinance No. 087-19 apportioning expenses as described above

Roll call vote to on the above motion:

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

## REVIEW 2021 BUDGET PROPOSALS

Mazur started with a generalized view of the proposed budget for 2021.

The Income Tax Projection from last year to this year is estimated to be the same. We are looking at a \$4.5 million revenue from income tax and are projecting \$4.215 million. We are comfortable with that in light of everything that has happened with the COVID. Some of the revenue decreases were expected with the impact of COVID. The 2020 income taxes will be collected in 2021. We had the large tax refund and that will continue to have an annual affect from here on out unless it changes. We had less investment income, the Local Government Fund (LGF) is less and that has been ongoing as well.

The biggest expense is the twenty-seven pays that amounts to \$317,000 and fringes. This is an impact to the budget that happens once every eleven years. Other increases are a 3.49% in healthcare cost, bargaining units wage pay increases, retirement payouts and general inflation of expenditure increases for contracts and supply costs. Typical run of the mill expenditure increases we see every year except for the twenty-seven pays.

Additional Requests will be reviewed with each individual department and we will hold off until the end of the budget review to either approve or not.

Certain adjustments will have to be made throughout the year. We based the non-bargaining wage increases at 2%. If Council decides to change that amount, it will need to be adjusted. The change to the garage rotary was not included in the budget as it has to be passed. If necessary, later we will have the reduction in the appropriation fee for the refunding savings for the water and sewer bonds that was just passed on third read, those have not been adjusted yet. Debt payments for the pool and water have not been added yet. CARES Act Round 4, if that does come about then we will make adjustments. Workers Comp rebates, this year it was almost \$60,000. Sale of assets to AMP Transmission (AMPT) if that comes about, then we will make adjustments there. Should the reciprocity revenue and appropriation pass, there will be adjustments to be made. On Monday we will talk to the Water and Sewer Committee about the rate review from Courtney & Associates. If a rate increase is needed, those will need to be adjusted. If we apply for grants and receive any, that will have to be adjusted too. This does not include encumbrances carried forward, that is the biggest item. Bialorucki asked about the 2% for non-bargaining. Can we get the dollar amount how much that will be? O'Boyle replied approximately \$137,000 plus fringes for the entire city. That will be a little bit higher as the bargaining units are getting more than 2%. Maassel asked what is the percentage the bargaining units are getting? Mazur replied 2.25%.

Every year, Council passes an ordinance to split the income tax from 50%-50% to 62%-38%. Last year we did it as 65%-35% because the pool capital money was coming back into the 400 account from the pool rehab. We have done this budget at 65%-35% unless Council wants to adjust that to the 62%-38% allocation. Looking at the major funds, the General Fund projected balance is \$55,645. That is based on last year's actual budget, expenditures, what we are anticipating will be spent to the end of the year and expenditures from what is expected every year. The carryover balance gets rolled into next year and the fund balance gets replenished. If Council decides to go to 62%-38% that will impact that General Fund line item by roughly \$100,000 and will have to shift to the capital side. The Special Revenue Funds - Fund 200 Street Construction, Maintenance and Repair Fund. A lot of our street employees are paid out of the General Fund. If you switch back to the 62%-38% number, the 200 Fund will go down and the General Fund would stay the same and the 400 General Fund would be impacted too. O'Boyle noted we have seen an increase in the motor vehicle gasoline tax from the state. This year's projection is less than originally thought because of the COVID, we are hoping that goes back up. Maassel asked last year when we passed legislation for 65%-35% wasn't there a line in there saying this year we have to be at 62%-38%? Siclair noted there is to be an impact from the credit reduction, if the reciprocity is passed this will change. Maassel added it all goes toward personnel, not capital. Mazur said that is correct it will, that is how we framed it. Council does have the ability to make the adjustments however you see fit. O'Boyle reiterated the budget is being presented at 65%-35%. How do you want to handle this going forward, we can talk about it now or wait. Bialorucki said let's wait and let it simmer until the end of today or tomorrow, then we will see where we are at and ask for a recommendation from both of you. If the reciprocity passes when we will get money? O'Boyle said we would collect the withholdings right-away and most estimates would be collected in 2022. They can pay what they owe for 2020 or they can estimate up to 90% of what they think they might owe. We will get the withholdings right away but the rest will go into 2022. Maassel said it's not retroactive to 2020. O'Boyle said it would be effective for the 2021 calendar year. 2021 withholdings would happen right away and the 2021 estimates happen when it takes effect.

### **100-1300. CITY MANAGER/ADMINISTRATION**

COVID disrupted our ability to provide services this year. We are back on track. We are continuing to see a great deal of housing development. The West View Villas is going better than the developer hoped for. The Senior Villas on the south side is delayed. A new subdivision is platted and a second is in the process of being platted (Goodville and Twin Oaks). Additionally, we have the Trailwind Apartments and the Fair Street Condominiums. In 2018 there were nine new single family residential homes, in 2019 we had eleven and so far in 2020 we have ten. Maassel pointed out there was one year we had zero, that was in 2017. Mazur continued business developments include Paul Martin & Sons, Love's Travel Stop, Team Green Expansion and Brick 'n Brew. The Napoleon Area School System Campus Improvements, a couple of street dedications, TIF District, Aquatic Center Construction and we have a property that wants to annex into the City. Utilities are a huge part of budget, the Long Term Control Plan (LTCP) was renegotiated, we were able to have the Wastewater Treatment Plant rehab and VanHying Pumping Station projects designed in 2020, the LED Street Replacement was completed, we are identifying water loss on our systems. In terms of capital improvements, the American Road project is started out in the Love's area, the Oakwood Avenue project we started design and that will carry over into 2021 with a plan for construction in the next two to three years. The roundabout project at St. Rt. 108 and US 24 will be in 2022 or 2023, that is an ODOT project. We had the annual Resurfacing Project, Graceway, South Perry, the Glenwood Waterline and the waterline on the second river bridge. We are working on the new city website layout, personnel turnover, succession, planning and retention, maintaining certain services, IT, garbage collection, code enforcement. Garbage collection is in here because we added a bag, added a person and do not have CCNO so we are seeing where the funds are at. We had the high school banner project and maintained our AMP Board seat. Good things in a rough year.

In 2021 we will have more growth. The Crematory on American Road, Main Stop, some project names cannot be disclosed. We will continue the Aquatic Center, assist downtown businesses, we have a contract with Napoleon Alive, the housing fee moratorium is on for discussion at Monday night's committee meeting.

The electric rates we are planning to have them go down with the expiration of the Morgan Stanley contract. We are still looking at the transfer of assets to AMPT. In terms of street lights we also have security lights that people pay for and are looking at converting them over to LEDs. We pushed to 2021 the electric rate review full cost of service study. We are always looking at reducing our line loss for water and electric.

We have the Wastewater Treatment Plant rehab, and we are looking at rebranding the Aquatic Center and Golf Course. We would like to do a facility study. That has been in the budget every year and we have not spent the money. This year the timing right to identify a needs assessment, especially taking a hard look at the Police Department and our position on the riverfront, what would it look like if we move off the riverfront. Maassel asked what is the rebranding of the Aquatic Center? Mazur explained when you do reconstruction like this, you are now part of a regional destination and it is a good time to change up the logo and beef up the website to attract more people to look at it.

100-1300-53350. Service Fees-Consultation. The zoning code update has been in the budget for the last two years. The estimated cost is \$50,000. There are grants available through JobsOhio to help when revamping zoning codes. We can get by but not without a lot of struggle, the code is outdated and can use a refresh. Siclair asked for an example. Mazur said is it an industrial use or commercial use? Maassel added is a bakery industry or commercial because they bake the cupcakes there. Siclair said is it a grocery or convenience store. Mazur said we are trying to make it work and help the business out. If this stays in, I would suggest we do not spend the money unless the grant funding comes in from JobsOhio.

### **100.1800 - Municipal Court. (8:48 am – 9:05 am)**

Judge Rosebrook. We do not have a lot of changes over what we did last year. I am requesting a part-time Probation Officer. Ashley Bowen is the Probation Officer and is very tech savvy. We were awarded a grant from The Supreme Court in the amount of \$20,000 or \$25,000 to get our technology up to speed so we can get do things by zoom or work from home. The barrier for people on probation is a lack of transportation. Our caseload at Municipal Court has doubled in the last few years. The constitutional amendment to decriminalize did not pass. When Judge Collier reduces felony drug charges to a misdemeanor that defendant is administered by Bowen. We get number of cases from Judge Collier and those are likely to go up. Even if that did not get administered our court has experienced a substantial increase in cases. The new grant will cover the additional position. Grants are wonderful, you just do not know from one year to the next if will receive them. I am fairly confident we will get the grants, if not we will look for another funding source other than the General Fund. The Court received another

\$55,000 from the CARES Act. We received \$65,000 in 2019 to update the software for the court system to file online. Thank-you for remembering us with some of the CARES Act money you received. The filtration people are at the court today. Maassel asked your part-time request for us to add to your personnel list, you think that will be covered by grants? Judge Rosebrook said the new position will be covered by the JRIG grant. Maassel asked do you have any candidates in mind already? Judge Rosebrook answered we do have a candidate in mind that Bowen has talked to. She is already qualified and works for a probation system in another community. Mazur added you never know if grant funding will be cut. The good thing about part-time is it can be cut or readdressed with re-appropriating funds if necessary and is something everyone can live with. Maassel asked this will be an **Additional Request**. Mazur-Yes. Siclair asked if Municipal Court has a program for juveniles? Judge Rosebrook said those are handled by Common Pleas.

#### **Short Recess 9:05 – 9:12**

#### **3500 – HENRY COUNTY CIC (9:12 AM – 9:32 AM) April Welch**

I work closely with the City Manager to keep projects moving and the flow of information going, it is working well. The CIC is not eligible for grants and we are not immune to the impact of COVID. The goal we set for ourselves was to increase private memberships, it was difficult as we were not able to do the events we wanted to do. We were able to increase our memberships over last year. The things we want to do that will add to our budget are, lean more into the public sector to build our membership since we did not get to the goal we set. We have line items to increase our marketing campaign to market the county and the assets of Henry County and the city to outside developers and market properties available. To increase workforce collaboration between the schools and businesses, to continue to build a pipeline of workforce talent we have. Maassel asked Welch to explain how COVID affected that. Welch said we were working on a signing day with 4-County and could not do. College is not necessarily the way to go and to know that is not exactly what you have to do to be successful. We make a signing day for students going on into the workforce and/or trade school. It is too early to plan for 2021. There are certain industry and school trades that need to be filled and we continue to work with the schools. There are so many opportunities that you do not need to go to four-year university to have a successful career. We are advocating for upscaling workers. When unemployment is low, employers are looking at an under-skilled workforce and we need to get them connected to work skills. There is a line item for the audit, this is our year to be audited. In 2018 our audit cost just over \$7000. The significant increase under wages and benefits has to do with a change in a health insurance package. There is a 1.5% increase cost of living recommended.

Mazur noted there is an **Additional Request for \$2,600, we reduced that to \$1,600** and will review it on Saturday. Siclair asked if there is a marketing campaign plan? Welch said we are working on a video with two segments that will talk about county assets and river access to 24. It will be on the website directed to anyone not familiar with Henry County and what assets we have. Campaign materials are the quality of life, amenities the area has, does the workforce want to live and stay here? What makes living in Henry County great and what do we have to do? Mazur added in talking with an employer interested in moving to Napoleon, we saw they were more interested with activities going on. We were able to highlight the pool at that time and update of the clubhouse. Welch had a discussion on downtown revitalization opportunities to find programs and grant opportunities to build on. The downtown builds on a town's identity, demographics look to gravitate to. Bialorucki said the CIC does a lot for our community and we appreciate all your efforts. Knepley is the chair of the Municipal Properties Committee, it may be a good idea to have you come to a meeting once a quarter. Maassel pointed out that is why Baer and I are on the CIC board. Bialorucki said for the amount of money the city is spending, I feel like I don't know 10% of things the CIC is doing for the City. Baer asked am I allowed to share what talked about? A good place to get Knepley started would be on a committee. There are seven members of Council and everyone's experiences and opinions are different. We have a sixteen member board and we want more involvement. In 2021 when new committee schedules are available, we want to bring in people from all over the county to help on the committees. Welch said I am available upon anyone's request. I try to stay in contact with Mazur regularly. Durham asked what are the committees the CIC has? Welch-Workforce Development, Membership Committee, Marketing Committee, Organizational Committee that covers the bylaws, Government training and the Finance Committee. The workforce and marketing committees are the most active. Durham asked if the board members represent certain businesses or are independent? Welch said we have nine at large members and seven are elected. We have a representative from a large corporation, Campbell Soup, Graminex and there is someone from a Holgate business. Baer added there is a realtor on the board. Welch said there is also a non-profit representative on the board too.

Joel Miller from the Chamber cannot be here today, he will reschedule.

Brief Recess. 9:33 am – 9:38 am

#### **ENGINEERING AND OPERATIONS (9:38 am-11:00 am)**

Chad Lulfs-Director of Public Works and Jeff Rathge-Operations Supt.

This year's biggest hurdle was the COVID situation. All the construction projects were piled into the fall. American Road is coming along nicely. Glenwood waterline is finished and Graceway is primarily done. The Oberhaus I/I project needs to have easements. The cost for a temporary easement is \$1.00/sf and permanent easements are \$2.00/sf. We are going to try to get them donated and if we cannot get it that way, will ask the property owner if there is something they would like to have done. For example, one property owner would like to have two trees removed. Mazur noted we will hire a consulting service to help acquire the easements. Lulfs said Adam Hoff will be coordinating the easements with Bockrath and Associates doing the legal descriptions, our Law Department will prepare the easements. This year the Fall Cleanup was smaller than the Spring Cleanup. We finished year six of the sewer plan, this is a ten-year program. The Wastewater Treatment Plant will get started next year. We hope to advertise in December and open the bids in early February, 2021. The pool is going. We started the design on Oakwood Avenue from Industrial to downtown. Maassel asked how much did the crushed concrete cost us? Lulfs-\$44,000. That was based on tonnage. Bialorucki commented he had a request from a resident. When the crews are flushing hydrants on Woodlawn, they start early in the morning which is the same time as school traffic and they wanted to know if there is any way we can try to flush hydrant later in the morning. Rathge-we will try to accommodate them. They are working one feeder from the plant to the outlying area. We will try to not start in the morning.

100-1700. Mazur said there are not any surprises. Lulfs and Rathge do a great job running a lean budget. Lulfs said the biggest item in operating is professional services to hire someone. Last year we had \$20,000 we are asking for \$25,000 this year, historically it has been \$25,000. Training has been down the last couple of years. This year we could not travel. I am required to have continuing education with my license.

Mazur said there is an **Additional Request**. It is a **Pay Adjustment (3%) for the Construction Inspector Position** (Aron Deblin). This position along with Police Lieutenants were affected by the change on how overtime is calculated for non-bargaining. FLSA says you get overtime for actual time worked. If there is a holiday in the week and you have to work overtime, you get paid straight time. The additional request keeps the policy in place but makes an adjustment for him because he is impacted by that. The original request was 4% and I moved it to 3% because there are holiday times when he is not working overtime.

#### **100-5130. Service Building.**

There are not many changes here. The 27<sup>th</sup> pay affects all budgets.

Utilities and uniforms were adjusted. Mazur noted the electric charges are projected to go down by 8%.

Bialorucki asked about the operating materials is a pretty big increase, is that to have cushion? Rathge for basically two months there he was off a week on a week so, my production level was not very high at that time. You add another six to eight weeks to that he can get through that pretty quickly. We were really holding back this year. Only 20% of this budget comes from General Fund.

Haase asked if there is just one person on recycling? Rathge-we have two on the recycling truck. Because of COVID, we lost CCNO. We like the way things are now, we don't have to deal with that. Mazur added it was as not as much of a cost savings as you'd think. Rathge pointed out plus the liability. Sometimes you would drive over there and they would not have anyone available.

#### **200-5100. Street (SCM&R) Fund**

Maassel asked if the server room HVAC was COVID related? Rathge-no, that was equipment failure.

Maassel said the professional fees has a big increase. Rathge- we are taking from one account into professional services to get the catch basins fixed instead of having barrels on the streets. We are going to hire the work out to get it done sooner.

Bialorucki-signs and signals at \$13,000, is that because you have no idea how much you will need? Lulfs-signs age and lose reflectivity. Rathge-the night Police Lieutenant will make a list and send it to us. Haase asked can you use the county sign making? They have their own sign shop. Rathge-we can ask them. Haase-may have some cost savings.

**200-5110. Snow Removal Fund.** Estimated at \$65,000. You never know what kind of harsh winter you will get. Rathge-like to have 1,000 tons of salt setting there all the time. You just don't know. We put a big number in and hope to give some back to you. Last year we bought 495 tons at \$81.95/ton. This year we are buying salt at

\$53.77/ton and we only ordered 400 ton. It is nice to have that big salt shed, we are still thanking council for that move. We have to let ODOT know how many tons we want before we get a price. Bialorucki-it's to have the amount that we have, there are a lot of times when we may get just a little dusting that makes the streets slippery. Rathge-we have a contract with ODOT to buy brine.

200-5120. Catch Basins and Pipe.

201-5100. Spray Patch Materials. Roadside mowing is contracted.

**202-5100-Professional Services \$25,000**, dust control, chip sealing, contracted street services did not use any in 2019 because of all the rain. This is mainly used on a complaint basis. Comadoll asked if anything is going to be done about the canal basin, it looks terrible. It will cost us some money in the near future. Lulfs-there is not anything in the budget. Rathge-you go do something down there someone says you could be doing a street. Mazur-we will take a look at it. Comadoll-if there is money in a budget not being used, we can we get it from there.

**203-5100-Contract Maintenance \$120,000**. 2021 is the year to do the street striping project.

**204-5100**. Rathge we buy magnesium chloride to add to the salt to make it work better in colder weather. Beet heat.

#### **Capital Fund 400-1700-57000**

##### **Pickup Truck for City Engineer \$40,000**

Mazur. Pickup truck for the City Engineer, vehicles are tricky. We usually get hand me downs from the Police Department. It hurts this is capital that goes toward the roads. Durham asked if there is a way to set money aside each year for things like this? Mazur-since this has not been done, it is harder to start. Vehicles are tough to manage. I do not want to spend money, I want us to spend the money on roads. Durham-how frequently are we buying vehicles? Mazur noted even the police vehicles are out of rotation. Durham-can we set aside \$4,000 a year instead of \$40,000 a year? Rathge-that is what we do in the refuse account for trucks. Maassel asked do we buy off the state contract or do we buy locally? Mazur- we look at the state list and then see if we can get it cheaper local. Durham-agree it is time for a new truck. Comadoll-you cut the Park and Rec truck last year and it went into the river this year.

##### **Surveying Services \$10,000**

**Small Dump Truck \$105,000**. This was cut out of the 2020 budget. Maassel when you get it, we want to see it at a council meeting. Rathge-we are trying to split up our trucks so we are buying one every five years.

##### **400-5100-57200 Tree Plantings-\$60,000**

##### **400-5100-57400-Sidewalk/Curb Reimbursement Program \$25,000**

Lulfs-this is for sidewalk and curb issues that need to be addressed. If a letter is sent to a homeowner that they have to redo a sidewalk, they do not get reimbursed.

**400-5100-57500. Oakwood Avenue and American Road \$1,850,000**. We have some grants we can use for pieces of this and the rest will be through the TIF grant. The road portion is estimated at \$1.43 million. That will be a full rebuild of American Road from where the current project leaves off up to and including the Oakwood intersection. Oakwood from American up to and including the intersection of Freedom. Mazur-had suggestions to redo County Road R in front of CustomAg. That is half in and half out of the city. We can look at that down the road.

**Twin Oaks 7<sup>th</sup> Addition \$25,000**. That is a thoroughfare that has to be wider than a normal street and the city is responsible for that. You will also see costs coming up because the sewer was oversized and the city is responsible for that cost. We do not have that cost yet from Greg Beck.

**Oakwood Avenue Improvements \$210,000** a portion of the cost to design the project from Independence to downtown. The estimated design cost is \$400,000. If we were to rebuild the whole road the cost is 4 million dollars. We are working with ODOT to scale that back.

**North Harmony Street Improvements \$20,000** is the last remaining concrete street in that part of town.

##### **GIS Support from Stantec \$10,000**

##### **Survey Control Network-Update \$6,000**

**Annual Resurfacing Project \$450,000**. We are looking at Briarheath and possibly some of the side streets off of Briarheath. We discovered there are a lot more problems out there than we were aware of, some of them are pretty bad. Mazur-there was discussion about the area between Ohio Street and Lagrange and those roads, North Sheffield, Highland, Michigan, Willard. Lulfs-that area we are continuing to look at. Right now I want to see what kind of cost we would have around Briarheath. If we can keep the resurfacing project in one neighborhood that keeps the mobilization costs down. Maassel said if you are doing that neighborhood the work will have to be done between June 15-August 15. Mazur-that area does tie-in with the Safe Routes to School grant application. Siclair

asked about DeRohm being canceled. Lulfs-that street needs to be completely redone, including storm and sanitary sewer. Mazur-would not recommend putting money into something if there is no real plan to spend multiple millions of dollars on that road project. There are needs all over the city, how do we address that? You spot repair and keep plugging away. Bialorucki-if we do the Briarheath area or over by Ohio with Clairmont just being done near the schools, it would make sense to do the other ones over there. Lulfs-do not know if we can include Westmoreland at this time that is a big road, there will be a lot of paving. It comes down to how much curb and gutter we have to replace, that is when it starts to get expensive.

**510-6210 \$67,000 Additional Request for a Backhoe \$120,000.** The current backhoe is a 2006.

**510-6210 Water Distribution** they are requesting less than from last year.

**511-6210 Build Waterlines**

\$200,000 Lynne Avenue from Glenwood to the west, replace waterline and repave the street. We we will have to do something on the other side of Glenwood with Lynne soon.

\$16,000 Waterline on Enterprise Avenue designed. That has been an issue for a while.

\$375,000 Oakwood Avenue Improvements, Independence to N. Perry-design costs.

GIS report annual resurfacing program plug numbers for all those project

**520-6310 Sewer (WWT) Collection System** collection look at 1% request increase

**520-6311 Sewer Cleaning and Improvements** – requesting less on this one. CWRAP (Clean Water Removal Assistance Program)

**521-6310 Sewer Replacement and Improvement Fund** sewer account includes 2021 portion of Wastewater Treatment Plant rehab what is needed in 2021. The design contract is in place. This is construction. The whole project will be bid as one. We will bid and award the project next year, this will start and stop when it is all done. Mazur-for rate purposes we are estimating \$14,000,000. Maassel asked when the project starts how long will it be? Lulfs-we are assuming 18 months up to 24 months.

**Front Street Interceptor & Palmer Ditch Force Main Relocation \$400,000** cross center interceptor has to be relocated

Sanitary Sewer emergency repairs \$100,000

Oberhaus and Euclid projects carried over to 2021

We have financial responsibility for sewers in right-of-way

We do not have a long project list but we have sizeable projects.

Maassel asked are we still trying to recruit a new engineer? Lulfs-right now we are trying to get someone in to run the GIS system.

**560-6400 Sanitation Collection and Disposal.** Increasing 1.5-2%. A lot is due to landfill charges. Rathge those rates have increased our fees, the county has raised rates three times this year. That shows up in the cleanup lines.

**560-6410 Sanitation Refuse** fund seasonal pickup. Looking at an increase with the rates going up, that is hard to avoid.

**560-6411 Yard Waste Site** that is brushing grinding and concrete crushing

**560-6412 Mosquito Spraying** all most chemicals barrel of spray is \$12,000

**560-6420 Recycling and Recycling Disposal and Recycling Bins.** Siclair asked are you expecting more than last year? Mazur-you just never know. Rathge-we put the tickets in every day to see where we are going to be .

Maassel asked how hard is it to find a GIS tech? Lulfs-I'm not sure. We have a guy that we hired for the summer and he is coming back over Christmas break, I want to see what his long term plans are. Siclair asked what are the qualifications? Lulfs-there are different certifications.

**Short Recess 11:00 am - 11:07 am**

**Law Department 100.1400 (11:07 am – 11:15 am) Billy Harmon, Law Director**

We have not done any travel and training nor any of the CEL requirements this year because of COVID. Ohio Municipal Attorney Association (OMAA) has a 3-day training session that takes care of all continuing education. I hope to get to another one as mine expires at the end of 2021.

Legal Services. this last year has been extra-ordinary.

**100-1400-54200 Supplies-Operating Materials.** The numbers submitted are \$9,000 and \$5,400 as we still have not paid for the Matrix yet. Matrix is a way to track cases. The officers submit their information on every case, Wood County and Defiance uses Matrix. The defense attorney has full access to everything on this site. Once this is up and running, it will be beneficial to the officers.



Maassel said in 2020 outside counsel was used for water things, do we foresee any big issue in 2021? Harmon-not at all. We can handle most things, when you get into civil matters, it is time consuming.

**IT Department 100-1600 (11:16 am – 11:32 am) Justin Mullins, Dustin Tewksbury via WebEx**

Mazur-IT software is a continuing maintenance cost, it is a necessity for modernizing business practices. Professional Services are up. We added \$8,000 for ongoing expenses to continually update the website. Bialorucki noted there was \$2,900 cut in operations materials, is that not needed, you can hold off? Mazur-most PC's have been replaced. Mullins-we have two Windows 7 machines. Mazur-there is not a need for a bunch of new computers, screens, etc. At the IT Committee meeting, the committee discussed a capital replacement schedule to cover the cost of PCs and servers. When Windows 7 is not supportive anymore, the PC has to be replaced.

**Capital Items 400-1600.** There are a lot of cuts, these are more wants than needs. Durham asked what is the current setup of the city camera system? Tewksbury-that was the last of that era. It works fine. Durham-what we have budgeted for the website is sufficient? Mazur-yes. If we need to supplement we will come back. We are doing as much as we can in-house. The \$3,500 is for a camera that records. Like when we do press releases and take pictures for the website, it includes a tri-pod and equipment. I hesitated putting this in, do not want the perception that it was something frivolous. Durham asked about the photos for the website, are we paying for them? Mazur-Ashbaugh Aerials takes the pictures. Mullins-some were donated for us to use. Mazur-we have a \$200 Purchase Order with Ashbaugh Aerials right now. Siclair commented \$3,500 is a lot of money. Do you think you will use it a lot? Mullins-yes. If we were to get a camera that would improve our perception to the public. Mazur-IT is split between different departments. Maassel said put this is as an **Additional Request**. Bialorucki thought it would be good for everyone looking for communication from the city.

**Human Resources 100-1370 (11:33 am – 11:45 am) Lanie Lambert**

New hires for 2020 we had three full-time and ten part-time or seasonal. Resignations there were three full-time and four full-time retirements. We did not replace positions in Electric and Finance. Turnover was at 6.5% and that is lower than we have had in the past, since 2016. Workplace injuries have had five so far. Health insurance has a 3.49% increase, that is the lowest we have had. Bialorucki asked does that have a lot to do with the wellness programs? Lambert we are hoping. Claims were down. During COVID people were not going to the doctor. As of Wednesday, 90 out of 159 employees and spouses have received their physical. They have until the end of December to get those done. For the employee appreciation lunch we ordered food and delivered to each department. The Mayor and City Manager went around and delivered certificates. Retirements for 2021 we have six eligible. We have spent a lot of time on COVID, policy changes, staying up on regulations. Goals. To work with each department in compliance with PERRP/Public Employee Risk Reduction Program. Do CPR and Alice training for employees. Job descriptions are updated when we have a new hire or someone leaves. We hope to have the policy manual updates worked through by the end of the year. Besides salary, requesting almost \$2,000/less. We are trying to do job postings online instead of in the newspapers.

**Zoning Code Update 100-1300-53350 (11:46 am – 12 Noon)**

Mazur-this is a \$50,000 line item. We can get by if need to, if this needs to be cut. Comadoll asked how far out of date are we? Mazur-decade and a half. Siclair asked how much is driven by our Masterplan? Mazur-all of it. Siclair-shouldn't it renew automatically. Mazur-it's the definitions and permissible uses. Maassel thought it might be worth some dollars to get this updated. Siclair asked if there is anything in the code about signs? Mazur-there is a tie-in. Haase asked with the Trailwind Apartments going in, is that storage unit beside Fruchey's being eliminated? Comadoll-it is going down, that is what they said. Mazur-the \$30,000 is contractual services. There are companies that specialize in modernizing codes that could be incorporated here. The code has to be tailored for Napoleon. If available, there could be \$20,000 of grant money to supplement the \$30,000 budgeted.

**100-1300-53520** is to update this building. There are issues with the restrooms. Comadoll-I'm surprised this place has not fallen apart. Maassel asked do we want to do different things in this room? It is very sterile you can do a painting of a Tree City USA where each leaf is a new year, aerial photos. You go to other meeting places there is

history there. Siclair noted we don't want to spend a lot of money on it. Maassel noted maybe the art teacher from the high school is looking for a project. Haase or that man that did the mural on the downtown wall. Mazur suggested addressing in the council budget. We did talk about the front lobby last year. We do not want to cheap out the image we are trying to promote.

**City Facility Preliminary Engineering 400-1300-57200.** This is per the City Master Plan. The main theme was to develop the riverfront. What would it take, do we need to be here, what would our needs be if we stayed? The Fire Department building has not been looked at in a long time. There are cables that tie the back wall on. The Police Department specifically needs a deep dive. Their current setup does not allow them to be set up for modern policing. The evidence room needs to be looked at and how evidence is preserved.

**Napoleon Campus Agreement** this is payment number two of the agreement. There has been some public discussion about the plan for parking and that is still ongoing. We are working with the school on the drop-off locations.

#### **12 Noon. Recess for Lunch – 12:31 pm**

#### **Parks, Recreation and Cemeteries (12:32 pm – 1:21 pm) Tony Cotter**

2020 was not a very conventional year. The pandemic hit in March just as we finished our winter programming and were getting ready to go into the spring programs. Baseball and softball were canceled as we were not sure the guidelines issued would be doable and we did not get enough registrations. Flag football in the fall was canceled too. We are going to try to do basketball. We had a great year in golf. We did not open right-away, we were able to work out protocols to keep both the employees and patrons safe. Shields were put up in the golf clubhouse and were put on golf carts as barriers. When we could, people who had their own carts were allowed to use them. We are open now because of the good weather we are having. This will be the best revenue year we have had in years. I am projecting \$188,000 and we could reach \$195,000 by the time we close. Golf in the country has saw a spike. Will that continue next year? The spike may have come from those who usually had baseball and softball and golf was the only recreational thing to do this year and the weather was good. We saw a lot of people out there who we never saw before. My staff worked their tale off. They had to disinfect and spray down all the carts when they came back in. The golf course got beat up a little bit, Mike Willhite did a good job. During a drought year you do not get disease on your turf. We still had to mow, because we water the course. Obviously, the outside pool was not open. We did think we could have open swim at the high school but, the school did not open their buildings so we had no swimming at all this year. We did not spend money on any of our rec programs so we saved money there. We also did not glean any revenue from participation fees but, we did not have to spend money for hats and shirts, commissioners and referees. It was disappointing we could not offer the programs we wanted to offer.

**Cemeteries 100-4700.** We did bring on a new employee with the retirement of Tracy Ekstrand. Tom Schwab was able to get moving and is doing a fantastic job. He has worked his tail off too as we have had a lot more openings and closings. We did save some money due to lack of mowing. Mazur noted the cemeteries is a general fund expense. Even with 27<sup>th</sup> pay, the operating expenses are down. Cotter continued an unknown for us each year is the indigent burials expense. This year we have had two. That cost is \$950/request. I budget for four. We rely pretty heavily on CCNO trustees to help with trimming around our stones and we did not have that luxury this year. We did hire a part-time college student and it worked out very well. He bounced between cemeteries and parks to help out. CCNO is really hard to rely on.

#### **Recreation Administration 220-4100.**

The only thing I am asking for is a laptop. When the swimming pool starts being operational, it will allow me to be on call 24-7. We will be implementing Rec Desk and I need to have the ability to log into that if I get calls to help out.

#### **Recreation Golf 220-4200.**

You plan for a bad year when there is hot humid weather and need chemicals to treat fungus and other types of problems that occur. Fertilizers and chemicals seem to be creeping up in costs. We had to add money to beer concessions, we sold a lot of beer this year. We do make money back on those sales. I have been asked why we don't charge more? I feel if we charged more, we will run the risk of people bringing their own onto the course. We currently charge \$2.00/can or \$10.00/6-pack.

Mazur-the biggest change is in furnishings for the club house. Whether we can roll these costs into the pool levy or not, we will see. Cotter-these are on the operating side as we are trying to go to bond in March and I may need to purchase the items before March. We can always reimburse the fund. Golf carts are a yearly requests and

these will be to add to the fleet. If we have a large outing it is full and that is 18 teams and oftentimes we do not have enough carts for everyone and we have to rent carts. Our goal is to have enough carts so we don't have to rent carts out for the large outings. Bialorucki asked if there is still talk about adding in the golf simulator? Cotter said that will probably be one of the last items we add, we are going to look at that when we finish up the project. Bialorucki asked what is the cost? Cotter said they range from \$10,000-\$50,000. It just depends on what you want to do. We did make provisions in the building plans to have ceiling mounted ones but they are more expensive. Bialorucki-that could hopefully pay for itself with the weather we have around here. Mazur-you would have to factor in the cost of an employee. Siclair noted they have one in Wauseon.

#### **Recreation Pool 220-4300**

We had very little expenses in 2020. Next year, your guess is as good as mine on how things will go, especially for revenue. Bialorucki-have to factor in COVID also. Cotter-hopefully that is behind us by June. We added in \$10,000 for personnel. Will I need that? I'm not sure until the facility is open. The pool is a little bit smaller, we will have guards at the platforms. If I need an extra person walking around, we can adjust staff accordingly. It will be trial and error. Expenditures utility wise should be lower as we will not have the water loss. We did put enough money in on the chemical side, but will only use what we need, same with the liquid chlorine. Hopefully the new pool is much more efficient. The pool heater will cost less heating with natural gas. We will have splash out with kids jumping in and out of the pool. There are three pumps, one main circulation pump, one for the slide and one for the play features. The way I envision the grand opening would be, I would like to see the Mayor, City Manager, or someone from the Pool Commission to be the first one down the speed slide. Mazur said he has ideas for a press event. This will be a big deal. All input is invited. Baer asked in 2019 how many employees did we have in the pool? Cotter-Six guards on the stands, two in the pool and one would be off on break. The guard stands will be placed at various spots on the desk, I anticipate we will need eight or nine a day. Concessions will be additional. We used to have vending machines. Most kids went over to the clubhouse to buy pop and candy. Now the concessions at the golf course will come down. Bialorucki asked if the city provides the certification guards need? Cotter-new guards have to have their CPR certification. Once they are on staff and come back, if they need recertification we pay for that. Mazur-this has machinery and equipment for the golf course clubhouse, we would like to get that expense rolled into the project and reimburse the fund when it's all said and done. Cotter said things are going well at the pool, the weather has been good. Astro Pool works four-10 hour days. All walls are up except at the zero entry where there will be none. They will pour the floor at the end of this month then the stainless steel walls. The deck will be poured in the spring. The general contractor has most of their underground and excavation work done. They are doing masonry work. Tom Ashbaugh has a feed on Facebook of an aerial view of the Aquatic Center. The only thing different with this pool is, it has eight 25 yard lanes. There will be a lot of play area. That is the main difference. We made modification as we did not want the pool to be too shallow. We had to have the depth up to 4½'-5', that was the suggestion by Astro-Pools. Siclair asked to explain how the wall is one material and the floors are another and does not leak out. Cotter-they use some sort of a caulk sealant that holds. They built the pools at Wauseon, Bowling Green, St. Henry's, Lancaster and Dublin. Astro Pools is building four pools right now.

#### **Park Programming 220-4400**

We are maintaining what we currently have. We did not have a lot going on in the recreation program side but hope to be able to get back to normal next year. Mazur noted since we did not have fireworks this year, we took that cost out of 1900 and put all of it in the Parks and Rec fund. There was some discussion in the Park and Rec Board and Committee about a pickleball court. I am going to recommend that we cut that. Here is why, we are still dealing with COVID and \$25,000 is not enough to cover the cost of a pickleball court and we are low on our income tax projected revenues a little bit more this year. The main reason is Cotter has other large projects going on right now and I don't want to spread everyone too thin when we have a large park project in progress. It is on the radar but, my recommendation is to omit this year. Maassel asked the pickleball court would have been where? Cotter-when they Park and Recreation Board had that discussion, my recommendation was next to the basketball court at Oakwood Park. The original master plan had that set up for tennis courts and I believe this community has enough tennis courts. Pickleball is becoming much more popular. It is a worthwhile project, \$25,000 is just going to be the city's participation. What we told the group that came to the Park and Re Board meeting, it will take anywhere from \$50,000 - \$70,000 depending on how many courts they put in. The group even talked about lighting and that will add another \$25,000. One of the tough things for them to do would be to raise some local private funding for it. We will push this off for a year and see what they can do in the way of private funding and hopefully in 2022 we can provide our contribution. Maassel-I agree you have your hands full

and trying to build something else may not be the best time to do this. Durham asked the extra money that goes to parks and rec from the reciprocity change if that were to pass, where does that go? O'Boyle it goes to the fund balance where Cotter makes the recommendation for the appropriation. Mazur noted all this is paid for from the Parks and Rec Fund except for cemeteries which is General Fund and any capital items that we will get into.

#### **Capital Improvement Fund 400-4200-57000**

**Utility Tractor \$24,000** to replace the 1967 Massey Ferguson tractor. We have a new sweeper used to sweep the leaves and that is not working very well trying to pull it with this tractor. Maassel asked if this will be off state contract? Cotter-it likely will be. If we cannot find one to meet the budget amount, I do not have a problem looking for one off-lease.

#### **New Deck Furniture for the pool \$15,000**

**Parks Mower \$15,000.** Every other year we replace one of our front line mowers. We will likely trade-in our older John Deere mower. We are looking at a Ferris Zero-Turn mower at Red Barn in Liberty Center. Ferris has a nice suspension system. Comadoll asked Cotter to please go see Jason at Freedom Sales and try to shop local. Cotter- quite frankly Ferris was the cheapest one.

Mazur-Cotter does a good job managing without dipping into the capital side. Bialorucki asked how many parks do we have? Cotter-we have ten. I have a really good staff down there. Tom Ashbaugh is a very good worker. The other full-time workers are Tim Bruns and Sean Thompson. Having a permanent rec levy is confidence from the community and we owe it to them to keep our parks up.

#### **Short Recess 1:22 -1:26**

#### **Wastewater Treatment Plant 520.6300 (1:20 pm – 1:57 pm)**

##### **Dave Pike WWTP Superintendent, Jeremy Okuley WWTP Chief Operator**

In 2020 we had no violations. The digesters were cleaned, we are still struggling getting the sludge pressed and rid of. Our next step is to finish they plant up and get all buildings up to speed on fiber instead of radios. VanHyning Pumping Station is scheduled to go out to bid this year. We are continuing our employee succession plan. Williams Pumping Station is completed and now is called Glenwood.

As far as CSOs and SSOs we have two uptown (Central School). Mazur-the wastewater plant rehab was a must regardless of whether or not it was in the Long Term Control Plan (LTCP). Pike-we eliminated 26 projects out of the LTCP into the six projects we have today. Bialorucki noted every year when we go to Washington DC this is one of the things that we always talk about. We spent all that money and our rates are higher than neighboring communities who didn't do what they were to do. Mazur-this will be a big part of the discussion on Monday at the committee meeting. The sewer fund, because of the deviation from the LTCP and reducing projects even with the rehab project, is doing much better on the wastewater side. Haase asked how much is left in the city to split the storm and sanitary sewer? In the fall of 1959 we did the first section and it was to be a 20-year plan. Mazur said you will never split downtown. Pike-we have an idea when that time comes to do some rerouting. We are only about 30% combined anymore. Mazur-it is cheaper to run water to the wastewater treatment plant than to separate it. The electric will stay the same as we do not know what we will need during the plant rehab project. Professional Services. We did increase consulting services since it seems this project has drug out a little bit, but we are okay. We want to make sure we get this done correctly upfront on the engineering side, that was one of the issues we had with the water treatment plant design, not everything was looked at with a fine tooth comb. The wastewater treatment plant is affected by the water treatment plant. We are trying to eliminate as many change orders as we can. You will never eliminate them all but, we can try to reduce them by making sure the drawings are as accurate before construction starts.

#### **520-6300-57000 Machinery and Equipment**

Running fiber to the lift stations has really helped. The SCADA system has an alarm system. Those lift stations have to run or sewage will back up in the large parts of the city. There are seven lift stations. Pike-VanHyning is the most critical, that is the heartbeat of the north side.

#### **Additional Request Truck for WWTP**

Pike-my concern is, will the vehicle get me to Columbus. Bialorucki asked how many times a year do you go to Columbus? Pike-three or four conferences are dedicated to Columbus and one state conference. Bialorucki suggested maybe renting a vehicle for four or five times a year would be more cost effective. Bargaining Unit contract for AFSCME employees. One is non-union and another is union.

#### **Recess 2:00 pm – 2:05 pm**

**Water Treatment Plant 510-6200 (2:06 pm – 2:35 pm) Jeff Weis-WTP Superintendent**

Being a dry year helped us. We are looking at coming under budget, consider that optimizing and being successful. We completed our Assessment Management Plan, that document is 7" thick. It has a lot of good information on vulnerability and risks we have to keep our eyes out for.

We are still looking into water loss and are narrowing things down.

We are still fighting through design issues and are trying to make modifications ourselves. A two-year old air compressor had to be replaced, we were spending more money to maintain it. It was overdesigned and not put in a controlled atmosphere. Siclair asked this is all from the original engineering issue? Weis-yes. A new air compressor was put in in October of 2018 and since has had three catastrophes because it was not in an air controlled room. Reviewing is super important, you cannot ever have enough eyes reviewing things to be ahead of the game. The Wastewater Treatment Plant has time, with the Water Treatment Plant we had to meet compliance by a certain date and they were trying to design while they were building. We are making compliant water. Goals for 2021. We want to continue making water and be compliant. It is a very good plant and we will keep maintaining the plant to keep it in tip top shape. Haase asked if the membranes are lasting like they said they would? Weis-yes. They are doing really well with the nanofiltration and REO. If we can make it to five years with the Nanofiltration with the river water we treat, that is phenomenal. I'm hoping for seven years out of the REO, they told us five years. Mazur-the asset management plan will take care of making sure we are putting away money each year for membranes and other capital needs. Weis-the old plant ran off of two pumps and we now have sixteen pumps. Being a dry year, we were running longer hours to make water and had a lot more electric usage. Everything else is pretty much the same from last year.

**Membrane Cleaning 510.6200.54245**

With a dry year, the organics were high in the river and we still cleaned less. Maassel asked did we draw much from Wauseon's reservoir? Weis-no. The Maumee River is always flowing no matter how dry the year is. The reservoir is in a worse algae state than we are during dry months. Unless we cannot get the volume from the river, we try not to draw off the reservoir. It is very different from the old plant. This is the first year we will meet the 365,000 gallons that needs to be sent to Wauseon. As of the end of September, we had sent 3.6 million gallons to Wauseon. Mazur-need to capture our revenue back that was missed in the original contract that expires in 2022. Maassel-this is a are cross county agreement that has been beneficial for both.

**Capital 510-6200-57000.**

Mazur- Weis asked for spare motor that was cut. Weis-that was a vulnerability put on us with the asset management plan. To have a quick overnight turnaround if something would happen to ours. Mazur-I don't want to expense everything out all at once. Durham-again this is something we can bring up over the course of a few years. Mazur-we can add this for next year.

**Replace Sludge Telescoping Valves \$20,000.** The originals are from 1964, these were missed on the original design of the rehab project. We will have to hire to have the work done. It is a 18' cast iron pipe that has to be dropped down, labor will be the expensive part, we will do as much as we can.

**Security** is on our radar. With a risk and resilience plan that is coming this year we have zero security other than cameras. If someone would break a window or access a window, that is on our radar. Mazur-the EPA will probably tell us we have to do this. This should have been in the engineering. Weis-Before we had motion detectors and the Police Department would be notified. The building is locked, if someone were to get in we would not know until we got there in the morning. Bialorucki-for \$10,000 out of the budget, what would it cost if something happened? We would look silly saying the *EPA didn't tell us*, I would like to see that put back in, we need something. Weis-that is the price for motion detectors in three buildings. **Add back in \$9,925.**

**Additional Request** We do not have anything for HVAC service and put in \$1,780 to have Fitzenriders come in. TEGG Service Electric Agreement. The main reason for this is we had a harmonic dampener for one of our leads go out and it was \$2,000 to have someone come out and evaluate when it could have been found on a service agreement. This is an annual cost. Offered looking into insurance credit to have preventive maintenance. Annual Membrane Savings this should not be an additional request, it should be added every year until we get to year five and can evaluate if need to be replaced.

Recess 2:35 pm – 2:42 pm

**500-6110 Electric (2:43 pm -3:31 pm)**

**Greg Kuhlman-Elec. Dist., Mike Dietrich-Distribution Services Supervisor**

In 2020 the Electric Department received an RP3 designation for reliable power. We finished the LED street light conversion system and reduced our system losses down to 6.23%

Commercial customers added were, Paul Martin & Sons and Love's Truck Stop.

Maassel-that we have that service, that we have our guys is invaluable for business retention and expansion. I'm saying as an ED tool the job you guys do is valuable.

Two disaster sirens were installed one on Buckeye Lane and the second behind Walmart. We relocated the 3-phase line at the new Napoleon Eye Clinic at Independence and Oakwood. The 3-phase primary to Vorwerk Farms was upgraded. We are working on replacement poles on T-1, there have been a lot of new homes out on that stretch.

2021 Goals.

Electric Rate Study to be completed by Courtney and Associates.

If Council approves, we will move forward with the asset transfer for AMP Transmission.

We had a couple of retirements and now have a lineman vacancy we need to fill.

