

January

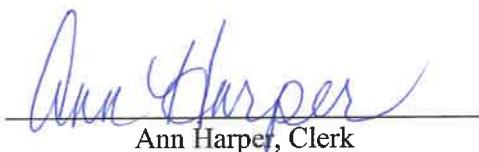
2026

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

City of Napoleon, Ohio
Finance and Budget Committee
Special Meeting Agenda
Monday, January 12, 2026, at 5:30 PM

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

- 1) Approval of Minutes: August 25, 2025, and special meetings November 7th and 8th 2025. (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) 2025 Fourth Quarter Budget Adjustments
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment



Ann Harper, Clerk

City of Napoleon, Ohio
Finance and Budget Committee
Special Meeting Minutes
Monday, August 25, 2025, at 5:30 pm

Present

Council Members	Tom Weaver-Chair, Joe Bialorucki, Ken Haase, Jordan McBride
City Manager	Lori Sinclair
Finance Director	Kevin Garringer
Clerk of Council	Ann Harper
City Staff	Chief David Bowen – Fire Department, Robert Weitzel
Others	Media-News

Call to Order

Chairman Weaver called the Finance and Budget Committee meeting to order at 5:30 pm.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the June 23, 2025, meeting are approved as presented.

Budget Adjustments Supplemental and Transfers

Garringer said thank you very much Weaver, or should I say the honorable Weaver. I'm going to go from the first page that I handed out to the next page to the next page. So, I'll explain again like I do every time this first page is, is where we transfer budgeted amounts from one line item to another line item. This means as a whole the budget doesn't change but because of the change we still have to approve of these. And just to go down the one hundred numbers in front are all general funds. So, like \$1,300.00 is the City Manager so we took \$100.00 from salary non bargaining overtime to additional life insurance that we had to pay and that's related to the transition of the new City Manager that we have here in the city. If you have questions, specifically, please stop me along the way. The next one is the undefined contingencies. We budget certain funds have undefined contingencies throughout them scattered through so that's sort of our buffer so that if we need something we can move it. With the increase of postage to send out various items then we need to have more funds in our postage. The next one, 122100 is the fire department and that is for what's called an insurance claim or claim for truck 806. Our insurance requires a thousand dollars deductible, and the fire department has usually a thousand dollars per year for a claim.

Unfortunately, they've had a second claim this year, so we have to move a thousand dollars to that insurance coverage, truck 806 which is one of their brush pick up trucks, it blew a tire on State Route 6 and rubber flew around and did some damage with that. 147100 this is the cemetery, so we had to move some money from regular salaries to seasonal, so our regular mowers or people that take care of the cemeteries too, are part time mowers. So that's all the general funds. The 200 is Street Construction Repair. This is where we pay individuals like when we do repairs to our roads here in the city, we had to take some money from AFSCME to non-bargaining non salary overtime to offset the cost of that. The next one is 220 4300. 220 is the Rec Fund, our main Rec fund. 4300 is the pool category. Whenever you see transfers like this that means they sold a lot of concessions at the pool. They needed \$4,000.00 more, that means they sold more concessions basically and we had enough money in natural gas and chemicals to offset those. 287 is what I talked to you about at Council, two Councils ago at the Good of the City about what the CCA2.0 Grant. This is where the grant runs out in the middle of 2025. They extended the 2023 grant to the end of this year to spend any non-used funds, but it can't be for salaried. What we did for anything that was salaried that was budgeted that we had left over, we moved it to Travel Training and Supplies. 510 Fund is the Water Fund. This is the Water Department. If you see the next two, they've taken them out of undefined contingencies. They have had to do repairs to plant equipment and with that plant equipment for the

\$5,400.00 is things also needed, some IT work, some programming that went with whatever was going on at the Water Plant. The second one is the Bulk Water Station, ISOVALVE and materials. The bulk water station was down for a while because there's a valve that was not working properly so that had to be repaired. Then the last two is the 5600. 5600 is sanitation or refuse. We just had a little higher expected overtime for non-salary non-bargaining and so we had to switch \$500.00 out of AFSCME overtime to them. Then there's 6400 and 6412. 6412 is the Department of Mosquito Spraying. We had to take money out of salary and put that in for overtime for the Mosquito Spraying. Any questions about this. Bialorucki said I just have a general question are you able to compile a list for yourself maybe for the whole year and lets say that maybe there are multiple months that we needed to transfer money for postage or for a certain thing where when we do the budget this coming fall we can say, if we need to have more money in these couple things because of multiple times of the year that we actually had to transfer. Garringer said we try to do our best to offset those for the next year budget. There are some things that we just like to stick to a certain amount. That's why we have undefined contingencies. For example, I'll use the Fire Department. We give them \$1,000.00 so that they can basically have one insurance claim a year. Bialorucki said right. Garringer said but we're not going to double it because they've had two. It's a case-by-case basis, but the salaries, we also look at adjusting too with that. But that's a good question. Bialorucki said for somebody that maybe not understanding how some of this works, they could say we just put a bunch in undefined contingencies instead of specifying what that money's going to be for. But I understand what we're doing, it makes sense. But if there's multiple things that we can correct before the budget, obviously, if we could do that, that would look better, I think. Garringer said so the nice thing too about the undefined contingencies is that it is a financial control method in that, unfortunately in some departments there's the mind set in this, it's not a City of Napoleon thing it's dealt with. If I've got the money I'm going to spend it by the end of the year, so there's a control with that. Bialorucki said yeah. Garringer said so if it's an undefined contingency then they need to find a need to make sure that we move that over. Bialorucki said that's good too. Okay. Garringer said but there is give and take on some of these others here. And some of them are outliers, like the top one with the life insurance, because we had a new City Manager we had to express more funds and so hopefully we don't have to do that next year. Bialorucki said I hope not. Garringer said so the next one is the Supplemental #3 at the top. These are budget increases and given reasons for most of these to explain why these are. These are budget increases to the budgets. So, I'm just going to start at the top. Fund 100 against the General Fund. 1300 is the City Manager and then the 1800 is Muni Court and these were just additional funds needed for the City Manager and also for the Muni Court. I can tell you the Muni Court had an issue with their air conditioning unit and it ran and ran and ran and it ran up quite an electric bill for them. General Operating Expenses is just again a new City Manager; I don't see that as such an issue. The 170 Fund is the increase in funds for the Jack Incentive Agreement. This is the last year of our Jack Incentive Agreement where we give a portion back of their city income tax that they pay, that was a 5-year agreement, and we just didn't budget enough by. We judged what they paid in the past and we just didn't judge enough so that \$66,634.78 is the amount over for what we had to do that. This was the case that we do not have on the table right now any income tax incentive, so this will not happen next year. Bialorucki said Great. Garringer said 210 EMS Transport Service refunds, miscellaneous, additional funds are needed with that so refunds are if somebody pays us for EMS service and then their insurance pays us later, then we don't keep both funds, we give the money back to the person that it's owed to. The 220 Fund we have two things here. The unemployment compensation is needed to be increased. That is something that we actually don't budget anything for but we have a line item for. But what we get hit with for the city is we're called a direct pay customer, so we do not pay like monthly or quarterly unemployment insurance but if somebody files a claim that used to work for the city that's 18 month look back period we get charged for and that was the case here. The 15th, 17th, 18th month somebody that worked for us a year and a half ago, or not quite, filed for unemployment. So, they left us, worked somewhere else and filed for unemployment. The other thing is the Seasonal Salary. I'll just say that it was a fat finger because we budgeted \$35,000.00 and the change and then the

year prior was \$45,000.00 and year prior to that was \$50,000.00 so that was just an off a marker in the budgets that increased that. The bigger ones here, the 242 Fire Equipment Fund. This is the budget increase to make sure that we have enough budgeted to purchase the fire truck. Again, we didn't know that we were exactly going to purchase a fire truck and how much it was. We budgeted \$250,000.00 then we went up to \$350,000.00, but when the cash came in for the other townships then we have to budget that we pay it out of that. The 287 Fund relies to that grant that I talked about with the probation officers, so you see some negatives here and then you see some positives. If you look at these, the 287 the next code is 2023 which means that's 2023 grant for them and then the other one is 287- 2025 this is the new budget for them that started in July. So, we had to deduct those down and increase those. And that's something that we knew we were probably going to have to do but when we did the budget at that point we didn't know we were going to get the grant, so we have to do it after we get the grant. The 430 Fund is a renamed fund that we have where this is where we purchased the funded or the bonded money for the fire truck. The \$650,000.00 bond, we pay that in we put it in the 430 Fund and then the remaining part of that what we needed for the truck and the payments to, like the bonding company and the Squire Paton Boggs Company, the ones that helped us through that process got paid all out of this fund here. Again, we did not know we were going to purchase that and what the amount was. The next one is the Transfer to the Maumee River Crossing. This is funds moved from the 511 Fund to another fund. We separated the Maumee River Crossing into its own fund to Fund 515. We felt that this project as it was going to start was going to be years in the making and we want to make sure we capture those costs, so we had to transfer money and funds from 511 to 515 but we need to budget that we transferred it. The final thing is the transfer of money into the East Washington Street Project Fund, similar to the one before that. We were going to pay that out as budgeted out of the 521 Fund, the Sewer Fund, but we felt that this project was big enough that it should be in its own fund and we rolled that over to that and that was the transfer of money. Any questions on that. And the final one I have is this is where we transferred that \$30,000.00 because we already approved of the \$400,000.00 from the other one, but we didn't approve the transfer of the money of the \$30,000.00 from one fund, the 521 Fund, to what was called the 435 Fund that's on page 3. That's all I have. If anyone has any questions, if not I would ask that these get approved and then go to Council for next Tuesday.

Motion: Haase Second: McBride
to approve the 2025 Budget Adjustments and Transfers and 2026 Tax Budget

Roll call on vote on the above motion:
Yea- Haase, McBride, Weaver, Bialorucki
Nay-
Yea- 4, Nay- 0. Motion passed.

Weaver said are there any other matters to come before the committee?
Garringer said I appreciate you guys meeting tonight and we'll have to meet again before the end of the year for the year end ones but at this point I don't plan on meeting at the end of September, we'll just roll all those until we meet in December I believe, but don't hold me to it.

Adjournment
Motion: Bialorucki Second: Haase
to adjourn the Finance and Budget Committee meeting at 5:45 pm

Roll call on vote on the above motion:
Yea- Haase, McBride, Weaver, Bialorucki
Nay-
Yea- 4, Nay- 0. Motion passed.

Approved

Tom Weaver-Chair

DRAFT

Minutes of the City of Napoleon, Ohio

Special Finance and Budget Committee
in joint session with
City Council Meeting

Friday, November 7, 2025, at 8:00am

PRESENT

Committee Members	Tom Weaver-Chair, Ken Haase, Jordan McBride, Joe Bialorucki
Council members	Ross Durham- Council President, Brittany Schwab-Council President Pro-Tem, Dr. Dave Cordes, Robert Weitzel, Tom Weaver, Ken Haase, Jordan McBride
Mayor	Joe Bialorucki
City Manager	Lori Sinclair
City Finance Director	Kevin Garringer
Clerk	Ann Harper
City Staff	Joel Miller, Tracy Christ, Chad Lulfs, Brian Okuley, Jennifer Arps, Heidi Alman, Judge Elizabeth Schuller,
Others	Andy Small, News Media, Meredith Wolff, Victor Gaucin

Call to Order

Tom Weaver called the special joint meeting of the Finance and Budget Committee and City Council to order at 8:03 am.

Garringer said I'd like to welcome everybody to the 2026 Budget. I'd like to start off by going over this report. It should be an A, B and C and a couple of housekeeping items beforehand. So first of all, welcome everybody and welcome Victor and welcome Meredith to your appointed positions that start January but just as a reminder, you guys are open to discussion and if we ever do take a vote you cannot vote. We will probably need a vote at the end of Saturday if you can guys can make it to pass this along before Council for first read with that. So, the budget went pretty well this year. Every year it seems we learn a little bit to try to get a little more streamlined. I appreciate Crist. Sinclair did a wonderful job helping us get through this meeting with the department heads. We're in pretty good shape right now. I'm always going to be one to worry about how the future is going to be. Overall, you're going to see a lot of things from the departments, that are not just their needs not wants, for the most part with that. The first thing I want to talk about is the top part of this of course I just passed out is letter A and I know it's hard to read but just as the point we have seventy different funds that we have to budget for and if you go to the right hand column, when I see projecting ending balances, all of these have to go in black. We can't be in the negative or the red. And how this is determined is we take our carry-over balances or our projected carry-over balances, to our projected revenues, to our projected expenses. While we balance our budgets off of our carry-over amounts, if they stand as of today, we're in good shape. And that also means a lot of what ifs, we spend every dollar that we're going to spend, and we get in the minimum revenue that we're going to get in with that. The next one is with the letter B, page one of seven. This is more informative for you, but I thought it was really nice that everyone get's to see this. This is the working draft budget that compares it to 2025, broken down by the fund and the department in that fund. So, as these numbers we go through today, and I call it macro level, this is where we're at. So, on page one of one if you look down at the General Fund bottom line item for 2025 approved

budget was around \$9 million. This year it's at \$9.5 million. Now why did it go up. Various expenses along the way. Plus we also we budget expenses on the high end like a what if, so it doesn't mean we're going to spend \$9.5 million dollars, but it just means that this is what we could be spending on that. So that is with your information as we go. And then the final report is C. This is a snapshot of our current timeframe of where our funds are at. So, we just closed out the month of October yesterday, after we had to do our due diligence and make sure, we all balanced. And you'll find in the general funds a lot because that's where most of our money goes. We have various other funds, and I'll be more than happy to explain these as we go if you'd like. But again, the general fund at the beginning of the year balance says \$3.4 million right now we're about \$108,000.00 more spent than what we had brought in. Some things of the expenses are frontloaded, and some revenues are backloaded so we're at a good spot, I would say to break even per say which is a good thing for us. So, if you go unencumbered, which is the last column in red, if it ended today, we'd be at a \$2.9 million dollar carryover, but of course we are not there yet today. But this is good information, like can we afford something where is the money at. The moneys are within these funds. With that, these are all the macro levels, but we will start doing the micro level. So, your Council Packet goes from front to back, so the first thing you're going to see in there is the schedule and I'm already taking up most of HR's time, sorry Roof. Roof said that's okay. Garringer said so, you're going to see the schedule in the front and the next page it will be clipped is HR and then after that is the next schedule, the Administration is next and so on and so forth. If we get ahead of schedule, we can call somebody in, get ahold of them and we'll do this to keep this moving along we'll just have to pull it out but that's how that works. And as the Department Heads come in they will have these sheets and they have them in the same order as you have. If you happen to be missing a sheet, something didn't print right or something, raise your hand we'll get you back on track. Durham said perfect. Garringer said any questions? Durham, if you want to make a motion to approve the budget, we can be out of here. Durham said we'll hold off just for now. Garringer said so now we go to the micro level. HR, the floor is yours. Durham said welcome Roof.

Human Resources (8:09 am)

Roof said my budget is the smallest budget that you will see today so you're welcome and I think it's one of the easiest budgets because I don't have any Capital items so it's just straightforward in what you see. On the first sheet you have is the summary sheet if you like details of what that is the next sheet after it is what it entails with all of those amounts that you see in front of you. Of course you have on the top part is our Salary, our PERS, Workers Comp, Medicare, Hospitalization Insurance and that's just our medical insurance that you're seeing there of that amount. And the insurance that our city pays for all of our employees. Below that, starts the nitty gritty of our budget. Training and education, same as it was last year. This is where I utilize 202. I know conferences, different workshops, or specific job training in order to keep myself up to date on all the employment laws or what not that are coming through. Memberships and dues, which is 5210 that would be our Black Swamp Safety Council and our Ohio Public Employer Labor Relations and National Public Labor Relations Conferences and dates that we participate in. The Black Swamp Safety Council, we utilize this for our BWC in order to get a credit back every year for BWC for me participating in this Council. Then we have my phone plan that's underneath that I have a city cell phone that I utilize that's on 24 hours a day, 7 days a week, 365 days a year I feel like. Next one down is internet reimbursement by doing work outside of this building at home or what not. Service Fees and Consultation Fees, that would be Mitchell Downy, that is our Union attorney that we utilize or our HR Attorney Platform that we utilize him if we have any extra questions above and beyond where Harmon feels comfortable in his niche. This is lowered this year due to we are not in a full out blown negotiations anymore, we will just be negotiating Police next year for two years but we have pushed Fire and AFCSME's through to Council. I dropped our advertising down a little bit. This is for newspaper advertising and different items that we could use, whether it be OML website or whatnot.

We dropped this down a little bit because we're scaling back and trying to find more of our free options or different options that help us get in front of better candidates or better pool of candidates to get more results back. Below that is office supplies that's about the same from last year. NTN Police and Fire is what falls under Civil Service and then Operating Supplies in order to keep Civil Service going through those are set amounts in the contract now for three years, two years into a five-year contract. That's where all the Police and Fire contracts are posted externally but they also handle all of our testing that's required on the Police and Fire side of that. My last one would be Miscellaneous Operating Costs. That would be our luncheon, our years of service awards, our golf outings, we also have an EAP Program in there as well as our New Hire Drug Testing and Physical and our random drug testing that we have to put our CDL individuals through. Any questions, I kind of ran through that quickly. Durham said looks good Roof, thank you. What is the NTN Police and Fire? Roof said National Testing Network that's where we do all of our testing through for Police and Fire. So, they put them through a Firefighter Mile and then they actually put them through a physical test that they have to take in order to qualify and pass a video, a mathematical and a reading level. Haase asked is that an annual thing or is it as needed? Roof said so the test is open annually for us and we pay one flat amount for it to be open all year round. Anybody can go in and they can take our tests and submit their scores over to us from January 1st through December 31st. Schwab asked, to Haase's point, is it required annually or is it just, if they wanted to take it they can. Roof said so, in order to come work for us they require to have the scores. They are only good for two years. After two years, NTN makes them retake the test. Schwab said thank you. Durham asked any other questions. Weaver said just a general question. Roof, training that's just for the HR group, or where do we have like all the training that takes place inside our city, where does that show up at? Roof, so that's more handled by individual departments if they provide that out to their departments, you'll see that in that same line for all of the departments. This is just HR. Weaver said right, okay. Garringer said so if the trainings are held by the departments Weaver, for example, AMP provides some of our trainings to our Operations and Electric guys then that cost is to the Operations side and the Electric side. Weaver said okay. Garringer said you will see training throughout a lot of the departments. Weaver said okay. Durham said thank you, Roof. Roof said you're welcome. Garringer said just to mention too, we'll just keep going and if you need a break just say you need a break. We have coffee back there, there's water and soda and some donuts and the Outlaw is ordered and will be here at noon and the restrooms are down the hallway to the right and so if you need a break or got to stretch your legs, feel free. We want to go right into Administration then. Durham said sounds good to me.

Administration (8:16am)

Siclar said thank you, there's not much change. The largest item here is my computer. We decided to forego a laptop for myself this year the other was getting old and a little funky. At this point we're trying to set up a new desk, not a new desk, but my workstation and so IT had helped me get monitors and my keyboard. The one last thing is the (I cannot understand what Lori is saying @8:17) Garringer said thank you, so what happens is, is that your basing to pay 95% of it out of the general fund and 5% is higher than the fund, so when it says that base annual salary is just 95% what your salary is. Siclar said other than that you'll see my Training Budget in there. My goal is going to some offsite training for myself and the work that I'll be doing in this position. It was cut for memberships and dues where new and old cuts and adjustments there with @8:18 ??? . Questions? Durham I think I'm good. Does anybody have anything. Garringer, before we move on could you explain how these packets work for our new folks? Garringer said sure. So just using the one that we just went over, you'll see in the upper left-hand corner of the main sheet you'll see a 100 General Fund and then 1300. So, the 100's always the fun number. So, it would be 100, 200, 400, 500, say we have like 70 different funds and then Departments is 1300. So, City Manager is 1300, Council has a number, Mayor has a number, Finance has a number so that is by

the departments and then there's various departments like 9800 is Transfers that is like 8800 or 8300 and so that's how those are keyed into it. So, when we move along and we have departments that are having multiple funds, they may say okay I'm at 200 5110 then that's what you're going to be looking for on that upper corner. The front sheet is the budget summary sheet, so this is the total of the information for the line items to the next sheets. So, the payroll is always up at the top portion. So, it'll say like Salary Non-Bargaining or Salary Non-Bargaining Overtime and then we break out our PERS which is connected to our Social Security, Workers Compensation costs, Medicare costs, Hospitalization and then Life Insurance costs gets broken out by that line item. And then with the expenses the sub totals, you're going to see a lot of Travel Training, Memberships and Dues, you're going to see all the supplies and various line items for that. And those are what we will get on the back side here are those line items. And Crist will try to keep up as it goes on the screen here. When Lulfs comes for Operations he's got a lot of funds, a lot of line items and various funds for that. Then, on the last page it is always the salary information. So, when you have departments, you're going to see salary information of the individuals. And not everything's going to have a salary to it. Most of these will, but when we get into like Capital, there's no personnel coming out of Capital. Durham said thank you Garringer.

IT (8:25 am)

Tewksbury said quite a few changes, nothing that changes in the first few columns until we get to the 53 150 it's on the second page. Garringer said page two of six. Tewksbury said that the only thing that changed on this page for the most part is number five. The city website did a basic maintenance. This year we added the ADA Refresh. That basically is the American Disability Act. The website asked to have a certain level of accessibility if not we can get on and apply for that, instead of waiting until that happens and be proactive and take care of that. And then if you move on to page three of six. You're implementing MFA with tokens so every employee will have a physical file that you'll press occasionally it'll ask for it and then that will authenticate the log in. The reason this is so important is, if someone does enter their credentials into a website that they shouldn't, one I'll get flagged right away with the new set up and two they can't get in unless they have that sequence of numbers. This year alone I think there were six breaches with people putting their emails in so that's a big scare for us. Right now, we're utilizing a program that tells us, which we'll get to that, but using a program right now called Huntress that actually tells us when something happens so it can be alleviated quickly which we're actually using for free right now. One of the reasons we want to go with this is we wanted to use it ahead of time to see if we like it and we like it a lot. So that's a big deal. The next one is number eight our stem filter. Typically, we did buy that yearly and I've been using it for the last nine years, but we buy it in a five year segment and save quite a bit of money like \$6,000.00 that way instead of having to deal with the cost of the living adjustment every year for that increase we buy that now. And then going down our PCX Licenses have increased a little bit. We just found out the information three weeks ago that they were going to go up in cost and then 36 is our phones. Our licenses are now based on how many extensions we have so we exceeded extensions with the new program so we had to upgrade our licenses essentially so that's why the cost is going up. Panic alarms are new on there. That is our new modern system or the buttons for people. Right now, there's no cost, because when we installed the system, they gave us two years for free. But in two years we'll have a price. They didn't give us any quotes, but I just wanted to put it in on here, so you guys are aware of it. Number thirteen, Enabled. That would be replacing our Kaseya which is our tool that we use to remote in peoples computers and help them with issues so we don't have to run out to the departments, it saves us time. Then the big one, 14 is Huntress. This is the Security Operations Center; this is the Security Awareness Training this is all the things that are mandated and required by the new Cyber Security Law that I sign into this year in September. Luckily, we have time to get it, and we don't have to do it right now. There wasn't a lot of direction with this. I attended several seminars and a lot of these being for schools. We had to kind of grab what we could

out of it and kind of see what we could fit in our business year. Garringer said so just to follow up on his point there's a big push by Governor DeWine incase we get hacked and we get the word we have to pay money to release our information. We are putting policies in place that has to be down by the beginning of this next year and then we have to make sure we protect ourselves other than describing a policy. So, this is not something just for Napoleon, this is for multiple governments in the state of Ohio. Tewksbury said and then it actually correlates with my capital which I'll get to in a second, but we're going to switching to a .com email to a .gov. Durham said okay. Tewksbury said we have to start posting that ourselves going forward. Right now, it's being held by a different company so we'll have to post the .gov since we're purchasing that ourselves. It's only a hundred bucks a year. And then if you don't mind, we can switch to. Garringer said if I could add on the bottom of that page, it says 2027 Pep Premium. We know what our premium is for 2026 and we've already been told that there's going to be a 13% increase. The Pep Premium is our property liability insurance so you will see this throughout the budget because every department pays for their own, so this will be a standard that you see increase moving forward with that. Tewksbury said and everything else in my budget is the same, so if you want to switch over to Capital which is 202, just a form. Durham said, Garringer, we have cyber coverage on our insurance policy, don't we? Garringer said yes, we do. Weaver said kind of along those lines, how do we benchmark against the municipalities of the same size. How do we know we have as much security as city A, city B, city C? Tewksbury said all of them call me, like Defiance they just called us the second time where they're adopting the same practices even BG has. Weaver said okay so there's that sharing of information. Tewksbury said we're pretty close to both of them, even Maumee. Weaver said okay. Tewksbury said we're all kind of are on the same page, we do different applications some people do different like Defiance Police on a physical level like itemizations all our servers are centralized. Finance has an issue and dies I can literally take his virtual machine and throw it on mine and get its back up and running within ten minutes. Weaver said okay, so there's no municipality out there with a best methods that you would feel we. Tewksbury said no because not every municipality does what we do. Defiance has their electric department, and they also do their courts like we do here. They don't even know anything about like having like a ?@8:33 for them. And often they don't handle their wastewater as well that catches, whereas we handle all of the departments ourselves. Weaver said okay, thank you. Tewksbury said so really, they don't have a lot of input on those matters. Weaver said I just wanted to make sure there wasn't a wish list out there that you said hey this city has this, and we're the same size and we should have this. Tewksbury said no, and there's no standard. Weaver said okay. Garringer said I think the difficult thing that the IT Department runs is that every department has their own computer programs that we purchase, so like in Finance we use a company called CMI but then the Police Department uses Central Square for their dispatching and then the Water Department uses this company for this program. There's not like a central one, so it's important for our IT guys they basically have to make relationships and connect with various companies out there for various different programs as it's not a plug and play. So, when we do change programs then that becomes another learning curve for IT to see how it interacts with the rest of us. Durham said Tewksbury just for our new people, how many people are in our IT Department? Tewksbury said two. Durham said it's a strong two though. Tewksbury: Any other questions? So, on number 1 the upgraded lead router, we have a direct connection to the lead power Verizon connection, and this creates what they call virtual tunnel. This lets everyone in their cars access leads so they can run plates. The router we have in place is pretty antiquated and needs upgraded. I noticed this year, so I've gotten Sonic and they work with Police they're going to be upgrading it this year. Number 2 goes back to the .gov acquisition; this will be the cost to switch to the .gov. Going forward, it's a process, we have to apply for it, we have to prove that we are who we are. They will have to bid next year before we do that. Number 3 is probably my only want. We want a Tech bench that has proper gravity in our office. When we redid my office last year or two and we had them put in a bench, but the bench, they put on a top that basically loves static

electricity. So, we've avoided using that, it's been a catch all. We would like to fix that so we can start grounding ourselves because we shock ourselves a lot. So, I would appreciate that because we need that. And Number 4 our heading replacements our big one for next year, our fire walls are expiring, they're getting old and we can see how much its slowing down for traffic that we have out on the network, so we're replacing those, we have two of them in place that way it is a software update. We update one while the other one's still running and then it will automatically switch to the primary when we're done upgrading that one. So, we don't actually have other than 81 milliseconds of down time but no one's going to see that but for us. So that's it. And number 5, Server of Warranty Extensions. This is to extend the majority of my servers to Dowel as opposed to replacing them. They're still functioning fine there and it's a lot of work and it's nice having the warranty extension because it gives us a 24/7 within one day they respond to give us the parts that we need. We've already used that for the Electric Department and it worked fine. That's it for those. Durham said thank you Tewksbury. Any questions? Bialorucki said Durham, I have a question. Durham said yes sir. Bialorucki said I don't see anything over website maintenance in the budget, would that be in the IT department or anywhere else, it seems like we could probably use a little bit more assistance with our website or at least keeping it up. Tewksbury said number 5 on our Professional Servers is our city website manager pages that's where that usually comes out of, along with ADA Refresh. Bialorucki asked are you doing that yourself? Tewksbury said no that goes through WAB Instincts, that's the one hosting the website. Bialorucki said okay. Tewksbury said and typically Gonzalez is the one who makes all the changes on the website. She does the updates like all the city events so and if there's any big changes we need, we'd get a quote from them. Weitzel said I know this might be a procedural question and not a budget question, but when you said that there is one point of contact for the city for all departments to have their page or their area updated, is that Gonzalez.? Tewksbury said yes, she typically takes care of that for us. Weitzel said and she makes the physical changes, she doesn't make the phone call to the host to make the changes. Tewksbury said no, we taught her how to use the tool. Weitzel said okay I just wanted to make that clear because that's the way I understood it and I think regardless of who hosts, she is the point of contact to update so if there's a lacking in the web query it's the individual departments not getting the information to her. Tewksbury said correct. Weitzel said is there a procedure for that, do they all know that procedure, all the departments and so forth? Tewksbury said sort of a lot of them still email me. Weitzel said so there may be some education here, this is point of contact, here's the procedure, pass it around so if they have updates they know exactly who to send it to and what format it needs to be in. Maybe we can work on that. Tewksbury said we actually have quite a few people looking at it. Weitzel said thank you. Tewksbury said yep. Any other questions or concerns? Durham said are we good? Thank you, sir. Tewksbury said thank you.

