
Memorandum

To: Mayor & Members of Council
From: Monica Irelan, City Manager
Subject: General Information
Date: June 24, 2016

CALENDAR

MONDAY, JUNE 27, 2016

AGENDA - *Finance & Budget Committee @6:30 pm*

1. **Approval of Minutes of May 23, 2016**
2. **Review the Income Tax Credits in lieu of Assessments for Projects** (tabled)
 - a. The following information is enclosed: a Memorandum from myself, Income Tax & Property Tax Rate Revenue Review, Income Tax Credit Review and Ohio CPAS Advance State Tax Reform Ideas/*Municipal Income Tax*

AGENDA - *Safety & Human Resources Committee @7:30 pm*

1. **Approval of February 22, 2016 Minutes**
- I have enclosed a Memo for each of the following agenda items:
2. **Review of the Current EMS Billing Contract**
 3. **Discussion on bringing Engineering Services in House**
 4. **Review of the Agreement between the City of Napoleon and the City of Defiance regarding Electrical Inspections**

INFORMATIONAL ITEMS

1. **AGENDA** – Civil Service Commission; Tuesday, June 28th @4:30 pm
2. **CANCELLATION** – Parks & Recreation Board Meeting
3. Council, Committees, Commissions and Boards
4. TMACOG Summer Caucus and Forum with State Lawmakers
5. AMP Update

MI:rd

Records Retention - CM-11 - 2 Years

June 2016							July 2016							August 2016						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30	31			
							31													

 Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27 6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	28	29 2:00 PM - 4:00 PM Betty Marhugh Retirement Open House @Municipal Court	30	1	2
3	4 HOLIDAY - Offices Closed 4th of July	5 7:00 PM City Council Meeting	6 6:00 PM River City Rodders Cruise-In Night	7	8	9
10	11 6:30 PM Electric Committee/BOPA Meeting 7:00 PM Water/Sewer Committee Meeting 7:30 PM Municipal Properties/ED Committee Meeting	12 4:30 PM Board of Zoning Appeals Meeting 5:00 PM Planning Commission Meeting	13	14	15 7:00 PM Rally in the Alley	16
17	18 6:00 PM Tree Commission Meeting 6:15 PM Parks & Recreation Committee Meeting 7:00 PM City Council Meeting	19	20	21	22	23
24	25 6:30 PM FINANCE & BUDGET Committee Meeting 7:30 PM SAFETY & HUMAN RESOURCES Committee Meeting	26	27	28	29	30
31	1 6:15 PM Technology & Communication Committee 7:00 PM City Council Meeting	2	3	4	5 7:00 PM Rally in the Alley	6

City of Napoleon, Ohio

Finance & Budget Committee

LOCATION: Council Chambers, 255 W. Riverview Avenue, Napoleon, Ohio 43545

Meeting Agenda

Monday, June 27, 2016 at 6:30pm

- I. Approval of Minutes of May 23, 2016 (*In the absence of any objections or corrections, the Minutes shall stand approved.*)
- II. Review the Income tax credits in lieu of assessments for projects (tabled)
- III. Any other matters currently assigned to the Committee
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk

**City of Napoleon, Ohio
Finance and Budget Committee
Meeting Minutes
Monday, May 23, 2016 at 6:30pm**

PRESENT

**Committee
City Staff**

Joe Bialorucki, Patrick McColley, Mayor Jason Maassel
Gregory J. Heath, Finance Director/Clerk of Council
Monica S. Irelan, City Manager
Lisa L. Nagel, Law Director

**Recorder
Others**

Anne Taylor
News Media

ABSENT

Finance & Budget

Call To Order

Acting Chairman McColley called the meeting to order at 6:30 pm.

Approval Of Minutes

Minutes from the March 28, 2016 meeting stand approved with no objections or corrections.

**Review of the Income Tax
Credits in Lieu of
Assessments for Projects**

Heath presented the Committee a handout regarding the Income Tax Credits in Lieu of Assessments for projects. (See Attached) The current policy gives 100% credit for residents of the City of Napoleon that work outside of the City limits.

Discussion

Heath advised that \$554,559.89 is the potential estimated maximum revenue with a 100% Reduction of Credit. Heath advised by using a credit, the Committee and Council has control over adjustments in the future.

Irelan discussed a comparison of property tax millage for surrounding communities including Bellevue with 2.0 mills; Wauseon with 2.6 mills; Port Clinton with 1.9 mills; Clyde with no addition millage; Northwood with no additional millage and Napoleon no additional millage. (See Attached)

This millage is on top of the 1.5% income tax that these communities collect.

Irelan stated in general, the 1.5% reduction in the income tax is typical with the majority of Villages giving credits versus Cities.

Heath advised an additional property tax millage would target a specific revenue level. McColley questioned if a property tax millage would need to be decided by the citizens with Irelan responding the issue would have to be on the ballot for the voters to decide.

McColley expressed his opinion that he prefers a property tax millage over an income tax credit, with Maassel concurring. Heath added that Thirty (30) to Forty (40) percent of the City consists of rental properties with the property owners passing the increase along to their tenants through increases in rent.

McColley stated he believes the decision should be up to the residents.

Nagel advised the Committee that the City of Rossford currently has an issue with the income tax credit with litigation recently filed against the City of Rossford.

Rossford went through the process of the potential tax credit and voted to reduce the income tax credit by 50% with the voters now seeking a referendum to get the issue on the ballot.

Maassel stated that with the figures presented, if a 50% income tax reduction is

chosen it would generate \$277,279.95 per year in comparison to a property tax of two (2) mills.

Irelan stated the public will need to be educated on the need for the income tax reduction or a property tax levy. Irelan added that the public needs to be made aware that the City has made several budget cuts, but have continued to provide services to the residents adding that additional revenue is needed to continue to provide these services. McColley asked if additional statistics from surrounding communities can be researched for the Committee of Cities of comparable size to Napoleon with Irelan responding she will compile the statics as requested.

Irelan advised a decision would need to be made by the next Council meeting on June 6, 2016 with the second and third reads being suspended in order to place the issue on the ballot this year. It was the consensus of the Committee that the process will extend into 2017 with the possibility of having the issue on the May, 2017 ballot. Irelan advised the City will not be able to fund all proposed expenditures in the current year's budget without the additional revenue.

McColley stated he feels any tax issue, including the income tax credit, should go to the voters with Heath advising placing the issue on the ballot would be setting a precedent, with Irelan concurring.

Bialorucki suggested considering a combination of both income tax credit and property tax millage with Irelan and Heath stating that is a possible solution.

Motion To Table the Review of the Income Tax Credits in Lieu of Assessments for Projects

Motion: Maassel Second: Bialorucki
To Table the Review of the Income Tax Credits in Lieu of Assessments for Projects

Passed
Yea- 3
Nay- 0

Roll call vote on above motion:
Yea- Maassel, McColley, Bialorucki
Nay-

Budget Adjustment for Law Department Reorganization Discussion

Nagel reported that the Law Department went through a large transition with the retirement of the Executive Assistant and the resignation of the Law Director in 2015 with Council feeling it was best to allow the new Law Director to choose the structure of the Department. Since August, 2015, when Nagel started her new position as Law Director, the prosecution work was outsourced with a contract in placed through 2016, in order to give Nagel time to learn the Law Director's duties tied to Council and Committee obligations, contract review, Ordinance and Legislative duties, as well as general legal advice on a day-to-day basis. Nagel feels she is ready to explore the Prosecution work but needs full time administrative and legal assistance to make that happen. Nagel suggested hiring a full-time Executive Assistant; however, there are no additional funds budgeted in 2016 to do this transition.

Nagel proposed the Finance and Budget Committee to present legislation to Council at the June 6, 2016 meeting (emergency and suspension requested) requesting a \$30,000 budget transfer from Account 100.2100.51310 to Account 100.1400.5100 to pay for the position.

Nagel advised she has met with Police Chief Weitzel and advised there is an open/unfilled dispatcher position which will leave a \$30,000 credit balance allocated for that position for the remainder of 2016. Thanks to the team work of the Police Department there is no intention of filling that position in 2016. Nagel proposed to transfer/reallocate already appropriated funds to be used for an Executive Assistant for the remainder of 2016, adding that in 2017 and onward, the police dispatch position would be eliminated completely from the budget. Nagel added that the Police Department has stepped up to the plate and is in full support of the

reorganization. Nagel asked for support of the Committee with the City Manager and Law Director recommending a transfer of funds in the amount of \$30,000 from Account 100.2100.51310 to Account 100.1400.5100 in order to cover a full-time Executive Assistant to Appointed Authority for the remainder of 2016.

McColley questioned if there is justification for this additional position, adding that if the Law Director intends on pursuing more prosecution than there should be a reduction in the outsourcing of the prosecution. McColley asked what the current expenditures are to outsource the prosecution with Ireland advising the current contract is for \$33,000.00 with no benefits. The prior Law Director Hayberger's budget for out sourcing was \$30,000. Bialorucki questioned if the actual cost for an Executive Assistant would be \$60,000.00 with Ireland stating the actual cost would be \$50,000.00 per year including benefits.

