

# December 2024

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



# City of Napoleon, Ohio

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## Memorandum

**To:** City Council, Mayor, City Manager, City Finance Director, Law Director, Department Heads, News-media  
**From:** Mikayla Ramirez, Clerk  
**Date:** November 27, 2024  
**Subject:** Technology and Communications Committee – Cancellation

The regularly scheduled meeting of the **Technology and Communications Committee** for Monday, December 2, 2024, at 6:15 pm has been CANCELED due to lack of agenda items.

City of Napoleon, Ohio

**CITY COUNCIL**

MEETING AGENDA

**Monday, December 2, 2024, at 7:00 pm**

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

**A. Call to Order**

**B. Attendance** (Noted by Clerk)

**C. Prayer and Pledge of Allegiance**

**D. Approval of Minutes** (in the absence of any objections or corrections, the minutes shall stand approved) November 18, 2024, Regular Council Meeting Minutes.

**E. Citizen Communication**

**F. Reports from Council Committees**

1. The Finance and Budget Committee did not meet November 25, 2024 due to a lack of agenda items.
2. The Safety and Human Resources Committee did meet November 25, 2024, and;
  - A. Reviewed the EMS costs and revenues
3. The Technology and Communications Committee did not meet earlier tonight due to a lack of agenda items.
4. The AD Hoc Committee will meet December 6, 2024, and;
  - A. Elect a chairman
  - B. Restructure performance evaluations

**G. Reports from Other Committees, Commissions and Boards** (*Informational Only-Not Read*)

1. The Civil Service Commission did not meet November 26, 2024 due to a lack of agenda items.
2. The Parks and Recreation Board did not meet November 27, 2024 due to a lack of agenda items

**H. Introduction of New Ordinances and Resolutions**

1. **Resolution No. 046-23**, A Resolution authorizing the expenditure of funds over fifty thousand dollars (\$50,000) for the purpose of payment of debt service regarding the VanHying Pump Station Project, also directing the Finance Director to transfer certain fund balances (Transfer No. 4) from respective funds to other funds pursuant to ORC. Section 5705.14 regarding said expenditure; and declaring an Emergency

**I. Second Reading of Ordinances and Resolutions**

1. **Ordinance No. 037-24**, An Ordinance establishing the appropriation measure (budget) of the City of Napoleon, Ohio for the fiscal year ending December 31, 2025, listed in Exhibit A; and declaring an Emergency
2. **Resolution No. 038-24**, A Resolution authorizing the Finance Director to transfer certain fund balances from respective funds to other funds per ORC. Section 5705.14 on an as needed basis in fiscal year 2025, listed in Exhibit A; and declaring an Emergency
3. **Ordinance No. 039-24**, An Ordinance amending the allocation of funds as found in Sections 193.11 and 194.013 of the Codified Ordinances of the City of Napoleon, Ohio; and declaring an Emergency
4. **Ordinance No. 040-24**, An Ordinance apportioning the expenses incurred including wages, salaries and fringe benefits of the Mayor, Council, and various other departments of the City of Napoleon which are not otherwise directly charged to special and/or capital projects among various accounts effective January 1, 2025; amending Ordinance No.(s) 104-09, 087-19, 069-20, 059-21, 076-22, and 048-23; and declaring an Emergency

5. **Ordinance No. 041-24**, An Ordinance establishing a new position classification pay plan for employees of the City of Napoleon, Ohio for the year 2025; repealing Ord. No. 049-23; and declaring an Emergency
6. **Resolution No. 042-24**, A Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2025; and declaring an Emergency
7. **Resolution No. 043-24**, A Resolution authorizing the expenditure of funds and authorizing a department director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional legislation to do so in the year 2025; and declaring an Emergency
8. **Resolution No. 044-24**, A Resolution authorizing expenditure of funds in excess of fifty thousand dollars (\$50,000) in and for the year 2025 as it relates to reoccurring costs associated with the operation of the City, for payment of expenses, and for purchases associated with vendors utilized by multiple departments within the City; elimination of necessity of competitive bidding in and for the year 2025 as it relates to certain transactions; and declaring an Emergency
9. **Resolution No. 045-24**, A Resolution extending the provisions contained in Resolution No. 057-23, wherein Council imposed an immediate moratorium on the issuance and processing of permits allowing retail dispensaries, cultivators, or processors of adult use marijuana within the City of Napoleon, Ohio; and declaring an Emergency

**J. Third Reading of Ordinances and Resolutions-NONE**

**K. Good of the City** (Any other business as may properly come before Council, including but not limited to):

1. Discussion/Action: To approve the Write-Offs of Uncollectable Accounts for Utilities, EMS and Taxes.
2. Discussion/Action: Continuation of temporary reduction and/or temporary elimination of certain residential building permit fees.
3. Discussion/Action: To accept a check for \$330 from HC EMA for covering our 2024 I Am Responding costs.

**L. Executive Session (as needed)**

**M. Approve Payments of Bills** (In the absence of any objections or corrections, the payment of bills shall stand approved.)

**N. Adjournment**

  
Mikayla Ramirez—Clerk

**A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL**

- 1. Technology & Communication Committee (1<sup>st</sup> Monday)**  
*(Next Regular Meeting: December 2, 2024 @6:15 pm)*
- 2. Electric Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Tuesday, December 9, 2024 @6:30 pm)*
  - a. Review of Power Supply Cost Adjustment Factor for November 2024
  - b. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 9, 2024 @7:00 pm)*
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 9, 2024 @7:30 pm)*
- 5. Parks & Recreation Committee (3<sup>rd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 16, 2024 @6:00 pm)*
- 6. Finance & Budget Committee (4<sup>th</sup> Monday)**  
*(Next Regular Meeting: Monday, December 23, 2024 @6:30 pm)*
- 7. Safety & Human Resources Committee (4<sup>th</sup> Monday)**  
*(Next Regular Meeting: Monday, December 23, 2024 @7:30 pm)*
- 8. Personnel Committee (as needed)**

**B. Items Referred or Pending in Other City Committees, Commissions & Boards**

- 1. Board of Public Affairs (2<sup>nd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 9, 2024 @6:30 pm)*
  - a. Review of Power Supply Cost Adjustment Factor for August 2024
  - b. Electric Department Report
- 2. Board of Zoning Appeals (2<sup>nd</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, December 10, 2024 @4:30 pm)*
- 3. Planning Commission (2<sup>nd</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, December 10, 2024 @5:00 pm)*
- 4. Tree Commission (3<sup>rd</sup> Monday)**  
*(Next Regular Meeting: Monday, December 16, 2024 @6:00 pm)*
- 5. Civil Service Commission (4<sup>th</sup> Tuesday)**  
*(Next Regular Meeting: Tuesday, December 24, 2024 @4:30 pm)*
- 6. Parks & Recreation Board (Last Wednesday)**  
*(Next Regular Meeting: Thursday, December 26, 2024 @6:30 pm)*
- 7. Privacy Committee (2nd Tuesday in May & November)**  
*(Next Regular Meeting: Tuesday, November 12, 2024 @10:30 am)*
- 8. Records Commission (2<sup>nd</sup> Tuesday in June & December)**  
*(Next Regular Meeting: Tuesday, December 10, 2024 @4:00pm)*
- 9. Housing Council (1<sup>st</sup> Monday after the TIRC meeting)**
- 10. Health Care Cost Committee (as needed)**
- 11. Preservation Commission (as needed)**
- 12. Napoleon Infrastructure/Economic Development Fund Review Committee (NIEDF) (as needed)**
- 13. Tax Incentive Review Council**
- 14. Volunteer Firefighters' Dependents Fund Board (as needed)**
- 15. Volunteer Peace Officers' Dependents Fund Board (as needed)**
- 16. Lodge Tax Advisory & Control Board (as needed)**
- 17. Board of Building Appeals (as needed)**
- 18. ADA Compliance Board (as needed)**

*City of Napoleon, Ohio*  
**CITY COUNCIL MEETING MINUTES**  
Monday, November 18, 2024, at 7:00 pm

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**PRESENT**

Council Members	Ross Durham-Council President, Brittany Schwab-Council President Pro-Tem, Ken Haase, Robert L. Weitzel, Tom Weaver, Jordan McBride, Dr. David Cordes
Mayor	Joseph Bialorucki
City Manager	Andy Small
Finance Director	Kevin Garringer
Law Director	Billy Harmon
Clerk of Council	Mikayla Ramirez
Others	News-Media, Brittany Roof, David Bowen, Ed Legg, Justin Ruffer, Jonah Stiriz, Tony Cotter, Jeff Weis, Josh Benarth, John Pugsley, Anna Pugsley, Joel Fry, Andy Rogers, Abigail Zunk

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**CALL TO ORDER**

Council President Durham called the City Council meeting to order at 7:00 pm with the Lord’s Prayer followed by the Pledge of Allegiance.

**Swearing-in of FF/Paramedic Abigail Zunk**

Mayor Bialorucki swore in FF/Paramedic Abigail Zunk.

Chief Legg said, this comes to you with permission from the Bureau of Criminal Investigation and the family. I address you tonight with a heavy heart to report to city council and the citizens of Napoleon that on November 16<sup>th</sup> at 6:30 pm officer Tyler Murrey died in the line of duty. He started with the Napoleon Police Department on September 25, 2018, he performed duties as a patrolman, warranty entry team, firearms instructor, and an armorer. You will be sorely missed. The family and the department are going through very difficult times, and we are working together to get through those times. We will continue to do our jobs day in and day out and when you see one of my people be sure to thank them. I knew it was important for me to come and address you officially to announce this. It was the official determination that this information be released here at council. I felt it was important, and I thank you for your time. Durham said, on behalf of city council I would like to share a few words. We are gathered tonight with deep sadness and heavy hearts due to this tragic loss of a dedicated member of the Napoleon Police Department. This is a devastating moment for our entire community and our thoughts and prayers go out to his wife, daughters, his colleagues, and all those who knew Tyler. Our police officers face an incredible challenge every day and its vital we recognize not only their courage and service that they give to protect us but the toll that this profession can take on their mental and emotional well-being. As we grieve this loss let us remember the life of Officer Murrey and honor the sacrifice, he made for all of us. We offer our sincere gratitude to not only him but all first responders serving this community. We stand in solidarity with his family, his department, and all the men/women who carry the weight of such a demanding job. With that being said, I would ask that everyone please join me in a moment of silence to reflect on Tyler’s life and his service, thank you.

**APPROVAL OF MINUTES**

The minutes from November 4, 2024, Regular Council meeting and the November 1<sup>st</sup> and 2<sup>nd</sup> 2024, Special City Council Meeting Minutes are approved as presented. Schwab said, I'd like to propose a change for the November 4<sup>th</sup> meeting minutes page 2, 1<sup>st</sup> paragraph where it says, "contractor" I propose it be corrected to "contract."

### **CITIZEN COMMUNICATION**

Rogers said, I've lived in this community for 6 years now and my concern is with the southside skate park. I would love to see the community be able to keep the equipment and move to one of the basketball courts at Oakwood Park. The community has more basketball courts, but they don't have any more skate parks. I've also talked to a couple clubs in the community that are willing to donate for labor expenses to relocate the equipment. Cotter said, we could certainly explore that option and I'm willing to take it to the board for further discussion. Cordes said, how is the condition of the equipment. Cotter said, it is in pretty good condition.

### **REPORTS FROM COUNCIL COMMITTEES**

The Electric Committee did not meet on November 12, 2024, due to lack of agenda items.

The Water, Sewer, Refuse, Recycling and Litter Committee did not meet on November 12, 2024, due to lack of agenda items.

The Municipal Properties, Building, Land Use and ED Committee did not meet on November 12, 2024, due to lack of agenda items.

The Parks and Recreation Committee did not meet earlier tonight due to lack of agenda items.

### **INTRODUCTION OF NEW ORDINANCES AND RESOLUTIONS**

#### **Ordinance No. 037-24 Appropriation Measure**

Council President Durham read by title Ordinance No. 037-24, An Ordinance establishing the appropriation measure (budget) of the City of Napoleon, Ohio for the fiscal year ending December 31, 2025, listed in Exhibit A; and declaring an Emergency

Motion: Haase                      Second: Schwab  
to approve first read of Ordinance No. 037-24

Garringer said, this is the appropriation budget for all the funds. These are the total numbers per department and per fund and we ask that council approve these numbers that would encompass all the requests made during the budget meetings. Weitzel said, there were discussions about salary and based off that conversation we didn't change any salaries. The problem I have is there will be an ordinance coming up that deals with the pay plan that doesn't reflect what we talked about. At a glance, there were four salaries that didn't match up. Durham said, is there a specific job you are referring to. Weitzel said, the senior account clerks but the numbers that appear in that proposal are not any of the numbers that appear on the line. Small said, I assume you are talking about Ordinance 041-24. Roof said, these are the amounts of the job classifications right now but not what will be in effect next year. Durham said, is that lower or higher. Roof said, those numbers are higher than the budget. Small said, so to reiterate these are 2024 wages with the 3.5% added. Roof said, yes.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Resolution No. 038-24 Transfer Funds**

Council President Durham read by title Resolution No. 038-24, A Resolution authorizing the Finance Director to transfer certain fund balances from respective funds to other funds per ORC. Section 5705.14 on an as needed basis in fiscal year 2025, listed in Exhibit A; and declaring an Emergency

Motion: Schwab                      Second: Weaver  
to approve first read of Resolution No. 038-24

Garringer said, this resolution allows the finance department to be able to move funds from one fund to another. We are instructed that we are allowed to do it specifically by what's approved by this resolution, if that is not on this resolution then we would have to go through the Finance and Budget Committee.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Ordinance No. 039-24 Amending the Allocation of Funds**

Council President Durham read by title Ordinance No. 039-24, An Ordinance amending the allocation of funds as found in Sections 193.11 and 194.013 of the Codified Ordinances of the City of Napoleon, Ohio; and declaring an Emergency

Motion: Schwab                      Second: Weaver  
to approve first read of Ordinance No. 039-24

Garringer said, it says amending, but it is only amending the dates. There are no real changes about it and this is where we get a percentage split from the income tax fund where 65% goes to the general fund and 35% goes to the capital fund.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Ordinance No. 040-24 Apportioning the Expenses**

Council President Durham read by title Ordinance No. 040-24, An Ordinance apportioning the expenses incurred including wages, salaries and fringe benefits of the Mayor, Council, and various other departments of the City of Napoleon which are not otherwise directly charged to special and/or capital projects among various accounts effective January 1, 2025; amending Ordinance No.(s) 104-09, 087-19, 069-20, 059-21, 076-22, and 048-23; and declaring an Emergency

Motion: Haase                      Second: Schwab  
to approve first read of Ordinance No. 040-24

Garringer said, this allows us to charge other departments and/or funds for various salaries and benefits.



Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Ordinance No. 041-24 New Position Classification**

Council President Durham read by title Ordinance No. 041-24, An Ordinance establishing a new position classification pay plan for employees of the City of Napoleon, Ohio for the year 2025; repealing Ord. No. 049-23; and declaring an Emergency

Motion: Schwab                                      Second: Weaver  
to approve first read of Ordinance No. 041-24

Garringer said, these are the pay classifications, and we have various ones depending on whether they're salary or hourly and then what step they're on (A, B, C, D). Most of them were just increased by 3.5%.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Resolution No. 042-24 Contribution to the CIC of Henry County**

Council President Durham read by title Resolution No. 042-24, A Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2025; and declaring an Emergency

Motion: Haase                                      Second: Schwab  
to approve first read of Resolution No. 042-24

Garringer said, annually we give a contribution to the Community Improvement Corporation, and this is the same amount we have given the last 2 years for \$45,000.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Resolution No. 043-24 Expenditure of Funds**

Council President Durham read by title Resolution No. 043-24, A Resolution authorizing the expenditure of funds and authorizing a department director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional legislation to do so in the year 2025; and declaring an Emergency

Motion: Schwab                                      Second: Weaver  
to approve first read of Resolution No. 043-24

Garringer said, these are items we have budgeted for in 2025 that we need you guys to approve, so this is what we call the master list and by approving this, it allows the departments to not have to come to council to approve said items.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Resolution No. 044-24 Expenditure of Funds in Excess**

Council President Durham read by title Resolution No. 044-24, A Resolution authorizing expenditure of funds in excess of fifty thousand dollars (\$50,000) in and for the year 2025 as it relates to reoccurring costs associated with the operation of the City, for payment of expenses, and for purchases associated with vendors utilized by multiple departments within the City; elimination of necessity of competitive bidding in and for the year 2025 as it relates to certain transactions; and declaring an Emergency

Motion: Schwab                      Second: Weaver  
to approve first read of Resolution No. 044-24

Garringer said, we have a list of exhibit items and some of these stay on here year after year, other times we do change this as we just did last month. These are items that we purchase throughout the year that could in excess bring us over the \$50,000 payment mark. We are tied by statute that if there's something that we want to purchase over \$50,000 that is not on this list we would have to go to council for approval, but this exempts that from happening.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Resolution No. 045-24 Extending the Provisions**

Council President Durham read by title Resolution No. 045-24, A Resolution extending the provisions contained in Resolution No. 057-23, wherein Council imposed an immediate moratorium on the issuance and processing of permits allowing retail dispensaries, cultivators, or processors of adult use marijuana within the City of Napoleon, Ohio; and declaring an Emergency

Motion: Haase                      Second: Weitzel  
to approve first read of Resolution No. 045-24

Harmon said, at this point we have no updates. We're still waiting for the state to take some action and outline what the rules will be. This moratorium makes sense at least until we have some clarification as to what the state intends to do and after that council can decide what it wants to do. This will be extended until it's repealed.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

Yeas-7, Nays-0. Motion Passed.