Law (8:42 am)

Harmon said, so I'll just get right into this, you'll notice that this is a little higher than usual. My numbers are almost always the same every year. The transition if I want to take my budget back the way that it was it's going to require some funding. So, I spent this year using the original budget that I presented last fall and then there were some changes thrown at us February time frame of this year. I've used that budget and I think I've provided the same level of service this year as in previous years. The budget that I submitted last fall, I would like to put my office back the way it was, with two folks, me being the Attorney and a highly qualified Assistant to prepare to assist in the non-legal stuff. And in order to do that I think I need to start that transition. I'd like to find somebody, and I'd like to have some time to train up instead of just throwing them in the fire. That will require me being present of course, so we've got some attorneys assisting with prosecution still and we'll have them through February of 2027 according to what we put together last spring or late winter. With that transition I think that we can get back to the way it was and get back to the original numbers that I had every year going back for quite

some time. I do my best not to spend money and I hate coming in here asking for more and I've never really done that before so for sure I show up and I need a significant amount of money. Durham said it sounds good. I'm glad that you have a plan in place because that was going to be one of my questions. Harmon said so with the original budget and I don't want to come back to Council in a little over a year and say hey I need more money, I've obviously not done that before, it's not a goal of mine obviously. Made it work with the original budget from last fall and I think that things have kept nice and smooth. Things are still going the way they're supposed to. But at some point, things need to get back to the way they were. I'm fully capable and comfortable continuing to be the attorney that handles everything. That was something that I changed when I first got here in 2016. There were two attorneys and one person doing all the civil stuff and another person doing the prosecution. When I got here, I took over both and it's been that way for 9 years. With the changes that happened in February time frame, that made that possible for me to be in two places at once and be the only person employed by a lot of partners. There used to be at least one person here handling day-to-day stuff, handling not so complicated civil stuff as it moves in and then I'm in court three days a week. But what I'm requesting is to have the opportunity to ? 8:46 am. Garringer said would you like to go over any of your line items? Harmon said I'd be happy to answer questions about my line items they're mostly the same. Haase said are you sure that's enough? Harmon said I think so yes. Garringer said, so as a motion here, if Harmon has to come back for an increase for salary, there's nothing in the budget for a full-time person, that was Tammy. But Tammy's budgeted as part time because she's part time. If there needs to be an increase then that's a good thing then that means he found somebody to work full time. Right now, there's no place holder for that in this department because we don't know the time frame of this. If it's January then it's January and if you can't find the right person and then it's June, July, August or whatever, then we will come back and adjust the salary per say for that for the person that they find. That is not a Harmon issue, that's a delivered issue on the Finance Department that we may have to come back once that is done. So, we don't want this to be a deterrent of him to hire anybody, it's just at this point since nothing's been advertised there's not a direct plan right now that we have not budgeted anything for that. Harmon said but the increases you do see there will allow me to continue to have prosecutors and the ones that I could touch and control which is the lower part those are the numbers that I had submitted so I can accomplish that goal. Schwab said so if the full-time position will you still need the part time position. Harmon said I don't think so, not immediately, there won't be a change immediately, because I'll be relying heavily on Fein to help with training. There are a lot of things I can teach that person and then there are a lot of things that I would not be able to teach that person because it's a lot of day-to-day stuff that she did so well that we'd be missing if she's not around. Schwab said okay, thank you. Weitzel said on that same line, when wheels fall off like they have there was no real back up plan, do you think it might be prudent to have a part time staffer to assist the full-time staffer? Harmon said potentially, so if I were funded this year as outlined, I would have that ability to make that decision maybe a year from now. Weitzel said so you're thinking that might be a request after this year. Harmon said I don't try to look too far forward into the future as far as budgeting goes. I feel that this budget is appropriate for next year and to accomplish the goals that I've set. If there's a potential that I would say a part time person might still be useful. I don't want to settle, of course in looking for a person to sit at the desk and handle a lot of that stuff but there is the potential that it's going to be difficult to find somebody of Feins' caliber and training and experience and so on she has been here for 11 or 12 years, and so a lot of what she brought was not just her training ability but her institutional. She had been in the Finance Department, she had been at the front desk, she had been the Clerk, she's been at so many spots that she knew how things were supposed to go. Not just helping the Law Department to make sure that things run smoothly but helping others to make sure that things run smoothly. It was a big loss it really was, and she's still around and it's super helpful to have her around right now. But having her leave for New York was a very big loss for my office and for the city. She brought just a load of

institutional knowledge and a lot of help to a lot of departments. That was not a thing that I was thinking would happen, we were supposed to be here together for a very long time. But things happen and you roll with it and I believe that the Law Department and the City put up the good work and we'll continue to do so. Weitzel said well thank you I just wanted to get that the public's that that would probably help guard against wheels falling off, because you only have one wheel, falling off again and I think that would be wise because it's such an extremely important division. Thank you. Durham said Harmon, just for clarity the increase of your budget is for the contract the Barber, Kaper. Harmon said they are included in my understanding in the salary portion they have some small salary portions. The increase is to A. for the remainder that comes in, we get an invoice every three months from them for additional amounts of time that they work and I would like to have all of that contained within the legal services area there and then some extra in case something happens that is heavily complicated and requires some sort of expert. We have used similar litigators in the past for complicated cases or cases where we have taken them out of their offices for a period of time. Durham said sounds good. Garringer said we've also paid if there's, well it's public record so the agreement we had with the school for our situation also came out of that, so if there ever is a hopefully not a need for that then could possibly come from that fund. Durham said hopefully that's wrapped up sooner rather than later. Perfect. Any other questions? I think we're good, Harmon.

Municipal Court (9:04 am)

Durham said Judge, welcome, thank you for coming. Judge Schuller said sure, anytime. Durham said floor is yours, Garringer, whomever would like to take over. Judge Schuller said I guess I don't bring a whole contingency of people with me. I don't feel I need to do that, I'm pretty straightforward for those of you that are new, I will tell you I'm pretty straightforward, to the point, no frills. My budget is pretty much the same as in past years. Small increases in supplies, what not, simply because our civil things are picking up that has to do with the economy which means more paper, more stamps having to go out and serve people with various documents. That's a sign of times. The other notable things are electric, that budget went up and that was due to a new meter that was put in and apparently the old one that's been in place for a long time wasn't programmed correctly and now our electric bill. Garringer said now that was literally a shock to all of us. When we switched to Muni Courts or AMI's we switched out Muni Court because they always have a hard time paying their bills and we want to shut them off. So we found out that their utilities went up, so we were like okay, why did their utilities go up and then we changed it out again and it was still up we're thinking it's the AC unit, nope. When we researched, there was the old meter that was in there and it had been in there for many years was not working properly. When we compared their utility bills say to the health department in the same plaza, they were so low. I mean it was just when we start comparing like apples to oranges here a little of the same area, and we're like that shouldn't have been that low, and so that's how we caught that. So, we just have to adjust it and to no fault of anyone's here it's just a matter of how we found it. Judge Schuller said correct, it was a little bit of a sticker shock head on and when we spoke to that other county offices out there and realized that our bill wasn't near what they were paying and who knows how long that meter out there was not programmed correctly. Garringer said by our rules and regulations we can go back like 36 months and we're not going to go back and try. We're not going to go back and charge ourselves for that. But it is correct now and it is working fine. Judge Schaller said correct. And other than the line item for the new HDAC unit that unit will be 19 years old next year. County replaced theirs two years ago and we would have tried maybe coordinate that with them to save a little money, but we didn't know they were going to replace it until they replaced it. Garringer said so that is in the 400 Capital item update there. It's for \$143,000.00. The big expense of that is to get that up on the books and get them replaced. Weitzel said my hope is your Honor, is it's going to be quieter than the last one also. Judge Schaller said we can hope and I'm hoping so. Weitzel said but I don't think you'll be able to move it. It's going to be

right in the center of the courtroom again. Judge Schaller said well I'm hoping it will be more efficient, twenty years later. But that remains to be seen. But we are finding that any parts for the unit is not always easy. And about twice a year dead middle of winter, dead middle of summer we're losing our heat, we're losing our air conditioning and having to get somebody out there to do a fix. Hopefully we can avoid that. Schwab said question, do we own that building or are we leasing it. Garringer said the city of Napoleon owns that section of the building. That is our property, that is ours to maintain so that would be ours to provide the heat and the air conditioning. Schwab said okay, anyway we can depreciate that by chance or get some money back for that big cost item? Garringer said we don't depreciate our assets but I can understand what you're saying, it's scrap value, I mean I think they do take it for a credit. Just not what you think. Judge Schaller said I did look into trying to get a grant for it two different people I had down, and court itself isn't big enough to get an energy audit they would want to do this building, operations and the whole kit and caboodle to see. But a 7000 square feet court wasn't enough for either of them to say that doing an energy audit to apply for a grant. Schwab said I appreciate you looking into that. Durham said did you look into Energy Smart to take a look to see? Judge Schaller said I had somebody out and the only contact with the City Manager, she came out and walked it and I had somebody else call me and shoot it online and she was thinking that part of that whole plaza was the county and explain all that. She did her due diligence and looked at several different possible grants, but 7000 square feet is not big enough. Durham asked does PD or Fire do HVAC? Garringer said that would be, I'm going to say that some of their condensers I believe, I'm no expert on that, probably be replaced over time. There is a Capital item for Fire for their sleeping quarters that you'll see, and we've had people come out to look at ours and they told us that these are getting up there in age. I think this is a project that needs to be done next year and that could be a project that we may need to do to plan for 2027 if you'd like to go that route. Durham said okay. Garringer said because what we find is different buildings have different inspections at different times. To be honest, what I'm hearing is we're all being told the same thing. This is up there in age, and I don't know how long this will last. Judge Schaller said my budget, many line items are the same and are staying the same. The small increases are just that. Garringer said the rest of her packet, the court has various other funds, so we have a 270 Indigent Driver Alcohol Fund. When there are certain fines and fees that are designated to certain of these funds then they can use them for various things. So, like the 270 Fund, we would just do a placeholder of \$25,000.00 in there. A lot of that is for training and education that they can use throughout the year. The 272 Fund is the Corporate Computerization Fund. That there is under the jurisdiction of Muni court. That's where they pay for back scanning files and various other things throughout the years in that fund. And it's important to note that one form and I know you get a lot of information, but in one of those reports you can see how much money are in these funds. They sort of grow overtime and then we spend some money and then they grow again. The 278 Court Special Project Fund. We have been paying debt out of that fund. And the debt that has now been paid in 2025 was the last year of the debt. And now that we don't have that debt payment anymore, then there is in there for new carpet, paint, trim, miscellaneous for court building to upgrade with that. There's money to do that specifically for that. The 281 Indigent Drivers Fund is not a lot of money in that fund, but we put a place of over \$5000.00 for different education purposes for the judge or her employees, like probation officers or what not, go for various education opportunities. 275 is the Probation Service Fund and then 287 is the CCA2.0 Grant Fund. These are very important funds, in that these grants help offset our expenses for the probation officers. And there's not really a lot of changes to those funds. Judge Schuller said back to the CCA Grant that we get about \$222,000.00 for that grant and I guess for the new council members the revised code says that the city has to pay for probation officers, so we get that grant that pays for those probation officers, and I'd say about 99.9% for those probation officers are a two year grant. Durham asked any questions, comments, concerns?

Henry County Chamber (9:17 am)

Miller said, good morning, you guys, it's good to see each of you including the newbies. Just to fill the two new folks in. So, we are contracted with the City of Napoleon for the Convention and Visitors Bureau every year by Ohio revised code. Any organization that collects hotel motel tax is required by the revised code to do 50% of those collections to an organization that is represented to help build and tourism, bring new folks in. The goal for this each and every year for us to make sure we continue to bring people in to visit, to stay. That helps the hotels, that helps those businesses and helps all of our organizations that do it. That continues to be our main mission and our main goal. And I think met with most all of you but I'll be meeting with Victor and Meredith as well just to follow up and see what you guys are interested in doing, changing, building. We've operated with Councils in the past for years and you'll hear a lot of the goals and kind of pillars of what we do for it but those obviously change. And so, you guys' feelings, Sinclair's feelings on the things that hey, maybe we can focus on these kinds of things, that's what we want to know. We're the experts coming in, we go all around the state to find out what's going on and work with the state level things and find out hey these kinds of things are starting to percolate. These kinds of things are growing, and people are interested in these things, and we can share that. But we want to make sure that what's getting done in the city of Napoleon are things that you guys are high fiving and saying you know what that's great that we're doing that. In your packet the first page there is the budget for the year and I'll go over that real quickly, because it's the numbers that are in there, at least on the income side, are projected. We're at the whim of how many people stay at our hotels. Garringer said you're talking about in the blue book? Miller said yes, in the blue book that I just passed out. It is our budget that has been approved by our board. Our board is the oversight board for it. So, if you look on the income side and I've got \$54,000.00 in lodging tax, it's usually right around that. That's a pretty good average number. It's been higher, it's been lower, it just depends on how many people are staying here. The majority of the people that are staying in our hotels here are business-related. So, if business is good, people are coming through and they're staying here. We work with a lot of different companies, and we work with a lot of different individuals and groups. We work with a lot of families that are coming here. Genealogy, reunions, all kinds of things like that geo cashers, all those kinds of folks, those are the people that are staying at our hotels. What we do on a regular basis Heidi and I, if you haven't met Heidi Allman, she's behind me here and I wanted to have her in to see part of this process. As Haase noted earlier, there's obviously been a change in my office. I am still there as the CEO half the week and I'm the Commissioner for the other half and Sinclair knows all about that, wearing that hat all the time. But I'm still a part of it, Allman is handling the day to day, every day, full time job as the CEO of the Chamber now and with the CBD. That's our new set up but I'm there every day at least a couple of hours usually, making sure things are moving forward and handling large projects for the board, handling financials for the board doing a lot of the schmoozing and talking kind of jobs as we move forward, just so you guys know. Continuing to look at the budget down there in Expenses, in Advertising, \$5,000.00 covers a lot of summer events. We buy advertisement for community features, event program ads, lets promote some of the things going on in the county and in the city. Christmas decorations, last year we had a very large layout, I think we spent over \$13,000.00 in Christmas decorations and that's one of the areas that Council had really said you know what we need to really pump up, Ritter Park is the result of that, everything you see down at Ritter Park was used with these dollars over the years and much the same as we were talking with Liza about the HVAC systems, those things are 20 plus years old. So, if we see this you guys and us see this as a priority for the City of Napoleon, we probably need to get on a maintenance prevention schedule and start replacing some of this. I work very closely with Tim Bruns out at Parks and Rec on those kinds of things and say okay, can you cannibalize that snowman one more year. They do such a great job of fixing those things up and keeping them, but we wanted them to look nice so last year we replaced the snowman, that's why I brought that up. The big arch that's out there we purchased that two years ago I believe. So, I take a

recommendation from him, the icicles that move that are cool looking. All of the downtown decorations on the poles, those Christmas lights were purchased with these dollars and are maintained out at the Electric Department before they go up. The lights that are in all of the trees, we have to purchase about seventy-five new strings of lights about that each year so the money comes out of that part of the budget. It could end up being more than \$6,000.00 but we'll see. Also, the Scott Street banners, the Christmas banners that are out there that are on those poles, that comes out of this line item as well. We replaced a number of them last year and are replacing a number of them this year, as they just get battered by the wind over time. That's what that line item is. The line item for Napoleon Fall Event that's the old Fall Festival. We're continuing to pair down the rodders on it. Last year we gave them \$4000.00, this year we're giving them \$2000.00 and I had talked with Rog and Kathy and Larry on that and will continue to pair them down a little bit to give them some time to go find sponsors get that money built up and we'll go down to a \$1000.00 next year or two years from now, and then to zero the year after that is the plan anyway. Plants for the downtown planters working with Napoleon Alive on that. They're kind of my esthetics folk. They do such a good job at looking at the colors, the type of plants things like that. Wolff has been involved in some of those discussions and deciding those things. They know right off the bat. I'm not a green thumb guy. I want them to look nice. I want to make sure that we have plenty of them, but what are the colors, what are the types of plants? I'm not your guy, but luckily, we have people that are those guys. That's the good thing about it. So, if we end up doing more than that as well, because we are talking about adding some more planters downtown and that of course adds the expense, but that's what it's for. Beautification is so much about what we do now a days. If people are going to come and they're going to stay and they are going to use the NORA district they want to be in a pretty place, they want to be in a comfortable place and they want to sit outside at Eddie J's or at Brick N Brew and enjoy the area. A lot of that goes with that. Sponsorships we'll get into that that's a separate sheet in your packet there, overall but we'll talk about those as well. All in all, I'm projecting that income of about \$449.00. We have a carryover at this moment of about \$12,000.00 in that which is right where I like it to be. These are public funds, we get audited by the state every other year for each year and of course we're spending those dollars out, there's nothing we're keeping back on it, it's just nice to have a little carryover for any projects that may be coming. And there are quite a few projects that are coming that we'll talk about here in a second. If you look at this sheet right here, these are some of the sponsorships that are in there. We were at about \$11,000.00 this year that we'd done. One of our main goals and something we've talked about with Council in the past is to help seed events here. We don't have Cedar Point, we don't have the Louve, we don't have those kinds of things. Let's get people in here for our events, let's get them coming to the community realizing the neat things that we have. If they're staying for a night, staying for an afternoon, we want them to come back, and a lot of what we do around the counites. These are some of the things that we did, Rally in the Alley was a big success, they have big plans for this year as well. Lily Creek Farms, if you're not in the know about them, they're out at the old Nike Orchards location out there, they do a number of different events there. Their Easter event was a big one, it brought people in from all over the tri county area. You can ride the horses, there's an egg hunt, it's a real nice family event for that, we were a sponsor for that out of these dollars. The Saints to Saints, Bark Howl challenge that is done through Napoleon Alive we sponsored with that and that was big success for this year. We purchased all the NORA cups. I think we spent \$2000.00 on cups last year. We don't want to pass those funds those purchases on to the businesses that are doing it, so for the last three or four years, we've been the sponsor for it. Henry County Bank was the sponsor at one point in time, but they weren't interested in doing that anymore, so all the cups for the NORA folks use, we use these dollars out of there. Cork and Keg Festival, they are planning on a second one next year. Unfortunately, the weather was terrible for this year, but it would be nice to see that catch on. We were the stage sponsor for that. Pickers Paradise, the Best Summer Arial Ever, right down there is a WNBA event where each week on the radio I go in with Dave and promote all the events going on in Napoleon

and Henry County over the next week or so, so we're a sponsor for that. Country Fest and Summer Fest we work very hard over the last probably fifteen years or so to get those events to promote people that are coming in to stay here. So, our sponsorship for that is basically a hotel sponsorship is what it is where that helps us get the word out here in Napoleon. Why would you stay in Findlay why would you stay in Defiance why would you stay in wherever else it is, stay in Napoleon we're right down the road. And that's been very successful in talking to the different hotels, because they say there are a lot of people who stay here on those weekends so that's nice to see. We are the DJ sponsors for the Rodders Cruise nights every month. The Maumee Valley Civic Theatre did The Descendants this year, they get a lot of people from all over coming in. Symphony of Trees coming up actually this week, so these are just a few of the things that we do. As far as events that sponsorship line in there. It will be more than \$7,000.00 but we'll see. The other sheet in here, this is a program that in talking with a lot of people, some of you may have heard me talk about this before. I know Sinclair has, because I went to the Commissioners last year about it. Doing some of these kiosks in the downtown Napoleon area. There will be a video screen on one side that is easily controlled from an office somewhere, probably our office at the Chamber to promote events and different things going on. The other side is much like a mall "you are here" that kind of thing. And then on the other side there's a directory of the different kinds of businesses. Wayfinding is a big thing and people coming through and not knowing where things are and what's going on, these could correct that. Each of these are about \$35,000.00 to \$40,000.00 so we'd be looking to do a Capital campaign in conjunction with Napoleon Alive and anybody else who wants to get involved. This is just for you the dollars wouldn't come out of this account, it's just more of hey what are some of the things that we're working on and I envision that'd be coming in this year. With my other hat on, I'm planning on talking to the other two Commissioners about that with the renovation project that's going on at the Courthouse right now. We'll be talking with them about okay do they want to kick in for some of this on courthouse square. We'll see whether that's possible or not, we're not redoing the waterfront they'll come and yell at me for that and I got yelled at a lot for that last year. Again, it's Wayfinding. Taking the signs out of the planters that look so darn ugly, that kind of thing, all of that coming together and still being able to promote these things going on and have a really nice look and a very nice esthetic as well. Some of the other major things that we're doing out of my notes here, I've got this up because we've got a couple of things on here that I wanted to show you. One of the big things that we're doing is upgrading the Visitors Bureau portion of our website and it's still all behind the scenes right now but one of the things that we're looking to do is to do a historical stop tour throughout downtown Napoleon and some spots beyond downtown Napoleon. Somebody got shot here, somebody got hung here, here is the courthouse, that kind of thing. If you go look at it we'll have a different stop on each one, there'll be a sign-up with a QR code, stop number one is the Henry County Courthouse. So, I've gone through and done a fleshed-out version of what it will look like so people can take this tour and we've done some discussions with Taylor Moyer about maybe even doing an audio component of this as well so that he could give us some history on it. What it does is it gives us a lot of pictures, so history of in this case the building but in other cases it'll be here's the story of what happened here, that kind of thing. And then people will be able to either do it from afar, they can do it online or they can do it as they're walking around with their phone and just hit the QR code and have them learn a little bit about what that spot is. Take a day, get wine from the winery down here and walk through and bring the kids or whatever it may be. But that is one of the things that we're doing. Those will be up by spring. The other thing is, we're doing a mural tour for around the county. So many of the different communities have really cool murals. We're working on, I can't let the details out of the bag, but we're working on a mural for our building that will be really cool and have a really cool artist that will be involved. The first one is in the alley by Spanglers there. Jim Tonjes has put up on there the story of this Corsair that the school had and there's a link on here to the books that someone wrote a full book about it, you can read a book about it. There's a sign up there now with a QR code that leads right to this. So,

people can learn a little bit about the situation, just a real quick blurb and if they want to know more, they can go and find it here. But there's a picture of the painted mural that's up there. Haase said I was there. Miller said about the plane that came into town in the 1940's after World War II and it sat across the street behind Central School. It's a sidebar, but the things that the shop teacher did and the things that they did back in the day, really amazing for a lot of people that you and I know that gives kind of a foundation for that. Sidebar but that's it. So, we'll have a spot for it. The Deshler murals, the historic Napoleon mural, the Holgate mural that kind of thing so people can take a tour of that and come through our community, use this as a homebase. Bounce around to not only here in Henry County but all along the Maumee River that kind of thing. There will be other itineraries in there so if people are interested in a dining itinerary, hey you got to eat at Spengler's, you got to go to Ninja. If you want a pizza Brick and Brew's great. There will be spots on here that people can come back and hit those different spots. A historical one like we talked about, a scenic one, take a ride in the spring along 424 and here are the stops you have to make sure you hit and all of the things that people expect when they go on a website to do business on there. We deserve to have that and we have to upgrade what we normally have. Our events page is already top notch. Heidi is spectacular at getting the events from all over in the community so that's a major part of it. That's it in a nutshell. I don't want to keep you guys too long. You've got a full day. I will be planning on meeting again with each of you in the coming year just to touch base, hey how are we doing? What are some of things that you would expect especially for Gaucin and Wolff to talk to them and get their feel and move forward with it. Just concerns, high fives, or things that you might like to see. I can go back to the other page if you'd like me to. Durham: Awesome ideas, Miller. I did have a question on the \$10,000.00 that we budgeted for 2025, is there any plan in place with that \$10,000.00? Miller: Not at the moment, we've been talking to Napoleon Alive of how do we want to divvy that do we want to do events, what do we want to do. I know Sinclair, you were talking about trash cans out some of that as well and new trash cans located to replace the concrete and cracking ones downtown and I think that's what City Manager Sinclair is planning on doing with those dollars. If that is something and I know I talked with A. Small in the past too that we want to see more events. My plan is to do, whether it's a first Thursday or a third Thursday or whatever and you come and you close off Washington like they do for the car shows. We've got different themes for each month, it's café, it's parfait and you work with different groups and you get food from the downtown businesses, that's what I'd like to see. The more we hear people want family, friendly events that they can wander through, it's not a five-hour event, it's not a pay at the fence. It's come on in, just a walk through and finding sponsors and getting those things paid for. I think we could do that without the \$10,000.00 I think that's a nice dangle in front of everybody. I think if that's the feeling we want we should move ahead and do it and work with the different groups like the Humane Society or whoever it may be to do those types of events. Durham: I think the event piece, so we obviously had lost Rib Fest so at this point taking that \$10,000.00 and taking that towards at least one big event to attract people here to replace Rib Fest I think would be vital. But even like you said like a couple weekends or weeks through the summer to drive some folks downtown, that's really what I would like to see that \$10,000.00 in 2026 go to. If I can help at all with that. Miller: Oh boy, you'll be involved. Durham: I think the events is definitely the spot where we're lacking, so anything that we can do to support that I would be all in favor of it. Miller: And it's always finding a way you guys will know that in every organizations that you're in is finding the volunteers to help, and that gets harder and harder. So, if we can develop events that we don't need a 7 person volunteer core. I think we've got a lot of events that don't need that and move forward. In fact, Rib Fest at the end was kind of that. We paired down more and more of the volunteers needed to run the event so I think we've got some expertise to pull from on that and not have to rely if that person coming, are those ten people coming because that's harder and harder to find. Schwab: I do like the idea of a first Friday or a first Thursday. Miller: Whatever day we can do during the warm months you can get four or five of them there. Schwab: When we lived in Delaware,

they did that. And again, the expense for the city or even for the county wouldn't be very much or if anything at all really. So, it was nice. Miller said you get the right people in there and maybe it's a few hundred bucks for whoever's playing some music or something like that because you're doing it at a time when the other businesses are open. Schwab: Except the firetrucks are a big one, the firetrucks that are down there. Miller said yes Garringer said so just to let people know how this funding comes in, circle back to the beginning. We have a 240 Fund; it's called the Hotel Motel Tax Fund that we collect. Our agreement that we collect which is collected quarterly on the four or five hotels that we have here in town. Then we distribute half the funds to the Chamber, and that's where he gets his money for the \$50,000.00 or whatever you use for that. The other half of that goes to the General Fund. Once it goes into that General Fund and we start talking about, this is where our sheet comes in, the 123 Fund, which is the Special Events Funds. We have just earmarked \$10,000.00 of that to go into there. In a round about way it goes from the one fund to another fund to another fund. At this point we still have \$10,000.00 budgeted for this coming year. That's been sort of our placeholder in the last couple years. Until recently a lot of that money has just been the Fall Festival and then the decision was made to let's pair back to that so it's open to whether you suggest that at this point. Durham said I think we could be much more effective than the Fall Festival. Miller said yes, and I was going to back up that exact sentiment, that was the correct move for Council to make and it had been talked about for a long time about that. Small making that decision then was the right move. And their event was going strong as before it's just updating how they funded it. And they have much more control over what they want to do and that's what the community wants to see. Bialorucki: Regarding the larger events like last year doing the Cork and Keg Festival I think I heard you say that you heard it was coming back again next year. Miller: That's what I have heard, yes. Bialorucki said I have heard the opposite just to let you know that they are not going to happen again, and part of the reason unfortunately is some negativity from downtown businesses. So, with that in mind I just wanted to see if there would be something that the Chamber would take the lead on involving downtown businesses and business owners, to see what they want and what it looks like for a big event if we have to close streets down and that impacts their businesses in a negative way, where obviously for years when we had the Rib Fest, a lot of those businesses, that was their biggest revenue day of the year. But for some reason it had the opposite effect on this last festival, is that something that you can help with? Miller said absolutely and I know in talking with you right afterwards and Sinclair right afterwards, the taking the lead on that and developing a procedure for that I think would be the best way to do it. So, if you are going to have an event and you were going to close the street here's who you have to inform as the organizations that's running the event. If you don't do that then you don't get the permit to close the street or whatever it may be. And if that's passed along to an organization like us, then we can help talk about that with the others and we can help with that we know all these folks and would be glad to do that. But it's all about communication, Bialorucki, and that was something that we had always done with any events that we would have. I'm knocking on doors 6 months ahead of time and say hey we're going to do this on this day and here's the plans and here's the thought and you know, so they felt informed and even if they didn't like it 100% that that street was going to be closed that day they knew that there was going to be a good crowd and they knew what was going on, they knew what to expect. I don't think they had the information they wanted to have prior to this event. Bialorucki said so is this the complaint from most of the food vendors just out of curiosity. Miller said yes, and the main reason for that is they're the ones that were open then. Bialorucki said what I'm thinking of having food trucks brought in competition for local businesses, maybe if they viewed it in a different way and they were the ones providing the food it would increase their business, and we could have more events just not between food trucks. Miller said that's a big part of it, even if you talk to any of them, even if they know okay there's a couple of food trucks coming in to enhance what we're doing they don't have an issue with that, they really don't. Bialorucki said okay. Miller said you talk to Mel at Artistic Roots, she's bringing them in and she's going

to talk with Spanglers and whoever else and they're going to work it out and it's going to be okay. It's just that Spanglers and Eddie J's and Brick and Brew, they want to know, they want to understand. So, we back off on food because we would have purchased a lot more, it's a business decision at that point in time. And I do think there's a part of that, but I think they understand that people love that. There's going to be a lot of people that want to come in and sit down and eat in the air conditioning or if it's dry in there or whatever. Again, it's a sharing of information and it's an education that makes that successful. Bialorucki said thank you, Miller, I appreciate it. Miller said thanks, Bialorucki. Durham said I know we talked about Air BB's and VRBO historically any updates on them participating in the hotel motel tax. Miller said yeah, a lot of things are going on at the state level right now. There are a couple of bills, three bills right now that are being reviewed by the House of the Senate Committee about just that. The State wants to get out of the plethora of what's going on, because VRBO and Air BB and all of those places, they don't want to have any tax collected, they don't want to be part of this process they want to continue on as they are doing and they don't want their people to have to do it. Everybody in the state is saying, but look, the hotels are doing it, why don't you have to do it. So, they're trying to figure out at this point in time what the requirements are. Right now, it looks like it's going to be collected at the state level and then sent back to the local communities, which you guys would have a better feel for whether you like that or not. But there is going to be a piece where that's collected. So, if there's going to be a piece where, how is the city of Napoleon funding for that that there should be a place where you're funded for that because it's a collection thing even if it's just information passing on to the state level, there should be something coming back to you guys to pay for the work that's being done by your staff to do that. It will be very interesting to see over the next couple of months what's coming. But the state is actively talking with them. A lot of the Visitors Bureau end of things need to make sure that Air BB and VRBO aren't getting a sweetheart deal and they're doing what they should be doing for their businesses in our communities. That's what I know right now, I wish I could tell you more but know one knows until it's figured out here in a couple of months. Durham said and if we need to reach out to Rob or whomever. Miller said Jim is involved in that, and I know Rob will know of it. That's coming and it will be a matter of people working on that. It seems that each of those bills have the component where those funds go back to the state and it's come down here which I don't know that I'm really for, but I don't have any say in it. Durham said sounds good. Miller said and I can keep you guys informed as things happen. Durham said please, that would be great. Any other questions? Thank you, Miller, thank you Allman. Haase said continue the good work.