We did the street light conversion to LEDs.

Security and flood lights, people can have these installed and rent on a monthly basis.

Rehab and maintenance of decorative street lights around town that are starting to weather.

Helping new businesses Main Stop, Crematory, Napoleon Vision Center.

Budget. 500-6110. There is one big line item that has changed \$570,000 for stranded cost. We feel we can absorb that right now with what we have in the depreciation fund. This is the outstanding debt for the AMPGS project and is a stranded cost that has been on the books for many years and we have been paying interest on it. We feel it is good timing right now to this get off the books. Maassel asked is this the aborted coal fire plant someplace in Ohio? Mazur-yes it is. Maassel-if we pay this back and that location gets sold, do we get some back? Mazur-we do. We purchase power off contract and are partners or part owner of a lot of different generating plants. This project was going through the process and due to regulations stopped. I believe AMP and all the members that were associated with this project were into this project for about 2 million dollars before the whole project got moved. Napoleon paid off a substantial portion of that debt previously and this is the remaining portion left sitting on the books. Bialorucki asked if the interest we are paying on this is more than what we are earning? Mazur-it's around \$31,000. Everything else is pretty much in line from previous years except for the very last item. The actual cost of street lights was put into the Electric Department rather than the General Government 1900 Fund. The \$500,000 will be a one-time cost, the \$25,000 for street lights will be an annual cost.

Durham-there has been some talk of string lights downtown, that is not associated with our costs, correct? Mazur-we will install them and Napoleon Alive will purchase the majority of the materials.

Travel and Training APPA. They will not be having the in-person legislative rally but we kept the cost in because there could be a trip scheduled at a later time. There may be a reason for us to go down and do lobbying for certain city issues. The same goes for the State House Rally, that was canceled. We have two really good legislators from Napoleon, it is good to have face time with them down at the statehouse.

Key Accounts is an old line item that was added into AMP dues. AMP does stay in contact with our major users to see if there are any issues and help provide them with services outside of what we normally do, it is a business retention tool.

#### **500-6110-53300 Professional Service Fees**

Full Cost of Service Electric Study with Courtney we are rolling over into 2021.

Siclair asked to explain more about that, have heard criticism about all these thousands of dollars on studies.

Mazur-the rate review we are doing now is very basic. Here is what you are spending, this is what your rate is, this is what you are collecting and this is what you need. The study looks into the cost of each category in a spreadsheet and talks about personnel cost, what you are spending money on, what your needs are and they look at external costs too, project costs, analyze what to project for those in the future and any changes in the industry. For water and sewer it is different, electric is a different animal. Courtney specializes in electric. What it comes down to is if the PSCAF needs to be adjusted. If the PSCAF is not accurate, we have wild swings. The industry standard recommends having a study done every five to seven years or if there are some big changes. We have both, time and big changes with the hydro plants coming on and the Morgan Stanley contract will be coming off. Durham asked when was the last time a study was done? Is this something we would do later if sale goes through. Mazur-it will have an impact on it and they may give recommendations on how to manage that influx of cash as rate stabilization or investment earnings or a blend of things. Durham asked if this is something that we have to have or should have every five to ten years is this another line item we could budget for? Mazur-for electric a

\$40,000 line item once every five to seven years is not going to break the bank. Now that has a much larger impact on the water and sewer side. Water and sewer are two different utilities compared to electric. I know we could do these in house but, it goes back to having a second set of eyes look at it. We have more control over electric rates than we do over water and sewer rates. Water and sewer rates always go up, they never go down. I do think this is necessary right now. The electric industry changes quite a bit. Electric has much more external volatility than water and sewer.

Operations Budget Building maintenance item. The awning over the entry way needs to have some work done.

Insurance we did get word back our insurance will be up 3%.

Bialorucki had a question on payroll. The one vacant lineman position, are we looking to replace?

Mazur-Kuhlman assumed the role of Superintendent and retained the role of Construction Lineman Foreman. Ryan Pahl was promoted to Lead Lineman. Bialorucki asked if the projected overtime at \$39,000 is right? What is causing that? Our lines are good and we don't have many outages. Kuhlman-I went out on all calls before and I was hourly. I wanted to go out and make the call on outages instead of letting the guys who work on the poles that do not understand certain decisions in making calls. Now that I have taken over the superintendent's job I'm not going out. Mazur-the AFSCME overtime is down. Standby pay for substations has went up, but that is paid for by AMPT. M. Dietrich whether there is an outage or not, there is always someone who is on standby and getting paid to be on standby. Baer we do plan to fill that lineman position. Mazur-yes. Our lineman pay is low, they are the highest paid in AFSCME but are lowest paid for industry standards. But there are opportunities for overtime. We had some people from First Energy because they work too much overtime.

**503-6110-57200 \$155,000** there is a line item for engineering cost if we do the substation deal with AMPT. There is a portion of that that is on our distribution side. If we do an asset transfer, there is still the distribution side that is ours that is not covered. Siclair asked if there were any incidents on the north side since the transfer to AMPT? Mazur-they did a relaying project with a tie-in to First Energy. First Energy wanted to come in and put relays in and take over and AMPT said no, we will do it, that was all their costs. That would have been our cost (rate payers) of over a million dollars.

**Additional Request.** Is for Mike Dietrich's position requesting an additional 3%. With Clapp retiring, Mike is taking on more administrative duties to allow Kuhlman to be in the field more.

Recess 3:31 pm - 3:39 pm

#### **City Council 100-1100 (3:39 pm – 3:56 pm)**

Added \$2,000 for OML Training

Ten chairs for Council Chambers at \$400/chair (the Mayor's Chair is included in his budget/100-1200)

Bialorucki-we talked about an increase in council pay, it does not affect any of us during our term now, it would for the future. My main thought is we only get so many vacation days at my job and how many days a year am I taking vacation days away from my family. In the last couple of elections, there is not many people running for council, not that they are saying I want to get paid a lot of money for it but, at least to feel like you are getting paid for the time you are taking away from your family or other things. When would you vote on it? Maassel said do we want to have the Personnel Committee or Finance and Budget Committee look at it? There are four councilmembers seats that will expire at the end of 2021. That would be for the 2022 budget. Baer agrees even if we try to find someone to run, there has been an issue and this might be an incentive. Maassel-there is a minimum amount that you have to earn to get a full year of OPERS credit and you are not at it. Bialorucki-that may go hand and hand in with what the Fire Department is going through in getting volunteers. People are getting busier and are not able to get away from their jobs. That is something we should look at increasing. Mazur-everyone sees the amount of time that Councilmembers put into the job and this is a very dedicated Council. Everyone here is doing a phenomenal job. Everyone sees the amount of time, effort and dedication that you all put in. If you are looking for recommendation I would not balk at it. It is easy justification especially since it has been a while since these pay scales have been adjusted. Comadoll-I suggested this a couple of years ago and see no reason not to do it. Siclair-I see it could possibly encourage more people to get involved, but then if people are doing it for the money, there is a fine line there. Maassel-it would be a 50% pay increase to get a full year of credit in OPERS (\$8,000/year). Mazur-typically you benchmark what comparable cities are doing. When you compare cities it is just not population size, it is water, electric, wastewater, water treatment plant, seven members of council you are never going to find that exact match. Maassel-it would be nice to know in greater Northwest Ohio what City Councils in other cities are making. Assign it to the first Finance and Budget Committee meeting in January 2021.

Maassel-will this look weird if we pass the reciprocity and give ourselves a raise? Bialorucki-maybe they will run for Council then.

Maassel asked in the Mayor's budget it would be nice to have some mayoral stationary with no name on it just *Office of the Mayor* to look more official. Can we look at the cost of that?

#### **100-1500 Finance (3:57 pm – 4:09 pm)**

Service Contract CMI System 3% increase

Audit Costs were increased a little, as we do not know what that the cost will be. We will probably have an A133 Audit because of the COVID money received. It was \$601,000 of Federal money and if we have other Federal money, it will push us over the \$750,000 limit for the audit.

Printing, Forms and Photos - added money for checks and W9 forms we have to do.

Salary. The Assistant Finance Director position is gone. The supplemental is included for the four people taking on added duties and I'm also taking on duties. If something happened and someone vacated one of the other positions, we may have to look at doing something different but, right now it is working great.

Maassel asked are you running yourself too short if someone goes away for training and someone is sick do you have enough people? O'Boyle-we are fine.

#### **100-1520 Utility Billing**

There is a slight increase (3%) under software for the CMI system.

Operating Materials we added a scanner, both of the scanners are very old. We already had to replace one in income tax this year.

#### **170-1510 Income Tax**

The salary includes the administrator and the vacancy at this point. I am not going to fill that position, I provided supplemental to the Account Clerk II on the utility side to do those duties. There are high and low times on both of those sides. February through April she would be on the income tax side. We could get some help during that time and we are looking at getting some help from colleges. That appropriation is in there just in case.

Bialorucki asked can we reduce utility bill postage? O'Boyle we have some that pay online but if they do not pay online, we have to do postage and we have delinquent and shutoff notices we do. Bialorucki-there are fees when go to delinquent and shutoffs? O'Boyle-yes, there are late fees. With the COVID a lot of people are paying online or coming through the drive thru.

Operating for income tax is actually a reduction from the approved budget. We had no training because of COVID in 2020.

Court cases were down due to COVID. We are also using the Attorney General's Office now. We send them to the Attorney General's Office and we are getting money back because they can get the federal income tax and any of the other money that we cannot. Instead of going through the court system, we are also sending them to the Attorney General's Office too on top of that so it will be better. We have the refunds down for \$175,000 that just depends on what the refunds are. Durham asked are we filling that vacant Account Clerk position? O'Boyle-no. I provided supplemental pay to my Account Clerk II position on the utilities side. Since I have been here between the retirement and resignation we saved around \$100,000. Maassel-I'm concerned that you are cutting yourself too thin, someone is sick and someone is on vacation. O'Boyle-no we are good just the five of them. Most of them do not take off at the same time sometimes when there is a holiday or something more than one may be off. We are working as a team and it is pretty much better than when I came. Siclair-it's good leadership. Siclair asked in collecting taxes when we do reciprocity if it that all goes through is that difficult on any side for anyone to pay and how do you do 30%? Mazur-wouldn't be any different than paying taxes. O'Boyle-if it is approved we are seeing if CMI can show it separate so we can see it for recording purposes. Our system is limited now. Some employers might start withholding from people rather than doing estimates should not be a problem other than financially for people. Durham-do we have payment plans if need be? O'Boyle-they pay quarterly for the estimates. Maassel pointed out of the 51 cities on the list we are one of the last ones to have reciprocity.

#### **General Government Fund 100-1900 (4:09 pm – 4:14 pm) Mazur**

Utilities, consultation, fireworks was zeroed out and put in Parks budget

Janitorial costs are down, we have a new vendor.

Undefined Contingencies we did add \$5,000. We used it for the PERS cleanup item, the firefighter pension issue, police grant or any other grants that come in that way if need cash flow to pay for something and then get reimbursed. Henry County prosecutor office for matrix. We use this account to pay for things we get reimbursed for.



Street lights were moved to the Electric Fund.

Insurance will be increased to 6%.

Employee appreciation picnic is in here.

**ADJOURNMENT**

Motion: Durham Second: Knepley  
to adjourn the Special City Council meeting at 4:14 pm.

Roll call vote on the above motion:

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

Nay-

**Yea-7, Nay-0. Motion Passed.**

**Approved:**

**November 16, 2020**

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

\_\_\_\_\_  
Jason P. Maassel, Mayor

Submitted by:

\_\_\_\_\_  
Roxanne Dietrich, Clerk of Council

*City of Napoleon, Ohio*  
**SPECIAL CITY COUNCIL MEETING MINUTES**  
in Joint Session with the  
**FINANCE AND BUDGET COMMITTEE**  
Saturday, November 7, 2020 at 8:00 am

**PRESENT**

Councilmembers	Joseph D. Bialorucki-Council President, Daniel Baer-Council President Pro-Tem, Jeff Comadoll, Lori Siclair, Ken Haase, Ross Durham, Molly Knepley
Mayor	Jason P. Maassel
City Manager	Joel L. Mazur
Finance Director	Kelly O'Boyle
Clerk of Council	Roxanne Dietrich
City Staff	Dave Mack-Chief of Police Clayton O'Brien-Fire Chief

**ABSENT**

Council President Bialorucki called the Special Council Meeting to order at 8:01 am.

**Police 2100 (8:01 am – 9:38 am) Chief Mack**

COVID-19 messed with us and some of our goals. We are constantly evaluating our spending, Officer Rubio was an evaluating specialist in the military and is a huge asset to us.

DARE Program. When the county went to SROs, the Sheriff said he could not provide for the city schools. Brad Strickland our SRO Officer will be starting the DARE Program before Christmas in the Elementary School, pending COVID. You will see changes in that budget as the City has never sponsored the DARE program from our agency. Most DARE programs are self-sufficient after they are up and running for a couple of years with donations and grants. Officer Strickland just received this in October and is trying to figure everything out.

Site analysis for our building was pushed back because of COVID-19. That is one of my goals, to figure out what we have to do with our building.

Sixth Dispatcher. Council is very supportive of.

Range Expansion we switched it 90° and added several hundred feet to the range behind the golf course driving range. This was a six figure idea several years ago when I was still a Lieutenant and was done with help of the City Engineer and road projects. We have been collecting dirt over the last five to six years and were able to do the expansion at a fraction of the cost. This has enhanced the capability allowing for rifle training.

**2021 Goals**

Front line cars, mine and administration, do not have cameras in them. They are expensive and we ran out of grant money. We are trying to secure more grant funding.

Body Cameras. We all know what the national conversations are. We have been certified, we were part of the first group of agencies to be certified on best practices on policies and procedures. We are trying to find grants. The legislative branch may have mandated legislation at Columbus on no-knock search warrants that has body camera language in it.

Managing two safety services in COVID has been challenging and rewarding at the same time. We did not lose any safety service personnel due to significant sickness. We are feeling more comfortable even though we are spiking. We have procedures in place and will continue to adjust. Safety services took a significant hit in the budget last year. This was the first year in some time we did not have to hire a dispatcher, that was a plus.

The dispatch center was updated with new computers and screens as those were outdated. Our off-site server was at its end of life, this is a big deal when you are an agency that deals with public records. The 700-800 MHz radio system is up and running and working pretty well. There is a need for some repeaters here and there in some vehicles to get some indoor coverage. Bialorucki-I want to commend your patience, from the building itself (the temporary building) to the range that was twelve years in progress and the server. I don't know how you have such patience for the tools that you need to do your job. Chief Mack it is all one team, we are not the only one in the city and have to figure it out, we all have dilemmas and have to have patience. We keep an open mind and take one item at a time.

We are the biggest monster in the budget when it comes to tax money, overtime. Chief Weitzel had records on overtime and I compiled all the data into a spreadsheet, the average was 1,585 hours for a 2-week period. This year we are at 1,694 hours, we have seen a spike in the last month or two due to mandated training that was delayed due to COVID. In 2018 with staffing cuts we had over 2,000 hours. Every year we do an asset program on what our building facility look like. That was a big goal when I took over. I tried to figure out when everything was replaced and started an asset management spreadsheet.

#### **100-2100 Budget**

You will see some increases in line items. Keep in mind, this budget took a \$42,000 cut last year and some of the numbers are getting back to where they were.

**Travel and Training** has the biggest increase. COVID 19 made us struggle with training. Training is your cheapest insurance, you are training for that next crisis. You are seeing that on a national level where training is one of the top two things you need to do. That was one of the budgets that took a hit last year, with COVID a lot of training was pushed back. We are back at \$17,000 and we may be in excess of that, but we can modify. Legal updates is a big deal every year. Firearms certification there are several different ones. Everything on the OC batman belt has its own training. We certify a lot of our instructors to do training in-house. Many of those certifications expired this year or will expire.

**Memberships.** We cannot stress the importance of the MAN Unit enough. Our drug problem is very real in Henry County. We are not in our own little bubble here methamphetamine has caused us great concern from caseload to usage and the domino effect for misdemeanor things. It definitely is an issue in Henry County.

**Computer Software.** The prices for software keep creeping up. The other significant increase in our department is the CAD computer it is dispatch software that we used to not pay for as we were not utilizing it to full capacity. Within thirty days of me taking over, because of changes at the county, we were served a notice that we had to pay for CAD. One of the biggest challenges is most of our software is going to cloud based storage. Our cameras software and the car cameras are all cloud based storage. That is beneficial to IT but it does come at a cost to us. Mazur-it is still cheaper when you talk about end of life and is cheaper to use their service. Chief Mack-and with that comes software that helps with redaction. Some of this is out of my control with what is going on in law enforcement. Bialorucki asked about updates on all the new things going on in the country is that part of that? Chief Mack-Lexipol is strongly recommended nationwide. The Law Director helped me make that decision, the cost is about \$8,000/year. Lieutenants had to research all new case law and submit any policy changes to the Chief. Lexipol is a national database of policies that we can modify, there is an online cost to that. Lexipol sends updates to you to review and gives you the reason and you can tailor to your department. Pursuits are on a significant rise in the area. They are one of the top dangerous things we can do.

**Miscellaneous Operating Costs** have increased. We put a big emphasis on community policing. Traditionally ours was Haunted PD and Safety City. We are trying to bridge a relationship with the community. Maassel asked when COVID ends, is it your intention to continue coffee with cops? Chief Mack-absolutely. The key is getting around to different businesses. During the summer Officer Strickland will be our community outreach guy. He's talking about a DARE camp and Safety City. Bialorucki-One of the things I have heard about is your Officers stopping and talking to the guys playing basketball. Chief Mack-our day shifters are very good about getting in there and playing sports. It has a huge impact.

**2101 Code Enforcement** – no changes. We are getting Schultheis a laptop to put in his car from CARES funding. We did not use a lot of abatement fees this year. There was a lot of voluntary compliance.

Mazur-there were 267 complaints. Zoning violations-36, grass and weeds-124, junk and debris-79, abandoned vehicles-29. Thirty-four summons were issued. We will focus on signs and get back to sending letters out again. Planning Commission in 2018 had 5 hearings, this year we have had 14, last year there were 7 hearings. Board of Zoning Appeals has had 6 hearings this year, there were 9 last year and 2 the year before. The Preservation Commission had 3 meetings this year, one last year and two the year before. In 2020, 13 new businesses filed, there were 7 in 2018 and 4 in 2019. Actual residential units saw 33 in 2018, 64 in 2019 and 34 in 2020. Schultheis is the Code Enforcement Officer and Zoning Administrator, neither one is a full-time job. Siclair asked about the clothing drop boxes. Mazur-they are being addressed, most have been removed. Chief Mack-Schultheis has law enforcement training and that has helped him in these positions and is an enhancement to the City.

**School Resource Officer.** O'Boyle noted we made the SRO and Canine Unit their own department so we truly know what each are costing the department. Chief Mack-there are no real changes in this budget. Some training expenses will come back on the revenue side because of the MOU (Memorandum of Understanding) with the

school. The DARE program gets billed back to Napoleon Area Schools. We track where Officer Strickland is at on each building. If he cannot be there, Lt. Legg covers the SRO position.

#### **Capital Requests.**

Safety City has been run at our office behind and around our building and causes a lot of issues. First and foremost is the weather and second is having thirty kids running around our building for two weeks and intermingling, we cannot stop our operations. Officer Strickland found, it looks like a wrestling mat, and the school is willing to let him do Safety City inside the school building. A donation was received from United Way and we trying to secure donations for the mat.

**2103 Canine Account.** There are no changes in the budget. Maassel-this is another good outreach. Chief Mack-he has logged a significant amount of hours on training and Luke is being utilized on a constant basis for narcotics. Methamphetamine is off the charts here. We can do outreach at KidzFest. He has to go through certification every year and breezed through it his first time this year, that is a big deal. Officer Lipscomb has dedicated lot of time. When I talk lots of training hours, just for your knowledge, he is not getting paid for a lot of training hours, he knew that going into this, that was part of the deal. He has logged over 130 training hours just in narcotics and apprehension this year doing in-house training. Hopefully when COVID leaves we can get back to the outreach piece. He received a call for mutual aid from the county with a violent offender. Luke was able to track him to that building and was able to have a peaceful resolution when the dog made his presence known. He definitely enhances officer safety and saves injuries.

**Capital Items.** Bite Suit for apprehension. The problem with just using an arm is they got in the habit of just using the arm. The bite site allows the dog not to get tunnel vision on one thing.

#### **Miscellaneous Appropriations**

273 Trust Fund, primary focus is seizures, this is any type of seized property.

274 Mandatory Drug Fine, has a revenue coming in from drug fines. We can use the revenue for drug education. This has been a struggle this year, we are seeing a significant increase in drug DUIs. This is the account where I pay for my drug tests. Historically DUIs were alcohol related. The Law Director wanted to focus on driving or operating a vehicle and getting a good conviction on cases. That is hard to do when they refuse a test. He wanted a dedication to get a search warrants that are in our capability and our Judges are on board. The end result is I cannot make someone blow into a machine but, I can take urine or blood and there is a cost when that test is sent to the lab. That cost can be anywhere from \$30 to \$170 depending on the amount of tests you run. We outspent what was budgeted early this year. The Law Director and I worked with Judge Rosebrook to start a procedure where we can try to get revenue back from these drug tests.

#### **Additional Request 100-2100-53210**

GreenLine Solutions is a software IT support that Tewksbury asked be moved to my budget for the phone system support.

Provision Video Systems is cloud storage for body cams. If we do body cams and if we get the grant there would be a reoccurring cost for our department of \$5,000.

Trancite Logic Systems is our crash and diagram software. Our current software is significantly outdated, CMI is recommending we update the software.

Professional Fees. Since I took over, all our heating and cooling units have failed and were replaced under emergency. Fitzenrider recommended having a contract with us to come in and do yearly maintenance service.

#### **4100-2100-57000.**

Patrol Cars. This is a big ticket item. Historically, cars were rotated out between 65,000 – 75,000 miles and were done on a 2 and 3 car rotation. The City Manager and I are trying to keep the cars longer but at the same time, not drive up the costs on repairs. We have a car with higher mileage that is dedicated to the SRO and not drove much. The same thing goes for the canine car that is driven one shift. My vehicle has 80,000 miles and traditionally would have been rotated out but, I'm not driving like the officers out there and can keep my vehicle until it gets closer to 100,000 miles. We did add two cars to the fleet but, those cars are getting driven by officers. The mileage and rotation will be stretched out. We have a front line car that will have estimated mileage for next year at 92,000 miles. I am asking for two cars this year. Maassel asked state contract? Chief Mack-state contract or below. For the last several years, we have been able to get a couple of dollars off with a local dealership. The cost of the cars is up. There was a design change in 2020 that translates into none of the gear can be transferred over. Any car rotated out going forward will need all new gear. Mazur-I bring this up every year. It is unproven right now, the cost of hybrid or electric is higher but the cost for economics and longevity could be a savings down the road. Chief Mack- Perrysburg is doing a pilot hybrid program this year. Ford came out with a hybrid this year. In talking with the

salesman, they are hoping to get two to three more years off the vehicles based off engine life. That is yet to be determined. I asked an equipment vendor to evaluate what we had, if we want to try one out next year. Maassel-the obvious thing is, can the car respond when it needs to? Mazur-this is a gas hybrid. Siclair asked are all federal vehicles going electric? Chief Mack -there is a big push. I don't know if all are, but I have heard a lot of conversation. Mazur-the longevity is longer on an electric vehicle. The biggest trick is the mindset. Chief Mack-I am very interested in a hybrid, we may be able to explore that next year. I'm interested in having a one-on-one conversation with Perrysburg before I make that decision. I was told there is 7 year unlimited miles for the battery under the warranty.

#### **Annual Capital**

Tasers. We have a program where we replace two a year with the older tasers being rotated to the auxiliary. The tasers have a 5-year warranty.

Ballestic Vests have a 5-year shelf life. They are worn by an officer daily and are part of a federal grant program. Patrol vest cost \$1500/new officer. We have been successful with a Federal grant and a BWC grant to offset cost. Miscellaneous Computer Upgrades. IT said all of this should be replaced.

Speed Trailer. We do not have one, the one we had quit working and cannot be upgraded. The speed trailer was 12-15 years old. Maassel asked do you find it useful? Chief Mack-I do, it is that visual piece. They work at slowing people down. It is a deterrent.

ADD Replacement is a big ticket item. The company sent us a letter that ours are at their end of life support and do not recommend we use them. We have eight of them in patrol vehicles.

Mazur-maintenance we should be doing internally. Some will be taken care of by the CARES Act. We have a hard time putting more money into the building until we have the building evaluated. Operations can do some of the work too. Durham asked about the locker rooms. Mazur-those are super important. Comadoll-where are you going to put them at? Chief Mack-we are not sure, I did talk to Jerry Tonjes on what his thoughts are. We have a larger room for males if we could divide that up. We have to do female locker rooms and if need to, we can build them out in the garage and lose that space. I have too many females, I have to do something. There is shower in the locker room but it has no privacy and cannot be used. Mazur-this building is not complaint with some of the standards we should have, they are working out of a shoe box. Durham-last year we discussed a safe area for the employees to enter the building especially with the heightened temperature nationwide on officers. Mazur-adding doors and fencing is expensive. We can do that but where do you put it? Siclair commented how much of an investment do you want to do in that building? Chief Mack-I agree with that. That is why I want the assessment kept in the budget. That challenge has been the conversation for my entire career about the facilities and has been pushed down the road. Mazur-hiring a female officer has really brought to light a lot of these major deficiencies. On the liability side we have the evidence room, no sally port, no place to interrogate. Chief Mack added employee safety and security. We are asking the Police Department to do a world class job with a caveman facility. Chief O'Brien and I went to Florida on facility planning to try to educate ourselves. The first stage they talked to us about was project initiation, to identify the problems with the facility, to develop an internal planning team to look at evaluate these things. The big piece is, it has to be paid for somehow and how to secure those funds. That has to happen at some point with our facility. Siclair it is the same as a vehicle. Chief Mack-the electrical grid has significant issues. Mazur-we have to have a committee. I would suggest having someone from Council, the committee chair from Municipal Properties or the Council President. There will be the financing piece. The USDEA pays up to 40% for safety services facilities that includes police and fire buildings, like a principal forgiveness. Bialorucki-if you are doing a facility study in 2021, need to add security in this room. Mazur-We will try to self-evaluate rather than hire an expensive consultant. The timing is good now in light of everything going on. Priority number one we will be working on in January.

#### **9:38 am 5 minute recess**

#### **FIRE DEPARTMENT. Chief O'Brien (9:45 am – 10:28 am)**

This is the first year for me to not have a huge amount of capital projects for 2021.

Calls for Service. Currently we are sitting at 1,461 calls. In 2019 we had 1,375 calls for service, that is a difference of 86 calls. We are averaging 4.69 calls/day. If we continue this trend, we will have over 1,700 calls for service by the end of the year. Overlapping Calls year to date we are at 466. In years past, we were in the 450s.

We did suspend inspections due to COVID. We do plan on trying to get back out there in 2021 for the fire prevention program. We are still doing CPR classes. Long term care facility workers and our own employees still need their certification cards. Northwest State Community College nursing students need certification cards too.

We have a set date to do CPR training every month, it's the third or fourth Wednesday of each month. We do the training if we get called. We did some public education. Firefighter Phil did not happen. I'm not certain if they are still in business or not. The Firefighter Phil program is an excellent school program. We are getting a resolution to the staffing issue and truly appreciate all the support from the City Manager and City Council moving forward with the reciprocity.

Remounting Ambulances, this first medic is back. We will get the second ambulance back in January.

We purchased two Storm Sirens. The storm siren at Buckeye Lane and the one by Walmart were replaced and hooked up. They did not go off yesterday. There is some connection problem between dispatch and the sirens. The sirens come pre-programmed. When Ben hooked them up and powered them up they functioned. It is just a connection piece. If Ben can do fix them in-house he will take care of it if not, we will call Dave Mohr. We never realized how many people notice the fire sirens and are truly into it. Ben's knowledge in this is crazy, he has an old Walmart siren going and I allowed him to record what he is doing for YouTube. That is a side project he has been working on.

Throughout 2020 another goal was the COVID response. What we were able to do in collaborative was excellent. We have one individual that is quarantined that tested positive for COVID. Two days after his shift he had symptoms and is doing okay. We do pre-shift screenings. Bialorucki asked if it is time to have a second station? Chief O'Brien- that is a balancing act with the second station plus it was a morale killer and makes it tough to maintain camaraderie at the station. If you are within 6' you have to have a mask on. In the training room you cannot be 6' apart and need to have mask on. We are continuing the safety measure that have been put in place.

2021 goals. Staff training we did not do due to COVID. Firefighter Westhoven has worked with Cleveland University to do rope rescue. They will come out and bring all their equipment and allow us to invite other agencies that have confined space entry.

Paramedic Refresher training is needed, that card expires every two years.

Training Facility Improvements. We are asking for \$10,000 for improvements. There were some things cut on the initial building we would like to add.

Building maintenance is to replace the kitchen floor. Currently there is a Duraceramic floor and would like to refinish the concrete as it is. Archbold Fire Department did it over there, there is less maintenance and is easy to mop.

#### **100.2200.**

Not many major changes.

Training budget happens on annual basis. Firefighters are required to have a certain amount of training to retain their cards. With the new firefighters there will be training.

Annual Physicals. Since having Activate, we did have a zoom call with a person to see if we can use Activate instead of having the trailer come in. Activate can do a majority but not all of the tests. When you start allocating cost, it started to be more than just having the trailer come in.

There isn't much to my budget this year. Bialorucki asked are you happy with it? Chief O'Brien- I am very happy with the way it turned out. Last year we took a \$42,000 cut. COVID helped us stay within that budget. We can work within these confines. The biggest thing is staffing. We have to be able to have people to respond to the calls.

#### **210. EMS Transport Fund.**

Same types of accounts we are just buying different things.

Professional Service covers Lexipol and EMS billing, we have to pay a percentage to AccuMed.

The only annual increase in the 210 Fund will be in EMS supplies and that is due to an increase in costs. We added ten percent to that line item. We try to plan to have enough on our shelves this time of year as spending stops in December. Maassel-you say spending stops in December? O'Boyle explained to get the Purchase Orders in place and bills coming in we give them a cutoff date. A final check run will be done at the end of December.

Bialorucki asked if there are any reimbursement for supplies? Chief O'Brien-when we do EMS calls there is a way we can try to get some. The average call is \$300 with AccuMed. The average ACLS bill may be \$1,400 but, you may only see between \$400-\$500 because of the variables on what type of insurance they have. 65% of our patients have Medicare. Medicare tells you what they will pay and you just takes what they send you. O'Boyle-we are also using the Attorney General's office on top of Weltman.

242. Fire Equipment Fund. Is a little different this year. We have the PID GAS meter and replacement of the mustang suit. The line item is consistent for turnout gear. When a new hire is brought on, we purchase a new set of turnout gear. We do not purchase for part-timers, they have to have some loyalty before make the investment. There are three individuals in the fire class. They have to have compliant gear and we try to put them in someone else's gear that they can wear for the day instead of spending \$2,500.

210 Payment to the Henry County Commissioners is the annual payment for the radios. That is a 10-year buyback with no interest.

The Fire Replacement Schedule goes out to 2043. Things at the Fire Department cost a lot of money when they need replaced and we are trying to plan and look ahead at what needs replaced when. These are penciled in for now, may be fluent as it moves. Mazur-the top highlighted part is what we put in per year. It was at stuck at \$90,000 and we made the decision to add \$5,000 per year because that \$90,000 was not keeping up with the cost of inflation for the equipment was. Chief O'Brien-that cost is not just from the City, it's also put in from the contracted townships too, it's a percentage. Mazur-we were getting behind. Chief O'Brien on the ladder truck. Haase-the original estimate was \$2.1 million, how is that increasing per year? Chief O'Brien-they are telling me 4% but that \$2.1 million is where we were shooting for and that's with that bill in there until that 2026 time. We are hoping that will still be accurate or below. There is a lot of cost in the but there is also a lot of cost in the equipment. You see it is listed from 2026 forward, that is based on if we decide to do a lease to own option there are many of those areas. As we get closer we can explore what those look like and the payments. At that time we will see if it makes sense or not. Mazur-we are looking at Quint that is a smaller ladder but can also serve as an engine truck. Chief O'Brien explained a Quint is a combined engine and ladder truck into one. The ladder would go away, 805 is a 1996 and is right behind it to be replaced. It would have more value to us to keep for the training facility that would be where the wear and tear of the truck goes on to use it out there rather than having to empty our own trucks. Our current front line engine would be used as a mutual aid engine and the ladder truck would be used as the first out. Going back to all the equipment that the Quint is, you are trying to set it up for not matter kind of response you are going to. With the limited amount of staffing, both now and in the future, having that ladder truck when you first arrive on scene positioning and going to work is going to be a lot better than the engine too. Durham noted Row 93 the account balance over the next couple of years looks like negative number. Chief O'Brien-if we continue with the same process and with no inflation, no grants, that is where you are at. Mazur-that increased got us through to the ladder in the 2030 range. We would have to re-evaluate how much we put away then. Siclair-you are estimating thirty years for that vehicle, there is a possibility its life could be longer. Chief O'Brien-the only thing that would directly affect ISO ratings, insurance cost for local. We try to keep a truck for thirty years they still want it for twenty to twenty-five years. That is just not feasible for us here in Napoleon. We do not use that truck to that point. By thirty years it does have some outdated things as far safety measures, as well as how it operates or works. Maassel-do any local fire departments in the area comply with that twenty to twenty-five years? Chief O'Brien-most are 25 to 30 years or longer. I did have an SCBA air compressor but it is at \$0 but that air compressor is doing well. If it is not broke, do not fix it. We do have that tested annually.

400 Capital.

Mobile repeaters trying to get in. The reason we do have them not yet is they have not gave us the frequency. It is harder to get frequency for 700-800 MHz than the vhs system. When the frequency is identified for the Fire Department, Henry County can buy their own repeaters and use the frequency. The frequency cost is \$500. We are looking at a microgrant to get all frequencies regional. Mazur-we are working with the county chiefs to see if there is a grant. The Storz fittings for hydrants is in progress, serves as cap and fitting.

#### **FINANCE/CITY MANAGER SUMMARY (10:30 AM-11:12 AM)**

##### Review of the 2021 Projected Fund Summaries

General Fund Projected Ending Balance - \$55,600. That is if everything was expensed from the proposed budget and the revenue was as estimated. That includes a conservative estimate and a higher budget.

The 200 Fund has a projected ending balance of \$532,000.

Most of the other funds are just the standard funds.

Capital Funds projected ending balance - \$28,000. Some of the grant have to be added in. Like the court grant, it is appropriated this year but the Judge has not spent all of it.

Under the Proprietary Funds, you can see that the Electric Fund Balance, and the Water, Sewer and Sanitation are the major funds.

##### 2021 General Fund Proposed Budget Summary

You take the \$809,000 projected ending balance without the adjustments, we added in \$100,000 if the income tax hits the \$4.5 million scenario we talked about for this year.

We just received a Workers Comp rebate of about \$59,200 which is a General Fund piece, the total amount was \$109,000. That is the third rebate we received this year. They are talking about possibly giving another rebate, so

hopefully we will get more rebates. We paid overtime into the Workers Comp Fund and they have a donate back program so they are giving us back what we paid.

CARES Act reimbursement \$421,000 from the salaries.

If you add those in, the project beginning balance would be about \$1.390 million. If you apply the revenue estimate of \$6.168 million, then you have available \$7.558 million.

The proposed budget with the 65%/35% split for the income tax and you apply the proposed budget that includes a 2% increase for the salary that is about \$6.9 million. The projected ending balance would be \$636,820 versus the \$55,600 showing on the first page. It is important that we have cash flow because we have a pay come out right away and the healthcare comes out right-away and other operating costs. The income tax is monthly, the real estate settlement is twice a year so we have to have that cash flow to be able to operate. We need to make sure that we maintain a healthy fund balance. We are hoping to hit the \$1.5 million margin and keep it that way. Mazur-that is with the \$250,000 that is our Rainy Day Fund. We have been able to build that up to \$250,000. Siclair-where does that money come from? Mazur-that is General Fund Rainy Day money. Every year we don't know because of COVID try to put some money in the budget.

O'Boyle-the historical revenue target using 2017, 2018 and 2019 actuals is about 100.77% so we are getting a conservative estimate and a little more. Next year we don't know because of COVID and income tax. We are hoping we are at \$4.215 projection. The historical expenditures target on the budget using those same years for actuals is about 90.55% so whatever the budget is, it is about 10% less. If you take that into account, the projected ending balance would be about \$1,338,000 which would be a projected cash balance use of about \$52,000. If you look at hitting without historical the \$636,800 projected ending balance we would dip into the cash reserve of \$753,000. At the beginning of next year we would not have that cushion to cash flow in to make sure there isn't anything, the revenues weren't down. We keep seeing the investments going down, we have worries about the COVID effect on the income tax. We want a healthy balance to be able to operate. This year we were fortunate enough to have the CARES Act Reimbursement, if you take off that \$421,000 you are not going to have that next year, we don't know if we will have a rebate for the Workers Comp so then you can see what the affects would be if everything got spent out and the revenues where we are.

Durham-that was really fast, that gray box down below the 2020 over/under revenue minus \$655,000 you are saying that is not factoring in the extra \$421,000 we are getting from the CARES Act money? O'Boyle-the \$655,000 was with the revenue estimate in the beginning of 2020 with the budget that Council passed. If the revenue hit and the expenses were met it would be \$655,000 out of the cash beginning balance. The one below had the revised revenue and the revised appropriations based off the departments' projections so that would be \$579,000 and would not include the adjustments from above. Those are one-time adjustments above that are affecting 2020. Mazur-when the actuals come back, it will obviously be a much clearer picture. Historically we use the carryover balances to balance next year's budget. I think everybody does that to some degree. For the most part, it does create more uncertainty for Finance Directors to estimate and calculate and balance budgets. That is the challenge with relying on the carryover balances every year to balance the budget. O'Boyle-I do want to rely on that less. We have a pot of revenue, that is like your checkbook, you have a certain amount of revenue so we would want to stay as close to it as possible. If it's a one-time thing it is okay to use to reserve for, but at some point that revenue and your beginning cash balance will decrease while your spending keeps increasing unless you change the income tax projection or have more income coming in. We really have to try to rely less on that. The way that we budget the budget we are fortunate enough historically that the underspend but, if it got spent, you can see what would happen. Knepley-is there a certain amount of money you want to see in the reserve? O'Boyle-I would like to see \$1.5 million. Mazur-not the Rainy Day Fund. O'Boyle-the cash balance carryover and the Rainy Day \$1.5 million together. You put that \$1.3 million and the \$250,000 we would want to keep it around the \$1.5 million in case something happens, like the COVID you didn't know was going to happen so we can continue to make sure that we are providing services and keep the low income tax that we have. At some point we have a really low income tax, but we have all these services that we have to provide and continuing increases. The investment income went down and the Local Government Fund went down. At some point we have to have more revenue and less expenses. Bialorucki the people that ended up getting unemployment that normally work and then they were off, are they taxed? O'Boyle-the unemployment and extra \$600 does not count. We will keep you updated as soon as we know. If you need any more information than we are giving you or have questions, feel free to contact one of us.

Appropriation Budget. Summary of what would be passed with everything that was in the presentations. With the adjustments Mazur talked about yesterday, we will have to update some items and depending on what is decided



for the additional requests those changes will have to be made and updated. At this point, the General Fund is \$6,921,000.

2021 Revenue Estimate. General Fund – investment income. We had Meeder do a presentation at a Council meeting about funds that were callable are being called to get a better deal. We have things that are coming up and with the interest rate being really low at this point, we adjusted it to what we think the estimated annual income is. Hopefully this is a conservative estimate and we might get more. We had a lot of investments being called.

Reimbursements for Internal. This is the document we want to adjust to add the garage onto it. This is the budget for the general fund portion, it does get allocated to the outside major funds.

Income Tax is projected at the same as last year.

Transfer and kWh that went up a little from the prior year because of the shift the City Manager made of the street lights to the Electric Fund. There was more money to come to the General Fund.

The estimate for the 2021 projected revenue is \$6.2 million for the General Fund versus the projected revenue at the beginning of the year that was about \$6.4 million. The revised estimate is about \$5.9 million.

Fund 170-Income Tax Breakdown shows the \$4.215 million estimate. The same as we are holding the revised projection as the 2020 original projection but we are hoping we come close to hitting that scenario of \$4.5 million in 2020.

Fund 200 Streets the gas tax was increased by the state so we are getting more than we have historically but, it is less due to the COVID. We are hoping it will go back up again.

Fund 220-Recreation Levy. The pool revenue Cotter put in at \$35,000 and hopefully it goes higher.

Fund 221- Aquatic Center. The note proceeds for 2020 is at \$3.5 million. Since we are going to bond for the pool, we will get \$3.95 million in 2021. We will get \$450,000 more than the note because the project increased but it is still staying within the levy money. If not, then the Recreation Fund can offset that payment. Depending on what the interest rates are going to be when we go to bond in February, it could be less than the levy would be able to sustain it all.

Fund 240 Hotel/Motel – we have seen a decrease in this due to the COVID. Hopefully it will ramp back up. That is a split between the convention and visitor's bureau and the General Fund. Whatever dollars come in are split. There is not wondering if we will have enough there.

Fund 123 Fall Festival - we send money to the Chamber and they do the Fall Festival.

Fund 277 Probation- this is the grant funding Judge Rosebrook talked about. We are assuming they will get funded at the same level.

Fund 288 JRIG Grant- Judge Rosebrook was talking about for the extra position, we are assuming they will get the same level of state funding in 2021. It is on the State's year we have it guaranteed thru June 30, 2021. They will have to get another grant for July 1 – December 31, 2021. Siclair asked Muni Court has a grant writer on staff, right? Mazur-they do grant writing. I think Ashley Bowen wrote the probation grant. Siclair-wondered if the increase was justified by the grant money that comes in. Is the grant writer getting the grant paid probation officer? I know they got a computer grant. Mazur and a security one maybe two or three years ago. Siclair-two years ago or so there was a pay increase to that particular person to write grants, It was specifically for grant writing. Mazur-it was to make that position full-time. That was Ashley Bowen. The probation officer was Bob Bogert before and he was part-time and they made it a full-time position so she would have time to dedicate towards grant writing.

O'Boyle-that fund currently with the state they have partial for salaries and partial for operations. What the Judge is asking if you approve that part-time position would be funded through the grant. They would shift the operations so they would not have any operational cost in the grant, it would all be for the probation officer. The operational costs of the probation would have to be adjusted somewhere else. If it is approved, she would have to ask the state to change it and if the state approves it, then we would change the appropriation.

Fund 290 Police Pension. That offsets the police pension in the general fund.

Fund 291 Fire Pension. That offsets the fire pension in the general fund.

Fund 400 Capital-has \$1,125,000 coming in for the state loan subsidies. \$150,000 for American Road. The ODOT Jobs and Commerce we were to get in 2020 we have not received yet so that was moved to 2021. The SIB loan is \$1.125 million. There is \$325,000 pass through for Maumee Valley. We have to run through our books like American Road because it is our asset even though it is not revenue for us.

Fund 180 kWh Tax- shows reimbursement of city utilities and the JAC Product abatement. Mazur-JAC Products is a 3-year abatement. O'Boyle-this is our second year, the guesstimate is about \$5,400.

Debt Payments. Fund 300 the premium we received for the water and pool note will have to be paid out in 2021 when we do the bond.

Major funds electric, water, sewer and sanitation are pretty steady with what the users bring in. There are no real surprises with the revenue.

Fund 500 electric purchase power contract for AMP billing, we estimated about \$13.8 million because of the Morgan Stanley contract falling off.

Fund 519 Water Improvements. The water note that was in 2017 that is the balance of the note. That will go out and when we get the bond proceeds back to pay that off then we will start paying the debt payment. We have to include this in the budget. We have to add the bond payment to the water and pool note. We will have an interest payment due in June, 2021 and an interest payment and a principal payment due in December of 2021. We are waiting on what those payments might be. We do not have the refunding revenue bond savings in here because we will have to size and what the interest rate will be. We have a rating agency call on Thursday and we have a practice run on Monday. The last document is the debt. This is showing the principal due and the balance of what is remaining at the end of 2021 for our general obligation and enterprise fund. We have some loans with the OWDA and we have rotary commission funds where if the property sells then they would come back. We had a couple I 2019. We get the money from the property and then we have to send part of it back to the state. At that point we would appropriate if we have any selling because we don't have it in there because we do not know what will sell. Next shows the current pool and water note the balance that is outstanding. Then I made a chart like last year that shows the principal outstanding as of December 31<sup>st</sup> and you can see most of it is in the water and sewer. The sewer will grow when the wastewater treatment plant renovations are done. Last are the interest payments for 2021 and again the water and sewer are the highest. The water does not include the note loan. Siclair these are nice, I think they are educational for me they are understandable. O'Boyle-if you think of any questions after these meetings, feel free to ask us.

#### ADDITIONAL REQUESTS (11:12 AM – 12 NOON)

Comadoll-we have to make a decision on the income tax split.