McColley asked Nagel if she currently needs help with the Civil duties of her position. Nagel responded that she does need help with Ireland concurring and stating that there is Administrative work that is not getting done.

Ireland advised that her part time assistant position has not been and will not be filled adding that she will share the Executive Assistant with Nagel. Ireland stated her department went from four (4) full time to currently having one (1) full time and one (1) part time adding that the departments are struggling with keeping up scanning, filing, and other tasks.

McColley suggested hiring an intern with Ireland advising that it is her opinion that an intern is not a solution adding that by the time they are trained, it is time for them to leave. Maassel questioned Nagel that if she decides not to continue with the Prosecution duties, what would happen with the executive assistant.

Ireland responded stating that it is time to get rid of the line that has been previously drawn between departments and have employees work together to cover for each other throughout all of the City offices.

McColley stated it is his opinion that if the part time assistant position and the dispatch position is removed from the budget, he would be in favor of creating this Executive Assistant position. McColley asked if Nagel if she is capable of sharing an employee with other departments with Nagel responding "absolutely".

Bialorucki stated his opinion that there could be conflict with this Executive Assistant position potentially having three (3) bosses and suggested having one (1) person as the Supervisor for this position. Ireland's response was that Nagel would be the Supervisor.

McColley asked if it would be beneficial to have protocol for this position so that everyone would know how it would work, with Ireland stating it is her opinion that protocol is not necessary. McColley asked Ireland if she had any reservations in this proposal of an Executive Assistant position with Ireland responding that she does not have any reservations, especially with a net savings to the budget and added that with ten (10) to twelve (12) years of scanning and filing to do, this position is needed and the person in this position will be kept busy. Nagel expressed her feelings that she is in over her head and does not have time to do the filing, routine clerical work, adding that she needs assistance in order to concentrate on the more significant duties as Law Director.

Maassel advised that prior Law Director Hayberger asked for an Assistant Prosecutor, however, the issue was vetoed by Mayor Behm at that time.

Nagel advised it is difficult for her to keep informed on the prosecution cases of the



City of Napoleon, Ohio

DEPARTMENT OF MANAGEMENT

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Memorandum

To: Mr. Chair and Finance and Budget Members

From: Monica Irelan, City Manager

RE: *Review the Income Tax Credits in lieu of Assessments for Projects*

Attached is a chart comparing the income and property tax rate of the City of Napoleon with four cities of similar size Cities in Northwest Ohio.

NORTHWEST OHIO CITY TAX RATES AND CREDITS GIVEN (Rates Listed as of 12/31/2015)

<u>CITY</u>	<u>TAX RATE</u>	<u>ANOTHER CITY (Up To)</u>	<u>OF TOTAL TAX (CREDIT)</u>	<u>DUE AFTER CREDIT</u>	<u>County</u>	<u>Government</u>	<u>Population</u>
Napoleon	1.50%	1.50%	100.00%	0.00%	Henry	Charter	8,700
Bryan	1.80%	1.80%	100.00%	0.00%	Williams	Charter	8,527
Bellevue	1.50%	1.50%	100.00%	0.00%	Sandusky	Charter	8,059
Wauseon	1.50%	1.50%	100.00%	0.00%	Fulton	Statutory	7,303
Rossford	2.25%	2.25%	100.00%	0.00%	Wood	Charter	6,499

<u>CITY</u>	<u>Property Tax inside 10 mills</u>	<u>Property Tax Voted Additional</u>	<u>Property Tax Voted Purpose</u>
Napoleon	2.90	0.00	n/a
Bryan	2.80	0.00	n/a
Bellevue	2.60	4.00	2.0 mills Ambulance& EMS 0.5 mills Recreation 1.0 mills Recreation 0.5 mills Recreation
Wauseon	2.20	2.60	New swimming pool
Rossford	1.80	5.90	3.5 mills for general capital improvements (approximately \$375,000) 0.6 mills for fire department operations (approximately \$75,000) 1.0 mill for fire department capital (approximately \$125,000) 0.4 mills for recreation center operations (approximately \$43,000) 0.4 mills for recreation center capital (approximately \$43,000)

CITY OF NAPOLEON, OHIO - INCOME TAX & PROPERTY TAX - RATE REVENUE REVIEW
THE ITEMS LISTED BELOW WOULD REQUIRE A VOTE OF THE CITIZENS OF NAPOLEON

INCOME TAX ESTIMATED REVENUE PERCENTAGES TABLE:

Using 2015 Income Tax - Actual Tax Collected was **\$4,233,916**

A full 1.0 % Income Tax Rate using 2015 data will produce about
 an additional Annual Income Tax of **\$2,822,000**

<u>Tax Level Rate %</u>	<u>Estimated Revenue</u>	<u>Estimated Cost to Taxpayer @ \$30,000/Yr</u>
0.1%	\$282,200	\$30.00
0.2%	\$564,400	\$60.00
0.3%	\$846,600	\$90.00
0.4%	\$1,128,800	\$120.00
0.5%	\$1,269,900	\$135.00
0.6%	\$1,693,200	\$180.00
0.7%	\$1,975,400	\$210.00
0.8%	\$2,257,600	\$240.00
0.9%	\$2,539,800	\$270.00
1.0%	\$2,822,000	\$300.00

PROPERTY TAX ESTIMATED REVENUE PERCENTAGES TABLE:

2016 Current Net Assessed Valuation for the City is **\$140,849,400**

One (1) Mill = .001 X Valuation or potential revenue **\$140,849**

<u>Tax Level Rate (Mills) (1 Mill = .001)</u>	<u>Estimated Revenue</u>	<u>Estimated Cost to Property Owner w/\$100,000 House Val. (\$100,000 x 35%)= \$35,000 Net Valuation</u>
0.1	\$14,085	\$3.50
0.2	\$28,170	\$7.00
0.3	\$42,255	\$10.50
0.4	\$56,340	\$14.00
0.5	\$70,425	\$17.50
0.6	\$84,510	\$21.00
0.7	\$98,595	\$24.50
0.8	\$112,680	\$28.00
0.9	\$126,764	\$31.50
1	\$140,849	\$35.00
2	\$281,699	\$70.00
3	\$422,548	\$105.00
4	\$563,398	\$140.00
5	\$704,247	\$175.00
6	\$845,096	\$210.00
7	\$985,946	\$245.00
8	\$1,126,795	\$280.00
9	\$1,267,645	\$315.00
10	\$1,408,494	\$350.00

CITY OF NAPOLEON, OHIO - INCOME TAX CREDIT REVIEW							
POTENTIAL ADDITIONAL REVENUE WITH REDUCED CREDIT USING YEAR LISTED							
			<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>
Tax Credits:							
Tax Rate Higher than 1.5%							
Qualifying Wages:			\$34,348,267.35	\$39,028,774.72	\$40,401,970.18	\$34,476,510.53	\$31,632,721.29
	Reduction of Credit:						
	100%		515,224.01	585,431.62	606,029.55	517,147.66	474,490.82
	95%		489,462.81	556,160.04	575,728.08	491,290.28	450,766.28
	90%		463,701.61	526,888.46	545,426.60	465,432.89	427,041.74
	85%		437,940.41	497,616.88	515,125.12	439,575.51	403,317.20
	80%		412,179.21	468,345.30	484,823.64	413,718.13	379,592.66
	75%		386,418.01	439,073.72	454,522.16	387,860.74	355,868.11
	70%		360,656.81	409,802.13	424,220.69	362,003.36	332,143.57
	65%		334,895.61	380,530.55	393,919.21	336,145.98	308,419.03
	60%		309,134.41	351,258.97	363,617.73	310,288.59	284,694.49
	55%		283,373.21	321,987.39	333,316.25	284,431.21	260,969.95
	50%		257,612.01	292,715.81	303,014.78	258,573.83	237,245.41
	45%		231,850.80	263,444.23	272,713.30	232,716.45	213,520.87
	40%		206,089.60	234,172.65	242,411.82	206,859.06	189,796.33
	35%		180,328.40	204,901.07	212,110.34	181,001.68	166,071.79
	30%		154,567.20	175,629.49	181,808.87	155,144.30	142,347.25
	25%		128,806.00	146,357.91	151,507.39	129,286.91	118,622.70
	20%		103,044.80	117,086.32	121,205.91	103,429.53	94,898.16
	15%		77,283.60	87,814.74	90,904.43	77,572.15	71,173.62
	10%		51,522.40	58,543.16	60,602.96	51,714.77	47,449.08
	5%		25,761.20	29,271.58	30,301.48	25,857.38	23,724.54
	0%		0.00	0.00	0.00	0.00	0.00
Tax Rate Lower than 1.5% (.5% & 1%)							
Qualifying Wages:			\$2,622,392.03	\$3,444,930.85	\$2,659,906.24	\$2,508,307.56	\$3,546,787.20
	Reduction of Credit:						
	100%		39,335.88	51,673.96	39,898.59	37,624.61	53,201.81
	95%		37,369.09	49,090.26	37,903.66	35,743.38	50,541.72
	90%		35,402.29	46,506.57	35,908.73	33,862.15	47,881.63
	85%		33,435.50	43,922.87	33,913.80	31,980.92	45,221.54
	80%		31,468.70	41,339.17	31,918.87	30,099.69	42,561.45
	75%		29,501.91	38,755.47	29,923.95	28,218.46	39,901.36
	70%		27,535.12	36,171.77	27,929.02	26,337.23	37,241.27
	65%		25,568.32	33,588.08	25,934.09	24,456.00	34,581.18
	60%		23,601.53	31,004.38	23,939.16	22,574.77	31,921.08
	55%		21,634.73	28,420.68	21,944.23	20,693.54	29,260.99
	50%		19,667.94	25,836.98	19,949.30	18,812.31	26,600.90
	45%		17,701.15	23,253.28	17,954.37	16,931.08	23,940.81
	40%		15,734.35	20,669.59	15,959.44	15,049.85	21,280.72
	35%		13,767.56	18,085.89	13,964.51	13,168.61	18,620.63
	30%		11,800.76	15,502.19	11,969.58	11,287.38	15,960.54
	25%		9,833.97	12,918.49	9,974.65	9,406.15	13,300.45
	20%		7,867.18	10,334.79	7,979.72	7,524.92	10,640.36
	15%		5,900.38	7,751.09	5,984.79	5,643.69	7,980.27
	10%		3,933.59	5,167.40	3,989.86	3,762.46	5,320.18
	5%		1,966.79	2,583.70	1,994.93	1,881.23	2,660.09
	0%		0.00	0.00	0.00	0.00	0.00