Engineering (9:57 am)

Lulf's said, my name is Lulf's and I'm the Director of Public Works and I've got Okuley, Operations Superintendent here with me. Public Works is essentially the Engineering Department and Operations combined. Engineering is designing and building the new stuff and Operations make sure that all the stuff we have works. Durham said thank you sir. Lulf's said there's a reason we have an hour and half set aside, so I'll try to get through it, but if you have any questions, please stop me. The first account that I've got is the 1700 Account that's essentially the day-to-day expenses for the Engineering Department. There are a few items on the summary page that have large increases. Engineering and Design, Insurance and Bonding. Travel Training is in here, now that Towers is on staff he and I have to take Continuing Ed for our licenses, so that's where that comes out of and then we also put money there for software training for the staff. Memberships and Dues, once again we have memberships for different organizations. The Tree Commission we have National Arbor Day in there that's \$50.00. The mayor's online right? Durham said yes sir. Lulf's said we've got a form for him to sign today if he's coming up for our Arbor Day certification, so we set it up front. Bialorucki said Lulf's I will be there a little bit after noon when we take a break. Lulf's said that's what Flogaus said, so we set it up front for you. Bialorucki said

thank you. Lulf's said Utility's telephone, Cell Phones, Internet Reimbursement, Department Heads can get \$25.00 a month off for some of their internet costs. Then we've got Engineering and Design, Miscellaneous Engineering, that's \$20,000.00 for anything that comes up during the year. Same with Surveying at \$10,000.00. The next item is something we don't normally have in there, we've had it in the budget about eight or nine times, but it's been cut. It's whether or not you want to update the zoning code. I know there's been some issues with the zoning code over the years, and to be honest, I don't know why it's in my budget but it is. So, that's really your discretion. If you want us to update it we can, but if we don't, we will continue to operate with the one we have. Sinclair said we had an issue with the Air BB, plus Air BBs weren't covered in the code currently so we used up that preface portion to cover that. Lulf's said and to give a little more clarification on how our zoning code is set up. At certain zones in the city, you can do certain things. If our code does not state permitted or that you can apply for a variance, if our code is silent on that item, it's a no, you can't even ask. That's the way it was set up when David Ground was here to try to make it restricted, and if you want to continue to have it that restricted that's fine by us, but we get complaints every year, but it's not a small undertaking with that code. We would bring outside help for that. The quote that I got might have been closer to \$85,000.00 but I don't want to undershoot it I like round numbers. Weitzel said that's the total review of the code. Lulf's said the total code. Weitzel asked what's your procedure for specific things that come up. Lulf's said basically the portion that is restricted obviously would be reworded to allow that to at least go to the different commissions and such. Weitzel said that can be done throughout the year and then saved up for a code update at some future time. Lulf's said yes and we have pursued grant funding to have the code updated in the past, but it still didn't happen. There is no grant funding available at the moment that I'm aware of, but the individual that we will probably work will come in and talk to the different departments that will have their fingers on the zoning issues, work with them work with the City Manager and probably even speak with members of Council, and just start from scratch essentially with our code. As I said, if it's something you want us to tackle, we'll leave it in there. It's something that I know is a big expense out of the General Fund, we'll keep continuing with what we have. Bialorucki said Lulf's I just want to mention my thoughts on this, just hearing from different people and new businesses that we never thought of when this code was written and that now being more restrictive it doesn't look like we're a very business friendly city. When we could say hey there's nothing, we can do about it because it didn't come this way. I think it's worth having a conversation with all the Council to get their thoughts and see if this is something worth spending now or maybe even in 2027. Lulf's said yes, as I said, whatever you'd prefer. I'm not the Zoning Administrator but I know Schultheis struggles with it. I do work closely with zoning. Durham said it's going to make Schultheis' life easier? Lulf's said it would definitely make his life easier, now the process is painful, but you won't get there if you don't start. Garringer said so if you end it tomorrow this is one of the items that will be on the additional request large expense items. Cordes said, do you feel some of the businesses decided not to come here because of the code problems we've had? Lulf's said we have had, and I can't name specifics because as I said it is Schultheis that sees it, but Schultheis' office is right across the room. We've had numerous items that have come through that have just been told no because we can't make the request, it doesn't say a variance, or it doesn't say you can take it to get an appeal. You can't even ask questions. Cordes said it appears that we aren't business friendly and we've heard that for years and years, maybe this is part of the problem that we've had. I really think it should be addressed. Lulf's said at least then it could be written in such a way that a request to go to a group rather than just a book telling you no. Weitzel said well, that sounds like a procedural issue that doesn't necessarily take a giant code revision. It just needs to be procedural issue that's added to the code that allows for those types of incidents to go to somebody. And that's pretty easy to do, we could do that any time. Lulf's said a lot of it is out of date. At one time we were looking at reviewing our code, because Archbold was doing there's. And Archbold on some of theirs were starting from scratch, so we were going to have the same guy work with both. But I

couldn't get approval to move forward so they went ahead and did theirs. I think we've had this, I don't know if it came to you, it was in my budget, and I think a few times it got cut before it got to Council, but this has to be the eighth or ninth time, we put it in. It's been an issue for a very long time. McBride said, Lulfs, can you help me out, I'm just lamenting on this one. Give me an example of something that has caused you a headache, like something like an antiquated zone, just give me an example so I can wrap my head around it a little better. Lulfs said I know the bed and breakfast item is probably the one that's come up the most that where people want to have a B & B and it's not permitted because there were no B & Bs in code written. And even though it's in an area, they say it's in an R-4 or a Commercial C-1 an area where it makes sense that it could go there but the code doesn't say you can ask questions, so it's just automatically denied. Weitzel said gotcha. Lulfs said the bed and breakfast are probably the most prominent ones. Durham said would that also allow us to redraw CRA zones? Lulfs said I'm personally not familiar with CRA's. Durham said it's a conversation I've had with Jennifer Arps previously and she was interested in maybe expanding that zone. Garringer said I think that would be a possibility, but I think that would be also not just changing the zoning code but changing areas that are zoned. Durham said okay. Garringer said, so like I'm in an R-3 subdivision. You can't have a CRA in an R-3 so, regardless of the code. Now maybe it makes it simpler to change that because there's always exceptions to some zoning. Lulfs said and we would most likely work with Glen Grusdale. For those that aren't familiar, Glen, has done our master plan numerous times, he's done the county's master plan, he's worked with the CIC multiple times, and I do believe Glen is familiar with CRA's as well. Durham said okay. Lulfs said so it might be something you can tackle as one project. Durham said perfect. Lulfs said okay, that's that one. Moving on, Minor Vehicle Maintenance, Contract Maintenance, we have licenses for our software, and then we also have our copy machine. Insurance and Bonding that's one that went up the past one, I will look at it. Office Supplies, Posting and Shipping, some more Operating Materials, things we use daily. Gas, more Vehicle Supplies, another Supply Account for some of our field equipment and then boots and outerwear for the guys and then just some miscellaneous operating costs which is \$1,500.00 we use it if it doesn't fit in one of the other areas. And I guess there's salary, but that's prepared by Finance, so I don't know much about it. That's the Engineering Account. Any questions on 1700? The next one I have is the 5100 130. And I'm going to be honest with you, there's so many of these accounts I have to look at before I figure out what they are. Service Building Properties Equipment, so you'll see this several places where we have utilities split in different accounts, so there's phone, cable, rents and leases, the Black Swamp, so this must be Tom's stuff, miscellaneous fees and Vehicle Maintenance you'll see that in all the accounts, Equipment Maintenance Labor, Service Building, Supplies, Fuel, Vehicle Maintenance, Equipment Maintenance, Miscellaneous Tools going about \$1000.00 in there, he just gets what he needs. And you'll see this once again, blue tooth rentals, safety shirts and then we pay for the CDL's for the guys out at Ops. All the guys have to have a CDL. Haase asked Lulfs do all your drivers have CDL's? Lulfs said yes, you're required to have a CDL when we hire you or you have to go get your CDL and we send them to school. I think we only have an MSW1 position that we have without a CDL in Operations, but I don't think we have any at the moment, yet. Haase asked are we all up to date though now? Lulfs said yes if we hire you without a CDL you're as an MSW1 I will always create the position but then we get you scheduled to go to school and once you get your CDL we'll move you up to MSW2 which pays a little more, but that job description requires a CDL. Haase asked how long is this school? Lulfs said three weeks. Haase said three weeks, okay. Lulfs said yes, and then if they leave in a certain amount of time, they have to pay some of that back if we paid for it. Garringer said that's sort of a change we've seen through the years where most people had to have that CDL before we even hired them. But it's hard to get. So, to offset that verbal we end up picking up the tab for that. Lulfs said and there is a program through Northwest State. Depending, you can qualify for some of that to be covered, and the rest we pick up the slack. Next account 200 5100, Service Streets Maintenance. Garringer said the 200, 201, 202, 203 Funds these are separate because these are street accounts and the funding comes from various gas

taxes and license fees, so we keep those separate for street usage. Lulf's said so we can get into Miscellaneous Training, AMP Safety Training. We hire AMP to come in to give you guys safety training once a month. Utilities, electric, gas, sewer that's split up in the different accounts for the service building. Phone, cable, miscellaneous rents and leases, that don't come up too often. Copier, vehicle maintenance, building maintenance, contract maintenance for the building, streets stripping. We stripe the whole town at the end of the year on the off years we put a little bit in case we have to go somewhere to touch up. Generally, if we have to do that it's usually downtown, but it's just as an needed. Haase said side question. Did you get the directional arrows ground out enough so that people are still. Lulf's said They were painted black, and we went back to ground out the lane people used to use, I'm not going to say it's perfect but it's working much better than it did a few months ago. Haase said yeah, because it got a little touchy there for a few days. Lulf's said yeah, it was one of those we learn as we go, any time we change traffic patterns it's difficult. Insurance, office supplies, postage. At the bottom there are some of our stone and other operating materials. Gas, signs and signals, so there's their street signs on page 7. Periodically signs have to be replaced if they lose their reflectivity or it gets knocked over by a semi. Ice and snow control we have sandstone in there. Street materials, so if we're spray patching, we need stone and AC. Page 8 nothing major there, equipment maintenance supplies, miscellaneous small tools, boots, uniforms, shirts. CDL's undefined machinery and equipment. The utility tractor, I'm guessing that it hasn't been talked about yet. It's a shared cost to replace the tractor. Do you have any idea what year it is? We've been spending thousands of dollars repairing that thing every year. And is this combined with Parks and Rec? Garringer said this one is, yes. Lulf's said yes this one's with Parks and Rec to share the cost to get that tractor replaced. Okuley said this is the smaller tractor. Lulf's said oh this is the smaller one. It's got to be at least 30 years old. It's been here longer than B. Okuley it's old. Garringer said it's being repaired more than it's being used right? Lulf's yeah, actually I think it's been in the shop more this summer than it's out being used. Cordes asked if they think they need an overhaul instead of a new one? Lulf's said we have been and that's all we do with it now is work on it. Haase said you can't even find some parts anymore. Lulf's said it's in the shop more than it's out available to use. If we're told no, we'll continue to fix it and try to make it work. Absolutely. McBride said do we have those numbers on our repair cost? Lulf's we can probably get them. McBride said ballpark. Lulf's said I don't know. McBride said okay, no problem, something that would be interesting to look at. Lulf's I'm sure we'd have them in our software. McBride said yeah it makes it real easy when you say hey, we spent this much money in repairs already for like we're we at. Gaucin said I have a question. How often is this utility tractor used, weekly, monthly, daily? Lulf's said we use it every week when it's available, because we use it for the alleys, we use it for the cemeteries, roadways, it's used by the golf course, it's shared by several departments, so yeah, it's something that if it's running, we use it every week. The TIP Fund. Garringer said this is something new that we've added out of the 200 Fund we're starting to transfer \$5,000.00 each because the debt payment in 2028 we will be well short of the funds that we receive with the TIP. So instead of having a large chunk that we would have to move in the next couple of years, we're doing it in increments a little bit this year, next year, and the next year. If we ever get enough money that's developed out of the TIP then we certainly would pull these back, but as of what we project now, we are going to be way short. Lulf's said and this is related to the improvements that were done on American Road when Loves came in, we had that TIP set up and now it's time to incremental financing piece of that, we have to pay some of that back. You'll see this in several accounts. Durham said, Garringer, how do we grow our income for that TIP? Garringer said the TIP is paid right now Loves Truck Stop is the only one that pays it. Basically, how a TIP works is the property taxes that they pay goes to the TIP it doesn't go to the schools, the senior center or through the county and various items like that. So, the only way to grow that is to increase the tax base through building of programs. The tough part about this TIP was when it was put in place it had to be a minimum growth of \$500,000.00. So, if we didn't have a minimum growth of \$500,000.00 it wouldn't qualify for it. One of

the items that didn't qualify for example is the building beside Pampered Pets, the vets office, the Crematorium. That could have qualified but it didn't because it's a pole building, personal property inside that tax with that. The only other one we had currently was the Shank building. And then when we give a CRA to that then they don't pay for taxes for ten years and then we will pick that up in the TIP after the ten years. Right now, the only one is this Love's Truck Stop. The infrastructure's there is being used. If we have another truck stop come in or possibly in that defined area because it's a mapped area. Lulf's said yeah it is a mapped area. Garringer said, so I have not heard recently of that gas station Caseys. Lulf's said yes Caseys, it's supposed to break ground in the spring. Garringer said I would have to double check to make sure they're in that TIP district which I believe they should be, but I'd have to double check and that would be a case where they would grow. Lulf's said our next one Dietrich punched in all my numbers. 201 5100. 5100 is generally that's our street stuff. 200 5100. Roadside mowings that's in my budget but Cotter handles the contract. \$35,000.00 is what was in there for 2025. And that's what was put in for 2026. Once again you see the \$5,000.00 for the TIP. Operating materials, concrete scrape patching supplies, stone and asphalt mix. Durham said that's actually pretty low. Lulf's said yeah there's been some newcomers the last few years, so it's become more competitive bids. One in a while something will come up, and we'll have to have an add on to it. But in the last few years we've been doing pretty good with the bids. I think there's three or four that go after it now and they have sharp pencils, and they don't want the other guys to get it so that's just our benefit. Haase asked has the hillside at the boat ramp has that all been mowed, I haven't been around for the last couple weeks? Sinclair said it's not mowed yet. I just got an update about the contractor that mower was a little funky apparently one that has done it in the past is not in business, so we'll go with the new contractor and when that begins I'm not sure. Lulf's said 202 5100, not much here just another TIP payment. We've got the 203 5100. Garringer said the biannual street stripping is in that 202 so there's nothing budgeted this year but last year there was \$135,000.00 budgeted. Lulf's said and I can tell you right now next year it will go up. The 203 spray patching materials and vehicle maintenance and TIP payment. The 204 5100, snow and ice. Especially for the new individuals here, to explain how the bids for salt work and it makes no sense, but we have to decide how much salt we want to buy before we know the price. So, we estimate this high every year. We estimated it at \$100.00 a ton and we'll get 200 tons, \$56.00 a ton this year is what we paid. We have paid \$130.00 to \$135.00 a ton in the past. But we bid it through the state of Ohio's bid and in the spring, I will show up say I need legislation and we need it immediately because they give us about 15 days to turn it around and I can't change it. But it's much cheaper than buying salt somewhere else. But yes, we do not know the price. We have the salt shed; we have quite a bit of salt. There's been years we've budgeted it for 500 tons. We aren't at that point, we haven't done much for the last couple of years, and we're in a good spot right now, but we do want to get 200 ton, and we'll see what we use this winter next year that number could go up. We've got \$8,000.00 in this account and then we have another \$12,000.00 in another account. That's salt. More street materials. Water, snow and ice. The 200 5110 some trainings. So once again for the people that are new, when we have snow events, we pile the snow in the middle of the downtown streets that I'm sure you've seen. We hire Vernon Nagel trucks, we hire Gerken trucks, basically they come in we put the snow in the middle, they come in while we're working and they put it in trucks and haul it out. It gets hauled out at the yard waste site on Oakwood Avenue. One of those events is going to cost us about \$9,000.00. I usually just say it's \$10,000.00 every time we've got to clear out the downtown. We put two in there every year. Sometimes we don't use it, but I have seen a year where we did over a ton. So, that's what that is. Operating materials, once again stone, BP that's like the juice we put down. There's the rest of your salt for \$12,000.00 and the brine. And I know I'm going quickly but if any of you have questions please holler. We have maintenance and then shared labor expenses. Garringer said and now you're at 200 5120. Lulf's said yes 200 5120. Here's where we've got \$12,000.00 in to get catch basins and pipe and miscellaneous parts through the street sewer guys and more catch basins for \$5,000.00 and then shared

labor expense. Garringer said now we can go to the 400. Lulf's said yes 400 5100, this one's always fun. Machinery and equipment and we aren't asking for anything big out of the 400 account this year, so no trucks here. The next account, the \$90,000.00 is our tree trimming, tree removals, and tree plantings. We've been upping that account by \$5,000.00 each year for the last five, six years or more. We're supposed to be on a four-year training schedule, we are not. We're still about a five- or six-year schedule. We've been increasing that budget to get on a recommended schedule for tree trimming, so that's that increase. Fuel tank removal, this came up actually very recently. We don't know that tank we have right out the back door, we don't know that it leaks, but it's old. Thirty-one years old. To continue to use it we're going to have to invest \$50,000.00 in software. It's a single wall steel tank, 50 feet from the riverbank. Haase said it's an ideal situation. Lulf's said Chief Bowen wants to redo the concrete in front of the building. I really don't really want to redo the concrete until I get that tank out of the ground. As it was explained to me, they consulted with a professional who does this all the time, he explained the cost of this being like going down the freeway with off ramps. The sooner you get off, the cheaper you are. But that last off ramp is like \$85,000.00 so we would hope that this could come in under that number, but you don't know until you start digging. I have done tank removals in the past, I've done it twice. You stop digging when you it no longer smells like fuel. That you literally pick up the handful of dirt up and hold it up to your nose and smell it and if it doesn't smell like fuel then you can stop. So, we don't know until we start digging. We have to bring in someone who is paid to do that smell test. That is the last underground tank the city has in its inventory. We got the ones out of Operations and that was ten years ago. We removed the one we had at the Wastewater plant a few years ago. This is the last underground tank we have. Departments do utilize fuel cars so we are able to get fuel from more or less every gas station and we do have above ground with containment at the operation facility. So, we do have access to fuel in an emergency and also now that we have one, two, three, four truck stops in town, pretty much everybody is backed up with power. That was kind of the thing was we have back up power in emergency situations we can get fuel, but we do have tanks at Ops, and the truck stops have back up power. We're at a much better stop then we were 31 years ago. Haase said I knew it was much worse than it used to be. I didn't realize it was quite that bad, but I've had to go through a few removals, and it was not fun. Lulf's said it's better to have a scheduled removal than an emergency removal. Cordes said I understand the optimum thing to do would be to have it removed if you can but does anybody do anything where they put the line in the water can anybody do an internal liner. Lulf's not on those with the fact that fuels are hydrocarbons. A lot of those liners react with hydrocarbons. Cordes said gotcha, I just thought I'd ask. I didn't think you were going in that direction. Lulf's said and some tanks are fiberglass. This one is not but even a fiberglass tank we did some research and after 25 years the fiberglass starts to gel. B. Okuley said last year we had a walk in inspection out of nowhere and we had seven violations, and we got those all straightened out, but the new root system in the fire department is original. It's showing alarms right now I can't get them to go off. We're going to have to update that system at some point forward. Weitzel said I would just like to add and I can remember a number of years ago when I was still working, we didn't think that tank was necessary it was being held in an emergency capacity. But until Ops got all of that above ground storage it just really became obsolete. We were asked as PD to get all our gas out of there just to keep the tank from flowing over so it wouldn't spoil, so really it hasn't been necessary for some time. The only issue is transporting fuel for the generator and of course I always thought that should have been converted to natural gas a long time ago, and that way you wouldn't have to worry about transporting fuel. Crist said the software that runs the tanks is antiquated and to update the software we'd have to push it under \$1,000.00 four years ago. Weitzel said It should have been deleted some time ago. Lulf's said so, I need to spend money but I'm trying to save it too. Bialorucki said hey Lulf's. Lulfs said yes sir? Bialorucki said I guess my recommendation would be, we know this is going to be needed at some point and we have the money in the budget this year to do that. Anytime we kick the can down the road a little bit, then we go to do a

project we're like oh it's \$20,000.00 more than it would have been if we had done it two years ago. If it's something we need to do I would prefer that we do it sooner rather than later. Lulf's and as I said this is something similar to the river crossing we'll talk about in a little bit, I'd much rather do it as a planned project than an emergency, it's just easier and cheaper. Bialorucki said yes, absolutely. Lulf's said the next line 57 200 that's the sidewalk curb program. Once again for those who are new, the city has a program where if a property owner wants to replace their sidewalks in front of their property because they're broken what you have or the curb, they can apply to this program, and the city will pay you. The property owner has to do the work or have the work done and paid for, but then the homeowner can apply to be reimbursed \$3.00 per square foot on the sidewalk and \$40.00 per lineal foot of the curb. By ordinance sidewalks and the curbs those maintenance responsibilities are the property owners, but this gives them some relief if they decide to undertake that. The 57 500 this is going to be the account where we do streets. We put \$25,000.00 in every year to improve alleys. There are a few alleys we know we have to maintain, but we will get calls from individuals if they have an alley that's in bad shape and it's already a stone alley we go and dress them up, we normally don't go do grass alleys, that's not what we do. But we do have stone alleys in town and we maintain them. Milling and resurfacing streets, then we'll mill them and repave them, we're asking for \$500,000.00 for that for next year. Haase said with the alleys would to service like utilities do you automatically go in and do those, make sure that you can get in or do you have to wait for somebody to complain. Lulf's said we have a handful we know that need to be done every year, so we go do them, but it's 50/50. Some people call, because we don't necessarily get eyes on every alley, every maintained alley. But if the guys have down time and we mill certain alleys that are issued every year we send them when we get those phone calls but other alleys, we get phone calls on. Durham said, can I ask about the sidewalks. So, like the Jahns Road water break you had to pull up that sidewalk to fix it right? Will we replace that sidewalk? Lulf's said we will replace that sidewalk. It was just odd that that happened the other night, wasn't it that day we went out and repoured all the sidewalks that we had repaired? Always the day after we had it scheduled well Jahns Road wasn't right so we have to go back out and do that one. We just give it a small batch of concrete, so it works out well, we have a good arrangement with them. West Clinton and Erie Street Improvements. This is one of the big projects and I'll just state up front if this does get approved, we probably won't build it next year but we will bid it and award it for pricing which means he has to serve the funds which means it has to be budgeted. I'm looking at advertise the project in the fall. This would be replacing the sanitary sewer from Haley to the dead end. And then also replacing the water line from Sheffield to the dead end and then we will jump across because if you're not familiar, West Clinton does not go through to Erie. It looks like they do but they don't. So, we're working on getting easements for that private property. Erie will then get a full reconstruction. Rip it out, rebuild it, because it needs water, sanitary and storm and after we looked at the condition of Erie and the sides of Erie, there won't be anything left if I go put in a water line, a storm sewer and a sanitary sewer. Clinton would be repaved just milled and resurfaced when we're done. I applied for and although I don't have the official paperwork it doesn't come until December, I can tell you I'm getting a grant. We made it out of the county as the highest ranks, and I've never come out of the county rankings and not received it, but district five doesn't meet until December. The grant is actually \$400,000.00, but the roadway portion of my estimates only \$385,000.00 so it says \$385,000.00 here but the total grant is \$400,000.00. There is another grant I might pursue, but it's not here because I can't even go after it yet. Speaking with Finance, I think financially these projects viable assuming we get that \$400,000.00 grant. It's been a few years, but for those who've been around a while, West Clinton used to be one of the worst places in town for sewer lateral failures. In fact, it was West Clinton that made it where the city council at that time took over ownership of the taps. Because every time a homeowner had to replace their tap, they were spending \$20,000.00 to replace them. The sewers bad and the waters bad and there's no storm sewer on Erie, so that's this project. North Perry Street, this is the other big project, if this one gets

approved this one will probably be on your agenda for your first meeting in January. North Perry Street from Oakwood to the railroad was originally in phase 2 of the Downtown Project to correct some major issues. Certain individuals decided not to do that part of the project, so it was cut. My opinion, although, I think my opinion counts, that section of street may be one of the worst in town, but I can't pave it when I know the waterline underneath it is junk and the sanitary sewer is not good, there's a part of it that does not drain. So, we would be replacing the waterline from Oakwood to the railroad. We would extend the waterline down Railroad Street both ways connected to Scott connected to Oakwood. The section of waterline underneath the railroad would be abandoned because we moved the northside when we did Oakwood. We ran a waterline down North Street by the BF that never used to be there so that is now moved, and we can get that old I think it's four or six inches out from under the railroad, so we don't have to worry about an issue there. We will be replacing the sanitary sewer from the railroad tracks to Oakwood Avenue and then we would also extend a piece of the storm sewer that's already on Perry, extend it a couple hundred feet south towards downtown. And then when we're done, we'll repave both of those streets. We will have to cut into a little bit of Oakwood Avenue to make the waterline connection. But it's just where the waterline coming down the railroad will tie into the waterline on Oakwood which is in the southbound lane on Oakwood. We don't like getting in the streets we just did but we need to get that waterline replaced, and this is the only way we can really do it. That's what we got out there. I do not have grant money for this job. I don't have any place I can even go to ask for grant money for this one because no agency is telling us we have to do it but that street needs to be paved, it's bad. I think it's the worst one I have. So that's North Perry. And for the record, we designed this project in house with my new guy so we're starting to do more and more projects in house. Haase said I have a question on that particular street there between Scott Street and Perry Street on Railroad there is a sidewalk on the south side, however there is a large section of sidewalk that is totally covered with grass and dirt that should be opened. I think it's a private property but I don't know which house it's involved with. Lulf's said we can take a look at it. Haase said that sidewalk has been there ever since Moby Dick was a minnow. Durham said somebody else was complaining about that also. Haase said there's water lays on it now, every time it rains, water lays on it. Lulf's said now in general I do what I'm told as long as I'm not breaking the law, but I understand replacement of that sidewalk would be the homeowner's responsibility. Haase said I'm not sure that there's even a house there anymore, I think there was at one time, but I don't think there is now. Lulf's said Speedway owns it. Haase said there's usually three or four cars parked on top of the sidewalk. B.Okuley said there's a rental house next door uses it as their drive it's actually owned by Speedway. Lulf's said we will take a look, we have what we affectionately call nasty grams, we send letters to property owners and tell them you have this long to do it or you're going to be in violation. Durham said, but if we send one of those letters, the property owner does not get reimbursed. Lulf's said correct. It says right in the Ordinance that if we tell you that you have to replace your walk, now sometimes we may just give them a friendly phone call and say hey, this program is available, would you like to use it to get your sidewalks done? And if they say yes, I'd like to do that, but if they don't then it can get nasty. Haase said the last time I saw the sidewalk, the sidewalk was in good shape. But it's just covered over with grass and dirt. Cordes said about a year and a half ago, I had someone complain regarding that sidewalk and it got to the point we were sending nasty grams but they were extremely upset because they have nowhere to walk when it ends like that. Lulf's said North Harmony, so this project has been in the budget I think six or seven times. North Harmony is one of the few remaining concrete streets in town. Melody was concrete and my predecessor was a long time ago he replaced that one and my old 405 with asphalt. After the success we had with how we tackled the two streets in Twin Oaks, we decided to take another look at this North Harmony project and see about doing the same thing, rather than go out there and rip everything out, leave the curbs cut out the center and pave it. Well, that dropped the price more than half. Instead of me sitting here and telling you North Harmony is going to be \$655,000.00 if we do it like we did Twin

Oaks it's projected that \$275,000.00. North Harmony is not much above North Perry. So, I put it back in the budget with our revised way of thinking on how to tackle that. Love to get that done, and it also includes that block of Indiana. We're going to up there to Melody and we'll get all that concrete out. When I went out and looked there was a 20-foot section of curb on Indiana that should be replaced, but other than that, the only other curb we would do is the radiiuses. We saw cut that off, but you can't take that big huge saw and go around curb so we got to take the radiiuses out but other than that there's only a short section on Indiana that has to have the curb replaced. Gaucin said Lulf's I have a question. Lulf's said yes sir. Gaucin said on North Harmony, how long will that project take? Lulf's said we were able to do two streets in Twin Oaks in about six weeks we would probably give them a three month window, but assuming they don't start it we come back from start to finish it would probably be similar to the Twin Oaks, four to six weeks they should be able to get it out and get the asphalt in. Now I will say with all our projects this past summer we were blessed with good weather. It didn't rain. I don't know if that will be the case next year but if we have a drought when we're trying to pave the streets, it's great. That'd be my best guess. County Road R I will admit I don't know a lot about this, other than the county approached me and wants to widen it. My understanding is that we'd be widening the shoulders. I don't know the details, but the County Engineer said our portion would be \$50,000.00. County Road R has needed to be addressed for a long time, and I trust Tim to do a widening project. He's done others and we've worked with them on Bales Road this year. In fact, you're going to see a bill come across on bills probably next council meeting where we repay them for the work that was done on Bales Road because that was actually a county project, we hopped on with them. We've done that in the past on Huddle Road and a few other projects, but Tim gave me a call and said hey if you'd be interested your portions \$50,000.00 I'd love to get County Road R widened especially with what Shanks got going on out there and the other businesses in the area, there's a fair amount of traffic out there. Haase said is that the section between Oakwood and 108? Lulf's said yes sir. Haase said just that? Lulf's said yep. Gaucin said I see a need there this year they put brimstone on sides and within a month it was like already potholes. Lulf's said yeah it doesn't last long as it gets older they either have to grind it in or they pull it out. Gaucin said and the traffic there increased. Haase said makes it easier to get top dog. Schwab said we're all thinking it and he just said it. Lulf's said so that's the street account. McBride said Lulf's before you move on I just wanted to compliment you on all the work you did in this previous year. Just the amount of work that your guys have put in on that and it seemed like every project was coming in favorable whether that was being liberal in your budgeting or your due diligence in getting good contracts it was just a great year and I don't say it enough in public so I wanted to at least say that out loud. Lulf's said and I pass a lot of that on to my staff, I mean I have Deblin on the job site all day every day. We monitor every single pipe that goes in the ground we monitor the roads being built. There's a lot of negotiating that goes on in the field, when you start digging you find things you didn't know were there. We're able to still get the final product we want done that we want to the specification that we require. And every project this year came in under the bid. McBride said yep, and just the combination of you and your department for taking care of that for us. Before you moved on, I at least wanted to make mention of that. Haase said echo. Schwab said yes. Durham said I have a note and I wanted to piggyback how much grant money do you think you obtained this year. Lulf's said this year? We have about \$1.65 million on East Washington. We didn't apply for Issue 2 this year, that's the only time we didn't apply for Issue 2. It was probably around \$2 million. Durham said crazy. Lulf's said I have the running totals on my computer. Lulf's said just to add to that we are still pursuing monies for that waterline crossing which we're about to look at so we will continue to work on that. The next account is Distribution and Water 510 6210. I take that back; this is the operating of water. Too many accounts. Durham asked if we're on 510 6210? Lulf's said 510 6210 I'm on page 3, once again AMP safety training, confined space entry training, miscellaneous training for the guys. Many of our guys have EPA licenses we pay for those and AWWA, American Water Works Association memberships. We have to pay for OUPS. OUPS is an Ohio

