



City of Napoleon, Ohio

255 West Riverview Avenue - P.O. Box 151
Napoleon, OH 43545
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GENERAL INFORMATION

March 28, 2022

CALENDAR

MONDAY, MARCH 28, 2022

6:30 pm – Finance and Budget Committee Meeting

First Quarter Budget Adjustments

- The proposed budget adjustments are enclosed in your packet.

7:00 pm – Safety and Human Resources Committee Meeting

Equipment for Patrol Vehicles

- Enclosed is Chief Mack's Memo and related information

WEDNESDAY, MARCH 30, 2022

The Park and Rec Board is scheduled to meet at 6:30 pm. Tony is on vacation this week and when he gets back on Monday, I can publish either an agenda for any items he has or a cancellation of this meeting.

March 2022


Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 6:30 pm - Parks & Rec Committee 7:00 pm - City Council	8 4:30 pm Board of Zoning Appeals	9	10	11	12
13	14	15	16	17	18	19
20	21 6:00 pm Tree Commission 7:00 pm City Council	22	23	24	25	26
27	28 6:30 pm - Finance and Budget Committee 7:00 pm - Safety and Human Resources Committee	29	30 6:30 pm Park and Rec Board-?	31		

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE
MEETING AGENDA

Monday, March 28, 2022 at 6:30 pm

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

- 1) Approval of Minutes: December 27, 2021 (in the absence of any objections or corrections, the Minutes shall stand approved).
- 2) First Quarter Budget Adjustments
- 3) Any matters currently assigned to the Committee
- 4) Adjournment.



Roxanne Dietrich - Clerk

City of Napoleon, Ohio
FINANCE AND BUDGET COMMITTEE
Special Meeting Minutes

Monday, December 27, 2021 at 5:30 pm

PRESENT

Committee Members	Joe Bialorucki-Chair, Jeff Comadoll, Ken Haase
Acting City Manager	Clayton O'Brien-Fire Chief
City Finance Director	Kevin Garringer
Others	Brian Koeller-NW Signal
Clerk	Roxanne Dietrich

ABSENT

Committee Member	Jason Maassel
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CALL TO ORDER Chairman Bialorucki called the Finance and Budget Committee meeting to order at 5:30 pm.

APPROVAL OF MINUTES Hearing no objections nor corrections, the minutes from the September 27, 2021, November 11, 2021, November 13, 2021 and November 22, 2021 Finance and Budget Committee meetings were approved.

FOURTH QUARTER BUDGET ADJUSTMENTS Garringer presented the fourth quarter budget adjustments beginning with Transfer of Appropriation No. 3 explaining these are the year-end items and we are making sure all are either zeroed out or in the positive. If it is the same fund and department, we would move unused funds from one line item to the next to balance them out. That way it is still the same budget and we are not increasing it, we are sliding money from one to the other to balance all the line items. A lot of insurance and bondings were over as where a few utilities as there was not enough appropriated when they did the 2021 budget. 2021 Transfer of Funds No. 4. This is where we have to increase the budget because we are transferring funds. Council just passed a Resolution so we can transfer funds from one fund to another. In the 170 Fund/Income Tax we brought in more income tax than what was budgeted for; therefore, we have to increase that fund since more was collected than originally appropriated. The other funds were for the same reasoning, they were off a little and we had to transfer. These are where we went over budget and the increase allows us to balance out. Supplemental No. 6 is where we increase line items since we cannot balance them out from other line items. A lot are for personnel, possibly where we under budgeted what was actually spent. There are a few items that are not personnel such as Fund 240-Hotel/Motel Tax Fund and Fund 250-Local Coronavirus Relief Fund and there are a few other odd 'n end items. There are a couple of principal payment of bonds partly due to refinancing of bonds that was done in March/April when they refinanced and that was not budgeted in 2021. There is nothing out of the ordinary, these are year-end items to be taken care of. These are the current numbers we have and would ask when the motion is made to approve that you approve any additional due to the 27th pay period. We may still go over some payroll line items as we have payroll on December 30, 2021. The 27th pay period was anticipated but in case any line item goes over, that would allow us to make those adjustments that would go to Council in January for approval. I did talk with the Law Department, and they said to have a motion to approve the adjustments plus any additional ones that would stem from the 27th pay period.