CITY OF NAPOLEON, OHIO - INCOME TAX CREDIT REVIEW								
POTENTIAL ADDITIONAL REVENUE WITH REDUCED CREDIT USING YEAR LISTED								
			<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	
TOTAL POTENTIAL Additional Tax Generated:								
	Reduction of Credit:							
	100%		\$554,559.89	\$637,105.58	\$645,928.15	\$554,772.27	\$527,692.63	
	95%		\$526,831.90	\$605,250.30	\$613,631.74	\$527,033.66	\$501,308.00	
	90%		\$499,103.90	\$573,395.03	\$581,335.33	\$499,295.04	\$474,923.36	
	85%		\$471,375.91	\$541,539.75	\$549,038.92	\$471,556.43	\$448,538.73	
	80%		\$443,647.91	\$509,684.47	\$516,742.52	\$443,817.82	\$422,154.10	
	75%		\$415,919.92	\$477,829.19	\$484,446.11	\$416,079.20	\$395,769.47	
	70%		\$388,191.92	\$445,973.91	\$452,149.70	\$388,340.59	\$369,384.84	
	65%		\$360,463.93	\$414,118.63	\$419,853.30	\$360,601.98	\$343,000.21	
	60%		\$332,735.93	\$382,263.35	\$387,556.89	\$332,863.36	\$316,615.58	
	55%		\$305,007.94	\$350,408.07	\$355,260.48	\$305,124.75	\$290,230.95	
	50%		\$277,279.95	\$318,552.79	\$322,964.07	\$277,386.14	\$263,846.31	
	45%		\$249,551.95	\$286,697.51	\$290,667.67	\$249,647.52	\$237,461.68	
	40%		\$221,823.96	\$254,842.23	\$258,371.26	\$221,908.91	\$211,077.05	
	35%		\$194,095.96	\$222,986.95	\$226,074.85	\$194,170.29	\$184,692.42	
	30%		\$166,367.97	\$191,131.68	\$193,778.44	\$166,431.68	\$158,307.79	
	25%		\$138,639.97	\$159,276.40	\$161,482.04	\$138,693.07	\$131,923.16	
	20%		\$110,911.98	\$127,421.12	\$129,185.63	\$110,954.45	\$105,538.53	
	15%		\$83,183.98	\$95,565.84	\$96,889.22	\$83,215.84	\$79,153.89	
	10%		\$55,455.99	\$63,710.56	\$64,592.81	\$55,477.23	\$52,769.26	
	5%		\$27,727.99	\$31,855.28	\$32,296.41	\$27,738.61	\$26,384.63	
	0%		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
*Figures based on 2011 and 2010 Napoleon Returns filed to date - 02/25/2013								
*Figures based on 2012 Napoleon Returns filed to date - 5/14/14								
*Figures based on 2013 Napoleon Returns filed to date - 8/26/15								
*Figures bases on 2014 Napoleon Returns filed to date - 5/5/16								

Ohio CPAs advance state tax reform ideas
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June 20, 2016

MEMBER ALERT



OHIO CPAS ADVANCE STATE TAX REFORM IDEAS

Dear Debra,

The Ohio Society of CPAs today testified before the Ohio 2020 Tax Policy Study Commission, presenting recommendations for improving Ohio's tax structure and making it a key asset for attracting, retaining and growing businesses in our state.

The recommendations are the work of [OSCPA's Ohio Tax Reform Task Force](#), formed in 2015 to help Ohio's leaders evaluate Ohio's tax structure and competitiveness.

The Ohio Tax Reform Task Force outlined several areas the state should evaluate, including:

Personal Income Tax - Reduce the number of tax brackets in Ohio from nine to no more than 3 - 5, eliminate or reduce many credits and deductions; if considering a move to a flat tax structure, ensure it would not unintentionally harm the state financially; and fix Ohio's marriage tax penalty.

Municipal Income Tax - Centralize municipal tax collection and administration, eliminate



municipal throwback rules and provide for full reciprocity credit.

Commercial Activity Tax (CAT) - Keep the CAT rate low, the base broad, and limit any exemptions unless a valid public policy reason dictates one.

Sales & Use Tax - Limit sales tax exemptions for niche industries and do not expand sales taxes to professional services.

Other State Taxes - Apply a more consistent approach to taxing within certain business categories, avoiding exemptions to maintain economic fairness and stability, and ensure the future solvency of Ohio's Unemployment Compensation Trust Fund.

The commission will take all recommendations into consideration before issuing their own report later this year.

"Much like with our Ohio Budget Advisory Task Force report in 2010, we are pleased to share the collective expertise of the CPA profession through our Ohio Tax Reform Task Force report," said Matt Yuskewich, CPA, chair of the Task Force. "We had decades of experience at the table and generated a number of recommendations. We look forward to serving as a resource to the Legislature and the Kasich Administration to help craft future Ohio tax policies and drive a pro-business environment."



[Hear more from Matt now](#); you can [read the full white paper](#) and look to this week's *CPA Takeaways* for further details.

City of Napoleon, Ohio
Safety & Human Resources Committee
LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio
Meeting Agenda
Monday, June 27, 2016 at 7:30pm

- I. Approval of February 22, 2016 Minutes: *(In the absence of any objections or corrections, the minutes shall stand approved.)*
- II. Review of the current EMS Billing Contractor
- III. Discussion on bringing Engineering Services in house
- IV. Review of the Agreement between the City of Napoleon and the City of Defiance regarding electrical inspections
- V. Any other matters currently assigned to the Committee

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
Special Meeting
of
Safety & Human Resources Committee
in Joint Session with
Freedom, Napoleon, Harrison Townships &
Henry County South Joint Ambulance District

PRESENT
Committee
City Staff

Recorder
Others

ABSENT
Committee
Others

Call To Order

Approval of Minutes

Review Of EMS Costs And Revenues

Special Meeting Minutes
Monday, February 22, 2016 at 6:00pm

Dan Baer – Chair, Jeff Comadoll, Rita Small
Monica Irelan, City Manager
Greg Heath, Finance Director/Clerk of Council
Clayton O’Brien, Fire Chief
Bobby Stites, Assistant MIS Director
Tammy Fein
News Media; Kevin Gerken, Napoleon Township; Denny Bockelman,
Freedom Township; Scott Buddelmeyer, Henry County South Joint
Ambulance District

Chairman Baer called the meeting to order at 6:00pm.

Minutes of the January 25 meeting stand approved with no objections
or corrections.

Heath explained that the information that was distributed in the packet was updated to the 2015 actual figures, including the checks and payments made to the Townships; the Napoleon Fire Department run info ranging from September 2015 through December 2015; all 2015 year end information; and individual Township Med 3000 information ranging from October 2015 through December 2015. Heath explained that each entity received their share of revenues for which payment was received by the City for runs made in that entity’s jurisdiction. Heath stated that also included was a listing of the actual expenditures for the year, representing all fire and EMS related expenditures, funds and accounts, and actual year to date cash out expenses, however this does not include accruals or encumbrances. Heath stated that the proposed contract amounts based on prior understanding of allocation that has been used historically is listed as well adding that these percentages are stipulated. Heath reminded the Committee that the City does have the authority to create a price and to bill the entities at that price, and no explanation need be given as to the basis. Heath believes that the Henry County South Joint Ambulance District being treated differently from the Townships could cause future issues.