Utilities Protection Service, generically they call it 811, call before you dig. Because we're old and been doing this a long time it was always called OUPS. Utilities, Electric, Gas, Water, Sewer, Phone, Cable, Professional Services, there's the copier. Actually, the floor waxing won't get done, that's just a carryover because you'll see coming up that we want new floors because we can't wax the ones we have anymore. Break inspections, we have to have all the breakers inspected. Various descriptions, Leak Detection. Asset Management. We're required to do asset management by the EPA. That's one thing where Engineering and Ops works together, like we have Jacob that maintains their GIS and Engineering, but a lot of the other departments utilize that. And on the water side the Asset Management reporting that's required would be nearly impossible without the GIS, but there's costs to get all that done but that also includes leak detection. We're going to try to do the whole city next year. We're going to do leak detection on the whole city. I don't know how much the councils aware, but we knew but we had a leak in the area and we had to bring somebody in to do a leak detection. I think we found four leaks in that neighborhood. So, we tackled those in the last two months. But we're going to have the whole city done next year. Garringer said just for information there is always some leakage of water and we keep track of that, and we will be between 15% and 20% of water loss throughout the city and the average is around 15%. We're within range, but I think it's a lot of water that we're producing, pushing out that we're losing. Lulf's said Contract Maintenance, several departments help offset some of the costs for the light the 3D and the GIS licenses that we use in engineering, and those costs are shared with the other departments. Calibration of Backflow Devices. Page 6 different contracts, Maintenance agreements. Here's where we have the floors. This is in several different accounts, and I believe this is in Electric's budget too. The floors out at the OPS building are on such a condition that we can't even wax them anymore. They just need to be replaced so we broke the cost up in several different accounts. It's a want, is it a need? We're starting to wear through. I don't want anyone to trip, we haven't had any tripping hazards yet but they're bad. Durham said we don't need a workers comp claim. Lulf's said no I'd like to avoid that. So that's the floors. Supplies, postage, more supplies, operating materials, meters, curbs, saddles, valves. We're getting to the point where we're needing to replace more and more meters. I can never remember the years they were put in it was a three-year plan. B.Okuley said years 2006-2008 Lulf's said 2006-2008 is when the meters in the city, all the water meters were installed. How many do you think we're doing a month? B. Okuley said at least thirty. Lulf's said at least thirty a month at this point are being replaced. So yes, we're helping that number a little bit. Durham said are those AMI compatible. Lulf's said yes. Garringer said and just keep in mind that every time we replace one it's for the betterment because these are the cash registers to bring in the revenue for us. Lulf's said and no matter what anyone says no water meter has ever read fast. As they get older, they read slower. No meter runs fast. Haase said, just like a human. Lulf's said Fuel, Vehicle maintenance, supplies, and here we have another line for replacement of meters. And then with our agreement to sell water to Holgate, as part of that contract, we have to supply the meter, which is standard because as Garringer just said that is our cash register. And we got a price for that 8-inch meter and it's \$15,000.00 so that's on this line item. I do look for that project to go out for bid right after the first of the year or spring. First quarter or early second quarter that project will go out for bid so hopefully we'll have Holgate on as a customer another year and a half. Miscellaneous small tools, once again steel toe boots, safety shirts, uniform rentals and some miscellaneous operating costs. When we get into CDL reimbursement we have some licensing, not licensing, but, well they might be considered licenses, they're like leases or easements whatever you want to call them with the railroad. Not everything we have that goes under the railroads for free. Meal reimbursements for overtime, smart bill inserts, couple times a year we might have to put something in the bills to notify residents, especially with the asset management and trying to get in the middle of material of everybody's water service. If we do that there's a little bit of a cost, so we budget for it. Undefined machinery and then this little item of the Vactor. We call it Vactor, I don't know technically what it should be called, we call it the Vactor because the one we have is a

Vactor brand. It's basically the truck we use where we clean out sanitary sewers, or we can hydro excavate. When we bought it its primary use was to clean sewers out and as the years have gone by, we probably use it more to dig holes. That was on Jahns Road the other night. That's something we do use about every week. The one we have; we did bring this forward to budget last year. We expected this piece of equipment to be \$750,000.00 it was on the schedule to be replaced last year. We felt we could extend the life a little bit, but now I'm back, this year I need it. We demoed two different ones, and we got quotes from them they both within a couple thousand dollars of each other. The new machines, but the new machines are set up, yes they clean sewers but they're actually set up to also hydro excavate, that is one of their purposes. When we are digging around such as the main break or there are other utilities in there, we're able to excavate the hole without using a backhoe. We have some good operators but sometimes it's hard to feel that gas line, or that phone line or that fiber and this piece of equipment is set up to help you do that more efficiently and less dangerous for the guys and it's under \$600,000.00 when we thought we were going to be at three quarters of a million. The one we want to participate in, we demoed two, one was all computers. One other benefit of needing both machines, the guy running it, there's one guy that takes that pipe and guides where you're going to suck out the hole. And there's a guy running the controls. The current machine has a control on the truck while that hose is sticking out over there trying to excavate it. The new machines have remotes so the guy that's running it can be at the hole with a remote and see what he's doing because even if you're five feet away if he's five feet down you can't see what in the world you're trying to do. It's kind of a cluster. You've got the one guy trying to hold on that tube, "oh go up", "oh go down", and it's a pain. But the one was all computers and then the other one we looked at all the controls are hydraulic. We liked both machines but after the demo the one with the hydraulics means if we've got an issue we can fix it. I don't know too many computers that continue to function completely, properly and worry free after five years or so. The current truck we have, we've had for twenty-five years. So, we're not planning on coming back in five years and wanting to spend a bunch of money to get it fixed. And like I said since they were both within \$15,000.00 of each other. We've got it picked out, we're just waiting for you to tell us we can buy it. But I truly don't know how much longer the one we've got is going to keep running. When we were on Jahns Road the other night something popped and I don't know if we ever figured out what it was. And the light that kept shining in the hole kept shutting off then it turned on, then it would shut off, and Brian and I were there with flashlights trying to see. It's been past where we're supposed to replace it. Weitzel said what will you do with the other one. Lulf's said we will put it on Gov deals. The company that we were working with to buy the new one, they will give us \$10,000.00 but we would put it on Gov deals with the \$10,000.00 but I guess it's up to you. Weitzel said it's probably not worth keeping as a back up for any reason. Lulf's said no and we wouldn't have any space for it. We're limited in the service building and this one's going to have to park in that same spot and this one's a couple feet longer even though it has a smaller tank we currently have a 15 yarder this one is a 12, but this one's better able, when we're sucking up those holes, it's better able to spit the water out the back so it won't fill up as fast and we can put a hose on it and run it to the basin if we need to. It's a nice machine. Weitzel said how old did you say it was. Lulf's said it's twenty-five years old. I think there are pictures out in the front parking lot with the guys when they got it. Weitzel said this would be like the second or the third one that we would have had. Lulf's said that I don't know. Weitzel said I can remember one year when someone was picking up leaves with it which made it not last very long, wore it out pretty quick. Raked to edge of the road and they were sucking up the leaves with it. Lulf's said with the use of this, it's used for the sewers, and we use it on these main breaks, and various things, we split them in the two accounts, the water account and the sewer account. Durham said Sinclair shared her firsthand experience on Jahns Road and this definitely sounds like this is worth the purchase. Weitzel said I think what I complemented you on it's surgical precision. Lulf's said I appreciate that. But it's nice when you can dig vertical rather than scooping with the bucket. And like I said too, you're less likely to damage what's

down there, it's not hard to rip a gas line out of the ground. Then you're in for a long night, that was long enough, five hours. So that's that one. 511 6210 we put money aside each year for the eventual replacements of the membranes for the Water Plant. So technically it's here but it would be money that Weiss the Water Superintendent would spend. They just recently replaced some marrows, but the manholes are coming. And then the water line project we have a little bit in there when we pave streets, and we have to adjust water valves. West Clinton and Erie I talked about that project, and it does say OPWC grant \$325,000.00 but after I did the application technically it's \$400,000.00 but Garringer would like to use \$385,000.00 of it for the Capital 400 because it's not in good of shape as the water account. That remaining \$15,000.00 he can use for whatever he thinks is best. And North Perry once again, primarily that's a water line project but there're other things out there that need done. The 515, this was in the 511 but with the river crossing, Finance requested that we just create its own account. So that's all that's here is the River Crossing Project, it's probably going to be about \$5 million. Next week we should have the paperwork with the approval for all the design work to be covered with a zero percent loan. That's through DEFA, Ohio EPA's Division of Environmental Financial Assistance. The Water Revolving Loan Fund which is WRSLA the water arm of DEFA so we get a five-year loan on the design at zero percent, and we will plan to pursue WRSLA funding for the construction portion, which when you go into it you can only assume it's going to be a low interest loan. The loan for the design can get rolled into your loan for construction but once you receive approval for your loan then they will notify you if they're going to give you any grant money. They call it loan forgiveness. But you won't know until later. I will continue to pursue grant funding through other sources, so far, I've struck out on three of them but that doesn't mean I can't apply again, so we'll continue to pursue it. We mentioned earlier we'd rather do a project that is planned rather than an emergency. This is our price tag, if we plan it, I don't want to imagine what it would be if it's an emergency. If you recall when we had the leak under the river just put a clamp on that pipe cost me a quarter million dollars, so we want to plan this. We are finalizing the property acquisition. The Council is doing legislation on that. We did get through the Henry County Planning Commission with approval, so we have that taken care of. We're in the process of having that deed written so that when we get final approval through the legislation the deed will be there, and we can get that transferred and pay the property owner. I'm hoping to pay them before the end of the year but obviously we'll see how that timing works out. But we do have the money set aside for that payment if we're able to do it this year. Durham asked Lulf's how much was the earmarked that Sherod Brown originally told us. Lulf's said \$2 million. Garringer said the \$2 million that ended up going nowhere, according to Bernie Moreno. That was two then I applied for two at John Husted's office but that was denied, but we can still keep asking the question and there are programs through Maumee Valley Planning, such as critical infrastructure, we failed that. The mean household income we were 1 percentage point shy. So, we'll try again, maybe numbers change. Durham said if anything we'll keep this as a discussion point for our DC trip, it doesn't hurt. Garringer said so just keep in mind we separated this out because we figured it was going to be a huge cost, which it is, and then this way when we do have grants or like low interest funds to keep that all in one fund. We don't have \$5 million we put a revenue in at \$5 million just so these balance out. These are basically placeholders at this point until we receive the funding to have the project roll. Now some of the payments that we do have out of here for the \$400,000.00 is because we transferred money out of water, the 511 into here, so some of this is our cash, but when you see a \$5 million, we don't have a \$5 million sitting around yet for it. Lulf's said it's not uncommon for us to get the design funding after we've started but we'll have the construction funding in place before we start the construction. So, River Crossing. The next account is the 520 6310, this is the sewer guys so you're going to see a lot of the same accounts. Miscellaneous training, AMP safety training, compliance face training, going down into memberships, and then utilities, so electric, gas. I just rushed through these because we've seen them like six times. Rents and leases. Professional services, so as we have to televise sewers, we have an account to bring that in.

Miscellaneous Sewer repairs, asset management once again, disposal fees for the Vactor and the street sweeper. Contract maintenance there's a shared cost for the civil and GIS that Engineering utilizes those are shared costs across several accounts. Once again, the cost of the building and other maintenance agreements and that account also has that portion of the floors out at the service building. Insurance bonding, insurance claims, postage, supplies operating materials. Equipment maintenance, lift station pumping equipment. Miscellaneous tools. Nothing major that we don't see every year coming out of this. So that's the 520 6310. The next account 521 6310 this would be the projects we talked about the sewer piece. We talked about the streets, we talked about the water, this is the sewer. However, there are a few extras. We are on a Miscellaneous training, AMP safety training, compliance face training, going down into memberships, and then utilities, so electric, gas. I just rushed through these because we've seen them like six times. Rents and leases. Professional services, so as we have to televise sewers, we have an account to bring that in. Miscellaneous Sewer repairs, asset management once again, disposal fees for the Vactor and the street sweeper. Contract maintenance there's a shared cost for the civil 3D and GIS that Engineering utilizes those are shared costs across several accounts. Once again, the cost for the building and other maintenance agreements and that account also does have that portion of the floors out at the service building. Insurance bonding, insurance claims, postage, supplies operating materials. Equipment maintenance, lift station pumping equipment, miscellaneous tools. Nothing major that we don't see every year coming out of this. So that's the 520 6310. The next account, the 521 6310 this would be the projects we talked about but the sewer piece. We talked about the streets we talked about the water; this is the sewer. However, there are a few extras. We are on a ten-year cycle that we have to clean and televise all the sewers in the entire city. We finished year ten last year, 2025 we started back over at year one. When we did year one, we did three years so I already have the price for year two and the price is \$93,000.00 but I put in \$95,000.00 but that's a requirement of the EPA we don't have a choice. Sanitary sewer emergency repairs, ever since the implementation of the long-term control plan we've been putting \$100,000.00 in there just for emergencies that come up throughout the years. Fortunately, we haven't had to dip into that as much the last couple years because we are so far along with our sanitary sewer project, but we still keep those in there for emergencies. Annual milling, so we go pave streets we have to adjust manholes we've got money in there for that. West Clinton and Erie that's a big deep sewer so \$711,000.00 to do the sewer. Most of that cost being on Clinton because that one's deep and it's in the middle of the road. And then North Perry Street and North Harmony. North Perry obviously we've got some sewers there. North Harmony that's just going to be for adjusting manholes that's why it's only \$2,500.00. Durham said what caused the big discrepancy between the 2025 budgeted and the actuals. Lulf's said I think because we moved East Washington to its own fund. Garringer said yes, that was what it was. Durham said okay. Lulf's said I don't know how that popped in my head but I'm glad it did. Garringer said that is something we went back as the Finance Department, it was Greg Heath that removed these bigger projects and put them in their own fund once he left Kelly or whoever just put those all into these funds and when I first started we put these in the same funds with the help of Tracy and we started talking about this it was the best for the city if we go back to that way it's more work on our end, but that's fine that we do that because we now have to move money out but it gives it a clearer picture when we have projects like this of how much we spend. We just renamed old funds from old projects so we don't develop new funds to do it and then if there's any money left over from any of the funds like the East Washington project, we just received \$35,000.00 that was a reimbursement grant that we received that's going to go back in that fund then we work with Engineering to make sure that all the expenses are paid out and there's nothing that's lingering out there and then once that is done then those funds will drain to zero and those monies will be distributed back to the source. Durham said okay. Lulf's said that once everything's over then that new fund is closed out. Garringer said and we wait a couple years after the audit and we just rename it something else. Durham said thank you. Lulf's said the next line item is 57 810 however many years ago the water

sewer rules were changed and the ownership of the sanitary sewer lateral inside the right of way became the city's instead of the homeowners. So, if we have repairs to do, we take it out of that account. To put it in perspective, some sewer lateral repairs in the right of way just from the main to the right of way line that we now take care of, it's easy for one of those to be \$20,000.00 to \$30,000.00, it adds up in a hurry. And I don't see a separate line item for it, I think recently we combined the CWRAP programs into that as well. We used to have a CWRAP program in the 57 800 and I think we changed that and we now take it out of the 810. For those that aren't aware, the CWRAP program was created in 2005 and it's short for the Clean Water Removal Assistance Program. If somebody has a problem with the sewers on their property if they're willing to separate out the clean water, the storm water and the sanitary water if they're willing to separate those out so that the clean storm water goes to the storm sewer and the sanitary goes to the sanitary, we will help them pay for that and it's effectively called the CWRAP program, and I didn't name it. But the city will reimburse, and you can only use it once per property, we will reimburse 2/3 of the homeowners cost but it's capped at \$2,500.00, so I don't think anybody used it this year. In years past several people have used it, but that is set up, and I think due to the infrequency of getting utilized, we don't have it as a separate line item and since we've taken over the emergency repairs of sewer laterals, we just pulled it out of there. Then on that same page the 57 900 is all the same stuff, except instead of sanitary it's storm water. There you've got cost for milling, West Clinton, North Perry, North Harmony all the same things just storm sewers instead of sanitary sewers. Sometimes when we get these grants, they will only give us grants for specific things so that's why we keep them separate. So, if we receive a grant that's only storm sewer eligible then we have to separate those costs out instead of combining them. Lulf's said when I did projects, you see they bid this amount, well up above that on my numbers is broken out street, sanitary, storm, water and their all paid out of different funds, so my purchase order has four different accounts that we have to pay it out of. But we break it down, you generally just see the total, but we have to have it broken down to come out of the individual funds. The next account the 5 County 6311. Once again sewer stuff but for operating out of the shop. So, the guys buy castings, chimney seals, miscellaneous supplies, fuel, vehicle maintenance, equipment maintenance, miscellaneous small tools, sewer cleaning combo truck that's what Gonzalez called it, I didn't even read it from the last one, I still call it the Vactor. \$292,500.00 once again the other half of that truck. The next one sanitation collections so 560 6400. Now we're getting into the refuse collection. So we've got utilities once again for the service building, electric, gas, sewer, telephone, utilities, here's another 20% for the repair of various containers, so like we have to have the dumpsters obviously, those are in here, but sometimes we have to have repairs. Keys for the garbage for it we receive \$94,000.00 roughly. Vehicle maintenance, we do a lot of maintenance on those things, I mean you got to stop and think about what they're doing picking up and then they smash them, we're fixing trucks a lot. Some more cost for the building, insurance, insurance claims. I'm on page 5 so replacement of downtown containers, operating materials and then the clear bags. Durham said when do you foresee us having to buy another truck. Lulf's said we have it scheduled, do you remember what the schedule was. B. Okuley said it currently runs through 2020, but we had to replace the backend. Lulf's said we had to replace the whole back end and it was supposed to come up next year or the year after but B. Okuley and I are going to sit down this winter and go through all of our vehicles and large pieces of equipment, they're set up kind of like on an industry standard, let's replace it every seven years, let's replace this one every ten years and maybe modify that schedule a little bit. We did it with the Vactor but like the garbage truck, the truck itself is fine, the back end was broken so we replaced it. If we just replaced it, we are not going to buy a new truck in two years. But we're going to sit down this winter and put a little time into that and revamp that schedule a little bit. Durham said whenever that time comes, I would really be curious then about a fully automated truck. Lulf's said we've looked at that the initial cost was close to a million dollars just for the containers and for everything you'd need. We've looked at that I think three

different times since I've been involved. Durham said I think Edgerton just did it. Lulfs said did they. Durham said and I was talking to their mayor about it and they're able to cut down on insurance costs and personnel costs so I think there might be some offset there. Lulf's said there would definitely be some offset. I know the initial investment is large, but when we get closer to that time that's something we could look at. Durham said I'd just be curious. Lulf's said sure. Garringer said and I'm not an advocate for this but that's also would be the time go to the route of the city of Bryan that outsourced it. Again, I'm not advocating for it, but that's how other entities are doing it. Lulf's said I do know at this point because we've looked at this recently, every time we've looked at it, it will cost more money to outsource. That's the only reason we still have it and I've presented that three separate times. Privatizing will raise rates. And by not privatizing we also have, and personnel costs were included in those calculations, but that means we also have a couple of extra guys in case we need them. So, it's cheaper and we have more bodies available to us. And granted my foreman on the refuse truck and my foreman on the recycling truck, yeah they've got to be out there and run those every day, but we pull guys off those trucks all the time when we need an extra body somewhere because we have multiple guys on those trucks. But if the day comes where it's cheaper, I understand we got to take a serious look at it but every time we've presented it, it has still been less expensive than privatizing. But there's no harm in having us look at it every few years. Vehicle maintenance, miscellaneous tools, once again steel toe boots, CDL's, undefined machinery and equipment. Lot of stuff you've heard before but a different division of the Operations Department. Seasonal pickup 560 6410 this one I actually like presenting this one because everyone would know what this costs. So we rent extra garbage trucks to do it. Years ago, we would bring in dump trucks and we'd take our loader out there and load them. We decided to bring in extra garbage trucks in an effort to save costs, it's worked out well. We have shopped around a few times and we think we get good costs and the fact that we've been working with Werler if on Thursday we're pretty much caught up we can send them back and were not committed. The rental of the trucks, the disposable of tires, disposing of fees in general spring and fall are going to be around \$30,000.00 each, just a ball park number. I'll mention, and I know it's not popular with everybody, B.Okuley and I would really like to revamp how we do this. If it's up to us, people bring it to us, we don't go get it anymore, bring it to us. We know there's a lot of stuff getting picked up that's not from town, and when we're spending \$60,000.00 to dispose of stuff that was not from inside the corp limits we'd like to come up with a system and have it brought to us. We will continue to do it the way we've been doing it until such time as we're told we're going to change. But we believe we could limit some of that. You come in Friday and Saturday, you see people unloading trailers in people's front yards, it happens. But not a discussion for today, but here's the cost, about \$60,000.00 a year. Do you like that? Cordes said how does the average person transport it if they have just a car. Lulf's how'd they get it to their house. Cordes said well I see mattresses and everything else how did somebody get a mattress over there if they just have a car. Lulf's asked how they get that mattress in their house. Cordes said they had them delivered to them so someone would have to deliver them to you. I'm not saying it's not a good idea but I'm just saying that some people are going to throw flack over it. Lulf's said I know it will not be popular but a lot of communities do it this way. I mean I know Wauseon does it that way. Durham said the town I'm from did it that way. Cordes said everybody around here does it that way, everyone has them bring it so there's always an argument for everything. B. Okuley said people I know how do they get their snow shoveled in their driveways, we don't do that, we don't clean their sidewalks we don't mow their yard. Weaver said Lulfs, for the \$60,000.00 a year what would our cost be if it was people bringing it to a central drop off. Lulf's said well we haven't had major discussions on it but we would probably do it on a Saturday, but I don't think we should do it twice a year then I think we should do it three or four times, We would have essentially the disposal costs which I think that would go down and then we'd have to pay a couple of guys overtime to be there on a Saturday. But we're basically paying the wages for almost every guy we have for an entire week now,

not to mention the rental of the garbage trucks, the disposal fees, I'm sure they'd go down, we'd receive less. The rental of the garbage trucks is \$26,000.00 not to mention the wear and tear on our trucks that we use. What we would do is have roll offs brought in and people bring it to us, we'd just put it in the roll offs. I don't know what roll off costs, but we're taking about \$2,000.00 no \$26,000.00. We haven't sat down and put hard numbers to it but worse case, \$15,000.00, I don't personally think it would be that much. It's something that we've thought about, and we haven't put hard numbers to it but if it's something that Council would be open to considering and looking at we would put hard numbers to it, just putting it on your radar. Cordes said I would be interested in looking at it, but I don't know if it would truly reduce the amount of stuff coming in, because that's not going to prevent somebody from saying hey I've got to get rid of this stuff and they get their neighbor who lives in Napoleon, hey lets go up here and get rid of it. Lulf's said well it would take more effort for them to do it because we would require an I.D. Weitzel said I.D. Lulf's said utility bill. Cordes said well you know what I'm saying. Lulf's said someone can get creative but we're not going to stop everything, just look at the problems we have at the yard waste site. We're never going to stop it all. Weitzel said there's a lot of the items that are picked up that would probably be picked up through the special pickups and charged. Lulf's said yeah we provide special pickups. Weitzel said and I can think of the stuff I get rid of you would have come for a fee, a reasonable fee, to do that throughout the year. Lulf's said to go back on the idea of someone who can't transport a mattress. If you take it out to the curb, we will do a special pick up, but you have to pay for the special pickup. Weitzel said sure, sure. Lulf's said but you can still get rid of it. Weitzel said the issues that I've always seen in the business I used to be in, was if you didn't pick this stuff up in certain areas, it'll be in the backyard and it will be in the backyard for many years until a nuisance officer goes and tries to enforce a code, but we still end up cleaning up anyway because we're going to send a crew to clean up that nuisance property and those are the ones I always think about how many of those properties would we have to deal with and does that offset. And I don't know that it does but I don't know how you would calculate that. You would have to talk to Toledo about that. Lulf's said some of it's hard to put a number to. Weitzel said yes, Lulf's said but yeah, we do have special pickups available. Weitzel said yes and you would continue to do the special pick ups. Lulfs said oh absolutely. Those are on the books, we do special pickups every week Weitzel said and the price that you get for the special pick up is paying for it. Lulf's said yes we raised that rate recently after we reviewed what our costs were and it's much closer to the actual cost. It's \$15.00. Basically, it fills the back of the garbage truck up with stuff for \$15.00. Weitzel said the middle income, more affluent people don't have a problem with that, it's always the ones that can't necessarily afford it and you see neighborhoods full of stuff, there's no doubt about it. Lulf's said there is no same all be all solution it's just looking at possible ways to cut some costs. And that is a possible way to do that. Moving on we get in the next one, yard waste site. Garringer said 560 6411. Lulf's said our EPA fee you can see that there \$650.00. We are obviously going to grind brush every year but next year we're going to grind concrete as well. We're looking at the possibility of crushing the concrete and using it on one of our projects that's fill. And then we will review if we're going to start accepting more concrete or just keep it closed because I know that Fred Gerken wants concrete, that's part of their business and I don't really like competing with a local business, but we do want to get ours crushed next year. Maintenance, supplies, just a little bit there. Next account is the 560 6412 that's spraying of mosquitos. I think we had a pretty good summer this year. Mosquitoes seem to be down, it helps when it doesn't rain. So, pesticide conference, licensing so the guys to be able to spray. We always have a little bit of money in there for the repair of the machine. Operating materials. So, the next page, page 3, are the chemicals we use. Please note what they cost. And I'm not saying we shouldn't spray, but I don't think everybody understands that a barrel of that stuff is almost \$16,000.00. Cordes said have you seen where some places are doing mosquito control by setting up strategic water places they've got something that actually eats the mosquito larvae, and they make sure they have that in there and when

the mosquitos land in it because it's a convenient spot there. Lulf's said we have stuff we put out. We don't do the actual creeks, but we put them in the low laying areas and then the catch basins that hold water. Cordes said that don't drain right? Lulf's said right. Cordes said okay, I didn't know if we did that or not, so that's good to know. Lulf's said yeah it doesn't get talked about much but that is another thing that we do, it helps. Cordes said thank you. Lulf's said and that's mosquitos, and for those that aren't aware that's part of your garbage bill and the yard waste site and the mosquito spraying that's all in that for \$20.00. Next account recycling 560 6420. Same thing as we talked about with picking up garbage, we're picking up recycling. So, disposal fees, vehicle maintenance, recycling mailers, recycling bins. When we get bins we have to get 296 at a time, I don't know why. And we go through a lot of bins. There's got to be people out there that have 30 bins. Fuel, vehicle maintenance, steel toe boots. Sanitation Depreciation fund. Durham said Lulf's real quick it got brought up during the election conversation, what was the additional cost for recycled glass. Lulf's said I don't think we have one we don't even have it available to us. Durham said I know but if we were to add that do you have any ballpark idea. Lulf's said I mean I can get a number for you. Haase said there was just somebody in the area just went back to recycling glass because they were actually going to make money on it. Cordes said part of the problem is we didn't have the revenue source from it because nobody wanted to recycle glass. When they used recycled glass, I guess they used a third recycled material and the rest has to be new. Lulf's said we take our recycling to Werler and there's nothing that they can do with the glass. If that is changing in the industry that could happen no one contacted us. Garringer said I believe the change was that Werler said they're not taking glass and Werler was our recycling and so we had to take the glass out regardless and it wasn't that it cost us more, it's just they couldn't take it. Lulf's said so until that changes, we don't really have a choice in the matter. But that's why we added the second bag back then, we get people a second bag because they can no longer recycle glass. Sinclair said but the third party had an investigation for that reason. And I believe there is someone very nearby that we were supposed to take glass. Cordes said Henry County Commissioner, or the Henry County Rec. Sinclair said, no I mean like it was Findlay, or someone that uses the glass, they needed the glass for their business and so this recycling company was able to take the glass. And this company could possibly provide more recycling to our residents, but Lulf's said there's a cost and we don't know what that is. If there's a partner in the county or in the communities that would help. Lulf's said I imagine if this is going to turn into a big program someone will reach out to us. Cordes said well, but if we do a separate recycling all of a sudden we'll have to have another recycling bin for glass. Weitzel said well we could have a central drop off too like they do downtown. Haase said it used to be part of the Lions, it was a separate glass bin. Lulf's said we'll keep our ears open for it. Sanitary depreciation reserve fund. Dumpsters, we put it in there in case we have to buy some. Landscaping materials at the yard waste site if we've got something we have to do there's a little bit of money in there. I don't like to plant trees because it's weary and old. Garage rotary. Haase said Lulf's along with that, the trees that are out there that have died, can't we just pull them out. Lulf's said we sure could. Haase said it would look better with them out then still standing there dead even though it's a dump area. Lulf's said we'll take a look at it. The 600 5200. This is for the garage, so miscellaneous training, city phones, cable, professional services, insurance, supplies postage, supplies operating. Garringer said so what the central garage does is basically our vehicle maintenance department and they charge back to the entities. They keep record of tire changes, oil changes, repairs, so like one of our notes we have is the repair cost of the tractor we are going to go to the central garage and they should have the breakout. McBride said break out, yeah. Lulf's said and yes it's nice that you can get your oil changed and get your tires changed, but having the garage, means at 3 in the morning when a plow breaks, we can get it fixed. There's a reason we have a garage, it's not just because we have to change oil and change tires and things like that. Vehicle maintenance, equipment maintenance, miscellaneous tools, steel toe boots, CDL's, that's all I got. One thing I wanted to touch on. We're renegotiating the contract for raw water for Wauseon right now. We

may need to come to you next year and say we need a little bit of money for that. I talked to Weis before I came in. I don't know if we're necessarily asking for a line item in the budget because we don't have a lot of money but if it comes up we'll try to find the money somewhere and swap it, but we're actively working on that contract with Wauseon and that contract expires at the end of 2026.