MOTION TO RECOMMEND FOURTH QUARTER BUDGET ADJUSTMENTS Motion: Comadoll Second: Haase to recommend City Council approve the Fourth Quarter Budget Adjustments plus any additional that may stem from the 27th pay period

PASSED
YEA-3
NAY-0

Roll call vote on the above motion:
Yea-Comadoll, Haase, Bialorucki
Nay-

OTHER MATTERS

None

ADJOURN

Motion: Comadoll Second: Bialorucki
to adjourn the Finance and Budget Committee meeting at 5:35 pm

PASSED
YEA-3
NAY-0

Roll call vote on the above motion:
Yea-Comadoll, Haase, Bialorucki
Nay-

Approved

March 28, 2022

Joe Bialorucki - Chair

DRAFT

2022 APPROPRIATION BUDGET - SUPPLEMENTAL #1

ORDINANCE No. 016-22

<u>Supplemental #1</u>	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>2022 FUND TOTAL</u>
Fund 100 General Fund				
100.1900.56300 Taxes and Assessments <i>Reason: Increase due to additional taxes from Commerce Drive</i>		\$1,245.24		
100.1500.53210 Serv Cnt -Computer Software <i>Reason: Increase due to CIVICA naintenance cost</i>		\$521.15		
			<u>\$1,766.39</u>	<u>\$1,766.39</u>
Fund 170 Municipal Income Tax				
170.1510.53210 Serv. Cnt -Computer Software <i>Reason: Increase amount due to RITA extraction</i>		\$6,676.90		
			<u>\$6,676.90</u>	<u>\$6,676.90</u>
Fund 220 Recreation				
220.4200.57000 Machinery and Equipment		\$2,000.00		
220.4400.57000 Machinery and Equipment		\$2,000.00		
220.4400.57000 Machinery and Equipment		\$350.00		
220.4400.57000 Machinery and Equipment <i>Reason: Due to the increase cost of golf carts. Donations to the Rec Department for new items. Carpet for batting cages and new pitching screens for Oakwood Park. New bench swings at Ritter Park.</i>		\$1,000.00		
			<u>\$5,350.00</u>	<u>\$5,350.00</u>
Fund 221 Napoleon Aquatic Center				
221.4300.53365 Serv. Fees-Bond Issuance Costs <i>Reason: Nothing was budgeted at the beginning of the year</i>		\$299.00		
			<u>\$299.00</u>	<u>\$299.00</u>
Fund 291 Fire Pension				
291.2200.51540 Fire Pension <i>Reason: Due to increase amounts of transfers</i>		\$35,500.00		
			<u>\$35,500.00</u>	<u>\$35,500.00</u>
Fund 310 S.A. Bond Retirement				
310.8500.53410 County -Auditor Fees <i>Reason: Nothing was budgeted at the beginning of the year</i>		\$300.00		
			<u>\$300.00</u>	<u>\$300.00</u>
Fund 500 Electric Utility Revenue				
500.6110.54410 Supplies-Transformers <i>Reason: Purchase of new transformers due to new business coming into Napoleon.</i>		\$78,893.00		
			<u>\$78,893.00</u>	<u>\$78,893.00</u>
Fund 503 Electric Development				
503.6110.57600 Electric Improvements <i>Reason: To do the improvements to one electric substation</i>		\$800,000.00		
			<u>\$800,000.00</u>	<u>\$800,000.00</u>
Fund 513 Water OWDA Bond Retirement				
513.8300.53410 County -Auditor Fees <i>Reason: Nothing was budgeted at the beginning of the year</i>		\$100.00		
			<u>\$100.00</u>	<u>\$100.00</u>
Fund 519 Water Plant Improv and Reno				
519.6200.53365 Serv. Fees-Bond Issuance Cost <i>Reason: Nothing was budgeted at the beginning of the year</i>		\$201.00		
			<u>\$201.00</u>	<u>\$201.00</u>
Fund 523 OWDA SA Debt Retirement				
523.8600.53410 County -Auditor Fees <i>Reason: Nothing was budgeted at the beginning of the year</i>		\$400.00		
			<u>\$400.00</u>	<u>\$400.00</u>
TOTAL FUNDS	<u>\$0.00</u>	<u>\$929,486.29</u>	<u>\$929,486.29</u>	<u>\$929,486.29</u>

FISCAL YEAR ENDING 2022- TRANSFER OF APPROPRIATION (No. 1)**Ordinance Number:** 017-22

	<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 100.1900.56900 Undefined Contingencies	(2,500.00)	
TO : 100.2100.53610 Cnt. Maint-Buildings & Structures		2,500.00
<i>Reason: Removal of asbestos from PD office.</i>		
FROM : 100.2100.53530 Cnt. Maint-Radios/Phones	(1,000.00)	
100.2101.52000 Travel, Training and Education	(500.00)	
273.2100.56000 Misc Operating Costs	(500.00)	
273.2100.57000 Machinery and Equipment	(500.00)	
TO : 100.2100.53540 Cnt. Maint-Computer Hardware		2,500.00
<i>Reason: PD new computers not originally budgeted.</i>		
FROM : 100.5130.53510 Cnt. Maint-Vehicles	(100.00)	
TO : 100.5130.53610 Cnt. Maint-Buildings & Structures		100.00
<i>Reason: Ops/Maintenance parts for fuel pumps</i>		
FROM : 510.6200.56900 Undefined Contingencies	(3,200.00)	
TO : 510.6200.54500 Supplies-Other Equipment		3,200.00
<i>Reason: Repair for Water Treatment Plant UV Reactor</i>		
Total Transfer of Appropriation	----- (5,100.00)	----- 5,100.00