**SECOND READ OF ORDINANCES AND RESOLUTIONS-NONE**

**THIRD READ OF ORDINANCES AND RESOLUTIONS-NONE**

**GOOD OF THE CITY (Discussion/Action)**

**Approval of the Power Supply Cost Adjustment Factor for November 2024 as PSCA 3-month averaged factor \$0.00388 and JV2 \$0.045393**

Small said, it's more than twice what it was last month but at the same time it's the second lowest and I went back four years. There will be some changes starting next spring or summer in regard to capacity costs but for right now we're enjoying the low prices, due to the low cost of natural gas and our hydros not running.

Motion: Haase                      Second: Schwab

to approve the Power Supply Cost Adjustment Factor for November 2024 as PSCA 3-month averaged factor \$0.00388 and JV2 \$0.045393

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**The Parks and Recreation Department received a donation from the Napoleon Church of the Nazarene in the amount of \$8,000.00. These funds represent proceeds from their 5K run that was held in June of 2024. The church would like the funds earmarked for the addition of Pickleball Courts at Swearingen Park**

Cotter said, the Church of Nazarene is very committed to the parks department, in particular, the improvements that we are trying to make to Swearingen Park

Motion: Schwab                      Second: Weaver

to accept the donation from the Napoleon Church of the Nazarene in the amount of \$8,000.00

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Request approval of the specifications to bid chemicals for the Water Treatment and Wastwater Treatment Plants for FY2025**

Weis said, this is our annual request to bid chemicals for the Water Treatment and Wastwater Treatment Plants. Durham said, were overall cost lower than last year. Weis said, we've some increases and decreases but a lot of the chemicals we use were decreasing.

Motion: Haase                      Second: Weitzel

to approve the specifications to bid chemicals for the Water Treatment and Wastwater Treatment Plants for FY2025

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**To approve PC-24-09 Vacation of Alley**

Small said, this is Civic Center and this is a house on the corner of Scott Street and Main Street. The alleyway in question to be vacated is the small portion you see here. The alley has no use to the city, there are no utilities or anything, so basically, they want this alleyway absorbed into that property.

Motion: Weitzel            Second: Schwab  
to approve PC-24-09 Vacation of Alley

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**AROUND THE TABLE**

Garringer-Nothing.

Weaver said, the Finance and Budget Committee has no new agenda items and will not be meeting next Monday. Also, thank you to the Church of Nazarene.

Cordes-Nothing.

Schwab-Nothing.

Bialorucki-Nothing.

Haase said, it looks like leaf pick up is going well. Small said, yes and we hope it continues with the weather we have this week.

Weitzel-Nothing.

McBride said, I've also heard from residents about finding a different solution for the skate park, so I am just throwing that out there.

Harmon-Nothing.

Small-Nothing.

**EXECUTIVE SESSION (Pending or imminent court action and compensation of personnel)**

Motion: Schwab            Second: Weaver

To enter executive session for pending or imminent court action and compensation of personnel at 7:47 pm

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

Motion: Schwab

Second: Haase

to end executive session for pending or imminent court action and compensation of personnel  
compensation of personnel at 8:35 pm

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

**Approve Payments of Bills and Financial Reports** (In the absence of any objections or corrections, the payment of bills shall stand approved.)

**ADJOURNMENT**

Motion: Schwab

Second: Weitzel

to adjourn the City Council meeting at 8:36 p.m.

Roll call vote on the above motion

Yeas- Durham, Haase, Weitzel, McBride, Weaver, Cordes, Schwab

Nays-

**Yeas-7, Nays-0. Motion Passed.**

Approved

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J. Ross Durham, Council President

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Joe Bialorucki, Mayor

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Mikayla Ramirez, Clerk

**RESOLUTION NO. 046-24**

**A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS OVER FIFTY THOUSAND DOLLARS (\$50,000) FOR THE PURPOSE OF PAYMENT OF DEBT SERVICE REGARDING THE VANHYNING PUMP STATION PROJECT, ALSO DIRECTING THE FINANCE DIRECTOR TO TRANSFER CERTAIN FUND BALANCES (TRANSFER NO. 4) FROM RESPECTIVE FUNDS TO OTHER FUNDS PURSUANT TO ORC. SECTION 5705.14 REGARDING SAID EXPENDITURE; AND DECLARING AN EMERGENCY**

**WHEREAS**, the VanHyning Pump Station Project has been completed; and,  
**WHEREAS**, the payment of debt service, commencing January 2, 2025, exceeds fifty thousand dollars (\$50,000); and,

**WHEREAS**, to meet the deadline for payment of debt service for said project, a budget adjustment must be performed in December 2024; and,

**WHEREAS**, Council now desires to authorize the expenditure of funds over fifty thousand dollars (\$50,000) and to authorize and direct the City Finance Director to transfer the appropriate fund balances (Transfer No. 4) from respective funds to other funds pursuant to ORC. Section 5705.14 regarding said expenditure; **Now Therefore**,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, the City of Napoleon authorizes the expenditure of funds in excess of fifty thousand dollars (\$50,000) for payment of debt service regarding the VanHyning Pump Station Project.

Section 2. That, the City of Napoleon authorizes and directs the Finance Director to transfer the appropriate fund balances (Transfer No. 4) from respective funds to other funds pursuant to ORC. Section 5705.14 regarding said expenditure.

Section 3. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 4. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 5. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to meet the time requirements necessary regarding payment of the VanHyning Pump Station Project; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time

permitted by law. Further, the Emergency Clause is necessary to transfer the funds and to begin the payment process in a timely manner, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 046-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon, Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

**ORDINANCE NO. 037-24**

**AN ORDINANCE ESTABLISHING THE APPROPRIATION MEASURE (BUDGET) OF THE CITY OF NAPOLEON, OHIO FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025, LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY**

**WHEREAS**, Council desires to pass an annual appropriation measure of the City of Napoleon for the fiscal year ending December 31, 2025; **Now Therefore**,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That this annual appropriation measure be passed, and the sums as contained in Exhibit A, attached hereto and made a part of this Ordinance, are set aside and appropriated for the fiscal year ending December 31, 2025.

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, only that portion shall be held invalid and the remainder shall remain valid.

Section 4. That, pursuant to 121.03(f) of the Codified Ordinances of the City of Napoleon, Ohio, this Ordinance is declared to be an Ordinance providing for appropriations for the current expenses of the City appropriations immediately required for the City to operate; therefore, this Ordinance shall be in full force and effect immediately upon its passage, subject to the approval by the Mayor, otherwise it shall take effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper and timely procedure establishing the appropriation measure, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain



Attest:

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Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 037-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

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*Mikayla Ramirez, Clerk of Council*

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
1100 City Council/Legislative	43,069.03	10,195.00	53,264.03
1200 Mayor/Executive	18,696.53	1,300.00	19,996.53
1300 City Manager/Administrative	314,141.26	18,600.00	332,741.26
1370 City Manager/Human Resources	120,011.96	17,120.00	137,131.96
1400 Law Director/ Administrative	289,174.07	64,810.00	353,984.07
1500 Finance/Administrative	456,222.57	109,980.00	566,202.57
1520 Finance/Utility Billing	100,725.46	122,450.00	223,175.46
1600 Information Technology/Administration	228,004.45	90,666.00	318,670.45
1700 Engineering/City Engineer	397,634.98	62,859.00	460,493.98
1800 Municipal Court/Judicial	651,592.41	100,385.00	751,977.41
1900 General Gov./Miscellaneous	0.00	182,660.00	182,660.00
2100 Police/Safety Services	2,466,752.94	427,693.00	2,894,445.94
2101 Police/Code Enforcement	47,733.82	6,650.00	54,383.82
2102 Police/School Res. Officer	120,382.82	15,650.00	136,032.82
2103 Police/K-9 Unit	119,521.20	16,960.00	136,481.20
2200 Fire/Safety Services	1,704,054.85	277,440.00	1,981,494.85
4700 Cemetery/Grounds	114,001.00	27,000.00	141,001.00
5130 Service/Blds.,Properties,Equip.	104,731.61	16,310.00	121,041.61
9800 Reimbursements-Shared Expenses	0.00	75,540.00	75,540.00
9900 Transfer Accounts	0.00	133,200.00	133,200.00
<b>100 GENERAL FUND</b>	<b>7,296,450.96</b>	<b>1,777,468.00</b>	<b>9,073,918.96</b>
1900 General Gov./Miscellaneous	0.00	10,000.00	10,000.00
<b>123 SPECIAL EVENTS FUND</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>
3500 Economic Development	0.00	45,000.00	45,000.00
<b>130 ECONOMIC DEVELOPMENT FUND</b>	<b>0.00</b>	<b>45,000.00</b>	<b>45,000.00</b>
9900 Transfer Accounts	0.00	2,000.00	2,000.00
<b>147 UNCLAIMED MONIES FUND</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
1510 Finance/Income Tax Collection	99,550.96	271,190.00	370,740.96
9900 Transfer Accounts	0.00	5,142,400.00	5,142,400.00
<b>170 MUNICIPAL INCOME TAX FUND</b>	<b>99,550.96</b>	<b>5,413,590.00</b>	<b>5,513,140.96</b>
9800 Reimbursements-Shared Expenses	0.00	144,880.00	144,880.00
9900 Transfer Accounts	0.00	390,000.00	390,000.00
<b>180 KWH TAX COLLECTION FUND (GF)</b>	<b>0.00</b>	<b>534,880.00</b>	<b>534,880.00</b>
1800 Municipal Court/Judicial	0.00	7,500.00	7,500.00
9900 Transfer Accounts	0.00	7,500.00	7,500.00
<b>195 LAW LIBRARY FUND</b>	<b>0.00</b>	<b>15,000.00</b>	<b>15,000.00</b>
5100 Service/Streets Maint.&Prop.	344,343.04	180,325.00	524,668.04
5110 Service/Ice And Snow Removal	46,575.00	63,450.00	110,025.00
5120 Service/Storm Drainage	11,902.50	16,000.00	27,902.50
<b>200 STREET CONST.MAINT.&amp;REPAIR FD</b>	<b>402,820.54</b>	<b>259,775.00</b>	<b>662,595.54</b>
5100 Service/Streets Maint.&Prop.	0.00	52,200.00	52,200.00
<b>201 STATE HIGHWAY IMPROVEMENT FUND</b>	<b>0.00</b>	<b>52,200.00</b>	<b>52,200.00</b>

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
5100 Service/Streets Maint.&Prop.	0.00	135,000.00	135,000.00
<b>202 MUNI.(50%)MOTOR VEH.LIC.TAS FD</b>	<b>0.00</b>	<b>135,000.00</b>	<b>135,000.00</b>
5100 Service/Streets Maint.&Prop.	0.00	40,000.00	40,000.00
<b>203 MUNI.(100%)MOTOR VEH.LIC.TASFD</b>	<b>0.00</b>	<b>40,000.00</b>	<b>40,000.00</b>
5100 Service/Streets Maint.&Prop.	0.00	12,000.00	12,000.00
<b>204 CO VEH LIC PERMISSIVE TAX FUND</b>	<b>0.00</b>	<b>12,000.00</b>	<b>12,000.00</b>
2200 Fire/Safety Services	0.00	236,356.00	236,356.00
9800 Reimbursements-Shared Expenses	0.00	205,000.00	205,000.00
9900 Transfer Accounts	0.00	31,680.00	31,680.00
<b>210 EMS TRANSPORT SERVICE FUND</b>	<b>0.00</b>	<b>473,036.00</b>	<b>473,036.00</b>
4100 Recreation/Administrative	144,188.46	7,700.00	151,888.46
4200 Recreation/Golf Operating	280,966.36	229,050.00	510,016.36
4300 Recreation/Pool Operating	158,028.98	101,690.00	259,718.98
4400 Recreation/Parks & Programs	348,435.94	292,800.00	641,235.94
<b>220 RECREATION FUND</b>	<b>931,619.74</b>	<b>631,240.00</b>	<b>1,562,859.74</b>
4300 Recreation/Pool Operating	21,485.62	458,759.00	480,244.62
<b>221 NAPOLEON AQUATIC CENTER</b>	<b>21,485.62</b>	<b>458,759.00</b>	<b>480,244.62</b>
4300 Recreation/Pool Operating	0.00	65,000.00	65,000.00
<b>222 NAP AQUATIC CTR RESERVE FUND</b>	<b>0.00</b>	<b>65,000.00</b>	<b>65,000.00</b>
8300 Revenue Funds Debt Services	0.00	232,990.00	232,990.00
<b>223 NAP AQUATIC CTR DEBT RES FUND</b>	<b>0.00</b>	<b>232,990.00</b>	<b>232,990.00</b>
4700 Cemetery/Grounds	0.00	7,500.00	7,500.00
<b>227 CEMETERY TRUST FUND</b>	<b>0.00</b>	<b>7,500.00</b>	<b>7,500.00</b>
9900 Transfer Accounts	0.00	0.00	0.00
<b>231 COURT 2023 TECH GRANT FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
3800 Travel And Tourism (3%)	0.00	45,000.00	45,000.00
9900 Transfer Accounts	0.00	45,000.00	45,000.00
<b>240 HOTEL/MOTEL TAX FUND</b>	<b>0.00</b>	<b>90,000.00</b>	<b>90,000.00</b>
2200 Fire/Safety Services	0.00	387,500.00	387,500.00
<b>242 FIRE EQUIPMENT FUND</b>	<b>0.00</b>	<b>387,500.00</b>	<b>387,500.00</b>
1900 General Gov./Miscellaneous	0.00	10,000.00	10,000.00
<b>243 FIRE LOSS CLAIMS FUND</b>	<b>0.00</b>	<b>10,000.00</b>	<b>10,000.00</b>
1300 City Manager/Administrative	0.00	0.00	0.00
<b>252 AMERICAN RESCUE PLAN ACT</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2100 Police/Safety Services	0.00	1,700.00	1,700.00
<b>253 ONEOHIO FUND</b>	<b>0.00</b>	<b>1,700.00</b>	<b>1,700.00</b>
3300 Cdbg, Chis & Chip Dev.Grants	0.00	20,000.00	20,000.00
<b>261 CDBG PROGRAM INCOME FUND</b>	<b>0.00</b>	<b>20,000.00</b>	<b>20,000.00</b>

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
1800 Municipal Court/Judicial	0.00	25,000.00	25,000.00
<b>270 INDIGENT DRIV. ALCOHOL FUND</b>	<b>0.00</b>	<b>25,000.00</b>	<b>25,000.00</b>
2100 Police/Safety Services	0.00	1,360.00	1,360.00
<b>271 LAW ENFORCEMENT &amp; ED. FUND</b>	<b>0.00</b>	<b>1,360.00</b>	<b>1,360.00</b>
1800 Municipal Court/Judicial	0.00	30,000.00	30,000.00
9800 Reimbursements-Shared Expenses	0.00	10,000.00	10,000.00
<b>272 COURT COMPUTERIZATION FUND</b>	<b>0.00</b>	<b>40,000.00</b>	<b>40,000.00</b>
2100 Police/Safety Services	0.00	1,000.00	1,000.00
<b>273 LAW ENFORCEMENT TRUST FUND</b>	<b>0.00</b>	<b>1,000.00</b>	<b>1,000.00</b>
2100 Police/Safety Services	0.00	2,000.00	2,000.00
<b>274 MANDATORY DRUG FINE FUND</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
1810 Municipal Court/Probation Department	23,184.24	2,500.00	25,684.24
<b>275 MUNICIPAL PROBATION SERV. FUND</b>	<b>23,184.24</b>	<b>2,500.00</b>	<b>25,684.24</b>
1800 Municipal Court/Judicial	0.00	67,600.00	67,600.00
<b>278 COURT SPECIAL PROJECTS FUND</b>	<b>0.00</b>	<b>67,600.00</b>	<b>67,600.00</b>
2100 Police/Safety Services	0.00	2,000.00	2,000.00
<b>280 CERTIFIED POLICE TRAINING FUND</b>	<b>0.00</b>	<b>2,000.00</b>	<b>2,000.00</b>
1800 Municipal Court/Judicial	0.00	5,000.00	5,000.00
<b>281 INDIGENT DRIVERS INTERLOCK/ALC</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
2023 Municipal Court/Cca 2.0	81,011.48	10,720.00	91,731.48
<b>287 PROBATION IMP. &amp; INCTV.GRT.FD.</b>	<b>81,011.48</b>	<b>10,720.00</b>	<b>91,731.48</b>