CIC (11:45 pm)

I'm Jennifer Arps, and we're from the CIC. We are basically from the city municipality. So, it's just us, Kylie and myself. Durham said and Arps, Bialorucki is on speaker phone, so if he chimes in, I don't want him to alarm you. Arps said hello sir. Bialorucki said hello Arps, and hello Ziegler. Arps said Mr. Garringer passed out my budget spread sheet and especially for the new ones, that's why I figured I would bring it along and pass it out and it's not as extensive as probably what you've been going through today. But just so you get familiar, and then you will know what I'm talking about. The very far left column is my 2026 budget at this point draft, and then previous to that you'll see I went all the way back to 2022. You will see what is budgeted and then 2025 what was budgeted and the estimated where we'll be at the end of this year. So, I'll go down really quick line by line, like I said they're not too extensive and then if you guys have any questions just let me know. So, memberships, so the Henry County CIC is a 501 C6 we're non-profit. So the majority of my funding because we're required from the does come from the Henry County Commissioners, the City of Napoleon and then a few of the municipalities you have a contract with us that allows us to be their acting chrome agent and past due property is through us versus just like any municipality instead of going into a public bid we can transfer properties through the CIC and then we can sell that property directly without any negotiations for a project. So, we do get some money for that as well. Membership is where we advocate for support for the economic development companies and you'll see starting back in 2022, over the past years we have significantly increased that. A large portion last year you'll see I budgeted \$57,000.00 and we ended at \$66,000.00. There was a company Dana Corporation that donated \$10,000.00 and here we found out this year we were hoping to get another \$10,000.00 but they received a grant last year, but they decided to give us a portion of that grant so we're still hoping for \$5,000.00. So that's why this year you'll see that we end at \$64,000.00. I'm still hopeful all of our year-end invoices are out right now to our companies, they're usually ones that renew. So, I'm hopeful that we'll get that in and that's where I project to end is close to \$65,000.00. You will see from the Napa Plane Operating Fund in previous years you donated \$45,000.00. And Garringer pay stacked quarterly, so we get those in installments. Back in 2022 we were at \$39,000.00 and we then made a jump to \$45,000.00. Last year I did request an additional \$2,000.00 which was not approved. So, this year my finance committee has asked that I come back and add in again so you will see \$47,000.00 budgeted for this year. Last year I requested \$70,000.00 from the county and they increased for the two just so we can be covered for that, so the county did give that last year. So, this year I'm not asking for an increase from them which is the next line item. And then following that you'll see Henry County Inc. County net and server, that's just a complete wash, we don't see those dollars. They allow us to use an office space in the Hahn Center and same with their network computer systems they in kind us those services. Miscellaneous interest are just your bank accounts. They went up significantly last year, I don't know what that's going to look like but it did jump for 2026 for \$100.00. Workforce, you'll see that's gone down over the years. We used to be able to do a lot more workforce events and activities and charge for that. This year 2025 we always offered an educator group camp and made a little revenue off of that. Henry County had zero educators sign up for that this year, so I think we're going to have to go back to the drawing board. We've had a lot of great successful events over the past years, but we've done them kind of cookie cutted over the years and so maybe we need to look at changing that up and see what we can do. Our workforce after 2020 was a huge topic for us. Workforce anymore isn't quite that we're used to so we'll see a shift in that. Annual meeting. I'm

happy to say that we've got a lot of support for our annual meeting and thank you to those who attended that. We've been able to get sponsorships and that's why you'll see such an increase where it was \$3,500.00 and now you know we're over \$7,500.00 so that is significantly as revenue for us because our expenses had gone down and we were able to get sponsors for a lot of things and then payment to attend that event. So that's where we're at. That's why I'm continuing to look for my revenue is that event. And then you're going to go down for fees for service. These are CIC pilot percentages EZ and CRA fees which stand for Enterprise Zone Agreement and Community Reinvestment Agreement. Those are tax abatements that the CIC basically manages for the city of Napoleon. When a company does get a tax abatement we know we write in a fee that they have to pay the CIC to administer and then sometimes there can also be a CIC pilot percentage so there's a couple that should be rolling on for next year so we'll see an increase in the fees, so that's why it jumps up from \$8,200.00 up to \$11,000.00. And I believe Kylie handles those in the office, the administration and you said that it was Shanks building and Keller expects that it should roll onto the taxes for the county auditors, and we'll see that next year. And all money payment fees and that's just if somebody uses QuickBooks to pay us, we charge a small fee for that. But that leaves our revenue at \$210,000.00 a slight increase from this year. And then we go down to expenses. The county because the county does cover our payroll until the end of the year, and then at the end the auditor's office gives us an invoice saying that the county contributes this much that goes directly towards your payroll, but it doesn't cover all the payroll and benefits, so you owe us a certain chunk. So, my board and finance committee based our wage and benefits off of what the county gives their employees which I've been told this year is a standard 3%. We have not had our November board meeting, yet which is where the whole executive session for next year's wages and benefits, but they had me draft a 3% increase for wages and benefits so that's where you'll see that \$177,000.00. And then going down to advertising and marketing, not many changes from previous years. We do a lot of WNBH, Northwest Signal, not much to be honest, we use our social media outlets for the majority to get the word out there. In a perfect world I would like to see that amount be a lot higher. I do a couple times a year I will get calls from the sites Electro magazine, which is our larger industrial focused advertisements for available properties and buildings asking if we want to put an ad in. An ad comes in at about \$5,000.00. When they reach me I kind of chuckle. But it sure would be nice. That's national. Annual meeting and dinner again, that's just the expenses to host that event. It does go up basically just venue cost and catering. And if you've attended, I love the venue that we're at we may be outgrowing it so that cost may shift there, but again like I said this is a sponsorship, so we don't have to worry about those costs. CIC event and seminars and miscellaneous and websites all kind of stayed the same. The website you will see is going down drastically, unfortunately just because of the budget and lack of support. The HenryHas website that I created a couple years ago just didn't seem to get the support. When we post things on our social media the website did get attraction. Kylie gets those inquiries, a lot of funeral plot questions, township questions and I think those two are the most significant ones which I think fall on the county. Whoever does your website, I have to say that your website is amazing I've noticed a lot of additional information on there, so I appreciate that. But we're getting rid of the HenryHas website. It'll just fall. Bless Kylies heart, she's taking everything that's on that website and putting it onto the CIC website. So we're not losing any information we're just not paying the \$2,000.00 that Microsoft was charging us where GoDaddy was significantly cheaper, and then we can just banish that. Going down to the directors' expenses, that hasn't really changed much. I upped my mileage just a little bit because it seems like NWORAD which is Northwest Ohio Regional Academic Developments organization which is the 17 county WeGo's an academic development organization a lot of acronyms. But we all get together with the 17 counties and a lot of those we have them in Findlay and Port Clinton area and there's been a focus on legislative advocacy so looking for next year I see a lot more meetings with all of the leaders to advocate for academic development and all the shifts. Property reform has been a big thing. In kind like I said that's a wash that has not changed over the years we just write that in there. Insurance and liability

just average increases. No changes as far as coverage goes there. Membership expenses, these are organizations that the CIC is a member of networking, learning, webinars, and training sessions those are all offered through these memberships. I will always be a member of Ohio Economic Development Association, NWORAD. I would like to join Mid - America Economic Development Council that focuses on Michigan, Ohio Indiana, Wisconsin, and maybe Pennsylvania. Professional services. Attorney Alyssa Harmon is our attorney we'll see this year we budgeted \$500,000.00 and didn't use it this year and just for the newer council members on here in 2024 you'll see 1705. The only time we really use an attorney is if we do have a land transfer and she's got to draft those purchase orders, recordings things like that so you'll see that there was some work done in 2024. Nothing this year but we'll look and continue a budget just as a placeholder. Independent auditors, I have that highlighted, they prepare our year-end financial statements which we would use for our audit. We use Kelsey Harrison Association they're out of Cleveland they were pricey and our financial statements are due on April 30th and this company would give it to us on April 30th at like 3 o'clock pm, whereas I would like to have my financial committee review it who finances this to be able to upload it and so I wasn't happy with them. We're reaching out to Schultz and Associates out of Defiance they're local so she's going to give me a quote right now, but I'm peering over that 1800 since they're a little bit local I anticipate they're a little lower, hopefully. Looking at our taxes, I included increase with cost. Treasure State of Ohio, that is our audit that we do that every two years. We used to have a full-blown audit and knock on wood; this year we had a completely online audit so what used to cost us around \$6,800.00 cost us less than \$400.00. Now they said that we can anticipate this moving forward as long as there's no suspicion of fraud. I am saying that there shouldn't be no problem, so I'm anticipating that to be \$400.00 again next year. Project facilitation, you'll see we haven't used that in the past, that's \$500.00. For an example when Brian Culler did his spec building, he was ground breaking or if we had any lengthy due diligence work that we needed to do for a project so those costs go towards that. Phone lines for the commissioners carry those costs for next year too and eventually I'll hide those rows I just wanted the new council members to see that. Training conferences and training related costs, I'm going to carry over \$2,000.00 again. This year I only attended the conferences so that's where that savings is, but next year Kiley would also like to attend those. The biggest one being the Ohio Academic Development Association Annual Summit. That's where every ADA county, academic development agency is there. It's great learning, its training, it's networking, its connections. Workforce development expenses, again that would be for if we hosted any event and you'll see that's also gone down significantly. Again, just because we haven't done any educational boot camps things like that. And then miscellaneous and contingency again just placeholders we've put those in there in the past we put 200/250 in there for those not anticipating using those this year. We didn't use contingencies and miscellaneous. I'm guessing those were associated with things we didn't have budgeted. So then on that last page you'll see where we end up at. Budgeted for this year we were in the red close to \$13,000.00 again due to some cuts the majority being the audit. You know the audit came in at \$400.00 versus close to \$7,000.00. Lack of some training and travel-related costs. Again. This is just my estimate and I'm hoping to come in the green at \$2,000.00 so then carrying over to 2026 we thought our website custom things that we didn't anticipate using we put we put them in as placeholders we're in the red just under \$1500.00. Durham Thanks Jen. Arps said yes, any questions. Durham said so if we were to up the donation from \$45,000.00 to \$47,000.00, you'd primarily use that for training and travel and things? Arps said well, it's where it would go it's kind of a wash because it all goes into the same account. Personally, I would like to do more marketing of property and industrial property. Durham said grow the TIF. Arps said yes, American Road. I don't know what that looks like because again I want to talk to these two and laying costs are expensive, but the infrastructure is there, and we need American Road to get built up. And I've had a conversation with the property owner out there that has the biggest parcel out there that is perfect and that would fit that TIF. McBride asked instead of doing \$47,000.00 what happens if we throw even more

money at the CIC what would you do with those funds how do you see them getting utilized? What is the benefit for the city, have you thought about that at all? Arps said yes one, like I said, marketing, and I don't know what outlet that looks like. It's very interesting to me to see our social outlets and what works and what doesn't work. And perhaps that's an industrial ad, maybe not Site Selector magazine but maybe a regional approach where we can construct our properties a little more. I would love to host a resource fair. And I need a large enough space to host it and would ask the county to in-kind allow me to use that new Ag center. I know they need that paid off, however the traffic that I could bring into that full section of events is promotion in itself, but I would love to have RGP, Jobs of Ohio, the Port Authority, Maumee Valley Planning. The Northwest Ohio small business development center, myself, Chamber, Toledo Chamber, other individuals, Jobs of Ohio, Ohio Means Jobs, 4 County, Northwest State, all the tools that we can offer. Small business, large business, industrial, someone that's thinking about starting a business like a job fair but just a Henry County Napoleon resource fair somewhere that I can knock out all the questions in one. Sometimes I think people just don't know and people are too scared to call and ask. But there are tools to be had and how can we spur development. I hear a lot in my ear that have come up and Sinclair has heard me this week about someone that called and asked they're like I want to do this but I don't have the money and maybe there's something we can utilize with the city or the Community Bank etc. but there has to be a joint meeting to be held to see what tools we do have. If it doesn't work out, we learned about it and we have an answer for them. Also downtown revitalization, this year has been an interesting year because I know to the outside world we don't see any new spec building going up this year or a new employer, but talking with our current industrial companies they're doing internal half ex talking about expansions that we haven't seen yet but they're in the works but we haven't seen them yet because tariffs, the economy and all the changes that are going on, but we've had a lot of small business calls this year. People that reach out to the chamber and the chamber sends them to us and if I can sent them to Lisa Bitro first to drive up a business plan, sometimes they end there but sometimes I'm lucky enough to get the Rubios that purchased the Remax building doing facade work, the Ace Hardware wanting to do façade and roof repair and the beauty parlor that's looking for efficiency improvements. Of all the people that come through to us for downtown Napoleon that would like to purchase a building, they need a lot of work. And I think the misconception is that there's just this pool of grant funds that we're sitting on that we can just hand out and unfortunately, we don't. The city of Napoleon has an infrastructure economic development fund that is used to help small business and industrial businesses and usually that's created during the job creation though. And us three that are actually on the committee, if somebody were to approach us and ask do we have \$10,000.00 to help with façade improvements. Yes, but how can we guarantee you're going to do those façade improvements and are you going to create job creation. So that's what the idea fund is for but perhaps we can come up with another pool of money like a similar county that helps a first aid small business fund that only gives out \$500.00 to a business but at least it's something we're supporting them with. McBride said I guess I'm kind of looking for feedback from the other council members, but I think that everybody has talked about trying to invest in Napoleon and this is an opportunity for us to do that. I don't know, I'm personally in favor of upping at least the opportunity for the CIC to do more. I feel like we're minimally funding them right now and I'd like to see a little bit more investment, so I'm looking for feedback from other individuals at least. Garringer said keep in mind that this is a separate legislation. McBride said yep, something to think about, completely understood. Garringer said this will be a discussion at least not settled today but need to be settled tomorrow on that increase. McBride said it's something to think about, that's why I wanted to open it up at least we will have the resource in front of us to talk through it. Garringer said certainly. McBride said and I just wanted to get ideas of what people are thinking. Arps said I would even suggest if it's an idea to like later down the road, you guys have your committees right, we have IDF, it is a bank account that the CIC holds. It's a restricted account which is why you don't see it on here because we can't just cut a check for it, it's approved by you guys, but

maybe that's another account that can set up that such funds would go directly into that and like Garringer said there's legislation drawn up with such and such, but if a small business approaches us for assistance and bring it to you guys for review but just an easier process. Not so much infrastructure or job creation. Garringer said I think the last time that fund was used was Brick n Brew. When they took out that glass on Washington Street. McBride said I think with through the campaigning trail that we saw with all the elected officials, it was the buzz topic that everybody's talking about is the concern of a lot of our citizens. I would just like to see us get a little more aggressive on that. Maybe I'm way off base, maybe I'm not hitting other council members' opinions, but I'm curious and we have you in front of us. Arps said I would say it's probably the hardest phone calls that I take is when I don't have anything to offer whether it's here or anywhere in the county. Especially if you're just looking for help to get started. I have an idea I'd like to do that I would buy this building but going through it the whole thing needs work and some of them have sat for a while and we just don't have that. I understand that that's a lot but I think if we do it properly if we do have a business plan that would be best. Durham said I don't think you're off base whatsoever, McBride. McBride said I just wanted to toss it out, I feel it's the topic that we're scared all too often and it's time for the rubber to meet the road a little bit. Arps said you know I saw a LinkedIn literally just this week where someone said economic development used to be jobs, industry and it still is, but it's also the sparkle of your downtown. If I do get a company that wants to come here, there looking at quality of life, there looking at housing, but it's everything together. But I'm at least happy that we're starting to get calls and we're starting to see the façade business. Do you know Artistic Roots are right across our window, so to come in one day and look out the window and their building is painted and that little painting really helps. Durham said let's circle back tomorrow if everybody's okay with that. McBride said absolutely. Durham said give us time to reflect and see maybe what that could look like. I like it. Any other questions or comments for Jen while she's here? Schwab asked as far as projects for 2025 do you have a number that you could throw out with so many projects you worked on? Arps said I'm not going to say the names. I can tell you some that I have worked on that maybe you've already heard that we're still following up on but we're not seeing work being done right now. But the Trail Drive complex and I know I've given Sinclair the name, but I don't recall if I've given it to all of you, but the Trail Drive complex, the 216 unit apartment complex that's supposed to go down. We've been following up on him but there's no dirt work going on. He's working on a project in another community that was tied to a tax abatement. If you're familiar with a tax abatement, you have a project start date and a project completion date. If you don't meet those dates, you don't get your tax abatement. I did understand that, and when he told me that I did understand. If we had given him one here, we would have held him to that. He said in the beginning of 2026 is when he'll be able to come back here so let's hope. Hudson Street housing the three housing that we did give the CRA to there's been no dirt movement down there. I just drove down there this past Sunday there are owner stakes down there. I reached out to them a couple of weeks ago to ask because they were supposed to start in July. No movement. She just told me they were starting in a couple of weeks and that's why they're staked out. So, their project completion date is December, so it's supposed to be done by the end of this year. Now I'm no builder but three homes to be done in what 8 weeks. And same thing, that's the fault of a legal agreement for tax dollars so if they don't complete them then that's void. Vern Nagel's, we worked on that just a simple transfer for them. We've been talking to Automatic Feed and Napoleon Machine. I'll meet with Old Castle next week for a project that has been talked about for the past couple of years but we're circling back with them. Then out at Americold, our cold storage units couple times. We have an international company that's coming to visit them in a couple of weeks to see if they can utilize some space if they come to this area so that's a win. We helped Shine Ortho Studio with their expansion. I've been out at Ohio Asphalt, Andrew Hill, he purchased the Schwan's Building. Again, that's a good example because of what he does that's a service sector Jobs of Ohio doesn't fund or telecast those types of industries, and I know what he wants to do with that building but I don't have a quick and

easy incentive for him. But there's Efficiency Smart through the city of Napoleon for that building and there's also the Toledo Lucas County Port Authority up in the buildings program that he can utilize so we're trying to hook him up with that. Kellers, we had lunch with Nicole Whalen from Kellers on Monday to see when her current lease that's in that building will expire and if we can start marketing that for someone new. Tenneco, I know this year they were working on improvements in the office space so again that's something on the outside of the building we'll see improvements on. Efficiency Smart, I met with Joey Boston this week she gave me updates on some of the industrial buildings. And I just want to say thank you for renewing that contract. I promote that quite a bit. I push her, one she's lovely so that helps I think she's got good relationships with all our companies but that program alone, like I said I have a company like Ohio Asphalt that can't qualify through something like Jobs of Ohio, there's Efficiency Smart. That's a nice perk to have so thank you for that. And then a lot of others like I said small businesses for downtown whether they purchase the building or they're looking, or just have an idea at least the interest is there. T & S Deals and Steals being one, Wildcat Fitness they'll eventually be expanding there. The Beauty Parlor, Kurtz Hardware the Vocke building, the gymnastics facility that purchased the lot behind Bigbee. Hopefully we'll see that going. Then Brad Booth with the Riverview property and then Frankie and Myrrh's former space. Pricilla Pink that just, if you go down Perry Street by Wendt Shoes she's got the window design on there pink, so I talked to her a few times. Victims Advocacy we've talked with them about a project for probably in the future not so much right now. Thermaducts has got some remaining space for his building 1000 square feet if you know of anyone looking for anything. And then, no housing. I get quite a bit of housing inquiries, or you know what can we do. There's Henry County Land Bank there's programs out there, Welcome Home Ohio fund made their program available for 2027, but they were over occupied. Durham said all good stuff. Arps said I know that everyone wants to see something new, we don't have this we don't have that I'm the same way. Do we need a spec building. There's Michelle Ferns property out there that I know I've mentioned before that we need the city to purchase this and put it in city limits. It's just butted out to the east of the truck stop. The projects that I've seen that come through the pipeline are very large. And I know you guys here like the data centers, Al, very, very large and now we're hearing other people scream we don't want that in our backyard, so I think if anything to think about is next year let me know what you guys want in industry wise. What do you want to attract. And that can be sector, do you want to attract a data center if it's a small one or manufacturing do you want differences what do you guys want promoted for the city of Napoleon? Cordes said what I would just like to say about what I'm hearing about the data centers, some of the problems very intensive usage of electricity and very intensive use of water and very noisy. And that's the reason why a lot of communities don't want them. Arps said and I'll tell you we've had some people come through the office looking at not so much Napoleon, but the county because the river pipeline so much so when you zoom in on GIS you can see especially out in Mitchell Township where the pipeline lays and they're like well who is the property owner here, can we just like take that. It's amazing that they think that they can just make a phone call and get that property. But it's like solar, what do you want, is that what you want here in our community and that's what I ask what you guys want. Garringer said my answer would be a big water user. Arps said you know I did have a broker reach out to me earlier this week that was interested in a property on Independence and Industrial and it's kind of shaped like a shoe and I reached out to Chad and he's very supportive and very quick when I need to know capacity rates, it was food processing and the electric capacity alone Mike said its half the city's capacity and then I reached out to Ohio Gas and they asked what is this this isn't even feasible for what you guys have and you guys have great capacity. And the fact that it was half. And I asked Chad if we can we get transformers, but that's also something to think about. We could get something that could sit perfectly on American Road if there's no transformer right of way because I know if years past, I did have that luxury and it was given as an incentive like here you go. Something to

think about. Durham said well, thank you Jen, we will continue conversation about 47/45 number tomorrow and if we have any other questions we'll reach out. Thank you so much. Arps said thank you.

Park and Recreation (12:48pm)

Cotter said this first division is the Cemetery division, not many changes there. Personnel costs remain the same and in this division, we have one full time employee, two what we call permanent part-time employees, and we have some seasonal employees that we do hire in the summer. We did have a little bit of a turnover in that department, but we just hired another person right now, so we're in good shape there. As far as line items in that division not much changes from year to year. There is one change though that we didn't notice we discovered earlier in the year that some funds were getting incorporated out of the 227 fund which was the trust fund that was not allowed to happen, and we discovered and we corrected that. So, what we've done though is added the amount that we did incorporate out of that fund back in the general fund so when you happen to look at the operational costs you'll see we're off about \$5,000.00 to \$6,000.00 more than it normally is. Another bigger item and we'll talk about later is and we get help from year to year is earlance, those come in when a indigent that approaches one of the funeral homes and it doesn't necessarily have to be a local one, but they are a resident of the city. Any questions on the cemetery operations? Garringer asked what does indigent come in Cotter does a great job in just making sure that they're a citizen of Napoleon, so there is checks and bounds. Cotter said we actually have one page affidavit that we're using before we talk to them which is about three pages a little bit more information that we can seek from the applicant. And usually, the applicant is a funeral home and they have no issues with that just helps with our paperwork. Okay so going to 220 4200 that's just my office, no changes there. Just normal office expenses, office supplies, things like that. Garringer said that Cotters going to be a lot in the 220 fund which is his Rec fund. The 4100 is for administrative and then 4200 is golf so they're all separated out by divisions. The next one you want to go is 4200. Cotter said yes, 4200 is golf. We've been able to stay within budget there, there's no significant increases here the only line items that we have increased obviously things are going to cost a lot each year, but as far as our line items are our chemical cost, our operating supplies, those types of things, we've tried to keep them relatively flat, we do have \$1,000.00 here a \$1000.00 there on our materials based on you know the time of year. Chemical costs, those can vary depending on weather conditions. We were a little concerned this year that the hot humid weather would stick around for a while and we'd see some additional costs. Being dry, so that suppresses disease on our grass. This past year, we did some renovations on the golf course. So, for the greens we've added some features to one of our fairways, we built some bunkers we were able to do all that within our budget. Tom Schwab and his staff did a great job with that. Garringer said this is the time you have to ask. Garringer said so with that being said, our superintendent Tom Schwab has been advocating for the addition of a full-time employee. Currently at the golf course we have one full-time employee and we have up to four seasonal employees. Now one of those employees is a younger gentleman, and he's connected with his studies for turf grass and agronomy, and he's been a stellar employee and Tom really likes him. And he's really been pushing for him to go full time, and we witnessed him and his work over the last few years, and it's been over the top He's a good worker, he's knowledgeable he would be somebody that if Tom was gone and he had to help for a week or two he could. And that's not a position that's easily replaced. It's specialized, it's not just mowing the grass, it's also maintaining several turf areas, the chemical program you follow and if there's disease that is present in the turf and if you don't recognize it and treat it properly you could actually lose it. This person has the ability to do that. and we believe it's very important to have somebody in place to step in and help if needed. Just his work this past summer proved to be a great candidate. So, we are asking for approval to put him in a full-time position, and we can show you how that breaks down. It essentially adds Tim in the full-time position

with benefits involved and it essentially adds about \$40,000.00 to our budget. How can we pay for it? Certainly, we have been doing very well from the revenue standpoint at the golf course over the last several years, in fact over the last five to six years we've doubled our revenue. And I think in the future some cost saving measures will also help with enhancements and cover established costs. Anyway, we feel it's a good hire. We talked to the Recreation Board last week and they did give a recommendation to add this as a full-time position. Weaver asked if we had any cost savings that we would have where we contract anything or pay anybody externally that the new person would be able to do so we don't have to pay that is there a savings or is it strictly contracted versus full time. Cotter said there's really isn't anything in the contract I mean we contract some of our services like our aerification and things like that, but this is more of panel workload right now and it's not uncommon for our superintendent to put in 70 sometimes 80 hours a week. Right now, a part time person can only work a total of 5600 hours in a years' time so that would help with matters but quite honestly, I think the concern is the superintendent is going to get burned out. I think sometimes he works too hard but that's just his nature. Having somebody on a full-time basis now would actually help that situation. Could it save us money in the long run, it wouldn't be because Tom is a salaried employee so those 80 hours are still paid the same. But he's the type of person that will continue to work that hard no matter what. He does have assistance out there and to have some expertise that will go a long way. Weitzel said thanks for bringing that up Cotter because I was going to say my people tell me I don't go there much anymore because I'm old, but he's there from sunrise and doesn't leave until sunset. And he is salaried. But there's a lot of work that has to be done that he's doing because he doesn't have enough staff. This would be a full-time position but you'd then fill the part-time position also or not. Cotter said no. Weitzel said and do you think that's enough to relieve the pressure and get him back to something more normal? Cotter said yes, we do, I mean we will never be normal, but that's just the way it is. Weitzel said but you can tell him to go home. Cotter said well, I have and he doesn't. It's just the nature of the business. Whether you're a golf superintendent at our golf course or any golf course, that's just how it is you have to put that many hours in if you want the quality of the turf conditions and we believe that we have that wisdom over the last few years. I think that our success out there has a lot to do with our conditions and it's another thing as well that we play into it. We want to make sure we keep that level of. Weitzel said do you think that this increase is enough hours and enough work getting done, which you can at least ask him to go home a little more often. Cotter said I do. Weitzel said and you're okay with that. Cotter said I'm okay. Garringer stated that one of the adjustments that we did make for this is we had this budgeted at \$100,000.00 for part time golf for the mower for the guys that do the fairways and the greens and he was part of that \$100,000.00 so since when he goes full time we reduce that down to \$75,000.00 so his portion that he was being paid out of that is now removed but yet there's still a net increase because of the existing hours and cost. So that gets back to, and I don't know how many part timers you have but if you had five-part timers including him now you're just going to have four and he becomes full-time and it wouldn't go back to five. Cotter said the number of staff members are not going to increase. And if I did increase the number of hours worked would remain the same. Aside from Tom's assistant, he calls him, it's a matter of the other workers coming in they've got a routine of mowing greens, mowing tees, fairways, other daily activities and once they're done they usually leave, so they're out there by noon. The full time will stay the entire time. McBride asked what the employees do in the wintertime. Cotter said so the seasonal employees are going to take off so last year Tom took down fifty trees which back in the contract he did it himself. And this year fifty trees, removed stumps and all that kind of work. He'll work 40 hours and probably more so than that. This year they're going to do the same and work on fairways that have been neglected and are actually going to rebuild a tee, so they're going to start work on that soon. And then quite honestly, I'm going to try to get him to take his vacation time. Because that stacks up so usually that is what we do and what we've done and superintendents in the years past rarely take any time off I'm not talking weeks I'm talking days so I'm going to insist that he take some

time off. McBride said what would your plan be with this new full time individual, same thing? Cotter said same thing, and the other thing too and I've discussed this with Sinclair, and the board if there's any overtime that gets approved by his position, we want him to comp that as comp time and then he would burn that comp time off during the season. Garringer said move on to pools. Durham said before you move on can you just point out so on the very last page with the salaries and everything for Colten that's the proposed change? Garringer said correct. So, to help with the 220 cost with this position he is going to be paid half out of the 220 fund and then paid half out of the 221 fund which is the golf course, pool levy. When that levy passed that was placed that was an operating levy so we could spend that on not just the debt from the pool and the upkeep from the pool, but it could be used for golf course purposes too. So similar to how C. Small's salary is C. Small also getting paid out of the additional fund because he's at 33% out of the 220. The 221 fund does absorb some of Colton's salary with that. Durham said alright, sounds good, thank you. Garringer said great question. Cotter said the 4300 is the Quad Center, the swimming pool, most of the expense there is salaries like ours we try to make sure that the right size when it comes to staffing levels. What I mean by that is we have to have a minimum staff out for the contact area on the deck for the pool. We have guards for breaks and we also have guards inside the office and we then we've got concession workers. But when we have poor weather days, Connor instructed the manager to send guards home on a voluntary basis or not a voluntary basis, based on seniority so we try to make sure to maintain those levels at all times. The past two summers we haven't had very many of those poor days and we've been full almost every day. So our revenue has gone up this year because we had a lot of patrons at the pool. We had a great staff, our guards, although they were young, there always engaged in their job and we're very happy with their work. We usually get compliments. Our patrons are pleased with how they get treated out there. They do a really good job. That expense, line item wise we don't see a need do much in the way of training. We've well got everything dialed in now that we're going on our fifth year at the pool. Chemicals wise we operate how we treat the pool and all that kind of stuff, we're in pretty good shape and we reduced our chemical cost. Water consumption that depends on the year for our swimmers so make up water what we put back in the pool from the splash pad and all that kind of stuff that backs into our utility cost. Did not use as much natural gas this year because of how warm it was and so the natural heating of the pool and it's shallower than the old pool so we've been able to cut some costs there. Are only other increases operating wise is the extra money on the concessions. We did see a lot of increase in our cost in soft drink concessions. We made a deal with a different vendor, and we saved about 40% on that cost. That will help as far as savings there we won't have to move the prices up so we can keep our price points. It's pretty low at the pool obviously we make enough money to cover our cost and make a profit there. Cordes asked are you talking about bottled drinks? Cotter said we don't have fountain drinks we just have 20-ounce bottles. We were getting them right off the Pepsi truck. And we kept seeing anywhere from 8 to 9% increases yearly and we got to the point where we said this isn't an option. We approached Maumee Valley Group, and they were willing to deal with us, and they deal in large volumes and they worked with us for what we needed and they do it quite a bit. Garringer, if you ever go to the pool or even the golf course, we see debit credit cards, minimum \$5.00. Is somebody uses a debit or credit card and bought a soda, our margins were so thin we were losing money, so this will help the margins and make our net profit better. Moving on to 4400 Parks, this division is under the Parks and Recreation programs that's all budgeted again. Personnel costs are just based on across-the-board increases. We have three employees that are AFSME union, two full-time individuals that are here for the mowing season and we have four that we bring on in the summertime. As far as line-item expenses we try to keep that flat. The only increases that you'd see if the additions that we added, after the end of the year those we had to spend appropriation money to get the baseball field finished especially the concession area and then as you recall, we added money to the pickleball. An additional \$75,000.00 but that was just the appropriation of the Rec Fund. Aside from that everything else was budgeted.