Mazur- the CIC request is not on the sheet. Their request was \$2,600, we made it \$1,600. If make it \$2,600 that would put it at \$40,000. Welch had in her budget \$39,000. Siclair asked Mazur what he thought. Mazur-four years ago the City added 10% and the Commissioners contribution did not increase. Welch has asked the Commissioners for an increase I do not believe they have not made a decision. Bialorucki-four years ago, the CIC Director at the time came to the budget meeting said we need an increase now but in a few years we are going to build up the membership so much that we are hoping that we won't even ask for any money from you. So, we did increase it four years ago and I don't know if that was something that was realistic anyway. Siclair-didn't we do a decrease when did the CRAs? Are we back at the original level? Mazur-we are back at the original level of \$37,400. The Commissioners cover the whole county and contribute \$64,000 or \$65,000. Mayor-some is in-kind with office space, the computer and phone. The City's portion increased \$1,600 and the Commissioners' portion did not increase. The City is continuing to contribute more to the CIC. The CIC is valuable a lot of the work is inside the City Napoleon is in Henry County. Why does the City pay but not the villages when they get the same service. It's because they spend a lot of time in the City. The previous CIC Director would not touch downtowns. Welch on the other hand wants to work with small businesses, especially in downtowns. Siclair-it does seem a little quiet and I know it has been a weird year. It would be nice to hear what has been worked on to benefit the City. Mayor-without bringing her to a meeting Baer and I can report. A lot is workforce development, businesses are growing and are expanding, it is tough without a great supply of industrial space to bring in industrial customers. Mazur-Memberships are to be going up. That is an important piece. Maybe look at third quarter and see where memberships are at and do an expense adjustment then. Bialorucki- it shows in 2018 membership received \$45,850 and in 2019 that went down \$10,000. Baer-part of issue in 2019 dealt with previous director. More people are against the City of Napoleon. Siclair-we all know the problems we saw there, by comparison the previous was very visible and very active in drawing businesses. I was involved in several things she coordinated to help the community which is where I'm thinking it would be nice to ask her some questions what is being done on workforce front. Baer-a number of things she has going we don't even know what contracts are because of confidentiality she has several projects in the fire. Knepley agreed with Siclair it would be nice to have more presence from her. Durham-like idea keep it where it is now and assess where it is, maybe bring her in in June. Maassel-\$1,600 is a vote of confidence for their continuing programming. Mazur-they are doing the CRAs. Haase-\$1,600 as vote of confidence. Baer-agree with the Mayor and do agree with Durham and Siclair we do need to bring her in in the middle of the year to review things and have her come in as needed. Mazur-Jon Bisher considered that position an extension of his staff. That is why he demanded the CIC Director be at his staff meetings. I have the same

philosophy except she does not come to my staff meetings. The City pays money to have that staff, I have that expectation she is part of the staff. Durham-I trust the two board members if they think it is a vote of confidence. Mazur-I do expect from the CIC staff to honor their commitment to small businesses and downtown. Durham-like the point she brought up of younger demographic looking at downtown. **ADDITIONAL REQUEST \$1,600** Water Revenue Fund.

HVAC – we do not recommend for the reason we have in-house capabilities to handle. Operations. Tom Nagel. This is very basic maintenance of HVAC systems.

**Electrical Agreement is needed for the Water Plant that is a worthy expense.** We have a lot of issues they are still coping with as result of the finished product we got.

**Chemical Feed Pumps is a Yes,** this is a small ticket item in a big budget.

Bialorucki-what about the motor Jeff was talking about that would take four weeks to get here, why would we not do to keep the operation running the way it is designed to run. Mazur-the water fund is not as healthy as you would like it to be and cuts were made. Weis said he can live without this. The water rates are still worse off than even the sewer rates. Bialorucki-we will talk about that on Monday.

**Membranes \$100,000 money is on hand. Mazur-has to be in there**

Backhoe is for Rathge. Mazur-my recommendation is No. Maassel-is it a brand new? Mazur-Yes. Maassel-can we investigate what the cost would be on a used one? **No on a new one, Maybe on a used one.** If we can find one at the right cost and Rathge is happy with it. Then we will evaluate based on the water rates. If can find a great deal, we'll jump if not, it's off.

Mazur-when you see me cut a vehicle is not arbitrary, I research every single one of them. Like the Wastewater Plant, I am going to recommend that we DO NOT replace that. Pike did get a dropdown vehicle and that vehicle has very low miles and it functions just fine. I asked Tony Kuhlman if that vehicle is fine or not. Vehicles are very touchy, everybody wants a new one. Backhoes are functional. Hold off for now and finding a used one could be a savings for us. How many do we have and how often do we use the backhoes. Comadoll-Operations had one for street and one for water and the Construction Department had a mini-excavator. Mazur-same for Parks vehicles and Wastewater plant. Not that they need something new and fancy but, something off the lot is going to depreciate. Comadoll this backhoe is old. If we can get a good used one. Mazur-want us to bring this back when. Maassel-when he finds good deal. Haase-give him a target date. Mazur-end of first quarter.

Durham-\$15,000 for the extra motor can we do half this year and half next year. Mazur-if we put the money away it stays in the fund balance. O'Boyle-if incorporate in 2021 and do not use, it goes back to the fund balance.

**JRIG Grant.**

**Yes to Bodycams.**

**Yes to Craft Software.**

**Aron Deblin is expensed out 80% General Fund.** Did 4% for the Lieutenant two or three years ago. That was because the patrol officer pay was close to the Lieutenant's pay because the Lieutenants do not get overtime on holiday weeks. **That is request for the Construction Inspector Position. 3%**

**Electric Fund Mike Dietrich, Distribution Service Supervisor-3%.** Siclair asked what is savings between Clapp's position and Kuhlman's? Mazur-the difference is in the position for line foreman. Siclair-this is a little bit more.

Maassel-do we talk in open session about non-bargaining and bargaining. Bialorucki-we go into executive session and take action when we come out.

Siclair asked has this been brought up, where do we stand with Henry County Transportation Network. Mazur-the van? They purchased it, not sure how much it has got used this year. Maassel-very limited use because of the health conditions in the county. Mazur and the population that use it. Knepley- Kinder Campus uses it. Siclair-they were going to use for employers too. Mazur-or people who live in the county who need transportation to the city. I will ask for an update to be submitted.

Mazur-going back to the truck at the WWTP that vehicle goes into the fund balance. The vehicle they have now is adequate. The fund balance for utility funds is different than the 400 capital funds.

Durham-**Security system \$10,000 for Water Treatment Plant add that in.** Bialorucki-**Definitely.**

**\$25,000 Pickleball courts are we removing, YES.** Mazur-we can take the mower out of the 400 account or the park fund. Durham-what is the utility tractor at \$24,000? Comadoll-for the golf course, right? Maassel-replacing the 1960 Massey Ferguson. Mazur-**that will come out of Parks and Rec Fund.**

Maassel-What is the split? O'Boyle-in the budget it is 65%/35%. Maassel-how hard is it to go to 62%/38%?

O'Boyle-we will have to cut \$100,000 out of the General Fund or allocate \$100,000 from the Fund 200. Mazur-I like going out of the 200 Fund. Maassel-that is the way I want to present it. O'Boyle- the difference between the 65%-

## EXECUTIVE SESSION

Roll call vote on the above motion:

Nay-

City Council went into Executive Session at 12 Noon.

Roll call vote on the above motion:

Nay-

Council President Bialorucki reported no action was taken in Executive Session.

### Non-Bargaining Pay Increase for 2021

to approve a 2% increase for non-bargaining employees in 2021 except for the position of Public Works, Construction Inspector and Electric Distribution Service Supervisor.

Nay-

## OTHER MATTERS

## ADJOURNMENT

Roll call vote on the above motion:

Nay-

Durham-well done everybody.

November 16, 2020

Jason P. Maassel, Mayor

Roxanne Dietrich, Clerk of Council

DRAFT

## **RESOLUTION NO. 062-20**

### **A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AUTHORIZING A DEPARTMENT DIRECTOR TO TAKE BIDS ON CERTAIN PROJECTS, SERVICES, EQUIPMENT, MATERIALS, OR SUPPLIES WITHOUT THE REQUIREMENT FOR ADDITIONAL LEGISLATION TO DO SO IN THE YEAR 2021; AND DECLARING AN EMERGENCY**

**WHEREAS**, each year from time to time, a Department Director (City Manager, City Finance Director, or City Law Director) is required to come to Council for authority to take bids for certain projects, services, or the purchase or lease of equipment, materials or supplies used in the City operations; and,

**WHEREAS**, in order to provide a more feasible, economical, and expedited method of bidding procedures, it is deemed necessary to give to the above mentioned Department Directors authority to bid such projects, services, equipment, materials, or supplies without the necessity of continued legislation; **Now Therefore**,

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

Section 1. That, the City Manager, City Finance Director, and City Law Director, for their respective departments, subject to Council's approval as to the specifications, plans, agreements, and other related bid documents when applicable, are hereby authorized to advertise and receive bids or take proposals as applicable for the projects, services, equipment, materials, or supplies that are anticipated to be in excess of twenty five thousand dollars (\$25,000) as listed in attached Exhibit "A," (such exhibit being incorporated into this Resolution by attachment and made a part hereof), without the necessity of further legislation in the year 2021; further, Council finds that the expenditure of funds in excess of twenty five thousand dollars (\$25,000) for each project, service, equipment, material, or supply listed in said Exhibit "A," is necessary and authorized, subject to an approved motion of Council permitting the respective Department Director to make award. If a contract for said project, service, equipment, material, or supply is awarded to a successful bidder (lowest and best) as a result of a competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awardee subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director. In the case of a non-competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awarded subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director.

Section 2. That, Council reserves the right, by motion of Council, to approve for award, direct no award, reject all or some bids, or rebid, when deemed in the best interest of the City as it relates to the projects identified in Section 1 of this Resolution; moreover, Council may waive any informalities in the bidding process.

Section 3. That, Chapters 105 and 106 of the Codified Ordinances of Napoleon, Ohio, shall continue to be applicable to any projects, services, equipment, materials, or supplies listed in attached Exhibit "A;" moreover, nothing in this Resolution shall be construed as limiting the Department Directors in making purchases or contracting for services in any manner as provided for in said Chapters, statutory law or as otherwise provided by Council. When competitive bidding is required for any project, service, equipment, material or supply as a matter of law, it shall be utilized unless otherwise eliminated by act of Council. When quality based selection is required for any project listed in Exhibit "A" for architectural, engineering, or construction management services as a matter of law, then the quality based selection process shall be utilized unless otherwise eliminated by act of Council. Also, Council hereby finds that the expenditure of funds in excess of twenty five thousand dollars (\$25,000) for each architectural, engineering, or construction management service as found in Exhibit "A" is necessary and approved as a proper public expenditure of funds, subject to approved motion of Council permitting the Department Director to make the award. Finally, the combining of projects, or the contracting or purchase of services, equipment, materials, or supplies is permitted of any project or item listed in Exhibit "A" without necessity of further authorization by Council.

Section 4. That, a Department Director is authorized to use this Resolution for authority for said bids and/or purchases as contained in this Resolution.

Section 5. That, any item listed in attached Exhibit "A" may be leased in lieu of purchasing when deemed appropriate by the respective Department Director.

Section 6. That, all leases, purchases and contracts for projects, services, equipment, materials, or supplies is subject to appropriation and certification of funds.

Section 7. That, any trade-ins shall be controlled by Section 107.05(c) of the Codified Ordinances of Napoleon, Ohio, as may be amended from time to time.

Section 8. 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 the City of Napoleon, Ohio.

Section 9. That, if any other prior Resolution or Ordinance 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 10. 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 the timely purchase of materials, supplies, equipment or services essential to provide 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 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 Resolution No. 062-20 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*



DEPARTMENT/CATEGORY/ITEM DESCRIPTION
<b>1300 CITY MANAGER/ADMINISTRATION</b>
- City Facility Preliminary Engineering
<b>1600 IT</b>
- Copy machines/printers (various departments)
- Purchase of DELL servers (possibly Electric Dept.)
<b>1700 ENGINEERING</b>
- Pick Up Truck
<b>2100 POLICE/SAFETY SERVICES</b>
- Patrol Vehicles- Replacement of two (2) vehicles
<b>2200 FIRE</b>
<b>4300 NAPOLEON AQUATIC CENTER</b>
<b>5100 SERVICES/STREETS SCM &amp;4</b>
- Small Dump Truck
- Oakwood Avenue & American Road Improvements
- Twin Oaks Subdivision – 7 <sup>th</sup> Addition
- Oakwood Avenue Improvement (Independence Drive to N. Perry Street)
- Annual Road Program – Milling & Resurfacing Local Streets
- Roadside mowing (contracted)
- Ice and snow removal (salt contracts)
- Tree trimming and stump removal (contracted)
- <b>ROAD &amp; STREET IMPROVEMENT PROGRAMS</b>
- Annual Concrete Grinding
<b>5200- Garage/Fuel Rotary</b>
- Fuel
<b>6110 ELECTRIC/OPERATIONS DIST.</b>
- Wood poles
- Rate review
- Ermco- for transformer purchases
- Engineering study of substations
- <b>STREET LIGHTING IMPROVEMENT PROGRAM</b>
- Street/Security lighting improvements
- <b>ELECTRIC FEEDER LINE IMPROVEMENTS</b>
- Electrical underground upgrades and maintenance
- Electrical overhead upgrades and maintenance
- <b>TRANSFORMER REPLACEMENT &amp; DISPOSAL PROGRAMS</b>
- Transformer replacement and disposal (inventory)

- <b>ELECTRICAL IMPROVEMENTS &amp; UPGRADES</b>
- New system growth and updates
<b>6200 WATER TREATMENT PLANT OPERATIONS</b>
- Water Treatment Plant Chemicals
- Asset Management, Risk and Resilience Plan, Emergency Response Plan
- Emergency Repairs
- Membrane Cleaning Chemicals
<b>6210 WATER DISTRIBUTION SYSTEM</b>
- Lynne Avenue West of Glenwood Avenue Waterline Improvements
<b>6300 SEWER/WASTE WATER TREATMENT PLANT</b>
- Various sanitary sewer emergency repairs (contracted)
- Long Term Control Plan updates (contracted)
- Storm sewer improvements
- Chemicals (Wastewater Treatment Plant)
- Sanitary lateral repairs in City ROW
- Bio solids removal and landfill disposal
<b>6310 SEWER/COLLECTION SYSTEM</b>
- 2021 Wastewater Treatment Plant Improvements
- Front Street Interceptor & Palmer Ditch Force Main Relocation- L.T.C.P.
- Sanitary Sewer Emergency Repairs
- Sanitary Sewer Cleaning Program
- Oberhaus Interceptor Phase II
- Euclid Avenue Sanitary Sewer Improvements
- Sanitary Sewer Lateral Replacements
<b>6400, 6510, 6411, 6420 SANITATION/COLLECTION &amp; DISPOSAL</b>
- Landfill Disposal Fees
- Concrete Grinding
- Brush Grinding
- Mosquito Spraying- Chemicals
- Recycling Services

## **RESOLUTION NO. 063-20**

### **A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN EXCESS OF TWENTY FIVE THOUSAND DOLLARS (\$25,000) IN AND FOR THE YEAR 2021 AS IT RELATES TO REOCCURRING COSTS ASSOCIATED WITH THE OPERATION OF THE CITY, FOR PAYMENT OF EXPENSES, AND FOR PURCHASES ASSOCIATED WITH VENDORS UTILIZED BY MULTIPLE DEPARTMENTS WITHIN THE CITY; ELIMINATION OF NECESSITY OF COMPETITIVE BIDDING IN AND FOR THE YEAR 2021 AS IT RELATES TO CERTAIN TRANSACTIONS; 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 occurs 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); **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 2021, 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 2021, 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 2021 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, 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 6. 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 7. 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 6. 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 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 Resolution No. 063-20 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
Multi Area Narcotics Task Force	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
Northwestern Water & Sewer District	For: Payment for water
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 and 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  
Verizon Wireless  
Weltman, Weinberg & Reis

For: Postal Services and Supply  
For: Wireless Phone Services  
For: Collection Services

## EXHIBIT "C"

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
Amazon	For: Various City Supplies & Equipment
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
Bonded Chemical	For: Chemicals at Water Treatment Plant
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: Sludge Removal and Electrical Supplies
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	For: Digester Cleaning
CDW Government, Inc.	For: Computers and Supplies
Chemtrade Chemicals US, LLC	For: Chemicals
City Blue, Inc.	For: Survey Supplies
Clarke Mosquito Control Product	For: Mosquito Control Supply



Clemons Nelson	For: Legal Services
CMI (Creative Microsystems, Inc.)	For: Software and Hardware Systems
Compass Minerals America	For: Road Salt
D & R Demolition Corp.	For: Concrete Crushing
Defiance County Landfill	For: Sanitation Dumping Services/Landfill Biosolids
Dell Marketing	For: IT Hardware Systems
Dennis Panning Excavating	For: Yard Waste Hauling and Disposal
Detroit Salt Company	For: Road Salt
Downtown	For: Downtown Renovation Vendors
Enaqua	For: Parts for UV Units
Encompass Engineers	For: Electrical Engineering Services
Estabrook, Corp.	For: Pump Supplies and Repairs
Ferguson Waterworks	For: Operations Parts and Supplies
Finley Fire Equipment	For: Fire Engines and Service Repairs
Fire Safety Services Inc.	For: Fire Services and Supply
Fire Service, Inc.	For: Fire Services and Supply
Fitzenrider, Inc.	For: Heating and Air Conditioning Service Work
Flex-Com	For: Camera Systems
Forrest Auto Supply	For: Automotive Parts & Supplies
Ft. Defiance Service Master	For: Cleaning and Sanitizing Services
Garcia Surveyors, Inc.	For: Surveying Services (Professional Services)
Gerken Asphalt Paving, Inc.	For: Paving Materials & Asphalt Laying
Go Green, Inc.	For: Brush Grinding Services
Heartland Rolloffs	For: Sludge Removal
Henry County Commissioners	For: Police radio fees
Henschen and Associates, Inc.	For: Software and Hardware Systems
Hoff Consulting, LLC	For: Consulting Services
Hydro Dyne Engineering, Inc.	For: Wastewater Remanufacturing of Screens
Jack Doheny Supplies Ohio, Inc.	For: Wastewater Supplies
J.A. Hillis Excavating, LLC	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
Kelsler's	For: Police department equipment
Koester Corp.	For: Engineering Services
Kuhlman Corp.	For: Parts and Supply
Kurtz Ace Hardware	For: Supplies

LEADS, Treasurer State of Ohio	For: Police Investigation
Lexipol	For: Police dept. policies
LEXIS/NEXIS	For: Police Investigation (Background)
The Mannik and Smith Group, Inc.	For: Engineering Services (Professional Services)
Masterpiece Sign Graphics, Inc.	For: Signs
Matrix Pointe Software	For: Police department software
Meeder Investment Management	For: Investment Management Services
Mega City Fire	For: Fire extinguishers
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
Miller Textile	For: Police department rug cleaning services
Milsoft	For: Outage Management Software
Mohre Electronics Co.	For: Radio Services, Parts and Supply
Morton Salt	For: Road Salt
National Testing Network	For: Police dept. hiring tests
Neptune Equipment Co. (NECO)	For: Meter Parts and Supplies
Newegg Business	For: Computers and Supplies
Northwest Landscape Service	For: Landscaping and Supplies, Roadside & City Owned Property Mowing
Northwest Nursery	For: Tree Services
Northwest Pools	For: Pool Chemicals
NRP Midwest	For: Wastewater Treatment Chemicals
O'Reilly Auto Parts	For: Parts & Supplies
Oherron, Ray	For: Police department equipment
Ohio Dpt. of Transportation (ODOT)	For: Road Salt & Other Items
Ohio Peace Officers Training Academy	For: Training
Office Depot	For: Office Supply
One Source Waste Solutions	For: Waste Services
O'Reilly Auto Parts	For: Parts and Supplies
Owens Community College	For: Police Department training
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 Enthanol Products	For: Chemicals 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
Provision	For: Police car cameras
Public Agency Training Council	For: Training
Quality Cleaning (Michael D. Draper)	For: Janitorial Services
Reed City Power Line Supply Co.	For: Electrical Parts and Supply
Reinke Ford	For: Automotive Services
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
Schedule Anywhere	For: Police department scheduling
Schneider	For: Software for Metering
Schweitzer Engineering	For: Electrical Substation Materials
Searchie	For: Police department supplies
Snyder Chevrolet, Inc.	For: Automotive Services
Solomon Corporation	For: Transformers and Electric Supplies
Southeastern Equipment	For: Operations Parts and Supplies
Spectrum	For: Police department cable and internet services
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)
State of Ohio	For: Police radio fees
Statewide Ford	For: Police vehicle
Steve Campbell & Associates	For: Recorder – Police dept.
Stoops Freightliner	For: Vehicle parts
Stryker	For: EMS Equipment
Stuart C. Irby Co.	For: Electrical Parts & Supplies

Superior Uniform Sales, Inc.	For: Uniform Services
Survalent Technology	For: SCADA Programming Services
Target Specialty Products	For: Golf Course Chemicals
Tawa Tree Service	For: Tree Services
Tawa Mulch Landscape Supply	For: Landscaping Services
Terex Utilities, Inc.	For: Electric Equipment Purchases
The Accumed Group	For: Ambulance Billing Services
Thomas Spillis	For: Janitorial Services
Toledo Edison	For: Contracted Power Services
Toledo Fence & Supply Co.	For: Fencing Supplies
Tonjes, Jerry	For: Building repair
T & R Electric	For: Transformers
Tri City Industrial Power	For: Batteries & Other Power Supplies
TriFlow	For: Propane
Trojan Technologies	For: Parts for UV System
Unifirst	For: Uniform Services
Univar	For: Chemicals for Water Treatment
US Utility Contractor Co.	For: Traffic and Electrical Services
USALCO	For: Chemicals for Water Treatment
Utility Service Group	For: Chemicals for Water Treatment
Utility Services	For: NERC Compliance Services
Utility Truck Equipment	For: Bucket Truck
Vermeer	For: Wood Chipper/Parts
Vernon Nagel, Inc.	For: Trucking, Hauling, and Excavating Services
Viking Trucking, Inc.	For: Trucking and Hauling Services
Werlor, Inc.	For: Brush Grinding Services/Recycling Services
Wesco Distribution, Inc.	For: Electrical Supplies
Wigen Water Technologies	For: Membrane Services, Cleaning & Chemicals
Williams County Landfill	For: Sludge Disposal
Wood County Landfill	For: Sanitation Dumping Services
WR Meyers Co., Inc.	For: Construction and Excavating Services
Wright Express FSC-WEX, Inc.	For: Fuel Purchases
XYBIX Systems, Inc.	For: Police department dispatch desk
Zacks Recycling, LLC	For: Recycling Services
Zimmerman, Jack	For: Road Striping Services

## 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
Henry County Auditor	For: Auditor Fees and Assessment Fees
Henry County Chamber of Commerce	For: Chamber Programs, Tourist Bureau and Other
Henry County Engineer	For: Engineering Shared Projects and Materials
Northwestern Ohio Water & Sewer District	For: Payments for Water Collections
Auditor of State of Ohio	For: Annual Auditing Services
Henry County Auditor	For: Law Library Payments
MAN Unit	For: Police Services and Narcotics Task Force
Maumee Valley Planning	For: CHIS/CHIP Grant Administration
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
Treasurer State of Ohio, ODOT	For: Road Salt & Other Items

## EXHIBIT "B"

BHM CPA Group, Inc.	For: Auditing Services
Bonded Chemical	For: Chemicals at Water Treatment Plant
Bryan Publishing	For: Newspaper Publication 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
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
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
Postmaster	For: Postal Services and Supply
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
US Bank N.A.	For: Debt Service Payments
US EPA (Treasurer, State of Ohio)	For: Permits
Verizon Wireless	For: Wireless Phone 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
Altec Industries	For: Digger Truck Services
All Seasons Tree Care	For: Tree Services
Alloway	For: Professional Services – Lab Testing
American Pavements, LLC	For: Crack Sealing
American Property Analysts	For: Property Appraisals
American Rock Salt Co., LLC	For: Road Salt
Anixter Inc.	For: Electrical Transformers, Parts and Supplies
B Clean Pro Services	For: Janitorial Services
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 & 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	For: Digester Cleaning
CDW Government, Inc.	For: Computers and Supplies
Chemtrade Chemicals US, LLC	For: Chemicals
City Blueprint of Toledo	For: Survey Supplies
Clarke Mosquito Control Product	For: Mosquito Control Supply
Clemons Nelson	For: Legal Services
CMI (Creative Microsystems, Inc.)	For: Software and Hardware Systems
Compass Minerals America	For: Road Salt
D & R Demolition Corp.	For: Concrete Crushing
Defiance County Landfill	For: Sanitation Dumping Services/Landfill

Dell Marketing	Biosolids
Dennis Panning Excavating	For: IT Hardware Systems
Detroit Salt Company	For: Yard Waste Hauling and Disposal
Encompass Engineers	For: Road Salt
Ermco	For: Electrical Engineering Services
Estabrook, Corp.	For: Electric Transformers
Ferguson Waterworks	For: Pump Supplies and Repairs
Finley Fire Equipment	For: Operations Parts and Supplies
Fire Safety Services Inc.	For: Fire Engines and Service Repairs
Fire Service, Inc.	For: Fire Services and Supply
Fitzenrider, Inc.	For: Fire Services and Supply
	For: Heating and Air Conditioning Service Work
Flex-Com	For: Camera Systems
Forrest Auto Supply	For: Automotive Parts & Supplies
Gerken Asphalt Paving, Inc.	For: Paving Materials & Asphalt Laying
Heartland Disposal	For: Sludge Removal
Henschen and Associates, Inc.	For: Software and Hardware Systems
Hoff Consulting, LLC	For: Consulting Services
Hydro Dyne Engineering, Inc.	For: Wastewater Remanufacturing of Screens
Jack Doheny Supplies Ohio, Inc.	For: Wastewater Supplies
J.A. Hillis Excavating, LLC	For: Excavation Services
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
Morton Salt	For: Road Salt
Neptune Equipment Co. (NECO)	For: Meter Parts and Supplies
Newegg Business	For: Computers and Supplies
North Branch Nursery	For: Tree Plantings
Northwest Landscape Service	For: Landscaping and Supplies, Roadside & City Owned Property Mowing
Northwest Pools	For: Pool Chemicals
NRP Midwest	For: Wastewater Treatment Chemicals
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
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)
P&R Communications	For: Radio repair and parts
Poggemeyer Design Group	For: Electrical Engineering Services
Porter's BP, LLC	For: Gas and Diesel Fuel
Powerhouse Supply	For: Electrical Parts and Supplies
Powerline Supply Co.	For: Electrical Parts and Supplies
Processing Solutions	For: Water Treatment Chemicals
Reinke Ford	For: Automotive Services
Reveille	For: Engineering 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
Survalent Technology	For: SCADA Programming Services
Target Specialty Products	For: Golf Course Chemicals
Tawa Tree Service	For: Tree Services
Tawa Mulch Landscape Supply	For: Landscaping Services
Terex Utilities, Inc.	For: Electric Equipment Purchases
Toledo Edison	For: Contracted Power Services
Toledo Fence & Supply Co.	For: Fencing Supplies
T & R Electric	For: Transformers
Tri City Industrial Power	For: Batteries & Other Power Supplies
UniFirst Corporation	For: Uniforms & Supplies
URS Corporation	For: Engineering Services (Professional Services)
US Utility Contractor Co.	For: Traffic and Electrical Services
USALCO	For: Chemicals for Water Treatment
Utility Service Group	For: Chemicals for Water Treatment
Utility Services	For: NERC Compliance Services
Utility Truck Equipment	For: Bucket Truck
Vermeer	For: Wood Chipper/Parts
Vernon Nagel, Inc.	For: Trucking, Hauling, and Excavating Services
Viking Trucking, Inc.	For: Trucking and Hauling Services
Werlor, Inc.	For: Brush Grinding Services/Recycling Services
Wesco Distribution, Inc.	For: Electrical Supplies
Wigen Water Technologies	For: Membrane Services, Cleaning & Chemicals
Wood County Land Fill	For: Sanitation Dumping Services
WR Meyers Co., Inc.	For: Construction and Excavating Services
Wright Express FSC-WEX, Inc.	For: Fuel Purchases
Zacks Recycling, LLC	For: Recycling Services
Zimmerman, Jack	For: Road Striping Services



**ORDINANCE NO. 064-20**

**AN ORDINANCE ESTABLISHING THE APPROPRIATION MEASURE (BUDGET) OF THE CITY OF NAPOLEON, OHIO FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021, LISTED IN EXHIBIT "A;" AND DECLARING AN EMERGENCY**

**WHEREAS**, Council desires to pass an annual appropriation measure of the City of Napoleon for the fiscal year ending December 31, 2021; **Now Therefore**,

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

Section 1. That this annual appropriation measure be passed, and the sums as contained in Exhibit "A," attached hereto and made a part of this Ordinance, are set aside and appropriated for the fiscal year ending December 31, 2021.

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

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, only that portion shall be held invalid and the remainder shall remain valid.

Section 4. That, pursuant to 121.03(f) of the Codified Ordinances of the City of Napoleon, Ohio, this Ordinance is declared to be an Ordinance providing for appropriations for the current expenses of the City appropriations immediately required for the City to operate; therefore, this Ordinance shall be in full force and effect immediately upon its passage, subject to the approval by the Mayor, otherwise it shall take 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 procedure establishing the appropriation measure, 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. 064-20 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.*

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*Roxanne Dietrich, Clerk of Council*

# 2021 APPROPRIATION BUDGET -WORKING DRAFT

Working Draft

	PRIMARY DEPT. for BUDGET	2020 REVISED PROJ. BUDGET	===== 2021 REQUESTED BUDGET =====			2021 FUND TOTAL
			PERSONAL SERVICES	OTHER	TOTAL	
<b>100 GENERAL FUND</b>						
1100 City Council/Legislative	1100	50,880	43,006	13,445	56,451	
1200 Mayor/Executive	1200	17,442	17,880	3,700	21,580	
1300 City Manager/Administrative	1300	354,961	361,342	66,660	428,002	
1370 City Manager/Human Resources	1370	101,825	101,059	18,630	119,689	
1400 Law Director/Administrative	1400	276,335	246,605	40,172	286,777	
1500 Finance/Administrative	1500	413,821	310,511	98,760	409,271	
1520 Finance/Utility Billing	1500	217,523	143,973	95,011	238,984	
1600 Information Systems/Administrative	1600	188,322	171,064	62,529	233,593	
1700 Engineering/City Engineer	1700	288,540	246,129	52,558	298,687	
1800 Municipal Court/Judicial	1800	541,664	515,864	101,430	617,295	
1900 General Government/Miscellaneous	1300 & 1500	169,744	0	184,612	184,612	
2100 Police/Safety Services	2100	1,870,957	1,777,140	270,182	2,047,322	
2101 Police/Code Enforcement	2100	42,570	39,209	9,400	48,609	
2102 Police/SRO	2100	104,730	105,124	11,320	116,444	
2103 Police/K9	2100	101,273	101,210	7,270	108,480	
2200 Fire/Safety Services	2200	1,267,923	1,114,573	174,735	1,289,308	
4700 Cemetery/Operations	4100	118,745	111,070	27,024	138,094	
5130 Service/Buildings, Properties, Equipment	1700 & 5100	89,451	90,867	17,170	108,037	
9800 Reimbursements-Shared Expense	1500	25,500	0	65,567	65,567	
9900 Transfer Accounts	1500	217,987	0	53,106	53,106	
<b>Total - 100 General Fund</b>		<b>6,460,193</b>	<b>5,496,625</b>	<b>1,373,282</b>	<b>6,869,906</b>	<b>\$6,869,906</b>
<b>101 GENERAL FUND-RESERVE BALANCE FUND</b>						
1900 General Government/Miscellaneous	1300 & 1500	0	0	0	0	\$0
<b>123 SPECIAL EVENTS FUND (223)</b>						
1900 General Government/Miscellaneous	1300 & 1500	0	0	10,970	10,970	\$10,970
<b>130 ECONOMIC DEVELOPMENT FUND (230)</b>						
3500 Economic Development	1300 & 1500	37,400	0	39,000	39,000	\$39,000
<b>147 UNCLAIMED MONIES FUND</b>						
9400 Unclaimed Monies Agency Accounts	1500	500	0	500	500	
9900 Transfer Accounts	1500	1,464	0	2,500	2,500	
<b>Total - 147 Unclaimed Monies Fund</b>		<b>1,964</b>	<b>0</b>	<b>3,000</b>	<b>3,000</b>	<b>\$3,000</b>
<b>170 MUNICIPAL INCOME TAX FUND</b>						
1510 Finance/Income Tax Collection	1500	268,903	141,002	210,139	351,141	
9900 Transfer Accounts	1500	3,857,692	0	3,898,859	3,898,859	
<b>Total - 170 Municipal Income Tax Fund</b>		<b>4,126,595</b>	<b>141,002</b>	<b>4,108,998</b>	<b>4,250,000</b>	<b>\$4,250,000</b>
<b>180 KWH TAX (GF) COLLECTION FUND</b>						
9800 Reimbursements-Shared Expense	1500	142,048	0	121,850	121,850	
9900 Transfer Accounts	1500	330,765	0	378,150	378,150	
<b>Total - 180 KWH Tax (GF) Collection Fund</b>		<b>472,813</b>	<b>0</b>	<b>500,000</b>	<b>500,000</b>	<b>\$500,000</b>
<b>195 LAW LIBRARY FUND</b>						
1800 Municipal Court/Judicial	1500	5,180	0	7,500	7,500	
9900 Transfer Accounts	1500	5,180	0	7,500	7,500	
<b>Total - 195 Law Library Fund</b>		<b>10,360</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>\$15,000</b>
<b>200 STREET CONSTRUCTION, MAINTENANCE &amp; REPAIR FUND</b>						
5100 Service/Streets Maintenance and Properties	1700 & 5100	333,998	257,427	204,010	461,437	
5110 Service/Ice and Snow Removal	1700 & 5100	49,900	32,000	103,050	135,050	
5120 Service/Storm Drainage	1700 & 5100	5,800	11,000	8,500	19,500	
<b>Total - 200 Street (SCM&amp;R) Fund</b>		<b>389,698</b>	<b>300,427</b>	<b>315,560</b>	<b>615,987</b>	<b>\$615,987</b>
<b>201 STATE HIGHWAY IMPROVEMENT FUND</b>						
5100 Service/Streets Maintenance and Properties	1700 & 5100	23,000	0	31,400	31,400	\$31,400

# 2021 APPROPRIATION BUDGET -WORKING DRAFT

Working Draft		PRIMARY DEPT. for BUDGET	2020 REVISED PROJ. BUDGET	===== 2021 REQUESTED BUDGET =====			2021 FUND TOTAL
				PERSONAL SERVICES	OTHER	TOTAL	
<b><u>202 MUNICIPAL (50%) MV LICENSE TAX FUND</u></b>							
5100 Service/Streets Maintenance and Properties	1700 & 5100		0	0	25,000	25,000	\$25,000
			=====	=====	=====	=====	
<b><u>203 MUNICIPAL (100%) MV LICENSE TAX FUND</u></b>							
5100 Service/Streets Maintenance and Properties	1700 & 5100		23,450	0	189,000	189,000	
9900 Transfer Accounts	1500					0	
<b>Total - 203 Municipal (100%) MV License Tax Fund</b>			<b>23,450</b>	<b>0</b>	<b>189,000</b>	<b>189,000</b>	<b>189,000</b>
			=====	=====	=====	=====	
<b><u>204 COUNTY MV LICENSE PERMISSIVE TAX FUND</u></b>							
5100 Service/Streets Maintenance and Properties	1700 & 5100		9,040	0	32,000	32,000	\$32,000
			=====	=====	=====	=====	
<b><u>210 EMS TRANSPORT SERVICE FUND</u></b>							
2200 Fire/Safety Services	2200		184,600	0	199,200	199,200	
9800 Reimbursements-Shared Expense	1500		205,000	0	205,000	205,000	
9900 Transfer Accounts	1500		30,240	0	31,680	31,680	
<b>Total - 210 EMS Transport Service Fund</b>			<b>419,840</b>	<b>0</b>	<b>435,880</b>	<b>435,880</b>	<b>\$435,880</b>
			=====	=====	=====	=====	
<b><u>220 RECREATION FUND</u></b>							
4100 Parks/Administrative	4100		124,762	127,527	8,376	135,903	
4200 Recreation/Golf Operating	4100		262,005	165,715	137,594	303,309	
4300 Recreation/Pool Operating	4100		2,740	46,980	75,528	122,508	
4400 Recreation/Programs	4100		430,790	291,998	199,402	491,400	
<b>Total - 220 Recreation Fund</b>			<b>820,297</b>	<b>632,220</b>	<b>420,900</b>	<b>1,053,120</b>	<b>\$1,053,120</b>
			=====	=====	=====	=====	
<b><u>221 NAPOLEON AQUATIC CENTER FUND</u></b>							
4300 Recreation/Pool Operating	4100		3,691,000	0	3,896,964	3,896,964	\$3,896,964
			=====	=====	=====	=====	
<b><u>224 SHELTERHOUSE REPAIR FUND</u></b>							
4400 Recreation/Programs	4100		0	0	0	0	\$0
			=====	=====	=====	=====	
<b><u>227 NAPOLEON CEMETERY TRUST FUND</u></b>							
4700 Cemetery/Grounds	4100		5,200	0	6,000	6,000	\$6,000
			=====	=====	=====	=====	
<b><u>240 HOTEL/MOTEL TAX FUND</u></b>							
3800 Travel and Tourism	1500		30,000	0	50,000	50,000	
9900 Transfer Accounts	1500		30,000	0	50,000	50,000	
<b>Total - 240 Hotel Motel Tax Fund</b>			<b>60,000</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>\$100,000</b>
			=====	=====	=====	=====	
<b><u>242 FIRE EQUIPMENT FUND</u></b>							
2200 Fire/Safety Services	2200		285,000	0	49,100	49,100	\$49,100
			=====	=====	=====	=====	
<b><u>243 REFUND-FIRE LOSS FUND</u></b>							
1900 General Government/Miscellaneous	1500 & 1700		0	0	76,000	76,000	\$76,000
			=====	=====	=====	=====	
<b><u>250 LOCAL CORONA RELIEF</u></b>							
1300 City Manager	1300		601,161	0	0	0	\$0
			=====	=====	=====	=====	
<b><u>261 CDBG PROGRAM INCOME FUND</u></b>							
3300 Contracts-Grt.Srv.-MVPLN	1300 & 1500		60,000	0	25,000	25,000	\$25,000
			=====	=====	=====	=====	
<b><u>270 INDIGENT DRIVERS ALCOHOL FUND</u></b>							
1800 Municipal Court/Judicial	1800		2,500	0	25,000	25,000	\$25,000
			=====	=====	=====	=====	
<b><u>271 LAW ENFORCEMENT &amp; EDUCATION FUND</u></b>							
2100 Police/Safety Services	2100		3,000	0	2,900	2,900	\$2,900
			=====	=====	=====	=====	
<b><u>272 COURT COMPUTERIZATION FUND</u></b>							
1800 Municipal Court/Judicial			10,500	0	12,960	12,960	
9800 Reimbursements-Shared Expense	1500 & 1800		10,000	0	10,000	10,000	
<b>Total - 272 Court Computerization Fund</b>			<b>20,500</b>	<b>0</b>	<b>22,960</b>	<b>22,960</b>	<b>\$22,960</b>
			=====	=====	=====	=====	

# 2021 APPROPRIATION BUDGET -WORKING DRAFT

Working Draft		PRIMARY DEPT. for BUDGET	2020 REVISED PROJ. BUDGET	===== 2021 REQUESTED BUDGET =====	2021 FUND TOTAL
				PERSONAL SERVICES OTHER TOTAL	
<b><u>273 LAW ENFORCEMENT TRUST FUND</u></b>					
2100 Police/Safety Services	2100	0	0	1,000	1,000
=====					
<b><u>274 MANDATORY DRUG FINE FUND</u></b>					
2100 Police/Safety Services	2100	3,000	3,000	3,000	6,000
=====					
<b><u>275 MUNICIPAL PROBATION SERVICE FUND</u></b>					
1810 Municipal Court/Probation	1500 & 1800	27,376	29,023	12,000	41,023
=====					
<b><u>276 LAW ENFORCEMENT BLOCK GRANT FUND</u></b>					
2100 Police/Safety Services	2100	0	0	0	0
=====					
<b><u>277 PROBATION OFFICERS GRANT FUND</u></b>					
1810 Municipal Court/Probation	1500 & 1800	48,289	48,289	0	48,289
=====					
<b><u>278 COURT IMPROVEMENT FUND</u></b>					
1800 Municipal Court/Judicial	1500 & 1800	69,000	0	66,800	66,800
=====					
<b><u>279 HANDICAP PARKING FINE FUND</u></b>					
1800 Municipal Court/Judicial	1800	0	0	0	0
=====					
<b><u>280 CERTIFIED POLICE TRAINING FUND</u></b>					
2100 Police/Safety Services	2100	0	5,000	500	5,500
=====					
<b><u>281 INDIGENT DRIVERS INTERLOCK &amp; ALCOHOL MONITORING FUND</u></b>					
1800 Municipal Court/Judicial	1800	1,500	0	5,000	5,000
=====					
<b><u>288 JUSTICE REINVESTMENT INCENTIVE GRANT FUND</u></b>					
1810 Municipal Court/Probation	1500 & 1800	12,625	18,322	888	19,210
=====					
<b><u>290 POLICE PENSION FUND</u></b>					
2100 Police/Safety Services	1500 & 2100	89,006	0	90,196	90,196
=====					
<b><u>291 FIRE PENSION FUND</u></b>					
2200 Fire/Safety Services	1500 & 2200	44,496	0	45,097	45,097
=====					
<b><u>295 IRS 125 BENEFITS PLAN FUND</u></b>					
1900 General Government/Miscellaneous	1500	4,955	0	5,000	5,000
=====					
<b><u>300 GENERAL BOND RETIREMENT FUND</u></b>					
8100 General Obligation Debt Service	1500	60,851	0	102,341	102,341
=====					
<b><u>310 SA BOND RETIREMENT FUND</u></b>					
8500 Special Assessment Debt Services	1500	12,646	0	1,000	1,000
=====					
<b><u>400 CAPITAL IMPROVEMENT FUND</u></b>					
1100 City Council/Legislative	1100	0	0	0	0
1300 City Manager/Administrative	1300	50,000	0	75,000	75,000
1370 City Manager/Human Resources	1370	0	0	0	0
1400 Law Director/Administrative	1400	0	0	2,000	2,000
1500 Finance/Administrative	1500	0	0	0	0
1600 Information Systems/Administrative	1600	40,000	0	6,900	6,900
1700 Engineering/City Engineer	1700	17,100	0	52,000	52,000
1800 Municipal Court/Judicial	1800	2,525	0	6,730	6,730
1801 Municipal Court/COVID Grant	1801	3,379	0	50,371	50,371
2100 Police/Safety Services	2100	131,912	0	207,280	207,280
2102 Police/School Resource Officer	2100	2,200	0	3,000	3,000
2103 Police/K9	2100	2,500	0	2,000	2,000
2200 Fire/Safety Services	2200	100,000	0	31,000	31,000
3100 Building Inspections/Zoning & Planning	3100	0	0	0	0
4200 Recreation/Golf Operating	4100	23,700	0	0	0
4300 Recreation/Pool Operating	4100	0	0	17,000	17,000
4400 Recreation/Programs	4100	0	0	15,000	15,000
4700 Cemetery/Grounds	4100	0	0	11,000	11,000
5100 Service/Streets Maintenance and Properties	1700 & 5100	3,191,505	0	2,341,000	2,341,000
5500 Service/Garage Rotary	1700 & 5100	0	0	0	0
9900 Transfer Accounts	1500	102,010	0	112,820	112,820
=====					
<b>Total - 400 Capital Improvement Fund</b>		<b>3,666,831</b>	<b>0</b>	<b>2,933,101</b>	<b>2,933,101</b>
=====					



# 2021 APPROPRIATION BUDGET -WORKING DRAFT

Working Draft

	PRIMARY DEPT. for BUDGET	2020 REVISED PROJ. BUDGET	===== 2021 REQUESTED BUDGET =====			2021 FUND TOTAL
			PERSONAL SERVICES	OTHER	TOTAL	
<b>401 CIP FUNDING RESERVE FUND</b>						
1900 General Government/Miscellaneous	1300 & 1500	0	0	0	0	\$0
		=====	=====	=====	=====	
<b>500 ELECTRIC UTILITY REVENUE FUND</b>						
1520 Finance/Utility Billing	1500	0	0	0	0	
6110 Electric/Operations, Distribution System	6110	2,150,781	1,410,090	1,517,111	2,927,201	
6111 Electric/Purchased Power	1500 & 6110	13,659,000	0	13,800,000	13,800,000	
9800 Reimbursement Accounts-Shared Expenses	1500	783,027	0	954,605	954,605	
9900 Transfer Accounts	1500	472,813	0	500,000	500,000	
<b>Total - 500 Electric Utility Revenue Fund</b>		<b>17,065,621</b>	<b>1,410,090</b>	<b>16,771,716</b>	<b>18,181,806</b>	<b>\$18,181,806</b>
		=====	=====	=====	=====	
<b>503 ELECTRIC DEVELOPMENT FUND</b>						
6110 Electric/Operations, Distribution System	6110	66,037	0	193,000	193,000	
9900 Transfer Accounts	1500	0	0	0	0	
<b>Total - 503 Electric Development Fund</b>		<b>66,037</b>	<b>0</b>	<b>193,000</b>	<b>193,000</b>	<b>\$193,000</b>
		=====	=====	=====	=====	
<b>510 WATER REVENUE FUND</b>						
1520 Finance/Utility Billing	1500	0	0	0	0	
6200 Water/Treatment Plant Operations	6200	1,895,181	612,767	1,396,546	2,009,313	
6210 Water/Distribution System	1700 & 5100	607,764	531,569	190,229	721,798	
9800 Reimbursement Accounts-Shared Expenses	1500	428,556	0	482,095	482,095	
9900 Transfer Accounts	1500	1,095,233	0	1,208,780	1,208,780	
<b>Total - 510 Water Revenue Fund</b>		<b>4,026,734</b>	<b>1,144,336</b>	<b>3,277,649</b>	<b>4,421,985</b>	<b>\$4,421,985</b>
		=====	=====	=====	=====	
<b>511 WATER DEPRECIATION RESERVE FUND</b>						
6210 Water/Distribution System	1700 & 5100	322,000	0	355,600	355,600	\$355,600
	6200	=====	=====	=====	=====	
<b>512 WATER DEBT RESERVE FUND</b>						
8300 Revenue Funds Debt Services	1500	77,169	0	79,094	79,094	\$79,094
		=====	=====	=====	=====	
<b>513 OWDA BOND RETIREMENT FUND</b>						
8300 Revenue Funds Debt Services	1500	22,437	0	22,552	22,552	\$22,552
		=====	=====	=====	=====	
<b>519 WATER PLANT IMPROVEMENT FUND</b>						
6200 Water/Treatment Plant Operations	1700 & 6200	2,887,715	0	2,933,556	2,933,556	
9900 Transfer Accounts	1500				0	
<b>Total - 519 Water Plant Improvement Fund</b>		<b>2,887,715</b>	<b>0</b>	<b>2,933,556</b>	<b>2,933,556</b>	<b>\$2,933,556</b>
		=====	=====	=====	=====	
<b>520 SEWER (WWT) UTILITY REVENUE FUND</b>						
1520 Finance/Utility Billing	1500	0	0	0	0	
6300 Sewer(WWT)/Treatment Plant Operations	6300	1,523,479	680,890	1,208,634	1,889,524	
6310 Sewer(WWT)/Collection System	1700 & 5100	115,724	74,202	106,825	181,027	
6311 Sewer(WWT)/Cleaning & Improvements	1700 & 5100	165,240	192,333	34,350	226,683	
9800 Reimbursement Accounts-Shared Expenses	1500	468,998	0	562,709	562,709	
9900 Transfer Accounts	1500	2,264,400	0	2,344,558	2,344,558	
<b>Total - 520 Sewer (WWT) Uty. Revenue Fund</b>		<b>4,537,842</b>	<b>947,425</b>	<b>4,257,076</b>	<b>5,204,501</b>	<b>\$5,204,501</b>
		=====	=====	=====	=====	
<b>521 SEWER (WWT) UTY.REP. &amp; IMP. FUND</b>						
6310 Sewer(WWT)/Collection System	1700 & 5100	2,455,792	0	9,308,410	9,308,410	\$9,308,410
	6300	=====	=====	=====	=====	
<b>522 SEWER (WWT) UTILITY RESERVE FUND</b>						
8300 Revenue Funds Debt Services	1500	447,695	0	447,694	447,694	\$447,694
		=====	=====	=====	=====	
<b>523 OWDA SA DEBT RETIREMENT FUND</b>						
8600 Special Assessment Debt Services (OWDA)	1500	106,205	0	106,629	106,629	\$106,629
		=====	=====	=====	=====	
<b>532 WILLIAMS PUMP STATION IMPROVEMENT PROJECT FUND</b>						
6310 Sewer(WWT)/Collection System	1700	1,293,554	0	101,872	101,872	\$101,872
		=====	=====	=====	=====	