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
2100 Police/Safety Services	95,600.00	128,000.00	223,600.00
<b>290 POLICE PENSION FUND</b>	<b>95,600.00</b>	<b>128,000.00</b>	<b>223,600.00</b>
2200 Fire/Safety Services	47,850.00	65,000.00	112,850.00
<b>291 FIRE PENSION FUND</b>	<b>47,850.00</b>	<b>65,000.00</b>	<b>112,850.00</b>
1900 General Gov./Miscellaneous	0.00	5,000.00	5,000.00
<b>295 IRS 125 EMPLOYEE BENEFITS FUND</b>	<b>0.00</b>	<b>5,000.00</b>	<b>5,000.00</b>
8100 General Obligation Debt Services	0.00	52,500.00	52,500.00
<b>300 GENERAL BOND RETIREMENT FUND</b>	<b>0.00</b>	<b>52,500.00</b>	<b>52,500.00</b>
8500 Special Assessment Debt Services	0.00	10.00	10.00
<b>310 S.A. BOND RETIREMENT FUND</b>	<b>0.00</b>	<b>10.00</b>	<b>10.00</b>
7000 General Improvements & Projects	0.00	5,900.00	5,900.00
<b>320 OAKWOOD/AMERICAN TIF FUND</b>	<b>0.00</b>	<b>5,900.00</b>	<b>5,900.00</b>
3500 Economic Development	0.00	81,100.00	81,100.00
<b>330 PACE ENERGY PROJ OAKWOOD</b>	<b>0.00</b>	<b>81,100.00</b>	<b>81,100.00</b>
1300 City Manager/Administrative	0.00	91,600.00	91,600.00
1500 Finance/Administrative	0.00	7,000.00	7,000.00
1600 Information Technology/Administration	0.00	44,000.00	44,000.00
1700 Engineering/City Engineer	0.00	61,000.00	61,000.00
1800 Municipal Court/Judicial	0.00	24,000.00	24,000.00
2100 Police/Safety Services	0.00	205,775.00	205,775.00
2102 Police/School Res. Officer	0.00	400.00	400.00
2103 Police/K-9 Unit	0.00	500.00	500.00
2200 Fire/Safety Services	0.00	65,900.00	65,900.00
4400 Recreation/Parks & Programs	0.00	0.00	0.00
4700 Cemetery/Grounds	0.00	8,500.00	8,500.00
5100 Service/Streets Maint.&Prop.	0.00	1,585,750.00	1,585,750.00
9900 Transfer Accounts	0.00	124,070.00	124,070.00
<b>400 CAPITAL IMPROVEMENT FUND</b>	<b>0.00</b>	<b>2,218,495.00</b>	<b>2,218,495.00</b>
5100 Service/Streets Maint.&Prop.	0.00	0.00	0.00
<b>434 OAKWOOD AVE IMP PROJECT FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
6110 Electric/Operations, Dist. System	1,990,064.14	1,410,200.00	3,400,264.14
6111 Electric/Purchased Power	0.00	13,500,000.00	13,500,000.00
9800 Reimbursements-Shared Expenses	0.00	1,109,930.00	1,109,930.00
9900 Transfer Accounts	0.00	895,000.00	895,000.00
<b>500 ELECTRIC UTILITY REVENUE FUND</b>	<b>1,990,064.14</b>	<b>16,915,130.00</b>	<b>18,905,194.14</b>
6110 Electric/Operations, Dist. System	0.00	3,900,000.00	3,900,000.00
<b>503 ELECTRIC DEVELOPMENT FUND</b>	<b>0.00</b>	<b>3,900,000.00</b>	<b>3,900,000.00</b>
6200 Water/Treatment Plant Operations	751,720.00	1,558,469.00	2,310,189.00
6210 Water/Distribution System	599,488.37	248,710.00	848,198.37
9800 Reimbursements-Shared Expenses	0.00	572,340.00	572,340.00
9900 Transfer Accounts	0.00	1,081,795.00	1,081,795.00
<b>510 WATER REVENUE FUND</b>	<b>1,351,208.38</b>	<b>3,461,314.00</b>	<b>4,812,522.38</b>
6210 Water/Distribution System	0.00	710,000.00	710,000.00
<b>511 WATER DEPRECIATION RES. FUND</b>	<b>0.00</b>	<b>710,000.00</b>	<b>710,000.00</b>
8300 Revenue Funds Debt Services	0.00	253,845.00	253,845.00
<b>512 WATER DEBT RESERVE FUND</b>	<b>0.00</b>	<b>253,845.00</b>	<b>253,845.00</b>
8300 Revenue Funds Debt Services	0.00	22,775.00	22,775.00
<b>513 WATER OWDA BOND RETIREMENT FD.</b>	<b>0.00</b>	<b>22,775.00</b>	<b>22,775.00</b>
6200 Water/Treatment Plant Operations	0.00	572,575.00	572,575.00
<b>519 WATER PLANT IMPROV &amp; RENO FUND</b>	<b>0.00</b>	<b>572,575.00</b>	<b>572,575.00</b>
6300 Sewer (Wwt)/Treatment Plant Oper.	705,382.41	934,663.00	1,640,045.41
6310 Sewer (Wwt)/Collection System	137,404.07	132,205.00	269,609.07
6311 Sewer (Wwt)/Cleaning & Imp.(Sso & Cso)	191,871.51	9,200.00	201,071.51
9800 Reimbursements-Shared Expenses	0.00	657,730.00	657,730.00
9900 Transfer Accounts	0.00	2,136,970.00	2,136,970.00
<b>520 SEWER UTILITY REVENUE FUND</b>	<b>1,034,657.99</b>	<b>3,870,768.00</b>	<b>4,905,425.99</b>
6310 Sewer (Wwt)/Collection System	0.00	4,415,000.00	4,415,000.00
<b>521 SEWER UTY. REPLCMNT.&amp;IMP. FUND</b>	<b>0.00</b>	<b>4,415,000.00</b>	<b>4,415,000.00</b>
8800 State & Epa Loans Debt Services	0.00	1,081,520.00	1,081,520.00
<b>522 SEWER DEBT RESERVE FUND</b>	<b>0.00</b>	<b>1,081,520.00</b>	<b>1,081,520.00</b>
8600 Special Assess. Debt Services (Owda)	0.00	107,595.00	107,595.00
<b>523 OWDA SA DEBT RETIREMENT FUND</b>	<b>0.00</b>	<b>107,595.00</b>	<b>107,595.00</b>
8800 State & Epa Loans Debt Services	0.00	120,000.00	120,000.00
<b>531 VAN HYNING PUMP STA REPL FUND</b>	<b>0.00</b>	<b>120,000.00</b>	<b>120,000.00</b>
8800 State & Epa Loans Debt Services	0.00	77,451.00	77,451.00
<b>532 WILLIAMS PUMP STA.IMP.PRJ.FUND</b>	<b>0.00</b>	<b>77,451.00</b>	<b>77,451.00</b>

**2025 APPROPRIATION BUDGET  
WORKING DRAFT AS OF 11/13/24**

DEPT DESCRIPTION	2025 REQUESTED BUDGET		
	PERSONAL	OTHER	TOTAL
6400 Sanitation /Collection & Disposal	343,829.56	183,155.00	526,984.56
6410 Sanitation/Srs-Seasonal Pickup Program	21,735.00	58,900.00	80,635.00
6411 Sanitation/Srs-Yard Waste Site Oper.	7,762.50	47,000.00	54,762.50
6412 Sanitation/Srs-Mosquito Control	8,280.00	80,825.00	89,105.00
6420 Sanitation/Recycling Programs	166,002.42	50,890.00	216,892.42
9800 Reimbursements-Shared Expenses	0.00	269,970.00	269,970.00
9900 Transfer Accounts	0.00	55,000.00	55,000.00
<b>560 SANITATION (REFUSE)REVENUE FD</b>	<b>547,609.49</b>	<b>745,740.00</b>	<b>1,293,349.49</b>
6400 Sanitation /Collection & Disposal	0.00	7,000.00	7,000.00
<b>561 SANIT.(REFUSE) DEPREC.RES.FUND</b>	<b>0.00</b>	<b>7,000.00</b>	<b>7,000.00</b>
6500 Meter Deposit/Unapplied Cash	0.00	25,000.00	25,000.00
<b>580 METER DEP.(ELECT &amp; WATER) FUND</b>	<b>0.00</b>	<b>25,000.00</b>	<b>25,000.00</b>
5200 Service/Central Garage	205,103.32	128,485.00	333,588.32
5600 Service/Fuel Purchase Rotary	0.00	78,000.00	78,000.00
<b>600 CENTRAL GARAGE ROTARY FUND</b>	<b>205,103.32</b>	<b>206,485.00</b>	<b>411,588.32</b>
<b>GRAND TOTAL - ALL FUNDS</b>	<b>14,128,216.86</b>	<b>49,880,021.00</b>	<b>64,008,237.86</b>

**RESOLUTION NO. 038-24**

**A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO TRANSFER CERTAIN FUND BALANCES FROM RESPECTIVE FUNDS TO OTHER FUNDS PER ORC. SECTION 5705.14 ON AN AS NEEDED BASIS IN FISCAL YEAR 2025, LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY**

**WHEREAS**, the City is a charter municipality having those powers of self government as stated in Article I of its Charter; and,

**WHEREAS**, in order to provide Fund Balances for approved expenditures in certain funds on an as needed basis, it is necessary to transfer funds from respective funds to other funds; **Now Therefore**,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, pursuant to ORC. Section 5705.14 and this Resolution, the Finance Director is hereby authorized and directed to transfer monies among the various funds on an as needed basis in Fiscal Year 2025 as listed in Exhibit A attached hereto and hereby made a part of this Resolution.

Section 2. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, only that portion shall be held invalid and the remainder shall remain valid.

Section 4. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to assure the prompt and efficient conduct of the municipal operations related to public peace, health or safety of the City; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper payment of expenses, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Mayor



VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 038-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

2025 ESTIMATED TRANSFER OF FUNDS

APPROPRIATION ACCOUNT AND PURPOSE

	= ACCOUNT =	= FUND FROM =	= FUND TO =
100 GENERAL FUND Tr-To 101 General Res.Bal.Fund	100.9900.59401	50,000	
101 GENERAL RESERVE BALANCE FUND Transfers-In(Various Funds) New Fund in 2013 by City Council to set aside Un-needed Reserves from the 100 General Fund.	101.0000.49900		50,000
100 GENERAL FUND Tr-To 200 Street (Scmr) Fund	100.9900.59450	0	
200 STREET CONST.MAINT.&REPAIR FD Transfers-In(Various Funds) Net Subsidy Requirements	200.0000.49900		0
100 GENERAL FUND Tr-To 170 Mun.In.Tax Fund	100.9900.59470	0	
170 MUNICIPAL INCOME TAX FUND Transfers-In(Various Funds) Large Income Tax Refunds	170.0000.49900		0
100 GENERAL FUND Tr-To 288 Justice Reinv.Incentive Gr.Fd.	100.9900.59535	0	
288 JUSTICE REINV.INCENTIVE GRT.FD Transfers-In(Various Funds) Net Subsidy Requirements	288.0000.49900		0
100 GENERAL FUND Tr-To 123 Special Events Fund	100.9900.59540	10,000	
123 SPECIAL EVENTS FUND Transfers-In(Various Funds) 123.1900.53400 Projected Expenses	123.0000.49900		10,000
100 GENERAL FUND Tr-To 130 Econ.Dev.Fund	100.9900.59550	45,000	
130 ECONOMIC DEVELOPMENT FUND Transfers-In(Various Funds) Net Subsidy Requirements	130.0000.49900		45,000
100 GENERAL FUND Tr-To 295 Employee Benefits Fund	100.9900.59555	3,200	
295 IRS 125 EMPLOYEE BENEFITS FUND Transfers-In(Various Funds) Subsidize Administrative Costs to AFLAC (Wage Works) on the IRS 125 Benefits Plan	295.0000.49900		3,200
100 GENERAL FUND Tr-To 400 Cip Fund	100.9900.59615	0	
400 CAPITAL IMPROVEMENT FUND Transfers-In(Various Funds)	400.0000.49900		0
100 GENERAL FUND Tr-To 600 Central Garage Rotary Fund	100.9900.59880	25,000	
600 CENTRAL GARAGE ROTARY FUND Transfers-In(Various Funds) Net Subsidy Requirements	600.0000.49900		25,000
147 UNCLAIMED MONIES FUND Tr-To 100 General Fund	147.9900.59400	2,000	
100 GENERAL FUND Transfers-In(Various Funds) City's unclaimed monies come from uncashed checks over two (2) years old.	100.0000.49900		2,000
170 MUNICIPAL INCOME TAX FUND Tr-To 100 General Fund (Inc.Tax)	170.9900.59410	2,850,000	
100 GENERAL FUND Transfers-In(Income Tax Fund) TR-to 100 GF (65% of Net 1.3%)	100.0000.49910		2,850,000
170 MUNICIPAL INCOME TAX FUND Tr-To 220 Recreation Fd.(Inc.Tax)	170.9900.59510	700,000	
220 RECREATION FUND Transfers-In(Income Tax Fund) TR-to 220 Recreation Levy Fund .2%	220.0000.49910		700,000
170 MUNICIPAL INCOME TAX FUND Tr-To 400 Cip Fund (Inc Tax)	170.9900.59610	1,592,400	
400 CAPITAL IMPROVEMENT FUND Transfers-In(Income Tax Fund) TR-to 400 CIP (35% of Net 1.3%)	400.0000.49910		1,592,400
180 KWH TAX COLLECTION FUND (GF) Tr-To 100 General Fund	180.9900.59400	390,000	
100 GENERAL FUND Transfers-In(Kwh Tax Fund) Balance available after Utility Reimbursement	100.0000.49950		390,000
195 LAW LIBRARY FUND Tr-To 100 General Fund	195.9900.59400	7,500	
100 GENERAL FUND Transfers-In(Various Funds) 1/2 Gross Estimated Revenues	100.0000.49900		7,500
210 EMS TRANSPORT SERVICE FUND Tr-To 242 Fire Equip.Fund	210.9900.59620	31,680	
242 FIRE EQUIPMENT FUND Transfers-In(Various Funds) City Share of Township Contract for Capital Items	242.0000.49900		31,680
221 NAPOLEON AQUATIC CENTER Transfers-To All Funds	221.4300.59300	0	
222 NAP AQUATIC CTR RESERVE FUND Transfers-In(Various Funds) 222 Aquatic Center Reserve Fund	222.0000.49900		0
221 NAPOLEON AQUATIC CENTER Transfers-To All Funds	221.4300.59300	255,959	
223 NAP AQUATIC CTR DEBT RES FUND Transfers-In(Various Funds) 223 Aquatic Center Debt Reserve Fund	223.0000.49900		255,959

2025 ESTIMATED TRANSFER OF FUNDS

222 NAP AQUATIC CTR RESERVE FUND Transfers-To All Funds	222.4300.59300	65,000	
221 NAPOLEON AQUATIC CENTER Transfers-In(Various Funds)	221.0000.49900		65,000
231 COURT 2023 TECH GRANT FUND Trans-To 272 Court Comp Fund	231.9900.59530	0	
272 COURT COMPUTERIZATION FUND Transfers-In(Various Funds)	272.0000.49900		0
240 HOTEL/MOTEL TAX FUND Tr-To 100 General Fund	240.9900.59400	45,000	
100 GENERAL FUND Transfers-In(Various Funds)	100.0000.49900		45,000
1/2 Gross of Estimated Revenues			
252 AMERICAN RESCUE PLAN ACT Reimbursement - Fed. Grants - A.R.P.A. Expenses	252.1300.59001	0	
100 GENERAL FUND Transfers-In(Various Funds)	100.0000.49900		0
290 POLICE PENSION FUND Transfers-To 100 General Fund	290.2100.59400	128,000	
100 GENERAL FUND Transfers-In (Police Pension)	100.0000.49920		128,000
291 FIRE PENSION FUND Transfers-To 100 General Fund	291.2200.59400	65,000	
100 GENERAL FUND Transfers-In(Fire Pension)	100.0000.49930		65,000
400 CAPITAL IMPROVEMENT FUND Tr-To 300 Bond Retirement Fund	400.9900.59545	57,750	
300 GENERAL BOND RETIREMENT FUND Transfers-In(Various Funds)	300.0000.49900		57,750
Principal and Interest Payments			
400 CAPITAL IMPROVEMENT FUND Tr-To 242 Fire Equip.Fund	400.9900.59620	56,320	
242 FIRE EQUIPMENT FUND Transfers-In(Various Funds)	242.0000.49900		56,320
City Share of Township Contract for Capital Items			
400 CAPITAL IMPROVEMENT FUND Tr-To 401 Cip Funding Res Fd	400.9900.59630	10,000	
401 CIP FUNDING RESERVE FUND Transfers-In(Various Funds)	401.0000.49900		10,000
400 CAPITAL IMPROVEMENT FUND Tr To 410 Fire Fac. Fund	400.9900.59640	0	
410 FIRE FACILITY TRAINING GRT.FD. Transfers-In(Various Funds)	410.0000.49900		0
410 FIRE FACILITY TRAINING GRT.FD. Tr - To 400 Cip Fund	410.9900.59615	0	
400 CAPITAL IMPROVEMENT FUND Transfers-In(Various Funds)	400.0000.49900		0
410 FIRE FACILITY TRAINING GRT.FD. Tr - To 242 Fire Equip Fund	410.9900.59620	0	
242 FIRE EQUIPMENT FUND Transfers-In(Various Funds)	242.0000.49900		0
500 ELECTRIC UTILITY REVENUE FUND Tr-To 180 Kwh Tax Col. Fund (Gf)	500.9900.59480	495,000	
180 KWH TAX COLLECTION FUND (GF) Transfers-In(Various Funds)	180.0000.49900		495,000
State kWh Tax Collection less State Use Tax			
500 ELECTRIC UTILITY REVENUE FUND Tr-To-503 Electric Dev Fund	500.9900.59825	400,000	
503 ELECTRIC DEVELOPMENT FUND Transfers-In(Various Funds)	503.0000.49900		400,000
510 WATER REVENUE FUND Tr-To 511 Water Dep.Res.Fund	510.9900.59835	241,000	
511 WATER DEPRECIATION RES. FUND Transfers-In(Various Funds)	511.0000.49900		241,000
Depreciation Fund for Minimum Required 511 Trust Fund Balances on Revenue Debt about \$304,000.			
510 WATER REVENUE FUND Tr-To 512 Water Debt Reserve Fund	510.9900.59840	335,045	
512 WATER DEBT RESERVE FUND Transfers-In(Various Funds)	512.0000.49900		335,045
Minimum Balance Required \$200,000 for Debt Service Reserve for Revenue per Trust Agreements.			
510 WATER REVENUE FUND Tr-To 513 Water Owda Bond Ret.Fd.	510.9900.59841	22,775	
513 WATER OWDA BOND RETIREMENT FD. Transfers-In(Various Funds)	513.0000.49900		22,775
510 WATER REVENUE FUND Tr-To 519 Wtr Plant Ren.Imp.Fd.	510.9900.59849	482,975	
519 WATER PLANT IMPROV & RENO FUND Transfers-In(Various Funds)	519.0000.49900		482,975
Transfer to 519 Water Plant Ren.Imp.Fund			
520 SEWER UTILITY REVENUE FUND Tr-To 523 Owda Sa Bond Ret.Sewer Fund	520.9900.59560	108,000	
523 OWDA SA DEBT RETIREMENT FUND Transfers-In(Various Funds)	523.0000.49900		108,000
4334 Napoleon - Sewer System Extension & Improvements			