\$5,000.00 from Rec and \$5,000.00 from General Fund. I did add money on the Rec Fund side to do so. I'm a little concerned about what we are going to get for the money because of the tariff situation. Most fireworks are manufactured from China and shipped over and right now I can't get a definitive answer from our vendor at this point because he's just not sure. We'll absorb on these tariffs but I don't know how much is going to be passed on to the buyer. Haase said just an opinion on that, is it because of the 250 year and the general public will except an increase and you have to go with the majority. \$5,000.00 would be a nice number. Durham asked so have you already factored in \$5,000.00 increase? Cotter said yes he had. Sinclair mentioned that the Chamber would also be interested in helping with the fireworks this year for that purpose, not a promise. In our professional services line-item hillside mowing, we used to do that by hand, but we found a company that can do it by machine. Haase said it always looks so nice. McBride asked if there was any plans to expand that down any further. I had a couple of citizens just ask if there were any plans to open that riverbank up even more and make views better. They complimented how great it looked where the boat ramp was and if there was any plans in the future to do it. Cotter said we're restricted. Much of the riverbank in the city is actually controlled by the division of natural resources. They have an easement on that bank, so tree trimming, removal of trees, so years ago, we did negotiate if we could do some clearing along the boat ramp area, but that was it. Haase asked what about the southside over by Oberhaus Park. Cotter said yes we can trim that back and we purchased that back in mid-90's so we can if we want to. Our mower we have is currently down. Capital fund 400 4200. So, what we're asking for out of that account is a chemical sprayer, a very important piece of equipment it's used for weed killer and is vital to keep at the golf course. We'll keep the old sprayer to spray the cemeteries. Jumping back to explain a little more of the Capital fund the 220 funds with the golf course. We have a lease program with greens mower that's a \$25,000.00 lease payment which is out of the 220 Fund. We also replace golf carts each year buy three, trade in two. If that's funded those three new golf carts will bring out fleet from 33 to 34 carts and our goal is to get to 36 carts. Reason is because we have a few outings and we need to rent the carts. Third item we're asking for Tom needs to replace cutting units that you put on the front of the greens mower. 4400 Fund we are going to be replacing the tractor that we bought back in the 1990's we use it for maintenance for cemeteries, parks and for large vacuum sweeper so it's a pretty important piece of equipment. Just asking for low trim mowers that we use daily in the cemeteries and we have to rotate these mowers out more frequently, so we are asking to replace one of those units as they wear out faster. We have three of them and we'd get the oldest one out and trade that in and that cost is \$4,000.00. Some other items I wanted to touch base on is the 220-operating fund. We're looking to add a synthetic ice rink and we put \$10,000.00 and they are just synthetic panels that you piece together like a puzzle and we are considering placing it on the basketball court. It's becoming popular facility in Parks and Recs circles. We used to have a flooded ice rink years ago while it was popular, it was very difficult to maintain. So, we'd like to try that out and see how that goes. We also want to start doing more renovations for the Oakwood Park baseball field and it's 35 years old and time to renovate the field with screenings field to make it more playable. And that's what the trend is lately. Garringer said you've got a few odds and ends on here you have a 221 4300 so this is the Aquatic Center. This is where the levy money comes in to play. It's put in the 221 Fund and the most of the money has been moved to the Reserve Fund to pay off the debt for that yearly payment. There are some auditor fees and then there's the chemical sprayer that's going to be in the 400 Fund and the ice maker for the concession stand. Cotter said I failed to mention that we don't have an ice maker, but we can use it in the concessions in the swimming pool area. Garringer said you have a couple of odds and ends in the 222 4300 that's a transfer line item but we aren't going to transfer any money from the 222 Fund. The 224 Shelter House repairs Lions Building women's restroom. Cotter said the girl's restroom floor has a crack and we have an estimate to get the floors done. Questions?

Wastewater Treatment Plant (1:31 pm)

Jay Okuly said we are at 520 6300 travel training, membership dues, electric, we're using more electric these days. We use heaters in the buildings, and another we use that we didn't use to have is blowers and that requires a little more electricity and they're raising it every year. Water, we used quite a bit of water this year. We did have an incident this year where we had a valve stick for a month and we used a bunch of water, but we got it fixed. Cordes asked if the new system for the water meter be caught earlier? Okuly said that's a Garringer question. Garringer stated if it's metered, then yes. Instead of waiting for the 30 days we see the change of usage we should see it in a week or less. Then if he receives a bill it's being metered. Okuly said cell phones, utilities. We went down on our professional service fees and the reason being we had a rate study included in there. Permits, vehicles, continued maintenance equipment went up a little which is the general service contract. Machines, office supplies. Our chemical cost, we've been using a little more chemical this year, alum for algae blooms. Our limit has been 614 kg for the season of phosphorus and both years 2024 we were at 323 and this year we're at 335 so we're quite a bit under it. Machinery equipment, that's our request for the year, we didn't have much last year. Requested items – on of them are screw pumps that allows for the pumps to slow our speed to increase the capacity to get through out to the river rather than bypassing straight to the river. If we run 2 screw pumps at the same time its too much to go through our UV units as they only handle 20 million gallons and the screw pumps only pump out 11 million apiece. So right now, we can only run one screw pump which is only getting 11 million gallons out. So, if we can slow one of those down we can get back up to the 18 million gallons going through each instead of 11. So that's what those are for, is two screw pumps, two UFV's on two of the four screw pumps. We don't need them for all four. I have a hospitalization request for new pumps there. We had the company come out and inspect it and they said the overall structure is in good shape and I think it was in 1980 when it was put in there.

Water Treatment Plant (1:40 pm)

Jeff Weiss said Water Superintendent has been with the city since 2012 and in water and wastewater treatment for almost 18 years now. 510 6200 Travel training, new hours, like I said we have five class and CU's for our licenses for state requirements. Memberships and dues stays the same. Electric we increased that to \$300,000.00 this year we were pushing \$290,000.00 with rebuilding the Wauseon pump this year. Natural Gas that stays the same, we've been good with that the past few years. Hasse asked how often to do you run a cleaner through the water line to Wauseon. Weiss said the actual pig hasn't been done. Water and sewer same there. Utilities telephone stayed the same, Cable, same, rents and leases, we did increase that we added a printer for the plant. The last one we got was back in 2014. Professional services, that has increased. EPA permits stayed the same. I haven't had any increases for any of that. Water refuse will go by the Finance department. Garringer said their payments are for the northwest water sewer district, there are lines that we could buy water for their customers, so we bill their customers at their rate, and we pay northwest water their share. 53 520 is the contract maintenance and equipment account. We have increased that a little bit, we have some work that we're planning on doing this summer with Hesser Corporation so we have a service contract with them. We also used a lot more than what we had budgeted for last year in that account, so I've had to move money in. This is also for our plant equipment like our air compressors and our HVAC units things like that. Building and structures that's increased as well. One big item in there on line item 5 has increased. We're looking to go away from our 911 dialer. We have a dialer application system that alerts us whenever there's a problem at the plant. When we first put this online in 2018 with the new plant it was like \$600.00 a year to have this subscription for this app dialer, we are now paying just over \$3,000.00 every year so we asked a couple companies that we worked with said they had a cellular service that has

redundancy with it but it would be a \$550.00 a year subscription for this and the \$9500.00 on there is to get the actual modem and pieces of equipment to put into our data, this is an optional item. I'm not 100% that I'm doing this but a couple plants are going with this and I want to see if this works first, before we move forward. Insurance and bonding that has stayed the same. Legal advertising, supplies, and office we have a couple of things we want to get out so since things are increasing in price, I put it with the higher items in there. Supplies, postage, delivery charges that has gone up a little bit. We sent two analyzers that have to be recertified from our laboratory. 54 200 for supplies and operating materials. Supplies gasoline that stays the same. A big one is supplies and chemicals, these are treatment chemicals for the membranes. We're right there where we were last year so we're going to keep it there. Next line is 54 245. This would be for filters membrane cleaning chemicals we kept that the same. We replaced 2 RO's this year. We just got done doing that. We're hoping to stay within that cleaning chemical range for budget. Durham asked what the predicted life span for those. Weis said three years, we were able to double it, they were ran to fail so I think we're working on some numbers, but it was impressive. We do hope we can get another 7 years out of them. 54 500 we've had quite a few things that went up in price that we normally replace every year. So that account went up 10%-12%. Small tools, put an extra \$200.00 in there because tools go up as well. Things break and we use tools every day. Supplies and uniforms up and down across the board. Miscellaneous operating is the same. Emergency repairs are at \$75,000.00 again this year. That covers anything that is unknown that comes up. Garringer said so if you look at the year-to-date actuals, they will be zero, because when we do the line items to line items budget adjustments that's where this comes out of. So, while we budgeted \$75,000.00, that means \$10,000.00 may have gone to this line item and \$10,000.00 may have gone to this line item, so we're not increasing the budget. Machinery and equipment \$57,000.00 for the requests we have miscellaneous office and plant equipment that we have one more computer to get done for next year. High service pump 2 we have an upper bearing that's failing on it and before it goes and ruins the whole motor, we're going to pull that motor out and get that completely rebuilt. Main skid computer and both that and the redundant server for the Windows 11 upgrades, we unfortunately have to get that done. That will be in there as well. For Buildings and Improvements south tower, so this will be the last major payment to that for the south tower contract that we went into because we got the grant for \$135,000.00 and we paid that this last year, so this \$67.5 comes off. We'll be done with that but our contract will continue for that full tenure that we signed in 2024. I have asked the company to have a follow-up inspection on the south tower. I hope at some point and I've talked to Sinclair about this, but we can do a presentation on that tower. We do have two nano filters in the budget for next year. It's one of those things you don't know if you're going to use it. Our north tower that we had payment in 2018, the same company that did the south tower 10-year program on that I asked them to do a budgetary number scale for the north tower that would also come with a presentation. That is significantly less, but there are things that need to be done to meet safety standards at that tower in the next ten years, and that would be something that would be put in place for that tower to ensure city employees would meet EPA regulations for the next ten years for that tower as well. That would be something at \$5,000.00 that would be in here every year. And then on our Capital we plan to have a resurfacing of the parking lots at the plants for next year. We'll send that out for quoted approval. And 511 I think the only thing that would be in there is just the membranes. Garringer said so the 511 will be part of Lulfs so we also had the other membranes budgeted for. Weis said so that way then next time comes around to replace them it will be available. It's inevitable we'll need to replace the membranes. As long as we stay on top of it, probably be seven years and it may be longer as this was our first set. So that first year and a half it probably took more beating than what we gave them in the last five years. If it lasts ten years that would be amazing. Durham asked if anyone had any questions. What's the chemical cost trend is it still like it was in 2021. Weis what we're experiencing with chemicals other than like two of them, they are either flatlined or coming down, so we have had some talks with some of the

vendors about they raised them for Covid, what was the point of raising them if we can't bring them back down because Covid doesn't exist anymore. We have had quite a few vendors for our bleach and our caustic which are two of our chemicals that we spend quite a bit of money on and they did come down in price.

Electric (2:09 pm)

My name is Greg Kuhlman, I'm the Electric Superintendent, and I started with the city in 1980. We'll start with 52100 - travel training and education. That is a little over, some funeral people went on some of the conferences, which isn't a big deal, but the line is \$2,000.00 that will the last year for our group so that will disappear. Durham asked if that is our conference, to D.C. Garringer said so when we go to D.C. for the annual conference it's this line item. Kuhlman said memberships and dues that's for finance, and we didn't make anything on that. Down to the next 52010 streetlight usage kilowatt hours. Garringer said so when you see streetlights and their general purpose they are metered and then we pay for them out of the budget. Service Building, Electric stayed the same. Same with the next page 31 111 gas that stayed the same. Garringer said this is Operations building that shared the water distribution. And the same with the next account, water and sewer. I should have started off by saying this department actually the operations side we came in lower this year. The Internet actually went down a little bit. Rent and leases that's a report on Edison pole that's what we pay out to them and that stayed the same. Next one is Eco smart. Garringer said yes the Eco smart is a smart thermostat program that we have. We have like sixty thermostats on the program, so it's like \$2.00 per stat so that's \$500.00 just for the placeholder for that. Durham said and that can help with peak load. Garringer said that's a program that we set up so you can have peak loads up to four times per year so they could lower the thermostats. You can always overlap. Kuhlman said the next account is professional fees and it also states saying that's all empty and stayed the same. Vehicle maintenance that all stayed the same. Maintenance on equipment again stayed the same. Maintenance building everything stayed the same except this year we want to epoxy the floors, that's what the increase is for. 53610 Insurance and bonding that's kind of a finance thing there. Durham said Kuhlman skip ahead to transformers. Kuhlman 54410 I lowered that this year. I was relying on our new customers to fit the bill on that. They do that with other utilities, and we make them pay for it. We jumped it and that alone would have wrecked our budget. It went up 300% - 400%, the transformers. Durham asked if we are seeing about 24-month lead time on that. Kuhlman said it depends on the size of the transformer, smaller ones aren't. When Andy Small was in here I told him when they built the west end houses, on Ohio and Indiana, they put transformers at every house and they did the same out at Riviera Heights. You don't have to do that. Transformers you can run on four or five houses. So, what we did, there are two transformers on one pole where you can gain access to it, and the other thing is you can't get in the backyards in the wintertime, it's just too much work. So, if you put that out at the road and run a secondary wire and you don't have squirrels climbing up on the poles and causing an outage so you're actually harvesting transformers that are already in the system. We were stuck in our inventory just by bringing transformers back to our shop. Our inventory in our transformers are good. Durham asked if we have the transformers for the Trail Drive complex. Kuhlman said yes, they're in the inventory. So, if that actually goes through. And we actually got in there I don't know if you noticed, but we ran through a couple months ago from Glenwood to the back of Walmart and there were just scattered trees that were growing up and you couldn't see, now that line we wiped out all vegetation. It was either than or set taller poles. We needed to have access. Overhead supplies stayed the same. Substation supplies stayed the same. Rubber goods and things of that nature stayed the same. Meter socket supplies and AMI's we budgeted \$230,000.00 and we are probably about 60%

through the entire system changing out the AMI's. We don't need all of them changed out, because the meters that are installed can read the old meters; you just don't have the option to shut off. I think we have about 200 of them at the shop. Durham asked what is our cost per meter. Kuhlman said I think we're paying \$35,000.00 for shipment and I think we did 200 per shipment. Something like that, Mike handles that pretty much. As far as the success in that you'd have to talk to Garringer about that too. It's a work in progress. Garringer said it's about 60% and we're at the point where areas that need to have them have them. A lot of your apartment complexes like that. On days they have opportunities they start switching out general population. Our standard is that if we do have to go to someone's place then it's an automatic and if they don't have an AMI meter we switch it out if we can. Durham said I was impressed how quickly they could switch it out, we had lost power for like a second. Kuhlman said yes, that's good. Steel toe boots, that stayed the same. We have a different program set up for that now. Miscellaneous and operating expenses that stayed the same. We are disposing of some of the old wood poles and not letting them lay around. We have a recycling company out of Okolona that drop off the loads and we cut off the poles and they come and pick it up and it eliminates that garbage look in the yard. And there are time when someone out in the country is rebuilding and a farmer comes along and they will pick them up. Garringer said I take care of the state tax. Kuhlman said small tools that one we actually took that away. Traffic signal maintenance stayed the same, that's poles and wires that we use. Refunds is next. Garringer said so refunds are when we have people that get a refund when they move out they get a utility refund. So 6500 is basically a placeholder. Kuhlman said we have the 503 this year we were asking for the pick up truck replacement it's a 2013 and has lot of miles on it, it's rusted out. Meter reading it's like it's seen it's day. Backyard digger we got in 2001 and they are very upgraded now and that's what we use to go into yards. These things are the size of a golf cart and they actually carry a pole in the back yard and set a pole, and again that's 25 years old. Ditch Witch trencher is probably 30 some years old. We let anybody in the city use these, it's our departments, but everybody uses it. Parks and Rec uses it a lot. Again I was explaining to Sinclair this trencher just digs a trench the backyard digger just digs a hole for the pole. And we also have a mini digger that we got a couple years ago is a mini back hoe that sets vaults. We'd dig a hole and balance a vault and the transformer sits on the vault. These diggers they all dig in a different way, so they're inevitable. This trencher, Tom used it out on the golf course a few weeks ago and Nate was going out there to repair it almost daily. It's just nickel and diming us. Electric improvements the transformer we purchased we put 10% payment on that's not scheduled to be here until 2029. Garringer said so those that have been on council for awhile and this is even before my time that's when we sold the assets of the substations to AMP T and the agreement was that the money we receive from that will eventually be used to upgrade our substations. As the timing of this has been pushed back we remain with the funds in hand. Durham said can you help me to justify the backyard digger when we bought the backyard excavator in 2023. Kuhlman said they all dig differently. The backyard digger is a mini back hoe and we set vaults for transformers and pedestals and you're digging a hole and it has a blade on it that you can back fill. They can get through fences a gated fence to get back there. We had a Ditch Witch trencher years ago and we had a trencher on one end and a backhoe on the other. It was the most jerky thing you've ever seen. The backyard digger just sets poles, it's an auger that will set your 30 ft pole. The new ones are much better. But it has a boom and an auger that is on the boom but it had a hydraulic system that would go up and grab the pole. Again the trencher just digs a trench. We use that for underground services. Durham asked if you had a choice of two of the three which ones would you choose? Kuhlman said I would choose the trencher and the truck. Backyard digger is very seldom. Gaucin asked what would it cost to rent a backyard digger from someone like outsource it. Kuhlman said like the Digger Derek? I don't know who carries them, so I don't know. Bialorucki I wanted to point out especially for the newer council members the electric fund. Maybe Garringer could talk about how healthy that fund is. These are large numbers that Kuhlman is asking for and if I were completely new on council I would wonder where we're getting all that money.

Garringer said so we have the 500 electric fund the 503 electric fund, they are the two healthiest funds that we have. Part of that is when we sold our assets we got a few million dollars to do that which created this, but that money will be used to upgrade our own assets, as you see he has some big high ticketed items. The 500 fund has over \$7.5 million dollars and the 503 fund has a little under \$7 million. So we got a lot of offer there and these are enterprise funds so they are restricted to our usage for the electric so it's not like we can't pull that money and use it for other things. So when you see these three items, the trencher, the truck the backyard digger as a Finance Director I look at those. It's affordable if you go with all three. The choice is up to you guys. Unlike some other funds that wouldn't be able to absorb that big of cost plus the \$750,000.00 for the substation that is the one fund or the two funds that are very comfortable on what we can spend out of that. Bialorucki said thank you Garringer, thanks for pointing out that we can't just take the money from the Electric Fund and move it to the Operations department or the Parks and Rec they can only be spent on electrical needs. Garringer said we have it well funded now knowing that in 2029 we will see that come down. And the tough thing about it is when we sold those assets and it's just how it worked out, we sold them at the price that is current and that was before Covid and then after Covid what did every price do, escalate. So if we would have upgraded our south side substation 5 years ago it would have been cheaper. Durham said any other questions?

Police (2:53 pm)

My name is Ed Legg Chief of Police, and behind me is Justin Ruffer Assistant Police Chief. I've been Chief for just about a year and a half now and in February it will be 27 years. 100 2100 52000 Travel training and education and this is one that we have increased this year. Essentially two main things that come out of this one, is when we have to do a prisoner transport. It doesn't happen very often long distant prisoner transports usually they're handled by the Sheriff's Department and they're facilitated by the County Prosecutor but when we have to do one it's taken out of this, but any of our training that gets done gets taken out of this one that includes gas money, hotels and costs of the training, costs of the meals. We had to increase this one this year, last year we had \$25,000.00 in this budget we increased it to \$30,000.00. A couple of different reasons we increased this; we utilized the total amount this year. Everything has gone up as we all know. Hotel prices for stays that are more than 100 miles away we have to get a hotel for, so those prices have increased. Cost of classes have increased and plus we have what we call CBT's that are the state mandated hours that all officers have to get. A lot of those that have done online a lot of those are done through the Owens Consortium which is local but sometimes we have to do that a little further away, but those are absolutely mandatory. Plus we have a joint exercise this year we planned we identified a training need that we had when it comes to the active shooter scenarios ourselves and the fire department decided to work on something that we thought was pretty important so we can have a little extra cost in the budget for that. Any questions on that aspect. We'll move on to memberships and dues that is the 100 2100 52010 that has stayed the same. The next one is 53110 utilities and electric and that one has stayed the same. The next one is 53111 utilities and natural gas, we have increased that. What we always go ahead and do is we check with the Department of Energy site to see what their anticipated increase is for the next year and go by that. Department of Energy is pretty spot on as to what next year's increase so that is why we increased it. Water and sewers has kept the same, that is 53113. Utilities/Telephone 53114 is kept the same. The utilities/cable 53114 has kept the same. 53115 Communications that one has increased. As you'll note there, that is for traffic and criminal traffic and criminal traffic checks though NORIS. That is the state system where we check people for warrants for their driver's records and criminal history. We check with them every year to see what that contract is going to cost, and they have a \$1575 increase for the next year so that's why that has increased. Any questions on that? The next one is 53200 which is computer software. Always the top one, but computer software is one that always goes up. We utilize a

lot of computer software. Central Square is our main records management software we utilize it for practically everything from dispatching to doing reports to of the records requests that come in and we do the records request in the city so any of those types of those things, all the investigations they all get handled through Central Square. They have a \$4,000.00 increase this year. And that is pretty much how the contract is set. It's a pretty standard increase for their software cost. Lexipol number 3 that is our Policy and Procedure manual. Chief Wietzel can attest; Policy and Procedure is what the police departments live on. We have a Policy and Procedure manual that through Lexipol it just does a lot of different things. Through Lexipol this one is continually updating with their system, which is a set of lawyers that specifically have that policy and procedure that is in tune and in line with the state of Ohio and the national standards when it comes to police policy and procedure. It also helps keep us in line with the Ohio Collaborative board with community relations, so it always keeps us up to date. It would be impossible if we had to do it on our own. That has an \$800.00 increase for next year. The number 9 the Flock Cameras one of the other increases in this one last year the Flock Camera system was in the 400 accounts because it was a new project. This year that cost is now in the 100's because it is a reoccurring cost, which is why this was transferred to this account. One of the subtractions there is 7 and 8 and now they are zeros because we got a new recording system. The recording systems records all of our radio frequencies and all of our telephones all of that type of thing which is an absolute necessity for records requests and for being compliant with state law. We have a new one of those which is a less expensive more user friendly than what we've had in the past. While this account in general went up it didn't go up as much it would have if we had stayed with that old recording system. McBride said are you finding that the Flock camera systems are a worthwhile investment in your opinion. I know the last year you were very encouraging about it and we decided to go that direction and if you would quickly speak of the success of that. Ruffer said yes it has been incredibly successful. I want to say within the first two weeks of us being on that system we got a hit out of Tennessee on a felony that was out at one of the truck stops that we were able to get apprehended and i know its also been a really good investigative tool for the detectives. They can create their own list they want to put in there and it keeps track of what they need to keep track of, as far as vehicles and things like that. I've been very happy with the way it functions. Weaver said 53210 that line there, the computer software, and I'm looking at 2022/2023 and I'm seeing computer jumbo all over the place. When we get to 2025 is there any large expense that we still might have why is 2025 really so much less than what we've seen in the last four years. Garringer said I will say my guess is on that like Central Square we will have to pay by the end of this year at the end of 2026. So when you see the year to date actuals being that low most likely it's because you have to prepay for the upcoming year. Weaver said okay good for some reason it looked so low. Leggs said it's the time of year it comes in. Weaver said thank you. Cordes said and everybody just does leasing so nobody actually sells the software. Leggs aid Essentially. Cordes said that's what everybody's doing. Garringer you have to continue to have revenue if you sell them at one time. For Flock cameras that will be reoccurring year after year. Towing 53210 we've had a lot of usage we have bumped that up this year and to tow it from anywhere in town to our office \$50.00. The days of the tow companies saying don't worry about it are over. So it's a more expensive cost we had to bump that up. We had quite a big rush in the past month or so. So that's why we decided to bump that up. 53300 Professional fees, exams and treatments of people in custody things of that nature, translation service. Translation services we had one big case where it has to be translated that can eat that up in one case. But we've maintained and kept that the same, if something happens we have to find funds someplace then we go ahead and do that. We kept that the same. 53300 Vehicle maintenance we've kept that the same. Maintenance of equipment 53520 the increase there is the Central Square server maintenance. Actually it went down a little bit. 53520 Maintenance radios and phones. We have a service plan with PNR for our radios it's dispatch so that the quoted increase was \$1,000.00 so that is why that has gone up. So they come out 24/7 and check our radio systems to help get that back up and running. Computer

maintenance hardware 53540, when it comes down to it whenever you have anything a laptop that goes down or just crashes and can't be repaired, your in it \$3,000.00 to \$3,500.00. We put it to \$5,500.00 so if we have to have a laptop replaced and something else in a years time then we at least we have enough money to cover those things. Building maintenance and structures 53540. If you've been to our building you'll know that it's an old building old equipment our generator and air conditioning and HVAC system we've spent quite a bit of money for repairs so we bumped that up by \$1,000.00. We spent quite a bit last year and we anticipate spending more. We have more generator problems, we are prioritizing those generator problems to ensure that we have the most important things first to make sure we have it up and running. We will keep those in check. But we increased that. Janitorial there's a contract increase there. That is why that increased. Forms stayed the same. Office supplies stayed the same. Delivery charges and postage stayed the same. Shipping stayed the same. Supplies and operating we increased some as an ammunition and training and also for the purchase of some floor mats and a training suit, we've identified a training issue we wanted to focus on next year so we wanted to utilize our in house defensive tactics training personnel so we wanted some floor mats to be able to safely do that in house instead of sending people off to do that. Supplies, fuel and gasoline stayed the same. Vehicle parts stayed the same. Supplies and other equipment's stayed the same. Small tools we moved that to another account. Uniform costs those have all stayed the same. Miscellaneous operating cost for community policing some are outreach programs we kept that the same. Now the BOWA grant with the Center for Child and Family Advocacy we're just a pass through for that so that has increased incase they can get some more grant money. Bike control for maintenance and upkeep with the bikes, we kept that the same. Machinery and equipment for replacement of old and worn out body cams, replacement parts for older weapons and old firearms so we have kept that cost the same. Marked radio equipment and fees, the state has promised those fees will remain the same. Travel and training and education for code enforcement 52000 has stayed the same. Utilities and telephone, Verizon for code enforcement has stayed the same. Abatements have stayed the same. Vehicle maintenance has stayed the same. Office supplies for code enforcement has remained the same. Supplies, gasoline for our code enforcement has remained the same. Vehicles supplies also the same and miscellaneous operating costs for code enforcement remained the same. School resources. Travel and training for school resource officers and we've maintained that at the same cost. Utilities and telephone for code enforcement has remained the same. Professional fees has remained the same. Fees for the DARE program stayed the same. That is often reimbursed by the ADAMhs board. Supplies and operating materials remained the same. Supplies and other equipment remained as the same. Uniform maintenance and supplies is the same. Machinery and equipment for drug and alcohol education equipment is the same. 4002100 Garringer just keep in mind the school resource officer we have a contract with the school so a portion of his salary as well as various expenses that are spelled out in the contract are reimbursed. Legg said nothing has changed there, canine has stayed the same as well. City Manager wanted me to touch on real quick that Officer Rubio has taken over for Officer Strickland who left us for another position and really has done a great job. It's a pleasure to see him move into that position. He spent a lot of time as a football coach. 400 2100 57000 Machinery and equipment. When it comes to vehicles we are going with our standard that we have for the past several years and we'll be replacing two vehicles. Two of our frontlines, Explorers and they will be two with the highest mileage ones that we currently have. One of those being the last of the hybrids that we have in PD. Unfortunately the hybrids didn't work out as well as we hoped they would. Good idea not a good execution, they weren't the best for poloice vehicles. But we are replacing them with Tahoe's and they as we have with the rest of our fleet, next year we'll be with the Tahoe's and the exact same price as the cost is relatively the same. Weitzel said where are you getting them done. Legg said Tim Lolly Chevrolet over by Cleveland. It's a great operation that's over there. Weitzel said do they deliver them? Legg said no, they don't. Bialorucki said is it an absolute need to have such a large vehicle or could you go with something a little bit smaller like a Chevy Equinox or a

GNC instead of the Tahoes. Legg said they don't make them in police packages. We buy them in police packages because they're built with a beefed up electronics, the engines are built for police use. The amount of equipment that we put into a vehicle would destroy a normal car. The one you buy off the lot it can't handle all that computer systems, lights, sirens so we have to buy a police package. All of those things take a lot of room, so we have to have room for a policemen or two. I'm going to say to definitely have a bigger vehicle versus a smaller car is definitely night and day. To have enough room to have your equipment and the officers is necessary. Tahoe's have been a godsend for us really. Especially when you have to take more than one officer with us. Bialorucki asked what other vehicles would have police packages When it comes to SUV's I believe if you can get them is one of the big problems has the Explorer but you couldn't get them. We had orders in for Ford Explorers said we aren't going to deliver them this year. Dodge Durango's are in there as well and then you start talking about cars, Chargers are horrific, I wouldn't put a Charger on the road and I wouldn't expect my guys to drive that. When it comes to cars that's the only one left anymore. And with the weather we have for the safety for our folks that we're in something safe. Bialorucki said I appreciate that explanation because for the council members and myself if we have a resident hey why do we go with Tahoe's and people think those are very expensive vehicles at least we have an answer for that. So thank you very much. Legg said anything else while we're on the topic. Schwab said what will be doing with the hybrid vehicles. Legg said we'll be putting them on Gov Deals. The other project that we have vest rotation, we rotate vests every 5 years. Essentially when new people are hired they get a new vest, every 5 years that is all the manufacturer guarantees their vest for. And it so happens that this year is the big rotation. We also apply for grant money to help offset some of that cost. Durham asked your pick up truck is it going to get detailed up. Legg said no I never had the intention to detail that up. Block project we have been wanting to change out our standard duty pistol. We have been in the block model 22 about 26 years ago, we have bought new ones since then. It's a 40 caliber and those are getting to the point that they need rotated out because they can only be in service for so long. One of the things we wanted to do was change to the 9 millimeter. We will be falling in line with the industry standard block 45 and we'll be using electronic optic on firearm departure but it does fall in line with the industry standard. 21 600 when we get those and get everybody trained up on them and get everyone qualified then we'll trade in our current firearms and that we will recoup our costs with Keesler's. Gaucin said did you say that those 9 millimeters have a laser? Legg said not a laser, but a red dot optic. It will have an electronic optic on the top. Gaucin asked don't those sometimes get mis calibrated? Legg said no they don't. Weitzel said it should enhance the aim. Legg said that I'm training the call of duty generation. I grew up shooting in my back yard and going out to the woods and now I'm training people that grew up playing call of duty in their basement and that is how they learned how to shoot, and now I have them on the range and this is familiar to them. Durham said I think there's a lot of benefits of it quicker target, accusation. Legg said so I'm willing to learn something that will help my people. A couple of things on that. Those are industrial standard it's easier to train and 9 millimeter ammunition is easier to come by. Ballistic shields for the cars. Another thing that has developed is smaller and lighter ballistic shields that we can keep in our car. The Sheriff has one and is getting another one. I don't ask for stuff if i don't think it will benefit my guys. We want to be able to have some right in our cars with us so we can use them when we need them. IT Firewall that was IT request. We have a lot of computer and a lot of computer problems. They're trying their best to solve those problems. If they have to do a new fire wall it might help. Any other questions. Buildings and improvements, the range, if I can get dirt I need to have money to move it around. I'm always going to want to improve the range. If Lulf's can get me the dirt I need to get one of those. Schwab asked when was the last time that area was updated. Legg said last year. Schwab said thank you. Legg said that will be all.