# 2021 APPROPRIATION BUDGET -WORKING DRAFT

Working Draft

Working Draft

	PRIMARY DEPT. for BUDGET	2020 REVISED PROJ. BUDGET	===== 2021 REQUESTED BUDGET ===== PERSONAL SERVICES	OTHER	TOTAL	2021 FUND TOTAL
<b>560 SANITATION (REFUSE) REVENUE FUND</b>						
1520 Finance/Utility Billing	1500	0	0	0	0	
6400 Sanitation(Refuse)/Collection and Disposal	1700 & 5100	300,654	207,114	139,627	346,741	
6410 Sanitation(Refuse)/SRS-Unlimited Pickup Pr	1700 & 5100	60,610	0	70,850	70,850	
6411 Sanitation(Refuse)/SRS-Yard Waste Site	1700 & 5100	78,400	0	64,950	64,950	
6412 Sanitation(Refuse)/SRS-Mosquito Control	1700 & 5100	52,000	0	82,340	82,340	
6420 Sanitation(Refuse)/Recyling Programs	1700 & 5100	176,100	138,429	67,280	205,709	
9800 Reimbursement Accounts-Shared Expenses	1500	152,732	0	237,205	237,205	
9900 Transfer Accounts	1500	48,300	0	48,300	48,300	
<b>Total - 560 Sanitation(Refuse) Revenue Fund</b>		<b>868,796</b>	<b>345,543</b>	<b>710,552</b>	<b>1,056,096</b>	<b>\$1,056,096</b>
=====						
<b>561 SANITATION (REFUSE) DEPRECIATION RESERVE FUND</b>						
6400 Sanitation(Refuse)/Collection and Disposal	1700 & 5100	3,000	0	5,000	5,000	\$5,000
=====						
<b>580 METER DEPOSITS (ELECTRIC &amp; WATER) FUND</b>						
6500 Meter Deposits/Unapplied Cash	1500	19,263	0	30,000	30,000	\$30,000
=====						
<b>600 CENTRAL GARAGE ROTARY FUND</b>						
5200 Service/Central Garage	1700 & 5100	244,952	183,716	83,396	267,112	
5600 Service/Fuel Rotary	1700 & 5100	44,000	0	66,950	66,950	
	1500					
<b>Total - 600 Central Garage Rotary Fund</b>		<b>288,952</b>	<b>183,716</b>	<b>150,346</b>	<b>334,062</b>	<b>\$334,062</b>
=====						
<b>* GRAND TOTAL - ALL FUNDS</b>		<b>\$56,052,397</b>	<b>\$10,705,019</b>	<b>\$53,720,583</b>	<b>\$64,425,602</b>	<b>\$64,425,602</b>
=====						

	Unencumbered Carryover Balance Available for Appropriation	2020 Revised Projections	Total Amount Available Plus Balances for 2020	Department 2020 Projected Expenses	2021 Estimated Beginning Balance	2021 Estimated Revenue	2021 Proposed Budgets	Projected Ending Balances
<b>FUND TYPE/CLASSIFICATION</b>								
<b>GOVERNMENTAL FUND TYPES</b>								
<b>General Funds</b>								
100 General Fund	1,388,490.13	5,896,314.39	7,284,804.52	6,460,192.51	824,612.01	6,090,832.77	6,869,906.37	45,538.41
101 General Reserve Balance Fund	250,000.00	0.00	250,000.00	0.00	250,000.00	0.00	0.00	250,000.00
123 Special Events Fund	190.08	0.00	190.08	0.00	190.08	10,970.00	10,970.00	190.08
130 Economic Development Fund	20,630.00	16,770.00	37,400.00	37,400.00	0.00	39,000.00	39,000.00	0.00
147 Unclaimed Monies Fund	6,367.12	1,000.00	7,367.12	1,964.00	5,403.12	1,000.00	3,000.00	3,403.12
170 Municipal Income Tax Fund	0.00	4,215,000.00	4,215,000.00	4,126,594.53	88,405.47	4,250,000.00	4,250,000.41	88,405.06
180 kWh Tax Collection (GF) Fund	0.00	472,813.00	472,813.00	472,813.00	0.00	500,000.00	500,000.00	0.00
195 Law Library Agency Fund	0.00	10,360.00	10,360.00	10,360.00	0.00	15,000.00	15,000.00	0.00
<b>Sub-Total - GENERAL FUNDS</b>	<b>1,665,677.33</b>	<b>10,612,257.39</b>	<b>12,277,934.72</b>	<b>11,109,324.04</b>	<b>1,168,610.68</b>	<b>10,906,802.77</b>	<b>11,687,876.78</b>	<b>387,536.67</b>
<b>Special Revenue Funds</b>								
200 Street Construction, Maintenance & Repair Fund	382,274.68	551,222.06	933,496.74	389,698.38	543,798.36	564,967.06	615,986.60	492,778.82
201 State Highway Fund Improvement Fund	17,843.37	40,973.00	58,816.37	23,000.00	35,816.37	39,200.00	31,400.00	43,616.37
202 Municipal (50%) Motor Vehicle License Tax Fund	73,834.16	22,450.00	96,284.16	0.00	96,284.16	22,600.00	25,000.00	93,884.16
203 Municipal (100%) Motor Vehicle License Tax Fund	190,712.75	46,500.00	237,212.75	23,450.00	213,762.75	46,400.00	189,000.00	71,162.75
204 County Motor Vehicle License Perm. Tax Fund	46,702.02	42,550.00	89,252.02	9,040.00	80,212.02	42,300.00	32,000.00	90,512.02
210 EMS Transport Service Fund	171,863.53	415,612.00	587,475.53	419,840.00	167,635.53	405,000.00	435,880.00	136,755.53
220 Recreation Fund	350,187.72	842,960.00	1,193,147.72	820,296.85	372,850.87	865,067.00	1,053,119.55	184,798.32
221 Napoleon Aquatic Center	170,517.82	3,813,709.41	3,984,227.23	3,691,000.00	293,227.23	4,238,620.00	3,896,964.00	634,883.23
224 Shelter House Repair Fund	0.00	1,503.00	1,503.00	0.00	1,503.00	2,505.00	0.00	4,008.00
227 Napoleon Cemetery Trust Fund	69,948.63	4,000.00	73,948.63	5,200.00	68,748.63	4,000.00	6,000.00	66,748.63
240 Hotel/Motel Tax Fund	0.00	60,000.00	60,000.00	60,000.00	0.00	100,000.00	100,000.00	0.00
242 Fire Equipment Fund	487,420.89	90,000.00	577,420.89	285,000.00	292,420.89	91,000.00	49,100.00	334,320.89
243 Refund-Fire Loss Claim Fund	62,000.00	14,000.00	76,000.00	0.00	76,000.00	0.00	76,000.00	0.00
250 Local Coronavirus Relief Fund	0.00	601,161.00	601,161.00	601,161.00	0.00	0.00	0.00	0.00
261 CDBG Program Income Fund	90,842.40	3,633.00	94,475.40	60,000.00	34,475.40	0.00	25,000.00	9,475.40
270 Indigent Drivers Alcohol Treatment Fund	81,021.21	2,100.00	83,121.21	2,500.00	80,621.21	2,550.00	25,000.00	58,171.21
271 Law Enforcement & Education Fund	4,195.96	950.00	5,145.96	3,000.00	2,145.96	825.00	2,900.00	70.96
272 Court Computerization Fund	151,302.75	28,250.00	179,552.75	20,500.00	159,052.75	29,100.00	22,960.00	165,192.75
273 Law Enforcement Trust Fund	1,154.76	14.00	1,168.76	0.00	1,168.76	8.00	1,000.00	176.76
274 Mandatory Drug Fine Fund	18,291.07	732.00	19,023.07	3,000.00	16,023.07	1,125.00	6,000.00	11,148.07
275 Municipal Probation Service Fund	141,698.01	24,950.00	166,648.01	27,376.08	139,271.93	24,000.00	41,022.83	122,249.10
277 Probation Officer Grant Fund	4,277.84	49,289.00	53,566.84	48,289.40	5,277.44	49,289.00	48,288.97	6,277.47
278 Court Special Projects Improvement Fund	224,794.47	49,000.00	273,794.47	69,000.00	204,794.47	60,000.00	66,800.00	197,994.47
279 Handicap Parking Fines Fund	1,100.00	0.00	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
280 Certified Police Training Fund	19,003.76	0.00	19,003.76	0.00	19,003.76	0.00	5,500.00	13,503.76
281 Indigent Drivers Interlock Alcohol Monitoring Fund	59,735.07	6,200.00	65,935.07	1,500.00	64,435.07	6,500.00	5,000.00	65,935.07
288 Justice Reinvestment Incentive Grant Fund	12,774.98	21,356.00	34,130.98	12,625.00	21,505.98	21,356.00	19,210.20	23,651.78
290 Police Pension Fund	0.00	89,006.34	89,006.34	89,006.34	0.00	90,196.00	90,196.00	0.00
291 Fire Pension Fund	0.00	44,496.18	44,496.18	44,496.18	0.00	45,097.00	45,097.00	0.00
295 IRS 125 Employee Benefits Plan Fund	4,490.13	4,898.06	9,388.19	4,955.00	4,433.19	4,876.00	5,000.00	4,309.19
<b>Sub-Total - SPECIAL REVENUE FUNDS</b>	<b>2,837,987.98</b>	<b>6,871,515.05</b>	<b>9,709,503.03</b>	<b>6,713,934.23</b>	<b>2,995,568.80</b>	<b>6,756,581.06</b>	<b>6,919,425.16</b>	<b>2,832,724.70</b>

<u>FUND TYPE/CLASSIFICATION</u>	<u>Unencumbered Carryover Balance Available for Appropriation</u>	<u>2020 Revised Projections</u>	<u>Total Amount Available Plus Balances for 2020</u>	<u>Department 2020 Projected Expenses</u>	<u>2021 Estimated Beginning Balance</u>	<u>2021 Estimated Revenue</u>	<u>2021 Proposed Budgets</u>	<u>Projected Ending Balances</u>
<b><u>Debt Service Funds</u></b>								
300 General Bond Retirement Fund	21,995.48	94,090.47	116,085.95	60,851.00	55,234.95	56,500.00	102,341.47	9,393.48
310 S.A. Bond Retirement Fund	597,830.89	18,257.00	616,087.89	12,646.00	603,441.89	4,200.00	1,000.00	606,641.89
<b>Sub-Total - DEBT SERVICE FUNDS</b>	<b>619,826.37</b>	<b>112,347.47</b>	<b>732,173.84</b>	<b>73,497.00</b>	<b>658,676.84</b>	<b>60,700.00</b>	<b>103,341.47</b>	<b>616,035.37</b>
<b><u>Capital Projects Funds</u></b>								
400 Capital Improvement Fund	575,911.97	3,219,972.00	3,795,883.97	3,666,830.60	129,053.37	2,888,282.00	2,933,101.00	84,234.37
401 CIP Funding Reserve Fund	72,436.90	0.00	72,436.90	0.00	72,436.90	0.00	0.00	72,436.90
<b>Sub-Total - CAPITAL PROJECT FUNDS</b>	<b>648,348.87</b>	<b>3,219,972.00</b>	<b>3,868,320.87</b>	<b>3,666,830.60</b>	<b>201,490.27</b>	<b>2,888,282.00</b>	<b>2,933,101.00</b>	<b>156,671.27</b>
<b><u>PROPRIETARY FUND TYPE</u></b>								
<b><u>Enterprise Funds</u></b>								
500 Electric Utility Revenue Fund	4,681,651.26	17,222,715.40	21,904,366.66	17,065,621.44	4,838,745.22	16,932,457.00	18,181,805.69	3,589,396.53
503 Electric Development Fund	2,865,154.20	543,750.00	3,408,904.20	66,036.69	3,342,867.51	25,000.00	193,000.00	3,174,867.51
510 Water Revenue Fund	1,881,693.36	3,826,598.00	5,708,291.36	4,026,733.72	1,681,557.64	3,399,777.53	4,421,985.48	659,349.69
511 Water Depreciation Reserve Fund	464,443.40	627,500.00	1,091,943.40	322,000.00	769,943.40	461,300.00	355,600.00	875,643.40
512 Water Debt Reserve Fund	319,135.13	80,670.00	399,805.13	77,169.00	322,636.13	81,094.00	79,094.00	324,636.13
513 Water OWDA Bond Retirement Fund	35,933.27	25,355.00	61,288.27	22,437.00	38,851.27	25,402.00	22,552.00	41,701.27
519 Water Plant Renovation & Improvement Prj.Fund	212,971.29	2,731,097.00	2,944,068.29	2,887,715.00	56,353.29	2,924,109.00	2,933,556.33	46,905.96
520 Sewer Utility (WWT) Revenue Fund	1,605,949.39	4,574,562.00	6,180,511.39	4,537,841.61	1,642,669.78	5,265,623.25	5,204,501.05	1,703,791.98
521 Sewer (WWT) Replacement & Improvmnt. Fund	621,391.25	3,485,564.00	4,106,955.25	2,455,792.00	1,651,163.25	9,874,410.00	9,308,410.00	2,217,163.25
522 Sewer (WWT) Utility Reserve Fund	307,217.04	451,444.00	758,661.04	447,695.00	310,966.04	449,794.00	447,694.00	313,066.04
523 OWDA SA Debt Retirement Fund	85,080.09	112,795.00	197,875.09	106,205.00	91,670.09	104,954.00	106,629.00	89,995.09
532 Williams Pump Station Improvement Fund	31,850.25	1,400,800.00	1,432,650.25	1,293,554.00	139,096.25	500.00	101,872.00	37,724.25
560 Sanitation (Refuse) Revenue Fund	1,479,054.62	892,458.00	2,371,512.62	868,795.69	1,502,716.93	857,635.27	1,056,095.62	1,304,256.58
561 Sanitation (Refuse) Depreciation Reserve Fund	136,388.52	50,050.00	186,438.52	3,000.00	183,438.52	49,600.00	5,000.00	228,038.52
580 Meter Deposit (Electric & Water) Fund	554,034.88	36,170.00	590,204.88	19,263.00	570,941.88	20,000.00	30,000.00	560,941.88
<b>Sub-Total - ENTERPRISE FUNDS</b>	<b>15,281,947.95</b>	<b>36,061,528.40</b>	<b>51,343,476.35</b>	<b>34,199,859.15</b>	<b>17,143,617.20</b>	<b>40,471,656.04</b>	<b>42,447,795.17</b>	<b>15,167,478.07</b>
<b><u>Internal Service Funds</u></b>								
600 Central Garage Rotary Fund	19,019.03	271,928.00	290,947.03	288,951.89	1,995.14	343,911.00	334,062.06	11,844.08
<b>Sub-Total - INTERNAL SERVICE FUNDS</b>	<b>19,019.03</b>	<b>271,928.00</b>	<b>290,947.03</b>	<b>288,951.89</b>	<b>1,995.14</b>	<b>343,911.00</b>	<b>334,062.06</b>	<b>11,844.08</b>
<b>TOTAL - ALL FUNDS</b>	<b>21,072,807.53</b>	<b>57,149,548.31</b>	<b>78,222,355.84</b>	<b>56,052,396.91</b>	<b>22,169,958.93</b>	<b>61,427,932.88</b>	<b>64,425,601.63</b>	<b>19,172,290.17</b>

## 2021 GENERAL FUND PROPOSED BUDGET -DRAFT 11.12.20

2020 Projected Ending Balance (without adjustments)	824,612.01
Additional Income Tax Projected receipts - if hit \$4.5 million scenario	100,000.00
Workers' Compensation Rebate	(59,200.00)
CARES Act Reimbursements	(421,975.00)
2021 Projected Beginning Balance (with adjustments)	1,405,787.01
2021 Revenue Estimate	6,090,832.77
<b>Total Available</b>	<b>7,496,619.78</b>
2021 Proposed Budget	6,869,906.37
<b>Projected Ending Balance</b>	<b>626,713.41</b>

Historical Revenue Target of Estimate (based on 2017, 2018 & 2019)	100.77%
Revenue Estimate Based on 100.77%	6,137,732.18

Historical Expenditures Target of Budget (based on 2017, 2018 & 2019)	90.55%
Budget Estimate Based on 90.55%	6,220,700.22

<b>Projected 2021 Ending Balance using Historical Percentages</b>	<b>1,322,818.97</b>
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<b>Projected use of Cash Balance based on history</b>	<b>82,968.04</b>
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<b>Projected use of Cash Balance based on Proposed Budget</b>	<b>779,073.60</b>
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<b>General Fund -Historical Reference of 2016, 2017, 2018, 2019 and Projected 2020</b>
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### 2020

Original Estimated Revenue	\$6,384,094.00
Approved Budget	<u>\$7,039,366.00</u>
<b>Over/(Under) Revenue</b>	<b>(\$655,272.00)</b>
Projected revenue -without adjustments above	\$5,896,314.39
Projected expenditures - without adjustments above	<u>\$6,460,192.51</u>
<b>Over/(Under) Revenue</b>	<b>(\$563,878.12)</b>

### 2019

Original Estimated Revenue	\$6,233,230.00
Approved Budget	<u>\$6,965,130.00</u>
<b>Over/(Under) Revenue</b>	<b>(\$731,900.00)</b>
Actual revenue	\$6,240,502.88
Actual expenditures	<u>\$6,131,276.10</u>
<b>Over/(Under) Revenue</b>	<b>\$109,226.78</b>

**2018**

Original Estimated Revenue	\$6,154,210.00
Approved Budget	<u>\$6,697,240.00</u>
<b>Over/(Under) Revenue</b>	<b>(\$543,030.00)</b>
Actual revenue	\$5,892,746.00
Actual expenditures	<u>\$6,143,794.03</u>
<b>Over/(Under) Revenue</b>	<b>(\$251,048.03)</b>

**2017**

Original Estimated Revenue	\$6,247,710.00
Approved Budget	<u>\$6,631,530.00</u>
<b>Over/(Under) Revenue</b>	<b>(\$383,820.00)</b>
Actual revenue	\$6,259,552.00
Actual expenditures	<u>\$6,134,116.58</u>
<b>Over/(Under) Revenue</b>	<b>\$125,435.42</b>

**2016**

Original Estimated Revenue	\$5,709,280.00
Approved Budget	<u>\$6,427,540.00</u>
<b>Over/(Under) Revenue</b>	<b>(\$718,260.00)</b>
Actual revenue	\$6,111,123.00
Actual expenditures	<u>\$5,780,907.25</u>
<b>Over/(Under) Revenue</b>	<b>\$330,215.75</b>

# COUNCIL CHANGES FROM BUDGET MEETINGS -NOVEMBER 6TH AND 7TH

## Fund 100

Add Greenline Solutions	\$	720.00	100.2100.53210	moved from IT Budget
Provision Video -Body Cam Storage	\$	5,000.00	100.2100.53210	Securing grants for cameras
Trancite Logic Systems -Crash Software	\$	3,110.00	100.2100.53210	
Reduction of Vehicle Repair	\$	6,500.00	100.2100.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	5,000.00	100.2100.54300	Change to billing at Garage
Reduction of Vehicle Repair	\$	540.00	100.2101.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	400.00	100.2101.54300	Change to billing at Garage
Reduction of Vehicle Repair	\$	500.00	100.2102.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	1,100.00	100.2102.54300	Change to billing at Garage
Reduction of Vehicle Repair	\$	660.00	100.2103.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	1,250.00	100.2103.54300	Change to billing at Garage
Reduction of Vehicle Repair	\$	5,000.00	100.2200.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	3,000.00	100.2200.54300	Change to billing at Garage
Reduction of Vehicle Repair	\$	500.00	100.1800.53510	Change to billing at Garage
Reduction of Vehicle Parts	\$	400.00	100.1800.54300	Change to billing at Garage
Increase of transfer for CIC	\$	1,600.00	100.9900.59550	
2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021				
Insurance increases 2020 amount and 3%	\$	598.00	various depts. -53700	

**Net Change** \$ **35,878.00**

## Fund 130

Increase \$1,600 from 2020	\$	1,600.00
<b>Net Change</b>	\$	<b>1,600.00</b>

## Fund 220

				2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021
Insurance increases 2020 amount and 3%	\$	825.00	all departments -53700	
Remove Pickleball Court	\$	(25,000.00)	220.4400.57200	
Add Turf Equipment	\$	24,000.00	220.4200.57000	
<b>Net Change</b>	\$	<b>(175.00)</b>		

## Fund 400

Add Camera & accessories	\$	2,900.00	400.1600.57000	For website and events
Watchguard	\$	(9,000.00)	400.1600.57000	purchased in 2020 -went down
Removed Turf Equipment	\$	(24,000.00)	400.4200.57000	
<b>Net Change</b>	\$	<b>(30,100.00)</b>		

## Fund 500

				2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021
Insurance increases 2020 amount and 3%	\$	3,349.00	500.6110.53700	
Change to funding garage	\$	11,000.00		Reduced VM repairs and parts estimated breakdown between P & I
Increased Stranded Costs	\$	46,000.00		
<b>Net Change</b>	\$	<b>60,349.00</b>		

**Fund 510**

TEGG Service	\$	6,496.00	510.6200.53610
Parts for Chemical Feed pumps	\$	2,000.00	510.6200.54500
Security system	\$	9,925.00	510.6200.57200

2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021

Insurance increases 2020 amount and 3%	\$	5,555.00	510.6200.53700
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2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021

Insurance increases 2020 amount and 3%	\$	32.00	510.6210.53700
Change to funding garage	\$	1,000.00	
Transfer to Fund 511	\$	100,000.00	510.9900.59835
<b>Net Change</b>	\$	<b>125,008.00</b>	

Reduced VM repairs and parts  
Annual membrane savings

**Fund 520**

2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021

Insurance increases 2020 amount and 3%	\$	3,828.00	520.6300.53700
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2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2022

Insurance increases 2020 amount and 3%	\$	33.00	520.6310.53700
Change to funding garage	\$	1,500.00	
<b>Net Change</b>	\$	<b>5,361.00</b>	

Reduced VM repairs and parts

**Fund 560**

2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021

Insurance increases 2020 amount and 3%	\$	613.00	560.6400.53700
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2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2022

Insurance increases 2020 amount and 3%	\$	520.00	560.6420.53700
Change to funding garage	\$	13,000.00	
<b>Net Change</b>	\$	<b>14,133.00</b>	

Reduced VM repairs and parts

**Fund 600**

2020-2021 -9% increase -billed in December 2020; estimating 3% increase for 2021-2022 billed in December 2021

Insurance increases 2020 amount and 3%	\$	3.00	600.5200.53700
<b>Net Change</b>	\$	<b>3.00</b>	

**REVENUE**

Changed income tax split from 65/35 to 63/37

Changed estimate from \$4.215 million to \$4.250 million -based on October figures

Changed Bond proceeds for Water Note from \$2,352,000 to \$2,272,000 for \$80K pay down



**RESOLUTION NO. 065-20**

**A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO  
TRANSFER CERTAIN FUND BALANCES FROM RESPECTIVE FUNDS  
TO OTHER FUNDS PER SECTION 5705.14 ORC ON AN AS NEEDED  
BASIS IN FISCAL YEAR 2021, LISTED IN EXHIBIT "A;" AND  
DECLARING AN EMERGENCY**

**WHEREAS**, the City is a charter municipality having those powers of self government as stated in Article I of its Charter; and,

**WHEREAS**, in order to provide Fund Balances for approved expenditures in certain funds on an as needed basis, it is necessary to transfer funds from respective funds to other funds; **Now Therefore**,

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

Section 1. That, pursuant to Section 5705.14 of the ORC and this Resolution, the Finance Director is hereby authorized and directed to transfer monies among the various funds on an as needed basis in Fiscal Year 2021 as listed in Exhibit "A" attached hereto and made a part of this Resolution.

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 the City 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, only that portion shall be held invalid and the remainder shall remain valid.

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 conduct of the municipal operations 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 payment of expenses, 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. 065-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Roxanne Dietrich, Clerk of Council*

**2021 APPROPRIATION BUDGET - TRANSFER OF FUNDS****RESOLUTION No. 0-20****BUDGET REVIEW - 2021 TRANSFER OF FUNDS****TRANSFER AMOUNTS**

<b><u>FUND NAME, FROM - TO, PURPOSE</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
<b>FROM:</b> 100 GENERAL FUND	<b>\$0</b>	
<b>TO:</b> 101 GENERAL RESERVE BALANCE FUND		<b>\$0</b>
<b>Purpose:</b> Move Excess Reserves in 100 General Fund to 101 General Reserve Balance Fund.		
<b>FROM:</b> 100 GENERAL FUND	<b>\$10,970</b>	
<b>TO:</b> 123 SPECIAL EVENTS FUND		<b>\$10,970</b>
<b>Purpose:</b> Subsidize Fall Festival and other events as sponsored through the Chamber of Commerce.		
<b>FROM:</b> 100 GENERAL FUND	<b>\$39,000</b>	
<b>TO:</b> 130 ECONOMIC DEVELOPMENT FUND		<b>\$39,000</b>
<b>Purpose:</b> Subsidize the Economic Development Fund programs due to insufficient funds in the 130 ED Fund.		
<b>FROM:</b> 100 GENERAL FUND	<b>\$0</b>	
<b>TO:</b> 200 SCM&R FUND		<b>\$0</b>
<b>Purpose:</b> Subsidize the 200 SCM&R Fund due to an Original Estimated Shortfall in the 200 SCM&R Fund.		
<b>FROM:</b> 100 GENERAL FUND	<b>\$3,136</b>	
<b>TO:</b> 295 IRS 125 EMPLOYEE FRINGE BENEFITS FUND		<b>\$3,136</b>
<b>Purpose:</b> Subsidize Administrative Expenditures of Employee 125 Flexible Spending Benefits Fund.		
<b>FROM:</b> 100 GENERAL FUND	<b>\$0</b>	
<b>TO:</b> 600 CENTRAL ROTARY CHARGES FUND		<b>\$0</b>
<b>Purpose:</b> Subsidize Operating Expenditures of Central Garage Rotary Charges Fund.		
<b>FROM:</b> 147 UNCLAIMED MONIES FUND	<b>\$2,500</b>	
<b>TO:</b> 100 GENERAL FUND		<b>\$2,500</b>
<b>Purpose:</b> Payment of Unclaimed Funds back to the 100 General Fund.		
<b>FROM:</b> 170 MUNICIPAL INCOME TAX FUND	<b>\$2,099,281</b>	
<b>TO:</b> 100 GENERAL FUND		<b>\$2,099,281</b>
<b>Purpose:</b> Net Transfer (65%) of Income Tax Receipts to 100 General Fund -Estimated		
<b>FROM:</b> 170 MUNICIPAL INCOME TAX FUND	<b>\$566,667</b>	
<b>TO:</b> 220 RECREATION FUND		<b>\$566,667</b>
<b>Purpose:</b> Transfer of Income Tax Levy Receipts to 220 Recreation Fund -Estimated		
<b>FROM:</b> 170 MUNICIPAL INCOME TAX FUND	<b>\$1,232,911</b>	
<b>TO:</b> 400 CAPITAL IMPROVEMENT FUND		<b>\$1,232,911</b>
<b>Purpose:</b> Net Transfer (35%) of Income Tax Receipts to 400 CIP Fund-Estimated		

**2021 APPROPRIATION BUDGET - TRANSFER OF FUNDS****RESOLUTION No. 0-20****BUDGET REVIEW - 2021 TRANSFER OF FUNDS****TRANSFER AMOUNTS****FUND NAME, FROM - TO, PURPOSE****FROM****TO**

<b>FROM:</b> 180 KWH TAX COLLECTION (GF) FUND	<b>\$378,150</b>	
<b>TO:</b> 100 GENERAL FUND		<b>\$378,150</b>
<b>Purpose:</b> Transfer of Net Balance of KWH Tax Funds into the General Fund-Estimated		
<b>FROM:</b> 195 LAW LIBRARY FUND	<b>\$7,500</b>	
<b>TO:</b> 100 GENERAL FUND		<b>\$7,500</b>
<b>Purpose:</b> Transfer of City Share for Highway Patrol Fine Monies per ORC.		
<b>FROM:</b> 210 EMS TRANSPORT SERVICE FUND	<b>\$31,680</b>	
<b>TO:</b> 242 FIRE EQUIPMENT FUND		<b>\$31,680</b>
<b>Purpose:</b> City Share of Township Contract (80% ) for a Total of \$110,000, Funded \$31,680 from 210 Fund & \$56,320 from 400 Fund.		
<b>FROM:</b> 240 HOTEL-MOTEL TAX FUND	<b>\$50,000</b>	
<b>TO:</b> 100 GENERAL FUND		<b>\$50,000</b>
<b>Purpose:</b> City's Net Share of Total Collections (50%) on a 6% Rate, per Ordinance to 100 General Fund; balance to Chamber Tourist Bureau.		
<b>FROM:</b> 400 CAPITAL IMPROVEMENT FUND	<b>\$56,320</b>	
<b>TO:</b> 242 FIRE EQUIPMENT FUND		<b>\$56,320</b>
<b>Purpose:</b> City Share of Township Contract (80% ) for a Total of \$110,000, Funded \$31,680 from 210 Fund & \$56,320 from 400 Fund.		
<b>FROM:</b> 400 CAPITAL IMPROVEMENT FUND	<b>\$56,500</b>	
<b>TO:</b> 300 GENERAL BOND RETIREMENT FUND		<b>\$56,500</b>
<b>Purpose:</b> Retirement of General Bond Obligation Debt.		
<b>FROM:</b> 500 ELECTRIC REVENUE FUND	<b>\$500,000</b>	
<b>TO:</b> 180 KWH TAX COLLECTION (GF) FUND		<b>\$500,000</b>
<b>Purpose:</b> Transfer to 180 kWH (GF Equivalent) Tax Fund, 100 General Fund share of kWH Tax.		
<b>FROM:</b> 500 ELECTRIC REVENUE FUND	<b>\$0</b>	
<b>TO:</b> 503 ELECTRIC DEVELOPMENT FUND		<b>\$0</b>
<b>Purpose:</b> Funding Reserves for Current and Future Capital Purchases.		
<b>FROM:</b> 510 WATER REVENUE FUND	<b>\$455,600</b>	
<b>TO:</b> 511 WATER DEPRECIATION FUND		<b>\$455,600</b>
<b>Purpose:</b> Funding for Proposed Projects out of the 511 Water Depreciation Fund.		

**2021 APPROPRIATION BUDGET - TRANSFER OF FUNDS****RESOLUTION No. 0-20****BUDGET REVIEW - 2021 TRANSFER OF FUNDS****TRANSFER AMOUNTS**

<b><u>FUND NAME, FROM - TO, PURPOSE</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
<b>FROM:</b> 510 WATER REVENUE FUND	<b>\$79,094</b>	
<b>TO:</b> 512 WATER DEBT RESERVE FUND		<b>\$79,094</b>
<b>Purpose:</b> Funding for Debt Payments on Water Projects.		
<b>FROM:</b> 510 WATER REVENUE FUND	<b>\$22,552</b>	
<b>TO:</b> 513 WATER OWDA BOND RETIREMENT FUND		<b>\$22,552</b>
<b>Purpose:</b> Funding for OWDA Debt Payments on Water Projects.		
<b>FROM:</b> 510 WATER REVENUE FUND	<b>\$651,534</b>	
<b>TO:</b> 519 WATER PLANT RENOVATION & IMPRMNT. FUND		<b>\$651,534</b>
<b>Purpose:</b> Funding for Debt Service on New Water Plant Fund.		
<b>FROM:</b> 520 SEWER (WWT) REVENUE FUND	<b>\$88,454</b>	
<b>TO:</b> 523 OWDA SA BOND RETIREMENT FUND		<b>\$88,454</b>
<b>Purpose:</b> Funding for OWDA Debt Payments on Sewer Projects.		
<b>FROM:</b> 520 SEWER (WWT) REVENUE FUND	<b>\$1,808,410</b>	
<b>TO:</b> 521 SEWER REPLACEMENT & IMP. FUND		<b>\$1,808,410</b>
<b>Purpose:</b> Funding Reserves for Current and Future Capital Purchases.		
<b>FROM:</b> 520 SEWER (WWT) REVENUE FUND	<b>\$447,694</b>	
<b>TO:</b> 522 SEWER UTILITY RESERVE FUND		<b>\$447,694</b>
<b>Purpose:</b> Funding for Capital and Debt Payments.		
<b>FROM:</b> 520 SEWER (WWT) REVENUE FUND	<b>\$0</b>	
<b>TO:</b> 532 WILLIAMS PUMP STATION FUND		<b>\$0</b>
<b>Purpose:</b> Funding Reserves for Current and Future Capital Purchases.		
<b>FROM:</b> 560 SANITATION REVENUE FUND	<b>\$48,300</b>	
<b>TO:</b> 561 SANITATION DEPRECIATION RES. FUND		<b>\$48,300</b>
<b>Purpose:</b> Funding Reserves for Current and Future Capital Purchases.		
<b>TOTALS - FROM</b>	<b>8,636,253</b>	
<b>TOTALS - TO</b>		<b>8,636,253</b>

**ORDINANCE NO. 066-20**

**AN ORDINANCE AMENDING THE ALLOCATION OF FUNDS AS  
FOUND IN SECTIONS 193.11 AND 194.013 OF THE CODIFIED  
ORDINANCES OF THE CITY OF NAPOLEON, OHIO; AND  
DECLARING AN EMERGENCY**

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

Section 1. That, Section 193.11 of the Codified Ordinances of Napoleon, Ohio, shall be amended and enacted as follows:

**“193.11 ALLOCATION OF FUNDS.**

(a) Effective January 1, 2021, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-three percent (63%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-seven percent (37%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

(b) Effective January 1, 2022 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-two percent (62%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-eight percent (38%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.”

Section 2. That, Section 193.11 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2020 at 11:59 PM.

Section 3. That, Section 194.013 of the Codified Ordinances of Napoleon, Ohio, shall be amended and enacted as follows:

“194.013 ALLOCATION OF FUNDS.

(A) Effective January 1, 2021, the funds collected under the provisions of this Chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this Chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-three percent (63%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-seven percent (37%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

(B) Effective January 1, 2022 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-two percent (62%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-eight percent (38%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

Section 4. That, Section 194.013 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2020 at 11:59 PM.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 7. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the

earliest possible time to allow for passage before the deadline; moreover, this must timely take effect to meet the intent of the law; 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 timely allocation of 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 Ordinance No. 066-20 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*



## **ORDINANCE NO. 067-20**

### **AN ORDINANCE ESTABLISHING A NEW POSITION CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY OF NAPOLEON, OHIO FOR THE YEAR 2021; REPEALING ORDINANCE NO. 088-19; AND DECLARING AN EMERGENCY**

**WHEREAS**, Council reviewed the proposed Year 2021 annual appropriation measure and finds, in general, as it relates to non-bargaining employees of the City of Napoleon, Ohio, that a compensation increase of two percent (2%) is generally warranted subject to various considerations as contained herein; and,

**WHEREAS**, Exhibits A, B, and C attached hereto and incorporated herein, reflect pay scales for City of Napoleon non-bargaining employees. The pay scales noted in these Exhibits generally contain a two percent (2%) pay increase from the 2020 pay scales; and,

**WHEREAS**, Council desires to make said compensation increases effective on the pay period commencing on or about December 14, 2020; and,

**WHEREAS**, Council now desires to adopt a new 2021 Classification Pay Plan for its non-bargaining employees as stated in this Ordinance and Exhibits A, B, and C;  
**Now Therefore,**

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

Section 1. That, notwithstanding any Ordinance or Resolution to the contrary, the City of Napoleon, Ohio, (the "City") had previously established a new 2020 Position Classification Pay Plan ("Pay Plan") for its non-bargaining employees, passed by Council on January 6, 2020.

Section 2. That, effective with the first pay period for the Year 2021, that commences on or about December 14, 2020, the pay scale (steps) for the City's non bargaining employees (full time) positions of this city shall be provided, unless modified, as established in Exhibit "A," attached and incorporated herein. Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 3 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level of compensation the Department Director or Appointing Authority deems appropriate as listed in Exhibit "A."

Section 3. That, effective with the first pay period for the Year 2021, which commences on or about December 14, 2020, each non-bargaining employee (full time regular) (hourly), subject to Employment Policy Manual Policy §8.10 (Compensation Reviews), is eligible on such employee's annual hiring anniversary date of uninterrupted full time service with the City, to be advanced one (1) step in the Pay Plan until the maximum step is reached. The non-bargaining employee's (full time regular) (hourly) step location prior to advancement in the Pay Plan shall be determined by contrasting the base hourly rate said employee received prior to the enactment of this Ordinance with the table found in Exhibit "A" for the respective year. For new hires, the Department Director or Appointing Authority may place an employee within the scale where the Department Director or Appointing Authority deems appropriate considering merit and

fitness. Nothing in this Section shall be construed to prohibit a decrease in pay. Step increases for transfer employees shall be in accordance with §197.09(e) of the Personnel Code. A mere reclassification of a current position, where job duties are substantially the same, does not constitute a transfer. Notwithstanding any other provision of this Pay Plan, the Zoning Administrator shall receive a bonus to be pro-rated over the calendar year of *Five Hundred (\$500.00) Dollars* for each certification he or she holds, as follows: an Ohio Residential Building Official; Ohio Residential Plumbing Inspector; and, Ohio Electrical Safety Inspector. The Zoning Administrator must provide written proof of each certification to the City Manager prior to receiving the bonus.

Section 4. That, effective with the first pay period for the Year 2021, that commences on or about December 14, 2020, the pay scale for non-bargaining employee (salaried) (full time) positions of this City which are exempt under the Fair Labor Standards Act (FLSA) as it relates to overtime, shall be provided, unless modified, as established in Exhibit “B,” attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of the City’s Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 5 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit “B.”

Section 5. That, effective with the first pay period for the Year 2021, that commences on or about December 14, 2020, each non bargaining employee (salaried) (full time) position of this City as defined in Section 4 of this Ordinance, is eligible to have a minimum salary increase of two percent (2% ) for Year 2021, subject to Employment Policy Manual “Policy §8.10 (Compensation Reviews),” calculated from what the employee is making at the time just prior to the proposed increase period, and as reflected in the amounts expressed in Exhibit “B.” In no event shall any increase place the employee above the top scale as established in Section 4 of this Ordinance. For new hires or current employees, the Department Director or Appointing Authority may place an employee, at any time, within the scale where the Department Director or Appointing Authority deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay.

Section 6. That, effective with the first pay period of the Year 2021, that commences on or about December 14, 2020, the Pay Scale (steps) for part time, permanent part time, and temporary employees of this City shall be provided unless modified, as stated in the table found in Exhibit “C” (attached and incorporated herein), except when Federal or State minimum wage of a higher amount is required, then the higher amount of the Federal or State minimum wage shall apply. Subject to the provisions of the City’s Personnel Code and Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit “C.” Employment Policy Manual 2014-1, Policy Section 8.10, (compensation reviews), is applicable only to permanent part time employees, not part time or temporary employees.

Section 7. That, all paid part time, permanent part time, and temporary employees of the City shall, effective with the first pay period of the Year 2021, that commences on or about December 14, 2020, have a minimum hourly base pay increase of two percent (2%) for Year 2021 calculated from what the employee’s base rate was

just prior to this proposed increase, and as is reflected in the amounts expressed in Exhibit "C" (the amounts include the two percent (2%) increase). Only permanent part time employees are subject to Employment Policy Manual 2014-1 Policy §8.10 (compensation reviews), when applicable. Part time employees of the Fire/Rescue Department will remain on probationary/trainee status until removed by the City Manager upon recommendation of the Fire Chief. For new hires or current employees of the City, the Appointing Authority or Department Director may place an employee within the scale where the Appointing Authority or Department Director deems appropriate considering merit and fitness. Nothing in this section shall be construed to prohibit a decrease in pay. The non-full time status positions found in Exhibit "C" (i.e. temporary part time or permanent part time) may be modified by the Appointing Authority or Department Director at any time, except that Council shall approve any modification to a full time status. Additionally, the position of Probation Officer PIIG Grant is hereby set as expressed in Exhibit "C."

Section 8. That, compensation for employees' appointments made in order to fill temporarily vacant positions shall be at a rate established by the Department Director or Appointing Authority, except that it shall not exceed the top pay scale established in this Ordinance for the position being filled. Temporary positions being filled by temporary employees for whom no pay scale has been established shall be at a pay scale established by the Department Director or Appointing Authority by comparing the temporary position created to the most similar position established within the same department that is utilizing the temporary employee. In the event no such similar position exists, then it shall be paid in an amount as determined appropriate by the Department Director or Appointing Authority so long as the amount paid may be accomplished without exceeding the department's annual budget.

Section 9. That, notwithstanding any section of this Ordinance to the contrary, compensation of the Clerk of the Napoleon Municipal Court shall be as found in Section 4 of this Ordinance and as stated in Exhibit "B" unless otherwise set by the Municipal Court Judge pursuant to ORC §1901.31 (C).

Section 10. That, compensation for the Chief Deputy Clerk and all other Deputy Clerks of the Napoleon Municipal Court shall be as set by the Clerk of the Napoleon Municipal Court pursuant to ORC §1901.31 and as stated in Exhibits "A, B, and C."

Section 11. That, the compensation for Municipal Court Bailiff and/or Deputy Bailiff shall be established by the Municipal Court pursuant to ORC §1901.32 and as stated in Exhibits "A, B, and C."

Section 12. That, the position of Chief Probation Officer as established in and for the City for the Napoleon Municipal Court shall be considered a full time regular employee having an hourly, non-exempt status. The job description as included in the Pay Plan, as prepared and/or revised by the Municipal Court Judge, is continued to be approved by this Council. The Chief Probation Officer shall not be entitled to any longevity pay; moreover, the Municipal Court Judge may adjust the Chief Probation Officer's wage rate at any time so long as within the limits of the CCA Grant or as may be otherwise supplemented by the Municipal Court. Notwithstanding any other provision of this Ordinance, in no event shall the Chief Probation Officer's pay and benefits exceed the amount of the CCA Grant or as otherwise may be supplemented by the Municipal

Court. Nothing shall be construed in this Ordinance as mandating that the position be filled or continued to be filled each year.

Section 13. That, the position of Part-Time Probation Officer is hereby established by this legislation pursuant to City of Napoleon Charter Article II, Section 2.14, in and for the City for the Napoleon Municipal Court shall be considered a part time regular employee having an hourly, non-exempt status. The job description as included in the Pay Plan, as prepared and/or revised by the Municipal Court Judge, is hereby approved by this Council. The Part-Time Probation Officer shall not be entitled to any longevity pay; moreover, the Municipal Court Judge may adjust the Part-Time Probation Officer's wage rate at any time so long as within the limits of the JRIG Grant or as may be otherwise supplemented by the Municipal Court. Notwithstanding any other provision of this Ordinance, in no event shall the Part-Time Probation Officer's pay and benefits exceed the amount of the JRIG Grant or as otherwise may be supplemented by the Municipal Court through other grants or funds outside the General Fund. Nothing shall be construed in this Ordinance as mandating that the position be filled or continued to be filled each year.

Section 14. That, all positions and/or classifications found in this Ordinance shall be deemed created, established, and existing in and for the City of Napoleon, Ohio. The status of part time employees may be further defined by the Department Director or Appointing Authority as permanent part time, temporary, seasonal, or intermittent employees without affecting the compensation status as stated in this Ordinance. Nothing in this Ordinance shall be construed as mandating that each and every position and/or classification be filled by this City.

Section 15. That, this Ordinance allows the terms and conditions of this pay increase to be retroactively applied, the same being hereby approved as it so exists.

Section 16. That, those employees who are covered by collective bargaining agreements shall be paid in accordance with the respective collective bargaining agreement.

