



City of Napoleon, Ohio

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

GENERAL INFORMATION

May 23, 2022

CALENDAR

MONDAY, MAY 23, 2022

Finance and Budget Committee Meeting is Canceled

Safety and Human Resources Committee Meeting at 7:00 pm

Agenda items are:

Discussion on Assistant Operations Superintendent Position

- Enclosed is a Memorandum from Lanie, Chad and Jeff Rathge regarding this item.

Update Personnel Code Section 197.06/Residency Requirements

- Included in your packet is an explanation and requested update to the residency requirements from the Human Resources Director.

TUESDAY, MAY 24, 2022

Civil Service Commission - 4:30 pm meeting

WEDNESDAY, MAY 25, 2022

Parks and Rec Board Meeting has been Rescheduled to Tuesday, June 7, 2022 at 6:30 pm

May 2022

◀ Apr 2022

Jun 2022 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 6:45 pm Public Hearing/Ag Districts 7:00 pm City Council	3	4	5	6	7
8	9	10 8:20 am Privacy Committee 5:00 pm Planning Commission	11	12	13	14 9:00 am – Special Civil Service Commission Meeting (Police Physical Agility Testing)
15	16 6:00 pm Tree Commission 6:55 pm Special Council Mtg/ Public Hearing Ag District 7:00 pm City Council	17	18	19	20	21
22	23 7:00 pm – Safety and Human Resources Committee Meeting	24 4:30 pm Civil Service Commission	25	26	27	28
29	30 Memorial Day Holiday City Offices Closed	31				

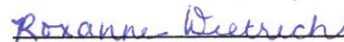
SAFETY AND HUMAN RESOURCES COMMITTEE

SPECIAL MEETING AGENDA

Monday, May 23, 2022 at 7:00 pm

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

- 1) Approval of Minutes: April 25, 2022 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Discussion on Assistant Operations Superintendent Position
- 3) Review Personnel Code Section 197.06/Residency Requirements
- 4) Adjournment.



Roxanne Dietrich ~ Clerk

City of Napoleon, Ohio
SAFETY AND HUMAN RESOURCES COMMITTEE
SPECIAL MEETING MINUTES
Monday, April 25, 2022 at 7:00 pm

PRESENT

Committee Members	Daniel Baer-Chair, Molly Knepley, Dr. Dave Cordes
Law Director	Billy Harmon
Police Chief	David Mack
Asst. Fire Chief	Joel Frey
Others	Brian Koeller-NW Signal
Recorder	Roxanne Dietrich

ABSENT

CALL TO ORDER

Chairman Baer called the Safety and Human Resources Committee meeting to order at 7:00 pm.

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the March 28, 2022 meeting were approved.

DISCUSSION ON HB172 REGARDING FIREWORKS

Harmon reported HB 172 changed a lot of the rules on fireworks. Some of the changes started in November 2021 and others began in February of 2022 but, those do not apply to us. There are several changes that will be effective July 1, 2022, that we are concerned with. Some of the changes allow individuals to possess consumer grade fireworks and discharge them on their own property or on another person's property, with permission, on the days listed. It does grant us the authority to opt out of the changes that are effective July 1, 2022. There are other changes listed about licensing, retailers, and manufacturers. The crux of all is, it allows citizens to own fireworks and discharge them on the days listed and includes any municipalities if they do not opt out. I would ask that this committee recommend to Council to opt out. The changes in these rules are dangerous. We have enforced, to the best of our ability, the previous fireworks rules that we have in our ordinances. It is dangerous to set fireworks in the hands of local citizens and to allow them to light them up on those given days. We could make the argument when we get to court, and we are trying to avoid that, our argument would be that we have authority in our Charter, and it is in our legislation that we opted out and reaffirmed our rules. This could forego a lot of difficulty in potential litigation because HB 172 does grant the citizens the right if we do not have this legislation. We have the support of both the Police Chief and the Fire Chief who also feel it would be dangerous to change our rules and ordinances to allow possession and discharge of fireworks. Therefore, we would ask this committee to recommend Council pass legislation to opt out of the fireworks changes and stick to our rules. Asst. Fire Chief Frey agreed it is dangerous for citizens to shoot off 1.4G fireworks and we should stick to our rules. We feel there is an increased risk when children have a hand grenade. Chief Mack stated our biggest concern is the safety of individuals shooting the fireworks off, the safety of the neighbors, their houses, and their property. A significant portion of complaints are about someone shooting off fireworks and people being afraid their house will burn down, or the firework will land on their property. Where the fireworks are set off and where they come down is a big concern. We do try to educate people every year. Knepley agreed, that is the reason we have professionals setting the fireworks off, we do not want to put anyone at risk. Chief Mack said safety concern is a large part when you are in the city and close proximity to buildings. We will try to educate people through social media and with a press release.