Fire (3:49 pm)

My name is Dave Bowen. I'm the Fire Chief here for the city of Napoleon and sitting behind me is Jonah Stiriz, he's the Assistant Fire Chief. I want to congratulate the four members of the council, welcome. Chief Weitzel and Councilman Haase it's been a pleasure working with you and hope to see you guys throughout the community. We operate out of four accounts, as you can see the 100, the 210, 242, and the 400 account. The 100 is all the Fire expenses for the fire side of things. The 210 is all our EMS expenses. 242 is the fire equipment fund. You will see some changes in that this year. So, there are some increases that had to be incorporated into other funds because we made a promise that when we were going through the process of purchasing the firetruck, we were going to make that account truly what it was intended for which was fire apparatus. That account itself is an 80/20 split with our contract entities. So, we feel we owe them the due diligence to make sure their money is being spent on what that money was for. We'll start out with the 100 account. 52000 so in the 100 account this year we've been trending things since I took over in 2023. It's been nice because when things break we can move some money away and not do a true money adjustment. But over the last couple of years we've been decreasing the account. So, we borrowed \$15,500.00 last year, and we brought it down to \$11,000.00 for 2026. Everything in there has stayed the same. Telephones, printers, anything we have contracts with I have responding which is a dispatching platform that we use. I added 3-5% to those monthly charges that we get like our website, things like that. Overall, we did decrease that account. We're going to save 8.5% in that account this year. Then the next one membership and due which is going to be 5210 account. That one there we've kept the same. Utilities and electric. With our electric, that one we increased a little bit because we used a lot of electric because it was a hot summer. Natural gas we decreased a little. Now that we are on the budget plan so we're seeing that back and forth. Water and sewer that one obviously went up a little bit as did everybody's. Telephones went up because we have tablets and we have to have a cellular connection to it. Cable stayed the same. Communication's stayed the same. Service fees professional went up a bit. We have two contracted with entities that contract with EMS with us, so they weren't seeing that portion of the expense, so we split that down so they're seeing their fair share and paying for that expense as well. Maintenance and vehicles we increased that one. With an aging fleet, we have had to have some major repairs. Some with the building, we have to make repairs within that building. Luckily, we have a guy on our staff that is very handy. We have two glass doors that need to be replaced, and the quote to fix that was \$10,000.00 and he fixed it for \$1,500.00 and did it on his shift. Insurance and bonding went up and that is set by finance. Garringer said most of that is from when you have safety services, vehicles if they're in an accident we get a 100% replacement so when we purchased the new fire truck those costs increased. Insurance we kept at \$1000.00 and move money as needed. Postage and delivery stayed the same. Operating materials stayed the same. We dropped fire prevention down a little bit. We dropped that simply because we partnered with fire safety council which is a company that has money for businesses that goes into the account that we can get into and get our fire safety supplies out from. They generated enough money for us in 2023 and in 2024 we were able to buy an inflatable house instead of the old, dilapidated trailer. Diesel and gas decreased. They all come out of the fire side of things with those contract entities. We run the three ambulances out of the EMS account. Supplies and chemicals stayed the same. Vehicle's and parts and supplies went up by \$2500.00 due to the aging fleet. Other equipment we dropped that one down. We had to replace a \$5500.00 gas meter last year, so we were able to drop that by a good amount. Small tools have increased a little bit. Things are getting old and breaking and need replaced. Radio fees went down. That's the third one we put in the EMS side because all the ambulances have two mobile radios and it takes four portable radios for the EMT and paramedics so they can pay their fair share of that cost as well. Moving into 210. This is the EMS account. The 100s funded out of the general fund and the 210 is partially the general fund and the EMS revenue. Travel training, we cut back quite a bit. Appropriations portion of the budget you'll see that we had the ability to fund for three people to go to EMT school. We got lucky that we've gotten people that have been trained already. Service fees

professional that one went up quite a bit where we get a 3% increase for inflation and we also added \$4,000.00 out of the 100 account. Revenues that's the money that when we do an EMS call on our contracted entities when we bill the insurance company the townships that sees that as insurance money. That's why there's a line item for that. Maintenance and vehicles we kept that the same. Maintenance and equipment that one went up quite a bit. But this is one where we pulled some of ambulance we have a power load system that lifts the cot up into the back and the lights slipped up and they were purchased originally for the DWC because all of the back injury clients, but like anything else it has an expiration date on there. We partnered with Stryker who manufactures those and last year we did that contract, and everything's all bundled into one. That one was originally coming out of the 242 account so we moved that into the EMS side of things. What that does there was already for the service plan \$19,250.00 in there, so the \$59,000.00 annual fee that we pay for that is minus that. So it's right around \$41,000.00 that we had to increase that by. That was a big hit moving that out of the 242. 26-30 but that gets us everything with the exception of the mattresses on the cots, anything that's disposable but it covers batteries, bolts to wiring I mean any issue we had it's covered with that service plan. It's bumper to bumper for our cots, our CPR devices our light pack monitors. All of this we have the three ambulances. Stair chairs the load systems. AED's that we carry and with this plan anybody that orders AED's through the city or for the schools, they get a 40% discount. So it's a plan well spent. Operating materials so like everything else that has trended over the last couple of years. We aren't spending as much. Our call volume is staying steady but we're not using as much supplies. Durable equipment is vacuum mattresses that we may have to replace throughout the year. Parts and supplies, we kept the same. Machinery and equipment we kept the same. 242 we saved a bunch of money this year. 70% decrease in the 242. The only thing coming out of here this year is the \$82,000.00 for the truck payment. We do see above that there is a mark for \$3,554.00 every year for radio replacements. It's simply a placeholder for that. I had it budgeted in the 100 and 210 account to pay for those radios but it's a reimbursement grant. And it only covers a portion of the radios. So this covers the entire amount of money we would have spent on radios to buy them then we would refund the money out of the 100 and 210 account which would have been the difference. Garringer said if we receive the grant. And with the radios we are on I believe it's going to be year 7. They are going to stop making parts for them by 2030 so we made a replacement plan for those radios. 400 the general fund you'll see two accounts here. Machinery and equipment. So with the restructuring of the 242 account. In the account there was a line for miscellaneous for hoses and equipment the total amount is \$109,000.00 in the \$35,000.00 for those two items that would roll over every year. Then it was almost duplicated in the Capital account. 5700 is Building and equipment. This year we're asking for is where the 24 hours shift employees sleep. It was one common room and over the years that has been divided into four separate bedrooms. They still have one HVAC that is designed to heat and cool one room and there's one thermostat in the hallways. We think that was the original unit on that building. I don't know how many times it would go out this summer, and our electric bill was a bit higher this year. So we'd like to put in mini splits for each room with their own climate control We have some people like to sleep warmer than others and some that like to sleep in a deep freezer but I think that in the long run it will help save us some money. So we're going to start doing some things a little at a time. Durham said Muni court is looking for an HVAC system too and they're talking about grant funding for that as their space is a little small, so I don't know if you could piggy back on that. What I'd like to do mini splits throughout the entire building because right now the hallway where the offices are, that's where staff goes through to the kitchen, so if they're cold in there and it's blazing hot in our offices and if they're cold its hot in our offices. If you have any questions just give me a call.

Adjournment

Motion: Haase Second: McBride
To adjourn the Finance and Budget Committee at 4:14 pm

Roll call vote on above motion

Yea- McBride, Weaver, Haase

Nay-

Yea-3, Nay-0. Motion Passed

Approved

Tom Weaver - Chair

DRAFT

Minutes of the City of Napoleon, Ohio
Special City Council Committee Meeting
In Joint Session with
Finance and Budget
Saturday, November 8, 2025, at 8:00am

PRESENT

Council members	Ross Durham- Council President, Brittany Schwab-Council President Pro-Tem, Dr. Dave Cordes, Robert Weitzel, Tom Weaver, Ken Haase, Jordan McBride
Committee Members	Tom Weaver-Chair, Ken Haase, Jordan McBride, Joe Bialorucki
Mayor	Joe Bialorucki
City Manager	Lori Sinclair
City Finance Director	Kevin Garringer
Clerk	Ann Harper
City Staff	Tracy Crist
Others	Meredith Wolff

Call to Order

Council President Durham called the special joint meeting of City Council and Finance and Budget Committee to order at 8:00am.

Finance (8:00am)

Garringer stated before we begin I would like to make note that I thought it was nice that our two new council members sat in. It was a lesson learned in a new way as it helped them learn what the City does and what Council covers. I would also like to take a special note of Councilman Weitzel and Haase. I appreciate your guys input and expertise because it's so valuable and will be missed.

100.1500 Finance Administrative

I have a lot of items to cover, but there are not a lot of changes. Please ask questions along the way. Travel, Training, Education- remains the same.

Membership and Dues- went up \$100. We had some notary clerk fees increase.

Phone Reimbursement- remains the same.

Internet Reimbursement- remains the same.

Service Cont. Computer Software- This increase due to CMI's annual increase.

Service Fees Professional- The annual GAAP Reporting remains the same.

Service Fees Consultant Fees- remains the same. This is where we pay Meeder to assist us with our investments.

Audit Services State of Ohio- This is necessarily and remains the same.

Printing Forms and Photos- remains the same. This covers W2's, 1009's and ect.

Supplies Operating Materials- remains the same.

Supplies Gasoline- remains the same as I don't use much.

Misc. Operating Costs- remains the same. We still have to do some microfilming due to our records offsite storage.

Machine and equipment- We put the replacement of one computer. That's becoming the standard. We have six people who work in the department and we're going to try to rotate one out every year.

Salary- There are no changes.

100.1520 Finance/Utility Billing

Travel, Training, Education- This was lowered.

Service Cont. Computer Software- This increase a bit due the cost of our utility software.

Service Fees Professional- The collection fees went up about \$1,000 due to our smart bill increase.

Computer Maint-Hardware- This went up a little bit as Authority Server has increased.

Printing Forms and Photos- This was increased due to the Smart Bill envelopes.

Supplies Postage/ Delivery Charges- This went up as postage cost increased.

Supplies Operating Materials- remains the same.

Salary- There are no changes. Some of our Finance Employees get paid out of utilities.

170.9900 Transfer Accounts

This is where we transfer the money out of the 170 Fund where it gets divvied out to the General Fund Rec Fund, and Capital Fund. These are the amounts that we've budgeted to move into the respective funds.

170.1510 Finance/ Income Tax Collection

Before money is even distributed out of the fund there are some expenses that were allowed to cover.

Travel, Training, Education, Membership and Dues, Utilities Telephone - Very little is covered.

Service Cont. Computer Software- This decreased a bit since we use RITA.

Service Fees Professional- This is where we pay Lexis Nexis and our Collection Company CCA, which we rarely use anymore.

Retainer Fee- This remains the same. This is our big number. We have a 3% retainer fee that RITA takes out and once they calculate their expenses we get a refund back. Last year our collection fee was between \$55,000 and \$65,000. We got a check back for around \$120,000.

Printing Forms and Photos- This was increased due to the Smart Bill envelope.

Supplies Office- The \$500.00 is just a place holder.

Supplies Postage/ Delivery Charges- Just a place holder here.

Refunds Income Tax- This is the amount of refunds we give for income tax collected. We don't anticipate a lot of refunds for income tax, but we have a lot of rebates for taxes for economic development. For example Jac Products.

Salary- No changes.

100.1900 General Government

These are items out of the General Fund that aren't really attributed to any department. For example memberships and dues that apply to the City of Napoleon.

Service Fees Profession- This is the one you want to look at. This is the account that we earmarked for fireworks. It's at \$20,000. If we would like to increase this amount this is the time.

Service Fees Bond Counsel- These are the annual cost that we pay.

County Auditor Fees- We have to pay real estate taxes.

County Recorder fees- We will record something when we purchase property.

County FEMA City Share- We pay a portion to the county EMA Operations.

CNT. Maint. Building and Structures- This was lowered.

CNT. Maint. Janitorial- This went down a little bit. We always see that tend to escalate, but it lowered because we don't sue what we budget for.

Insurance and Bonding- This went up.

Printing Forms and Photos- remained the same.

Bank Service Charges- Bank Fees bad check, Wires, ACH, Positive pay we actually don't use \$12,000 so we lowered it down to \$10,000.

Postage/ Delivery Charges- We increased this a bit because we went over budget this past year.

Supplies Operating Materials – remained the same

Misc. Operating Costs- These went up a bit due to the anticipation of possible retirements.

There are seven people who could retire.

Taxes and Assessments- This was decreased because we don't spend what we budget. Undefined Contingencies- this is a place holder that were allowed to put in Haase asked could you give me an example of City owned property that isn't tax exempt. Garringer replied City owned property that is tax exempt would be parks. If we had a parcel that could be farmed then that is taxable. For example there is a parking lot on Perry St near the railroad tracks. That parking lot is taxable because it's not a park nor is it official public parking. One of the things that I've done since I've been here is went though and tried to eliminate as much as I could to avoid paying taxes on. That property that we sold to Nagels was taxable because it was an open lot for usage. The wooded areas around Oakwood Park used to be tax, but are no longer because I was able to convince the department of taxation that they are a part of Oakwood. One of the oddest ones was hole 3 at the golf course because it was purchased later we were paying taxes on it. The Heller Aller property that we are purchasing will be taxable until it's deemed to be a park or make it a government building.

100.9800 General Fund Reimbursements

Garringer stated this is where we reimburse depending on the duties that we do.

Reimb Shared Admin Expenses

We can reimburse the central garage, the Parks and Rec Director Salary/Fringes and Seasonal workers Salary/Fringes.

100.9900 Transfer Accounts

Tr- to 101 General Reserve Fund- We budgeted \$50,000.

Tr- to 123 Special Events Fund- We put \$10,000

Tr- to 130 Econ. Dev. Fund- This is the CIC Fund. \$45,000

Tr- to 600 Central Garage Rotary Fund- We do 10 transfers through the year. That's that other piece of legislation for fund transfers that will need to be approved.

147. Unclaimed money

When we have a certain amount of money. For example when checks come back to us for utility refunds or shelter house refunds at a certain point we have to take these off our books and transfer them to the unclaimed money fund. Once a year well do this. That money doesn't go away. If someone comes in and says they had a \$50.00 check from 5 years ago we could give them it.

180 KWH Tax

Every KW that a household has it gets a distribution tax on it. This distribution tax gets collected inside the city limits only. Outside goes to the state of Ohio and gets put into the 180 Fund. At that point the 180 fund can reimburse some items or typically most goes into the 100 fund. This is something that if you would like to change the use of you certainly may. Weaver asked if there's an example of a large user outside of City Limits? Garringer replied our biggest user is Alex Products. We have to be careful with that because there's only a certain percentage that could be outside.

195 Law Library Fund

These are certain moneys that we collect that we send to the law library. Municipal court has certain fines and fees that get paid into the city then a percentage of it goes to out county law library. If there are any funds left over some of it gets put into the general fund.

210.9800 Transport Service Fund

These are reimbursements. This is where we reimburse the General fund for expenses related to EMS. We do this once a year, typically in October. That transfer was done about a week ago. It's been \$205,000 for over 10 years now.

223 Fund Aquatic Center Debt Fund

This is the fund where we pay our debt for the pool.

240 Hotel Motel

We collect the quarterly hotel motel tax. Half of that gets sent to the Chamber and the other half is sent to the General Fund. At the end of the year that fund gets zeroed out.

243 Fire Loss Claims Fund

This is a place holder for if we have a fire within the City of Napoleon. For example if my house were to catch on fire and I have property insurance. I would not obtain all of the property insurance pay out a portion of that may go to the City to hold. It keep people from taking the money and running. Currently we are not holding any money. The last big one was Brick and Brew. We held his money for a long time. Haase stated there's a house on Hobson St that was involved in a fire years ago and nothings ever been done. Garrigner stated we don't receive funds every time a fire happens or if the house is paid off they might not have fire insurance.

261 CGBD Program

This is an in and out with Maumee Valley. If people meet certain requirements they could have their roof or siding repaired.

272 Court Computerization

The Court through certain fines and fees receives money to put into this fund. Then we can get reimbursed for some of our MIS expenses because our IT people oversee courts computers.

290 & 291 PD & FD Pension

A percentage of our inside millage is earmarked for police and fire pensions. These are in and out funds so when we get that settlement we move the money into the General Fund. These funds would go away if they ever did away with property tax.

295 IRS Employee Benefits

This is where we put out flexible spending account money in. For IRS purposes we have to keep track of how much pretax money.

320 TIF

The only expenses coming out of these are the auditor's fees. The loves truck stop is the only entity that pays into this. The School TIF payments- the agreement of the TIF was that we make the school districts whole, so we cut a check to Liberty Center and Four County every year. The TIF payment itself doesn't start until 2028 or 2029.

400 Capital Improvement Fund

These are the transfers where we have debt that we agreed to pay out of the 400 Fund. One is the share of Fire Equipment Fund that we earmarked \$70,000. Then \$10,000 every year goes to a 401 Fund which is earmarked to replace the salt shed.

430 Fire Truck Acquisition

This is a new fund because we purchased a fire truck and will have \$81,000- \$82,000 payments for the next few years.

500 Electric Utility Refund

This is purchased power. We have to pay for the AMP bill.

500.9800 Reimbursements

This is where we reimburse the General Fund or the Central Garage back for expenses. Myself, Lori and Tracy we do work for the electric fund so some of our salary is reimbursed. 95% of the salaries in the finance department get reimbursed back from water, wastewater, electric and various other funds. Schwab asked how is that determined. Garringer replied it's a formula that hasn't changed in the past several year. There's percentages that we pass in a resolutions every year. As for the formula electric is set to have the most cost because they have the most money. We did change one thing. We looked at our refuse fund, which is healthy but not in the greatest shape, and tried to move some of the cost out of there.

510.9800 Water revenue reimbursements

A portion of the salaries from certain individuals gets paid back out of this fund.

512 Debt Reserve Fund

This is a debt for the water plant. This debt will go on until 2040.

519 Water Plant Improve & Reno

The water plant has two different debts on it. It has the 2020 bond and the 2021 bond. The 2021 bonds was the finishing of the water plant the 2020 water bond was the initial cost of repairing the water plant. The 2021 bond was combined with the pool fund.

520.9800 Sewer Utility Reimbursements

When people pay their bills most of the money goes into the waste water fund then we disperse some money out to various funds. Money is reimbursed to the General Fund and the Central Garage.

522 Debt Reserve Fund

We have Woodlawn Ave from Clinton to Haley, which will be paid off in 2029. We have the waste water treatment plant phase 1 debt and the EQ basin debt. We have a lot of debt for the wastewater. A lot of that is from the control plan that we received from the EPA.

532 Williams Pump Station

This is debt from the Williams pump station improvement. That debt will be paid off in 2040.

560.9800 Sanitation Reimbursements

This has a 6% share reimbursed to the General Fund and 25% to the Central Garage.

560.9900 Sanitation Transfer

Every year we transfer \$55,000 to the refuse reserve fund. This is for if they need a new garbage truck.

580 Meter Deposit

When people sign up and pay for their utility they have to pay a deposit, which goes into the 580 fund. Sometimes we give people back their deposits if they are good payers. Sometimes this gets quite large. If we have a large company they might pay a \$5,000-\$10,000 deposit. If we don't hold the deposit they have a line of credit through the bank that specifies us that if they default we can go to that line of credit and be made whole as much as we can.

600 Central Garage Rotary Fund

This is bulk fuel sales.

100.1100 City Council

Travel, Training & Education- These numbers really haven't changed. We pay for travel & training that council may have. We could see some expenses with the 2 new council members.

Membership & Dues- same

Utilities and internet – same

Supplies and Operating Materials- no changes

Misc Costs- We have a computer replacement for the clerk.

Salary- The only change is that all members of council are elected officials, so everyone gets paid the same.

100.1200 Mayor

Travel, Training & Education- remains the same

Membership & Dues- same

Utilities and internet – same

Supplies and Operating Materials- no changes

Misc Costs- remains the same

Salary- no change

That is every fund and line item that we have in the City of Napoleon. Does anyone have any questions?

Finance/CM Summary

In the last page there is a spreadsheet of the larger ticket items that we can discuss. Council can choose to yea or nay all of them or pick and choose. If you have different item not on the list we can discuss that as well. After the discussion I would ask that the Finance and Budget Committee would make a motion to move the budget for council's approval.

Durham asked if anyone had any questions or comments after looking thought the document. Weitzel stated I have a question for Garringer. The budget is presented balanced, correct? Garringer replied they are balanced based upon using our carry over. Weitzel asked what is the projected carryover with this budget. Garringer replied the requested expenses is \$64,677,000.00 with some change. Our revenues is \$56,607,000 with some change. Our ending balances is going to go down approx. \$6 million if we spend every penny. The estimated beginning balance of the General Fund is \$2.6 million and the projected ending balance of the General Fund is \$1.5 million. It's typically offset that much every year. Our revenues are budgeted lighter and or expenses heavier. Conservatively there will be a 1.5 million carryover. Weitzel asked what would be a more realistic number, closer to \$2 million. Garringer replied yes. Weaver asked so \$64,677,000.00 is our requested expenses and \$56,607,000.00 is our revenue. That's about an \$8 million difference. How do we make up that \$8 million. Garringer replied we make that up on our carryover balances that are projected in 2025. Typically if there are unknowns with our expenses we will budget for a higher amount. For example if we have a position that's vacant we put that on the high end of the pay scale and move the insurance to the family plan. Weaver asked how the process of approving the budget went. Garringer gave him a brief overview of the process. Weitzel asked Garringer what the actually carry over was. Garringer stated the beginning of the year as a whole was \$38,318,000.00 for all the funds. The General Fund \$3.4 million. The unencumbered balance that we have right now is \$2.9 million. Our unspent amount is \$3.3 million. Weitzel stated we can add a couple more thousand to the CIC and throw \$5,000 at the fireworks and I'd feel very comfortable. Schwab asked if the ice rink needed separate approval. Garringer replied no. Sinclair stated we had one additional request that I talked to Durham briefly about last night. We need to elevate one member of a department to an assistant superintendent position. The assistant water treatment plant position was created in order to keep another step within the department to keep some of the operators there. That was a way to keep people there for retention purposes and to recruit Matt, who was with Bowling Green at the time. It's been wondered at waste water why there isn't an assistant superintendent position. We have a unique situation currently as our superintendent works 32 hours a week. There is already and operator who fills that position when the superintends is gone. I think the increase of pay is his request. I believe that was a discussion with the former City manager Small and wastewater earlier in the year. Small didn't want to do it midyear, but planned to bring the discussion up during the budget. Weitzel asked if the current person gets acting time. Sinclair replied I don't believe he does. Weitzel stated if he is regularly filling he should be getting acting time. However, that is always a good plan to have a second in command in case something bad were to happen. I worked my whole career and never saw it. We just recently fixed it. Everyone should have a second in command. Even if the position doesn't happen that individual deserves compensation. Durham stated it's a position we need to look into. I think we bring it back to Council at the beginning of the year. That would require legislation. Garrigner stated when I look at our pay resolution there is the chief wastewater plant operator and at the water plant there is an assistant water superintendent, but no chief operator. We can't promote someone to a title that's non existent. Weitzel asked what is the rate percentage between chief wastewater and assistant water superintendent. I think it would only be about 7-8%. Durham asked if we wanted to add anything to the CIC. McBride stated I would like to add to the CIC, but I would like to see it as a dedicated fund to bring more businesses in and help current. I don't think I'm in favor of just giving to their operating budget. Cordes stated that way if were not happy with the results we can pull it back. Weitzel stated then we could see a report of how it was spent. Durham stated the current line items says CIC conation \$45,000. Garrigner stated I would suggest that portion go to a committee for discussion. We want to get there but let's not get there today. When the CIC talked about the one fund Lori and I sit on having money for renovations downtown. I don't know where that money comes from. Weitzel asked if that was the revolving loan fund. Garrigner replied no. If we want to seed that type of

project with money is there benefit doing it our self or is there a benefit doing it through the CIC. We have a sidewalk program that we budget \$20,000.00 for each year. A few years ago we spent \$19,000, but this year we spent around \$2,000.00. We control that money. It's earmarked for that. If we do it internally, we could put in \$55,000.00 and hold \$10,000.00 for our control. Weitzel stated their asking for operating money now. If you're interested in giving them the \$2,000.00 operating now, but then in the future you have a year to talk about. McBride stated I like us retaining the money. Weitzel stated we would have to amend to have the additional \$2,000.00. Durham stated I would like to discuss potential training money for the city manager, maybe an additional \$500- \$750. It's her first full year on the job lets support our city manger as much as possible. I asked Chief Legg about his truck not being outfitted with decals. Do we have any other city vehicles without decals. Weitzel stated typically the administrator didn't have any markings on the car. I never had any markings on my car and used it for covert operations every once in a while. Sinclair replied Chief Mack chose the opposite for his own reasons. I didn't know that either until talking with Chiefs Legg. Then the Sherriff showed up and he has no markings either. Weitzel stated that's typical. The administrator isn't a traffic cop or an investigator. Cordes asked if the vehicle had lights and sirens in case he needed to draw attention. Weitzel replied yes. Durham stated the fireworks are budgeted for \$20,000.00 in the General Fund and an additional \$5,000 from Parks. Garringer replied the 220 fund increased theirs by \$5,000.00 and asked if we would increase the General fund contribution by \$5,000. Sinclair stated there have been requests for people to up their display for the grand celebration. I know there's been push by the state to plan all these extra things. Durham stated the Chamber didn't spend their \$10,000.00 on special events this year. Sinclair stated I'm trying to understand that money. The \$10,000.00 in that line is from the General Fund. I've had conversations with Napoleon Alive about items they would like to buy downtown with the \$10,000.00. I received a quote for trashcans that would match the benches downtown. Weitzel asked if this was for this year. Sinclair replied that's what we ended up doing. As we discussed there's more money that can be moved there if needed. The quote was for \$23,000.00 for 25 new trashcans. I ran it through Brandy, Chad and Brian as they know what would be more suitable. Brandy was able to get me different quotes. She found one for \$18,000.00 for 25 new trashcans that are heavy duty. I offered that opportunity to Napoleon Alive, which they were in favor of. I thought we'd use the \$10,000.00 from 2025 and the additional from 2026. That would leave some available to have a downtown event. My discussion with the group is that there would be no more asks for 2026. Then if they wanted to bring an ask in 2027 we could look at their finances and what we could offer. I think we're going to wait until after the first of the year because operations is not in favor of placing them before spring. Weitzel asked if the requisition would be wrote now and execute it after the 1st of the year. Garringer replied we will make one now for \$10,000.00 and the additional after the 1st of the year. The \$10,000.00 is in the General Fund because we've never had a request. We only move it when there's a request. In the past the request was always for the Fall Fest. Since we didn't give to the Fall Festival we have the authority to move the \$10,000.00 on Monday. With this discussion if it's what we want to do we can. Weaver stated we have some flexibility with the approval of the budget. Another example would be with Chad thoughts of changing the semiannual waste pickup. I think those thoughts have a lot of merit to them and it may be something we want to make changes. Garringer stated keep in mind that change cost us less money. Weaver stated that's the whole reason behind it. I was just using that as an example. Are we approving everything line item by line item today. Weitzel stated if you approve the budget as it stands with the amended in front of us you don't have to execute the spring pickup. Weaver stated I understand. My point is that do we even need to worry about the \$2,000.00 today. Weitzel stated I think the amendments would be important today. Weaver said so those are absolutely necessary today. Sinclair stated the budget won't be passed today, it's just approved by the Committee. Weaver stated so there's no flexibility though the year. Durham stated were basically approving the max were going to spend throughout the

