

October 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7 6:00pm Technology Committee-cancelled 7:00pm City Council	8	9	10	11	12
13	14 6:30pm BOPA 6:30pm Electric Com 7:00pm Water/Sewer 7:30pm Muni Prop. ALL CANCELED	15 4:30pm BZA- CANCELED 5:00pm Planning Commission- CANCELED	16 4:30pm-Civil Service	17	18	19
20	21 6:00pm Parks and Rec Commission 6:00 Tree Commission 7:00pm City Council	22 4:30pm Civil Service- cancelled	23	24	25	26
27	28 6:30pm Finance and Budget 7:30pm Safety and Human Resources	29	30 6:30pm Parks and Rec Board	31	1	2



City of Napoleon, Ohio

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

Memorandum

To: Board of Public Affairs, City Council, Mayor, City Manager, City Finance Director, City Law Director, Department Supervisors, News-media
From: Mikayla Ramirez, Clerk
Date: October 11, 2024
Subject: Board of Public Affairs-Cancellation

The regularly scheduled meeting of the Board of Public Affairs for Monday, October 14, at 6:30 pm has been cancelled by the chair.



City of Napoleon, Ohio

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Memorandum

To: Electric Committee, City Council, Mayor,
City Manager, City Finance Director, City Law
Director, Department Supervisors, News-media
From: Mikayla Ramirez, Clerk
Date: October 11, 2024
Subject: Electric Committee Meeting Canceled

The Electric Committee meeting scheduled for Monday, October 14, 2024, at 6:30 pm has been **canceled** by the chair.



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Memorandum

To: Water, Sewer, Refuse, Recycling & Litter
Committee, City Council, Mayor, City Manager, City Finance
Director, City Law Director, Department Supervisors, News-
media
From: Mikayla Ramirez, Clerk
Date: October 11, 2024
Subject: Board of Public Affairs Meeting Canceled

The regularly scheduled meeting of the Water, Sewer, Refuse,
Recycling & Litter Committee for Monday, October 14, at 7:00 pm has been **canceled** by the
chair.



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Memorandum

To: City Council, Mayor, City Manager, City Finance Director, Law Director, Department Supervisors, News-media
From: Mikayla Ramirez, Clerk
Date: October 11, 2024
Subject: Municipal Properties, Building, Land Use and Economic Development Committee – Cancellation

The regularly scheduled meeting of the Municipal Properties, Building, Land Use and Economic Development Committee for Monday, October 14, 2024, at 7:30 pm has been **cancelled** due to lack of agenda items.



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Memorandum

To: Board of Zoning Appeals, City Council, Mayor, City Manager, City Finance Director, Law Director, Department Supervisors, News-media
From: Mikayla Ramirez, Clerk
Date: October 11, 2024
Subject: Board of Zoning Appeals – Cancellation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, October 15, 2024, at 4:30 pm has been **cancelled** due to lack of agenda items.



City of Napoleon, Ohio

255 West Riverview Avenue, P.O. Box 151

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Memorandum

To: Planning Commission, City Council, Mayor,
City Manager, City Finance Director, City Law
Director, Department Supervisors, News-media

From: Mikayla Ramirez, Clerk

Date: October 11, 2024

Subject: Planning Commission-Cancellation

The regularly scheduled meeting of the Planning Commission for Tuesday, October 15, 2024, at 5:00 pm has been **cancelled** by the chair.

City of Napoleon, Ohio

CIVIL SERVICE COMMISSION
SPECIAL MEETING AGENDA

Wednesday, October 16, 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) July 16, 2024.
3. Discussion/Action: in regard to switching from Sergeant to Lieutenant at the Napoleon Police Department.
4. Adjournment.


Mikayla Ramirez ~ Clerk

City of Napoleon, Ohio
CIVIL SERVICE COMMISSION
Meeting Minutes
Tuesday, July 16, 2024, at 8:15am

PRESENT

Commission Members Amy Bains, Megan Lytle-Steele
City Staff Brittney Roof- Human Resource Director
Absent Bill Finnegan-Chair

CALL TO ORDER

The meeting of the Civil Service Commission was called to order by Megan Lytle-Steele at 8:12am.

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the Civil Service Commission meeting on May 28, 2024, were approved as presented.

APPROVE APPLICANTS FOR THE POSITION OF POLICE OFFICER (PATROLMAN GRADE)

Roof stated we are asking to have the following applicant approved and certified:

Brianne Dietrick

Roof stated, she is approved and waived. She just completed her NTN and she doesn't have to take a physical exam since she already has in the last 6 months.

Motion: Bains Second: Finnegan
To approve the applicant listed above

Roll call vote on the above motion:

Yea- Bains, Megan Lytle-Steele

Nay-

Yea-2, Nay-0. Motion Passed.