Section 17. That, all compensation paid under this Ordinance is subject to appropriation of funds by Council.

Section 18. That, the Finance Director may adjust compensation for all affected employees to meet the intent of this Ordinance.

Section 19. That, all pay scales reflected in this Pay Plan shall be rounded, utilizing the five rule, to the nearest penny.

Section 20. That, no position mentioned in this Ordinance shall receive longevity benefit unless specified in this City's adopted longevity plan unless otherwise specifically provided for herein, or except as may be permitted by the City's longevity policy.

Section 21. That, any employee who is employed by the City in more than one position shall be paid overtime in accordance with State and Federal wage and salary laws (specifically, after forty hours of work within one week the person should receive overtime based on the salary or wage for the position they are working when they surpass forty hours for that work week). However, but for the employee's normal scheduled employment, the department that causes the overtime shall be liable for the payment of overtime regardless of where the hours were worked.

Section 22. That, Ordinance No. 088-19 is repealed in its entirety effective December 14, 2020.

Section 23. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 24. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 25. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided 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 processing of wages to employees, this being essential to the harmony of the necessary workforce, 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. 067-20 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"**  
(BASE HOURLY RATE)

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$12.53	\$14.41	\$15.47	\$16.60
Receptionist	\$14.17	\$16.25	\$17.42	\$18.73
Administrative Assistant	\$17.26	\$19.92	\$21.39	\$23.03
Front Desk Administrator	\$12.53	\$14.14	\$14.83	\$15.68
Service Building Secretary	\$12.53	\$14.14	\$14.83	\$15.68
Senior Service Building Secretary	\$15.57	\$17.86	\$19.20	\$20.73
Executive Assistant to Appointing Authority	\$20.96	\$22.34	\$23.78	\$25.29
Executive Assistant/Paralegal to Law Director	\$25.29	\$27.62	\$29.66	\$31.71
Account Clerk I	\$12.53	\$14.14	\$14.83	\$15.67
Account Clerk II	\$15.57	\$17.86	\$19.21	\$20.73
Utility Billing Administrator	\$17.68	\$20.35	\$21.80	\$25.89
Senior Account Clerk	\$17.26	\$19.92	\$21.40	\$25.30
Records Clerk/Recorder	\$15.57	\$17.86	\$19.20	\$20.72
Accounts Payable Clerk	\$15.57	\$17.86	\$19.20	\$21.80
Tax Administrator	\$17.68	\$20.35	\$21.80	\$25.89
Engineering Technician	\$18.98	\$21.80	\$23.35	\$25.05
Senior Engineering Technician	\$22.54	\$25.96	\$27.78	\$29.80
Staff Engineer	\$20.95	\$24.15	\$25.96	\$27.88
Licensed Staff Engineer	\$28.36	\$30.50	\$32.80	\$36.68
Construction Inspector*	\$25.38	\$29.16	\$31.25	\$34.34
Senior Electric Engineering Technician	\$22.54	\$25.96	\$27.78	\$29.80
Electrical Construction/Maintenance Inspector*	\$28.14	\$32.38	\$34.72	\$37.22
Zoning Administrator	\$24.66	\$28.33	\$30.37	\$32.55
Assistant Water Superintendent	\$30.26	\$31.39	\$33.11	\$34.84
Chief Water Treatment Operator	\$22.54	\$25.96	\$27.78	\$31.42
Chief Wastewater Treatment Operator	\$22.54	\$25.45	\$27.78	\$31.42
Police Lieutenant	\$0.00	\$32.96	\$34.51	\$36.24
Deputy Court Clerk	\$16.73	\$18.22	\$19.54	\$20.94
Chief Probation Officer	\$20.22		\$0.00	\$22.34
IT Specialist	\$18.60	\$20.58	\$22.57	\$24.56

\* 5% Increase

**EXHIBIT "B"**  
(BASED ON AN 80 HOUR PAY PERIOD)

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Assistant to the City Engineer	\$2,821.22	\$3,255.26
City Engineer	\$3,309.51	\$4,014.81
Public Works Director *	\$3,936.09	\$4,712.67
Golf Course & Grounds Superintendent	\$2,010.12	\$2,702.02
Parks & Recreation Director/Cemetery	\$1,821.64	\$3,166.04
Assistant Finance Director	\$3,006.15	\$3,489.63
Electrical Engineer	\$3,130.73	\$3,646.10
Electric Distribution Superintendent	\$3,191.92	\$3,931.98
IT Administrator	\$1,969.32	\$2,925.47
Human Resources Director	\$2,245.29	\$3,407.31
Municipal Court Bailiff	\$0.00	\$1,405.59
Municipal Court Clerk	\$1,902.91	\$2,128.43
Assistant Fire Chief	\$2,224.43	\$3,255.26
Fire Chief	\$2,766.96	\$3,653.04
Operations Superintendent	\$2,295.37	\$3,255.26
Water Superintendent	\$2,513.06	\$3,386.92
Wastewater Superintendent	\$2,513.06	\$3,386.92
Chief of Police	\$2,917.20	\$3,761.55

\*Lump Sum of \$1000.00 not in base

**EXHIBIT "C"**  
(BASE HOURLY RATE)

<u>Title</u>	<u>Bottom</u>	<u>Top</u>
Front Desk Administrator (Part Time)	\$10.08	\$13.77
Legal Clerk (Temporary)	\$14.49	\$23.28
Probationary/Trainee Fire Fighter/EMT	\$8.97	\$13.67
All Fire/Rescue Department (Part Time)	\$12.84	\$17.82
Deputy Court Clerk (Part Time)	\$11.17	\$15.34
Deputy Court Bailiff (Part Time)		\$14.69
Probation Officer PIIG Grant		\$16.61
Construction Inspection (Temporary)	\$13.55	\$14.51
Construction Engineer (Temporary) Engineering Dept.	\$41.11	\$44.05
Income Tax/Collection Clerk (Part Time)	\$10.08	\$17.78
Lifeguard (Seasonal)	\$8.97	\$15.06
Seasonal Laborer – Other	\$8.97	\$15.06
Recreation Worker (Seasonal)	\$8.97	\$15.06
Parks Maintenance Worker (Seasonal)	\$8.97	\$15.06
Golf Course Clubhouse Attendant (Seasonal)	\$8.97	\$15.06
Senior Center Fitness Coordinator (Part Time)	\$8.97	\$15.06
Code Enforcement Inspector	\$19.53	\$30.39
Adjunct EMS Instructor for the Fire Department (Part Time)		\$20.86
Adjunct Fire Instructor for the Fire Department (Part Time)		\$20.86



## **RESOLUTION NO. 068-20**

### **A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO, IN AND FOR THE YEAR 2021; AND DECLARING AN EMERGENCY**

**WHEREAS**, the City, by Ordinance in accordance with Section 1724.10 of the Ohio Revised Code, designated The Community Improvement Corporation of Henry County, Ohio ("CIC") as the agency of the City for the industrial, commercial, distribution, and research development of the City; and,

**WHEREAS**, a "Plan" as defined in Section 165.01 of the Revised Code was prepared and confirmed to advance, encourage, and promote the industrial, commercial, distribution, and research development of the City in a manner which among several things, creates and preserves jobs and employment opportunities in the City and the State and improves the economic welfare of the people of the City and of the State; and further, encourages and causes the maintenance, location, relocation, expansion, modernization, and equipment of sites, buildings, structures, and appurtenant facilities for industrial, commercial, distribution, and research activities within the City and thereby preserves, maintains, or creates additional opportunities for employment within the City; and,

**WHEREAS**, this Council desires to further advance the Plan and has determined to financially assist the CIC with operational and the other expenses in the year 2021;  
**Now Therefore,**

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

Section 1. That, in an effort to further advance the "Plan" referenced in the preamble of this Resolution, the City Finance Director is directed and authorized to pay to The Community Improvement Corporation of Henry County, Ohio ("CIC") the amount of thirty-nine thousand dollars (\$39,000) in and for the year 2021 to the CIC for operational expenses and costs for the advancement of economic development projects for both present companies and future companies. The amounts contributed herein are deemed by this Council to be a proper public expenditure of public funds.

Section 2. That, the monies contributed as found in Section 1 of this Resolution shall be used for operational expenses and to advance the "Plan" as referenced in the preamble of this Resolution and shall not be pledged to secure any debt of the CIC.

Section 3. That, all payments stated in this Resolution are subject to appropriation of funds by Council. In the event appropriation of funds by Council is satisfied, payment shall be made by the Finance Director in quarterly installments to the CIC, all in and for the year 2021.

Section 4. That, Resolution Number 102-19 is repealed upon the effective date of this Resolution.

Section 5. 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 6. 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 7. 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 economic projects to timely move forward; projects that will create jobs; 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.

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. 068-20 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*

**ORDINANCE NO. 069-20**

**AN ORDINANCE APPORTIONING THE EXPENSES INCURRED INCLUDING WAGES, SALARIES AND FRINGE BENEFITS OF THE MAYOR, COUNCIL, AND VARIOUS OTHER DEPARTMENTS OF THE CITY OF NAPOLEON WHICH ARE NOT OTHERWISE DIRECTLY CHARGED TO SPECIAL AND/OR CAPITAL PROJECTS AMONG VARIOUS ACCOUNTS EFFECTIVE JANUARY 1, 2021; AMENDING ORDINANCE NO.(S) 104-09 AND 087-19; AND DECLARING AN EMERGENCY**

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

Section 1. That, the expenses incurred, including wages, salary and fringe benefits of the Mayor, City Council, and various departments within the City as found in Exhibit "A," that are not otherwise directly charged to special and/or capital projects, shall be apportioned among the funds using the direct reimbursement method as found in attached Exhibit "A" which is made part of this Ordinance.

Section 2. That, the City Finance Director is directed to adjust the affected funds (retroactive if necessary) effective January 1, 2021 to accomplish the intent of this Ordinance.

Section 3. That, Ordinance No.(s) 104-09 and 087-19 are hereby amended.

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

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

Section 6. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided 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 commence the amendments 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.069-20 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*

**ORDINANCE NO. 054-20**

**AN ORDINANCE AMENDING CERTAIN SECTIONS OF  
CHAPTER 955 OF THE CODIFIED CODE OF ORDINANCES OF  
THE CITY OF NAPOLEON, OHIO, SPECIFICALLY SECTION  
955.16, REGARDING CURRENT MUNICIPAL SWIMMING POOL  
ADMISSION RATES, ALSO ADDING SECTION 955.16(G)  
REGARDING CORPORATE MEMBERSHIP POOL ADMISSION  
RATES**

**WHEREAS**, the Parks and Recreation Board met on September 30, 2020 and, in order to continue to provide the opportunity for area residents to use City owned recreational facilities, determined it appropriate to amend certain municipal swimming pool admission rates for the year 2021; and,

**WHEREAS**, the City of Napoleon's Parks and Recreation Committee met on October 19, 2020 and concurred with the Parks and Recreation Board's determination that municipal swimming pool admission rates for 2021 should be amended; and,

**WHEREAS**, this Council has considered all recommendations, and now deems appropriate that municipal swimming pool admission rates as listed below shall be amended commencing in the year 2021; **Now Therefore**,

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

Section 1. That, Section 955.16 of the Codified Code of Ordinances of the City of Napoleon, Ohio shall remain as currently written with the amendment of the following language, amending and enacting Section 955.16:

**“955.16 SWIMMING POOL ADMISSION.**

For the purposes of Section 955.16 of the City of Napoleon Codified Ordinances only, Resident shall be defined as an individual or family residing in the City of Napoleon Corporation limits, not the definition listed in Section 955.02, stating “Resident” means a person living in the corporate limits of the City or a payer of City income tax. (For the purpose of this definition, a payer of City income tax will mean one who currently pays the full established rate of City income tax or paid the full established rate of City income tax within the preceding twelve-month period (unless the payer was exempted due to an alternate City tax policy of the City); one living within the corporate limits will mean one who has the City as his or her place of domicile; further, when a child is a participant, the consideration of being a resident or non-resident shall be determined by the status of the parent or legal guardian of the participant that pays any applicable participation or activity fee.

(a) The annual swim admission card for the Municipal Swimming Pool shall be as follows:

(1) Family (up to five (5) members) annual swim admission card fee:

Resident:	\$100.00
Nonresident:	<del>\$125.00</del> -\$200.00

(2) Additional family members annual swim admission card fee:

Resident: \$10.00
Nonresident: \$30.00

- (3) Adult individual annual swim admission card fee:

Resident: <del>\$70.00</del> -\$60.00
Non-resident: <del>\$80.00</del> -\$100.00

- (4) Child individual annual swim admission card:

Resident: <del>\$60.00</del> -\$50.00
Non-resident: <del>\$70.00</del> -\$85.00

- (5) Senior citizen annual swim admission card fee:

Resident: \$50.00
Non-resident: <del>\$60.00</del> -\$75.00

- (6) Child Care Provider annual swim admission card fee:

Resident: \$50.00
Non-resident: \$60.00

- (b) The daily swim admission fee for the Municipal Swimming Pool shall be as follows:

- (1) Daily admission fee for children:

Resident – <del>\$2.50 each</del> \$3.00
Non-resident - \$5.00

Children aged three years old and younger:

Resident – free
Non-resident – free

Ten (10) visit pass for children:

Resident - \$27.00
Non-resident - \$45.00

- (2) Daily admission fee for adults:

Resident - <del>\$3.00</del> -\$4.00
Non-Resident - \$6.00

Ten (10) visit pass for adults:

Resident - \$36.00
Non-resident - \$54.00

Daily admission fee for senior citizens (aged 65 and older):

Resident - \$3.00
Non-resident - \$5.00

Ten (10) visit pass for senior citizens:

Residents - \$27.00
Non-residents - \$45.00

(c) The Director of Parks, Recreation and Cemeteries is authorized to establish up to six special pool events per season on which a reduced daily recreation admission fee could be offered on a per person or per family basis.

(d) Annual swim admission cards are seasonal and are valid in the summer season of each year during hours as determined by the Parks and Recreation Department.

(e) Pool facility exclusive use rental under terms and conditions and times as authorized by the Parks and Recreation Director (subject to specific approval and terms as set by the Parks and Recreation Director; additionally, Parks and Recreation Director reserves the right to deny rental for any reason):

(1) Saturday or Sunday evening from 6-9 p.m. ~~\$150.00~~

Resident - \$250.00
Non-resident - \$400.00

(2) All day Friday, Saturday, and Sunday: ~~\$500.00~~

Resident - \$750.00
Non-resident – not available

(f) Nothing in this section shall be construed as to limit City Council's authority to adjust daily, weekly, monthly or annual rates.

~~(Ord. 002-13. Passed 2-4-13.)~~

(g) In order to provide an opportunity for area employers to offer healthy recreational activities for their employees and families, a Corporate Membership rate shall be created per the following:

i. The Corporate Membership will be available for eligible employees, and up to four (4) additional immediate family members. (Immediate family members for this section are defined as spouse and children living in the same household.)

ii. The Corporate Membership will be available to companies located within the Napoleon Corporation limits, and only to employees that work at locations within the Napoleon Corporation limits.

iii. The Corporate Membership will be available for eligible employees of a company that has purchased a Corporate Membership; the company shall provide a list of eligible employees prior to the start of the pool season. The Corporate Membership must be paid in full before the usage is permitted.

iv. Employees must display a valid membership badge issued by the City of Napoleon to verify eligibility and admission.

v. Family members of employees are not included as part of the corporate membership privileges, unless eligible as defined in section (g)(i) of the Ordinance.

vi. Corporate memberships are valid from Memorial Day (or on the first day of pool opening) through Labor Day (or pool closing) of each season.

vii. The following table establishes the fees for a Corporate Membership to the employer, based on number of employees:

Number of Employees	Annual Fee
25 and under	\$2,000.00
26 - 50	\$3,500.00
51 - 100	\$5,000.00
101 - 150	\$7,500.00
Over 150	\$10,000.00”

Section 2. That, this Ordinance No. 054-20 amends Ordinance No. 002-13 so as to incorporate and adopt all identified changes noted herein. The remaining, unchanged portions of Ordinance No. 002-13 shall remain in full force and effect as existed and now include the above amended and enacted language regarding Section 955.16.

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

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

Section 5. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_



Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

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Roxanne M. Dietrich, Clerk of Council

*I, Roxanne M. Dietrich, interim Clerk of Council of the City of Napoleon, do hereby certify that the foregoing Ordinance No. 054-20 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.*

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*Roxanne M. Dietrich, Clerk of Council*

## **RESOLUTION NO. 055-20**

### **A RESOLUTION AUTHORIZING A COMMUNITY REINVESTMENT AREA (CRA) AGREEMENT BETWEEN THE CITY OF NAPOLEON, OHIO, AND MSG INVESTMENTS, LTD. WITHIN NAPOLEON CRA #6; AND DECLARING AN EMERGENCY**

**WHEREAS**, the Ohio Reinvestment Area Program, pursuant to Ohio Revised Code Chapter 3735, authorizes the City to grant real property tax exemptions on eligible new investments; and,

**WHEREAS**, the City by Resolution 106-00 adopted on September 18, 2000 that designated an area (CRA 6) as a Community Reinvestment Area pursuant to Ohio Revised Code Chapter 3735 and, with the adoption of Resolution No. 050-18 adopted September 4, 2018, enlarged the area; and,

**WHEREAS**, the Director of Development determined that the area so designated by the City contained the characteristics set forth in Ohio Revised Code Section 3735.66; and,

**WHEREAS**, the Director of Development certified the area as a community reinvestment area known as Zone No. 069-53550-01 (the "Area"); and,

**WHEREAS**, MSG Investments, LTD. made application that will involve a total capital investment in real property currently estimated at \$2,554,755.00, plus or minus ten percent (10%), in development of new construction of twenty-four (24) residential units being 16,980 square feet, and appurtenances at the site located on parcel numbers 41-119045.0060, 41-119045.0040, and 41-119044.0060, Trail Drive, Napoleon, Ohio; and,

**WHEREAS**, it was recommended that MSG Investments, LTD. receive a fifty percent (50%) exemption for a period of ten (10) years on the eligible property for proposed real property improvements; and,

**WHEREAS**, the appropriate school(s) were provided with all legally-required notices; and,

**WHEREAS**, the Napoleon Area City School District Board of Education, either waived the timeliness of the notice requirement(s) and approved the proposed agreement or, timely received the notice(s) and made approval; **Now Therefore**,

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

Section 1. That, the City approves and consents to a certain Community Reinvestment Area Agreement with MSG Investments, LTD., in substantially the form as being currently on file with the City Finance Director, Agreement No. 2020-19, subject to any changes deemed appropriate by the City Manager and approved as to form and correctness by the City Law Director; said agreement having been reviewed by this Council.

Section 2. That, the City Manager is both authorized and directed to execute the Community Reinvestment Area Agreement as referred to in Section 1 of this Resolution in the name of and on behalf of the City.

Section 3. 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 Ohio Revised Code Section 121.22 and the Codified Ordinances of the City of Napoleon, Ohio.

Section 4. That, if any 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 expeditiously proceed with this development project for the economic welfare of the inhabitants 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 begin the construction process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_  
Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:  
\_\_\_\_\_  
Roxanne Dietrich, Clerk of Council

*I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 055-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020; and I further certify the compliance with the 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*

## **ORDINANCE NO. 056-20**

**AN ORDINANCE DECLARING THE IMPROVEMENT OF CERTAIN PARCELS OF REAL PROPERTY TO BE A PUBLIC PURPOSE; DECLARING SUCH PROPERTY TO BE EXEMPT FROM REAL PROPERTY TAXATION; DESIGNATING SPECIFIC PUBLIC INFRASTRUCTURE IMPROVEMENTS MADE, TO BE MADE, OR IN THE PROCESS OF BEING MADE, THAT DIRECTLY BENEFIT, OR THAT ONCE MADE WILL DIRECTLY BENEFIT, THE PARCELS FOR WHICH IMPROVEMENT IS DECLARED TO BE A PUBLIC PURPOSE; REQUIRING ANNUAL SERVICE PAYMENTS IN LIEU OF TAXES; PROVIDING RELATED AUTHORIZATIONS PURSUANT TO OHIO REVISED CODE SECTIONS 5709.40(B), 5709.42, 5709.43, 5709.832 AND 5709.85; AND APPROVING COMPENSATION AGREEMENTS WITH THE BOARDS OF EDUCATION OF THE NAPOLEON AREA CITY SCHOOL DISTRICT AND THE LIBERTY CENTER LOCAL SCHOOL DISTRICT**

**WHEREAS**, Ohio Revised Code (“R.C.”) Sections 5709.40(B), 5709.42 and 5709.43 provide that this Council of the City of Napoleon (the “City”) may declare any “improvement” (as defined R.C. Section 5709.40) to one or more parcels of real property located in the City to be a public purpose, thereby exempting those improvements from real property taxation for a period of time, specify public infrastructure improvements made, to be made, or in the process of being made that directly benefit, or that once made will directly benefit, those parcels, provide for the making of service payments in lieu of taxes by the owners thereof, provide for the distribution of the applicable portion of those service payments to the overlapping city, local or exempted village school districts and joint vocational school district, and establish a municipal public improvement tax increment equivalent fund into which the balance of such service payments are to be deposited; and,

**WHEREAS**, the real property shown in Exhibit A hereto and incorporated herein by reference (the “Property”) is located in the State of Ohio (the “State”), County of Henry (the “County”), and the City, with each parcel of the Property referred to herein as a “Parcel” (whether as presently appearing on County tax duplicates or as subdivided or combined and appearing on future tax duplicates); and,

**WHEREAS**, pursuant to R.C. Section 5709.40(D)(2), said exemption may be for up to one hundred percent (100%) of such improvement for up to thirty (30) years with agreed upon payments to the Napoleon Area City School District (the “Napoleon CSD”) and the Liberty Center Local School District (the “Liberty Center LSD” and collectively with the Napoleon CSD, the “School Districts”) and the Four County Career Center (the “JVSD”); and,

**WHEREAS**, this Council has determined that it is necessary and appropriate and in the best interests of the City to provide for service payments in lieu of real property taxes (“Service Payments,” as further defined herein) with respect to the Property pursuant to R.C. Section 5709.42; and,

**WHEREAS**, the City desires to facilitate the completion of the public infrastructure improvements described in Exhibit B attached hereto and incorporated herein by this reference (the “Public Infrastructure Improvements”); and,

**WHEREAS**, notice of this proposed Ordinance has been delivered to each of the Boards of Education of the School Districts and the Board of Education of the JVSD in accordance with and within the time periods prescribed in R.C. Sections 5709.40 and 5709.83; and,

**WHEREAS**, pursuant to (a) Resolution No. R20:061, adopted on October 21, 2020, by the Napoleon CSD Board of Education and (b) Resolution No. 107-20, adopted October 26, 2020 by the Liberty Center LSD, the School Districts have approved the substance of this Ordinance and waived the notice requirements of R.C. Sections 5709.40(D) and 5709.83, contingent upon the execution of compensation agreements with the City (as further defined below, the “School Compensation Agreements”) pursuant to which the City would make semi-annual payments to the School Districts equal to 25% of real property taxes that the School Districts would have received from the Improvement had that Improvement not been exempted from real property taxation until such time as the Oakwood/American Project (as defined in the School Compensation Agreements) is complete, and thereafter 100% of real property taxes that the School Districts would have received from the Improvement had that Improvement not been exempted from real property taxation pursuant to this Ordinance; and,

**WHEREAS**, pursuant to R.C. Section 5709.40(D), if the City agrees to compensate the School Districts in connection with the exemption provided in this Ordinance, it also must provide compensation to the JVSD at the same rate and under the same terms as the compensation received by the School Districts; **Now Therefore**,

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

Section 1. That, the Public Infrastructure Improvements described in Exhibit B hereto made, to be made, or in the process of being made by the City are hereby designated as public infrastructure improvements that directly benefit, or once made will directly benefit, the Property.

Section 2. That, one hundred percent (100%) of the increase in the assessed value of the Property after the effective date of this Ordinance (which increase in assessed value is an “Improvement” as defined in R.C. Section 5709.40) shall be a public purpose and shall be exempt from real property taxation commencing on a Parcel-by-Parcel basis the earlier of (i) when there is an increase in fair market value of \$500,000 for that Parcel, or (ii) the first day of tax year 2028 and ending on a Parcel-by-Parcel basis the earlier of (i) thirty (30) years after such commencement or (ii) the date on which the City can no longer require service payments in lieu of taxes, all in accordance with the requirements of R.C. Sections 5709.40, 5709.42 and 5709.43.

Section 3. That, as provided in R.C. Section 5709.42, the owner of any Parcel with an Improvement is required hereby to make annual payments in lieu of taxes to the Henry County Treasurer (the “County Treasurer”) on or before the final dates for payment of real property taxes. Each such payment (including interest and penalties) shall be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and payable against the Improvement if it were not exempt from taxation (the payments in lieu of tax, including any penalties and interest, the “Service Payments”). The County Treasurer shall remit all Service Payments to the City for deposit in the Oakwood/American Napoleon Municipal Public

Improvement Tax Increment Equivalent Fund (the “Fund”) established in Section 5 hereof that are not required to be distributed to the School Districts and the JVSD pursuant to Section 4. This Council hereby authorizes the Mayor, the City Manager, or other appropriate officers of the City to provide such information and certifications and execute and deliver, or accept delivery of such instruments as are necessary and incidental to collect those Service Payments and to make such arrangements as are necessary and proper for payment of the Service Payments. Any late payments shall be subject to penalty and bear interest at the then current rate established under R.C. Sections 323.121 and 5703.47, as may be amended from time to time, or any successor provisions thereto, as the same may be amended from time to time. The Service Payments shall be allocated and deposited in accordance with Section 4 and Section 5 of this Ordinance.

No owner shall, under any circumstances, be required for any tax year to both pay Service Payments with respect to an Improvement and reimburse local taxing authorities for the amount of real property taxes that would have been payable to local taxing authorities had the Improvement not been exempted from taxation pursuant to this Ordinance.

Section 4. That, the County Treasurer is requested to distribute the Service Payments as follows:

- (i) to the School Districts and the JVSD for their respective amounts due in accordance with the School Compensation Agreements; and
- (ii) to the City, all remaining amounts for further deposit into the Fund.

Section 5. That, this Council hereby establishes, pursuant to and in accordance with the provisions of R.C. Section 5709.43, the Fund, into which shall be deposited all of the Service Payments distributed to the City with respect to the Improvement to the Property by or on behalf of the County Treasurer, as provided in R.C. Section 5709.42, and hereby appropriates all of the moneys deposited in the Fund from time to time to pay, semi-annually, amounts in the following order:

- (i) if the County Treasurer does not proceed in accordance with Section 4, to make the payments set forth in Section 4 to the School Districts and the JVSD; and
- (ii) for any costs associated with the Public Infrastructure Improvements, including, but not limited to, the “costs of permanent improvements” described in R.C. Section 133.15(B), and
- (iii) to the City to be utilized at its discretion for any purpose permitted by applicable law.

The Fund shall remain in existence so long as Service Payments are collected and used for the aforesaid purposes, subject to the limits set forth in Section 3 hereof, after which said Fund shall be dissolved in accordance with R.C. Section 5709.43(D). Upon dissolution, any incidental surplus money remaining in the Fund shall be disposed of as provided in R.C. Section 5709.43(D).

Section 6. That, the School Compensation Agreements by and between the City and each School District, substantially in the form attached hereto as Exhibit C and incorporated herein by reference, are hereby approved, with such changes that are not inconsistent with this Ordinance, are not substantially adverse to the City and are approved by the City Manager and Law Director, all of which shall be evidenced conclusively by the execution of the School Compensation Agreements by the City. The School Compensation Agreements shall govern the payment of compensation to the School Districts in connection with this Ordinance and the JVSD pursuant to R.C. Sections 5709.40(D) and 5709.82.

Section 7. That, this Council hereby authorizes the Mayor, the City Manager, or other appropriate officers of the City to take such actions as are necessary or appropriate to implement the transactions contemplated by this Ordinance, including the filing of one or more applications for exemption and any related forms in accordance with R.C. Section 5709.911. The Mayor, the City Manager, or other appropriate officers of the City are each authorized and directed to sign any other documents, instruments, or certificates and to take such actions as are necessary or appropriate to consummate or implement the actions described herein, or contemplated by this Ordinance.

Section 8. That, the City's Tax Incentive Review Council (the "TIRC") shall review annually all exemptions from taxation resulting from the declarations set forth in this Ordinance and any other matters as may properly come before that TIRC, all in accordance with Section 5709.85 of the Ohio Revised Code.

Section 9. That, pursuant to R.C. Section 5709.40(I), the Mayor or the City Manager is hereby directed to deliver a copy of this Ordinance to the Director of the Ohio Development Services Agency ("DSA") within fifteen (15) days after its passage. On or before March 31 of each year that the exemption set forth in Section 3 hereof remains in effect, the Mayor, City Manager or other authorized officer of this City shall prepare and submit to the Director of DSA the status report required under R.C. Section 5709.40(I).

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

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

Section 12. That, this Ordinance shall be in full force and effect at the earliest time permitted by law.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:

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Roxanne Dietrich, Clerk of Council

*I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 056-20 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the            day of            , 2020; and 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.*

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*Roxanne Dietrich, Clerk of Council*

**APPROVED AS TO FORM:**

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Billy D. Harmon, Director of Law

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Date



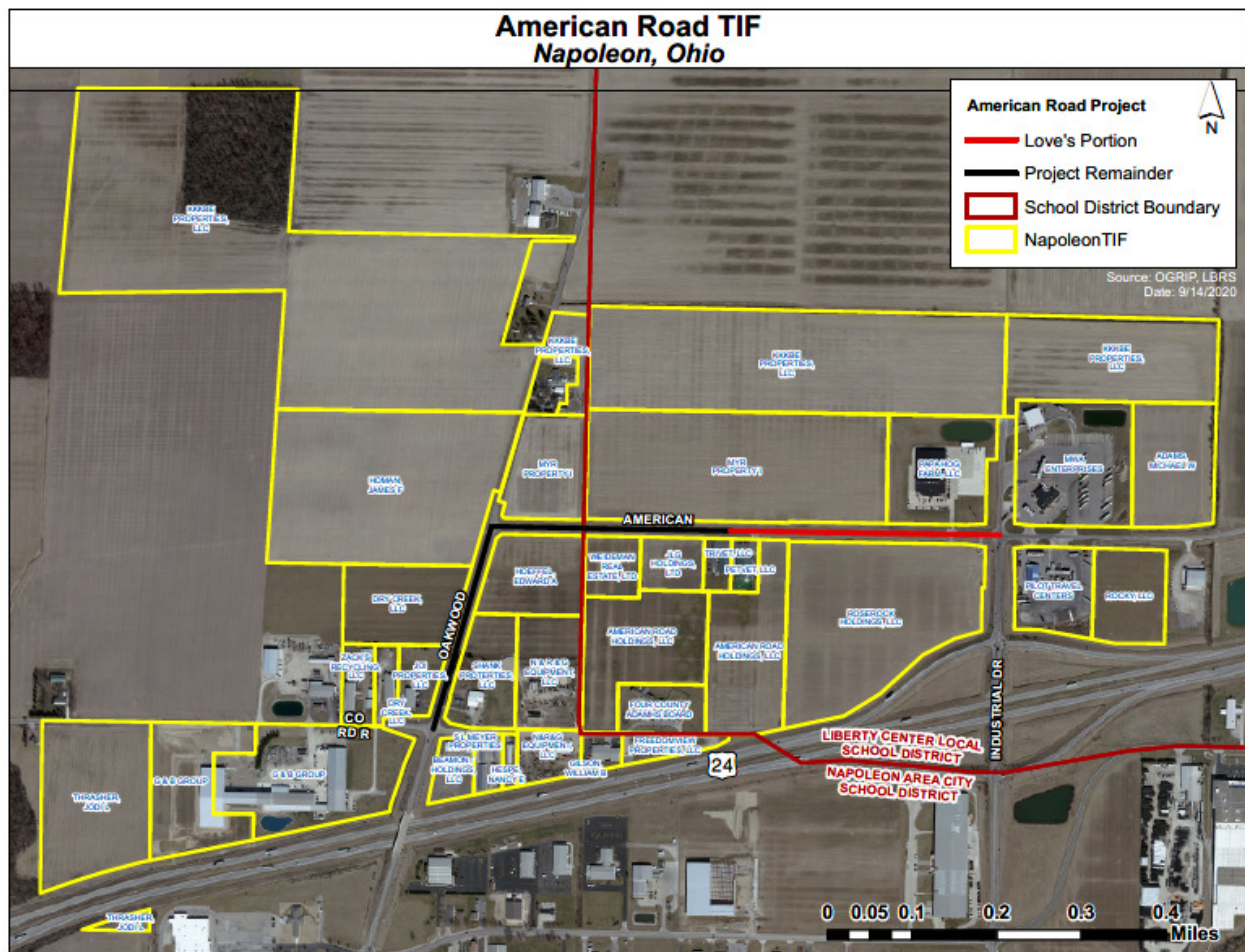
## **EXHIBIT A to TIF ORDINANCE**

### **DESCRIPTION OF THE PROPERTY**

The Property is the real estate situated in the City of Napoleon, County of Henry and State of Ohio consisting of the parcels which have been assigned the tax year 2019 parcel numbers by the Henry County Auditor set forth below and identified on the map attached hereto (and including any subsequent combinations and/or subdivisions of the current parcel numbers), but, in accordance with R.C. Section 5709.40(B), does not include any Parcel used or to be used for residential purposes for as long as that Parcel is used or to be used for residential purposes:

270693030020
270600160500
270600160700
270600080000
270600080200
270693050020
270600140200
270693020060
270693020040
270693020020
270693040020
270600140000
270693010020
270600160200
270600160400
270600180300
280700820000
280700900000
411201520000
411291540020
411291540040
411201500000
410100260200
410100260300
410100260000
410100300100
410100300000
410100280100
410100240000
410100240600
410100240500

410100240200
410100240100
411201440100
411201580000
411201540000



## EXHIBIT B to TIF ORDINANCE

### DESCRIPTION OF THE PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements consist of any “public infrastructure improvement” defined under RC 5709.40(A)(8) and that directly benefits the Parcels and specifically include, but are not limited to, any of the following improvements that will directly benefit the Parcels and all related costs of those permanent improvements (including, but not limited to, those costs listed in RC 133.15(B)):

- **Roadways.** Construction, reconstruction, extension, opening, improving, maintaining, widening, grading, draining, curbing or changing of the lines and traffic patterns of roads, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing signage (including traffic signage and informational/promotional signage), lighting systems, signalization, and traffic controls, and all other appurtenances thereto, including, without limitation, improvements to Oakwood Avenue between Freedom Drive and American Road, and American Road between Oakwood Avenue and Industrial Drive and construction of publicly accessible roadways (whether publicly or privately owned) within or adjacent to the Parcels.
- **Parking.** Construction, reconstruction, improving, and equipping of surface or structured public parking facilities, including surface and on-street parking facilities along the Roadways described above.
- **Water/Sewer.** Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefore), waste treatment, water retention, water and fire protection systems, and all appurtenances thereto.
- **Environmental/Health.** Implementation of environmental remediation measures necessary to enable the construction of the private improvements on the Parcels or the Public Infrastructure Improvements, and the construction of public health facilities.
- **Utilities.** Construction, reconstruction, burial or installation of gas, electric and communication service facilities and all appurtenances thereto, including, but not limited to those associated with improvements described in “Roadways” above and facilities owned by nongovernmental entities when such improvements are determined to be necessary for economic development purposes.
- **Stormwater.** Construction, reconstruction, relocation, modification and installation of stormwater, wetland and flood remediation projects and facilities (including without limitation erosion control, storm drainage and earthwork), both for storm water quantity and quality, including the payment and reimbursement for such projects and facilities on private property when determined to be necessary for public health, safety and welfare.

- **Demolition.** Demolition, including demolition on private property when determined to be necessary for public health, safety and welfare.
- **Parks.** Construction or reconstruction of one or more public parks and park or recreational facilities, including grading, trees and other park plantings, park accessories and related improvements, multi-use trails and bridges, together with all appurtenances thereto.
- **Streetscape/Landscape.** Construction or installation of streetscape and landscape improvements including trees, tree grates, signage, curbs, sidewalks, scenic fencing, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead utility lines and related improvements, together with all appurtenances thereto, including, but not limited to streetscape improvements in conjunction with and along the roadway improvements described in “Roadways” above.
- **Real Estate.** Acquisition of real estate or interests in real estate (including easements) (a) necessary to accomplish any of the foregoing improvements or (b) in aid of industry, commerce, distribution or research, including acquisition of interests in the Parcels by one or more public or private entities necessary for redevelopment of the Parcels.
- **Professional Services.** Engineering, consulting, legal, administrative, and other professional services associated with the planning, design, acquisition, construction and installation of the foregoing improvements and real estate.

**EXHIBIT C**  
**COMPENSATION AGREEMENTS**

**RESOLUTION NO. 052-20**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO  
ENTER INTO AN ANNEXATION AGREEMENT WITH  
NAPOLEON TOWNSHIP FOR THE ANNEXATION OF 3.038  
ACRES OF LAND OWNED BY WILLIAM R. MEYERS**

**WHEREAS**, the City of Napoleon has been approached by William R. Meyers, who states that he would like to exercise an Expedited Type I Annexation from Napoleon Township to the City of Napoleon; and,

**WHEREAS**, in accordance with ORC 709.022, Expedited Type I Annexation, the City of Napoleon and Napoleon Township must enter into an Annexation Agreement; and,

**WHEREAS**, the Council for the City now desires to enter into an Annexation Agreement with Napoleon Township regarding the above stated property; **Now Therefore,**

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

Section 1. That, the City Manager is authorized to enter into an Annexation Agreement with Napoleon Township for the annexation of 3.038 acres of land currently in Napoleon Township located along County Road 424 (Parcel No. 07270088.0000), which is owned by William R. Meyers.

Section 2. That the City Manager is authorized to execute any and all documents necessary on behalf of the City to enter said Annexation Agreement.

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 shall be in full force and effect at the earliest time permitted by law.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:

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Roxanne Dietrich, Clerk of Council

*I, Roxanne Dietrich, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 052-20 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.*

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*Roxanne Dietrich, Clerk of Council*

**ANNEXATION AGREEMENT**  
(hereinafter "Agreement")

This Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Napoleon, Ohio (hereinafter "City") and Napoleon Township in the State of Ohio (hereinafter "Township") (collectively, hereinafter "Parties").

**RECITALS**

**WHEREAS**, William R. Meyers (hereinafter "Property Owner") is the owner of approximately 3.038 acres of land in Napoleon Township located along County Road 424 (Parcel No. 07270088.0000), being more fully described in Exhibit A attached hereto and incorporated herein (hereinafter "Property").

**WHEREAS**, the Property Owner desires and proposes to have the Property annexed to the City pursuant to and in accordance with R.C. 709.022, Expedited Type 1 Annexations, and this Agreement.

**WHEREAS**, the Property is not within the corporate limits of any municipality but is contiguous to the corporate limits of the City.

**WHEREAS**, the City and the Property Owner desire to annex the Property to the City in order to obtain all customary general municipal services for the Property.

**WHEREAS**, the City desires to annex the Property in order to facilitate and serve the economic potential of the Property for the benefit of the City and its citizens and residents.

**WHEREAS**, the City and the Township, after due and careful consideration, have concluded that the annexation and zoning of the Property pursuant to and in accordance with this Agreement would further enable the City to control the development of the area and would serve the best interests of the City.

**THEREFORE**, the parties of this Agreement in consideration of the mutual covenants and stipulations set forth herein, agree as follows:

**Section 1. Territory to be Annexed**

Property Owner is the owner of one parcel of property located in the Northeast Fractional Quarter and Southeast Quarter of Section 27, Township 5 North, Range 6 East, Napoleon Township, Henry County, Ohio, more particularly described in the property description attached hereto as Exhibit A (including in the proposed property to be annexed only such real estate as is described in said Exhibit A).



## **Section 2. Land Use Planning Matters**

Property owned by Petitioner will be annexed and zoned \_\_\_\_\_, unless otherwise determined by the City and the Property Owner.

## **Section 3. Provision of Services and Improvements by City**

The City will provide the Property with all customary general governmental and utility services in the same manner and on the same terms and conditions as are applicable to the provision of like-kind services to other lands within the territorial boundaries of the City. The governmental and utility services shall include:

- a) Water Service
- b) Sewer Service
- c) Electric Service
- d) Street Service
- e) Fire/EMS
- f) Police Service
- g) Planning and Zoning

## **Section 4. Provision of Services and Improvements by Township**

The Township shall not provide any services to the Property upon Annexation.

## **Section 5. Payments**

It is distinctly and particularly understood and agreed between the City and the Township that no financial compensation shall be paid by either party to the other. It is furthermore agreed that this agreement is permanent.

## **Section 6. Miscellaneous**

- a) **Intent of Parties.** This Agreement shall be binding upon the Parties hereto and their respective successors and/or assigns, and by execution hereof, all Parties represent that they are duly authorized to sign it.
- b) **Cancellation or Termination.** This Agreement may be cancelled or otherwise terminated by mutual written agreement of the Parties hereto or

pursuant to the terms of this Agreement as to conflict in law, impracticality and/or acts of God.

- c) **Remedies.** Except as otherwise limited by Chapter 2744 of the Ohio Revised Code, the Parties hereto shall be afforded and do possess the right to seek every remedy available at law or in equity provided for under the laws of the State of Ohio as pertains to the terms and conditions, duties, obligations, privileges and rights of this Agreement and the enforcement thereof.
- d) **Enforcement.** Unless this Agreement is cancelled or otherwise terminated, this Agreement will be enforceable against any Party hereto per the laws, ordinances, resolutions, regulations or policies in effect at the time of the execution of this Agreement.
- e) **Relative Rights.** The rights and obligations of the parties hereunder shall be subject to the terms and conditions hereof, and will inure to the benefit of, and be binding on, the respective successors and assigns.
- f) **Entire Agreement Merger Clause; Statement of Incorporation.** It is agreed that the Agreement merges all of the oral negotiations, representations, discussions and understandings between the Parties, their legal counsel, agents or representatives. This Agreement contains the entire Agreement of the Parties with respect to its subject matter. All documents related to this Agreement and/or attached hereto as exhibits or addendums shall be incorporated into this Agreement by reference as if fully set out at length herein.
- g) **Severability.** If any clause, sentence, paragraph or part of this Agreement shall, for any reason, be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement and the remainder of said Agreement shall continue in full force or effect.
- h) **Cooperation.** The City and Township shall cooperate with Property Owner to obtain any required and/or necessary permit from any government or governmental agency not a party to this Agreement.
- i) **Modifications or Amendment of Agreement.** No modifications, amendments, alterations or additions shall be made to this Agreement except in a writing signed by all Parties hereto.
- j) **Recitals.** The Parties acknowledge and agree that the facts and circumstances as described in the Recitals hereto are an integral part of this Agreement and as such are incorporated herein by reference.

- k) **Executed Counterparts.** This Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute but one and the same agreement. It shall not be necessary in proving this Agreement to produce or account for more than one of those counterparts.
- l) **Captions.** The captions and headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.
- m) **Survival of Representations and Warranties.** All representations and warranties of the City and the Township in this Agreement shall survive the execution and delivery of this Agreement.
- n) **Effective Date.** This Agreement shall be effective when signed by all the Parties hereto.
- o) **Time.** Time shall be of the essence in doing and performing all things to be done under the terms of this Agreement.

IN WITNESS WHEREOF, the parties have signed this agreement in \_\_\_\_\_, Ohio, on the day and year first mentioned above.

**CITY OF NAPOLEON**

By: \_\_\_\_\_  
City Manager

Approved as to form:

\_\_\_\_\_  
Billy D. Harmon, Law Director

I hereby certify this to be an original and true copy.

\_\_\_\_\_  
Roxanne Dietrich, Clerk of Council, City of Napoleon

**\*\*Signatures continued on next page\*\***

**NAPOLEON TOWNSHIP**

By:

\_\_\_\_\_

By:

\_\_\_\_\_

By:

\_\_\_\_\_

Approved as to form:

\_\_\_\_\_  
Gwen Howe-Gebers, Prosecutor for  
Henry County, Ohio

I hereby certify this to be an original and true copy.

\_\_\_\_\_

\_\_\_\_\_, Clerk, Napoleon Township

## **ORDINANCE NO. 053-20**

### **AN ORDINANCE TO AMEND CHAPTER 194, SPECIFICALLY SECTION 194.081 "CREDIT FOR TAX PAID – CITY OF NAPOLEON," OF THE CODIFIED ORDINANCES OF THE CITY OF NAPOLEON REGARDING MUNICIPAL INCOME TAX, AMENDING ORDINANCE NO. 053-15, AND DECLARING AN EMERGENCY**

**WHEREAS**, the Home Rule Amendment of the Ohio Constitution, Article XVIII, Section 3, provides that "Municipalities shall have authority to exercise all powers of local self-government," and the municipal taxing power is one of such powers of local self-government delegated by the people of the State to the people of municipalities; and,

**WHEREAS**, Council previously adopted Ordinance No. 053-15, adopting Chapter 194 of the Codified Ordinances of the City of Napoleon regarding municipal income tax; and,

**WHEREAS**, the Safety and Human Resources Committee met on January 27, 2020 and unanimously recommended that this Council decrease the current rate of credit that a taxpayer who has paid municipal income tax in another taxing municipality shall be allowed against income tax due to the City of Napoleon; and,

**WHEREAS**, Council now desires to amend Chapter 194, Section 194.081 of the Codified Ordinances of the City of Napoleon to reflect a decrease to the current rate of tax reciprocity to take effect beginning with the commencement of tax year 2021; **Now Therefore**,

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

Section 1. That, Chapter 194, Section 194.081 of the City of Napoleon Codified Ordinances shall hereby be amended to read as follows:

##### **"194.081 CREDIT FOR TAX PAID - CITY OF NAPOLEON.**

(A) If a resident of Napoleon is subject to and has paid a municipal income tax due to the operation of a business or the receipt of compensation in another taxing municipality, such taxpayer shall be allowed a ~~100%~~ 70% credit against the Napoleon tax due, but such credit shall not exceed the amount of Napoleon tax levied on such compensation or from the profits of a business.