2025 ESTIMATED TRANSFER OF FUNDS

520 SEWER UTILITY REVENUE FUND Tr-To 531 Van Hying Pump Station	520.9900.59869	120,000	
531 VAN HYNING PUMP STA REPL FUND Transfers-In(Various Funds)	531.0000.49900		120,000
9720 Napoleon - VanHying Pumping Station Replacement			
520 SEWER UTILITY REVENUE FUND Tr-To 532 Wms. Pump Sta. Fund	520.9900.59561	77,450	
532 WILLIAMS PUMP STA.IMP.PRJ.FUND Transfers-In(Various Funds)	532.0000.49900		77,450
8541 Napoleon - Williams Pump Station Improvements			
520 SEWER UTILITY REVENUE FUND Tr-To 521 Sew.(Wwt)Dep.Res.Fund	520.9900.59855	750,000	
521 SEWER UTY. REPLCMNT.&IMP. FUND Transfers-In(Various Funds)	521.0000.49900		750,000
520 SEWER UTILITY REVENUE FUND Tr-To 522 Sewer Res.Fund	520.9900.59865	1,081,520	
522 SEWER DEBT RESERVE FUND Transfers-In(Various Funds)	522.0000.49900		1,081,520
4990 Napoleon - WWTP EQ Basin			
560 SANITATION (REFUSE)REVENUE FD Te-To 561 San.(Ref) Dep.Res.Fund	560.9900.59871	55,000	
561 SANIT.(REFUSE) DEPREC.RES.FUND Transfers-In(Various Funds)	561.0000.49900		55,000

**ORDINANCE NO. 039-24**

**AN ORDINANCE AMENDING THE ALLOCATION OF FUNDS AS FOUND IN SECTIONS 193.11 AND 194.013 OF THE CODIFIED ORDINANCES OF THE CITY OF NAPOLEON, OHIO; AND DECLARING AN EMERGENCY**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, Section 193.11 of the Codified Ordinances of Napoleon, Ohio, shall be amended and enacted as follows:

**“193.11 ALLOCATION OF FUNDS.**

(a) Effective January 1, 2025, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-five percent (65%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-five percent (35%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

(b) Effective January 1, 2026 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-five percent (65%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-five percent (35%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.”

Section 2. That, Section 193.11 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2024 at 11:59 PM.

Section 3. That, Section 194.013 of the Codified Ordinances of Napoleon, Ohio, shall be amended and enacted as follows:

“194.013 ALLOCATION OF FUNDS.

(A) Effective January 1, 2025, the funds collected under the provisions of this Chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this Chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-five percent (65%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-five percent (35%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

(4) One-hundred percent (100%) of the net available tax receipts received annually pursuant to Napoleon Ordinance 194.081 may be used to defray operating expenses incurred due to the provision of police and fire services.

(B) Effective January 1, 2026 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

(1) Such part thereof as shall be necessary to defray all costs of collecting this tax and all costs of administering and enforcing the provisions of this chapter and the rules and regulations adopted by Council in connection therewith.

(2) Not more than sixty-five percent (65%) of the net available tax receipts received annually may be used to defray operating expenses of the City.

(3) At least thirty-five percent (35%) of the net available tax receipts received annually shall be set aside and used for capital improvements including, but not limited to, development and construction of storm sewers and street improvements; for public buildings, parks, and playgrounds; and for equipment necessary for the Police, Fire, Street, Traffic, and Safety Departments.

(4) One-hundred percent (100%) of the net available tax receipts received annually pursuant to Napoleon Ordinance 194.081 may be used to defray operating expenses incurred due to the provision of police and fire services.”

Section 4. That, Section 194.013 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2024 at 11:59 PM.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further,

if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 7. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for passage before the deadline; moreover, this must timely take effect to meet the intent of the law; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for timely allocation of funds, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 039-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

**ORDINANCE NO. 040-24**

**AN ORDINANCE APPORTIONING THE EXPENSES INCURRED INCLUDING WAGES, SALARIES AND FRINGE BENEFITS OF THE MAYOR, COUNCIL, AND VARIOUS OTHER DEPARTMENTS OF THE CITY OF NAPOLEON WHICH ARE NOT OTHERWISE DIRECTLY CHARGED TO SPECIAL AND/OR CAPITAL PROJECTS AMONG VARIOUS ACCOUNTS EFFECTIVE JANUARY 1, 2025; AMENDING ORDINANCE NO.(S) 104-09, 087-19, 069-20, 059-21, 076-22, AND 048-23; AND DECLARING AN EMERGENCY**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, the expenses incurred, including wages, salary and fringe benefits of the Mayor, City Council, and various departments within the City as found in Exhibit A, that are not otherwise directly charged to special and/or capital projects, shall be apportioned among the funds using the direct reimbursement method as found in attached Exhibit A which is made part of this Ordinance.

Section 2. That, the City Finance Director is directed to adjust the affected funds, retroactive if necessary, effective January 1, 2025 to accomplish the intent of this Ordinance.

Section 3. That, Ordinance No.(s) 104-09, 087-19, 069-20, 059-21, 076-22, and 048-23 are hereby amended.

Section 4. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 5. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 6. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to commence the amendments in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.



Passed: \_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No.040-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

**2025 ESTIMATED INTERNAL REIMBURSABLE COSTS - ALLOCATION OF SHARED AND DIRECT COSTS**

**100 GF ADMINISTRATIVE SHARED COSTS & DISPATCHING SERVICES TO ENTERPRISE FUNDS:**

*Budgeted Allocations (%'s) were changed by City Council, Ord 104-09, Passed 12/21/2009 and Ord. 087-19 Passed 12/16/2019*

	<u>= 1100 CITY COUNCIL =</u>		<u>= 1200 MAYORS OFFC. =</u>		<u>= 1300 CITY MANAGER =</u>		<u>= 1370 HUMAN RESRCE. =</u>	
Projected Appropriations -->		<b>53,264</b>		<b>19,997</b>		<b>332,741</b>		<b>137,132</b>
100 GENERAL FUND-Net Direct	25%	13,316	25%	4,999	10%	33,274	30%	41,140
500 ELECTRIC OPER.FUND	30%	15,979	30%	5,999	40%	133,097	25%	34,283
510 WATER REV. FUND	20%	10,653	20%	3,999	20%	66,548	20%	27,426
520 SEWER REV. FUND	20%	10,653	20%	3,999	20%	66,548	20%	27,426
560 SANTITION FUND	5%	2,663	5%	1,000	10%	33,274	5%	6,857
<b>Sub-Total Reimbursement</b>	<b>75%</b>	<b>39,948</b>	<b>75%</b>	<b>14,997</b>	<b>90%</b>	<b>299,467</b>	<b>70%</b>	<b>95,992</b>
	<u>= 1400 LAW DIRECTOR =</u>		<u>= 1500 FINANCE/ADMIN =</u>		<u>= 1520 FINANCE/UTILITY =</u>		<u>= 1600 INF.SYS./ADMIN. =</u>	
Projected Appropriations -->	(1)	<b>317,564</b>		<b>566,203</b>		<b>223,175</b>	(2)	<b>308,670</b>
100 GENERAL FUND-Net Direct	30%	95,269	10%	56,620	0%	0	20%	61,734
500 ELECTRIC OPER.FUND	25%	79,391	40%	226,481	50%	111,588	35%	108,035
510 WATER REV. FUND	20%	63,513	20%	113,241	20%	44,635	20%	61,734
520 SEWER REV. FUND	20%	63,513	20%	113,241	20%	44,635	20%	61,734
560 SANTITION FUND	5%	15,878	10%	56,620	10%	22,318	5%	15,434
<b>Sub-Total Reimbursement</b>	<b>70%</b>	<b>222,295</b>	<b>90%</b>	<b>509,582</b>	<b>100%</b>	<b>223,175</b>	<b>80%</b>	<b>246,936</b>
	<u>= 1700 ENGINEERING =</u>		<u>= 1900 GENERAL GOV. =</u>		<u>= 2100 POLICE-Dispatch =</u>		<u>= 5130 SV/BLDG.&amp;PROP. =</u>	
Projected Appropriations -->		<b>460,494</b>	(3)	<b>152,260</b>	(4)	<b>139,105</b>		<b>121,042</b>
100 GENERAL FUND-Net Direct	8%	36,840	15%	22,839	87%	121,021	20%	24,208
500 ELECTRIC OPER.FUND	33%	151,963	50%	76,130	10%	13,910	30%	36,312
510 WATER REV. FUND	25%	115,123	15%	22,839	2%	2,782	15%	18,156
520 SEWER REV. FUND	34%	156,568	15%	22,839	0.5%	696	15%	18,156
560 SANTITION FUND	0%	0	5%	7,613	0.5%	696	20%	24,208
<b>Sub-Total Reimbursement</b>	<b>92%</b>	<b>423,654</b>	<b>85%</b>	<b>129,421</b>	<b>13%</b>	<b>18,084</b>	<b>80%</b>	<b>96,833</b>
	<u>= GRAND TOTALS =</u>		<u>= ACCOUNT =</u>		<u>= FUND FROM =</u>		<u>= FUND TO =</u>	
Projected Appropriations -->		<b>2,831,647</b>						
100 GENERAL FUND-Net Direct	18%	511,260						
500 ELECTRIC OPER.FUND	35%	993,168		500.9800.59110		993,170		
510 WATER REV. FUND	19%	550,650		510.9800.59110		550,660		
520 SEWER REV. FUND	21%	590,008		520.9800.59110		590,010		
560 SANTITION FUND	7%	186,560		560.9800.59110		186,570		
<b>Sub-Total Reimbursement</b>	<b>82%</b>	<b>2,320,386</b>		100.0000.49600				2,320,410

NOTE: (1) 1400 Law Director excludes \$36,420 of Direct County Reimbursement for Contracted Prosecutor Services and Administration Fees.

NOTE: (2) 1600 Information Systems excludes \$10,000 of Reimbursed Expense allocated to the 272 Court Computerization Fund.

NOTE: (3) 1900 General Government excludes \$14,500 of Electric, \$1,900 of Water & Sewer and \$14,000 Undefined Contingencies, Total \$30,400.

NOTE: (4) 2100 Police-Dispatch Salary, OT and Fringes, 27% Est for (1 FT Equivalent Dispatcher) allocated for Utility & Operations Calls per Council.

**2025 ESTIMATED INTERNAL REIMBURSABLE COSTS - ALLOCATION OF SHARED AND DIRECT COSTS**

**600 CENTRAL GARAGE SHARED COSTS TO ENTERPRISE FUNDS:**

*Budgeted Allocation (%) was established by City Council, Ord 069-20, Passed 12/21/2020*

600 CG DEPARTMENT -->	= 5200 CENTRAL GARAGE =	= ACCOUNT =	= FUND FROM =	= FUND TO =
Projected Appropriations -->	(5)	333,588		
100 GENERAL FUND	15%	50,038	100.9800.59110	50,040
500 ELECTRIC OPER.FUND	35%	116,756	500.9800.59110	116,760
510 WATER REV. FUND	5%	16,679	510.9800.59110	16,680
520 SEWER REV. FUND	20%	66,718	520.9800.59110	66,720
560 SANTITION FUND	25%	83,397	560.9800.59110	83,400
<b>Sub-Total Reimbursement</b>	<b>100%</b>	<b>333,588</b>	600.0000.49600	333,600

NOTE: (5) 5200 Garage INCLUDES personnel services.

**OTHER SHARED AND DIRECT EXPENSED INTERNAL REIMBURSABLE AMOUNTS:**

	= ACCOUNT =	= FUND FROM =	= FUND TO =
100 GENERAL FUND Reimb.-Shared Labor Expenses-Twp	100.9800.59130	10,000	
100 GENERAL FUND Reimbursements-Internal Record Administrative Salary and Fringes direct funded from 100 General Fund per Township Cnt. for Fire Services.	100.0000.49600		10,000
100 GENERAL FUND Reimb.-Shared Admin.Expenses	100.9800.59110	10,000	
220 RECREATION FUND Reimbursements-Internal Reimburse Dept 4100 Recreation Director administrative Salary and Fringes for Overseeing Cemetery Operations.	220.0000.49600		10,000
100 GENERAL FUND Reimb.-Shared Admin.Expenses	100.9800.59110	5,500	
220 RECREATION FUND Reimbursements-Internal Reimburse Dept 4400 Seasonal Worker Salary and Fringes for Shared Duties.	220.0000.49600		5,500
210 EMS TRANSPORT SERVICE FUND Reimb.-Shared Admin.Expenses	210.9800.59110	205,000	
100 GENERAL FUND Reimbursements-Internal Reimburse Dept 2200 EMS Salary, Fringes and Other Costs to 100 General Fund.	100.0000.49600		205,000
272 COURT COMPUTERIZATION FUND Reimb.-Shared Admin.Expenses	272.9800.59110	10,000	
100 GENERAL FUND Reimbursements-Internal Reimburse Dept 1800 MIS Director Budgeted Expenses that are Court Related.	100.0000.49600		10,000

**ESTIMATED COST CENTERING OF LABOR SHARING REIMBURSEMENT POSTING:**

*Reimburse Direct Labor Salary and Fringes for work performed by Department Personnel in Other Funds, various as needed.*

	= ACCOUNT =	= FUND FROM =	= FUND TO =
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5100.59130	25,000	
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5110.59130	7,000	
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5120.59130	1,000	
500 ELECTRIC UTILITY REVENUE FUND Reimb.-Shared Labor Expenses	500.9800.59130	0	
510 WATER REVENUE FUND Reimb.-Shared Labor Expenses	510.9800.59130	5,000	
520 SEWER UTILITY REVENUE FUND Reimb.-Shared Labor Expenses	520.9800.59130	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6400.59160	15,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6410.59160	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6411.59160	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6412.59160	2,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6420.59160	1,000	
<b>Sub-Total Reimb.-Shared Labor and Direct Salary &amp; Fringe</b>		59,000	
100 GENERAL FUND Reimbursements-Internal	100.0000.49600	3.843%	2,267
200 STREET CONST.MAINT.&REPAIR FD Reimbursements-Internal	200.0000.49600	22.711%	13,399
500 ELECTRIC UTILITY REVENUE FUND Reimbursements-Internal	500.0000.49600	1.115%	658
510 WATER REVENUE FUND Reimbursements-Internal	510.0000.49600	18.903%	11,153
520 SEWER UTILITY REVENUE FUND Reimbursements-Internal	520.0000.49600	38.344%	22,623
560 SANITATION (REFUSE)REVENUE FD Reimbursements-Internal	560.0000.49600	7.154%	4,221
600 CENTRAL GARAGE ROTARY FUND Reimbursements-Internal	600.0000.49600	7.930%	4,679
<b>Sub-Total Reimbursement</b>			59,000