Irelan reported that none of the calculations have been altered as previously discussed. Buddelmeyer stated that he would like to continue discussing the contract for the Henry County South Joint

Ambulance District (HCSJAD), adding that expenses are hard to control with five (5) calls in the previous year; Irelan replied that Staff has researched this extensively and is finding it hard to reach a negotiated compromise with the HCSJAD. O'Brien reported for the record that the HCSJAD was reimbursed properly for the runs with a difference of approximately \$2,600. O'Brien reminded the Committee that the return service offered by the HCSJAD is Mutual Aid assistance with one (1) fulltime position after 6:00pm, adding that the response time is a factor to be considered. Irelan reported that she and O'Brien will review this information and bring this back to the Committee. Heath reminded the Committee that the contracts must be approved by Council, and in place by April 1, 2016; Irelan reported that the contracts will be brought before Council at the next meeting even though the conversation will remain ongoing.

Motion To Recommend Council Approval Of EMS Costs And Revenues Using 2015 Actuals For Use In Determining 2016 Contracts To Townships And Henry County South Joint Ambulance District

Motion: Comadoll Second: Small
To recommend Council approval of EMS costs and revenues using 2015 Actuals for use in determining 2016 Contracts to Townships and Henry County South Joint Ambulance District

Passed
Yea- 3
Nay- 0

Roll call vote on above motion:
Yea- Comadoll, Small, Baer
Nay-

Review Of Fire Department Organizational Structure

Irelan requested the replacement of the Assistant Fire Chief position as soon as practical after the retirement of the current Assistant Chief Tony Druhot on March 18, 2016, who has served as the Assistant Chief since 2009 during which Druhot has stepped directly into the role of Chief on numerous different occasions, including being the interim Fire Chief during the hiring process of a permanent Chief. Irelan believes that in the absence of the Fire Chief the Assistant Chief is there to ensure the fire department continues to work toward its mission, and the Assistant Fire Chief plays a crucial part of the operation of the fire department. Irelan outlined the duties of the Assistant Chief, adding that currently the City of Napoleon Codified Ordinance 143.01 allows for the Napoleon Fire & Rescue Department a total of (1) Fire Chief and three (3) full-time employees in the supervisory role; this would include the Assistant Fire Chief. With the following solution I am providing this ordinance will not need to be changed; the supervisory roles will consist of the Fire Chief, Assistant Fire Chief, Captain 1 and Captain 2.

Irelan stated that if the Assistant Fire Chief is replaced, the current utilization of the position will be changed; the duties will remain the same, but the role of the Assistant Chief will change on the every third day rotation and when the permanent Captain is off, adding that the Assistant Fire Chief will remain a salaried forty (40) hour position; the only change would be that the Assistant Chief would be the officer in charge of the crew every third day and every day the permanent

Captain is off excluding weekends and holidays, adding that this accounts for approximately seventy seven (77) shifts a year for the every third day and about forty two (42) shifts a year if the Captains take off time during the week. Ireland believes that by doing this the Assistant Chief will be saving the cost of a part-time staff member eight (8) hours every third day and saving the cost of an acting officer every third day and every day during the week the Captain is off. Ireland reported that Local #3363 contracts states in Article 27 (Acting time) the City will appoint an acting officer for openings of twenty four (24) hours or more; the Assistant Chief will be in charge every third day and anytime the shift Captain is off on approved leave. Ireland believes that by replacing the Assistant Chief and utilizing the position in this fashion the Fire Department would continue operating well within the codified Ordinance as well as saving the City approximately \$26,000. Ireland believes that she will request to hire based off interviews and forego testing, however she will research this with Civil Service, adding that this is for informational purposes only and no recommendation to Council is necessary.

Any Other Matters Assigned To The Committee

None

Motion To Adjourn

Motion: Small
To adjourn the meeting at 6:22pm

Second: Comadoll

Passed
Yea- 3
Nay- 0

Roll call vote on motion:
Yea- Comadoll, Small, Baer
Nay-

Approved:

Dan Baer, Chair



City of Napoleon, Ohio

DEPARTMENT OF MANAGEMENT

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

Memorandum

To: Mr. Chair and Safety & Human Resources Committee
From: Monica Irelan, City Manager and Chief O'Brien, Fire Chief
RE: Review of the current EMS Billing Contractor

Background:

Due to some concerns we have with our current ambulance billing company we began to look for other options. Our current billing company is McKesson. When we first contracted with them in 1998 they were Healthserve, then Med3000 and now McKesson. Our contracted fee is 6.5%. We identified issues such as runs being missed and not billed and very poor communication from them. We made attempts to try and improve this relationship by doing a site visit as well as having them come here and meet with us. This seemed to help in the short term, but did that did not last long. The amount of work on our end is tremendous in comparison to what work would be required of us for a different billing company at a cheaper price.

Research:

Law Director, Finance Director and Fire Chief met with two other billing companies. These meetings made us realize there was a lot more out there that we were unable to take advantage of with McKesson. Examples include the electronic transfer of runs and more user friendly portals. Currently we have to download and email in an encrypted file to McKesson and with the other billing companies the run will be automatically sent after it is reviewed for quality and assurance and completed. This email process has been a big problem. With poor communication we can never be sure all our runs we are sending are getting processed. This has been our biggest complaint about McKesson.

The first company we met with was Medicount. They are operating out of Cincinnati Ohio and have good reports from many of my peers. Medicount offers a more up to date run transfer and portal than McKesson. From speaking to other departments close by Medicount does a good job with communication and they all feel their problems are resolved in a timely manner. We met with a gentleman by the name of Health Smeadly and he did a great job of explaining what they had to offer, however, in the end we did not feel this company completely met our needs. We felt Medicount was lacking when it came to helping us stay up to date on the laws and compliance of ambulance billing. Medicount quoted us 7.5%

The second company we met with was AccuMed Group. They are located in Brownstown Michigan. They are a small company with 75 employees and have an office in Ann Arbor as well. AccuMed came highly recommended to me from my peers. We met with Kate Melasi. What separated AccuMed from Medicount was their vision and our vision on compliance billing. There are many rules and regulations when it comes to ambulance billing, and protected health information and I am confident AccuMed will not leave us in the dark when changes come

along. AccuMed is audited and by the law firm Paige, Wolberg and Wirth. They are the leaders in ambulance billing and HIPPA laws. All Accumed customers have access to P.W.W if need be for no additional charge. I reached out to a few of AccuMed clients located in Ohio and Michigan and they had great reviews. One Chief supplied me with a detailed report that Accumed supplies monthly to let us know how we are doing and suggestions of what we can improve on. Accumed will provide our staff with documentation training. Accumed will ensure our department is complaint by reviewing our policies and procedures we have in place. AccuMed quoted us 6.0%.

Recommendation:

We are looking for a recommendation to move forward in the selection of a new billing company in the way of sole sourcing. Over the past 3 years we have spent around \$20,000 a year in an ambulance billing. Our current contract is 30 day notice of termination. All runs that McKesson has at that point will continue to process. AccuMed will not accept any runs from McKesson to process.

The transition will take a few months. During this transition we will be working closely with AccuMed to get the correct forms and paperwork filed with the federal government. The finance department will transition with their assistance as well.



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Memorandum

To: Mr. Chair and Safety & Human Resources Committee
From: Monica Irelan, City Manager and Chief O'Brien, Fire Chief
RE: Discussion on bringing Engineering Services in house

Background:

During the 2016 budget season, Councilman McColley asked that we look into the costs associated with bringing more Engineering design work in-house. Since the City is a very active infrastructure community, there will be significant work for many years to come.

Research:

Attached you will find a spreadsheet showing work that was sent to an outside design company and the design costs associated with that work. Just a note: there will still be a need to outsource some projects if there is ODOT grant money due to ODOT standards. Those projects are not in this listing.

You will see that the 11 year average cost for outside was \$136,353.73. With current rate structure and benefit package, a new full-time engineer who is certified to design the projects described in the list would cost less than \$100,000 per year.

Recommendation:

In 2017, budget an additional full-time engineering employee in order to capitalize in on the overall savings potential.