2022 TRANSFER OF FUNDS - No. 1

Ordinance 018-22

FROM:	TO:	AMOUNT
100.9000.59880 Transfer to 600 Central Garage Rotary Fund <i>Purpose: To cover expenses going out of fund before other funds can pay them back.</i>	600.0000.49900 Transfers-In	\$15,000.00
500.9900.59825 <i>Purpose: To move the credit of the sale of the JV5 RECs</i>	503.0000.49900	\$538,069.00

SAFETY AND HUMAN RESOURCES COMMITTEE

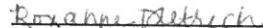
SPECIAL MEETING AGENDA

AMENDED

Monday, March 28, 2022 at 7:00 pm

Location ~ Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes: February 28, 2022 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Equipment for Patrol Vehicles
- 3) Any other matters currently assigned to the Committee
- 4) Adjournment.


Roxanne Dietrich - Clerk

City of Napoleon, Ohio
SAFETY AND HUMAN RESOURCES COMMITTEE
SPECIAL MEETING MINUTES
Monday, February 28, 2022 at 7:30 pm

PRESENT

Committee Members	Daniel Baer-Chair, Molly Knepley, Dr. Dave Cordes
Fire Chief	Clayton O'Brien
Others	Brian Koeller-NW Signal Napoleon Township Trustee - Kevin Gerken Freedom Township Trustees - Denny Bockelman, Scott VanValkenburg Harrison Township Trustees - Vern Oberhaus, Brad Kinder, John Babcock Henry Co. South Joint Ambulance District - Scott Buddelmeyer
Clerk	Roxanne Dietrich

ABSENT

CALL TO ORDER

The Safety and Human Resources Committee meeting was called to order by Chairman Baer at 7:30 pm.

APPROVAL OF MINUTES

The minutes from the July 26, 2021, Safety and Human Resources Committee meeting were approved as presented.

REVIEW OF EMS RATES AND REVENUES

Chief O'Brien reviewed the projected service contract cost reports explaining the 2021 approved budget line item is what was approved for 2021 and the next column is the approved minus the actual expenses. What the entities pay on an annual basis is based on actual expenses. When we answer EMS calls, we bill for those calls and the amount recovered is collected by the city and returned to the entity that call was for. 2021 was another record year with 1,936 calls for service. This equates to a 9% increase compared to 2020 and a 61% increase compared to 2011. Normally fire calls are in the 200 range, there were 362 fire calls for 2021 and 1,574 EMS calls. The average response time for all calls is 1 minute 20 seconds. I do push the crews to be out the door in less than a minute for EMS and fire calls. There are times when we are out on multiple calls, or we are waiting for someone to arrive at the station that can cause the number to fluctuate a little. The busiest times are between 8:00 am – 8:00 pm and that is the worse time for local responders. The busiest day of the week is Thursday with C shift having the most calls in 2021. The different types of calls are fire, series, EMS, HazMat, service calls, false alarm and special incidents. The calls are broken down in the annual report. We had 698 overlapping calls in 2021. As the number of calls go up, having more than one call at the same time happens on a regular basis. For example, today they were out on an EMS call and that put Asst. Chief Frey and myself on the fire truck for the vehicle fire in the county. With the help of reciprocity, we have two new hires being trained who will be assigned to a shift in the near future. In 2021 we held the first *Combined Safety Services Award Ceremony*. Chief Mack and myself thought this would be a good event to show appreciation of the staff. This will be an annual event held in May at the Armory. The Mayor was the MC and Betty Ward received the key to the city highlighting her 42 years of service. *Training*. Each of our members has a variety of certifications that they have to hold. There are different levels of fire certifications (Fire 1, Fire 2, Basic 36), there is the EMT, Advanced EMT, Paramedic on the EMS side, Instructor, Inspector, HazMat Technicians, Confined Space and Road Rescue all that involve additional hours of continuing education. *Fire Training* is done by Captain Bowen and all members have to participate in fire training as they are required to have 56 hours of training every three years to recertify their cards. Fifty-six hours does not sound like a lot but, when you add multiple certifications to that, the hours begin to add up with paramedics needing another 86 hours and EMTs 40 hours. I do not recognize the definition of a volunteer anymore as the amount of time they have to put in to stay up on continuing education is quite a lot. We do offer training at the station each month with the first week being EMS training on Tuesday at 7:00 pm,