9800-REIMBURSABLES

2025 ESTIMATED INTERNAL REIMBURSABLE COSTS - ALLOCATION OF SHARED AND DIRECT COSTS

ELECTRIC, WATER & SEWER REIMBURSABLE AMOUNTS FROM 180kWH TAX FUND:

	<u>= ACCOUNT =</u>		<u>= APPROPRIATIONS =</u>
1800 MUNICIPAL COURT/JUDICIAL Utilities-Electric	100.1800.53110	2.761%	4,000
1900 GENERAL GOV./MISCELLANEOUS Utilities-Electric	100.1900.53110	10.008%	14,500
2100 POLICE/SAFETY SERVICES Utilities-Electric	100.2100.53110	10.699%	15,500
2200 FIRE/SAFETY SERVICES Utilities-Electric	100.2200.53110	16.738%	24,250
4700 CEMETERY/GROUNDS Utilities-Electric	100.4700.53110	2.071%	3,000
1800 MUNICIPAL COURT/JUDICIAL Utilities-Water And Sewer	100.1800.53113	1.035%	1,500
1900 GENERAL GOV./MISCELLANEOUS Utilities-Water And Sewer	100.1900.53113	1.311%	1,900
2100 POLICE/SAFETY SERVICES Utilities-Water And Sewer	100.2100.53113	1.035%	1,500
2200 FIRE/SAFETY SERVICES Utilities-Water And Sewer	100.2200.53113	5.177%	7,500
4700 CEMETERY/GROUNDS Utilities-Water And Sewer	100.4700.53113	0.345%	500
5100 SERVICE/STREETS MAINT.&PROP. Utilities-Electric	200.5100.53110	4.114%	5,960
5100 SERVICE/STREETS MAINT.&PROP. Utilities-Water And Sewer	200.5100.53113	0.531%	770
4200 RECREATION/GOLF OPERATING Utilities-Electric	220.4200.53110	5.177%	7,500
4300 RECREATION/POOL OPERATING Utilities-Electric	220.4300.53110	12.424%	18,000
4400 RECREATION/PARKS & PROGRAMS Utilities-Electric	220.4400.53110	16.565%	24,000
4200 RECREATION/GOLF OPERATING Utilities-Water And Sewer	220.4200.53113	2.071%	3,000
4300 RECREATION/POOL OPERATING Utilities-Water And Sewer	220.4300.53113	5.177%	7,500
4400 RECREATION/PARKS & PROGRAMS Utilities-Water And Sewer	220.4400.53113	2.761%	4,000
<b>Sub-Total Reimbursement --&gt;</b>		<b>100%</b>	<b>144,880</b>

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
180 KWH TAX COLLECTION FUND (GF) Reimb.-Shared Admin.Expenses	180.9800.59110	144,880	
100 GENERAL FUND Reimbursements-City Utilities	100.0000.49650		74,150
200 STREET CONST.MAINT.&REPAIR FD Reimbursements-City Utilities	200.0000.49650		6,730
220 RECREATION FUND Reimbursements-City Utilities	220.0000.49650		64,000

2025 ESTIMATED INTERNAL REIMBURSABLE COSTS - ALLOCATION OF SHARED AND DIRECT COSTS

ALLOCATION BY FUND - SUMMARY

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
100 GENERAL FUND Reimb.-Shared Admin.Expenses	100.9800.59110	65,540	
100 GENERAL FUND Reimb.-Shared Labor Expenses-Twp	100.9800.59130	10,000	
180 KWH TAX COLLECTION FUND (GF) Reimb.-Shared Admin.Expenses	180.9800.59110	144,880	
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5100.59130	25,000	
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5110.59130	7,000	
200 STREET CONST.MAINT.&REPAIR FD Reimb.-Shared Labor Expenses	200.5120.59130	1,000	
210 EMS TRANSPORT SERVICE FUND Reimb.-Shared Admin.Expenses	210.9800.59110	205,000	
272 COURT COMPUTERIZATION FUND Reimb.-Shared Admin.Expenses	272.9800.59110	10,000	
500 ELECTRIC UTILITY REVENUE FUND Reimb.-Shared Admin.Expenses	500.9800.59110	1,109,930	
500 ELECTRIC UTILITY REVENUE FUND Reimb.-Shared Labor Expenses	500.9800.59130	0	
510 WATER REVENUE FUND Reimb.-Shared Admin.Expenses	510.9800.59110	567,340	
510 WATER REVENUE FUND Reimb.-Shared Labor Expenses	510.9800.59130	5,000	
519 WATER PLANT IMPROV & RENO FUND Reimb.-Shared Labor Expenses	519.9800.59130	0	
520 SEWER UTILITY REVENUE FUND Reimb.-Shared Admin.Expenses	520.9800.59110	656,730	
520 SEWER UTILITY REVENUE FUND Reimb.-Shared Labor Expenses	520.9800.59130	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6400.59160	15,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6410.59160	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6411.59160	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6412.59160	2,000	
560 SANITATION (REFUSE)REVENUE FD Reimb-Direct Salary & Fringe	560.6420.59160	1,000	
560 SANITATION (REFUSE)REVENUE FD Reimb.-Shared Admin.Expenses	560.9800.59110	269,970	
		269,970	

**EXPENDITURE - GRAND TOTAL**

**3,098,390**

100 GENERAL FUND Reimbursements-Internal	100.0000.49600		2,547,677
100 GENERAL FUND Reimbursements-City Utilities	100.0000.49650		74,150
200 STREET CONST.MAINT.&REPAIR FD Reimbursements-Internal	200.0000.49600		13,399
200 STREET CONST.MAINT.&REPAIR FD Reimbursements-City Utilities	200.0000.49650		6,730
220 RECREATION FUND Reimbursements-Internal	220.0000.49600		15,500
220 RECREATION FUND Reimbursements-City Utilities	220.0000.49650		64,000
500 ELECTRIC UTILITY REVENUE FUND Reimbursements-Internal	500.0000.49600		658
510 WATER REVENUE FUND Reimbursements-Internal	510.0000.49600		11,153
520 SEWER UTILITY REVENUE FUND Reimbursements-Internal	520.0000.49600		22,623
560 SANITATION (REFUSE)REVENUE FD Reimbursements-Internal	560.0000.49600		4,221
600 CENTRAL GARAGE ROTARY FUND Reimbursements-Internal	600.0000.49600		338,279
			338,279

**REVENUE - GRAND TOTAL**

**3,098,390**

**ORDINANCE NO. 041-24**

**AN ORDINANCE ESTABLISHING A NEW POSITION CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY OF NAPOLEON, OHIO FOR THE YEAR 2025; REPEALING ORDINANCE NO. 049-23; AND DECLARING AN EMERGENCY**

**WHEREAS**, Council reviewed the proposed year 2025 annual appropriation measure and finds, in general, as it relates to non-bargaining employees of the City of Napoleon, Ohio, that a compensation increase of three and one-half percent (3.5%) is generally warranted subject to various considerations as contained herein; and,

**WHEREAS**, Exhibits A, B, and C attached hereto and incorporated herein, reflect pay scales for City of Napoleon non-bargaining employees. The pay scales noted in these Exhibits generally contain a three and one-half percent (3.5%) pay increase from the 2024 pay scales; and,

**WHEREAS**, Council desires to make said compensation increases effective on the pay period commencing on or about December 23, 2024; and,

**WHEREAS**, Council now desires to adopt a new 2025 Classification Pay Plan for its non-bargaining employees as stated in this Ordinance and Exhibits A, B, and C; **Now Therefore**,

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, notwithstanding any Ordinance or Resolution to the contrary, the City of Napoleon, Ohio, (the “City”) had previously established a new 2024 Position Classification Pay Plan (“Pay Plan”) for its non-bargaining employees, passed by Council on December 18, 2023.

Section 2. That, effective with the first pay period for the year 2025, that commences on or about December 23, 2024, the pay scale (steps) for the City’s non bargaining employees (full time) positions of this city shall be provided, unless modified, as established in Exhibit A, attached and incorporated herein. Subject to the provisions of the City’s Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 3 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level of compensation the Department Director or Appointing Authority deems appropriate as listed in Exhibit A.

Section 3. That, effective with the first pay period for the year 2025, which commences on or about December 23, 2024, each non-bargaining employee (full time regular) (hourly), subject to Employment Policy Manual Policy §8.10 (Compensation Reviews), is eligible on such employee’s annual hiring anniversary date of uninterrupted full time service with the City, to be advanced one (1) step in the Pay Plan until the maximum step is reached. The non-bargaining employee’s (full time regular) (hourly) step location prior to advancement in the Pay Plan shall be determined by contrasting the base hourly rate said employee received prior to the enactment of this Ordinance with the table found in Exhibit A for the respective year. For new hires or current employees, the Department Director or Appointing Authority may place an employee within the scale where the Department Director or Appointing Authority deems appropriate considering

merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay. Step increases for transfer employees shall be in accordance with §197.09(e) of the Personnel Code. A mere reclassification of a current position, where job duties are substantially the same, does not constitute a transfer.

Section 4. That, effective with the first pay period for the Year 2025, that commences on or about December 23, 2024, the pay scale for non-bargaining employee (salaried) (full time) positions of this City which are exempt under the Fair Labor Standards Act (FLSA) as it relates to overtime, shall be provided, unless modified, as established in Exhibit B, attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 5 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit B.

Section 5. That, effective with the first pay period for the Year 2025, that commences on or about December 23, 2024, each non bargaining employee (salaried) (full time) position of this City as defined in Section 4 of this Ordinance, is eligible to have a minimum salary increase of three and one-half percent (3.5%) for Year 2025, subject to Employment Policy Manual "Policy §8.10 (Compensation Reviews)," calculated from what the employee is making at the time just prior to the proposed increase period, and as reflected in the amounts expressed in Exhibit B. In no event shall any increase place the employee above the top scale as established in Section 4 of this Ordinance. For new hires or current employees, the Department Director or Appointing Authority may place an employee, at any time, within the scale where the Department Director or Appointing Authority deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay.

Section 6. That, effective with the first pay period of the Year 2025, that commences on or about December 23, 2024, the Pay Scale (steps) for part time, permanent part time, and temporary employees of this City shall be provided unless modified, as stated in the table found in Exhibit C (attached and incorporated herein), except when Federal or State minimum wage of a higher amount is required, then the higher amount of the Federal or State minimum wage shall apply. Subject to the provisions of the City's Personnel Code and Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit C. Employment Policy Manual 2014-1, Policy Section 8.10, (compensation reviews), is applicable only to permanent part time employees, not part time or temporary employees.

Section 7. That, all paid part time, permanent part time, and temporary employees of the City shall, effective with the first pay period of the Year 2025, that commences on or about December 23, 2024, have a minimum hourly base pay increase of three and one-half percent (3.5%) for Year 2025 calculated from what the employee's base rate was just prior to this proposed increase, and as is reflected in the amounts expressed in Exhibit C (the amounts include the three and one-half percent (3.5%) increase). Only permanent part time employees are subject to Employment Policy Manual 2014-1 Policy §8.10 (compensation reviews), when applicable. For new hires or current employees of the City, the Appointing Authority or Department Director may

place an employee within the scale where the Appointing Authority or Department Director deems appropriate considering merit and fitness. Nothing in this section shall be construed to prohibit a decrease in pay. The non-full time status positions found in Exhibit C (i.e. temporary part time or permanent part time) may be modified by the Appointing Authority or Department Director at any time, except that Council shall approve any modification to a full time status. Additionally, the position of Probation Officer CCA 2.0 Grant is hereby set as expressed in Exhibit C.

Section 8. That, compensation for employees' appointments made in order to fill temporarily vacant positions shall be at a rate established by the Department Director or Appointing Authority, except that it shall not exceed the top pay scale established in this Ordinance for the position being filled. Temporary positions being filled by temporary employees for whom no pay scale has been established shall be at a pay scale established by the Department Director or Appointing Authority by comparing the temporary position created to the most similar position established within the same department that is utilizing the temporary employee. In the event no such similar position exists, then it shall be paid in an amount as determined appropriate by the Department Director or Appointing Authority so long as the amount paid may be accomplished without exceeding the department's annual budget.

Section 9. That, notwithstanding any section of this Ordinance to the contrary, compensation of the Clerk of the Napoleon Municipal Court shall be as found in Section 4 of this Ordinance and as stated in Exhibit B unless otherwise set by the Municipal Court Judge pursuant to ORC §1901.31 (C).

Section 10. That, compensation for the Chief Deputy Clerk and all other Deputy Clerks of the Napoleon Municipal Court shall be as set by the Clerk of the Napoleon Municipal Court pursuant to ORC §1901.31 and as stated in Exhibits A, B, and C.

Section 11. That, the compensation for Municipal Court Bailiff and/or Deputy Bailiff shall be established by the Municipal Court pursuant to ORC §1901.32 and as stated in Exhibits A, B, and C.

Section 12. That, all positions and/or classifications found in this Ordinance shall be deemed created, established, and existing in and for the City of Napoleon, Ohio. The status of part time employees may be further defined by the Department Director or Appointing Authority as permanent part time, temporary, seasonal, or intermittent employees without affecting the compensation status as stated in this Ordinance. Nothing in this Ordinance shall be construed as mandating that each and every position and/or classification be filled by this City.

Section 13. That, this Ordinance allows the terms and conditions of this pay increase to be retroactively applied, the same being hereby approved as it so exists.

Section 14. That, those employees who are covered by collective bargaining agreements shall be paid in accordance with the respective collective bargaining agreement.

Section 15. That, all compensation paid under this Ordinance is subject to appropriation of funds by Council.

Section 16. That, the Finance Director may adjust compensation for all affected employees to meet the intent of this Ordinance.



Section 17. That, all pay scales reflected in this Pay Plan shall be rounded, utilizing the five rule, to the nearest penny.

Section 18. That, no position mentioned in this Ordinance shall receive longevity benefit unless specified in this City's adopted longevity plan unless otherwise specifically provided for herein, or except as may be permitted by the City's longevity policy.

Section 19. That, any employee who is employed by the City in more than one position shall be paid overtime in accordance with State and Federal wage and salary laws (specifically, after forty hours of work within one week the person should receive overtime based on the salary or wage for the position they are working when they surpass forty hours for that work week). However, but for the employee's normal scheduled employment, the department that causes the overtime shall be liable for the payment of overtime regardless of where the hours were worked.

Section 20. That, Ordinance No. 049-23 is repealed in its entirety effective December 23, 2024.

Section 21. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Ordinance were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 22. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

Section 23. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to be in effect at the earliest possible time to allow for proper processing of wages to employees, this being essential to the harmony of the necessary workforce, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_\_ Yea \_\_\_\_\_ Nay \_\_\_\_\_ Abstain  
Attest:

---

Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 041-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

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*Mikayla Ramirez, Clerk of Council*

2025 Pay Ordinance

**EXHIBIT "A"**

(BASE HOURLY RATE)

<u>Title</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>
Clerk-Typist II	\$14.13	\$16.27	\$17.45	\$18.72
Receptionist	\$15.99	\$18.33	\$19.65	\$21.13
Administrative Assistant	\$19.47	\$22.47	\$24.14	\$25.98
Front Desk Administrator	\$14.13	\$15.96	\$16.73	\$17.69
Service Building Secretary	\$14.13	\$15.96	\$16.73	\$17.69
Senior Service Building Secretary	\$23.65	\$25.20	\$26.82	\$28.55
Executive Assistant to Appointing Authority	\$23.65	\$25.20	\$26.82	\$28.55
Executive Assistant/Paralegal to Law Director	\$32.33	\$34.55	\$36.88	\$39.21
Account Clerk I	\$14.13	\$15.96	\$16.73	\$17.68
Account Clerk II	\$17.56	\$20.14	\$21.67	\$23.39
Utility Billing Administrator	\$19.94	\$22.97	\$24.59	\$29.22
Senior Account Clerk	\$19.47	\$22.47	\$24.15	\$28.56
Records Clerk/Recorder	\$17.56	\$20.14	\$21.66	\$23.38
Accounts Payable Clerk	\$17.56	\$20.14	\$21.66	\$24.59
Tax Administrator	\$19.94	\$22.96	\$24.59	\$29.22
Engineering Technician	\$19.86	\$21.25	\$22.74	\$24.32
Senior Engineering Technician	\$25.38	\$27.15	\$29.05	\$31.10
Staff Engineer	\$26.49	\$28.34	\$30.32	\$32.44
Licensed Staff Engineer	\$41.79	\$44.72	\$47.85	\$51.20
Construction Inspector	\$28.64	\$32.90	\$35.25	\$38.74
Senior Electric Engineering Technician	\$23.64	\$27.25	\$29.29	\$31.45
GIS Technician	\$19.86	\$21.25	\$22.74	\$24.32
Senior GIS Technician	\$31.45	\$33.65	\$36.01	\$37.24
Electrical Construction/Maintenance Inspector	\$31.45	\$33.65	\$36.01	\$38.53
Zoning Administrator	\$23.64	\$27.25	\$29.29	\$31.45
Assistant Water Superintendent	\$36.58	\$37.67	\$38.73	\$39.96
Chief Water Treatment Operator	\$25.44	\$29.29	\$31.35	\$35.45
Chief Wastewater Treatment Operator	\$25.44	\$29.29	\$31.35	\$35.45
Police Lieutenant	\$38.42	\$39.48	\$40.52	\$41.58
Deputy Court Clerk	\$18.88	\$20.56	\$22.05	\$23.63
Chief Probation Officer	\$22.80	\$0.00	\$0.00	\$25.20
IT Specialist	\$23.64	\$27.25	\$29.28	\$31.45
Probation Officer / Bailiff	\$17.10	\$18.21	\$19.30	\$20.41
Facility Manager/Recreation Pro. Coord.	\$21.32	\$23.03	\$24.92	\$26.65

\*3.5% Increase from 2024.