CERTIFY LIST FOR THE POSITION OF POLICE OFFICER (PATROLMAN GRADE)

<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	87.40%	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
Joseph Gill	waived	February 21, 2024
Daniel Silette	waived	November 28, 2025

Robert LeGreca	waived	February 27, 2026
Brendon Lothamer	waived	March 26, 2026
Olivia McGowan	waived	May 28, 2026
Brianne Deitrick	waived	July 16, 2026

Motion: Banes Second: Lytle-Steele
to certify the Police Officer (Patrolman Grade) list as shown above.

Roll call vote on the above motion:

Yea- Lytle-Steele, Bains

Nay-

Yea-2, Nay-0. Motion Passed.

ADJOURNMENT

Motion: Bains Second: Lytle-Steele
to adjourn the Special Civil Service Commission meeting at 8:14am.

Roll call vote on the above motion:

Yea- Lytle-Steele, Bains,

Nay-

Yea-2, Nay-0. Motion Passed.

Approved

Bill Finnegan, Chair



City of **NAPOLÉON**, Ohio

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Napoleon, Ohio 43545-0151
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Mayor

Joseph Bialorucki

Members of Council

J. Ross Durham—President
Brittany Schwab—President Pro-Tem
Kenneth Haase
Dr. David Cordes
Robert L. Weitzel
Tom Weaver
Jordan McBride

City Manager

J. Andrew Small

Finance Director

Kevin L. Garringer

Law Director

Billy D. Harmon

Memorandum

*To: Chad Lulfs, P.E., P.S. - Director of Public Works
Members of Council
Joe Bialorucki, Mayor
Kevin Garringer, Finance Director
Billy Harmon, City Law Director
All Department/Divisions Heads*

From: J. Andrew Small, City Manager

Date: October 10, 2024

Subject: Acting City Manager- Assigned to Chad Lulfs

Please be informed I will be out of the office from Friday, October 11, 2024 through Tuesday, October 15, 2024. I plan to return to the office on Wednesday, October 16, 2024 at 7:30am.

During this period I appoint the following person as Acting City Manager:

Chad Lulfs, Acting City Manager

This person is hereby delegated all such power and authority of the City Manager for the periods so listed as authorized by the City Charter and Code.

Please direct all requests through Mr. Lulfs during this period. We will be in direct communication as needed.

Thank you.

J. Andrew Small,
City Manager



City of **NAPOLEON**, Ohio

Fire - Rescue Department

265 W. Riverview • P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 592-0441 • Fax: (419) 592-5195

Web Page: www.napoleonfire.com

Fire Chief

David L. Bowen

Assistant Fire Chief

Jonah L. Stiriz

Captain

Joel Frey

Captain

Tyler Reiser

Captain

Alex Rupp

Lieutenant

John Pugsley

Lieutenant

Trevor Ashbaugh

Memorandum

To: J. Andrew Small, City Manager; City Council

From: David L. Bowen, Fire Chief

cc: Brittany Roof, Human Resources Director

Date: October 8, 2024

Subject: Hurricane Milton Relief Efforts

Mr. Manager and City Council,

Last evening, a request went out through the Ohio EMA and the Ohio Fire Chief's Response Plan for a Strike Team of Type 1 Ambulances to assemble for a potential deployment to Florida for rescue/recovery efforts in the wake of Hurricane Milton. Late this afternoon, our department was selected to be part of this strike team, and I was named the Commanding Officer for said Strike Team. Assistant Chief Stiriz and I have submitted all paperwork needed as our costs will be reimbursed through FEMA. This will be a 16-day total deployment with 2 days allotted for travel to and from, leaving 14 days for working. I will be accompanied by Capt. Joel Frey and Firefighter/Paramedic Anna Pugsley on this adventure should we be activated. In speaking with the Ohio EMA, the cause for main concern now is the aftermath of the storm. Our initial deployment area will be Kissimmee Florida where we will meet with Florida EMA and then be dispatched to the areas in need. We will be taking Medic 802 and Command 810 should we be deployed. There is no time frame on when or if we will be deployed, but I wanted to keep you all informed as I spoke with Manager Small this morning about the possibility of being selected to be part of this team. Currently we will be teamed with the City of Troy, Prairie Twp., units from Consocton County, and units from Lake County. Not only is it an honor to be selected to take part in this effort with such great entities listed above, but to be named as the Commanding Officer of this group is truly humbling. Should you have any questions or concerns, please do not hesitate to reach out to me. I will be forthcoming with all information as it become available to me. I truly appreciate your support.

Website

www.napoleonfire.com

Facebook

City of Napoleon Fire and
Rescue

Twitter

@napoleonfire

Chief Bowen