Thursday at 1:00 pm and again on Saturday mornings to try to cover all individuals. It is critical they receive that training. *EMS Training* is under the direction of Captain Reiser and the number of hours needed for continuing education depends on the EMS level. We are a CE site; we have to have a CE certified site to be able to issue EMS CEs. *Special Operations* is under Captain Stiriz and he takes care of water rescue, rope rescue, grain rescue, confined space and also all the industrial walkthroughs. We had the groundbreaking at the Training Facility for the 29' grain bin that was donated by the local ag community. Between all the organizations, the estimated donation was around \$52,000 for the grain bin, a grain-leg simulator and a grain engulfment trailer. The training class we would like to do on an annual basis has been previously done in Sydney, Ohio and was attended by many from Northwest Ohio. The *Fire Prevention Bureau* is under the direction of Asst. Chief Frey and that includes public education, CPR, fire extinguisher and fire inspections. We do pre-plan reviews on all new businesses, and any being remodeled. *Strategic Planning* is a combined effort with the Police Department that was started in 2021. There are about 20 people, both internal and external, in the strategic planning process to help guide us to make sure we are providing the services they think we should be providing, what our focus should be for the next five years. Next is the SWOT (Strengths, Weakness, Opportunities and Threats) analysis for the Police Department. Then, the plan will be put together with the hope to have that done by June of 2022. Napoleon Township stepped up to the plate in 2021 and provided us with the ability to do priority-based dispatching. I cannot express the gratitude of what they did for us and how this change will help our department. This is a \$70,000 project that paid for the computers to be put into our apparatus that is able to display the CAD system from the Police Department and also provided the software in the Dispatch Center. The dispatchers will answer the call, answer a few questions and the CAD system identifies what type of apparatus needs to be sent on the call, if it is an ALS or BLS call. The ADCO software system will have a soft launch this week, this provides all the mapping and pre-planning information. Bockelman asked on the non-emergency calls do they do transport services to other locations? Chief O'Brien – yes, like from Henry County Hospital to Toledo Hospital. The number did not change for non-emergency transports, it stayed around the 200 mark. I talked with the CEO at Henry County Hospital, this service is part of our Strategic Plan as well and was critical during the COVID time when all the hospitals were closing down. Bockelman – the expenditure for non-emergency transports is that listed in your revenue? Chief O'Brien – there really is no additional expenditure for the non-emergency. We do not have staffing just for non-emergency transports. If we do not have the staff, we take that out of service. Bockelman - but the revenue is rolled back in? Chief O'Brien – the revenue is probably within the City of Napoleon one but, I cannot say for sure. Bockelman – we pay for the expenditures put against those. The 236 non-emergency transports are part of your overlapping incidents as well? Chief O'Brien – they could be. If you are on a non-emergency transport and have another EMS call, that would be an overlapping call. Even if every single one of the 236 non-emergency transports was an overlapping call, out of 698 overlapping calls, we are still above 400 overlapping calls. Buddelmeyer –should that be an adjustment? That was the question I had last year. Garringer – my question would be, do we bill for that service? Chief O'Brien - yes, we do. Garringer – to my knowledge, we do not separate whether it is a transport, non-emergency transport or something else. If we can get that answer and we can separate that out, it becomes a little trickier but, is doable if we know what the incoming is paying for. If that is a concern, that should be something we can break out. We are not going to gain any more but, if that is what people want to know, then we can take a look at that and add it to the report next year. Buddelmeyer – you may not be gaining anymore but it is a line item that is already Garringer - there is nothing budgeted for it this year but moving forward, if that is what is wanted to be tracked, we can certainly do that if we are capable of doing that. I can find out. Dr. Cordes - are you talking about individual billings or one lump sum? Chief O'Brien - we talked about this last year about transporting and it depends on what kind of insurance. If they have Medicaid, it does not even cover the expense of the transport, that is a loss. Knepley – you are transporting people that live throughout the county, everybody in the county benefits. Chief O'Brien – everybody does. There are many times individuals do not want to go to Henry County because if they need to go to Toledo, how are they going to get there? When I was a paramedic and was there on a regular basis, I saw the individuals sitting there for three or four hours with nowhere to go. That is one of the reasons that we talked about establishing the non-emergency transport. It is a service that is very beneficial to the entire county. It was also a service that came up in the Strategic Planning process about whether it continues or not because as the calls go up you have to balance some of those things. Baer – what I am hearing is some of these cases can be a loss, but