\*Licensed Staff Engineer position capable of obtaining \$2.00 an hour more for Surveyor Intern (SI) Certification and \$3.00 per hour more for PS Certification.

2025 Pay Ordinance

**EXHIBIT "B"**

(BASED ON AN 80 HOUR PAY PERIOD)

<u>Title</u>	<u>BOTTOM</u>	<u>TOP</u>
Assistant to the City Engineer	\$3,182.80	\$3,672.54
City Engineer	\$3,733.74	\$4,529.45
Public Works Director	\$4,440.65	\$5,316.77
Golf Course & Grounds Superintendent	\$2,484.00	\$3,339.00
Parks & Recreation Director/Cemetery	\$2,732.40	\$3,672.89
Assistant Finance Director	\$3,391.51	\$3,936.96
Electrical Engineer	\$3,532.04	\$4,113.48
Electric Distribution Superintendent	\$3,601.09	\$4,436.01
IT Administrator	\$2,221.76	\$3,571.27
Human Resources Director	\$2,533.10	\$3,844.08
Municipal Court Bailiff	\$1,735.67	\$2,460.11
Municipal Court Clerk	\$2,146.84	\$3,759.49
Assistant Fire Chief	\$3,338.11	\$3,540.88
Fire Chief	\$3,781.73	\$4,012.03
Operations Superintendent	\$3,241.62	\$3,738.42
Water Superintendent	\$3,523.97	\$3,738.42
Wastewater Superintendent	\$3,523.97	\$3,738.42
Chief of Police	\$3,781.73	\$4,012.03
Assistant Chief of Police	\$3,338.11	\$3,540.88

\*3.5% Increase from 2024.

2025 Pay Ordinance

**EXHIBIT "C"**

(BASE HOURLY RATE)

<u>Title</u>	<u>Bottom</u>	<u>Top</u>
Front Desk Administrator (Part Time)	\$11.37	\$15.54
Legal Clerk (Temporary)	\$16.34	\$26.26
Probationary/Trainee Fire Fighter/EMT	\$15.91	\$15.91
All Fire/Rescue Department (Part Time)	\$15.91	\$27.72
Deputy Court Clerk (Part Time)	\$12.60	\$17.32
Deputy Court Bailiff (Part Time)	\$0.00	\$16.58
Probation Officer PIIG Grant	\$0.00	\$18.73
Construction Inspection (Temporary)	\$15.29	\$16.37
Construction Engineer (Temporary) Engineering Dept.	\$46.38	\$49.70
Income Tax/Collection Clerk (Part Time)	\$11.37	\$20.06
Lifeguard (Seasonal)	\$10.76	\$16.99
Seasonal Laborer – Other	\$10.76	\$16.99
Recreation Worker (Seasonal)	\$10.76	\$16.99
Parks Maintenance Worker (Seasonal)	\$10.76	\$16.99
Golf Course Clubhouse Attendant (Seasonal)	\$10.76	\$16.99
Senior Center Fitness Coordinator (Part Time)	\$10.76	\$16.99
CODE ENFORCEMENT INSPECTOR	\$22.04	\$34.28
Adjunct EMS Instructor Fire Depart. (Part-Time)	\$0.00	\$23.54
Adjunct Fire Instructor Fire Depart. (Part-Time)	\$0.00	\$23.54

\*3.5% Increase from 2024.

**RESOLUTION NO. 042-24**

**A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE  
COMMUNITY IMPROVEMENT CORPORATION OF HENRY  
COUNTY, OHIO, IN AND FOR THE YEAR 2025; AND  
DECLARING AN EMERGENCY**

**WHEREAS**, the City, by Ordinance in accordance with Section 1724.10 of the Ohio Revised Code, designated The Community Improvement Corporation of Henry County, Ohio (CIC) as the agency of the City for the industrial, commercial, distribution, and research development of the City; and,

**WHEREAS**, a Plan, as defined in Section 165.01 of the Revised Code, was prepared and confirmed to advance, encourage, and promote the industrial, commercial, distribution, and research development of the City in a manner which among several things, creates and preserves jobs and employment opportunities in the City and the State and improves the economic welfare of the people of the City and of the State; and further, encourages and causes the maintenance, location, relocation, expansion, modernization, and equipment of sites, buildings, structures, and appurtenant facilities for industrial, commercial, distribution, and research activities within the City and thereby preserves, maintains, or creates additional opportunities for employment within the City; and,

**WHEREAS**, this Council desires to further advance the Plan and has determined to financially assist the CIC with operational and the other expenses in the year 2025;  
**Now Therefore,**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON,  
OHIO:**

Section 1. That, in an effort to further advance the Plan referenced in the preamble of this Resolution, the City Finance Director is directed and authorized to pay to The Community Improvement Corporation of Henry County, Ohio (CIC) the amount of forty-five thousand dollars (\$45,000) in and for the year 2025 to the CIC for operational expenses and costs for the advancement of economic development projects for both present companies and future companies. The amounts contributed herein are deemed by this Council to be a proper public expenditure of public funds.

Section 2. That, the monies contributed as found in Section 1 of this Resolution shall be used for operational expenses and to advance the Plan as referenced in the preamble of this Resolution and shall not be pledged to secure any debt of the CIC.

Section 3. That, all payments stated in this Resolution are subject to appropriation of funds by Council. In the event appropriation of funds by Council is satisfied, payment shall be made by the Finance Director in quarterly installments to the CIC, all in and for the year 2025.

Section 4. That, Resolution No. 050-23 is repealed upon the effective date of this Resolution.

Section 5. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its

committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 6. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 7. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for economic projects to timely move forward; projects that will create jobs; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law.

Passed: \_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:  
\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 042-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_; 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

## RESOLUTION NO. 043-24

### **A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AUTHORIZING A DEPARTMENT DIRECTOR TO TAKE BIDS ON CERTAIN PROJECTS, SERVICES, EQUIPMENT, MATERIALS, OR SUPPLIES WITHOUT THE REQUIREMENT FOR ADDITIONAL LEGISLATION TO DO SO IN THE YEAR 2025; AND DECLARING AN EMERGENCY**

**WHEREAS**, each year from time to time, a Department Director (City Manager, City Finance Director, or City Law Director) is required to come to Council for authority to take bids for certain projects, services, or the purchase or lease of equipment, materials or supplies used in the City operations; and,

**WHEREAS**, in order to provide a more feasible, economical, and expedited method of bidding procedures, it is deemed necessary to give to the above mentioned Department Directors authority to bid such projects, services, equipment, materials, or supplies without the necessity of continued legislation; **Now Therefore**,

#### **BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, the City Manager, City Finance Director, and City Law Director, for their respective departments, subject to Council's approval as to the specifications, plans, agreements, and other related bid documents when applicable, are hereby authorized to advertise and receive bids or take proposals as applicable for the projects, services, equipment, materials, or supplies that are anticipated to be in excess of fifty thousand dollars (\$50,000) as listed in attached Exhibit A, such exhibit being incorporated into this Resolution by attachment and made a part hereof, without the necessity of further legislation in the year 2025; further, Council finds that the expenditure of funds in excess of fifty thousand dollars (\$50,000) for each project, service, equipment, material, or supply listed in said Exhibit A, is necessary and authorized, subject to an approved motion of Council permitting the respective Department Director to make award. If a contract for said project, service, equipment, material, or supply is awarded to a successful bidder (lowest and best) as a result of a competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awardee subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director. In the case of a non-competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awarded subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director.

Section 2. That, Council reserves the right, by motion of Council, to approve for award, direct no award, reject all or some bids, or rebid, when deemed in the best interest of the City as it relates to the projects identified in Section 1 of this Resolution; moreover, Council may waive any informalities in the bidding process.

Section 3. That, Chapters 105 and 106 of the Codified Ordinances of Napoleon, Ohio, shall continue to be applicable to any projects, services, equipment, materials, or supplies



listed in attached Exhibit A; moreover, nothing in this Resolution shall be construed as limiting the Department Directors in making purchases or contracting for services in any manner as provided for in said Chapters, statutory law or as otherwise provided by Council. When competitive bidding is required for any project, service, equipment, material or supply as a matter of law, it shall be utilized unless otherwise eliminated by act of Council. When quality based selection is required for any project listed in Exhibit A for architectural, engineering, or construction management services as a matter of law, then the quality based selection process shall be utilized unless otherwise eliminated by act of Council. Also, Council hereby finds that the expenditure of funds in excess of fifty thousand dollars (\$50,000) for each architectural, engineering, or construction management service as found in Exhibit A is necessary and approved as a proper public expenditure of funds, subject to approved motion of Council permitting the Department Director to make the award. Finally, the combining of projects, or the contracting or purchase of services, equipment, materials, or supplies is permitted of any project or item listed in Exhibit A without necessity of further authorization by Council.

Section 4. That, a Department Director is authorized to use this Resolution for authority for said bids and/or purchases as contained in this Resolution.

Section 5. That, any item listed in attached Exhibit A may be leased in lieu of purchasing when deemed appropriate by the respective Department Director.

Section 6. That, all leases, purchases and contracts for projects, services, equipment, materials, or supplies is subject to appropriation and certification of funds.

Section 7. That, any trade-ins shall be controlled by Section 107.05(c) of the Codified Ordinances of Napoleon, Ohio, as may be amended from time to time.

Section 8. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of the City of Napoleon, Ohio.

Section 9. That, if any other prior Resolution or Ordinance is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 10. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow the timely purchase of materials, supplies, equipment or services essential to provide public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the process in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_

\_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_

\_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 043-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
*Mikayla Ramirez, Clerk of Council*

## **DEPARTMENT/CATEGORY/ITEM DESCRIPTION**

### **1300 CITY MANAGER/ADMINISTRATION**

- Building Feasibility Study
- City Hall Security System Upgrade

### **1600 I.T. ADMINISTRATION**

- City Wide Computer Upgrades (Windows 11 Compatibility)

### **1700 ENGINEERING**

- Pick Up Truck Replacement

### **1800 MUNICIPAL COURT**

- Oakwood Complex Improvements – City Share
- Security System Upgrades
- Exterior Window Tinting (Per State Recommendation)

### **2100 POLICE/SAFETY SERVICES**

- Patrol Vehicles – Replacement of Two (2)
- Ballistic Vests - Replacement of Four (4) / 5 Year Rotation
- Shooting Range Modifications
- Flock Camera System

### **2200 FIRE/SAFETY SERVICES**

- Equipment Replacements
- EMS Supplies
- EMS Billing Services
- Hose Replacements – 13 Sections
- Fire Station Renovations
- Fire Truck Purchase (Pending Financing)
- Lucas Devices – Replacement of Three (3)
- Gear Replacement – Five (5) Sets

### **4200 GOLF COURSE**

- Golf Carts – Replacement of Three (3)
- Equipment Leasing (Year 2 of 5)

### **4300 NAPOLEON AQUATIC CENTER**

- Storage Building
- Dri-Dek Floor Surfacing
- Security Camera and Server Improvements

### **4400 PARKS & RECREATION**

- Pickleball Courts – Swearingen Park
- Zero-turn Mower
- Oakwood Park Ballfield Dugout Improvements
- Field Paint Machine
- Glenwood Park Ballfield Improvements

## **4700 CEMETERIES**

- Mower

## **5100 SERVICES/STREETS SCM &4**

- Annual Road Program – Milling & Resurfacing Local Streets
- Ice and Snow Removal (Salt Contracts)
- Bales Road Resurfacing
- Annual Crack Sealing
- Scott Street Resurfacing (Lagrange Street to Wood Drive)
- Bi-Annual Street Striping
- Large Dump Truck Replacement
- Riverview Avenue Speed Study

## **6110 ELECTRIC/OPERATIONS DISTRIBUTION**

- Wood Poles
- Transformer Purchases

## **6110 ELECTRIC/FEEDER LINE IMPROVEMENTS**

- Electrical Underground Upgrades and Maintenance
- Electrical Overhead Upgrades and Maintenance

## **6110 ELECTRIC/TRANSFORMER REPLACEMENT & DISPOSAL PROGRAMS**

- Transformer Replacement and Disposal (Inventory)

## **6110 ELECTRIC/IMPROVEMENTS & UPGRADES**

- New System Growth and Updates
- Advanced Metering Infrastructure (AMI)
- 47' Bucket Truck Replacement
- Enterprise Substation Upgrades

## **6200 WATER TREATMENT PLANT OPERATIONS**

- Water Treatment Plant Chemicals
- Emergency Repairs
- Membrane Cleaning Chemicals
- Membrane Filter Replacement
- High Service Pump Improvements
- South Water Tower Rehabilitation and Painting
- Raw Water Pump #3 Rebuild
- Rate Review
- Intake Water Quality Sonde Replacement

## **6210 WATER DISTRIBUTION**

- Maumee River Waterline Crossing
- Operations Supt. Truck #32 Replacement

## **6300 SEWER/WASTEWATER TREATMENT PLANT**

- Waste Water Treatment Plant Chemicals

- Sanitary Lateral Repairs in City ROW
- Bio Solids Removal and Landfill Disposal
- CSO Monitoring Sensors

**6310 SEWER/COLLECTION SYSTEM**

- Sanitary Sewer Cleaning Program
- E. Washington Street Sanitary Sewer Improvements – Phase 1 & 2

**6400, 6410, 6411, 6412, 6420 SANITATION/RECYCLING COLLECTION & DISPOSAL**

- Landfill Disposal Fees
- Concrete Grinding
- Brush Grinding
- Recycling Services

**RESOLUTION NO. 044-24**

**A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN EXCESS OF FIFTY THOUSAND DOLLARS (\$50,000) IN AND FOR THE YEAR 2025 AS IT RELATES TO REOCCURRING COSTS ASSOCIATED WITH THE OPERATION OF THE CITY, FOR PAYMENT OF EXPENSES, AND FOR PURCHASES ASSOCIATED WITH VENDORS UTILIZED BY MULTIPLE DEPARTMENTS WITHIN THE CITY; ELIMINATION OF NECESSITY OF COMPETITIVE BIDDING IN AND FOR THE YEAR 2025 AS IT RELATES TO CERTAIN TRANSACTIONS; AND DECLARING AN EMERGENCY**

**WHEREAS**, the City each year has reoccurring costs associated with the conducting of business with groups or associations established for or on behalf of the political subdivisions or instrumentalities of the State, which annually exceed fifty thousand dollars (\$50,000); and,

**WHEREAS**, the City each year has reoccurring costs associated with the conducting of business, many which result in mandatory payments or merely occurs as a result of the method of accounting utilized by the City's Finance Department; and,

**WHEREAS**, for convenience and efficiency, purchase orders are annually written to vendors by multiple departments of the City with a combined total that exceeds fifty thousand dollars (\$50,000); **Now Therefore**,

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That, the expenditure of funds by the City in excess of fifty thousand dollars (\$50,000), in and for the year 2025, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for purchases, services, coverage, or benefits listed in Exhibit A attached hereto and made a part of this Resolution.

Section 2. That, the expenditure of funds by the City in excess of fifty thousand dollars (\$50,000), in and for the year 2025, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the following purchases associated with recreation, fund balance maintenance, public labor costs, public auditing, utilities, bonding, accounting, the payment of debt service, postal service, banking, permitting, and codification listed in Exhibit B attached hereto and made a part of this Resolution.

Section 3. That, the expenditure of funds in excess of fifty thousand dollars (\$50,000) is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the City's cumulative purchase of product, supply, equipment and/or services periodically through the year 2025 from the following vendors; however, in no event shall the amount exceed fifty thousand dollars (\$50,000) for any one purchase of product, supply, equipment and/or services or any one specific project under the authority of this Resolution listed in Exhibit C attached hereto and made a part of this Resolution.

Section 4. That, due to nature or uniqueness of the transactions or vending listed in Sections 1, 2 and 3 of this Resolution, except for the prohibition in Section 3 regarding the one time purchase over fifty thousand dollars (\$50,000), any requirement that may exist for competitive bidding is hereby eliminated in the best interest of the City.

Section 5. That, nothing in this Resolution shall be construed as to eliminate the necessity of quality based selection as it relates to architect, engineer or construction services for any one project that would otherwise require such a selection process, as such elimination of quality based selection would

require separate Council action; moreover, nothing in this Resolution shall be construed as to eliminate the restriction found in Section 3 of this Resolution as it relates to a single purchase or project expenditures.

Section 6. That, it is found and determined that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon Ohio.

Section 7. That, if any other prior Ordinance or Resolution is found to be in conflict with this Resolution, then the provisions of this Resolution shall prevail. Further, if any portion of this Resolution is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Resolution or any part thereof.