Motion: Knepley Second: Dr. Cordes
to recommend Council opt out of H.B. 172 and stay with our rules

Roll call vote on the above motion:

Yea-Baer, Knepley, Dr. Cordes

Nay-

Yea-3, Nay-0. Motion Passed.

REVIEW TRAFFIC PATTERN AT WESTMORELAND AND BALES ROAD

Chief Mack showed the numbers from the Police Department on the intersection from last year that were encompassed before the stop sign and now with the stop sign. There was a hit skip accident and there was also an assured clear distance (rear end). Neither incident was intersection related to the stop sign. We have not had any significant complaints called in. We have done enforcement and are not seeing any issues. The stop sign has solved the backups seen at the elementary school. Baer asked if the baseball and softball parking has improved too? Chief Mack replied there are few issues. The elementary school added a 4' section painted sidewalk on the exit side and people are using that to park. The school has modified that by putting in parking stops and added signage. We have talked about doing target enforcements. We can enforce on private property when it is signed properly. We are not dealing with issues on the roadway just in parking. Baer said for the most part, there were no complaints. Some do want it the way we did at West School on Clairmont but, a traffic control device is extremely expensive. Chief Mack noted one issue with West School was we had violators every single day, they did not pay attention to the signal. The signal really did not help. Baer noted the crosswalk is not right at the intersection. Chief Mack replied as part of the Safe Routes to Schools, it was suggested that be moved to the top of the hill. Knepley stated the stop signs have made life easier. The flow of traffic is smoother and is not backed up. It has helped the school crossing guards too. Chief Mack said overall there has been more positive feedback and the stop signs have slowed people coming into town. Baer asked there are not a lot of violations. Chief Mack replied if we were getting a lot of complaints, you would see more enforcement action out there. Dr. Cordes said it is a good move and agree it helps with the traffic pattern. Baer stated not hearing any criticism, we would report that this committee reviewed the traffic pattern at Westmoreland and Bales Road and do not recommend any changes since what we are doing is working.

ADJOURNMENT

Motion: Knepley

Second: Dr. Cordes

to adjourn the Safety and Human Resources Committee meeting at 7:18 pm

Roll call vote on the above motion:

Yea-Baer, Knepley, Dr. Cordes

Nay-

Yea-3, Nay-0. Motion Passed.

Approved

May 23, 2022

Dan Baer – Chairman
Safety and Human Resources Committee



City of *NAPOLEON*, Ohio

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Memorandum

Mayor
Jason Maassel

To: Joel Mazur, City Manager
From: Lanie Lambert, Chad Lulfs, & Jeff Rathge
Date: May 18, 2022
Subject: Operations Superintendent Replacement

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

City Manager
Joel L. Mazur

Finance Director
Kevin Garringer

Law Director
Billy D. Harmon

Jeff Rathge is retiring at the end of May 2023 and his last day in the office will be in April 2023. Jeff has been the Operations Superintendent for 11 years and in the department for 30 years. The amount of experience and knowledge that we will be losing when Jeff retires is huge. Chad, Jeff, and I are recommending having a replacement for the operations superintendent in the third quarter of this year and have that person train with Jeff around 6 to 8 months.