**CONSULTANT DESIGN COSTS FOR
PROJECTS THAT COULD BE DESIGNED IN-HOUSE**

Year	Project	Consultant	Design Cost	Cost per Year
2006	S. Perry Waterline	Jones & Henry	\$73,800	\$73,800
2007	Third Street Waterline	Jones & Henry	\$7,950	
	Reiser Street CSO Relocation	Tetra Tech	\$19,000	
	W. Riverview I/I - 11A	Zande	\$45,000	
	Woodlawn Avenue	Peterman	\$188,775	
	Dodd Street	Zande	\$18,643	\$279,368
2008	Glenwood South of Woodlawn	Peterman	\$11,225	
	Woodlawn West of Glenwood	Peterman	\$188,775	\$200,000
2009	E. & W. Graceway Storm Sewer	Feller Finch	\$10,520	
	Meekison & Beckham Waterline	Peterman	\$25,300	
	S. Perry Street Sanitary Sewer	Strand	\$24,900	
	W. Washington & Avon	Peterman	\$163,500	\$224,220
2010	Appian Avenue Waterline	Jones & Henry	\$28,000	
	Haley Interceptor I/I - 17A	Stantec	\$67,000	\$95,000
2011	Clairmont Avenue	Feller Finch	\$23,620	
	Ohio Street Waterline	Stantec	\$24,871	
	Stevenson Street	Peterman	\$15,000	
	Strong Street & Orwig Waterline	Stantec	\$6,400	\$69,891
2012	Hobson Street Waterline	Peterman	\$15,999	
	Holiday Inn Pump Station Removal	Peterman	\$14,793	
	Indiana Avenue Sanitary Sewer	Stantec	\$5,000	\$35,792
2013	Haley Avenue Interceptor - 17B	Stantec	\$60,000	
	Hudson Street Waterline	Peterman	\$9,480	
	Ohio Street Sanitary Sewer	Stantec	\$5,000	
	Welsted Street Water Main	Stantec	\$5,550	\$80,030
2014	Industrial Drive Extension	Peterman	\$23,350	
	Northcrest Circle	Peterman	\$24,500	
	Perry Street Parking Lot	Peterman	\$7,000	
	S. Side I/I - 20A	Peterman	\$61,200	
	Marco Drive (Roundhouse Road)	Peterman	\$24,510	\$140,560
2015	Oberhaus I/I - 21A	Stantec	\$60,000	
	Union Street	Peterman	\$20,930	\$80,930
2016	Dodd Street	Stantec	\$8,300	
	Park Street	Peterman	\$212,000	\$220,300
11 Year Total:				\$1,499,891
Average Cost per Year:				\$136,353.73



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Memorandum

To: Mr. Chair and Safety & Human Resources Committee
From: Monica Irelan, City Manager and Chief O'Brien, Fire Chief
RE: *Review of the Agreement between the City of Napoleon and the City of Defiance regarding electrical inspections*

Background:

The title is a little misleading. We will not be reviewing the agreement, per se. We will be discussing the movement of duties in case the contract is actually agreed upon by both parties. The City of Defiance was using our Building Inspector/ Zoning Administrator to do electrical inspections for the City under a mutual aid agreement. When it became apparent we were no longer doing it as mutual aid but on a more consistent basis, I suggested we do a full contract for service. The City has negotiated a contract with the City of Defiance. They are taking that contract to the appropriate board for discussion.

If the agreement goes through, Defiance will pay the City \$10,000 guaranteed, flat fee at the beginning of 2017. This equates to approximately 133 hours (per year) of the Electrical Inspector's time at the rate of \$75.00 per hour. If they go over 133 hours of work, Napoleon will receive \$75.00 per hour. If they use less than 133 hours, Napoleon keeps all \$10,000. The rate of \$75.00 is to cover pay, benefits, and travel.

The reason I am bringing this to Safety & Human Resources is to discuss a shift in duties. With the guarantee of \$10,000 from Defiance, it is incumbent upon the City of Napoleon to make sure the Building Inspector/ Zoning Administrator has free time to manage the duties in Defiance. I will bring a presentation and further information to the meeting on Monday.

City of Napoleon, Ohio
Civil Service Commission

LOCATION: Council Chambers, 255 West Riverview Avenue, Napoleon, OH 43545

Meeting Agenda

Tuesday, June 28, 2016 at 4:30pm

- I. Approval of the May 03, 2016 Meeting Minutes (*In the absence of any objections or corrections, the Minutes shall stand approved.*)
- II. Fire Captain Promotional Exam
- III. Any other matters to come before the Commission
- IV. Adjournment

Gregory J. Heath, Finance Director/Clerk of Council

City of Napoleon, Ohio
Civil Service Commission
Meeting Minutes
Tuesday, May 3, 2016 at 4:30pm

PRESENT

Members
City Staff
Recorder
Others

Bill Finnegan – Chair, Megan Lytle, David Creager
Gregory Heath, Finance Director/Clerk of Council
Anne Taylor
Morgan Druhot, HR Director

Call To Order

Chairman Finnegan called the meeting to order at 4:30 pm.

Approval Of Minutes

Minutes of the April 5, 2016 meeting stand approved as presented with no corrections or objections.

**Discussion Regarding
Approval of the
applicants for the
Firefighter/Paramedic
Civil Service Test**

Druhot advised the Commission of the applicants meeting the requirements for the Firefighter/Paramedic Civil Service Test. See attached handout. Nine (9) applicants met the requirements and One (1) applicant did not meet the requirements. Applicant Susan Schwab will graduate in May and will provide her credentials at that time if the Committee allows.

**Motion to Conditionally
Approve Extra Credit to
Applicant Susan
Schwab Pending Proof
of Associate Degree by
June 2, 2016**

Motion: Lytle Second: Creager
To Conditionally Approve Extra Credit to Applicant Susan Schwab Pending Proof of Associate Degree by June 1, 2016

Passed
Yea-3
Nay- 0

Roll call vote on motion:
Yea-Finnegan, Creager, Lytle
Nay-

**Motion To Approve
applicants for
Firefighter/Paramedic
Civil Service test**

Motion: Creager Second: Lytle
To Approve the following applicants as presented for the Firefighter/Paramedic Civil Service Test: Cary Burnette Jr., Cuyler Kepling, Wendy Kidd, Nicholas Lishewski, Robert Marciniak, Roy Perez, Tyler Reiser, Susan Schwab, Sarah Wagner

Passed
Yea-3
Nay- 0

Roll call vote on motion:
Yea-Finnegan, Creager, Lytle
Nay-

Motion To Adjourn

Passed
Yea-3
Nay-0

Adjournment

Date Approved:

Motion: Lytle
Motion to adjourn the meeting

Second: Creager

Roll call vote on motion:
Yea- Finnegan, Creager, Lytle
Nay-

Meeting adjourned at 4:36 pm

Bill Finnegan, Chair

DRAFT

Memorandum

To: Parks & Recreation Board, Council, Mayor, City Manager, City Law
Director, City Finance Director, Department Supervisors

From: Gregory J. Heath, Finance Director/Clerk of Council

Date: 6/22/2016

Re: Parks & Recreation Board Meeting Cancellation

The meeting of the Parks & Recreation Board, regularly scheduled for Wednesday, June 29, 2016 at 6:30pm, has been CANCELED due to lack of agenda items.

2016 COUNCIL, COMMITTEES, COMMISSIONS AND BOARDS

<i>City Council</i>	<i>Origination Date</i>	<i>Term Expires</i>
Travis B. Sheaffer, President	01/01/1994	12/31/2017
Meets: 1st & 3rd Monday at 7:00pm	Patrick M. McColley Jeffrey W. Comadoll Rita Small Daniel L. Baer Joseph D. Bialorucki Jeff Mires Mayor Jason P. Maassel	07/20/2015 04/07/2014 12/21/2015 01/01/2016 01/18/2016 06/20/2016 01/01/2016
12/31/2017 12/31/2017 12/31/2019 12/31/2017 12/31/2019 12/31/2017 12/31/2019 12/31/2019		
Technology & Communication Committee		
Meets: 1st Monday at 6:15pm	Rita Small, Chair Dan Baer Joe Bialorucki	
Electric Committee		
Meets: 2nd Monday at 6:30pm	Travis Sheaffer, Chair Patrick McColley Dan Baer	
Water, Sewer, Refuse, Recycling & Litter Committee		
Meets: 2nd Monday at 7:00pm	Jeff Comadoll, Chair Travis Sheaffer Rita Small	
Municipal Properties, Buildings, Land Use & Economic Development Committee		
Meets: 2nd Monday at 7:30pm	Patrick McColley, Chair Travis Sheaffer Jeff Mires Jason Maassel	
Parks & Recreation Committee		
Meets: 3rd Monday at 6:15pm	Joe Bialorucki , Chair Jeff Comadoll Jeff Mires	Chair attends the Parks & Rec Board meeting as an informal Council Representative
Finance & Budget Committee		
Meets: 4th Monday at 6:30pm	Jeff Mires, Chair Patrick McColley Joe Bialorucki Jason Maassel	(Also the Audit Committee)
Safety & Human Resources Committee		
Meets: 4th Monday at 7:30pm	Dan Baer, Chair Jeff Comadoll Rita Small	
Personnel Committee		
Meets: as needed	Travis Sheaffer, Chair Patrick McColley Jason Maassel	
Ad Hoc Committee on Strategic Vision		
Meets: as needed	Travis Sheaffer , Chair Dan Baer Jason Maassel	