some can be bringing in income. Knepley - I think it will be a wash because it all depends on the insurance and what they are going to pay for. Chief O'Brien - what I think Bockelman is asking is, say we bring in \$80,000 what percentage of that is broken out to each entity and is given back to them as a credit, is what they are asking. Are they getting a credit for that? I do not believe currently they are I do remember talking about this a little last year. If that is something that needs to be discussed further that is fine. Oberhaus – wouldn't that be considered a revenue adjustment and then you would have net fire and EMS expenditures for the contract only? After that is credited to the expenditures then that brings everyone's share down. It should not be hard to trace, all the runs are being designated to each entity, transports should be easy to trace. Chief O'Brien – the runs you are talking about are currently tracked within your areas. The non-emergency transports are only going to be out of a hospital. If this is something that is going to happen, then it would be better to break it down by percentage across the board of what the different ones were. If it is someone from outside of any of the agencies that we cover, they could fall under the transport. Buddelmeyer – last year the point that I had was the net on non-emergency transports that you are making. You are incurring expenses that we are helping to pay for. Now you can say, and I would probably agree, you are not hiring more people for this, but you are still gathering other expenses by doing this and we are helping pay for the expenses and you are getting the revenue from that. That is where I thought there should be an adjustment in that revenue. We are not talking about a lot of money but, over the course of ten years even if it is only \$500. Chief O'Brien - We can go over things and talk with Garringer and Mazur about this. Garringer – for clarification, non-emergency transport is also taking people from Henry County Hospital to their home. Chief O'Brien – No, it has to be to a nursing home and/or another hospital. Garringer – the most expensive would be to another hospital. Dr. Cordes – send them to a hospital that is in network with their insurance. Chief O'Brien - The doctor tells us where they have to go. We only run non-emergency transports between the hours of 7:00 am to 7:00 pm and only go within fifty miles. If we have a heart patient and have the ability and staffing, we will go directly to St. Luke's because that is what is best for the patient. Buddelmeyer – non-emergency transports that insurance usually your recovery is a little bit better. Chief O'Brien – there is a lot more paperwork on the non-emergency transports. The problem with any insurance is you bill what you have to bill and they tell you what they will pay. In our coverage area it is around 65% - 70% Medicare. We have seen a decrease in self-payers since Obamacare. Depending on demographics for certain areas is what it will be. Oberhaus – there is a transport from nursing home to hospital? Chief O'Brien - yes but not a non-emergency transport, that would be an emergency, a 9-1-1 call. After we started non-emergency transports, I had a meeting with all the DON of all the nursing homes to explain to them what this service was and that we were not interested in doing any contracts with any nursing homes because a Medicare patient in the nursing home is going to be either a Part A or a Part B. If you are doing a non-emergency transport from the nursing home to the hospital and they are a Part B patient, the bill goes to the nursing home the revenue gets recouped and Medicare sends the money to the nursing home and then we have to recoup the money from the nursing home. We are just trying to alleviate that balloon that is about to pop at Henry County sometimes. Buddelmeyer - you do not go to the home unless it is a 9-1-1- call? Chief O'Brien – that is correct, that is not the responsibility of the non-emergency transport. I think K&P out of Defiance is trying but it is hard enough to get staff for good positions at Fire and EMS departments and is even more difficult to get positions filled at the non-emergency places. Buddelmeyer asked about reviewing amounts and charges and looking at potentially increasing the rates. Chief O'Brien –we did talk about that and believe those should be reviewed this year. Medicare is up 5.2% from 2021 to 2022. I talked to AccuMed our billing company, a few months ago about reviewing rates in 2022. When we changed EMS billing rates before, we usually do that at the end of the year. Buddelmeyer – our company suggested for the last two years some healthy increases, it probably isn't going to mean a big increase in your collections, but in some cases and this makes no sense, if you are not charging the ceiling, you are not going to get paid anything. Chief O'Brien - I think your billing company was quite a bit different than AccuMed and we wanted to get to the bottom of why that is. Buddelmeyer - I'm assuming they are probably using a more metro than rural area. I do think it is worth looking at because I think it will increase some of our revenues and can save us from losing out. Chief O'Brien – when we switched over to the new EMS billing company, we were quite a bit behind where we needed to be at on certain runs. We also need to take into consideration on the self-payers that are paying the full price. Our billings go to collection is why we went a little cautiously as far as just filling the numbers up. It is a formula game and agree with Buddelmeyer it is something

