

January 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 New Year's Day City Offices Closed	2 7:00pm City Council	3	4	5	6
7	8 6:30pm BOPA 6:30pm Water/Sewer	9 5:00pm Planning Commission	10 7:30am- Finance and Budget Committee	11	12	13
14	15 6:00pm Tree Commission 6:45pm VFFDFB 6:50pm VPODFD 7:00pm City Council	16	17	18	19	20
21	22	23 4:30pm Civil Service	24	25	26	27
28	29	30	31 6:30pm Parks and Rec Board	1	2	3



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

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Memorandum

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

From: Marrisa Flogaus, Clerk

Date: January 19, 2024

Subject: Finance and Budget Committee – Cancellation

The regularly scheduled meeting of the **FINANCE AND BUDGET COMMITTEE** for Monday, January 22, 2024 at 6:30 pm has been *canceled* due to lack of agenda items.



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Memorandum

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

From: Marrisa Flogaus, Clerk

Date: January 19, 2024

Subject: Safety and Human Resources Committee –
Cancellation

Due to lack of agenda items, the regularly scheduled meeting of the **SAFETY AND HUMAN RESOURCES COMMITTEE** for Monday, January 22, 2024 at 7:30 pm has been *cancelled*.

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION

SPECIAL MEETING AGENDA

Tuesday, January 23, 2024 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) November 28, 2023.
3. Set a Date for Receiving Applications through the National Testing Network for Police Officer (Patrolman Grade)
4. Set Determination of Credits and How the Credits are to be Applied for the Police Officer (Patrolman Grade) Position.
5. Set a Date for Receiving Applications through the National Testing Network for Firefighter/Paramedic
6. Set Determination of Credits and How the Credits are to be Applied for the Firefighter/Paramedic
7. Any Other Matters to Come Before the Commission
8. Adjournment.



MARRISA FLOGAUS ~ Clerk

City of Napoleon, Ohio
CIVIL SERVICE COMMISSION
Meeting Minutes

Tuesday, November 28, 2023 at 4:30pm

PRESENT

Commission Members Bill Finnegan-Chair, Megan Lytle-Steele
City Staff Brittney Roof- Human Resource Director
Ed Legg- Assistant Chief of Police
James Augustine- Police Detective
J. Andrew Small- City Manager
David Bowen- Fire Chief
News- Media
Recorder Marrisa Flogaus

ABSENT

Commission Member Amy Bains

CALL TO ORDER

The meeting of the Civil Service Commission was called to order by Chair Finnegan at 4:39pm.

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the Civil Service Commission meeting on October 24, 2023 were approved as presented.

APPROVE APPLICANTS FOR THE POSITION OF FIREFIGHTER/ PARAMEDIC

Roof stated we have three new applicants to add to the list.

Jonathan Seiverth
Eduardo Jackson
Bryce Hall

Motion: Lytle-Steele Second: Finnegan

To approve the above three applicants for the position of Firefighter/ Paramedic

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

CERTIFY LIST FOR THE POSITION OF FIREFIGHTER/ PARAMEDIC

<u>NAME</u>	<u>SCORE</u>	<u>EXPIRATION DATE</u>
Michael Outland	99.98%	April 25, 2025
Nicholas Frena	95.43%	September 2, 2025
Reed Warnement	94.57%	October 18, 2024
Eric Rolls	93.50%	October 18, 2024
Kara McCann	91.78%	April 25, 2025
David Reguera	91.33%	April 25, 2025
Jonathan Seiverth	90.00%	November 28, 2025
Anna Burrell	88.76%	October 18, 2024
Kevin Myles	86.94%	April 25, 2025
Nicholson Moore	80.76%	April 25, 2025
Eduardo Jackson	80.47%	November 28, 2025
Bryce Hall	80.29%	November 28, 2025

Motion: Lytle-Steele Second: Finnegan
to certify the Firefighter/Paramedic Continuous Civil Service list as shown above

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

EXECUTIVE SESSION

Motion: Lytle-Steele Second: Finnegan
to Enter into Executive Session for Personnel at 4:40pm

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

Motion: Lytle-Steele Second: Finnegan
to Exit Executive Session for Personnel at 4:46pm

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

Finnegan stated no action taken.

ANY OTHER MATTERS TO COME BEFORE THE COMMISSION

Roof stated Daniel Silette reached back out to us to reapply and add himself back onto the list. He doesn't have to take the physical agility test as he's provided proof of taking one in the last two years. He also doesn't have to take the NTN because he's a lateral transfer.

Motion: Lytle-Steele Second: Finnegan
to approve the above applicant for the position of Police Officer (Patrolman Grade)

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

<u>NAME</u>	<u>SCORE</u>	<u>EXPIRATION DATE</u>
Jared Armstrong	100.63%	June 22, 2024
Chase Laver	90.61%	October 11, 2025
Jacob Vivic	89.13%	November 9, 2024
Brogan Vance	87.58%	September 5, 2025
Alex Jackson	87.4%	February 21, 2025
Caleb Weirauch	86.93%	November 9, 2024
Sarbra Shumaker	85.21%	June 22, 2024
Ashley Kunesh	waived	September 5, 2025

David Fenstermaker	waived	December 6, 2024
Samantha Wiedmer	waived	December 6, 2024
Justin Jackson	waived	December 6, 2024
Jayson Hale	waived	December 6, 2024
Joesph Gill	waived	February 21, 2025
Daniel Silette	waived	November 28, 2025

Motion: Lytle-Steele Second: Finnegan
to certify the Police Officer (Patrolman Grade) Continuous Civil Service list as shown above

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

Roof stated Assistant Chief Ed Legg was offered the position of Chief of Police and has accepted. With that being said we are asking to open the Assistant Chief of Police Position internally from November 29, 2023 to December 8, 2023 with two onetime rule changes.

1. One time rule change to Section 9 for promotions. The new verbiage for a qualified candidate: "Person shall possess at least a two (2) year degree and/or a combination of education and experience, and of the experience, the individual must possess ten (10) years of full-time law enforcement experience with at least five (5) years being in a supervisory role in the law enforcement field."
2. One time rule change to all the position to be opened to any and all applicants internally regardless of internal position, but they must meet the qualifications laid out in the one-time rule change listed above.

Motion: Lytle-Steele Second: Finnegan

To open the assistant chief of police position from November 29, 2023 to December 8, 2023 with the above two rule changes

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

ADJOURNMENT

Motion: Lytle-Steele Second: Finnegan

to adjourn the Special Civil Service Commission meeting at 4:50pm.

Roll call vote on the above motion:

Yea-Finnegan, Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

Approved

Bill Finnegan, Chair