(B) If a resident of Napoleon operates a business or businesses in another taxing municipality and the business or businesses incur a loss, the amount of the loss is deemed primarily subject to the taxing jurisdiction of the other taxing municipality and may not be used to reduce the taxpayer's Napoleon tax base."

Section 2. That, the aforementioned amendment to Chapter 194, Section 194.081 of the City of Napoleon Codified Ordinances is scheduled to take effect beginning with the commencement of tax year 2021.

Section 2. That, Chapter 193 of the Codified Ordinances of Napoleon, Ohio remains in full force and effect for all taxable years prior to 2016.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that

resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

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

Section 5. That, this Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health or safety of the City and its inhabitants, such necessity arising from the City's need to effectively manage and control municipal income taxes, and therefore this Ordinance shall be effective upon passage. Further, the Emergency Clause is necessary to begin the 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. 053-20 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 - PSCAF

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

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

AMP Billed Usage Month	PSCAF City Billing Month	AMP - kWh Delivered As Listed on AMP Invoices	Purchased Power Supply Costs (*=Net of Known) (+ OR - Other Cr's)	Rolling 3-Month Totals Current + Prior 2 Months kWh Cost		Rolling 3 Month Average Cost	Less: Fixed Base Power Supply Cost	PSCA Dollar Difference + or (-)	PSCA-Corrt'd. 3 MONTH AVG.FACTOR + Line Loss	Total Residential Cost / kWh For Month
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	
		Actual Billed	Actual Billed w/Cr's	c + prior 2 Mo	d + prior 2 Mo	f / e	\$0.07194 Fixed	g + h	i X 1.075	
Sep'18	Nov'18	13,195,770	\$ 1,197,316.71	44,064,061	\$ 3,784,475.03	\$ 0.08589	\$ (0.07194)	\$ 0.01395	\$ 0.01500	
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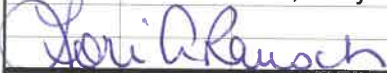
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## PSCAF - Preparers Signature:

Name - Lori A. Rausch, Utility Billing Administrator



10/20/2020

Signature

Date

## PSCAF - Reviewers Signature:

Name - Kelly O'Boyle, Finance Director

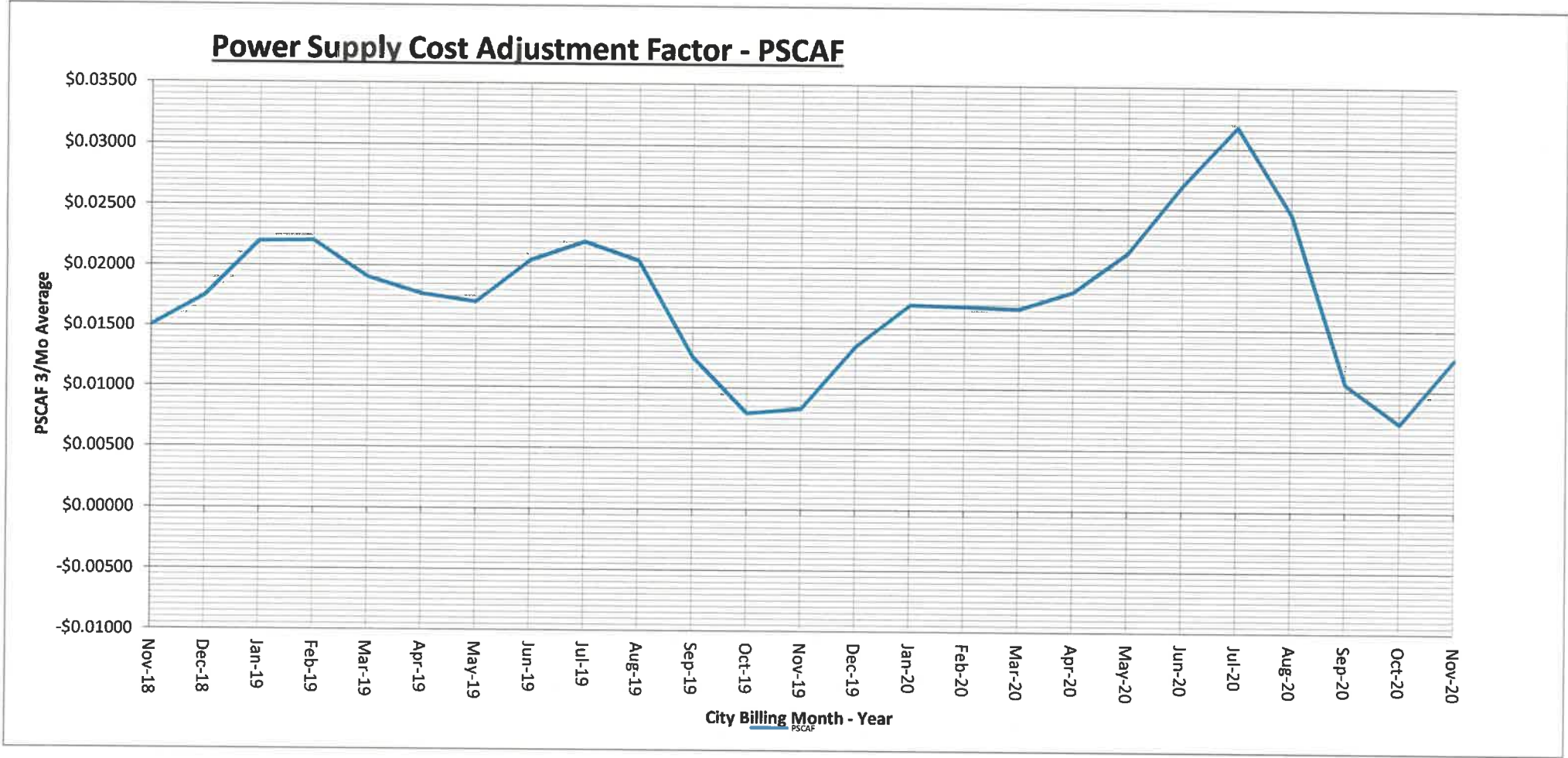


10/20/2020

Signature

Date





**BILLING SUMMARY AND CONS**

2020 - NOVEMBER BILLING WITH SEPTEMBER

PREVIOUS MONTH'S POWER BILLS - PU

**DATA PERIOD**

AMP-Ohio Bill Month  
 City-System Data Month  
 City-Monthly Billing Cycle

	=====WIND=====		===SOLAR===		===TRANSMISSION, SERVICE FEES & MISC. CONTRACTS===				
	NYPA	JV-5	JV-6	AMP SOLAR	EFFNCY.SMART	TRANSMISSION	SERVICE FEES	MISCELLANEOUS	TOTAL -
	HYDRO	HYDRO	WIND	PHASE 1	POWER PLANT	CHARGES	DISPATCH, A & B	CHARGES &	ALL
PURCHASED POWER-RESOURCES -> (	SCHED. @ NYIS	7x24 @ ATSI	SCHED. @ ATSI	SCHED. @ ATSI	2017 - 2020	Other Charges	Other Charges	LEVELIZATION	RESOURCES
Delivered kWh (On Peak) ->	610,591	2,223,360	18,373	143,940	0	0	0	0	13,787,040
Delivered kWh (Off Peak) ->									200,105
Delivered kWh (Replacement/Losses/Offset) ->		32,422							32,422
Delivered kWh/Sale (Credits) ->									-2,274,634
<b>Net Total Delivered kWh as Billed -&gt;</b>	<b>610,591</b>	<b>2,255,782</b>	<b>18,373</b>	<b>143,940</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,744,933</b>
Percent % of Total Power Purchased->	5.1988%	19.2064%	0.1564%	1.2255%	0.0000%	0.0000%	0.0000%	0.0000%	100.0001%
								Verification Total - >	100.0000%
<b>COST OF PURCHASED POWER:</b>									
<b>DEMAND CHARGES (+Debits)</b>									
Demand Charges	\$6,682.29	\$22,942.25	\$1,025.10			\$193,466.00			\$559,225.47
Debt Services (Principal & Interest)		\$55,381.81							\$213,258.60
<b>DEMAND CHARGES (-Credits)</b>									
Transmission Charges (Demand-Credits)		-\$19,687.04	-\$848.31	-\$3,650.86					-\$74,090.77
Capacity Credit	-\$2,198.63	-\$7,261.35	-\$152.67	-\$1,242.12					-\$72,937.62
<b>Sub-Total Demand Charges</b>	<b>\$4,483.66</b>	<b>\$51,375.67</b>	<b>\$24.12</b>	<b>-\$4,892.98</b>	<b>\$0.00</b>	<b>\$193,466.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$625,455.68</b>
<b>ENERGY CHARGES (+Debits):</b>									
Energy Charges - (On Peak)	\$6,311.70	\$41,724.36		\$5,229.35		\$7,913.06			\$407,637.13
Energy Charges - (Replacement/Off Peak)									\$3,917.22
Net Congestion, Losses, FTR	\$1,994.92								\$7,064.74
Transmission Charges (Energy-Debits)									\$7,056.05
ESPP Charges					\$20,659.88				\$20,659.88
Bill Adjustments (General & Rate Levelization)									\$3.44
<b>ENERGY CHARGES (-Credits or Adjustments):</b>									
Energy Charges - On Peak (Sale or Rate Stabilization)									-\$46,915.26
Net Congestion, Losses, FTR									\$3,588.91
Bill Adjustments (General & Rate Levelization)	-\$717.39								-\$21,362.06
<b>Sub-Total Energy Charges</b>	<b>\$7,589.23</b>	<b>\$41,724.36</b>	<b>\$0.00</b>	<b>\$5,229.35</b>	<b>\$20,659.88</b>	<b>\$7,913.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$381,650.05</b>
<b>TRANSMISSION &amp; SERVICE CHARGES, MISC.:</b>									
RPM / PJM Charges Capacity - (+Debit)						\$86,770.85			\$86,770.85
RPM / PJM Charges Capacity - (-Credit)									\$0.00
Service Fees AMP-Dispatch Center - (+Debit/-Credit)									\$0.00
Service Fees AMP-Part A - (+Debit/-Credit)							\$2,764.66		\$2,764.66
Service Fees AMP-Part B - (+Debit/-Credit)							\$6,840.35		\$6,840.35
Other Charges & Bill Adjustments - (+Debit/-Credit)									\$0.00
<b>Sub-Total Service Fees &amp; Other Charges</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$86,770.85</b>	<b>\$9,605.01</b>	<b>\$0.00</b>	<b>\$96,375.86</b>
<b>TOTAL NET COST OF PURCHASED POWER</b>	<b>\$12,072.89</b>	<b>\$93,100.03</b>	<b>\$24.12</b>	<b>\$336.37</b>	<b>\$20,659.88</b>	<b>\$288,149.91</b>	<b>\$9,605.01</b>	<b>\$0.00</b>	<b>\$1,103,481.59</b>
Percent % of Total Power Cost->	1.0941%	8.4369%	0.0022%	0.0305%	1.8722%	26.1128%	0.8704%	0.0000%	100.000%
								Verification Total - >	\$1,103,481.59
<b>Purchased Power Resources - Cost per kWh-&gt;</b>	<b>\$0.019772</b>	<b>\$0.041272</b>	<b>\$0.001313</b>	<b>\$0.002337</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.093954</b>
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV2 Electric Service Rate - >
									\$0.020715
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV5 Electric Service Rate - >
									\$0.020715

## **RESOLUTION NO. 070-20**

### **A RESOLUTION URGING GOVERNOR DEWINE AND THE OHIO LEGISLATURE TO EXTEND THE DEADLINE FOR OPERATING PUBLIC MEETINGS ELECTRONICALLY; AND DECLARING AN EMERGENCY**

**WHEREAS**, COVID-19 is a respiratory disease that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person. The virus is spread between individuals who are in close contact with each other (within about six feet) through respiratory droplets produced when an infected person coughs or sneezes. It may be possible that individuals can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes; and

**WHEREAS**, on January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak of COVID-19 a public health emergency of international concern; and,

**WHEREAS**, on January 31, 2020, Alex M. Azar II, Secretary of Health and Human Services, determined and declared that a public health emergency exists in the United States in relation to COVID-19; and,

**WHEREAS**, on February 1, 2020, the Ohio Department of Health issued a statewide Health Alert Network to provide local health departments with updated guidance for COVID-19; and,

**WHEREAS**, on March 9, 2020, Governor Mike DeWine, signed an Executive Order declaring a State of Emergency for the entire State of Ohio in relation to COVID-19 pursuant to the Governor's authority vested in him by the Constitution, the laws of the State of Ohio and in accordance with Revised Code section 5502.22; and,

**WHEREAS**, the Governor's Executive Order declaring a State of Emergency for the entire State of Ohio urged all citizens to heed to the advice of the Department of Health and other emergency officials regarding COVID-19 in order to protect their health and safety; and,

**WHEREAS**, on March 12, 2020, Governor DeWine announced the closing of all kindergarten through 12th grade schools through April 3, 2020 and the Ohio Department of Health Director Amy Acton signed an order prohibiting mass gatherings in the state of Ohio; and,

**WHEREAS**, the State of Ohio is currently experiencing "community spread" of the virus that causes COVID-19, and,

**WHEREAS**, the CDC has advised those that have possible or confirmed COVID-19 to stay home from work, school, and away from other public places; and,

**WHEREAS**, in the City of Napoleon, this threat has already impacted the daily lives of the citizens of the City of Napoleon and, the need for citizens and City of Napoleon employees to stay home from work and other public places should they be exposed to the virus substantially impairs the functioning of city government and its ability to protect the lives and property of the citizens of the City of Napoleon, and,

**WHEREAS**, on March 27, 2020, the Ohio Legislature passed House Bill 197, which includes a provision to, "allow state boards and commissions, local and county governments, and higher education boards to operate meetings electronically during the

declared emergency but not beyond December 1, 2020, so long as the public is aware and can participate electronically;" and,

**WHEREAS**, Ohio has experienced a large spike of positive COVID-19 cases recently; and,

**WHEREAS**, on October 20, 2020, Ohio Governor Mike DeWine called the virus a "red tide going all the way across Ohio," with approximately 29 counties in Ohio currently at Level 3 – Very High Risk of Exposure; and,

**WHEREAS**, with the increase of the COVID-19 cases and the deadline of December 1, 2020 quickly approaching, there is an immediate need to address the preservation of the public peace, health, and safety of the City of Napoleon and its inhabitants; and,

**WHEREAS**, it has been announced that Senator Fedor has introduced Senate Bill 365 to extend this deadline, to preserve the health, safety and general welfare of all Ohioans. **Now Therefore**,

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

Section 1. That, the City of Napoleon hereby urges Governor Mike DeWine and the Ohio Legislature to approve an extension of the operation of public meetings to take place in an electronic setting, in accordance with House Bill 197, until the emergency conditions are lifted.

Section 2. 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 3. 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 pursuant to O.R.C. 731.30 because the immediate passage of the Resolution is necessary so that the City of Napoleon, Ohio can begin receiving COVID-19 reimbursements as soon as possible, and this Resolution shall be in full force and effect upon its adoption; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the application process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Roxanne Dietrich, Clerk of Council

*I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 070-20 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.*

\_\_\_\_\_  
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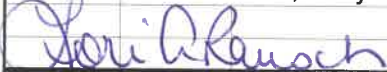
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## PSCAF - Preparers Signature:

Name - Lori A. Rausch, Utility Billing Administrator



10/20/2020

Signature

Date

## PSCAF - Reviewers Signature:

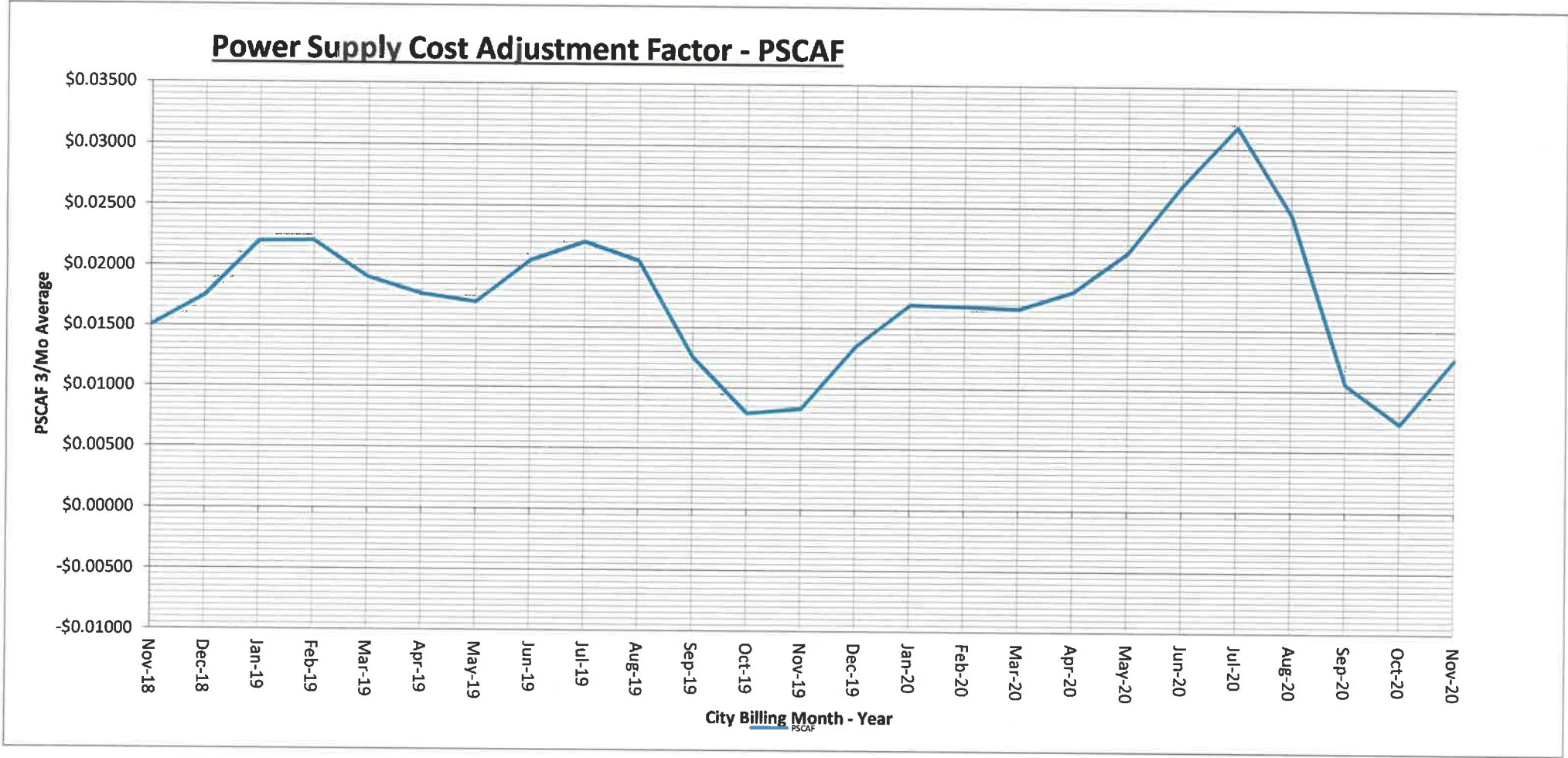
Name - Kelly O'Boyle, Finance Director



10/20/2020

Signature

Date



**BILLING SUMMARY AND CONS**

2020 - NOVEMBER BILLING WITH SEPTEMBER

PREVIOUS MONTH'S POWER BILLS - PU

**DATA PERIOD**

AMP-Ohio Bill Month  
 City-System Data Month  
 City-Monthly Billing Cycle

	=====WIND=====		===SOLAR===		===TRANSMISSION, SERVICE FEES & MISC. CONTRACTS===				
	NYPA	JV-5	JV-6	AMP SOLAR	EFFNCY.SMART	TRANSMISSION	SERVICE FEES	MISCELLANEOUS	TOTAL -
	HYDRO	HYDRO	WIND	PHASE 1	POWER PLANT	CHARGES	DISPATCH, A & B	CHARGES &	ALL
PURCHASED POWER-RESOURCES -> (	SCHED. @ NYIS	7x24 @ ATSI	SCHED. @ ATSI	SCHED. @ ATSI	2017 - 2020	Other Charges	Other Charges	LEVELIZATION	RESOURCES
Delivered kWh (On Peak) ->	610,591	2,223,360	18,373	143,940	0	0	0	0	13,787,040
Delivered kWh (Off Peak) ->									200,105
Delivered kWh (Replacement/Losses/Offset) ->		32,422							32,422
Delivered kWh/Sale (Credits) ->									-2,274,634
<b>Net Total Delivered kWh as Billed -&gt;</b>	<b>610,591</b>	<b>2,255,782</b>	<b>18,373</b>	<b>143,940</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,744,933</b>
Percent % of Total Power Purchased->	5.1988%	19.2064%	0.1564%	1.2255%	0.0000%	0.0000%	0.0000%	0.0000%	100.0001%
								Verification Total - >	100.0000%
<b>COST OF PURCHASED POWER:</b>									
<b>DEMAND CHARGES (+Debits)</b>									
Demand Charges	\$6,682.29	\$22,942.25	\$1,025.10			\$193,466.00			\$559,225.47
Debt Services (Principal & Interest)		\$55,381.81							\$213,258.60
<b>DEMAND CHARGES (-Credits)</b>									
Transmission Charges (Demand-Credits)		-\$19,687.04	-\$848.31	-\$3,650.86					-\$74,090.77
Capacity Credit	-\$2,198.63	-\$7,261.35	-\$152.67	-\$1,242.12					-\$72,937.62
<b>Sub-Total Demand Charges</b>	<b>\$4,483.66</b>	<b>\$51,375.67</b>	<b>\$24.12</b>	<b>-\$4,892.98</b>	<b>\$0.00</b>	<b>\$193,466.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$625,455.68</b>
<b>ENERGY CHARGES (+Debits):</b>									
Energy Charges - (On Peak)	\$6,311.70	\$41,724.36		\$5,229.35		\$7,913.06			\$407,637.13
Energy Charges - (Replacement/Off Peak)									\$3,917.22
Net Congestion, Losses, FTR	\$1,994.92								\$7,064.74
Transmission Charges (Energy-Debits)									\$7,056.05
ESPP Charges					\$20,659.88				\$20,659.88
Bill Adjustments (General & Rate Levelization)									\$3.44
<b>ENERGY CHARGES (-Credits or Adjustments):</b>									
Energy Charges - On Peak (Sale or Rate Stabilization)									-\$46,915.26
Net Congestion, Losses, FTR									\$3,588.91
Bill Adjustments (General & Rate Levelization)	-\$717.39								-\$21,362.06
<b>Sub-Total Energy Charges</b>	<b>\$7,589.23</b>	<b>\$41,724.36</b>	<b>\$0.00</b>	<b>\$5,229.35</b>	<b>\$20,659.88</b>	<b>\$7,913.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$381,650.05</b>
<b>TRANSMISSION &amp; SERVICE CHARGES, MISC.:</b>									
RPM / PJM Charges Capacity - (+Debit)						\$86,770.85			\$86,770.85
RPM / PJM Charges Capacity - (-Credit)									\$0.00
Service Fees AMP-Dispatch Center - (+Debit/-Credit)									\$0.00
Service Fees AMP-Part A - (+Debit/-Credit)							\$2,764.66		\$2,764.66
Service Fees AMP-Part B - (+Debit/-Credit)							\$6,840.35		\$6,840.35
Other Charges & Bill Adjustments - (+Debit/-Credit)									\$0.00
<b>Sub-Total Service Fees &amp; Other Charges</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$86,770.85</b>	<b>\$9,605.01</b>	<b>\$0.00</b>	<b>\$96,375.86</b>
<b>TOTAL NET COST OF PURCHASED POWER</b>	<b>\$12,072.89</b>	<b>\$93,100.03</b>	<b>\$24.12</b>	<b>\$336.37</b>	<b>\$20,659.88</b>	<b>\$288,149.91</b>	<b>\$9,605.01</b>	<b>\$0.00</b>	<b>\$1,103,481.59</b>
Percent % of Total Power Cost->	1.0941%	8.4369%	0.0022%	0.0305%	1.8722%	26.1128%	0.8704%	0.0000%	100.000%
								Verification Total - >	\$1,103,481.59
<b>Purchased Power Resources - Cost per kWh-&gt;</b>	<b>\$0.019772</b>	<b>\$0.041272</b>	<b>\$0.001313</b>	<b>\$0.002337</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.000000</b>	<b>\$0.093954</b>
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV2 Electric Service Rate - >
									\$0.020715
									(Northern Pool Power - On-Peak + Off-Peak - Energy Charge/kWh) = JV5 Electric Service Rate - >
									\$0.020715





# 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](http://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  
Roxanne Dietrich, Clerk of Council  
Jeff Rathge, Operations Superintendent  
**Date:** November 16, 2020  
**Subject:** Euclid Avenue Sanitary Sewer Improvements ~  
Approval of Plans & Specifications

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the Euclid Avenue Sanitary Sewer Improvements Project. This project consists of replacing the existing 15" & 12" clay sanitary sewer on Euclid Avenue from Appian Avenue to Spruce Street with a new 15" & 12" PVC sanitary sewer. All corresponding sanitary sewer services will also be replaced. The completion date is May 29, 2021.

Engineer's Estimate of Construction: \$210,000.00.

CEL



# City of Napoleon, Ohio

## Department of Public Works

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## Memorandum

**To:** Joel L. Mazur, City Manager  
**From:** Chad E. Lulfs, P.E., P.S., Director of Public Works  
**cc:** City Council & Mayor  
Kelly O'Boyle, City Finance Director  
Roxanne Dietrich, Clerk of Council  
Jeff Rathge, Operations Superintendent  
**Date:** November 16, 2020  
**Subject:** VanHyning Pump Station Replacement ~  
Recommendation of Tentative Award

The City of Napoleon's Department of Public Works requests approval of the plans and specifications for the VanHyning Pump Station Replacement Project. This project consists of replacing the pump station located on E. Riverview Avenue next to VanHyning Creek with a new pump station, wet well, and associated piping along with a new 30" PVC Sanitary Sewer bored under the railroad. All required easements have been obtained and filed. The completion date is December 31, 2021.

Engineer's Estimate of Construction: \$1,625,000.00 – D.E.F.A. (O.W.D.A.) Low-Interest Loan

CEL

## **RESOLUTION NO. 070-20**

### **A RESOLUTION URGING GOVERNOR DEWINE AND THE OHIO LEGISLATURE TO EXTEND THE DEADLINE FOR OPERATING PUBLIC MEETINGS ELECTRONICALLY; AND DECLARING AN EMERGENCY**

**WHEREAS**, COVID-19 is a respiratory disease that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person. The virus is spread between individuals who are in close contact with each other (within about six feet) through respiratory droplets produced when an infected person coughs or sneezes. It may be possible that individuals can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes; and

**WHEREAS**, on January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak of COVID-19 a public health emergency of international concern; and,

**WHEREAS**, on January 31, 2020, Alex M. Azar II, Secretary of Health and Human Services, determined and declared that a public health emergency exists in the United States in relation to COVID-19; and,

**WHEREAS**, on February 1, 2020, the Ohio Department of Health issued a statewide Health Alert Network to provide local health departments with updated guidance for COVID-19; and,

**WHEREAS**, on March 9, 2020, Governor Mike DeWine, signed an Executive Order declaring a State of Emergency for the entire State of Ohio in relation to COVID-19 pursuant to the Governor's authority vested in him by the Constitution, the laws of the State of Ohio and in accordance with Revised Code section 5502.22; and,

**WHEREAS**, the Governor's Executive Order declaring a State of Emergency for the entire State of Ohio urged all citizens to heed to the advice of the Department of Health and other emergency officials regarding COVID-19 in order to protect their health and safety; and,

**WHEREAS**, on March 12, 2020, Governor DeWine announced the closing of all kindergarten through 12th grade schools through April 3, 2020 and the Ohio Department of Health Director Amy Acton signed an order prohibiting mass gatherings in the state of Ohio; and,

**WHEREAS**, the State of Ohio is currently experiencing "community spread" of the virus that causes COVID-19, and,

**WHEREAS**, the CDC has advised those that have possible or confirmed COVID-19 to stay home from work, school, and away from other public places; and,

**WHEREAS**, in the City of Napoleon, this threat has already impacted the daily lives of the citizens of the City of Napoleon and, the need for citizens and City of Napoleon employees to stay home from work and other public places should they be exposed to the virus substantially impairs the functioning of city government and its ability to protect the lives and property of the citizens of the City of Napoleon, and,

**WHEREAS**, on March 27, 2020, the Ohio Legislature passed House Bill 197, which includes a provision to, "allow state boards and commissions, local and county governments, and higher education boards to operate meetings electronically during the

declared emergency but not beyond December 1, 2020, so long as the public is aware and can participate electronically;" and,

**WHEREAS**, Ohio has experienced a large spike of positive COVID-19 cases recently; and,

**WHEREAS**, on October 20, 2020, Ohio Governor Mike DeWine called the virus a "red tide going all the way across Ohio," with approximately 29 counties in Ohio currently at Level 3 – Very High Risk of Exposure; and,

**WHEREAS**, with the increase of the COVID-19 cases and the deadline of December 1, 2020 quickly approaching, there is an immediate need to address the preservation of the public peace, health, and safety of the City of Napoleon and its inhabitants; and,

**WHEREAS**, it has been announced that Senator Fedor has introduced Senate Bill 365 to extend this deadline, to preserve the health, safety and general welfare of all Ohioans. **Now Therefore**,

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

Section 1. That, the City of Napoleon hereby urges Governor Mike DeWine and the Ohio Legislature to approve an extension of the operation of public meetings to take place in an electronic setting, in accordance with House Bill 197, until the emergency conditions are lifted.

Section 2. 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 3. 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 pursuant to O.R.C. 731.30 because the immediate passage of the Resolution is necessary so that the City of Napoleon, Ohio can begin receiving COVID-19 reimbursements as soon as possible, and this Resolution shall be in full force and effect upon its adoption; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the application process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Jason P. Maassel, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Roxanne Dietrich, Clerk of Council

*I, Roxanne Dietrich, interim Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 070-20 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

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

KELLY O'BOYLE, FINANCE DIRECTOR

phone (419) 599-1235

fax (419)-599-8393

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

Email: [koboyle@napoleonohio.com](mailto:koboyle@napoleonohio.com)

**DATE:** November 16, 2020  
**TO:** Members of City Council  
Jason P. Maassel, Mayor  
Joel L. Mazur, City Manager  
Billy D. Harmon, City Law Director  
**FROM:** Kelly O'Boyle, Finance Director *KOB*  
**SUBJECT:** Official Approval in Minutes of Various – 2020 Financial Reports

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

### Reports and information for your consideration, review, and approval:

- ❖ Summary Information for the General Fund through October 2020 – the revenue was over the expenses by approximately \$71K. This is due to transfer of funds earlier than in 2019. We will continue to monitor each month. *Our goal now and going forward needs to be to keep expenditures more in line with the realized revenue. This is more critical now than ever before as we are anticipating reduced income tax collections for 2020 and 2021 due to COVID-19. Joel is working with his Department Heads to limit expenditures to critical to operations.*
- ❖ Summary Information for the Major Funds through October 2020 -Fund 500 Electric Fund, Fund 510 Water Fund, Fund 520 Wastewater Fund and Fund 560 Sanitation Fund. This does not included information on the other funds associated with the Major Funds. Please refer to the Monthly Finance Reports for this information. Throughout the year, the approved portions of the balances in the Major Funds listed above will be transferred to the other associated funds to cover the capital projects and debt for the Utilities.
- ❖ Payroll Summary Report by Department for the following periods:  
Payroll for October 23, 2020 - \$269,357.96 w/YTD - \$6,030,864.49  
Payroll for November 6, 2020 - \$268,606.50 w/YTD - \$6,299,470.99  
  
*Please keep in mind that in 2021, we will have the 27<sup>th</sup> pay. This will impact the budget in all Funds.*
- ❖ KWH Tax Report for Month and Payment:  
Electric KWH Tax Paid for October 2020 = State \$9,036.00 and City \$44,973.75
- ❖ Income Tax Revenue Report for Month Ending:  
Month Ending – 10/31/20 = \$370,162.86 w/YTD - \$3,896,829.61  
**NOTE: Original Budget estimate for 2020 is \$4,215,000. We are 2.5% more than through October 2019. The percent collected of the estimate is 92.45%. As discussed, we will leave the 2020 Estimate at \$4,215,000 and hope for the scenario presented at \$4.5 million.**
- ❖ Interest Earnings Posted by Fund Report:  
Month Ending –10/31/20 = \$13,298.41 w/YTD - \$310,301.41. Of the \$13,298.41, \$4,498.48 goes to the General Fund and \$8,799.93 to the Outside General Funds. The interest will continue to be less for the foreseeable future, because of COVID-19 on the economy.

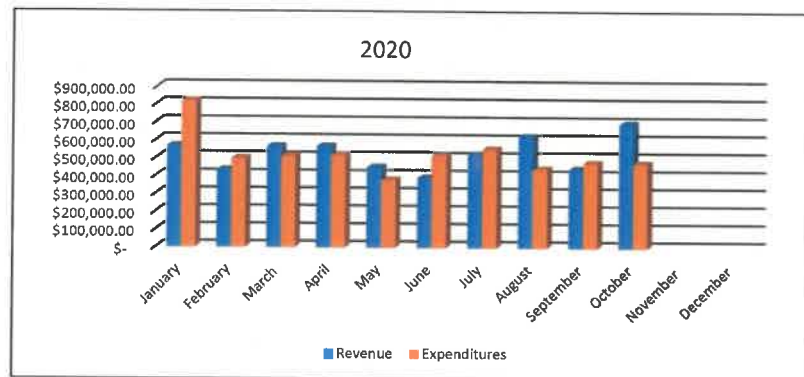
- ❖ Other Periodic Reports for Council Review and/or Approval:  
August and September CEP Transportation -Pool #15 Napoleon

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

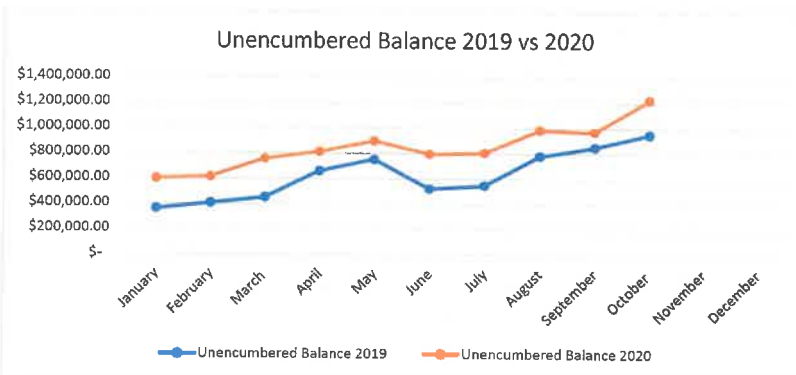
Attachments

# GENERAL FUND

	2020 Actual Revenue	2020 Actual Expenditures	Over/(Under) Revenue
January	\$ 569,441.53	\$ 821,116.27	\$ (251,674.74)
February	\$ 433,494.72	\$ 499,613.81	\$ (66,119.09)
March	\$ 566,433.93	\$ 514,291.95	\$ 52,141.98
April	\$ 568,392.35	\$ 518,974.38	\$ 49,417.97
May	\$ 451,311.80	\$ 380,358.57	\$ 70,953.23
June	\$ 392,701.52	\$ 517,688.24	\$ (124,986.72)
July	\$ 523,291.92	\$ 554,245.21	\$ (30,953.29)
August	\$ 625,429.52	\$ 442,070.58	\$ 183,358.94
September	\$ 443,204.90	\$ 477,851.29	\$ (34,646.39)
October	\$ 700,073.55	\$ 476,230.90	\$ 223,842.65
November			
December			
	\$ 5,273,775.74	\$ 5,202,441.20	\$ 71,334.54



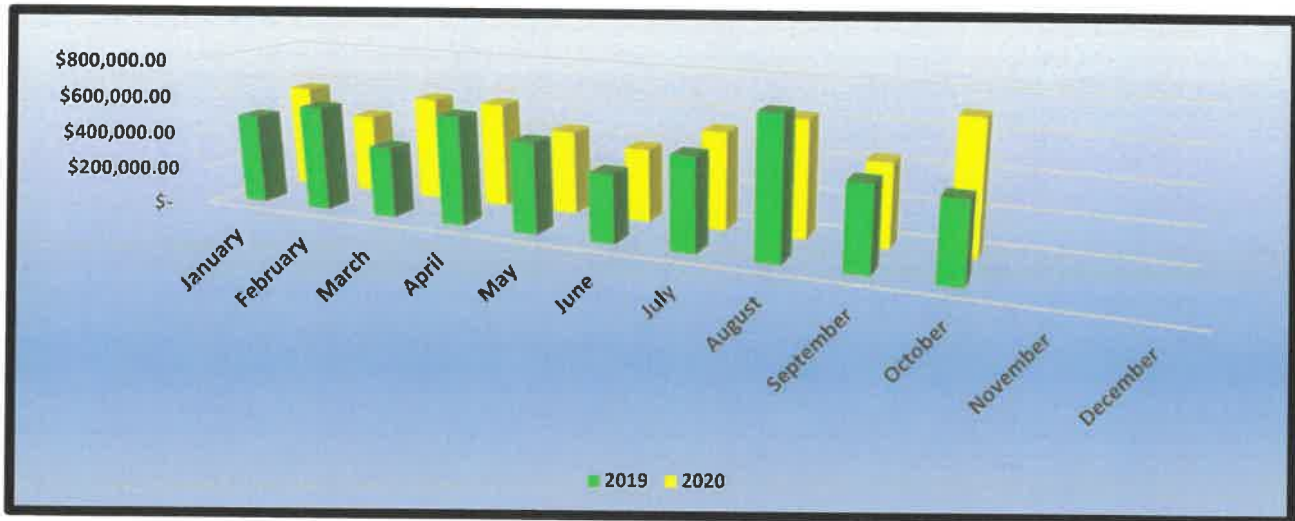
	Unencumbered Balance		
	2019	2020	Difference
January	\$ 358,709.76	\$ 597,304.21	\$ 238,594.45
February	\$ 403,778.41	\$ 613,305.80	\$ 209,527.39
March	\$ 449,942.17	\$ 755,923.48	\$ 305,981.31
April	\$ 659,086.61	\$ 812,612.35	\$ 153,525.74
May	\$ 750,366.15	\$ 896,899.06	\$ 146,532.91
June	\$ 521,093.66	\$ 795,709.43	\$ 274,615.77
July	\$ 545,584.78	\$ 805,196.42	\$ 259,611.64
August	\$ 780,011.78	\$ 986,273.71	\$ 206,261.93
September	\$ 850,471.54	\$ 972,615.54	\$ 122,144.00
October	\$ 949,990.73	\$ 1,224,290.58	\$ 274,299.85
November			
December			





### GENERAL FUND REVENUE COMPARISON 2019 VS. 2020

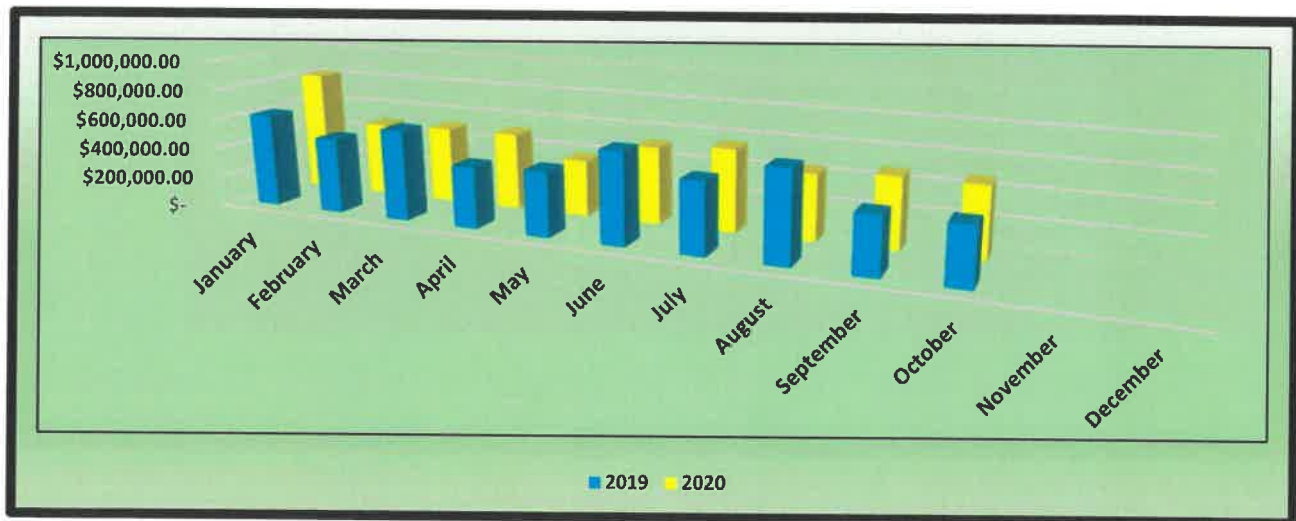
	2019	2020	Over/(Under)	Percent Change
January	\$ 484,136.88	\$ 569,441.53	\$ 85,304.65	17.62%
February	\$ 562,788.35	\$ 433,494.72	\$ (129,293.63)	-22.97%
March	\$ 377,623.60	\$ 566,433.93	\$ 188,810.33	50.00%
April	\$ 581,426.58	\$ 568,392.35	\$ (13,034.23)	-2.24%
May	\$ 482,363.70	\$ 451,311.80	\$ (31,051.90)	-6.44%
June	\$ 360,880.75	\$ 392,701.52	\$ 31,820.77	8.82%
July	\$ 492,371.83	\$ 523,291.92	\$ 30,920.09	6.28%
August	\$ 733,676.96	\$ 625,429.52	\$ (108,247.44)	-14.75%
September	\$ 443,920.34	\$ 443,204.90	\$ (715.44)	-0.16%
October	\$ 412,828.22	\$ 700,073.55	\$ 287,245.33	69.58%
November				
December				
<b>TOTAL</b>	<b>\$ 4,932,017.21</b>	<b>\$ 5,273,775.74</b>	<b>\$ 341,758.53</b>	<b>6.93%</b>



	YTD -10/31/19	YTD -10/31/20	Difference	Percent Change
Income Tax-Transfer	\$ 1,855,862.03	\$ 2,030,391.81	\$ 174,529.78	9.40%
Transfers -In (KWH Tax)	\$ 125,000.00	\$ 245,000.00	\$ 120,000.00	96.00%

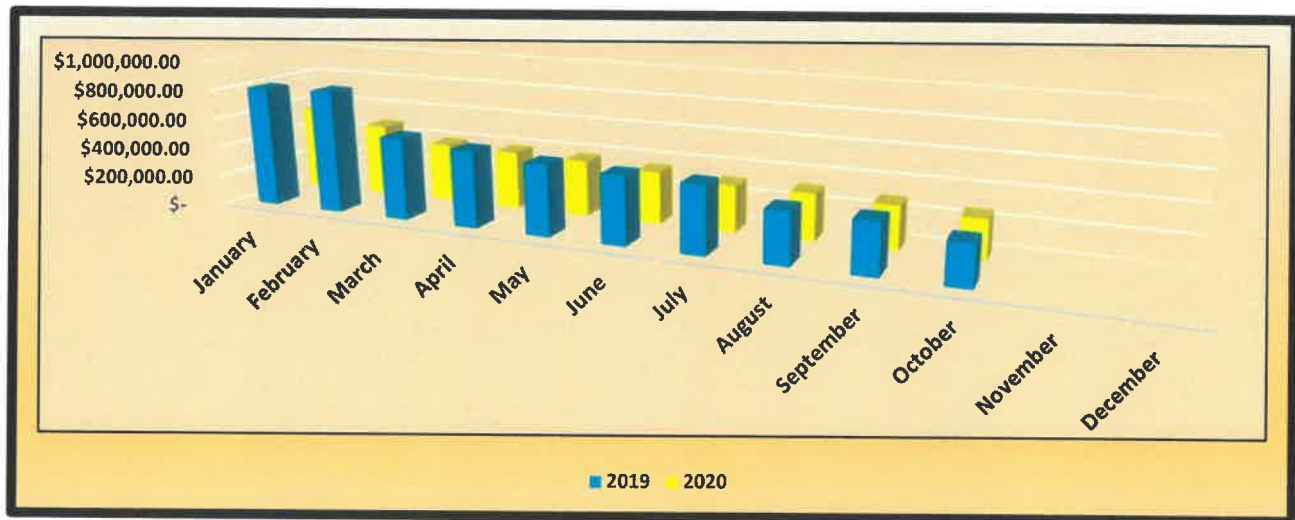
### GENERAL FUND EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 624,273.77	\$ 821,116.27	\$ 196,842.50	31.53%
February	\$ 502,416.23	\$ 499,613.81	\$ (2,802.42)	-0.56%
March	\$ 604,999.93	\$ 514,291.95	\$ (90,707.98)	-14.99%
April	\$ 410,460.65	\$ 518,974.38	\$ 108,513.73	26.44%
May	\$ 430,488.71	\$ 380,358.57	\$ (50,130.14)	-11.64%
June	\$ 609,995.67	\$ 517,688.24	\$ (92,307.43)	-15.13%
July	\$ 472,943.66	\$ 554,245.21	\$ 81,301.55	17.19%
August	\$ 604,119.63	\$ 442,070.58	\$ (162,049.05)	-26.82%
September	\$ 378,674.83	\$ 477,851.29	\$ 99,176.46	26.19%
October	\$ 379,867.94	\$ 476,230.90	\$ 96,362.96	25.37%
November				
December				
<b>TOTAL</b>	<b>\$ 5,018,241.02</b>	<b>\$ 5,202,441.20</b>	<b>\$ 184,200.18</b>	<b>3.67%</b>