Board of Public Affairs (BOPA)		
Meets:	Mike DeWit, Chair	12/31/2016
2nd Monday	Dr. David Cordes	12/31/2018
at 6:30pm	Nick Frysinger	12/31/2017
<i>per Charter 5.04</i>	<i>3 year term</i>	<i>appointed by Mayor</i>
Board of Zoning Appeals		
		Term Expires:
Meets:	Bob McLimans, Chair	12/31/2018
2nd Tuesday	David Dill	12/31/2020
4:30pm	Laurie Sans	12/31/2016
<i>at least one shall be a member</i>	Tom Mack	12/31/2017
<i>of the Planning Commission</i>	Steve Small	12/31/2019
<i>per Charter 5.03</i>	<i>5 year term</i>	<i>appointed by Mayor</i>
Planning Commission		Term Expires:
Meets:	Bob McLimans, Chair	12/31/2017
2nd Tuesday	Marv Barlow	12/31/2019
5:00pm	Fredric Furney	12/31/2022
	Tim Barry	12/31/2016
<i>Mayor and 4 citizens</i>	Jason Maassel	Term of Office
<i>per Charter 5.02</i>	<i>6 year term</i>	<i>appointed by Mayor</i>
Tree Commission		Term Expires:
Meets:	David Volkman, Chair	12/31/2016
3rd Monday	Ed Clausing	12/31/2016
at 6:00pm	Bill Rohrs	12/31/2016
<i>1 Council member appointed</i>	Kirk Etzler	12/31/2020
<i>by President of Council as an</i>	Jim Fitzenreiter	4/20/2019
<i>ex-officio voting member</i>	Joe Bialorucki	Term of Office
<i>per Charter 169.02</i>	<i>4 year term</i>	<i>5 members appointed by Mayor</i>
Civil Service Commission		Term Expires:
Meets:	Dave Creager (R)	12/31/2019
4th Tuesday	Megan Lytle (D)	4/6/2021
at 4:30pm	Bill Finnegan (D), Chair	8/3/2021
<i>per Charter 5.01</i>	<i>6 year term</i>	<i>Appointed by Mayor, not more than 2 of one party</i>
Parks & Rec Board		Term Expires:
Meets:	Matt Hardy, Chair	12/31/2017
Last Wednesday	Mike Sanholtz	12/31/2019
at 6:30pm	Chad Richardson	12/31/2017
	Peg Funchion	12/31/2017
	Aaron Schnitkey	12/31/2017
	Jon Knepley	12/31/2016
	Ryan Miller	2/29/2019
<i>Per Charter 5.06</i>	<i>3 year term</i>	<i>Appointed by Mayor</i>
Housing Council		Term Expires:
Meets:	Pat McColley, Chair	<i>2 appt by Mayor</i>
1st Council meeting day	Joe Bialorucki	<i>2 appt by Mayor</i>
following TIRC meeting	Joel Miller	<i>2 appt by Council</i>
at 6:30pm (1/year)	Ted Rohrs	<i>2 appt by Council</i>
	Kevin Yarnell	<i>2 appt by Housing</i>
	Jon Tassler	<i>2 appt by Housing</i>
<i>1 appointed by Planning Comm.</i>	Cheryl Hershberger	<i>1 appt by Planning</i>
<i>per Ordinance No. 120-00</i>	<i>3 year term</i>	

Privacy Committee		Term Expires:
Meets:	Christine Peddicord, Chair	12/31/2022
2nd Tuesday of May	Lisa Nagel	12/31/2019
& November	Chief Robert Weitzel	12/31/2017
at 10:30am	**notify Greg and Lori**	
<i>per Ordinance No. 083-08</i>	<i>6 year term</i>	<i>Experience in Customer Service, Accounting, Info. Sys/Tech, HR, Sr. Management or Law Enforcement</i>
Records Commission		Term Expires:
Meets:	Jason Maassel, Chair	
2nd Tuesday of June	Monica Irelan	
& December	Lisa Nagel	
at 4:00pm	Greg Heath	
	Doug Herman	12/1/2020
<i>Per Charter 173.01</i>	<i>5 year term</i>	<i>Mayor-Chair, Finance Dir., City Manager, Law Dir., Citizen</i>
Healthcare Cost Committee		Term Expires:
Meets:	Mike Foreman-PD, Chair	
as needed	Jamie Mendez-PD	
	Chad Lulfs-NB	
<i>2 AFSCME, 2 PD, 2 FD members selected by units, 2 NB selected by Mayor, 2 Admin selected by City Manager</i>	Roxanne Dietrich-NB	
	Joel Frey-FD	
	- FD	
	Jeremy Okuley-AFSCME	
<i>per Ordinance No. 125-00</i>	Roger Eis-AFSCME	
	Greg Heath Admin	
	Monica Irelan Admin	
Volunteer Fire Fighters' Dependents Fund Board		Term Expires:
Meets:	Travis Sheaffer, Chair	12/31/2016
as needed	Patrick McColley	12/31/2016
	Peter Celani	12/31/2016
<i>2 appointed by Council, 2 by FD, 1 by Board</i>	Tonya Walker	12/31/2016
	Ellsworth Mitchell	12/31/2016
<i>per ORC 146.03</i>	<i>1 year term</i>	
Volunteer Peace Officers' Dependents Fund Board		Term Expires:
Meets:	Jeff Comadoll, Chair	<i>2 from Council</i> 04/18/2016
as needed	Travis Sheaffer	<i>2 from Council</i> 04/18/2016
	Vic Engel	<i>Volunteers from Napoleon PD Aux</i> 04/18/2016
<i>2 appointed by Council, 2 by PD, 1 by Board</i>	Pete Mendez	<i>Volunteers from Napoleon PD Aux</i> 04/18/2016
	Ellsworth Mitchell	<i>appointed by VPODF Board</i> 04/18/2016
<i>per ORC; Ordinance No. 010-16</i>	<i>1 year term</i>	
Preservation Commission		Term Expires:
Meets:	Joel Miller, Acting Chair	
as needed	Ed Peper	
	Marv Barlow	
	Glenn Miller	
	Mary Wesche	
<i>per Charter 181.01</i>	<i>5 year term</i>	<i>appointed by Council, recommended by Privacy Official</i>
Napoleon Infrastructure /Economic Development Fund Review Committee		
Meets:	Monica Irelan	
as needed	Greg Heath	
	Amanda Griffith CIC Director	
<i>per Resolution No. 030-11</i>	<i>also covered in contractual agreement with CIC</i>	

Tax Incentive Review		Term Expires:
Meets:	Patrick McColley	
as needed	Jeff Mires	
<i>per ORC 5709.85</i>	<i>appointed by Council President</i>	
CIC Board		Term Expires:
Meets:	Jason Maassel, elected official	12/31/2016
3rd Tuesday	Travis Sheaffer, elected official	12/31/2016
at 4:30pm	Greg Beck, citizen	appointed by CIC 12/31/2013
<i>elected officials appointed by</i>	Kevin Yarnell, citizen	appointed by CIC 12/31/2013
<i>Mayor, citizens appointed by</i>	Chris Peper, citizen	appointed by CIC 12/31/2014
<i>CIC Board</i>	Kelli Burkhardt, citizen	appointed by CIC 12/31/2015
<i>per Ordinance No. 017-11</i>	<i>1 year term for officials</i>	<i>3 year term for citizens</i>
Audit Committee		
Meets:	Jeff Mires, Chair	
as needed	Patrick McColley	
	Joe Bialorucki	
	Jason Maassel	
<i>per Ordinance No. 028-09</i>	<i>Members of the Finance & Budget Committee of Council</i>	
Board of Review (Income Tax Appeals)		
Meets:	Jeff Mires	
as needed	Joe Bialorucki	
	Patrick McColley	
<i>per Charter 193.12</i>	<i>3 members of the Finance & Budget Committee of Council</i>	
Lodge Tax Advisory & Control Board		Term Expires:
Meets:	Travis Sheaffer, Council	Term of Office
as needed	Joel Miller, COC	
<i>Mayor optional, 2 Council,</i>	Jason Maassel, Mayor	Term of Office
<i>1 COC, 1 Parks & Rec, 1 Lodging</i>	Vacancy (Parks & Rec)	
<i>business</i>	Vacancy (Lodging)	
<i>per Charter 191.21</i>	<i>2 year term</i>	<i>appointed by Mayor - no term Council/Mayor</i>
(ADA) Americans with Disabilities Act Compliance Board		Term Expires:
Meets:	Richard Luzny	12/31/2016
as needed	Art Germann	12/31/2017
	Kevin Yarnell	12/31/2018
<i>6 members</i>	Wayne Barber	12/31/2017
<i>per Charter 171.03</i>	<i>3 year term</i>	<i>appointed by Mayor</i>
Board of Building Appeals		Term Expires:
Meets:	Randy Germann	02/20/2018
as needed	Greg Beck	02/20/2018
	Alex Stites	3/5/2015
<i>5 members</i>	Phillip Rausch	3/19/2015
<i>per Charter 5.05</i>	<i>3 year term</i>	<i>appointed by Mayor</i>
NCTV Advisory Board		
Meets:	Michelle Hall	
as needed	John Stovcsik	
	Travis Sheaffer	
	Jamie Bostelman	
<i>per City Contract No. 2009-20</i>		