Below are a few of the tasks/duties that support the need for the extra training with Jeff:

- Coordinating spring/fall cleanup
- Hydrant flushing
- Snow removal
- EPA reporting (wastewater collection and water distribution)
- Refuse and recycling routes
- Street sweeping
- Mosquito control plan

The Assistant Superintendent starting at the beginning of October would allow that person to observe and learn fall clean up, hydrant flushing, budget preparation, snow removal, spring clean up and items that arise during that time.

Thank you

197.06 Residency Requirements – Personnel Code

I am requesting that the residency requirement in the Personnel Code to be updated to reflect the Fire Department's current part-time workforce. The current section states that paid part-time employees of the Fire/Rescue Department are required to reside within fifteen miles of the Henry County Courthouse. I am recommending to remove that section.

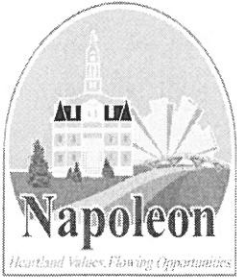
The Fire Department has two different paid part-time employees.

1. Local Responders – This class of part-time employees have to live in our district and do respond to the station for calls.
2. Contingent – This class of part-time employees live outside of our district and do not normally respond to the station for calls. Contingent employees sign up for open 12 or 24 shifts or are assigned an every 3rd day shift.

Lanie Lambert
HR Director

197.1 RESIDENCY REQUIREMENTS

- (a) Except as otherwise provided herein, all employees of the City are required to reside within Henry County, Ohio, or within an adjacent county thereto within this State.
- (b) All paid part-time employees of the City, regardless of paid part-time class, are exempt from the residency requirements of the City. Nothing herein shall be construed as to provide for grandfathering as it relates to residency should a part-time employee obtain full-time employee status; further, dual employees, meaning for the purpose of this provision, employees working in two (2) capacities of the City, one full-time and one paid part-time, shall meet the most restrictive residency requirement.
- (c) Unless otherwise exempted, any employee of the City shall meet residency requirements within 365 days of employment with the City, except that the City Manager, City Finance Director and City Law Director shall meet residency requirements within 180 days of employment with the City.
- (d) The appointing authority as appropriate, shall suspend from service any employee who fails to meet residency requirements as required by this section, until such time as the employee has met City residency requirements. In the event the suspension exceeds two (2) weeks in duration, the employee may be dismissed from the City service.
- (e) Unless otherwise prohibited by law, this section shall not be construed as to limit the enforceability of any residency provision found in a collective bargaining agreement between the City and a collective bargaining unit; further, nothing herein shall be construed as to limit the ability of an appointing authority of the City to require residency of its volunteers.
- (Ord. 095-07. Passed 11-19-07.)



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Memorandum

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

From: Roxanne Dietrich, Clerk

Date: May 20, 2022

Subject: Finance and Budget Committee – Cancellation

The regularly scheduled meeting of the **FINANCE AND BUDGET COMMITTEE** for Monday, May 23, 2022 at 6:30 pm has been *canceled* due to lack of agenda items.

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

MEETING AGENDA

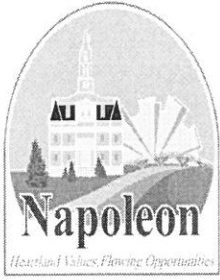
Tuesday, May 24, 2022 at 4:30 pm

Council Chambers, 255 West Riverview Avenue, Napoleon, OH

1. Call to Order
2. Approval of Minutes - (in the absence of any objections or corrections, the minutes shall stand approved)
 - a. April 5, 2022 Special Meeting
 - b. May 14, 2022 Special Meeting
3. Certify List for Position of Police Officer (Patrolman Grade)
4. Any Other Matters to Come Before the Commission
5. Adjournment.

Roxanne Dietrich

Roxanne Dietrich ~ Clerk



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Memorandum

To: Parks and Recreation Board
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Roxanne Dietrich, Clerk
Date: May 20, 2022
Subject: Parks and Recreation Board Rescheduled

The regularly scheduled meeting of the **PARKS AND RECREATION BOARD** for Wednesday, May 25, 2022 at 6:30 pm has been **RESCHEDULED** to Tuesday, June 7, 2022 at 6:30 pm.