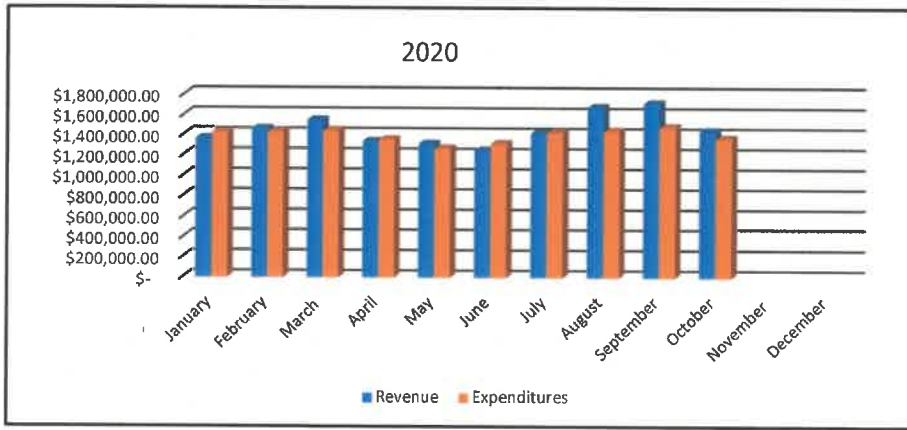
# GENERAL FUND ENCUMBRANCE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 807,774.88	\$ 566,869.36	\$ (240,905.52)	-29.82%
February	\$ 823,078.35	\$ 484,748.68	\$ (338,329.67)	-41.11%
March	\$ 549,538.26	\$ 394,272.98	\$ (155,265.28)	-28.25%
April	\$ 511,359.75	\$ 387,002.08	\$ (124,357.67)	-24.32%
May	\$ 471,955.20	\$ 373,668.60	\$ (98,286.60)	-20.83%
June	\$ 452,112.77	\$ 349,871.51	\$ (102,241.26)	-22.61%
July	\$ 447,049.82	\$ 309,431.23	\$ (137,618.59)	-30.78%
August	\$ 342,180.15	\$ 311,712.88	\$ (30,467.27)	-8.90%
September	\$ 336,965.90	\$ 290,724.66	\$ (46,241.24)	-13.72%
October	\$ 270,406.99	\$ 262,892.27	\$ (7,514.72)	-2.78%
November				
December				

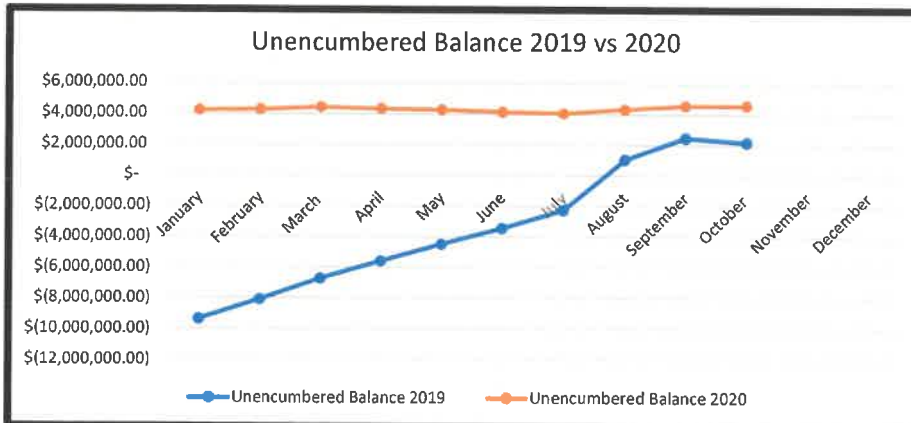


# **ELECTRIC FUND 500**

	2020 Actual		2020 Actual	Over/(Under) Revenue	
	Revenue		Expenditures		
January	\$ 1,371,761.71	\$	1,428,952.80	\$	(57,191.09)
February	\$ 1,463,087.87	\$	1,433,372.07	\$	29,715.80
March	\$ 1,552,025.39	\$	1,446,683.11	\$	105,342.28
April	\$ 1,342,875.22	\$	1,361,116.64	\$	(18,241.42)
May	\$ 1,317,254.63	\$	1,271,637.28	\$	45,617.35
June	\$ 1,254,478.23	\$	1,317,660.54	\$	(63,182.31)
July	\$ 1,424,168.57	\$	1,429,434.94	\$	(5,266.37)
August	\$ 1,679,613.32	\$	1,445,760.13	\$	233,853.19
September	\$ 1,717,930.86	\$	1,484,028.91	\$	233,901.95
October	\$ 1,445,755.32	\$	1,374,600.75	\$	71,154.57
November					
December					
	\$ 14,568,951.12	\$	13,993,247.17	\$	575,703.95

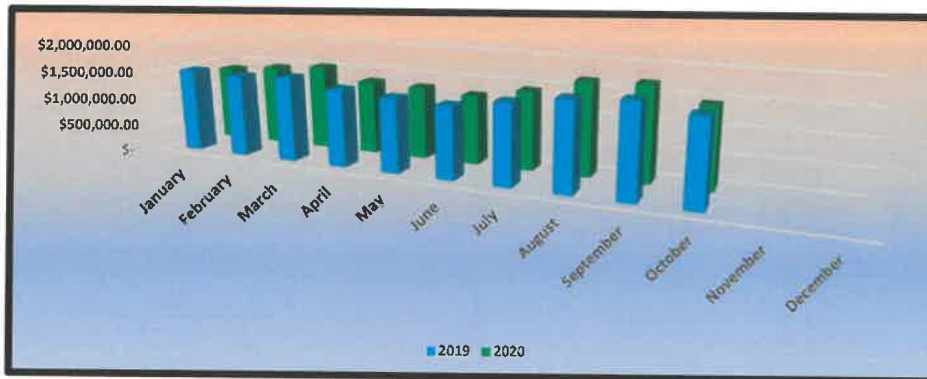


	Unencumbered Balance		
	2019	2020	Difference
January	\$ (9,369,052.12)	\$ 4,246,832.18	\$ 13,615,884.30
February	\$ (8,081,444.12)	\$ 4,296,386.23	\$ 12,377,830.35
March	\$ (6,714,800.86)	\$ 4,443,226.73	\$ 11,158,027.59
April	\$ (5,577,079.22)	\$ 4,355,578.81	\$ 9,932,658.03
May	\$ (4,478,962.77)	\$ 4,288,548.64	\$ 8,767,511.41
June	\$ (3,429,189.83)	\$ 4,151,555.89	\$ 7,580,745.72
July	\$ (2,249,416.67)	\$ 4,079,012.75	\$ 6,328,429.42
August	\$ 1,048,471.20	\$ 4,343,131.48	\$ 3,294,660.28
September	\$ 2,471,688.47	\$ 4,570,345.88	\$ 2,098,657.41
October	\$ 2,175,277.69	\$ 4,584,395.61	\$ 2,409,117.92
November			
December			



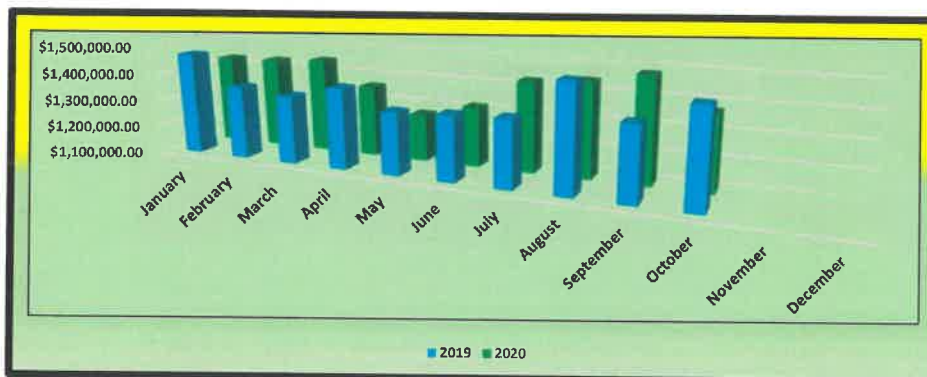
# ELECTRIC FUND (500) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 1,510,392.56	\$ 1,371,761.71	\$ (138,630.85)	-9.18%
February	\$ 1,483,277.64	\$ 1,463,087.87	\$ (20,189.77)	-1.36%
March	\$ 1,538,880.27	\$ 1,552,025.39	\$ 13,145.12	0.85%
April	\$ 1,398,933.37	\$ 1,342,875.22	\$ (56,058.15)	-4.01%
May	\$ 1,337,713.06	\$ 1,317,254.63	\$ (20,458.43)	-1.53%
June	\$ 1,293,615.96	\$ 1,254,478.23	\$ (39,137.73)	-3.03%
July	\$ 1,445,011.41	\$ 1,424,168.57	\$ (20,842.84)	-1.44%
August	\$ 1,588,593.85	\$ 1,679,613.32	\$ 91,019.47	5.73%
September	\$ 1,652,183.06	\$ 1,717,930.86	\$ 65,747.80	3.98%
October	\$ 1,506,742.94	\$ 1,445,755.32	\$ (60,987.62)	-4.05%
November				
December				
<b>TOTAL</b>	<b>\$ 14,755,344.12</b>	<b>\$ 14,568,951.12</b>	<b>\$ (186,393.00)</b>	<b>-1.26%</b>



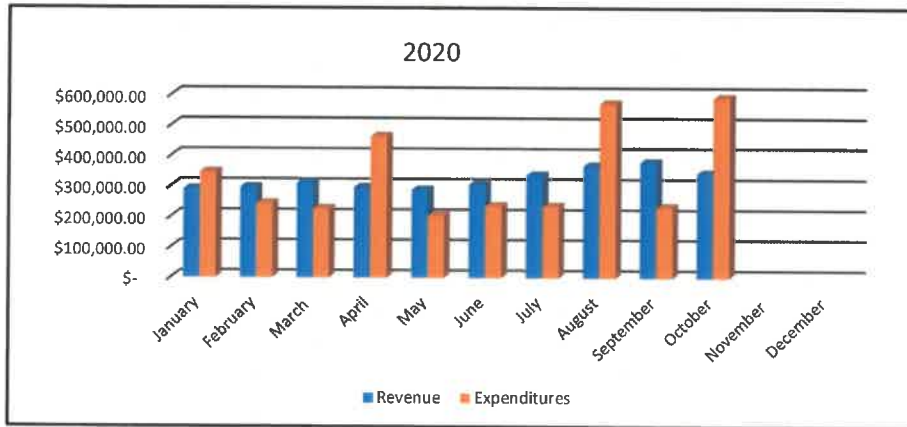
# ELECTRIC FUND (500) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 1,474,119.34	\$ 1,428,952.80	\$ (45,166.54)	-3.06%
February	\$ 1,364,928.70	\$ 1,433,372.07	\$ 68,443.37	5.01%
March	\$ 1,348,019.42	\$ 1,446,683.11	\$ 98,663.69	7.32%
April	\$ 1,394,586.87	\$ 1,361,116.64	\$ (33,470.23)	-2.40%
May	\$ 1,326,681.52	\$ 1,271,637.28	\$ (55,044.24)	-4.15%
June	\$ 1,335,489.36	\$ 1,317,660.54	\$ (17,828.82)	-1.34%
July	\$ 1,342,984.06	\$ 1,429,434.94	\$ 86,450.88	6.44%
August	\$ 1,485,768.02	\$ 1,445,760.13	\$ (40,007.89)	-2.69%
September	\$ 1,366,611.72	\$ 1,484,028.91	\$ 117,417.19	8.59%
October	\$ 1,445,006.78	\$ 1,374,600.75	\$ (70,406.03)	-4.87%
November				
December				
<b>TOTAL</b>	<b>\$ 13,884,195.79</b>	<b>\$ 13,993,247.17</b>	<b>\$ 109,051.38</b>	<b>0.79%</b>

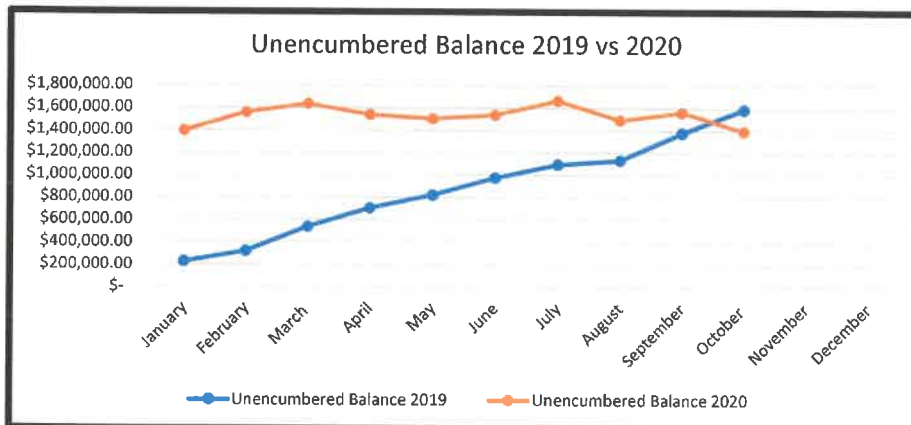


**WATER FUND (510)**

	2020 Actual Revenue	2020 Actual Expenditures	Over/(Under) Revenue
January	\$ 290,958.31	\$ 346,683.45	\$ (55,725.14)
February	\$ 297,006.42	\$ 244,132.48	\$ 52,873.94
March	\$ 311,073.57	\$ 226,488.04	\$ 84,585.53
April	\$ 296,745.87	\$ 464,210.27	\$ (167,464.40)
May	\$ 288,389.46	\$ 204,056.93	\$ 84,332.53
June	\$ 305,811.00	\$ 235,933.24	\$ 69,877.76
July	\$ 337,329.93	\$ 235,553.99	\$ 101,775.94
August	\$ 368,165.20	\$ 572,350.38	\$ (204,185.18)
September	\$ 380,542.08	\$ 232,539.42	\$ 148,002.66
October	\$ 343,353.22	\$ 592,582.40	\$ (249,229.18)
November			
December			
	\$ 3,219,375.06	\$ 3,354,530.60	\$ (135,155.54)



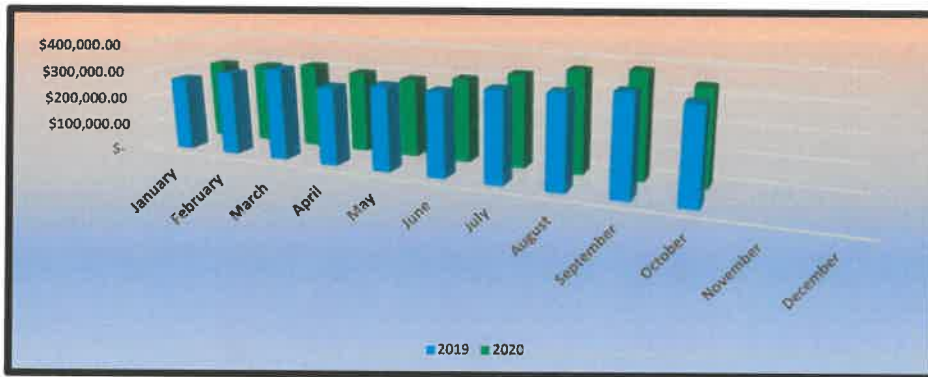
	Unencumbered Balance 2019	2020	Difference
January	\$ 224,847.12	\$ 1,395,416.45	\$ 1,170,569.33
February	\$ 318,525.40	\$ 1,558,886.11	\$ 1,240,360.71
March	\$ 536,289.74	\$ 1,637,031.55	\$ 1,100,741.81
April	\$ 704,608.58	\$ 1,539,576.09	\$ 834,967.51
May	\$ 821,259.17	\$ 1,503,363.53	\$ 682,104.36
June	\$ 976,771.53	\$ 1,538,219.39	\$ 561,447.86
July	\$ 1,096,978.76	\$ 1,666,196.69	\$ 569,217.93
August	\$ 1,135,273.22	\$ 1,492,774.45	\$ 357,501.23
September	\$ 1,378,591.81	\$ 1,563,990.01	\$ 185,398.20
October	\$ 1,590,407.75	\$ 1,395,957.40	\$ (194,450.35)
November			
December			





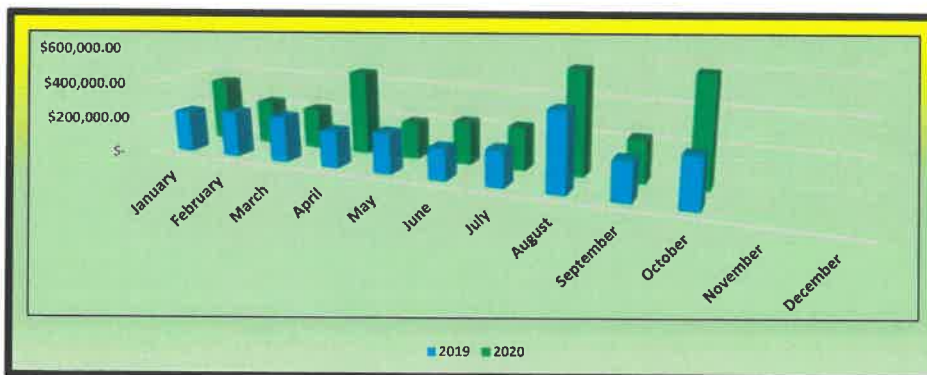
# WATER FUND (510) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 267,898.89	\$ 290,958.31	\$ 23,059.42	8.61%
February	\$ 304,788.69	\$ 297,006.42	\$ (7,782.27)	-2.55%
March	\$ 334,573.82	\$ 311,073.57	\$ (23,500.25)	-7.02%
April	\$ 284,383.58	\$ 296,745.87	\$ 12,362.29	4.35%
May	\$ 304,966.42	\$ 288,389.46	\$ (16,576.96)	-5.44%
June	\$ 302,196.74	\$ 305,811.00	\$ 3,614.26	1.20%
July	\$ 325,369.80	\$ 337,329.93	\$ 11,960.13	3.68%
August	\$ 332,116.66	\$ 368,165.20	\$ 36,048.54	10.85%
September	\$ 351,374.59	\$ 380,542.08	\$ 29,167.49	8.30%
October	\$ 331,862.15	\$ 343,353.22	\$ 11,491.07	3.46%
November				
December				
<b>TOTAL</b>	<b>\$ 3,139,531.34</b>	<b>\$ 3,219,375.06</b>	<b>\$ 79,843.72</b>	<b>2.54%</b>



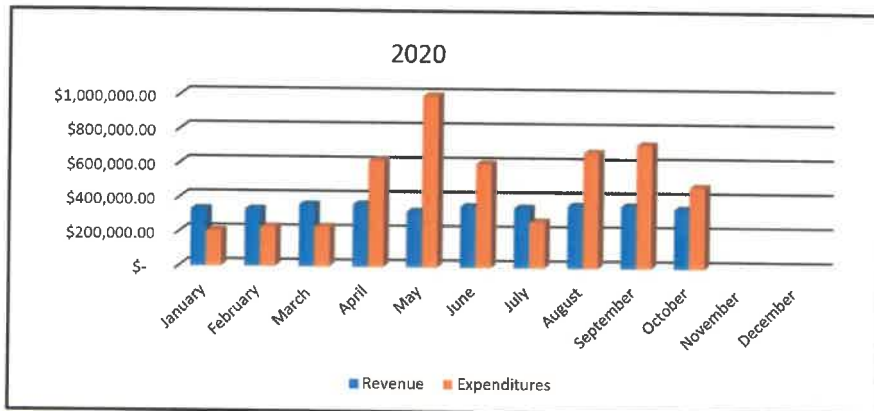
# WATER FUND (510) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 228,842.16	\$ 346,683.45	\$ 117,841.29	51.49%
February	\$ 249,310.41	\$ 244,132.48	\$ (5,177.93)	-2.08%
March	\$ 252,513.45	\$ 226,488.04	\$ (26,025.41)	-10.31%
April	\$ 201,921.54	\$ 464,210.27	\$ 262,288.73	129.90%
May	\$ 222,282.24	\$ 204,056.93	\$ (18,225.31)	-8.20%
June	\$ 172,164.86	\$ 235,933.24	\$ 63,768.38	37.04%
July	\$ 195,009.40	\$ 235,553.99	\$ 40,544.59	20.79%
August	\$ 426,771.64	\$ 572,350.38	\$ 145,578.74	34.11%
September	\$ 209,642.12	\$ 232,539.42	\$ 22,897.30	10.92%
October	\$ 265,407.89	\$ 592,582.40	\$ 327,174.51	123.27%
November				
December				
<b>TOTAL</b>	<b>\$ 2,423,865.71</b>	<b>\$ 3,354,530.60</b>	<b>\$ 930,664.89</b>	<b>38.40%</b>



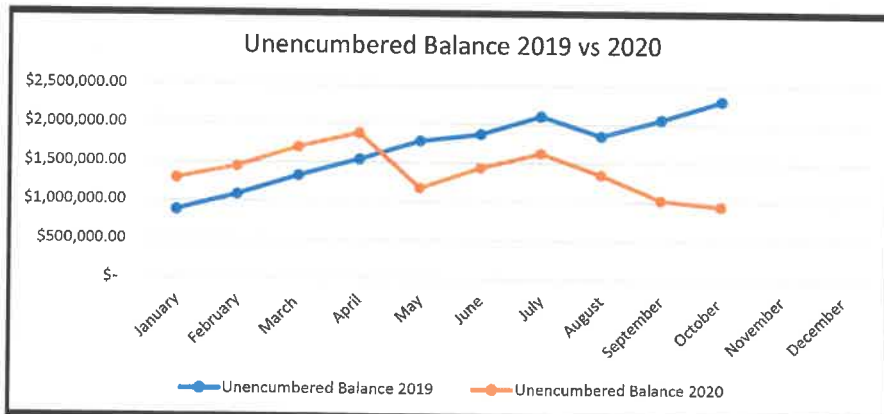
**WASTEWATER FUND 520**

	2020 Actual		2020 Actual		Over/(Under) Revenue
	Revenue		Expenditures		
January	\$ 330,919.06	\$	206,239.06	\$	124,680.00
February	\$ 331,406.68	\$	228,483.78	\$	102,922.90
March	\$ 359,047.22	\$	229,463.42	\$	129,583.80
April	\$ 363,232.49	\$	618,870.03	\$	(255,637.54)
May	\$ 323,103.82	\$	998,092.52	\$	(674,988.70)
June	\$ 354,095.20	\$	603,757.37	\$	(249,662.17)
July	\$ 347,883.77	\$	267,392.53	\$	80,491.24
August	\$ 362,183.13	\$	671,347.61	\$	(309,164.48)
September	\$ 361,711.32	\$	718,461.24	\$	(356,749.92)
October	\$ 344,916.40	\$	473,251.27	\$	(128,334.87)
November					
December					
	\$ 3,478,499.09	\$	5,015,358.83	\$	(1,536,859.74) *



**\* Will receive \$713K back from State loan for Digester Cleaning-reimbursement loan; need to adjust receipt for \$469K from Fund 521 as it should be this Fund for Engineering**

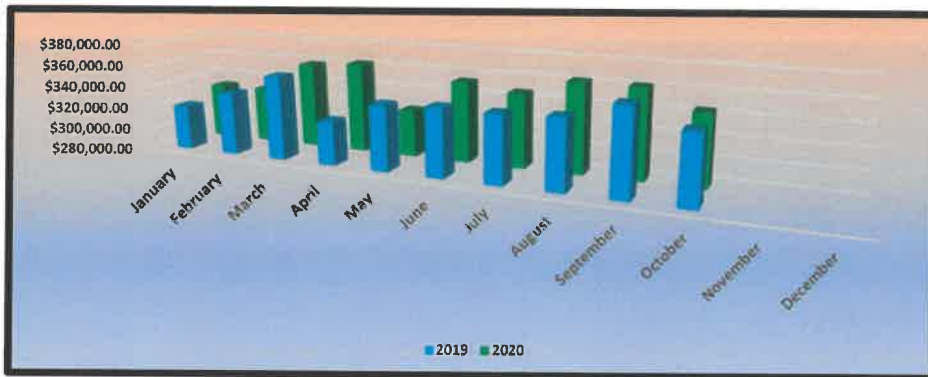
	Unencumbered Balance				
	2019		2020		Difference
January	\$ 886,341.35	\$	1,298,112.16	\$	411,770.81
February	\$ 1,083,733.64	\$	1,448,292.49	\$	364,558.85
March	\$ 1,329,841.84	\$	1,700,910.28	\$	371,068.44
April	\$ 1,544,312.21	\$	1,879,053.73	\$	334,741.52
May	\$ 1,784,397.32	\$	1,173,532.23	\$	(610,865.09)
June	\$ 1,875,299.90	\$	1,438,091.69	\$	(437,208.21)
July	\$ 2,106,036.32	\$	1,628,738.20	\$	(477,298.12)
August	\$ 1,853,821.18	\$	1,350,944.61	\$	(502,876.57)
September	\$ 2,065,192.12	\$	1,022,998.00	\$	(1,042,194.12)
October	\$ 2,305,561.39	\$	946,172.50	\$	(1,359,388.89)
November					
December					





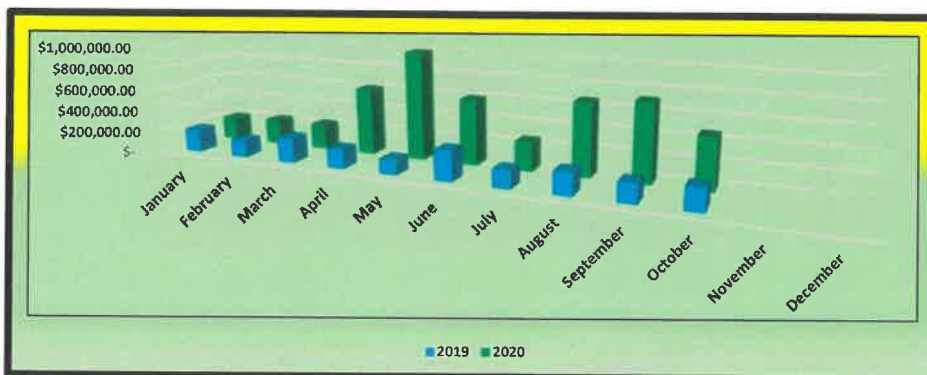
# WASTEWATER FUND (520) REVENUE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 320,842.90	\$ 330,919.06	\$ 10,076.16	3.14%
February	\$ 337,536.72	\$ 331,406.68	\$ (6,130.04)	-1.82%
March	\$ 356,881.39	\$ 359,047.22	\$ 2,165.83	0.61%
April	\$ 319,906.58	\$ 363,232.49	\$ 43,325.91	13.54%
May	\$ 339,586.92	\$ 323,103.82	\$ (16,483.10)	-4.85%
June	\$ 342,154.46	\$ 354,095.20	\$ 11,940.74	3.49%
July	\$ 341,594.35	\$ 347,883.77	\$ 6,289.42	1.84%
August	\$ 343,468.64	\$ 362,183.13	\$ 18,714.49	5.45%
September	\$ 358,488.88	\$ 361,711.32	\$ 3,222.44	0.90%
October	\$ 341,804.45	\$ 344,916.40	\$ 3,111.95	0.91%
November				
December				
<b>TOTAL</b>	<b>\$ 3,402,265.29</b>	<b>\$ 3,478,499.09</b>	<b>\$ 76,233.80</b>	<b>2.24%</b>



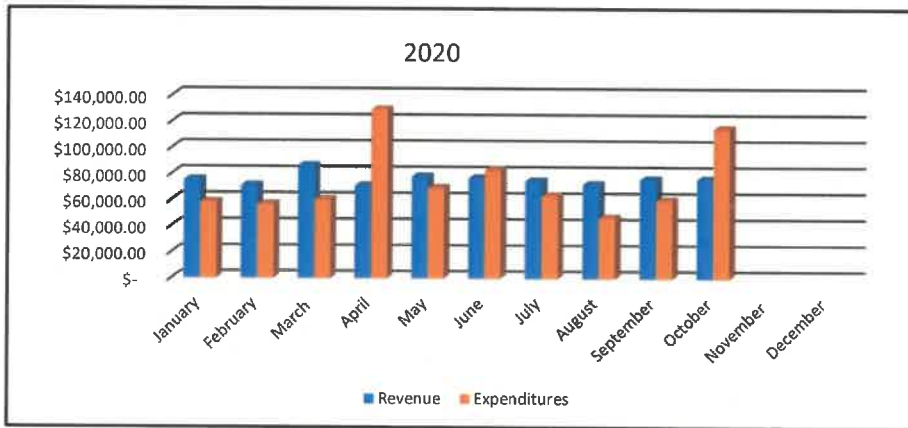
# WASTEWATER FUND (520) EXPENDITURE COMPARISON 2019 VS. 2020

	2019	2020	Over/(Under)	Percent Change
January	\$ 207,905.27	\$ 206,239.06	\$ (1,666.21)	-0.80%
February	\$ 152,478.07	\$ 228,483.78	\$ 76,005.71	49.85%
March	\$ 226,755.41	\$ 229,463.42	\$ 2,708.01	1.19%
April	\$ 176,703.38	\$ 618,870.03	\$ 442,166.65	250.23%
May	\$ 135,978.97	\$ 998,092.52	\$ 862,113.55	634.01%
June	\$ 276,007.69	\$ 603,757.37	\$ 327,749.68	118.75%
July	\$ 162,015.76	\$ 267,392.53	\$ 105,376.77	65.04%
August	\$ 204,698.12	\$ 671,347.61	\$ 466,649.49	227.97%
September	\$ 176,560.58	\$ 718,461.24	\$ 541,900.66	306.92%
October	\$ 201,492.25	\$ 473,251.27	\$ 271,759.02	134.87%
November				
December				
<b>TOTAL</b>	<b>\$ 1,920,595.50</b>	<b>\$ 5,015,358.83</b>	<b>\$ 3,094,763.33</b>	<b>161.14%</b>

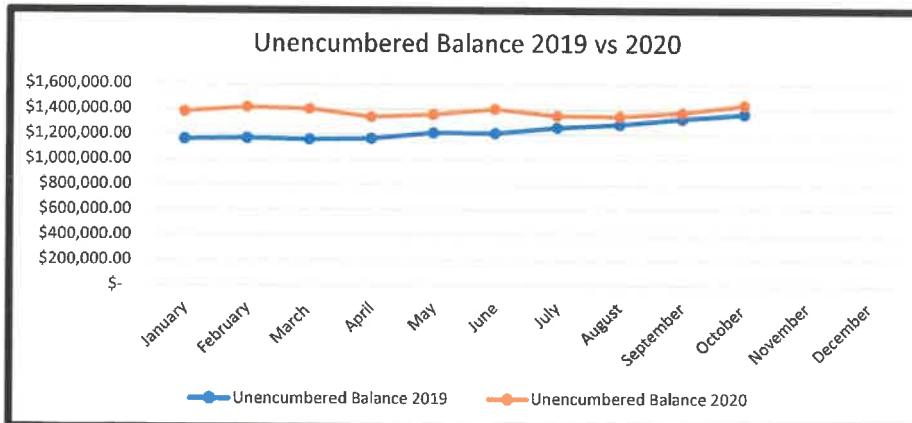


**SANITATION FUND 560**

	<b>2020 Actual</b>		<b>2020 Actual</b>	<b>Over/(Under) Revenue</b>	
	<b>Revenue</b>		<b>Expenditures</b>		
January	\$	75,421.52	\$	58,513.14	\$ 16,908.38
February	\$	71,075.06	\$	56,733.25	\$ 14,341.81
March	\$	86,293.91	\$	60,445.31	\$ 25,848.60
April	\$	71,015.32	\$	129,197.60	\$ (58,182.28)
May	\$	78,070.40	\$	69,174.40	\$ 8,896.00
June	\$	76,831.51	\$	82,844.50	\$ (6,012.99)
July	\$	74,764.19	\$	63,294.10	\$ 11,470.09
August	\$	72,125.66	\$	46,564.49	\$ 25,561.17
September	\$	76,130.17	\$	59,908.41	\$ 16,221.76
October	\$	76,251.03	\$	114,985.95	\$ (38,734.92)
November					
December					
	\$	<b>757,978.77</b>	\$	<b>741,661.15</b>	\$ <b>16,317.62</b>

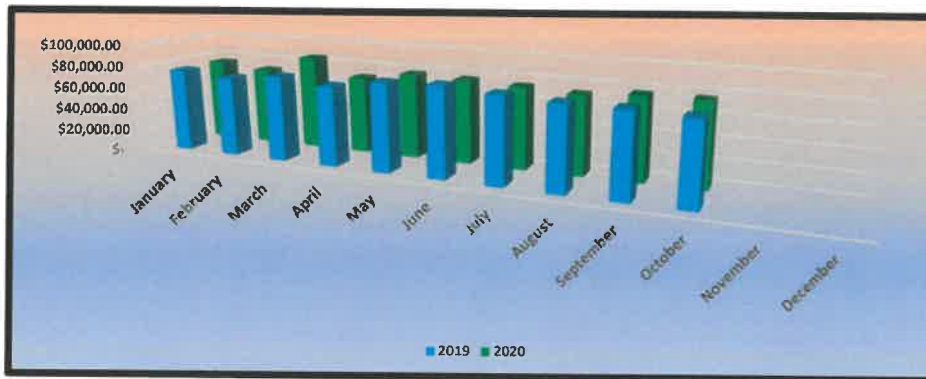


	<b>Unencumbered Balance</b>		<b>Difference</b>	
	<b>2019</b>	<b>2020</b>		
January	\$ 1,165,254.16	\$ 1,383,527.81	\$	218,273.65
February	\$ 1,169,085.93	\$ 1,417,087.35	\$	248,001.42
March	\$ 1,160,806.74	\$ 1,404,426.02	\$	243,619.28
April	\$ 1,168,263.14	\$ 1,341,180.47	\$	172,917.33
May	\$ 1,213,994.88	\$ 1,362,426.47	\$	148,431.59
June	\$ 1,211,255.40	\$ 1,402,689.62	\$	191,434.22
July	\$ 1,257,707.37	\$ 1,349,830.09	\$	92,122.72
August	\$ 1,282,765.48	\$ 1,347,117.46	\$	64,351.98
September	\$ 1,328,523.37	\$ 1,379,349.54	\$	50,826.17
October	\$ 1,366,999.18	\$ 1,437,000.41	\$	70,001.23
November				
December				



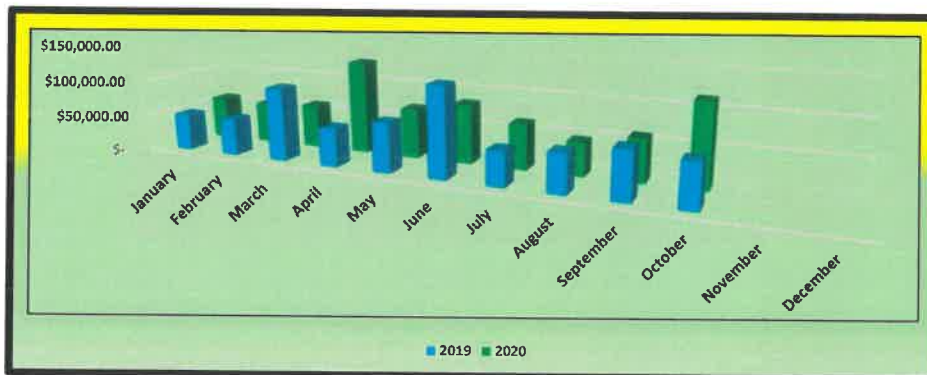
**SANITATION FUND (560) REVENUE COMPARISON 2019 VS. 2020**

	2019	2020	Over/(Under)	Percent Change
January	\$ 75,910.21	\$ 75,421.52	\$ (488.69)	-0.64%
February	\$ 72,584.47	\$ 71,075.06	\$ (1,509.41)	-2.08%
March	\$ 77,762.36	\$ 86,293.91	\$ 8,531.55	10.97%
April	\$ 72,910.08	\$ 71,015.32	\$ (1,894.76)	-2.60%
May	\$ 80,477.84	\$ 78,070.40	\$ (2,407.44)	-2.99%
June	\$ 82,130.55	\$ 76,831.51	\$ (5,299.04)	-6.45%
July	\$ 78,654.36	\$ 74,764.19	\$ (3,890.17)	-4.95%
August	\$ 75,985.94	\$ 72,125.66	\$ (3,860.28)	-5.08%
September	\$ 75,714.85	\$ 76,130.17	\$ 415.32	0.55%
October	\$ 73,595.41	\$ 76,251.03	\$ 2,655.62	3.61%
November				
December				
<b>TOTAL</b>	<b>\$ 765,726.07</b>	<b>\$ 757,978.77</b>	<b>\$ (7,747.30)</b>	<b>-1.01%</b>

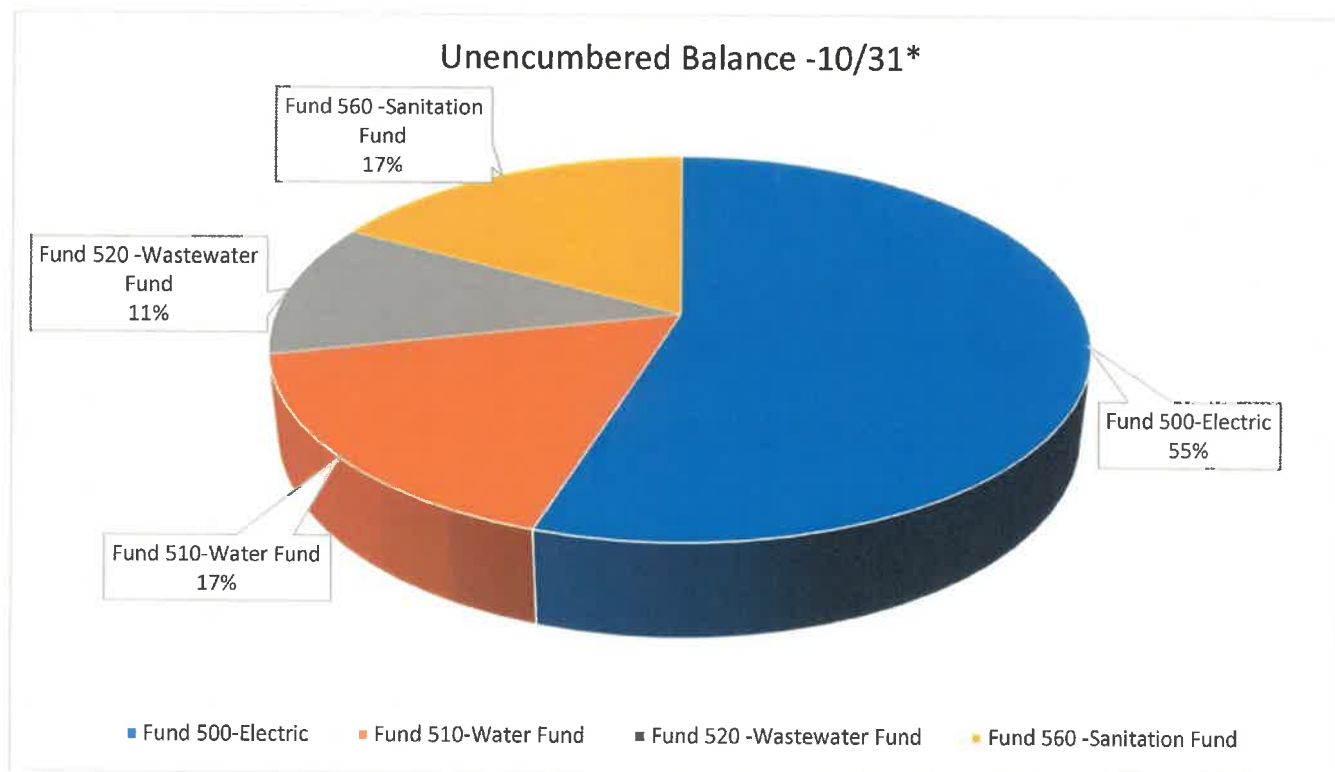


**SANITATION FUND (560) EXPENDITURE COMPARISON 2019 VS. 2020**

	2019	2020	Over/(Under)	Percent Change
January	\$ 50,241.85	\$ 58,513.14	\$ 8,271.29	16.46%
February	\$ 50,830.60	\$ 56,733.25	\$ 5,902.65	11.61%
March	\$ 101,057.08	\$ 60,445.31	\$ (40,611.77)	-40.19%
April	\$ 52,943.00	\$ 129,197.60	\$ 76,254.60	144.03%
May	\$ 68,195.97	\$ 69,174.40	\$ 978.43	1.43%
June	\$ 124,500.89	\$ 82,844.50	\$ (41,656.39)	-33.46%
July	\$ 47,758.07	\$ 63,294.10	\$ 15,536.03	32.53%
August	\$ 53,896.54	\$ 46,564.49	\$ (7,332.05)	-13.60%
September	\$ 66,782.97	\$ 59,908.41	\$ (6,874.56)	-10.29%
October	\$ 60,610.71	\$ 114,985.95	\$ 54,375.24	89.71%
November				
December				
<b>TOTAL</b>	<b>\$ 676,817.68</b>	<b>\$ 741,661.15</b>	<b>\$ 64,843.47</b>	<b>9.58%</b>



Unencumbered Balance -10/31*		
Fund 500-Electric	\$	4,584,395.61
Fund 510-Water Fund	\$	1,395,957.40
Fund 520 -Wastewater Fund	\$	946,172.50
Fund 560 -Sanitation Fund	\$	1,437,000.41
<b>TOTAL</b>	<b>\$</b>	<b>8,363,525.92</b>



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

	PAYROLL October 23, 2020					
	<u>Current Pay</u>	<u>Current Pay</u>	<u>Current Pay</u>	<u>YTD</u>	<u>YTD</u>	<u>YTD</u>
<u>Department</u>	<u>Regular</u>	<u>Overtime</u>	<u>Gross Pay</u>	<u>Regular</u>	<u>Overtime</u>	<u>Gross Pay</u>
City Council/Legislative	\$3,064.39	\$0.00	\$3,064.39	\$30,118.52	\$0.00	\$30,118.52
Mayor/Executive	\$576.86	\$0.00	\$576.86	\$12,690.92	\$0.00	\$12,690.92
City Manager/Administration	\$9,439.15	\$0.00	\$9,439.15	\$205,974.17	\$165.75	\$206,139.92
Human Resource	\$2,701.64	\$0.00	\$2,701.64	\$59,436.06	\$0.00	\$59,436.06
Law Director/Administration	\$6,353.76	\$0.00	\$6,353.76	\$146,970.59	\$0.00	\$146,970.59
Finance/Administration	\$8,165.15	\$0.00	\$8,165.15	\$226,198.23	\$72.36	\$226,270.59
Finance/Income Tax Department	\$3,259.20	\$0.00	\$3,259.20	\$71,690.93	\$152.19	\$71,843.12
Finance/Utility Billing Collection	\$3,770.50	\$0.00	\$3,770.50	\$82,897.53	\$145.20	\$83,042.73
Management Information System	\$4,236.56	\$0.00	\$4,236.56	\$90,163.64	\$467.87	\$90,631.51
Engineering/City Engineer	\$6,316.24	\$1,005.53	\$7,321.77	\$153,688.03	\$6,872.27	\$160,560.30
Municipal Court/Judicial	\$13,645.41	\$0.00	\$13,645.41	\$331,329.66	\$0.00	\$331,329.66
Police Safety Services	\$49,676.31	\$2,700.75	\$52,377.06	\$1,047,988.41	\$36,664.46	\$1,084,652.87
Fire/Safety Services	\$31,405.99	\$1,062.87	\$32,468.86	\$668,010.80	\$9,518.96	\$677,529.76
Parks/Administration	\$3,242.31	\$0.00	\$3,242.31	\$70,568.51	\$0.00	\$70,568.51
Recreation/Golf Operating	\$5,290.41	\$0.00	\$5,290.41	\$104,669.78	\$161.39	\$104,831.17
New Pool Operating	\$0.00	\$0.00	\$0.00	\$8,453.89	\$0.00	\$8,453.89
Recreation/Pool Operating	\$0.00	\$0.00	\$0.00	\$1,495.38	\$0.00	\$1,495.38
Recreation/ Programs	\$6,590.44	\$528.97	\$7,119.41	\$143,985.41	\$8,308.67	\$152,294.08
Cemetery/Grounds	\$2,331.18	\$0.00	\$2,331.18	\$65,102.42	\$474.43	\$65,576.85
Streets Maintenance	\$5,555.91	\$0.00	\$5,555.91	\$119,894.68	\$585.72	\$120,480.40
Ice & Snow Removal	\$0.00	\$0.00	\$0.00	\$6,608.61	\$4,728.72	\$11,337.33
Service Storm	\$0.00	\$0.00	\$0.00	\$3,328.47	\$0.00	\$3,328.47
Service/Buildings, Properties	\$2,283.50	\$0.00	\$2,283.50	\$50,771.37	\$94.38	\$50,865.75
Service/Central Garage	\$4,643.32	\$43.58	\$4,686.90	\$97,626.83	\$3,387.44	\$101,014.27
Electric/Distribution	\$33,332.22	\$308.70	\$33,640.92	\$889,699.90	\$26,146.04	\$915,845.94
Water Treatment Plant	\$14,476.28	\$28.83	\$14,505.11	\$315,127.03	\$1,089.34	\$316,216.37
Water Distribution System	\$12,056.13	\$134.95	\$12,191.08	\$271,514.01	\$4,746.46	\$276,260.47
Sewer WWT Plant Operations	\$15,424.28	\$191.49	\$15,615.77	\$318,680.05	\$5,983.60	\$324,663.65
Sewer (WWT) Collection System	\$1,982.21	\$0.00	\$1,982.21	\$43,205.39	\$0.00	\$43,205.39
Sewer Cleaning & Improvement	\$4,969.25	\$0.00	\$4,969.25	\$98,756.49	\$1,272.98	\$100,029.47
Sanitation Collection & Disposal	\$5,262.47	\$6.85	\$5,269.32	\$113,250.33	\$583.64	\$113,833.97
Sanitation Special Refuse Service	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sanitation Recycling Programs	\$3,294.37	\$0.00	\$3,294.37	\$68,599.50	\$747.08	\$69,346.58
TOTAL GROSS PAY	\$263,345.44	\$6,012.52	\$269,357.96	\$5,918,495.54	\$112,368.95	\$6,030,864.49
TOTAL GROSS PAY 10-25-19	\$262,217.72	\$6,096.25	\$268,313.97	\$5,667,539.22	\$190,134.93	\$5,857,674.15