Section 8. That, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for prompt purchases required to remain operational, being operational essential to public peace, health or safety; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to begin the process in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: \_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain

Attest:

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 044-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_, 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

\_\_\_\_\_  
Mikayla Ramirez, Clerk of Council

## EXHIBIT "A"

American Municipal Power, Inc.	For: Contracted Power Purchase and Services
BORMA Benefit Plans	For: Insurance Premiums (Health)
CIC of Henry County, Ohio	For: Economic Development Services
Henry County Auditor	For: Auditor Fees, Assessment Fees, Real Estate Tax & Law Library Payments
Henry County Chamber of Commerce	For: Chamber Programs, Tourist Bureau and Other
Henry County Commissioners	For: Various Items
Henry County Engineer	For: Engineering Shared Projects and Materials
Northwestern Ohio Water & Sewer District	For: Payments for Water Collections
Auditor of State of Ohio	For: Annual Auditing Services
MAN Unit	For: Police Services and Narcotics Task Force
Maumee Valley Planning	For: CHIS/CHIP Grant Administration
Ohio Bureau of Workers Compensation	For: Employee Worker's Comp. Insurance Coverage
Ohio Police Pension Fund	For: Police Pension Payment
Ohio Fire Pension Fund	For: Fire Pension Payment
Ohio Public Employers' Retirement System	For: Pension Payments
Public Entities Pool (PEP)	For: Insurance Premiums (Property & Casualty)
Regional Income Tax Authority (R.I.T.A.)	For: City Income Tax Collection Services
Treasurer State of Ohio	For: Various Items
Treasurer State of Ohio, ODOT	For: Road Salt & Other Items



## EXHIBIT "B"

BHM CPA Group, Inc.	For: Auditing Services
Bonded Chemical	For: Chemicals at Water Treatment Plant
Bryan Publishing	For: Newspaper Publication Services
City of Napoleon, Fuel Rotary	For: Fuel Purchases
City of Napoleon, Garage Rotary	For: Garage Rotary Services
City of Napoleon, Income Tax	For: Refunds of Income Taxes
City of Napoleon, Payroll	For: Payroll Postings
City of Napoleon, Reimbursements	For: Inter-fund Reimbursements
City of Napoleon, Rescue	For: Township Portion of EMS Revenues
City of Napoleon, Utility	For: Meter Deposit Refunds
City of Napoleon, Utility	For: Utility Services
City of Napoleon, Utility	For: Water and Sewer Refunds
City of Napoleon, Utility	For: Electric Refunds
Farmer and Merchant's State Bank	For: Banking and Debt Service Payments
Greenline	For: Telephone Services
Huntington National Bank	For: Debt Service Payments
InvoiceCloud	For: City Utility Payment Services
KSB Dubric	For: Pump supplies and repairs
Meyer Equipment	For: Excavation Vehicle
National Processing Company (NPC)	For: Credit Card Processing Fees
Ohio CAT	For: Equipment Rental & Parts
Ohio Gas Company	For: Utility Services
Ohio Water Development (OWDA)	For: Debt Service Payment
OMEGA JV5/Amp-Ohio Inc.	For: Purchase of Power
OMEGA JV6/Amp-Ohio Inc.	For: Purchase of Power
PNC Bank, N.A.	For: Debt Service Payments
Postmaster	For: Postal Services and Supply
Rescue-Township Charges (EMS)	For: EMS Revenues to Townships
Schonhardt and Associates	For: CAFR Preparation and Consultation Services
Smart Bill, LTD	For: Outsourcing of Utility Bill Printing and Mailing
Squires, Patton, Boggs (US) LLP	For: Bond Counsel (Professional Services)
Telnamix	For: City Phone Services
The Accumed Group	For: EMS Billings and Collections
Treasurer State of Ohio	For: Payments to State
US EPA (Treasurer, State of Ohio)	For: Permits
Verizon Wireless	For: Wireless Phone Services



## EXHIBIT "C"

A & A Custom Crushing	For: Concrete Crushing
A Cut Above the Rest Tree Service	For: Tree Services
A Meridith Schneider Co	For: Wood Utility Poles
Altec Industries	For: Digger Truck Services
Alloway	For: Professional Services – Lab Testing
Amazon	For: Various City Supplies & Equipment
American Rock Salt Co., LLC	For: Road Salt
Anixter Inc.	For: Electrical Transformers, Parts and Supplies
Atlantic Emergency Solutions	For: Safety Services Equipment Purchases & Repair
Axon	For: Tasers & Body Cameras
Baker Vehicle Systems	For: Vehicle Parts & Repairs
Baldwin Poles	For: Utility Poles
Boundtree Medical Supply, LLC	For: Medical Supplies
Brown Supply Co.	For: Janitorial Supplies
Brownstown Electric Supply	For: Electrical Supplies
Buckeye Pumps	For: Pump Repairs and Parts
Burch Hydro	For: Electrical Supplies & Sludge Removal
Burke Excavating and Mowing	For: Construction and Mowing Services
Bryan Excavating	For: Construction Services
Cahaba Timber	For: Wood Electric Poles
Cargill, Inc.	For: Road Salt
C&W Tank Cleaning	For: Digester Cleaning
CDW Government, Inc.	For: Computers and Supplies
CentralSquare Technologies LLC	For: Safety Services Software
Century Equipment	For: Golf Carts, Tractors, Mowers
Chemtrade Chemicals US, LLC	For: Chemicals
Civica North America Inc.	For: Software and Hardware Systems
Clarke Mosquito Control Product	For: Mosquito Control Supply
Clemons Nelson	For: Legal Services
Compass Minerals America	For: Road Salt
Craun Liebring	For: Lift Station Upgrades
Damschroder Roofing	For: Construction Services
Defiance County Landfill	For: Sanitation Dumping Services/Landfill Biosolids
Dell Marketing	For: IT Hardware Systems
Eddie Poles LLC	For: Wood Utility Poles

Ekoton USA Corporation	For: Sludge Press Rental
Encompass Engineers	For: Electrical Engineering Services
Environmental Equipment Sales	For: Parts and Supplies Purchases/Equipment Repairs
Ermco	For: Electric Transformers
Estabrook, Corp.	For: Pump Supplies and Repairs
Ferguson Waterworks	For: Operations Parts and Supplies
Finley Fire Equipment	For: Fire Engines and Service Repairs
Fire Safety Services Inc.	For: Fire Services and Supply
Fire Service, Inc.	For: Fire Services and Supply
Fitzenrider, Inc. /Air Force One	For: Heating and Air Conditioning Service Work
Flex-Com	For: Camera Systems
Forrest Auto Supply	For: Automotive Parts & Supplies
Ganley Chevrolet of Aurora LLC	For: Police Vehicles
Gerken Asphalt Paving, Inc.	For: Paving Materials & Asphalt Laying
Heartland Disposal	For: Sludge Removal
Henschen and Associates, Inc.	For: Software and Hardware Systems
Hoff Consulting, LLC	For: Consulting Services
Hydro Dyne Engineering, Inc.	For: Wastewater Remanufacturing of Screens
Jack Doheny Supplies Ohio, Inc.	For: Wastewater Supplies
J.A. Hillis Excavating, LLC	For: Excavation Services
Jerry Pate Turf & Irrigation	For: Mower and Equipment Supplies
Jerry Tonjes dba JT's Bldg Maint.	For: Maintenance/Construction/Nuisance Abatement
Jim Speiser & Sons Inc	For: Electrical Services
Jones & Henry Engineers, LTD	For: Consulting Services
K-Tech	For: Beet Heet
Kalida Truck	For: Vehicle Accessories
Koester Corp.	For: Engineering Services
Kuhlman Corp.	For: Parts and Supply
Kurtz Ace Hardware	For: Parts and Supply
Masterpiece Sign Graphics, Inc.	For: Signs
Meeder Investment Management	For: Investment Management Services
Meggar	For: Electrical Testing Equipment
Meldrum Mechanical	For: Pump Supplies & Equipment Repairs
Midwest Compost	For: Digester Cleaning
Midwest Public Safety LLC	For: Police Vehicle Accessories
Motorola	For: First Responder Radios
MUSCO Sports Lighting	For: Lighting Equipment Purchases

Neptune Equipment Co. (NECO)	For: Meter Parts and Supplies
Newegg Business	For: Computers and Supplies
Northwest Landscape Service	For: Landscaping and Supplies, Roadside & City Owned Property Mowing
Northwest Pools	For: Pool Chemicals
NRP Midwest	For: Wastewater Treatment Chemicals
Office Depot	For: Office Supply
One Source Waste Solutions	For: Waste Services
O'Reilly Auto Parts	For: Parts & Supplies
P&R Communications	For: Radio repair and parts
Path Master	For: Traffic Signals Supplies and Services
Parker Hannfin Corp.	For: Water Meter Analyzer
Perrysburg Pipe and Supply	For: Parts and Supply
Perry Corporation	For: Copier, Scanner and Printer Supplies
Peterman Associates, Inc.	For: Engineering Services (Professional Services)
Physio-Control	For: Fire Equipment and Supplies
Poggemeyer Design Group	For: Electrical Engineering Services
Porter's BP, LLC	For: Gas and Diesel Fuel
Powerhouse Supply	For: Electrical Parts and Supplies
Powerline Supply Co.	For: Electrical Parts and Supplies
Process Solutions, Inc	For: Membrane Services, Cleaning & Chemicals
Pyrotechnico	For: Fireworks
Quality Cleaning Services of NW Ohio	For: Janitorial Services
RTEC Communications, Inc.	For: Communication Supplies & Equipment
Reinke Ford	For: Automotive Services
Reveille	For: Engineering Services
Richland Co. & Associates	For: Construction Services
Rupp Rosebrock, Inc.	For: Construction Services
Sauber Manufacturing Co.	For: Reel Trailers
Schneider	For: Software for Metering
Schweitzer Engineering	For: Electrical Substation Materials
Snyder Chevrolet, Inc.	For: Automotive Services
Southeastern Equipment	For: Operations Parts and Supplies
Spectrum Engineering Corp.	For: Engineering Services (Professional Services)
Spengler Nathanson, PLL	For: Outside Counsel (Professional Services)

Stantec Consulting Services, Inc.	For: Engineering Services (Professional Services)
Statewide Ford Lincoln	For: Police vehicles
Stoops Freightliner	For: Vehicle parts
Stuart C. Irby Co.	For: Electrical Parts & Supplies
Sunbelt Solomon	For: Transformers and Electric Supplies
Superior Uniform Sales, Inc.	For: Uniform Services
Survalent Technology	For: SCADA Programming Services
Tantalus Systems Inc.	For: AMI Meter Reading System Services
Target Specialty Products	For: Golf Course Chemicals
Tawa Tree Service	For: Tree Services
Tawa Mulch Landscape Supply	For: Landscaping Services
Terex Utilities, Inc.	For: Electric Equipment Purchases
The Accumed Group	For: Ambulance Billing Services
Toledo Edison	For: Contracted Power Services
Toledo Fence & Supply Co.	For: Fencing Supplies
T & R Electric	For: Transformers
Tri City Industrial Power	For: Batteries & Other Power Supplies
Uniliance	For: Construction Services
UniFirst Corporation	For: Uniforms & Supplies
US Utility Contractor Co.	For: Traffic and Electrical Services
USALCO	For: Chemicals for Water Treatment
Utility Service Group	For: Chemicals for Water Treatment
Utility Services	For: NERC Compliance Services
Utility Truck Equipment	For: Bucket Truck
Vermeer	For: Wood Chipper/Parts
Vermilion Land Clearing Service	For: Tree Clearing
Vernon Nagel, Inc.	For: Trucking, Hauling, and Excavating Services
Viking Trucking, Inc.	For: Trucking and Hauling Services
Werlor, Inc.	For: Brush Grinding Services/Recycling Services
Wesco Distribution, Inc.	For: Electrical Supplies
Wigen Water Technologies	For: Membrane Services, Cleaning & Chemicals
Wood County Land Fill	For: Sanitation Dumping Services
WR Meyers Co., Inc.	For: Construction and Excavating Services
Wright Express FSC-WEX, Inc.	For: Fuel Purchases
ZTH, LLC	For: Sludge Hauling

## RESOLUTION NO. 045-24

### A RESOLUTION EXTENDING THE PROVISIONS CONTAINED IN RESOLUTION NO. 057-23, WHEREIN COUNCIL IMPOSED AN IMMEDIATE MORATORIUM ON THE ISSUANCE AND PROCESSING OF PERMITS ALLOWING RETAIL DISPENSARIES, CULTIVATORS, OR PROCESSORS OF ADULT USE MARIJUANA WITHIN THE CITY OF NAPOLEON, OHIO; AND DECLARING AN EMERGENCY

WHEREAS, Ohio voters approved State Issue 2 on November 7, 2023 adopting proposed legislation authorizing the cultivation, sale and use of marijuana products for recreational purposes; and,

WHEREAS, pursuant to the operation of Article II, Section 1b of the Ohio Constitution, the proposed legislation now approved by Ohio voters will automatically be incorporated into the Ohio Revised Code as Sections 3780.01 through 3780.99 and become effective on December 7, 2023 with no further action required by the Ohio General Assembly (the “Act”); and,

WHEREAS, upon the passage of Issue 2, members of the Ohio General Assembly have already expressed an intention to amend the Act but have not yet clarified whether the Act will be repealed, modified, or materially altered; and,

WHEREAS, Section 3780.03 of the Act provides that a newly created “Division of Cannabis” shall adopt rules establishing standards and procedures for the implementation of the adult use marijuana program, including licensing requirements for cultivators, processors, and retailers; and

WHEREAS, the Act, as currently constituted, provides the Division of Cannabis a period of nine months after December 7, 2023 to implement rules and regulations regarding the adult use marijuana program; and

WHEREAS, Council and the Mayor intend to adopt legislation that provides for the orderly prohibition or implementation of adult use cannabis in the City consistent with State laws and regulations; and

WHEREAS, pursuant to the Ohio Constitution and local ordinances, City Council possesses the inherent power to enact appropriate planning, zoning, and business regulation laws that further the health, safety, welfare, comfort and peace of its citizens, including restricting, prohibiting and/or regulating certain business uses; and

WHEREAS, the regulations and the amendments to the Act are adopted and the City has had an opportunity to study the foregoing, therefor Council has determined it to be in the best interests of the community health, safety, and welfare to extend the imposition of the moratorium on any cultivation, processing, or retail dispensing of marijuana for adult use business purposes in any form within the City of Napoleon, except as required by the Act; **Now, therefore,**

**Be it Resolved by the City of Napoleon, Ohio:**

Section 1: Except as required by the Act, the Mayor and Council hereby extends the imposition of the moratorium on the issuance and processing of any permits for cultivators, processors, and retail dispensaries of adult use marijuana as defined in Sections 3780.01 through 3780.99 of the Ohio Revised Code and Resolution No. 057-23.

Section 2: The purpose of this moratorium is to allow the City Administration and Council to consider amendments to pertinent Codified Ordinances, including the Napoleon Zoning Code, to prepare regulations which may be necessary, and to determine where and whether to allow, limit or prohibit cultivators, processors, and retail dispensaries in the City.

Section 3. Council and the Mayor hereby direct and order that no permits for cultivators, processors or retail dispensaries of adult use marijuana shall be issued or processed by the City during the moratorium, except as may be required by the Act with respect to existing dispensaries of marijuana products for medical use.

Section 4. The moratorium shall be in effect for a period beginning from the effective date of this Resolution until changes are enacted to amend the Codified Ordinance of the City of Napoleon to address these issues, or until Council approves legislation explicitly revoking this moratorium, whichever occurs first.

Section 5. It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all such deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 6. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare in the City and for the usual daily operation of the City for the reasons set forth and defined in the preamble to this ordinance, and provided it receives the affirmative vote of at least two thirds of the members of Council, this Resolution shall take effect and be in force immediately upon its adoption by the Council and approval by the Mayor, or otherwise it shall take effect and be in force after the earliest period allowed by law.