Housing Advisory Committee		Term Expires:
Meets:	Mary Jo Sands	<i>Representing area</i>
as needed	Trudy Wachtman	<i>agencies, orgs, &</i>
<i>per Ordinance No. 063-05</i>	<i>4 year term</i>	<i>appointed by Mayor</i>
Fair Housing Board		Term Expires:
Meets:	Mary Jo Sands	Shall NOT be:
as needed	Donna Fowler	employed by City,
	Trudy Wachtman	elected public official,
<i>per Charter 515.04</i>	<i>3 year term</i>	<i>appointed by Mayor</i>
Safety Committee		candidate for public ofc
Meets:		
as needed		
<i>per Charter 197.11</i>		<i>appointed by City Manager</i>
Charter Review Commission	Greg approves Minutes then to Chair	Term Expires:
Meets:	Jason Maassel, Mayor	
as needed	Travis Sheaffer, Council	
	Patrick McColley, Council	
	Mike DeWit	
	Ted Rohrs	
	Ron Behm	
	Terry Holman	
<i>per Charter 5.07</i>	<i>5 appointed by Council,</i>	<i>2 appointed by Mayor - not more than 2 Council</i>
County/City General Health District		Term Expires:
Meets:	Dr. Doug Lindsay	
appointment only	Joel Miller	
		<i>appointed by City Manager</i>
Maumee Valley Planning Organization Board		Term Expires:
Meets:	Jason Maassel	
Quarterly		
	<i>1 member from City</i>	<i>appointed by Mayor</i>
Henry Country Metropolitan Housing Authority		Term Expires:
Meets:	Cheryl Hershberger	10/01/2017
	Anthony Grieser	9/22/2018
	<i>5 year term</i>	<i>appointed by Mayor</i>
Local Board of Tax Review		
	Kristi Rhoads	
		<i>appointed by City Manager on 2/26/16</i>



Plan to join fellow TMACOG Members for the 2016 Summer Caucus and Forum with State Lawmakers

Thursday, August 4, 8 a.m. – noon
Penta Career Center, 9301 Buck Rd., Perrysburg

Senators and Representatives from Ohio and Michigan have already confirmed that they will participate. There is no fee to attend but please register to reserve your place. Contact [Jennifer Allen](#) at 419.241.9155, ext. 107 by Friday, July 29.

Agenda

9 a.m. Caucus sessions for counties, cities, villages, townships, school districts & colleges/universities, special districts & authorities, and non-governmental members.

10:30 a.m Forum with State Lawmakers

The day's programs will have opportunities for networking and conversation.

Thank you to [Penta Career Center](#) for their support of the summer caucus and legislators forum.



Update

A weekly newsletter presented by AMP President/CEO Marc Gerken

June 24, 2016

AMP Lineworkers Rodeo registration, event information is now available

By Michelle Palmer, PE – vice president of technical services

We are excited to once again host the AMP Lineworkers Rodeo. Registration and event information for the 2016 Rodeo, Aug. 26-27, is now available on the [AMP website](#). Additional details and information will also be mailed to members in the coming weeks.

The Rodeo is a wonderful event that showcases the talents of the lineworkers in AMP member communities. At the Rodeo, journeyman and apprentice lineworkers demonstrate their skill and knowledge of the craft. Events for the 2016 Rodeo are:

Apprentice:

12kV Arrestor Change-Out, Crossarm Relocation, Hurtman Rescue, Obstacle Course, and Written Test.

Journeyman:

Crossarm Relocation, Hurtman Rescue, Obstacle Course, 12kV Arrestor Change-Out, and Two Bell Change-Out.

Journeyman Team:

4 Bell Change-Out, 4kV Crossarm Change-Out, Double Crossarm, Hurtman Rescue, and OCR Change-Out.

For more information, please contact Jennifer Flockerzie, technical services program coordinator, at jflockerzie@amppartners.org or 614.540.0853.

Energy markets update

By Jerry Willman – assistant vice president of energy marketing

NYMEX natural gas for July 2016 increased \$0.021/MMBtu Thursday to settle at \$2.698. The EIA reported an inventory injection of 62 Bcf injection for the week ending June 16. Although the inventory figure was above analysts' expectations, the injection was less than both last year and the five-year average over the period.

On-peak power prices for 2017 at AD Hub closed yesterday at \$38.01/MWh, which was \$0.11/MWh lower for the week.

AFEC weekly update

By Jerry Willman

Fremont operated in 2x1 configuration for the week. The plant performed Reactive Power Capability testing Tuesday and Wednesday on both CT's and the steam unit. This is a NERC required test for verification of reliability on the Bulk Electric System.

Duct firing operated for 46 hours this week. The plant generated at a 69 percent capacity factor (based on 675 MW rating).



AMP names Flanagan as 2016 DNA Award recipient

By Marc Gerken, PE – president/CEO

I presented the 2016 AMP DNA Award on June 23 to Ed Flanagan, AMP's help desk specialist. Nominated by peers, the recipient of the DNA Award exemplifies AMP's core values: cooperation, integrity, innovation, action oriented, effective communication and member focused.

Ed treats those around him with flawless respect and kindness, and excels at building relationships with others. He is extremely knowledgeable and is able to effectively communicate and share that knowledge. Ed understands the importance of our members and what they mean to the organization. He is the go-to guy for members and staff on IT help desk matters.

Ed began working at AMP in 2008 as an IT consultant before becoming an AMP employee. He served more than 20 years in the U.S. Air Force and previously worked as an IT generalist for Zomax in Columbus.

Previous DNA award recipients are: Kent Carson, senior director of media relations and communications programs, 2008; Craig Kleinhenz,

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AMP Awards nomination forms available online

By Karen Ritchey – director of member events & programs

As a reminder, the nomination forms for the AMP Annual Awards are available on the Member Extranet section of the [AMP website](#). AMP awards recognize member achievements in Electric System Sustainability, Hard Hat Safety (individual award), Innovation, Public Power Promotion, Safety (system award), Seven Hats, System Improvement, and Finance.

The nomination forms were simplified this year at the direction of the AMP Board of Trustees and emailed to principal contacts earlier this month.

Please contact me with questions or for more information at 614.540.0933 or kritchey@amppartners.org.

June trends in sustainability: Continued focus on renewables

By David Deal – director of sustainability & energy policy

KMPG Global Energy Institute recently released its 2016 Industry Energy Outlook, which highlights the continued anticipation of volatility in commodity markets and a focus on renewable technologies among utility executives. In the report, 67 percent of executives cited scale and growth of renewable technologies as the top disruptive trend shaping the sector. In fact, 62 percent of executives estimated that the U.S. will have a renewable footprint of 50 percent by 2045 or sooner. With continued disruption in the industry, 41 percent of executives indicated they expect significant change in utility business models to a much more distributed, unbundled operating model that redefines the energy supply and delivery business.

Public power continues to observe similar industry changes and the American Public Power Association (APPA) continues its work in providing members with relevant resources and tools as public power utilities begin to implement changes to their rate designs and corresponding policies.

At its annual conference (held June 13-16) APPA released a report, [Residential Consumers and the Electric Utility of the Future](#), highlighting the issues of greatest concern to residential consumers associated with the policy proposals, increased deployment of distributed generation, technology changes and innovations, evolving rate designs, and other factors driving change at the distribution level. Each section of the paper concludes with consumer advocate advice to public power on how to address relevant issues. The purpose of the paper is to ensure that APPA's members are aware of the issues, concerns and potential solutions as identified by advocates for residential consumers, and do not necessarily represent the views of APPA. AMP has requested APPA to perform similar analyses for customers in the commercial and industrial sectors as we believe it would be helpful for our members.

For more information, please contact me at 614.540.0840 or ddeal@amppartners.org.

On Peak (16 hour) prices into AEP/Dayton Hub

Week ending June 24

MON	TUE	WED	THU	FRI
\$39.75	\$32.17	\$30.87	\$27.61	\$30.99

Week ending June 17

MON	TUE	WED	THU	FRI
\$28.02	\$31.03	\$34.36	\$31.50	\$27.97

AEP/Dayton 2017 5x16 price as of June 23 — \$38.01

AEP/Dayton 2017 5x16 price as of June 16 — \$38.12

2016 DNA Award recipient

continued from Page 1

manager of power supply planning, 2009; Marlene Grout, secretary/receptionist, 2010; Chuck Giffhorn, manager of generation maintenance and support, 2011; Michelle Palmer, vice president of technical services, 2012; Karen Ritchey, director of member events and programs, 2013; Chris Deeter, assistant vice president of finance and member credit compliance, 2014; and Andy Blair, assistant vice president of financial planning and analysis, 2015.

eReliability Tracker services to help with outage data

By Michelle Palmer, PE

With summer storm season upon us, AMP reminds members about the advantages of eReliability Tracker services.

As of December 2015, the web-based services are offered to all members at no cost through the American Public Power Association (APPA). The eReliability Tracker services provide detailed outage summary reports and mobile support for field employees.

The AMP Board of Trustees feels strongly that measuring distribution reliability is important for municipal electric utilities and this service will record, track and analyze outage data. Active participation in eReliability Tracker is also a benefit to AMP members as they can earn points toward APPA's Reliable Public Power Provider (RP3) designation.

Information regarding the eReliability Tracker services is located under the technical services section of the [AMP website](#). Contact Jennifer Flockerzie for additional details at 614.540.0853 or jflockerzie@amppartners.org.



Call for 2016-17 MEPs

The 2016-17 Municipal Electric Partner (MEP) program is now underway. Information was mailed to current and potential MEPs earlier this month and is also available on the [AMP website](#). For more information, please contact Jodi Allalen at 614.540.0916 or jallalen@amppartners.org.