	PAYROLL November 6, 2020					
	<u>Current Pay</u>	<u>Current Pay</u>	<u>Current Pay</u>		<u>YTD</u>	<u>YTD</u>
<u>Department</u>	<u>Regular</u>	<u>Overtime</u>	<u>Gross Pay</u>		<u>Regular</u>	<u>Overtime</u>
City Council/Legislative	\$0.00	\$0.00	\$0.00		\$30,118.52	\$0.00
Mayor/Executive	\$576.86	\$0.00	\$576.86		\$13,267.78	\$0.00
City Manager/Administration	\$9,469.89	\$0.00	\$9,469.89		\$215,444.06	\$165.75
Human Resource	\$2,701.64	\$0.00	\$2,701.64		\$62,137.70	\$0.00
Law Director/Administration	\$6,353.76	\$0.00	\$6,353.76		\$153,324.35	\$0.00
Finance/Administration	\$8,165.15	\$226.30	\$8,391.45		\$234,363.38	\$298.66
Finance/Income Tax Department	\$4,208.92	\$0.00	\$4,208.92		\$75,899.85	\$152.19
Finance/Utility Billing Collection	\$3,767.00	\$0.00	\$3,767.00		\$86,664.53	\$145.20
Management Information System	\$4,236.56	\$0.00	\$4,236.56		\$94,400.20	\$467.87
Engineering/City Engineer	\$6,316.22	\$1,314.86	\$7,631.08		\$160,004.25	\$8,187.13
Municipal Court/Judicial	\$13,816.51	\$0.00	\$13,816.51		\$345,146.17	\$0.00
Police Safety Services	\$52,176.41	\$1,902.66	\$54,079.07		\$1,100,164.82	\$38,567.12
Fire/Safety Services	\$31,247.33	\$641.13	\$31,888.46		\$699,258.13	\$10,160.09
Parks/Administration	\$3,242.31	\$0.00	\$3,242.31		\$73,810.82	\$0.00
Recreation/Golf Operating	\$4,324.82	\$0.00	\$4,324.82		\$108,994.60	\$161.39
New Pool Operating	\$0.00	\$0.00	\$0.00		\$8,453.89	\$0.00
Recreation/Pool Operating	\$0.00	\$0.00	\$0.00		\$1,495.38	\$0.00
Recreation/ Programs	\$6,273.00	\$529.99	\$6,802.99		\$150,258.41	\$8,838.66
Cemetery/Grounds	\$2,146.27	\$0.00	\$2,146.27		\$67,248.69	\$474.43
Streets Maintenance	\$5,968.56	\$0.00	\$5,968.56		\$125,863.24	\$585.72
Ice & Snow Removal	\$0.00	\$0.00	\$0.00		\$6,608.61	\$4,728.72
Service Storm	\$138.35	\$0.00	\$138.35		\$3,466.82	\$0.00
Service/Buildings, Properties	\$2,714.70	\$430.56	\$3,145.26		\$53,486.07	\$524.94
Service/Central Garage	\$4,200.61	\$0.00	\$4,200.61		\$101,827.44	\$3,387.44
Electric/Distribution	\$33,394.94	\$1,190.63	\$34,585.57		\$923,094.84	\$27,336.67
Water Treatment Plant	\$14,364.77	\$253.72	\$14,618.49		\$329,491.80	\$1,343.06
Water Distribution System	\$12,056.13	\$670.14	\$12,726.27		\$283,570.14	\$5,416.60
Sewer WWT Plant Operations	\$15,433.46	\$132.03	\$15,565.49		\$334,113.51	\$6,115.63
Sewer (WWT) Collection System	\$1,982.21	\$0.00	\$1,982.21		\$45,187.60	\$0.00
Sewer Cleaning & Improvement	\$4,388.18	\$0.00	\$4,388.18		\$103,144.67	\$1,272.98
Sanitation Collection & Disposal	\$5,262.47	\$0.00	\$5,262.47		\$118,512.80	\$583.64
Sanitation Special Refuse Service	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00
Sanitation Recycling Programs	\$2,387.45	\$0.00	\$2,387.45		\$70,986.95	\$747.08
TOTAL GROSS PAY	\$261,314.48	\$7,292.02	\$268,606.50		\$6,179,810.02	\$119,660.97
TOTAL GROSS PAY 11-8-19	\$255,559.44	\$9,971.31	\$265,530.75		\$5,923,098.66	\$200,106.24

Account Name Total KWH Code Amount KWH Unm KWH Days

PERIOD ENDING:

**OCTOBER 2020**  
**RG200541**

\*\* Grand Totals Ct 6015

Code	Tax	KWH	Unmeter KWH	Total KWH
CITY!T1	18,536.86	3,961,035	25,450	3,986,485
CITY!T2	6,125.30	1,448,400	13,491	1,461,891
CITY!T3	20,311.59	5,581,025	14,460	5,595,485
CITY TOTAL	44,973.75	10,990,460	53,401	11,043,861
CITY OFFSET	0.00			
CITY NONOFFSET	44,973.75			

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

OHIO!S1	6,149.97	<- Inside City Tax	6,398	1,322,642
OHIO!S2	1,119.68		0	267,225
OHIO!S3	1,765.72		0	486,420
OHIO TOTAL	9,035.37		6,398	2,076,287
OHIO OFFSET	0.00			
OHIO NONOFFSET	9,035.37			

**1,322,642 X \$0.00465 / KWH = \$ 6,150**  
**267,225 X \$0.00419 / KWH = \$ 1,120**  
**486,420 X \$0.00363 / KWH = \$ 1,766**

<- Outside City Tax

-----  
**\$ 9,036**  
=====

TAX TOTAL	54,009.12
OFFSET TOTAL	0.00
NONOFFSET TOTAL	54,009.12
TOTAL METERED	13,060,349
TOTAL UNMETERED	59,799
TOTAL KWH TAXED	13,120,148

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

**Inside City Tax – Tax on kWh**

**500-9900-59480 Transfer – to 180 kWh (GF) Tax Fund \$ 44,973.75**

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

**500-6110-56200 kWh Tax – Treasurer of State \$ 9,036.00**

**(State Total Rounded to Nearest Whole Dollar)**



CITY OF NAPOLEON  
INCOME TAX RECEIPT SUMMARY  
30 OCT 2020

	2016	2017	2018	2019	2020	2020	2020 vs 2019	2020 vs 2019
July	Year-to-date	Year-to-date	Year-to-date	Year-to-date	Month-to-date	Year-to-date	Year change	Year percent
Resident	542,093.97	534,180.25	493,700.24	515,010.32	177,409.57	485,423.52	-29,586.80	-5.7
Business	530,416.02	417,331.61	234,385.81	244,197.32	56,269.38	220,441.29	-23,756.03	-9.7
Withholding	2,293,888.12	1,990,856.33	1,944,006.85	2,004,933.98	352,148.73	2,141,378.88	136,444.90	6.8
	3,366,398.11	2,942,368.19	2,672,092.90	2,764,141.62	585,827.68	2,847,243.69	83,102.07	3.0
August								
Resident	563,614.19	560,308.24	524,970.72	544,327.92	23,604.34	509,027.86	-35,300.06	-6.4
Business	538,272.02	425,186.55	266,966.30	256,324.38	16,470.25	236,911.54	-19,412.84	-7.5
Withholding	2,456,579.02	2,163,943.87	2,203,850.44	2,278,705.90	274,018.90	2,415,397.78	136,691.88	5.9
	3,558,465.23	3,149,438.66	2,995,787.46	3,079,358.20	314,093.49	3,161,337.18	81,978.98	2.6
September								
Resident	615,332.90	608,012.27	572,107.67	611,502.93	54,364.65	563,392.51	-48,110.42	-7.8
Business	663,684.10	555,301.09	316,044.74	315,106.28	32,674.82	269,586.36	-45,519.92	-14.4
Withholding	2,637,900.15	2,349,275.27	2,432,508.73	2,555,117.22	278,290.10	2,693,687.88	138,570.66	5.4
	3,916,917.15	3,512,588.63	3,320,661.14	3,481,726.43	365,329.57	3,526,666.75	44,940.32	1.2
October								
Resident	662,688.58	641,153.11	607,968.87	643,243.99	39,260.58	602,653.09	-40,590.90	-6.3
Business	671,197.91	567,571.63	325,084.95	323,227.37	22,861.49	292,447.85	-30,779.52	-9.5
Withholding	3,051,625.01	2,725,115.89	2,733,373.60	2,834,388.37	308,040.79	3,001,728.67	167,340.30	5.9
	4,385,511.50	3,933,840.63	3,666,427.42	3,800,859.73	370,162.86	3,896,829.61	95,969.88	2.5
November								
Resident	683,216.50	678,248.63	627,834.42	673,939.50		602,653.09	-71,286.41	-10.5
Business	673,915.18	571,030.78	337,301.17	386,673.65		292,447.85	-94,225.80	-24.3
Withholding	3,229,196.45	2,957,604.98	3,012,096.94	3,128,637.37		3,001,728.67	-126,908.70	-4.0
	4,586,328.13	4,206,884.39	3,977,232.53	4,189,250.52	0.00	3,896,829.61	-292,420.91	-6.9
December								
Resident	726,443.17	727,043.20	667,356.50	718,151.74		602,653.09	-115,498.65	-16.0
Business	807,937.69	727,124.68	390,875.33	460,411.09		292,447.85	-167,963.24	-36.4
Withholding	3,372,316.95	3,162,577.79	3,242,456.59	3,337,831.65		3,001,728.67	-336,102.98	-10.0
	4,906,697.81	4,616,745.67	4,300,688.42	4,516,394.48	0.00	3,896,829.61	-619,564.87	-13.7



CITY OF NAPOLEON  
INCOME TAX RECEIPT SUMMARY  
30 OCT 2020

	2016 Year-to-date	2017 Year-to-date	2018 Year-to-date	2019 Year-to-date	2020 Month-to-date	2020 Year-to-date	2020 vs 2019 Year change	2020 vs 2019 Year percent
January								
Resident	31,601.64	39,127.65	25,821.11	38,911.67	49,175.52	49,175.52	10,263.85	26.3
Business	132,701.91	4,782.00	22,878.31	18,615.00	31,005.54	31,005.54	12,390.54	66.5
Withholding	425,215.62	427,792.03	400,965.53	346,292.37	453,329.34	453,329.34	107,036.97	30.9
	589,519.17	471,701.68	449,664.95	403,819.04	533,510.40	533,510.40	129,691.36	32.1
February								
Resident	93,834.93	85,094.51	61,539.97	72,896.83	41,985.77	91,161.29	18,264.46	25.0
Business	149,498.00	29,952.97	33,045.16	30,748.08	12,977.12	43,982.66	13,234.58	43.0
Withholding	897,731.18	634,610.69	619,339.34	626,872.32	296,908.73	750,238.07	123,365.75	19.6
	1,141,064.11	749,658.17	713,924.47	730,517.23	351,871.62	885,382.02	154,864.79	21.1
March								
Resident	189,314.61	156,746.30	127,618.59	157,355.44	50,668.73	141,830.02	-15,525.42	-9.8
Business	210,878.50	88,932.65	85,689.97	67,157.79	24,204.83	68,187.49	1,029.70	1.5
Withholding	1,118,092.49	815,570.95	852,505.34	828,109.17	198,676.32	948,914.39	120,805.22	14.5
	1,518,285.60	1,061,249.90	1,065,813.90	1,052,622.40	273,549.88	1,158,931.90	106,309.50	10.0
April								
Resident	436,276.42	419,563.59	393,245.89	411,734.51	64,583.61	206,413.63	-205,320.88	-49.8
Business	359,253.96	271,055.38	178,928.95	173,320.89	29,080.11	97,267.60	-76,053.29	-43.8
Withholding	1,493,145.76	1,182,283.32	1,161,734.13	1,162,277.47	370,462.92	1,319,377.31	157,099.84	13.5
	2,288,676.14	1,872,902.29	1,733,908.97	1,747,332.87	464,126.64	1,623,058.54	-124,274.33	-7.1
May								
Resident	470,363.26	456,542.65	421,073.86	445,117.66	41,499.00	247,912.63	-197,205.03	-44.3
Business	372,583.46	277,806.11	180,319.04	187,380.10	19,564.14	116,831.74	-70,548.36	-37.6
Withholding	1,689,857.28	1,389,824.95	1,394,867.98	1,422,929.08	231,611.79	1,550,989.10	128,060.02	8.9
	2,532,804.00	2,124,173.71	1,996,260.88	2,055,426.84	292,674.93	1,915,733.47	-139,693.37	-6.7
June								
Resident	518,196.47	512,653.31	470,668.68	492,892.92	60,101.32	308,013.95	-184,878.97	-37.5
Business	417,286.61	406,534.65	216,804.28	231,324.16	47,340.17	164,171.91	-67,152.25	-29.0
Withholding	1,839,257.34	1,577,909.54	1,605,443.26	1,623,445.66	238,241.05	1,789,230.15	165,784.49	10.2
	2,774,740.42	2,497,097.50	2,292,916.22	2,347,662.74	345,682.54	2,261,416.01	-86,246.73	-3.6

2020 - FISCAL POSTING YEAR ->		OCTOBER			
FUND NO.	INTEREST ALLOCATION - BY FUND Ordinance 116-97, Passed 12/29/97 FUND DESCRIPTION	BOOK BALANCE BY FUND 1ST OF MONTH	PERCENT (%) OF FUND BALANCE "+" GREATER > "0"	TOTAL INTEREST RECEIVED IN MONTH	TOTAL YTD INTEREST RECEIVED 2020
	INTEREST EARNED FOR MONTH LISTED ->			\$13,298.41	\$310,301.41
FUNDS ALLOCATING INTEREST TO - 100 GENERAL FUND:					
100	General Fund	\$1,263,340.20	4.3197%	\$574.45	\$13,507.55
101	General Reserve Balance Fund	\$250,000.00	0.8548%	\$113.67	\$2,781.22
123	Special Events Fund	\$190.08	0.0006%	\$0.08	\$2.20
130	Economic Devlopment Fund	\$27,580.00	0.0943%	\$12.54	\$282.73
147	Unclaimed Monies Fund	\$6,898.27	0.0236%	\$3.14	\$73.93
170	Municipal Income Tax Fund	\$9,937.84	0.0340%	\$4.52	\$318.70
180	KWH Tax Collection Fund	\$86,764.13	0.2967%	\$39.46	\$542.25
195	Law Library Fund	\$0.00	0.0000%	\$0.00	\$0.22
210	EMS Transport Service Fund	\$396,037.42	1.3542%	\$180.09	\$2,919.70
227	Napoleon Cemetery Trust Fund	\$69,728.03	0.2384%	\$31.70	\$771.56
240	Hotel/Motel (Lodge) Tax Fund	\$8,657.43	0.0296%	\$3.94	\$117.26
243	Fire Loss Claims Fund	\$76,000.00	0.2599%	\$34.56	\$729.44
261	CDBG Program Income Fund	\$93,975.40	0.3213%	\$42.73	\$1,023.40
277	Probation Officer Grant Fund	\$5,109.21	0.0175%	\$2.33	\$91.12
278	Court Special Projects Fund	\$252,766.23	0.8643%	\$114.94	\$2,654.30
279	Handicap Parking Fines Fund	\$1,100.00	0.0038%	\$0.51	\$12.23
280	Certified Police Training Fund	\$19,003.76	0.0650%	\$8.64	\$211.45
281	Indigent Drivers Interlock/Alcohol Rehab. Fund	\$64,731.01	0.2213%	\$29.43	\$691.64
287	Probation Improvement & Incentive Grant Fund	\$0.00	0.0000%	\$0.00	\$0.00
288	Justice Reinv. Incentive Grant Fund	\$17,429.89	0.0596%	\$7.93	\$180.02
290	Police Pension Fund	\$39,226.93	0.1341%	\$17.83	\$263.19
291	Fire Pension Fund	\$19,613.48	0.0671%	\$8.92	\$131.55
300	General Bond Retirement Fund	\$96,859.95	0.3312%	\$44.04	\$731.64
400	Capital Improvement Fund	\$1,147,107.44	3.9223%	\$521.60	\$10,924.85
401	Capital Improvement Funding Reserve Fund	\$72,436.90	0.2477%	\$32.94	\$805.83
410	Fire Facility Training Grant Fund	\$0.00	0.0000%	\$0.00	\$0.00
500	Electric Revenue Fund	\$5,265,457.05	18.0039%	\$2,394.23	\$53,964.57
580	Meter Deposit Fund	\$581,501.87	1.9883%	\$264.41	\$6,330.78
600	Central Garage Rotary Fund	\$21,664.97	0.0741%	\$9.85	\$347.11
	Sub Total - Funds - Interest to 100 General Fd.	\$9,893,117.49	33.8273%	\$4,498.48	\$100,410.44
ALLOCATING INTEREST DIRECTLY TO FUNDS AS LISTED:					
200	Street (SCM&R) Fund	\$528,745.50	1.8079%	\$240.42	\$5,045.04
201	State Highway Fund	\$32,367.35	0.1107%	\$14.72	\$290.46
202	Municipal (50%) MV License Tax Fund	\$91,310.36	0.3122%	\$41.52	\$906.68
203	Municipal(100%) MV License Tax Fund	\$227,565.39	0.7781%	\$103.47	\$2,500.11
204	County MV License Tax Permissive Tax Fund	\$47,202.63	0.1614%	\$21.46	\$522.07
220	Recreation Fund	\$462,239.94	1.5805%	\$210.18	\$4,394.12
221	Napoleon Aquatic Center	\$3,404,736.23	11.6417%	\$1,548.16	\$34,041.54
224	Sheller House Facility Repair	\$1,214.98	0.0042%	\$0.56	\$3.54
242	Fire Equipment Fund	\$517,834.08	1.7706%	\$235.46	\$5,942.10
250	Local Coronavirus Relief Fund	\$305,995.57	1.0463%	\$139.14	\$623.74
270	Indigent Drivers Alcohol Treatment Fund	\$82,894.78	0.2834%	\$37.69	\$911.26
271	Law Enforcement & Education Fund	\$3,690.00	0.0126%	\$1.68	\$45.62
272	Court Computerization Fund	\$158,533.76	0.5421%	\$72.09	\$1,720.25
273	Law Enforcement Trust Fund	\$1,167.10	0.0040%	\$0.53	\$12.87
274	Mandatory Drug Fine Fund	\$18,541.74	0.0634%	\$8.43	\$204.20
275	Municipal Probation Service Fund	\$141,082.15	0.4824%	\$64.15	\$1,569.46
310	SA Bond Retirement Fund	\$615,224.44	2.1036%	\$279.75	\$6,761.01
503	Electric Development Fund	\$3,609,524.39	12.3419%	\$1,641.28	\$38,186.32
510	Water Revenue Fund	\$2,008,938.37	6.8691%	\$913.48	\$21,152.10
511	Water Depreciation and Reserve Fund	\$820,637.96	2.8060%	\$373.15	\$6,171.43
512	Water Debt Reserve Fund	\$313,934.83	1.0734%	\$142.75	\$3,526.83
513	Water OWDA Bond Retirement Fund	\$50,033.73	0.1711%	\$22.75	\$506.22
519	Water Plant Improvement & Renovation Fund	\$81,347.52	0.2781%	\$36.98	\$2,015.55
520	Sewer (WWT) Revenue Fund	\$1,336,357.66	4.5693%	\$607.64	\$27,334.42
521	Sewer (WWT) Depreciation and Reserve Fund	\$2,260,021.70	7.7276%	\$1,027.65	\$21,090.97
522	Sewer (WWT) Debt Reserve Fund	\$298,511.02	1.0207%	\$135.74	\$3,776.79
523	OWDA SA Debt Retirement Fund	\$144,553.08	0.4943%	\$65.73	\$1,424.60
532	OWDA SA Debt Retirement Fund	\$67,566.88	0.2310%	\$30.72	\$747.35
560	Sanitation (Refuse) Revenue Fund	\$1,534,898.92	5.2482%	\$697.93	\$16,714.87
561	Sanitation (Refuse) Depreciation and Reserve Fund	\$186,353.25	0.6372%	\$84.72	\$1,749.45
	Sub Total - Funds - Interest Credited to Listed Funds	\$19,353,025.31	66.1730%	\$8,799.93	\$209,890.97
	NET TOTAL - ALL INCLUDED FUNDS	\$29,246,142.80	100.0003%	\$13,298.41	\$310,301.41
	FUND BALANCE > "0"	\$29,246,142.80			
	FUND BALANCE < "0"	\$0.00			
	FUNDS EXCLUDED FROM INTEREST ALLOCATION:				
276	Law Enforcement OT Grant Fund	\$0.00			
295	IRS 125 Employee Benefits Fund	\$2,857.69			
	NET TOTAL - ALL EXCLUDED FUNDS	\$2,857.69			
	GRAND TOTAL - ALL FUNDS	\$29,249,000.49			

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

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

INVOICE MONTH: AUGUST 2020

INVOICE DATE: SEPTEMBER 2020

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

CEP TRANSPORTATION - POOL #15 NAPOLEON	\$	26,603.48
--	----	-----------

CREDIT FOR BILLS COLLECTED BY OHIO GAS COMPANY ON BEHALF OF OHIO GAS ENERGY SERVICES AS AGENT		(26,603.48)
--	--	-------------

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

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

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

INVOICE MONTH: SEPTEMBER 2020

INVOICE DATE: OCTOBER 2020

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

CEP TRANSPORTATION - POOL #15 NAPOLEON \$ 28,281.55

CREDIT FOR BILLS COLLECTED BY OHIO GAS COMPANY ON BEHALF  
OF OHIO GAS ENERGY SERVICES AS AGENT (28,281.55)

NET AMOUNT DUE OHIO GAS ENERGY SERVICES \$ 0.00



# *City of Napoleon, Ohio*

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

*Napoleon, OH 43545*

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

*www.napoleonohio.com*

## *Memorandum*

**To:** Mayor & City Council, City Manager, City Law  
Director, Finance Director, Department  
Supervisors, News media  
**From:** Roxanne Dietrich, Clerk of Council  
**Date:** November 12, 2020  
**Subject:** *Parks & Recreation Committee – Cancellation*

The regularly scheduled meeting of the Parks and Recreation Committee for Monday, November 16, 2020 at 6:00 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](http://www.napoleonohio.com)

## *Memorandum*

**To:** Tree Commission, Mayor and City Council, City Manager, City Law Director, Finance Director, Department Supervisors, News Media  
**From:** Roxanne Dietrich, Clerk of Council  
**Date:** November 12, 2020  
**Subject:** Tree Commission – Cancellation

The regularly scheduled meeting of the City Tree Commission for Monday, November 16, 2020 at 6:00 pm has been CANCELED.



## AMP Update for Nov. 6, 2020

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

Fri 11/6/2020 4:56 PM

To: Roxanne Dietrich <rdietrich@napoleonohio.com>

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



Nov. 6, 2020

### Electric service outside municipal boundaries at risk in Ohio Supreme Court case

*By Lisa McAlister - senior vice president and general counsel for regulatory affairs*

On Oct. 20, AMP and OMEA filed an [amicus brief](#) in [Cleveland Electric Illuminating Co. v. City of Cleveland](#), which is pending before the Supreme Court of Ohio. The brief supports Cleveland Public Power (CPP) in defending the constitutional right of municipal utilities to provide electric service outside municipal boundaries. A copy of the amicus brief can also be found on the AMP website [here](#).

Article XVIII, Section 6 of the Ohio Constitution allows each municipality to sell surplus electricity outside the municipal boundary in an amount limited to 50 percent of the amount it sells within the municipality. Cleveland Electric Illuminating Co (CEI) has made the unsupported argument that organized electricity markets operated by PJM Interconnection, LLC make it impossible for municipal utilities to have a legitimate surplus and, therefore, all extra-municipal sales are unlawful.

The restrictions CEI seeks are completely at odds with municipal Home Rule authority and would require the court to take an activist approach and effectively rewrite the Ohio Constitution. AMP and OMEA remain hopeful that the Supreme Court of Ohio will rule in CPP's favor and uphold the Ohio Constitution.

If a decision is issued in favor of CEI, municipal electric utilities could be limited to purchasing the exact amount of electricity needed to serve customers within the corporate limits. This could cause municipal utilities to rely heavily on PJM's relatively volatile spot markets to make up for energy short-falls and to dispose of any excess energy.

A ruling accepting CEI's arguments could limit municipal electric utilities to serving only customers inside the corporate limits. Municipal electric utilities could be required to demonstrate that any surpluses used to supply customers outside of the corporate limits result from an unavoidable excess, such as loss of load.

A second round of briefing by each side will take place in December, followed by oral argument before the court in the new year. The court is expected to issue its opinion in mid-2021.

If you have questions regarding this case, please contact me at [lmcalister@ampppartners.org](mailto:lmcalister@ampppartners.org), or Michael Beirne at [mbeirne@ampppartners.org](mailto:mbeirne@ampppartners.org).

## Moody's issues questionable report regarding cybersecurity readiness among utilities

By Brannndon Kelley - chief information officer and senior vice president of technology

We want to make you aware of a report by Moody's Investors Services released yesterday.

In an effort to ensure you are aware of mischaracterizations throughout the report, we are sharing insight provided by the APPA.

- The Moody's report is based on an international survey of 115 utilities across the a few continents. It's unclear how many of the nation's 2,000+ public power utilities participated. The report notes that 71 of the 115 surveyed utilities are "American." The universe of U.S. electric utilities is more than 3,000, so 71 utilities, of which some subset are not-for-profit (whether public power or cooperative), is not a statistically relevant sampling.
- Cybersecurity is a journey, not a destination - it requires ongoing risk-mitigation. Public power utilities are constantly looking to up their grid security game.
- Every public power utility is different, and each takes a risk-based approach to grid security. They invest appropriately in personnel and measures to meet local needs and protect their varied assets and information.
- DOE recognizes the importance of not-for-profit utilities investing in deploying solutions to cyber and cyber-physical threats. It recently awarded \$6 million to APPA to continue to develop solutions for its members.
- Public power utilities regularly exercise their incident response plans. During GridEx V, 100 public power utilities participated in the all-industry exercise.

If you would like a copy of the report, please let me know. Also, if you receive any inquiries regarding the Moody's report, please connect with us.

AMP has a fully-staffed cybersecurity team and we work closely with the cyber teams of our national partners, including the APPA. As with all of our staff at AMP, our cybersecurity team is an extension of your own staff. Our purpose is to provide Members with innovative and forward-looking solutions.

Please do not hesitate to reach out to me directly at [cio@amppartners.org](mailto:cio@amppartners.org) or message AMP's cybersecurity team at [cyberprogram@amppartners.org](mailto:cyberprogram@amppartners.org) with any questions.

## Transmission Owner Sector challenge sector selection in PJM

By Steve Lieberman - assistant vice president of transmission and PJM affairs

During the recent PJM Members Committee meeting, certain members of the Transmission Owner (TO) sector formally challenged the qualifications of several other Members' sector selections. AMP believes that this effort by the TOs is an attempt to force PJM members into fewer sectors, which would result in a weakening of their voting power.



There was a great deal of discussion surrounding the process undertaken by PJM to review the sector selections of the challenged Members, which ultimately resulted in six Members being moved to new sectors. Some of the challenged Members and/or their representatives explained their disagreement with the process undertaken by PJM, and believe the decisions were an error in judgment. Based on the discussion at the meeting, AMP agrees with the assertion that this is an error in judgment, and that if there is discretion for sector selection it should be to the Member who decides which sector is correct, not PJM. AMP remains engaged on this issue and will continue to advocate on behalf of Members.

PJM agreed to six of the eight total challenges. The following table shows their determinations:

Member	Previous Sector	PJM Determination
Indiana Municipal Power Agency	Generation Owner (GO)	Electric Distributor (ED)
Industrial Energy Users - Ohio	Other Supplier (OS)	Other Supplier (OS)
Kentucky Municipal Energy Agency	Other Supplier (OS)	Electric Distributor (ED)



Kimberly-Clark Corporation	Generation Owner (GO)	Generation Owner (GO)
Kuehne Chemical Company	Other Supplier (OS)	End Use Customer (EUC)
Northern Illinois Municipal Power Agency	Generation Owner (GO)	Electric Distributor (ED)
Procter & Gamble Paper Products Company	Generation Owner (GO)	End Use Customer (EUC)
Gerdau Ameristeel Energy	Other Supplier (OS)	End Use Customer (EUC)

## AEP transmission rate to see 19 percent jump in 2020

*By Mike Migliore - vice president of power supply planning and marketing*

The 2021 transmission rate for the AEP zone was filed this week. The base network rate will rise on Jan. 1, 2021 from \$6.69 per kW-month to \$7.96 per kW-month. In just the past three years, AEP's transmission charge has increased by 60 percent. For 2021, AEP's system revenue requirement (numerator of rate) jumped 14.5 percent, while their 2020 1CP (denominator), which was set on July 9, 2020 during the hour from 4 to 5 p.m., dropped four percent.

## One week left to sign up for Focus Forward webinar on Nov. 12

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



Join us on Nov. 12 from 10-11 a.m. for the Focus Forward Webinar: *Electric Vehicle (EV) Rate Design and Managing Demand*.

Forecasts show EV adoption is going to increase. Without a thoughtful approach to encourage off-peak residential charging, these EVs could lead to costly distribution system impacts.

Natalia Mathura, principal of utility business models for the Smart Electric Power Alliance, will discuss best practices for designing and implementing residential EV rates to successfully incentivize customers to charge during off-peak hours.

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

## AMP promotes Karg and Hoffman

*By Tracy Reimbold - CPO and vice president of administrative services*

AMP is pleased to announce that Holly Karg and Zachary Hoffman have been promoted to the positions of assistant vice president of communications and public relations and manager of communications and publications, respectively.

In her new role, Karg is responsible for the development and implementation of a broad range of communications and public relations activities relative to the strategic direction and goals of the organization. Karg serves as an ambassador and spokesperson for the organization with media outlets and like entities, she represents AMP on the Ohio Energy Project Board of Trustees and serves as vice chair of the National Hydropower Association Public Affairs Committee.



Karg joined AMP in 2017 as director of media relations and communications. Prior to AMP, she served as director of public affairs for the Public Utilities Commission of Ohio and has held similar positions throughout her career. She holds a bachelor's degree in journalism from The Ohio State University.

As manager of communications and publications, Hoffman is responsible for content creation for publications, public relations and communications that support the strategic direction and goals of the organization. He reports to the assistant vice president of communications and public relations.

Hoffman joined AMP in 2017 as communications and public relations specialists. He holds a bachelor's degree in public relations and marketing communications from Ohio Dominican University.

Please join me in congratulating Holly and Zachary on their new roles!



## **AMP holds virtual safety training course**

*By Kyle Weygandt - director of member safety*

On Nov. 5, AMP held the virtual training course Holiday Stress Management. The session covered the ABC's of surviving the stressful situations presented by the holidays such as shopping, getting the right gifts, having family over or any other precipitating factor one might face.

If you were unable to attend, a video recording has been posted to the Member Extranet (login required) and the AMP YouTube channel (links available to members upon request). If you have any questions, need assistance accessing the [Member Extranet](#) (login required) or would like the YouTube link, please contact Jennifer Flockerzie at [jflockerzie@amppartners.org](mailto:jflockerzie@amppartners.org) or 614.540.0853.

## **AMP hosting Economic Development Rate Design - Lessons Learned webinar on Nov. 30**

*By Alexis Fitzsimmons - director of economic and business development*

Join us on Nov. 30 from 2-3 p.m. for the Economic Development Rate Design - Lessons Learned webinar.

Public power utilities are uniquely positioned to serve a vital role in community economic development efforts. Public power has the ability to negotiate, be flexible and complement the needs of the community and customer.

John Courtney, owner of Courtney & Associates, and Garrett Cole, principal of power supply for GDS Associates, Inc., have both assisted a number of public power utilities with designing rates to attract new load with existing or new customers. Participants will hear about their experiences and learn best practices and considerations for designing economic development rates.

The webinar is free and open to all AMP members. To register, please contact me at 614.540.0994 or [afitzsimmons@amppartners.org](mailto:afitzsimmons@amppartners.org).

## **October 2020: Price rebound slightly**

*By Mike Migliore*

With the help of the start of generator maintenance season, average market prices rose \$2 from September. October was the third highest priced month of 2020, but to find a lower priced month other than those in 2020, you would need to go back 17 years to 2003. The maximum hourly Day Ahead rate at the A/D Hub was only \$41/MWh at 6 p.m. on Oct. 28. Real time prices averaged \$1/MWh higher than day ahead for the month with 6 hours above \$100/MWh. Congestion patterns remained similar to past months.

<b>AVERAGE DAILY RATE COMPARISONS</b>			
	<b>October 2020 \$/MWh</b>	<b>September 2020 \$/MWh</b>	<b>October 2019 \$/MWh</b>
<b>A/D Hub 7x24 Price</b>	<b>\$22.24</b>	<b>\$20.00</b>	<b>\$26.45</b>
<b>PJM West 7x24 Price</b>	<b>\$21.77</b>	<b>\$19.56</b>	<b>\$25.02</b>
<b>A/D to AMP-ATSI Congestion/Losses</b>	<b>\$0.07</b>	<b>-\$0.72</b>	<b>-\$0.34</b>
<b>A/D to Blue Ridge Congestion/Losses</b>	<b>\$0.18</b>	<b>-\$0.06</b>	<b>\$0.05</b>
<b>A/D to PJM West Congestion/Losses</b>	<b>-\$0.47</b>	<b>-\$0.44</b>	<b>-\$1.43</b>
<b>PJM West to PP&amp;L Congestion/Losses</b>	<b>-\$6.84</b>	<b>-\$5.09</b>	<b>-\$5.37</b>
<b>MISO to A/D Hub Congestion/Losses</b>	<b>\$1.02</b>	<b>\$1.66</b>	<b>\$3.04</b>

## Energy market update

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

The December 2020 natural gas contract decreased \$0.104/MMBTU to close at \$2.942 yesterday. The EIA reported its first withdrawal of the season of 36 Bcf for the week ending Oct. 30, which was above market expectations of 31 Bcf. The year-ago build was 49 Bcf and the five-year average was 52 Bcf. Storage is now 3,919 Bcf, 5.4 percent above a year ago and 5.4 percent above the five-year average.

On-peak power prices for 2021 at AD Hub closed yesterday at \$33.01/MWh, which decreased \$1.16/MWh for the week.

## On Peak (16 hour) prices into AEP/Dayton hub

Week ending Nov. 6

MON	TUE	WED	THU	FRI
\$31.17	\$26.50	\$23.22	\$22.72	\$21.37

Week ending Oct. 30

MON	TUE	WED	THU	FRI
\$32.98	\$33.09	\$34.73	\$30.84	\$35.40

AEP/Dayton 2021 5x16 price as of Nov. 5 — \$33.01

AEP/Dayton 2021 5x16 price as of Oct. 29 — \$34.17

### AFEC weekly update

*By Jerry Willman*

The AMP Fremont Energy Center (AFEC) plant was in 1x1 configuration for the week. The plant shut down overnight Saturday and Thursday for the off-peak hours based on PJM economics. CT unit 2 remained on planned outage. For the week, the plant generated at a 35 percent capacity factor (based on 675 MW rating).

### Cybersecurity Town Hall: Tuesday, Nov. 10

AMP CIO and senior vice president of technology, Brannndon Kelley, is a panelist in EnergySec's Town Hall on Tuesday, Nov. 10 at 3 p.m. This online event is focused on cybersecurity for small to mid-size utilities. Panelists will discuss the cybersecurity challenges of smaller utilities, along with practical approaches, in order to meet these issues head on.

For free registration, click here: [EnergySec Town Hall](#)



# ENERGYSEC TOWN HALL

PANEL: STRONGER TOGETHER | 3:00 - 4:00PM ET | Nov. 10th

In what ways might larger utilities provide assistance to smaller utilities? Can collaboration between organizations of different sizes strengthen all parties? These questions and more will be discussed in this panel along with questions and ideas from Town Hall participants.

## MODERATED BY:



**Navroop Mitter**  
CEO, ArmorText

## PANEL INCLUDES:



**Brannon Kelley**  
CIO, American Municipal  
Power, Inc



**Ryan Burkett**  
Threat Intelligence  
Analyst, Xcel Energy



**Matt Anglin**  
CISO, NYISO



**Phil Clark**  
Director, Corporate  
Security, AECC



**Marc Child**  
Information Security  
Program Manager, Great  
River Energy

## Security tip - What *not* to do with a suspicious email

*By Jared Price - vice president of information technology and CTO*

Did you know that mishandling a phishing attack could be just as dangerous as falling victim to one? Learning how to identify and react to suspicious emails is essential to keeping your organization safe from cybercriminals.



Here are some examples of what *not* to do when you receive a suspicious email:

### Do not reply to the email for verification

If you receive a suspicious email that appears to be from someone you know, you may be tempted to investigate further. Replying to the email with questions like, "have you been hacked?" or "is this attachment safe?" only increases the security risk. If an email account has been compromised, the person who replies back to your question probably won't be who you expect. You could be communicating with a cybercriminal in disguise.

### Do not forward the email to someone else

The best practice is to never click a link or open an attachment that you were not expecting. But if you are fooled by a phishing email and you click a malicious link or open a malicious attachment, you may find that the link or attachment will not behave as expected. For example, after you open what appeared to be an image attachment, the file may open an installer window instead. Another example is when a malicious link redirects you to an unrelated login page.

If you see the unusual behavior of a malicious link or attachment, you may think about forwarding the email to a coworker for help, but you should never do this. Whenever you click on a link or open an attachment, consider any unusual behavior as a red flag. Never forward unusual or suspicious emails to other users. If you forward a phishing email, you increase the risk of a security breach because it helps cybercriminals reach more potential victims.

### Do not mark the email as spam

There is a major difference between spam and phishing attacks. Spam emails are typically annoying or unwanted advertisements that are often unsolicited, but are usually just a harmless attempt to sell you something. On the other hand, a phishing attack is a malicious email designed to look and feel like real correspondence. Phishing emails typically include a call to action such as clicking a link, opening an attachment or even transferring money.

Marking an email as spam simply moves that email, and any other emails that you receive from that

sender, to a different folder. This means moving a phishing email to spam would only hide the problem, not resolve it.

**What should I do with a suspicious email?**

The best way to handle a suspicious email is to notify your organization's IT Department. If you report a suspicious email, your cybersecurity specialists can assess and mitigate the threat.

Here are some tips for reporting a suspicious email:

- Be sure to follow your organization's process for reporting suspicious emails. Following cybersecurity protocols will help keep everyone's information safe.
- If you do not know how to report the email, leave it in your inbox and ask a manager or supervisor for help.
- If you are not sure whether an email is spam or a phishing attack, report it and let the experts decide.

# THE ACADEMY Webinars

AMERICAN PUBLIC  
POWER ASSOCIATION

2020

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coupon code **AMP** to  
receive the member rate.



## Classifieds

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

**Village of Arcanum seeks applicants for electric lineworker I or II**



The Village of Arcanum is seeking applicants for the position of full-time electric lineworker I or II. The successful candidate will be responsible for locating and repairing outages in overhead and underground equipment, constructing new substations and installing, repairing and maintaining traffic control systems. This position requires the performance of skilled tasks in various aspects of the utility operations, as well as specialization in electric distribution services and the ability to follow all health and safety policies and procedures. A complete job description is available [here](#) at [www.villageofarcanum.com](http://www.villageofarcanum.com) or by contacting the Village of Arcanum Administration Office at 937.692.8500.

Candidates must possess a high school diploma/GED, one year of on-the-job work experience with high-voltage electrical power lines and appurtenances and a valid Ohio driver's license. A commercial driver's license with class B endorsement must be acquired by the end of a six-month probationary period.

Submit resume and cover letter to Mary Stephens, administrative specialist, 309 South Albright St., Arcanum, OH 45304, or to [mstephens@villageofarcanum.com](mailto:mstephens@villageofarcanum.com). FLSA: Non-Exempt. The Village of Arcanum is an Equal Opportunity Employer.

## **Piqua Municipal Power System seeks applicants for electrical engineer**

The Piqua Municipal Power System is seeking applicants for the position of electrical engineer. This full-time position involves shared responsibility for the successful management and operation of the city-owned electric utility. Responsibilities include, but are not limited to, design of electrical facilities, construction coordination, operation and maintenance of electrical facilities and customer service. This is a supervisory position overseeing subordinate employees carrying out various technical responsibilities. The successful candidate will be a key member of the management team with a desire to advance in the organization.

Qualifications include: experience in the power utility industry or related business, management experience and a bachelor's degree in engineering. Individuals with demonstrated related work experience may be considered with bachelor degrees in other disciplines. Applications can be submitted [here](#) on the City of Piqua website and must be received by Nov. 13. Salary is DOQE.

## **City of Columbus seeks applicants for plant maintenance electrician I**

The City of Columbus is seeking qualified candidates for the position of plant maintenance electrician I. To apply, one must first take the open-competitive examination. Applications may be submitted to the Civil Service Commission by applying online at [www.columbus.gov/civilservice/](http://www.columbus.gov/civilservice/) by Nov. 6. Applicant tracking is now managed by NEOGOV. If you have submitted a profile in the past, you will have to submit a new one through NEOGOV.

The plant maintenance electrician I position will be responsible for installing, maintaining, troubleshooting and repairing electrical equipment (up to 15kV AC), wiring systems and accessories. To qualify you must have two years of experience installing and repairing three-phase electrical equipment in an industrial facility with voltages up to 2,400 volts. Substitution(s): Successful completion of a formal classroom or apprenticeship training program in the general principles of electricity may substitute for six months of the required experience. Possession of a valid driver's license is required. Salary: \$49,088-\$65,790.

Please contact the Civil Service Commission at 614.645.8300 with questions. The City of Columbus is an Equal Opportunity Employer.

## **City of Bowling Green seeks applicants for wastewater treatment plant operator**

The City of Bowling Green is seeking qualified candidates for the position of wastewater treatment plant operator. This hourly position is responsible for oversight of the operation of the wastewater treatment plant, ensuring effluent quality and proper/efficient plant operation. Oversees plant operations; checks equipment; performs lab tests; monitors plant via computer and plant walk through rounds; performs maintenance duties; operates trucks and other equipment; transports biosolids; 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; OEPA Wastewater Treatment Certifications preferred; valid Class A commercial driver's license required or must be able to obtain within six months of hire; must obtain a Class I OEPA Wastewater Treatment Certification within two years of hire; three to five years of relevant experience preferred. A copy of the job description will be provided to applicants. Pay is \$21.43-\$27.38 per hour, \$22.51 - \$28.74 per hour with a Class III OEPA Certification.

Qualified 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 at [www.bgoohio.org](http://www.bgoohio.org). Resumes may be included, but will not substitute for a completed application. Application materials must be returned to the Personnel Department by one of the following methods: email to [BGPersonnel@bgoohio.org](mailto:BGPersonnel@bgoohio.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. to 4:30 p.m. You may reach the Personnel Department by phone at 419.354.6200. Deadline for making application is Nov. 9, 4:30 p.m. AA/EEO

## **Village of Bradner seeks applicants for electric line utility worker**

The Village of Bradner is seeking a qualified full-time electrical line utility worker; responsible for operation and routine maintenance of the village electrical distribution system.

Must possess a high school diploma or GED and a valid class B, CDL license with air brake, or obtain six months after hire date. Knowledge of overhead distribution lines and underground primary distribution lines required - water and wastewater experience helpful. May require pole climbing and operation and use of bucket truck. Position requires response within 30-minute time period to call-out emergencies, and 24/7 carry of village-issued cell phone for troubleshooting and emergencies, including holidays and weekends.

Position requires various duties to include but not limited to: water distribution repairs, assist in wastewater treatment plant, tree trimming power lines, road maintenance and snow removal, park and pool maintenance, lawn care and other general maintenance as required. Above duties will require working in all weather conditions. Twice monthly Board meeting attendance is also required.

Applications may be obtained at the Town Hall (located at 130 N. Main St., Bradner, OH 43406) on weekdays from 8:30 a.m. - 5 p.m. or at [www.bradnerohio.org](http://www.bradnerohio.org). Candidates should return applications with resume and supporting documentation that would be helpful for consideration of employment to the attention of James Smith, Board of Public Affairs President. They can also be mailed to P.O. Box 599, Bradner, OH, 43406, or emailed to [kenriquez@bradnerohio.org](mailto:kenriquez@bradnerohio.org).

## **Borough of Ephrata seeks applicants for two positions**

### **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 and government.

### **Electric lineworker, first class**

The Borough of Ephrata is seeking applicants for the position of electric lineworker, first class. Successful candidate will work as part of a team, using technical, analytical and electrical knowledge to deliver reliable electric service to our customers. You will be responsible to perform inspections, maintenance, operations and construction work on the substations, transmission, distribution and street lighting systems. Work on circuits up to 13.2 kV with hot sticks and/or with rubber protective equipment in aerial buckets and in required safety apparel.

Applicants must possess: minimum Class B motor vehicle license; minimum of four years of work experiences for a public or private utility or completion of a recognized apprenticeship program, demonstrate thorough working knowledge of transformer connections, phasing, testing line inspections, emergency sectionalizing, meter and service installation; you must be able to climb utility poles and perform work up to 60 feet above the ground. You must reside within 30 minutes of Ephrata to respond to callouts.

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

## **Opportunities available at AMP**

AMP is seeking applicants for the following positions:

Director of transmission engineering

Director of transmission operations

Director of transmission planning

IT intern - Cybersecurity

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

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