Passed: \_\_\_\_\_  
J. Ross Durham, Council President

Approved: \_\_\_\_\_  
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE \_\_\_\_ Yea \_\_\_\_ Nay \_\_\_\_ Abstain



Attest:

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Mikayla Ramirez, Clerk of Council

*I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 045-24 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the \_\_\_\_\_ day of \_\_\_\_\_; 2024; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.*

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*Mikayla Ramirez, Clerk of Council*

City of Napoleon Proposed 2024 Utility Write-offs

Active Accounts Placed Before 1/1/22 Not in Legal and No Current Payment  
Arrangement as of 12/1/2024 or Returned by Weltman, Weinberg, & Reis

<b>Last Name</b>	<b>Final Date</b>	<b>Amount</b>
TOROK, STEVEN ESTATE OF	3/7/2024	\$ 541.29
ESTATE OF SHANE THOMAS	6/10/2024	\$ 440.20
ALLENBAUGH, THOMAS C. ESTATE	4/2/2024	\$ 141.16
BLUE, JUDY ESTATE OF	2/12/2024	\$ 179.73
MULLINS, VIRGIE A. ESTATE OF	7/26/2024	\$ 154.37
HILL, JOSEPH E. ESTATE OF	1/9/2024	\$ 244.00
CAMMELL, TODD L. ESTATE OF	1/2/2024	\$ 106.89
WINOVER, ROGER A. ESTATE OF	4/12/2024	\$ 211.62
ESTATE OF MATHERS, RONALD	6/24/2024	\$ 414.87
ESTATE OF RHONDA OCONERS	7/26/2024	\$ 124.83
<b>Grand Total Deceased</b>		<b>\$ 2,558.96</b>
THE LANE DRUG	1/18/2024	\$ 2,745.86
<b>Grand Total Bankrupty</b>		<b>\$ 2,745.86</b>
HOGREFE, DEBRA G	3/31/2014	\$ 3,101.66
HOWELL, ARNGIE	4/8/2014	\$ 1,595.93
WULFF, JOEL E	1/19/2017	\$ 1,189.97
JOHNSON, LEANDRA L.	4/8/2012	\$ 5,104.84
<b>Grand Total Weltman</b>		<b>\$ 10,992.40</b>
CROFT, KERI J	10/31/2023	\$ 44.08
RAMIREZ MORALES, YALENIN	11/9/2023	\$ 68.03
SOSBE, JAIME	12/12/2023	\$ 13.68
MASON, SHARON D. ESTATE OF	12/28/2023	\$ 31.98
SNOW, PHILIP L	1/2/2024	\$ 82.07
MARTINEZ, NIKKI	1/8/2024	\$ 98.15
SANCHEZ, MARCELINO L.	1/31/2024	\$ 4.16
STEVENS, ANGELA S.	2/2/2024	\$ 54.11
MARTINEZ, MICHAEL A.	2/12/2024	\$ 24.48
BISHOP, COLLIN G.	3/11/2024	\$ 81.04
RODENHAUSER, ZACH	3/11/2024	\$ 70.54
PARKER, JOSEPH E.	3/12/2024	\$ 82.53
STROUD, MICHAEL A.	5/14/2024	\$ 14.00
SELLEN, ADONIS C.	5/17/2024	\$ 20.24
BROGAN, SUSAN	5/20/2024	\$ 28.84
GARLOCK, ERICA J.	5/24/2024	\$ 38.87
RENN, COLIN	6/4/2024	\$ 14.27
SMITH, CATHLEEN J.	6/6/2024	\$ 10.39
BARRON, ESMERALDA	6/10/2024	\$ 29.23
PAFF, JUSTIN	6/27/2024	\$ 78.31
SCHWANGER, LINDA	7/11/2024	\$ 52.87
RIDDLEBAUGH, DILLION	8/28/2024	\$ 27.47
SANCHEZ, ABEL ESTATE OF	8/30/2024	\$ 62.19
<b>Grand Total Small Balance</b>		<b>\$ 1,031.53</b>

STILWILL, DUSTIN N	3/17/2021	\$	105.91
BORTON, JENNA M.	8/4/2021	\$	510.73
SMITH, GAVIN J.	9/13/2021	\$	635.86
SHOEMAKER, MANDI L.	9/13/2021	\$	456.89
BELFORD, ASHLEY N.	8/6/2021	\$	462.97
SENTLE, ASHLEY A.	3/4/2021	\$	452.02
MARCUM, JAMES L.	7/2/2021	\$	201.56
CORDOBA, MELINDA C.	11/8/2021	\$	777.73
PEREZ, TONY G	9/13/2021	\$	620.10
GONZALEZ, MARGARITA	12/9/2021	\$	504.58
KIMBLER, REBECCA S.	12/9/2021	\$	642.08
ROBERTSON, HEATHER R.	5/10/2021	\$	248.22
BROCK, MELVIN B.	5/3/2021	\$	386.53
NAWROCKI, ASHLEY N.	2/23/2021	\$	236.88
CHRISTENSEN, CHRISTOPHER M.	10/11/2021	\$	528.90
CHAMBERLIN, RACHEL M.	11/3/2021	\$	803.06
GONZALEZ, JAMES B	9/13/2021	\$	1,652.11
HILL, JAMES C	7/7/2021	\$	145.44
WOLFF, MARSHA A	11/1/2021	\$	218.30
ELWOOD, JONI	8/4/2021	\$	550.45
AYALA, TARA J.	6/14/2021	\$	111.42
SCHULTHEIS, JUDY E.	10/11/2021	\$	219.56
CSENDES, VANESSA	11/8/2021	\$	456.30
SMITH, TRAVIS O	10/11/2021	\$	266.38
PARSONS, BRITTANY D.	8/3/2021	\$	511.33
TRAVERS, SCOTT A.	4/13/2021	\$	355.42
ACEVEDO, TINA M.	1/11/2021	\$	229.39
COHRS, SAMANTHA K	1/11/2021	\$	155.42
MEEHLER, LINDA J.	4/6/2021	\$	135.60
KNAPP, KRISTIN	9/10/2021	\$	392.42
RHOADS, TONYA	9/7/2021	\$	217.08
WOODS, JOSEPH C.	1/11/2021	\$	1,992.52
HOGANS, JASON A.	6/14/2021	\$	401.10
SLAGLE, NATHAN A.	11/8/2021	\$	137.79
MURPHY, LEAH M.	6/11/2021	\$	254.72
SANDLIN, SAVANNAH L.	9/13/2021	\$	236.62
BUENTELLO, HECTOR	3/17/2021	\$	1,097.00
CLEVINGER, ASHLEIGH A.	5/3/2021	\$	434.47
COX, JAMES B.	2/3/2021	\$	374.49
CHERRY, BRYCE J.	2/3/2021	\$	860.21
BROGAN, SHERRY L.	12/6/2021	\$	582.94
GARCIA, MANUEL	4/1/2021	\$	165.94
BARRIENTOS, DANNY C.	5/10/2021	\$	335.44
WILLIAMS JR, COREY L	1/11/2021	\$	127.01
MAYEKU, SERGE J.	10/6/2021	\$	147.28
NATION, TRACY A	8/13/2021	\$	386.18
WEBB, MICHAEL L.	9/2/2021	\$	407.44
LAMB, KATIE L.	10/26/2021	\$	195.70
T3 PROPERTIES	3/3/2021	\$	611.35
LAMMING, MORGAN E.	8/6/2021	\$	750.86
RAYOUM, MAKENZIE L.	10/6/2021	\$	515.28
IRVIN, DUSTIN D.	12/29/2021	\$	231.09

ARMEY, CYNTHIA L.	4/1/2021	\$	265.73
RHOADS, CARLY	2/9/2021	\$	362.19
RAMIREZ, SIERRA	7/8/2021	\$	158.29
<b>Grand Total Finals</b>		\$	<b>24,222.28</b>
<b>Grand Total Utilities &amp; Misc Writeoffs 2024</b>			<hr/> <b>\$ 41,551.03</b>

**City of Napoleon Proposed 2024 EMS Write-offs**

**Active Accounts Placed Before 01/01/2021 Not in Legal and No Current Payment Arrangement  
as of 12/01/2024 or Returned by Attorney Generals Office**

Name	List Date	Current Balance
ESTATE OF BRENDA WACHTMANN	1/14/2022	1861.46
SCHNITKEY, SUSAN	7/21/2021	260.00
ROHRBAUGH, GWENDOLYN ESTATE OF	1/3/2023	146.18
RICE, ODGAR	2/10/2022	540.00
RICE, ODGAR	12/27/2022	270.00
RICE, ODGAR	11/14/2023	270.00
BEVELHYMER, EDWARD ESTATE OF	10/20/2023	105.19
WALLACE, EVELYN	1/4/2023	250.00
WARD-LIMING, SANDRA	1/2/2023	131.29
ESTATE OF PAULA NOWLAND	2/28/2023	106.77
ESTATE OF MARILYN ALLEN	3/4/2024	108.11
SCHULTZ, ROGER	3/2/2019	569.94
MOCABEE, SHEILA	4/16/2019	260.00
MOCABEE, SHEILA	5/3/2020	780.00
MOCABEE, SHEILA	6/1/2020	224.72
ESTATE OF SHANE STARR	3/21/2019	597.68
<b>TOTAL DECEASED 2024</b>		<b>6481.34</b>
MCAVOY, ANTHONY	7/26/2019	99.24
PARENTS OF ROIE SMITH	3/13/2019	201.93
JONES, PRESTON	5/15/2014	10.18
BEHRMAN, LAWRENCE	1/16/2024	200.00
<b>TOTAL SMALL BALANCE 2024</b>		<b>511.35</b>
RODI, ELLA	1/25/2022	200.00
MALIKSI, ERIK	7/13/2022	583.81
MILLER, GARRETT	9/18/2021	889.12
MILLER, GARRETT	9/18/2021	1416.18
KITZMILLER, COREY	10/31/2022	861.38
BAKOC, FRANK	5/31/2023	861.38
<b>TOTAL CLOSED 2024</b>		<b>4811.87</b>
CORONA, ADELITA	5/14/2019	530.00
BEARD, RONALD	1/19/2019	889.12
CRAIG, EUGENE	3/7/2019	597.68

HAHN, JEFFREY	2/1/2019	889.12
HAGLER, TANASHA	2/4/2019	875.25
HOFFER, GARY	2/6/2019	875.25
LAMMERS, DAVID	1/27/2019	916.86
LUDEMAN, DELBERT	1/28/2019	572.71
MATHIS, JOSEPHINE	1/19/2019	861.38
RIGGS, BRIAN	1/28/2019	861.38
BARGO, PATRICIA	2/11/2019	875.25
BAILEY, KAREN	5/3/2019	511.35
CLAYTON, ELAINE	4/29/2019	597.68
CORTEZ, MARY	4/2/2019	889.12
GEREN, KALEB	6/20/2019	516.31
BROWN, ROXANNE	9/7/2019	392.32
INNISS, EMANUEL	10/3/2019	861.38
WHALEN, BRANDON	10/5/2019	889.12
ABURAMADAN, OMAR	7/25/2019	433.83
BARNHART, JORDYN	10/21/2019	597.68
BENNETT, PATRICK	8/8/2019	889.12
CAIN, KATHRINE	11/11/2019	378.76
COLTER, KEDONTAE	9/15/2019	583.81
PARENTS OF KAITLIN CORTEX	7/7/2019	625.42
PARENTS OF MARIA CORTEZ	7/7/2019	625.42
COVINTON, LIZABETH	4/9/2019	569.94
FIELDS, BRANDY	7/28/2019	889.12
GERKEN, ALVON	11/9/2019	611.55
PARENTS OF IZAYAH GONZALES	9/1/2019	333.41
JIMINEZ, FRANK	10/20/2019	861.38
JONES, JASON	6/29/2019	583.81
KIDD, CYNTHIA	6/2/2019	597.68
KRONTZ, JACK	6/11/2019	902.99
LANCIERI, SHAWN	6/25/2019	875.25
MARSH, RICKY	4/12/2019	597.68
MARSH, RICKY	4/15/2019	583.81
MCATEE, MICHAEL	6/7/2019	861.38
METHANA, ANTHONY	11/5/2019	889.12
RIGGS, CODY	10/17/2019	513.61
ROCHA, FEDERICO	8/8/2019	889.12
RODRIGUEZ, GABRIEL	5/1/2019	728.55
SHERMAN, MONTIANA	10/29/2019	861.38
TIEDMAN, WILLIAM	9/8/2019	889.12
TOROK, STEPHEN	5/16/2019	583.81
PARSONS, LARRY	6/6/2019	415.35
RINEHART, PHILLIP	9/13/2019	873.86
DAMRON, GERMI	12/2/2019	597.68

ALVARADO, AUSTIN	9/28/2019	875.25
SNYDER, LEE	10/2/2019	300.00
HAPP, KEITH	12/10/2019	1277.31
WETZEL, DIANE	12/15/2019	597.68
GUELDE, TYLER	12/25/2019	875.25
CERANTES, COLE	12/25/2019	611.55
DOAN, JAMES	12/11/2019	875.25
FAHRER, VIRGINIA	9/8/2019	495.38
SALDIVAR, RICARDO	12/2/2019	302.99
PLOTTS, ROBERT	5/16/2019	889.12
BRADLEY, MARGARET	12/16/2019	1285.17
SNYDER, JOHN	12/17/2019	583.81
<b>TOTAL AG WRITEOFFS 2024</b>		<b>42013.68</b>

**TOTAL WRITEOFFS** **53818.24**

**RESOLUTION NO. 066-22**

**A RESOLUTION EXTENDING THE PROVISIONS CONTAINED IN ORDINANCE NO. 021-18 AND RESOLUTION NO.(S) 086-19, 072-20, AND 046-21 WHEREIN COUNCIL IMPOSED A TEMPORARY REDUCTION AND/OR TEMPORARY ELIMINATION OF CERTAIN RESIDENTIAL BUILDING PERMIT FEES; AND DECLARING AN EMERGENCY**

**WHEREAS**, the City of Napoleon Municipal Properties, Buildings, Land Use and Economic Development Committee met on March 12, 2018 and, in order to increase economic development within the City, determined it appropriate to temporarily waive and/or reduce certain City fees for new construction of residences commencing July 1, 2018 and continuing through December 31, 2019; and,

**WHEREAS**, upon recommendation of the City Municipal Properties, Buildings, Land Use and Economic Development Committee, Council deemed it prudent to temporarily waive and/or reduce certain City fees for new construction of residences commencing July 1, 2018 and ending December 31, 2019; and,

**WHEREAS**, City Council previously enacted a twelve (12) month extension to the previously passed Ordinance in Resolution No. 086-19, passed unanimously on December 16, 2019, in an effort to continue the trend of increased economic development within the City, ending December 31, 2020; and,

**WHEREAS**, City Council previously enacted a twelve (12) month extension to the previously passed Ordinance in Resolution No. 072-20, passed unanimously on January 4, 2020, in an effort to continue the trend of increased economic development within the City, ending December 31, 2021; and,

**WHEREAS**, City Council previously enacted a twelve (12) month extension to the previously passed Ordinance in Resolution No. 046-21, passed unanimously on December 6, 2021, in an effort to continue the trend of increased economic development within the City, ending December 31, 2022; and,

**WHEREAS**, City Council now deems it appropriate to enact another twelve (12) month extension to the previously passed Ordinance and Resolution, ending December 31, 2023; and,

**WHEREAS**, in that it is deemed necessary in order to provide for the immediate preservation of the public peace, property, health, and safety of the City of Napoleon, Ohio, and its citizens, and to provide for the efficient daily operation of all City Departments, City Council finds that an emergency exists regarding the aforesaid, and that it is advisable that this Resolution be declared an emergency measure which will take immediate effect in accordance with Rule 6.3 of the Rules and Regulations of City Council, City of Napoleon, Ohio, upon its adoption; **Now Therefore,**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NAPOLEON, OHIO:**

Section 1. That this Council hereby extends by twelve (12) months the provisions contained in Ordinance No. 021-18 and Resolution No.(s) 086-19, 072-20, and 046-21, wherein Council previously imposed a temporary reduction and/or temporary elimination of certain residential building permit fees.



Section 2. That, this extension shall become effective December 31, 2022 shall remain in effect for twelve (12) months, through December 31, 2023, and, thereafter, upon a majority vote of City Council, may be continued in effect, if City Council finds such continuance is conducive to the trend of increasing economic development in the City and to allow sufficient time for the Municipal Properties, Buildings, Land Use and Economic Development Committee or other City departments, committees, or commissions to complete the research and recommendation of what action, if any, the City of Napoleon should take to safeguard the public health, safety and welfare through the provision of waiving said building fees to increase economic development within the City.

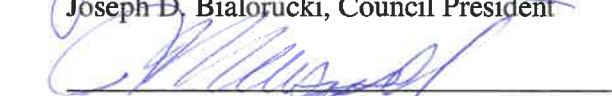
Section 3. That, this City Council finds and determines that all formal actions of this City Council concerning and relating to the adoption of this Resolution were adopted in open meetings of this City Council, and that all deliberations of this City Council and any of its committees that resulted in such formal actions were in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code and the Codified Ordinances of Napoleon, Ohio.

Section 4. That, for all the reasons stated herein, this Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health or safety of the City and its inhabitants; therefore, provided it receives the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to enter into the stated extension in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

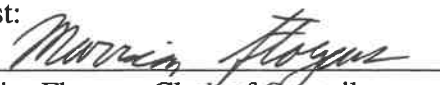
Passed: 12-19-22

  
Joseph D. Bialorucki, Council President


Approved: 12-19-22

  
Jason P. Maassel, Mayor

VOTE ON PASSAGE 6 Yea 0 Nay 0 Abstain

Attest:   
Marrison Flogaus, Clerk of Council

I, Marrison Flogaus, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 066-22 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the 29 day of December, 2022; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

  
Marrison Flogaus, Clerk of Council

*City of Napoleon*

**MEETING AGENDA**

for a Meeting of the

**AD HOC COMMITTEE FOR PERSONNEL**

**Friday, December 6, 2024, at 12:00 pm**

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Elect a chairman
- 2) Performance Evaluations
- 3) Executive Session
- 4) Adjourn



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Mikayla Ramirez- Clerk of Council