we should review. Chief O'Brien asked Buddelmeyer do you do soft-billing, the City does not. Buddelmeyer - we do soft billing. Chief O'Brien – the city has always done hard billing. Buddelmeyer asked if your billing agency can differentiate between the city and a contract, in other words they are not hard billing our residents/my area but they are yours, why do we have to have our rates the same? Chief O'Brien – I think the rates have to be the same because of something with the federal. Unless you want to do your own billing. If you want to do your own billing, we will service the run, give you the stuff and you would have your own billing company bill at whatever your rate is. I understood you do not have to use our billing. If you do use our billing for our services at least under the contract, you have to use the same rate. They cannot differentiate the rate. Buddelmeyer – because of the law? Chief O'Brien – I thought because of the law but it could be because of the contract as well. Dr. Cordes – I think it is because of the law. You are not allowed to dictate different prices for different insurance or different groups. Chief O'Brien explained when you provide the same service Garringer asked if you stop doing non-emergency calls, what are the other options out there? Chief O'Brien said there is K&P out of Defiance, there is Promedica and maybe Mercy. These are the ones asking for insurance. We will not ask anyone if they have insurance. I feel we are a service that is supposed to be able to provide something to anyone know matter what their status of life is. Garringer – it is important to know the options out there are limited. Chief O'Brien stated through the Strategic Planning process when the topic came up of overlapping calls it was a little alarming to Henry County Hospital if we were to eliminate that service, it would be detrimental to them. There are times we run two or three times in a day because we have not been in service, and they are stacked up. The feedback we received is this saves them from having to go into bypass and is critical in this area. We already have to have staffing and if you take out the 236 non-emergency calls, we are still at over 1,700 runs and we have to have the staffing at the station. That does not change and that is the bulk of your expense. The only other expense is some fuel, these calls you do not use supplies on, there are a handful of times you use actual supplies on. Knepley pointed out with non-emergency transportation it benefits the county as a whole so if you are going to track, maybe need to track from what entity, if what you are trying to do is dive down on the numbers.

Motion: Knepley Second: Dr. Cordes
to recommend Council approve the 2022 Fire and EMS projected Service Contract Costs with the Contracted Entities; and, asked research to be done on questions with answers brought back to the Chief and Townships.

Roll call vote on the above motion:

Yea-Knepley, Dr. Cordes, Baer

Nay-

Yea-3, Nay-0. Motion Passed.

ADJOURNMENT

Motion: Knepley Second: Dr. Cordes
to adjourn the Safety and Human Resources Committee meeting at 8:27 pm.

Roll call vote on the above motion:

Yea-Knepley, Dr. Cordes, Baer

Nay-

Yea-3, Nay-0. Motion Passed.

Approved

March 28, 2022

Daniel Baer-Chair
Safety and Human Resources Committee



Napoleon Police Department

Chief David Mack

310 Glenwood Ave O.P.O. Box 151
Napoleon, Ohio 43545-0151

Phone: (419) 599-2810 O Fax: (419) 599-7969

Web Page: www.napoleonohio.com

Mayor
Jason Maassel

Memo

City Manager
Joel L. Mazur

To: Joel Mazur, City Manager

From: David Mack, Chief of Police

Police Chief
David J. Mack

CC: File

*Executive Officer
& PIO*
Edward Legg

Subject: Body-Worn Camera (BWC) Project Update – Request for Change of Purpose

Lieutenants
Chad Moll
Greg Smith

Mr. Mazur, as we discussed several weeks ago, we were unsuccessful in obtaining the Body-Worn Camera Grant through the State of Ohio this year. As a refresher, we budgeted **\$110,844** for this project; however, the intent when we budgeted the money was that we would then receive this money back, as it was a reimbursement grant.

Sergeant
Justin Ruffer

With this information, I moved my attention to two other significant concerns I had in the upcoming years for the department. These two concerns are our current in-car cameras and our in-car computers. During our conversation, I suggested that we speed up the equipment replacement, both of which are on the rotation to rotate out in the next year or two (2023-24).

In thinking about how I could achieve this, I came up with two possible solutions if you decided that this was appropriate. One option is with some of the American Rescue Funds, or another thought is to re-purpose the general fund money budgeted this year for BWC. Upon your request, I am completing a memo and submitting it so that we take these ideas to the committee for discussion in our upcoming March meeting.

Additional Pertinent Information:

- After submitting BWC Grant submission in 2021 – I went to the Ohio Chiefs of Police Conference in late 2021, where I met with a new supplier for BWC, in-car cameras, in-car computers.
- After research, I have an estimate to replace both pieces of equipment at the cost of **\$80,028**.
- NPD current in-car cameras
 - Purchased in 2019; however, we do not have them in every car.
 - The current cameras from Provision have been highly untrustworthy. We have found that the customer service has been unhelpful on most occasions.
 - IT has had to spend a significant amount of time attempting to get these cameras working in proper order and maintain their working order, as detailed in a separate memo.
 - We have found that the company's installation of these cameras was untrustworthy, and the setup in each car was different, which caused us additional work.
 - Originally, technology such as these cameras had a traditional thought of rotation around five (5) years. Next year the current system would be four (4) years old.
- NPD current in-car computers:
 - Purchased in 2017; however, we do not have them in every car.
 - The current computers are Panasonic Toughbooks
 - Originally, technology such as these computers have a traditional thought of rotation around five (5) years. Next year the current system would be four (6) years old.
- Financial Concern:
 - As discussed, and described in many conversations with council and city management, the belief is that the availability of products and the inflation rates will continue on a trajectory that is not kind to city financing.