Efficiency Smart's 2015 Annual Report is now available

By Steven Nyeste – communications project manager, Efficiency Smart

The 2015 Efficiency Smart® Annual Report, *The Evolution*, reflects on the evolving world of energy efficiency. The report highlights how Efficiency Smart has continued to focus on evolving its services to meet the needs of participating communities, along with evaluating and promoting emerging technologies.



The report includes overall Efficiency Smart achievements in 2015, select highlights, and an introduction to new energy efficiency offerings set to launch in 2017. Watch for more information in the coming months regarding the new services.

Efficiency Smart's 2015 annual report is available in digital format, and can be viewed [here](#).

For more information regarding Efficiency Smart's services, visit www.energysmart.org or call 877.889.3777.

Carey mourns loss of mayor

Carey Mayor Steven Smalley passed away on June 17. Smalley, 56, was in the first year of his second term as mayor.

Smalley's ties to the community were strong and he was a fixture in the village. A 1978 graduate of Carey High School, he established Greenbriar Florist and Catering in Carey in 1987. He was a member of Basilica of Our Lady of Consolation in Carey, where he served as a Eucharistic minister and on the school advisory board. He was a member of Knights of Columbus 1925, Secular Franciscan Order and served on the board of directors of Carey Poverello Federal Credit Union.

AMP offers its sincere condolences to Steve's family and the Carey community.



News or Ads?

Call Krista Selvage at 614.540.6407 or email to kbselvage@amppartners.org if you would like to pass along news or ads.

Classifieds

Columbus has open positions

The City of Columbus Department of Public Utilities is seeking qualified candidates for the following positions. Applications must be submitted to the Civil Service Commission by applying [online](#). Contact the Civil Service Commission (77 North Front St., 3rd Floor, Columbus, Ohio 43215) at 614.645.8300 with questions. EOE

Electrical Engineering Associate I – This position is responsible for performing ground level paraprofessional electrical engineering work. Other duties include: preparing plans and working drawings for new service lines, utility pole and transfer placements, inspecting existing lines, preparing maps, and making initial cost estimates. Completion of the 12th school grade and one year of experience assisting in the performance of paraprofessional electrical engineering work. Substitution(s): One year of college education in electrical engineering or a related curriculum may be substituted for the required experience (30 semester/45 quarter credit hours equals one year). A certificate of high school equivalence (GED) will be accepted in lieu of the 12th school grade requirement. Must possess a valid driver's license. Salary \$45,385 - \$55,369 annually. Apply by June 29, 2016.

Power Line Worker I and Cable Worker I – This position is responsible for assisting in the installation, repair and replacement of components in the overhead power line distribution system. To qualify to take either exam you must have one year of experience as a Power Line Cable Worker Trainee or Lamp Servicer with the City of Columbus or comparable experience and possess a valid Class A commercial motor vehicle operator's license allowing operation of vehicles with air brakes. Substitution(s): Successful completion of a formal training program in power distribution may

substitute for six months of the required experience. Salary \$45,385.60 - \$71,427.20. Apply by July 5, 2016.

Power Line Worker Supervisor I and Cable Worker Supervisor I – The Power Line Worker Supervisor I position is responsible for supervising and participating in the installation, repair, and replacement of components in the overhead power line distribution system. Qualifications include two years of experience as a Power Line Worker II with the City of Columbus or comparable experience and possess a valid Class A commercial motor vehicle operator's license allowing operation of vehicles with air brakes. The Cable Worker Supervisor I position is responsible for supervising and participating in the installation, repair and replacement of components of the underground electricity distribution system. Qualifications include two years of experience as a Cable Worker II with the City of Columbus or comparable experience and possess a valid Class A commercial motor vehicle operator's license allowing operation of vehicles with air brakes. Salary \$51,937.60 - \$84,572.80. Apply by July 5, 2016.

Electric Meter Technician – This position is responsible for repairing and installing electric meters and devices used to record current consumption. Qualifications include two years of experience as a residential or commercial electrician. One year of technical training in electronics or a closely related field could be substituted for one year of the required experience. A valid driver's license is required for this position. Salary: \$45,385.60 – 74,427.20. Apply by July 5, 2016.

Cable Worker Supervisor II – The Cable Worker Supervisor II position is responsible for supervising crews involved in the installation, repair, and replacement of com-

see CLASSIFIEDS Page 4



CLASSIFIEDS continued from Page 3

ponents of the underground electricity distribution system. To qualify you must have two years of experience as a Cable Worker Supervisor I with the City of Columbus or comparable experience. A valid driver's license is required for this position. Salary: \$64,563 - 96,824. Apply by July 5, 2016.

Engineer-In-Training I - Responsibilities include learning to prepare and review designs for electrical distribution circuits and power substation equipment and learning to prepare and review reports and studies recommending engineering solutions. Additionally, this position will also learn to estimate cost and quantities of materials and equipment for project construction, will learn to program and test electronic relays, and learn to use power system analysis software such as EasyPower and SKM for electrical distribution system studies. Bachelor's degree of science in engineering and possess a valid driver's license are required. A degree with electrical engineering emphasis is preferred. Starting salary \$22.08 - \$33.10 per hour. Apply by July 8, 2016.

Painesville seeks lineworker

The City of Painesville is seeking an experienced First Class Journeyman Lineworker to work second shift, 3 to 11 p.m. weekdays. The position will supervise another person in a two-person crew setting. The details and application procedure are available on the [city website](#) or by calling the city's human resources department at 440.392.5787. For more information, contact the Electric Distribution office at 440.392.6158.

Village of Versailles has bucket truck available for purchase

The Village of Versailles is currently selling a 2000 International/Telelect 5TCC55 Bucket Truck. The truck has 3,727 engine hours and 17,782 miles. The truck is an International 4900 chassis with a DT466E diesel engine. The boom/bucket has a 55-foot vertical reach, two-man bucket, with a material handler. Service records are available upon request. Dielectric certification was performed on this truck in the fall of 2015. The paint and tires are in very good shape. The truck has been stored inside throughout its entire tenure in the electric department.

The truck is listed on [GovDeals.com](#). Questions on the truck should be directed to Electric Foreman Scott Riley at 937.526.3294 x207 or elecdept@versaillesohio.cc.

City of Hamilton in need of candidates for open positions

The City of Hamilton seeks applicants for the following positions. Current detailed resumes must be submitted in Word or PDF by 5 p.m. July 7, 2016 to: Civil Service Dept., One Renaissance Ctr., 345 High St.-1st Fl., Hamilton, OH 45011 by email: cspersonnel@hamilton-oh.gov or fax: 513.785.7037. If necessary, application may be made in person or via USPS. Specify interest in MAINT PLNR/CMMS

COORD or ASSOC CIVIL ENG. The [City of Hamilton](#) is an EEO & AAE. Minorities and women are encouraged to apply.

Maintenance Planner/CMMS Coordinator classification. Salary: \$60,798 - \$77,251 (plus benefits). This position is responsible for professional work in the planning, organizing, direction, coordination, and effective execution of Municipal Electric and Utilities maintenance work. Desire graduation from a college or university of recognized standing with a bachelor's degree in civil or mechanical engineering and considerable experience in the operation and repair of power plant generating equipment and auxiliaries. Experience with Computerized Maintenance Management Systems (CMMS such as Maximo), preventive maintenance, and safety systems is desired. Ability to plan and schedule major and minor maintenance shutdowns and outage work is crucial.

Associate Civil Engineer (Utilities Engineering) classification. Salary: \$55,099 - \$69,992 (plus benefits). This position is responsible professional work requiring experience in wastewater collection system planning, design, construction, operation, maintenance, asset management and environmental regulatory compliance. Other duties may require assignments in gas and water distribution. Candidates should possess a bachelor's degree in civil engineering. Engineer Intern (EI) Registration is preferred. Current, valid driver's license also required and will be verified for finalist(s).

Oak Harbor seeks lineworker

The Village of Oak Harbor is seeking qualified applicants for its Electric Department. Certified Journey Line Worker (\$18.00 - \$23.00/hour) is preferred, but will consider third to fourth-year apprentice (\$16.00-\$22.00/hour).

Ability to perform skilled/semi-skilled line work in the operation, maintenance, and repair of overhead and underground electrical distribution system and other related duties. Minimum three years "live line" maintenance experience preferred. Ability to work safely in inclement weather/adverse conditions with voltages up to 12kV, must be willing to be on-call for emergency response and trouble calls. Able to operate specialized related equipment and vehicles. Must possess high school diploma or GED equivalent and a valid State of Ohio Class "A" Commercial Drivers License. Must pass physical examination and drug test prior to employment. Health insurance is available after 30 days. Vacation, sick leave and Ohio PERS Retirement Program.

Applications and position descriptions are available at the village administrator's office: 146 N. Church St., Oak Harbor, Ohio 43449. The application is available on the village's [website](#) (Government Tab). For a full position description, questions or position details, contact the village administrator's office at 419.898.5561 or randyg@oakharbor.oh.us from 8:30 a.m. to 4:30 p.m. weekdays. Deadline to apply is June 30, 2016 or until position filled. The Village of Oak Harbor is an Equal Opportunity Employer.