

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 6:00pm Technology Committee-canceled 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. ALL CANCELED	10 8:00am Records Commission 4:30pm BZA-CANCELED 5:00pm Planning Commission-CANCELED	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	6:30pm Finance and Budget 7:30pm Safety and Human Resources	24 4:30pm Civil Service	25 Christmas City Offices Closed	6:30pm Parks and Rec Board	27	28
29	30	31	1	2	3	4



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

Memorandum

To: Board of Public Affairs, City Council, Mayor, City

Manager, City Finance Director, City Law Director,

Department Supervisors, News-media

From: Mikayla Ramirez, Clerk Date: December 6, 2024

Subject: Board of Public Affairs-Cancellation

The regularly scheduled meeting of the Board of Public Affairs for Monday, December 9, 2024, at 6:30 pm has been cancelled by the chair.



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

Memorandum

To: Electric Committee, City Council, Mayor,

City Manager, City Finance Director, City Law Director, Department Supervisors, News-media

From: Mikayla Ramirez, Clerk Date: December 6, 2024

Subject: Electric Committee Meeting Canceled

The Electric Committee meeting scheduled for Monday, December 9, 2024, at 6:30 pm has been *canceled* by the chair.



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

Memorandum

To: Water, Sewer, Refuse, Recycling & Litter Committee, City Council, Mayor, City Manager, City Finance Director, City Law Director, Department Supervisors, Newsmedia

From: Mikayla Ramirez, Clerk Date: December 6, 2024

Subject: Board of Public Affairs Meeting Canceled

The regularly scheduled meeting of the Water, Sewer, Refuse, Recycling & Litter Committee for Monday, December 9, at 7:00 pm has been *canceled* by the chair.



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

Memorandum

To: City Council, Mayor, City Manager, City Finance

Director, Law Director, Department Supervisors,

News-media

From: Mikayla Ramirez, Clerk Date: December 6, 2024

Subject: Municipal Properties, Building, Land Use and

Economic Development Committee – Cancellation

The regularly scheduled meeting of the Municipal Properties, Building, Land Use and Economic Development Committee for Monday, December 9, 2024, at 7:30 pm has been *canceled* due to lack of agenda items.

RECORDS COMMISSION

Meeting Agenda
Tuesday December 10, 2024, at 8:00 am

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

- 1) Approval of Minutes June 18, 2024 (In the absence of any objections or corrections, the Minutes shall stand approved).
- 2) Review of Records Retention Forms
 - a) RC-2 Engineering Department
 - b) RC-3 Law Department
- 3) Discussion/Action: Police Department Record Request Charging Procedure
- 4) Any other matters to come before the Commission.
- 5) Adjournment.

Mukayla Remirez, Clerk

City of Napoleon, Ohio Records Commission

Tuesday, June 18, 2024, at 8:15 pm

PRESENT

Committee Members Kevin Garringer, Joe Bialorucki, Andy Small, Billy Harmon

Recorder Mikayla Ramirez

CALL TO ORDER

The Records Commission meeting was called to order by Mayor Joseph Bialorucki at 8:15am.

APPROVAL OF MINUTES

Hearing no objections or corrections, the minutes from the December 12, 2023, Records Commission meeting were approved as presented.

REVIEW OF RECORDS RETENTION FORMS

Bialorucki said, a R-3 Law Department.

Motion: Garringer Second: Small to motion to approve the destruction of R-3 forms

Roll call vote on the above motion: Yea- Garringer, Bialorucki, Small Nay-

Yea-3, Nay-0. Motion Approved

ADJOURNMENT

Motion: Small Second: Garringer to adjourn the Records Commission meeting at 8:18am.

Roll call vote on the above motion: Yea- Garringer, Bialorucki, Small Nay-

Yea-3, Nay-0. Motion Approved

Approved

June 18, 2024

Joseph Bialor	ucki-Mavor	



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

Memorandum

To: Board of Zoning Appeals, City Council, Mayor, City

Manager, City Finance Director, Law Director,

Department Supervisors, News-media

From: Mikayla Ramirez, Clerk Date: December 6, 2024

Subject: Board of Zoning Appeals – Cancellation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, December 10, 2024, at 4:30 pm has been *canceled* due to lack of agenda items.



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Memorandum

To: Planning Commission, City Council, Mayor,

City Manager, City Finance Director, City Law Director, Department Supervisors, News-media

From: Mikayla Ramirez, Clerk

Date: December 6, 2024

Subject: Planning Commission-Cancellation

The regularly scheduled meeting of the Planning Commission for Tuesday, December 10, 2024, at 5:00 pm has been *canceled* by the chair.