In summary, I would like to respectfully request that the city consider me to change the purpose of the budgeted money in my 400.2100 accounts or use the American Rescue Funds. By allowing this to occur, I would like the police department to replace equipment that will have a known significant impact on the budget before the inflation of this impact. I have asked the IT Department also to provide a memo detailing the effects of the current equipment on their department; this is attached to this packet.

Chief David Mack



City of *NAPOLEON*, Ohio

255 West Riverview Avenue P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 592-4010 Fax: (419) 599-8393
Web Page: www.napoleonohio.com

Memorandum

Mayor
Jason Maassel

Members of Council
Joseph Bialorucki, President
J. Ross Durham, President Pro-Tem
Dr. David Cordes
Ken Haase
Molly Knepley
Lori Siclair
Daniel Baer

City Manager
Joel L. Mazur

Finance Director
Kevin Garringer

Law Director
Billy D. Harmon

To: David Mack
From: Dustin Tewksbury, Director of IT Department

Date: 3/17/2022

Subject: NPD Car Setup Overview

The Napoleon IT Department would like to review the current situation regarding the Napoleon Police Department Vehicle network system and our opinion on replacing the cameras, laptops, and network connections.

The cameras were installed in 2019 and have never had the full functionality presented in the showcase. Likewise, there has been a no fully reliable way to upload video from the DVR to the Securamax cloud. Often, videos would be stuck on the computers in the car, as the service needed to upload them directly to the cloud would fail. Working with Securamax would fix this but presented another issue. For example, a new way of uploading is given but does not consistently work. Because of this, over 300 support tickets regarding DVR issues have been created, taking up a considerable amount of effort and downtime.

Often, when pulling video that officers request, the complete video has not been recorded. For example, officers request a video for a traffic stop. The camera should record a full minute before the overhead lights turn on. However, we find that the video starts in the middle of a stop, completely negating the actual traffic violation. Naturally, this causes issues for the officers who want to create a comprehensive report.

We would also like to replace the laptops the officer's use. These were installed in 2018 and have seen wear of use. Though these are Toughbooks, we have had several sent in for repair due to a broken screen from items left on the keyboard. The base of these laptops controls both keyboard and internet access. These laptops currently detach, and the driving vibration weakens the connection to the docked keyboard creating a loss in both internet and keyboard access. We propose a tablet-based pc with a Verizon SIM card with a separate USB mouse/keyboard. We believe this would reduce single points of failure.



QUOTE

10BWC 8Edge

Midwest Public Safety LLC
2665 Harryland Rd.
Decatur, Illinois 62521
United States

1-217-855-0082
midwestpublicsafetygroup.org

BILL TO
Napoleon PD
Chief David Mack
310 Glenwood Ave
Napoleon, Ohio 43545
United States

419.599.2810
dmack@napoleonohio.com

Estimate Number: 301022GG00605

Estimate Date: February 23, 2022

Expires On: March 25, 2022

Grand Total (USD): \$80,028.00

Products	Quantity	Unit Price	Extended Price
OAHAKEXFBXIB GETAC VIDEO SOLUTIONS INC. : ME i7 LTE BB record, Display (CU-D50), ZeroDark FHD Dual Omni IP cam CA-NF22-180/70, ZeroDark FHD IP cam CA-NF21-146IR, Wiring kit (25ft), Havis Display TSD-101-GTC cable, Getac Rugged KBD SC& HID LF/HF RFID, DVR+cam+Display Ext Warranty- 2 & 3 yrs	8	\$5,499.00	\$43,992.00
591GVS000015 GETAC VIDEO SOLUTIONS INC. : VEHICLE ANTENNA;AIRGAIN,MULTIMAX,3IN1,WIFIX2-GPSX1,BOLT MOUNT,19FT,BLACK	8	\$159.00	\$1,272.00
OIA04X Interceptor Mountng Bracket	8	\$72.00	\$576.00
GE-EDDNEXT5Y GETAC VIDEO SOLUTIONS INC. : DVR(Include Battery) + 2 Cameras + Display Extended Warranty - Years 4 & 5 - Edge computing, DVR + Cameras + Display, Extended Warranty, 5, Year	8	\$470.00	\$3,760.00
GE-HAMAEXT2Y GETAC VIDEO SOLUTIONS INC. : Extended Warranty - Havis In-Vehicle monitor + ADPT/TSD-101 -Year 4 & 5 - Havis, Havis In-Vehicle monitor + ADPT/TSD-101, Extended Warranty, 2, Year	8	\$299.00	\$2,392.00
OVWX3VXXXXX1 BWC (BC-03 Verizon LTE) - [64GB + FHD/HD/WVGA + WiFi + GPS + BLE + Verizon LTE], 1 year hardware warranty	10	\$589.00	\$5,890.00



QUOTE

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Products	Quantity	Unit Price	Extended Price
OD3DDU GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-03) - 8 Port Multidock with Datamover (MD-03D), includes 150W AC Adapter (US)	2	\$1,385.00	\$2,770.00
ORB362 Body Worn Camera Magnetic Mount V2.0	10	\$59.00	\$590.00
ORB42X GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-03), magnetic quick release charging USB cable (3.94 ft)	10	\$66.00	\$660.00
ORB51X GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-03) - Single Port Dock (VD-03), with 40W Vehicle Adapter	8	\$156.00	\$1,248.00
OTX11X Body Worn Camera Bluetooth Trigger Box (TB-02)	8	\$149.00	\$1,192.00
GE-SVBFEXT4Y GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-03) - BC-03 Extended Warranty - Years 2, 3, 4 & 5	10	\$315.00	\$3,150.00
GE-SVMTEXT4Y GETAC VIDEO SOLUTIONS INC. : Body Worn Camera (BC-03) - MD-03D Dock w/ 150W - Extended Warranty- Year 2, 3, 4 & 5 - Getac, MD- 03D, Extended Warranty, 4, Year	2	\$286.00	\$572.00
OUA02X Plan 2 Cloud--30 Gig Pan. Monthly plan	216	\$25.00	\$5,400.00
OUA07X GETAC VIDEO SOLUTIONS INC. : Getac Cloud - Video License and Maintenance (Per DATA MOVER Software device) Per Month	24	\$11.00	\$264.00



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Products	Quantity	Unit Price	Extended Price
OZX01X GETAC VIDEO SOLUTIONS INC. : GETAC VIDEO SOLUTION ON-SITE CONSULTING	1	\$2,450.00	\$2,450.00
OZX04X GETAC VIDEO SOLUTIONS INC. : Getac Video Solution - Remote Setup, Configuration, or Pre-Testing - Per day	1	\$1,400.00	\$1,400.00
OZX07X GETAC VIDEO SOLUTIONS INC. : Getac Video On-Site Training - Per day	1	\$2,450.00	\$2,450.00
Total:			\$80,028.00
Grand Total (USD):			\$80,028.00

Notes / Terms

Midwest Public Safety
2665 Harryland Rd.
Decatur, IL 62521
www.midwestpublicsafetygroup.org
217-855-0082

Accepted by: _____
Accepted Date: _____

Specifications

Not all configuration available or outlined. Please contact your representative for specification and pricing.

Mobile Edge Device

Intel® Core™ i7-7700HQ 2.8GHz processor with Turbo Boost Technology up to 3.8GHz, HD Graphics 630
 16 GB RAM, 512 GB SSD and 256 GB SSD for secondary storage
 802.11ac WiFi, LTE (Optional)
 GPS, Gyroscope, Accelerometer (crash sensor)
 2x RS232 (DB9)
 4x POE RJ45 Ethernet, 2 Ethernet
 2x Audio jacks with GBPI RJ45
 1x DB15 for 8 analog video-in and 4 audio-in, 2x USB, 2x USB3
 8x GPIO Input, 4 GPIO Output
 1x Display, 1 HDMI
 1x GPS SMA, 2x WIFI MiMo RP-SMA, 2x LTE MiMo SMA (Optional)
 2x Aux Power



Getac Cameras

Resolutions: 1920x1080 (1080P), 1280x720 (720P), 768x432 (D1) @ 30 FPS
 Dimensions: ~1.77" x 1.77" x 2.2", 45 x 45 x 56mm
 Weight 4.6oz/129g
 70°, 146°, 180° POE IP Cameras
 Low-light HDR, 30FPS, 0.05lux @ F2.3 (Color)
 146° Infrared 0 lux @ F2.3 IP POE camera, 30 FPS

Getac CU-D50 5 Inch Display

Touch: Multi-touch technology
 Dimensions: 5.4" x 4.4" x 0.8" (L x H x D)
 Resolution: 800 x 480

Havis TSD-101 11.6 Inch Display

Dimensions: 8.5" x 11.7", Weight: 2.2 lbs
 Resolution: 1366 x 768
 Weight: 2.2 lbs
 Vibration: MIL-STD 810G 514.5
 Impact Test: Crash Simulation per SAE J1455

Getac Keyboard GDKBU6

Keyboard 12.11" x 7.64" x 1.26", TouchPad 2.91" x 1.65", 1.9 lbs
 Membrane / 89 standard keys
 Backlit: Red LED with five level of brightness
 Smart Card Reader and USB2.0 Type A / HID LF/HF RFID (Optional)
 USB 2.0 interface, 6ft (1.83 m)
 VESA Mounting Hole 75 x 75 mm, AMPS Mounting Hole 38 x 30 mm
 IP65, MIL-STD-810G. 1.16Grms
 Operating Temperature: -21°C to 60°C (-5.8°F to 140°F), 3x11ms pulses of 40g on each of 3 axes
 Humidity Resistant: 95%