year. If we cut spring and fall clean up it'll save us money so we don't have to actually change that line item. Weaver said okay, so we have to approve things or we can't have them. Garringer stated well approve the budget as it stands today. For example were approving fall and spring pick up as we would do them today. Any changes going forward if it saves us money we can deduct that budget amount or if it cost us money wed have to do a budget increase. It's important that we approve these today. It gets us a place holder of things. We can make adjustments in the budget throughout the year. Sinclair stated that would be good to discuss in committee. I know the yard waste site rules keeps coming up. Schwab stated I would like to circle back to the Chamber when you were talking about taking the funds out for the trashcans. What does that leave us with for a balance in 2026 if an event would come up. Garrigner replied \$2,000- \$3,000. Sinclair stated the Chamber already gets approx. \$45,000.00. This is just our half of the revenue. Weitzel stated the \$10,000 would have went to the Fall Fest automatically, but we stopped giving it to them and talked about doing different events, but no one ever did anything with that money. I'm curious as to who had control of that \$10,000 .00 and if there was even an events coordinator who even thought about anything. Sinclair stated the money we want to set aside for the CIC would be the same way. Weitzel stated it would have been different, but there was never an event coordinator that took the ball. Sinclair stated Napoleon Alive knew the money was there so they requested it. Weitzel stated they just want it for their projects, not what it was attended for. It was attended for a community oriented thing not just for one origination to fill out there wish list. McBride stated I would like to slightly pivot. I have concerns with this back yard digger. The word seldom was used made me pause. Then not knowing how much it would cost to rent. I acknowledge the electric budget is very healthy my fear is that we keep tapping it too often then it's no longer healthy. With the large price tag and the word seldom I have a little push back. I'm not in favor. Durham replied I would have to agree with you. We asked which two he would pick and he didn't pick the backyard digger, so I think we leave it off this year. If it's vital it can come back next year. Garringer stated just as reference in 2023 we purchased a bucket truck, in 2024 we purchased a line truck and last year we approved a bucket truck. The pickup was in last year and it was cut. My point is that every year they do get something. I think they would be fine with one item being removed. Sinclair stated keep in mind every department was instructed to only bring three asks. Some departments might have took that needing three. Durham stated lets remove that. Everyone seems to be on the same page. Garringer stated when we do a finalization here there will be funds that we create much like the E Washington fund and water line fund. Crist stated there will be a Perry St Fund. Garringer stated we were going to wait until you approved them and instead of budgeting out of the water fund we were going to use a specific fund. We've been doing that the past year. Crist stated it makes the cost account for the project easier for us and engineering. Garringer stated the cost is the same. It's just going to be in its own fund. Crist stated its just two, Clinton and N. Perry. Schwab asked if we normally say come to the table with 3. Garringer replied it's something I implemented because some departments would come with 8-10. Keep in mind if there was a department that absolutely needed something we wouldn't deny them. It's just that if we don't put a limit on something they will ask for the stars and the moon. The Parks department came with more than three, but they also go through a board. Schwab stated when I was at the Board meeting the conversation came up about the assistant I asked Cotter if this needed to go to committee. He said no that he didn't think we were going to do that and then it showed up in the budget. We didn't even have a chance to talk about it in Committee it just showed up on the budget. The idea of having a Parks and Rec Committee that didn't even vet this before we got here. Sinclair stated I asked Cotter why the board meets independently from the committee. I don't think that's the best way to do it. I think that council should have a little bit more input or at least a conversation in both. Durham asked if he could have the change to CIC from \$45,000.00 to \$47,000.00. Garringer replied yes. Durham stated then Economic Development Committee can talk about doing something else and we could do a midyear budget adjustment. Haase stated I

think \$2,000 barely covers inflation since the last time we increased. I would much rather see \$3,000. Garringer stated the only caution I have for that is when we went from \$9,000.00 to \$41,000.00 we increased to 45,000.00. Then two years later they came back and asked for more money, so I caution you to give them what they request and not more. It's likely in two years they will come back and ask for \$49,000.00. If you raise it to \$50,000.00 most likely they will come back and ask for \$52,000.00. Schwab stated especially if we're doing an extra fund. I would prefer the extra \$1,000.00 to go into a separate fund. McBride stated we can make it known that it's one of the tools in their bag, but it's not going into their budget. Haase stated I was just looking at the inflation part. Garringer stated I look at their carryover balance year after year. When they ask for the increase last year their carryover balance increased a couple thousand dollars. I project this year that their carryover balance is going to remain flat. Sinclair stated I know at one point we were moving towards having regular meetings with her at Muni Properties or Council as a whole to touch base. Durham stated I think we just take it to \$47,000.00 at this point. Haase asked if there was a suggestion for the Chamber of Commerce. Durham stated I think it was \$10,000.00 for their special events. Durham stated it's the 250th anniversary, so I think increase. I'm torn between an extra \$5,000.00 or \$10,000.00. I'm looking for feedback. Haase stated I would suggest \$5,000.00 and see what we could get. It sounded like there was a little doubt on how good the extra would be. Weitzel stated if the cost have gone up that \$5,000.00 might just make it the same show. Haase replied the same show is still better than anyone else around. Weaver stated we could make this decision later. For example last year with the pickle ball courts. Garrigner stated right now we're putting a cap on our commitment. Bialorucki stated I think it's been a great discussion. There's a few notes that I had, but someone brought them up already. As for the fireworks I would like to see us match the Parks and Rec Fund \$5,000.00. We don't have to spend it but it's there if we need it. I think people really appreciate the effort we put into those shows. I think with it being the 250th I think the expectations is that we would do more. On a side note I've been making some notes and ideas to get some donations from businesses. I'm willing to work on that and talk to the chamber about sending out an email to their members about making a donation. Then who knows where that could take off into the next few years. I don't like to add things, to the budget later on. With Parks and Rec adding a full time position I believe there is a need for that at the golf course. However I know when we hired the facility managers position a few years ago I was under the impression that position would take over the director position. I believe with all the benefits and salary it's an \$80,000.00 position and now another full time position. Are we going to have both of these positions forever. Cotters still a young guy. He could stay on for another 15 years if he wanted to. I don't want to hamper the need at the golf course because of other issues. Sinclair stated I don't want to push Cotters out, but wondering what the timeline looks like. When someone retires and rehires we need to make a plan on how long they expect to stay. Weitzel stated this was where we were taking a part-time person and making them full time right. It's not really adding a person. It's changing a position. Schwab stated the difference in pay from a part time to a full time is approx. \$40,000.00. Sinclair stated if you read the job description there is opportunity to use that person outside of the golf course. I think that could be helpful. Weitzel stated I think Bialorucki is correct. Small was put in the position to be Cotters backup. This position is creating a backup for the guy at the golf course. Durham stated Cotters cut his building. Garringer stated the initial request Cotters pitched had the building. It wasn't feasible for the parks to obtain all of that, so Cotters was given a choice. This building isn't supposed to come up for another 2-3 years. Sinclair stated that was a prior discussion, so that's why you didn't see it here. Haase stated my impression was that Small was hired to also take care of the new pool not just the golf course. Sinclair stated I think the question was if we wanted to just have the director or both. What is the intention of Small's position when Cotters steps away. According to Cotters it won't be 10-15 years. Garringer stated the position has definitely had its benefits. When the new pool opened up there was a not very responsible person put in charge

of it. It was hard to make changes at the golf course. With the extra overlook they have been able to have the right structure to hire the right people at the pool and golf course. Sinclair stated with Colton stepping into the assistant superintendent at the golf course he is skilled in golf courses. He volunteered at the US Open to work on the course to prepare for the tournament. Durham stated my last request is if we would add that extra money to the city managers training budget. McBride replied yes. Garringer asked about fireworks. Durham stated \$25,000.00. Garrigner stated CIC \$47,000.00. Durham stated yes. We cut the back yard digger. Garringer asked if there was anything else on the list. Durham stated the vactor is a necessity, the wastewater gate is needed it's a new facility lets protect it. The Zoning Code sounds like a necessity. Do the epoxy of the floors before there are major issues.

Adjournment

Roll call vote on the above motion:

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

Nay-

Yea-7, Nay-0. Motion Passed

Approved

Ross Durham, Council President

Joe Bialorucki, Mayor

Ann Harper, Clerk of Council

2025 APPROPRIATION BUDGET - SUPPLEMENTAL #4

ORDINANCE No. XX0-25

<u>Supplemental #4</u>	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>
Fund 100 General			
100.1100.51000 Salary-Elected Officials	\$0.06		
100.1100.51500 PERS	\$1,252.30		
100.1100.51600 Worker's Compensation	\$86.63		
100.1100.51700 Medicare-City Share	\$21.71		
100.1200.51000 Salary-Elected Officials	\$0.31		
100.1200.51600 Worker's Compensation	\$26.22		
100.1200.51700 Medicare-City Share	\$4.29		
100.1370.52000 Travel, Training and Education		\$4,037.50	
100.1400.51100 Salary-Non Bargaining	\$26,816.85		
100.1800.53110 Utilities-Electric		\$3,654.96	
100.1800.53113 Utilities-Water and Sewer		\$601.83	
100.1800.53700 Insurances and Bonding		\$3,389.55	
100.1800.54110 Supplies-Postage/Delivery Charges		\$2,524.12	
100.2100.51530 Police Pension	\$57,266.97		
100.2100.56001 VAWA Grant Passs Through		\$26,481.62	
100.2101.51500 PERS	\$36.02		
100.2101.51600 Worker's Compensation	\$42.84		
100.2101.51100 Salary-Non Bargaining	\$342.19		
100.2102.51300 Salary-Patrol Officers	\$7,608.48		
100.2102.51530 Police Pension	\$1,763.32		
100.2103.51530 Police Pension	\$4,265.23		
100.2200.51400 Salary-Fire Fulltime	\$8,187.85		
100.2200.51410 Salary-Fireman Parttime	\$154,997.96		
100.2200.51413 Salary-Fire Parttime-Overtime	\$2,279.54		
100.2200.51540 Fire Pension	\$45,433.95		
100.2200.51560 Social Security	\$9,861.10		
100.2200.53700 Insurances and Bonding		\$15,470.25	
100.4700.53700 Insurances and Bonding		\$3,010.60	
100.5130.51200 Salary-AFSCME	\$2,960.21		
100.5130.51500 PERS	\$275.11		
100.5130.51600 Worker's Compensation	\$109.31		
<i>Reason: Increased insurance rates / VAWA / Council directed training / Contracted Attys</i>			<u>\$382,808.88</u>
FUND 147 Unclaimed Monies			
147.9900.59400 TR-To 100 General Fund		\$538.99	
<i>Reason: Higher than anticipated unclaimed funds</i>			<u>\$538.99</u>
Fund 170 Municipal Income Tax			
170.1510.51600 Worker's Compensation	\$129.83		
170.1510.53421 3% Retainer Fee		\$3,084.84	
170.9900.59410 TR-To 100 General Fund (Inc. Tax)		\$486,759.43	
170.9900.59510 TR-To 220 Recreation Fund (Inc. Tax)		\$152,906.27	
170.9900.59610 TR-To 400 CIP Fund (Inc. Tax)		\$204,316.65	
<i>Reason: Received more income tax than projected</i>			<u>\$847,197.02</u>
FUND 180 KWH Tax Collection			
180.9800.59110 Reimb.-Shared Admin Expenses		\$12,782.28	
<i>Reason: Higher than anticipated reimbursable expenses</i>			<u>\$12,782.28</u>
Fund 220 Recreation			
220.4200.53700 Insurances and Bonding		\$1,191.82	
220.4400.51200 Salary-AFSCME		\$8,553.21	
220.4400.53700 Insurances and Bonding		\$13,594.15	

<i>Reason: Increased insurance rates / additional funds needed for personnel salary</i>	<u>\$23,339.18</u>
Fund 240 Hotel/Motel Tax 240.3800.53320 Serv Fees-Tourist Bureau 240.9900.59400 TR-To 100 General Fund <i>Reason: Received more hotel tax than budgeted</i>	\$5,870.00 \$17,446.98 <u>\$23,316.98</u>
Fund 261 CDBG Program Income 261.3300.53490 Cnt-Grant Serv. MVPLAN - CDBG/MVPO <i>Reason: Higher than anticipated CDBG payout</i>	\$1,965.50 <u>\$1,965.50</u>
Fund 275 Municipal Probation Service 275.1810.51700 Medicare-City Share <i>Reason: Additional funds needed</i>	\$245.67 <u>\$245.67</u>
Fund 287 CCA2.0 Grant 287.2023.53300 Service Fees-Professional <i>Reason: Finalize grant</i>	-\$0.24 <u>-\$0.24</u>
Fund 400 Capital Improvement 400.1300.57200 Buildings and Improvements <i>Reason: Property acquisition</i>	\$90,000.00 <u>\$90,000.00</u>
Fund 435 E. Washington St. Improvement 435.9900.59580 TR to 521 Sewer Uty Replacment <i>Reason: Move unused funds back to original fund</i>	\$50,768.46 <u>\$50,768.46</u>
Fund 510 Water Revenue 510.6200.53435 Cnt-HCWSB-Water Revenues Payable <i>Reason: Additional funds needed</i>	\$30,000.00 <u>\$30,000.00</u>
Fund 511 Water Depreciation Reserve 511.9900.59580 Transfer to 515 Maumee River Crossing <i>Reason: Property acquisition</i>	\$30,000.00 <u>\$30,000.00</u>
Fund 515 Maumee River Crossing Project 515.6210.57700 Water Improvements <i>Reason: Property acquisition</i>	\$30,000.00 <u>\$30,000.00</u>
Fund 520 Sewer Utility Revenue 520.6300.53700 Insurances and Bonding <i>Reason: Increased insurance rates</i>	\$62,234.81 <u>\$62,234.81</u>
Fund 560 Sanitation (Refuse) Revenue 560.6400.53700 Insurances and Bonding 560.6420.51200 Salary-AFSCME <i>Reason: Increased insurance rates / additional funds needed for personnel salary</i>	\$26,003.57 \$4,090.57 <u>\$30,094.14</u>
	===== ===== =====
	\$336,657.73 \$1,278,633.94 <u>\$1,615,291.67</u>

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)Ordinance Number: 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 100.1300.51710 Hospitalization Insurance		(36,452.91)	
TO : 100.1300.51100 Salary-Non Bargaining		33,528.62	
100.1300.51500 PERS		1,264.72	
100.1300.51600 Worker's Compensation		1,244.70	
100.1300.51700 Medicare-City Share		414.87	
<i>Reason: Andy Small Retirement Payout/Additional Funds Needed</i>			
FROM : 100.1300.52010 Memberships & Dues		(192.24)	
TO : 100.1300.52000 Travel, Training & Education		192.24	
<i>Reason: Training for City Manager</i>			
FROM : 100.1300.53420 Cnt. Maint. Equipment		(397.50)	
TO : 100.1300.54100 Supplies Office		397.50	
<i>Reason: Furniture for City Manager</i>			
FROM : 100.1370.51710 Hospitalization Insurance		(235.43)	
100.1370.51100 Salary-Non Bargaining		81.52	
TO : 100.1370.51600 Worker's Compensation		153.91	
<i>Reason: Additional funds needed</i>			
FROM : 100.1370.53350 Serv. Fees - Consultation Fees		(180.00)	
TO : 100.1370.53114 Utilities - Telephone		150.00	
100.1370.54900 Supplies - Civil Service		30.00	
<i>Reason: Additional funds needed</i>			
FROM : 100.1400.51710 Hospitalization Insurance		(1,053.14)	
TO : 100.1400.51500 PERS		486.55	
100.1400.51600 Worker's Compensation		246.29	
100.1400.51700 Medicare-City Share		320.30	
<i>Reason: Contracted Attorneys</i>			
FROM : 100.1400.56600 Investigation Expenses		(6,500.00)	
TO : 100.1400.53360 Serv. Fees-Legal Expenses		6,500.00	
<i>Reason: Additional funds needed</i>			
FROM : 100.1500.56000 Supplies - Misc. Operating Costs		(29.00)	
TO : 100.1500.52010 Memberships & Dues		29.00	
<i>Reason: Additional funds needed</i>			
FROM : 100.1520.53210 Serv.Cnt.-Computer Software		(3,000.00)	
TO : 100.1500.57000 Machinery & Equipment		3,000.00	
<i>Reason: Computer purchases</i>			
FROM : 100.1520.52000 Travel, Training & Education		(534.92)	
TO : 100.1520.54110 Supplies-Postage/Delivery Charges		534.92	
<i>Reason: Postage rate increases</i>			
FROM : 100.1600.51710 Hospitalization Insurance		(166.34)	
TO : 100.1600.51600 Worker's Compensation		166.34	
<i>Reason: Additional funds needed</i>			
FROM : 100.1600.53114 Utilities-Telephone		(1.87)	
TO : 100.1600.53700 Insurances and Bonding		1.87	
<i>Reason: Increased insurance rates</i>			
FROM : 100.1700.51100 Salary Non Bargaining		(2,250.00)	
100.1700.51101 Salary Non Bargaining-OT		(2,250.00)	
100.1700.51191 Salary-Seasonal-OT		(4,140.00)	
TO : 100.1700.51110 Salary Non Bargaining-PT		8,640.00	
<i>Reason: Additional funds needed</i>			

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 100.1700.53310 Serv.Fees-Engineering & Design TO : 100.1700.53700 Insurances and Bonding <i>Reason: Increased insurance rates</i>		(658.39)	658.39
FROM : 100.1700.54200 Supplies-Operating Materials TO : 100.1700.54110 Supplies-Postage/Delivery Charges <i>Reason: Additional funds needed</i>		(100.00)	100.00
FROM : 100.1800.51100 Salary-Non Bargaining 100.1800.51000 Salary-Elected Officials TO : 100.1800.51710 Hospitalization Insurance <i>Reason: Additional Funds Needed</i>		(1,830.64)	672.70 1,157.94
FROM : 100.1800.53345 Serv.Fees-Court Appointed Attorneys TO : 100.1800.53110 Utilities-Electric 100.1800.53300 Serv.Fees-Professional 100.1800.54230 Supplies-Gasoline/Diesel Fuel <i>Reason: Additional Funds Needed</i>		(1,250.00)	200.00 750.00 300.00
FROM : 100.1800.53520 Cnt. Maint.-Equipment TO : 100.1800.54200 Supplies-Operating Materials <i>Reason: Gear for bailiff</i>		(550.00)	550.00
FROM : 100.1900.53300 Serv. Fees-Professional TO : 100.1900.53113 Utilities-Water and Sewer <i>Reason: Additional Funds Needed</i>		(173.01)	173.01
FROM : 100.1900.56300 Taxes and Assessments TO : 100.1900.53610 Cnt.Maint.-Building & Structures 100.1900.53110 Utilities - Electric <i>Reason: Admin building roof repair/Admin water cooler/ Add'tl funds for utyx</i>		(4,400.00)	2,900.00 1,500.00
FROM : 100.1900.56900 Undefined Contingencies TO : 100.1900.53700 Insurances and Bonding <i>Reason: Increased insurance rates</i>		(4,669.81)	4,669.81
FROM : 100.2100.51130 Salary-Police Command TO : 100.2103.51300 Salary-Patrol Officers 100.2103.51301 Salary-Patrol Officers-OT <i>Reason: Higher than expected hours and overtime</i>		(21,500.00)	17,500.00 4,000.00
FROM : 100.2100.51710 Hospitalization Insurance TO : 100.2100.51310 Salary-Dispatchers 100.2100.51500 PERS <i>Reason: Additional Funds Needed</i>		(18,862.79)	17,499.10 1,363.69
FROM : 100.2100.54100 Supplies-Office 100.2100.56000 Misc Operating Costs 100.2100.56700 Bike Patrol Expenses TO : 100.2100.53620 Cnt.Maint-Janitorial <i>Reason: Additional Funds Needed</i>		(82.00) (300.00) (600.00)	982.00
FROM : 100.2100.53210 Serv.Cnt.-Computer Software TO : 100.2100.53700 Insurances and Bonding <i>Reason: Increased insurance rates</i>		(4,705.27)	4,705.27
FROM : 100.2100.54200 Supplies-Operating Materials 100.2100.56000 Misc Operating Costs TO : 100.2100.57000 Machinery & Equipment		(690.00) (690.00)	1,380.00

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
<i>Reason: Body camera replacements</i>			
FROM : 100.2101.53510 Cnt.Maint.-Vehicles	(320.00)		
TO : 100.2101.53380 Serv.Fees-Nuisance Maint.		320.00	
<i>Reason: Additional Funds Needed</i>			
FROM : 100.2102.51710 Hospitalization Insurance	(173.23)		
TO : 100.2102.51600 Worker's Compensation		173.23	
<i>Reason: Additional funds needed</i>			
FROM : 100.2102.57000 Machinery and Equipment	(45.57)		
TO : 100.2102.53114 Utilities-Telephone		45.57	
<i>Reason: Additional Funds Needed</i>			
FROM : 100.2103.51710 Hospitalization Insurance	(559.54)		
TO : 100.2103.51600 Worker's Compensation		352.07	
100.2103.51700 Medicare-City Share		207.47	
<i>Reason: Additional Funds Needed</i>			
FROM : 100.2200.51100 Salary-Non Bargaining	(2,678.89)		
TO : 100.2200.51600 Worker's Compensation		2,678.89	
<i>Reason: Additional funds needed</i>			
FROM : 100.2200.51710 Hospitalization Insurance	(2,114.74)		
100.2200.51401 Salary-Fire Fulltime-OT		773.45	
TO : 100.2200.51700 Medicare-City Share		1,341.29	
<i>Reason: Additional Funds Needed</i>			
FROM : 100.2200.52000 Travel, Training & Education	(519.96)		
TO : 100.2200.53710 Insurance Claims Deductible		500.00	
100.2200.54110 Supplies-Postage/Delivery Charges		19.96	
<i>Reason: Payment of insurance deductible / Increased Postage Rates</i>			
FROM : 100.2200.53110 Utilities - Electric	(769.75)		
TO : 100.2200.53610 Cnt.Maint.-Buildings & Structures		769.75	
<i>Reason: Repairs to fire alarm system</i>			
FROM : 100.2200.53300 Serv.Fees-Professional	(700.00)		
100.2200.54220 Supplies-Fire Prevention	(2,000.00)		
TO : 100.2200.53610 Cnt.Maint.-Buildings & Structures		2,700.00	
<i>Reason: Fuel system repairs</i>			
FROM : 100.2200.54100 Supplies-Office	(120.00)		
TO : 100.2200.54200 Supplies-Operating Materials		120.00	
<i>Reason: Additional Funds Needed</i>			
FROM : 100.2200.54230 Supplies-Gasoline/Diesel Fuel	(2,500.00)		
100.2200.54240 Supplies-Chemicals	(2,500.00)		
100.2200.54500 Supplies-Other Equipment	(300.00)		
TO : 100.2200.53510 Cnt. Maint.-Vehicles		5,300.00	
<i>Reason: Ladder 808 repairs</i>			
FROM : 100.4700.51710 Hospitalization Insurance	(\$372.45)		
TO : 100.4700.51190 Salary-Seasonal		372.45	
<i>Reason: Additional Funds Needed</i>			
FROM : 170.1510.51710 Hospitalization Insurance	(\$2,277.68)		
TO : 170.1510.51100 Salary-Non Bargaining		2,017.67	
170.1510.51500 PERS		260.01	
<i>Reason: Additional Funds Needed</i>			

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 200.5100.51200 Salary-AFSCME		(5,432.54)	
TO : 200.5100.51100 Salary-Non Bargaining			5,432.54
<i>Reason: Additional Funds Needed</i>			
FROM : 200.5100.54270 Supplies-Street Materials		(2,793.43)	
TO : 200.5100.53700 Insurances and Bonding			2,793.43
<i>Reason: Increased insurance rates</i>			
FROM : 200.5110.53300 Service Fees-Professional		(1900.00)	
TO : 200.5110.54260 Supplies-Ice & Snow Control			1,900.00
<i>Reason: Additional de-icing supplies (Beet Heet)</i>			
FROM : 210.2200.54200 Supplies-Operating Materials		(4.57)	
TO : 210.2200.59000 Refunds-Miscellaneous			4.57
<i>Reason: Additional funds needed</i>			
FROM : 220.4100.51710 Hospitalization Insurance		(70.50)	
TO : 220.4100.51600 Worker's Compensation			70.50
<i>Reason: Additional funds needed</i>			
FROM : 220.4100.56900 Undefined Contingencies		(156.33)	
TO : 220.4100.53700 Insurances and Bonding			56.33
220.4100.53114 Utilities - Telephone			100.00
<i>Reason: Increased insurance rates & more funds needed for utilities</i>			
FROM : 220.4200.51710 Hospitalization Insurance		(109.27)	
TO : 220.4200.51600 Worker's Compensation			109.27
<i>Reason: Additional funds needed</i>			
FROM : 220.4200.54200 Supplies-Operating Materials		(5,573.67)	
TO : 220.4200.53114 Utilities-Telephone			500.00
220.4200.53900 Bank Servicing Charges			882.76
220.4200.54210 Supplies-Concessions			3,000.00
220.4200.56100 State Sales Tax-Golf			990.91
220.4200.59000 Refunds-Miscellaneous			200.00
<i>Reason: Additional funds needed</i>			
FROM : 220.4200.57000 Machinery & Equipment		(1,800.00)	
TO : 220.4200.54210 Supplies-Concessions			1,000.00
220.4200.54230 Supplies-Gasoline/Diesel Fuel			800.00
<i>Reason: Additional funds needed</i>			
FROM : 220.4300.53111 Utilities-Natural Gas		(3,737.65)	
TO : 220.4300.53113 Utilities-Water and Sewer			794.67
220.4300.53114 Utilities-Telephone			500.00
220.4300.53110 Utilities-Electric			1694.99
220.4300.53700 Insurances and Bonding			67.12
220.4300.53900 Bank Servicing Charges			680.87
<i>Reason: Increased insurance rates & additional funds needed</i>			
FROM : 220.4300.54240 Supplies-Chemicals		(750.00)	
TO : 220.4300.54200 Supplies-Operating Materials			750.00
<i>Reason: Additional funds needed</i>			
FROM : 220.4400.51201 Salary-AFSCME-Overtime		(980.73)	
TO : 220.4400.51500 PERS			635.81
220.4400.51600 Worker's Compensation			344.92
<i>Reason: Additional funds needed</i>			

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 220.4400.53300 Service Fees-Professional		(500.00)	
TO : 220.4400.53400 Contract Services			500.00
<i>Reason: Additional funds needed</i>			
FROM : 220.4400.53451 Cnt.-Instructors & Subsidies		(101.68)	
TO : 220.4400.59000 Refunds-Misc.			75.00
220.4400.53900 Bank Servicing Charges			26.68
<i>Reason: Additional funds needed</i>			
FROM : 220.4400.54230 Supplies-Gasoline/Diesel Fuel		(2,581.60)	
TO : 220.4400.53110 Utilities-Electric			2,581.60
<i>Reason: Additional funds needed</i>			
FROM : 220.4400.54800 Supplies-Uniforms		(200.00)	
TO : 220.4400.53900 Bank Servicing Charges			200.00
<i>Reason: Additional funds needed</i>			
FROM : 220.4400.57200 Buildings and Improvements		(9,150.00)	
TO : 220.4400.53110 Utilities-Electric			500.00
220.4400.53113 Utilities-Water & Sewer			500.00
220.4400.53300 Serv. Fees-Professional			2,350.00
220.4400.53400 Contract Services			1,600.00
220.4400.53900 Bank Servicing Charges			200.00
220.4400.57000 Machinery & Equipment			4,000.00
<i>Reason: Additional funds needed/computer upgrades/mower repairs</i>			
FROM : 221.4300.51100 Salary-Non Bargaining		(9.75)	
TO : 221.4300.51600 Worker's Compensation			9.75
<i>Reason: Additional funds needed</i>			
FROM : 287.2023.53300 Serv.Fees-Professional		(0.04)	
TO : 287.2023.59000 Refunds-Miscellaneous			0.04
<i>Reason: CCA2.0 grant finalization</i>			
FROM : 435.5100.57800 Sanitary Sewer Improvements		(11,797.60)	
TO : 435.5100.57500 Street Improvements			11,797.60
<i>Reason: E. Washington St project payment #6</i>			
FROM : 500.6110.51100 Salary Non Bargaining		(6,600.00)	
TO : 500.6110.51201 Salary-AFSCME-OT			6,600.00
<i>Reason: Increased insurance rates</i>			
FROM : 500.6110.53300 Serv.Fees-Professional		(200.00)	
TO : 500.6110.54110 Supplies-Postage/Delivery			200.00
<i>Reason: Additional funds needed</i>			
FROM : 500.6110.54410 Supplies-Transformers		(71,800.00)	
TO : 500.6110.53510 Cnt. Maint.-Vehicles			1,600.00
500.6110.54300 Supplies-Vehicle Parts/Supply			5,200.00
500.6110.54510 Supplies-Meters/Meter Testing			65,000.00
<i>Reason: Ongoing AMI meter upgrade project & item for bucket truck</i>			
FROM : 500.6110.57300 Traffic Signal Upgrd./Imp.		(5,100.00)	
TO : 500.6110.54510 Supplies-Meters/Meter Testing			5,100.00
<i>Reason: Ongoing AMI meter upgrade project</i>			
FROM : 500.6110.56900 Undefined Contingencies		(10,305.00)	
TO : 500.6110.54510 Supplies - Meters/Meter Testing			1,000.00
500.6110.56200 State Tax-kWH Use Tax			9,305.00
<i>Reason: Additional funds needed</i>			

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

		<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 510.6200.56000 Misc. Operating Costs		(400.00)	
TO : 510.6200.54110 Supplies-Postage/Delivery			400.00
<i>Reason: Additional funds needed</i>			
FROM : 510.6200.56900 Undefined Contingencies		(13,763.00)	
TO : 510.6200.53300 Serv.Fees-Professional			4,583.00
510.6200.53610 Cnt.Maint.-Buildings & Structures			2,225.00
510.6200.54110 Supplies-Postage/Delivery			400.00
510.6200.54230 Supplies-Gasoline/Diesel Fuel			1,000.00
510.6200.54500 Supplies-Other Equipment			5,555.00
<i>Reason: South tower maintenance/water rate study/additional funds needed</i>			
FROM : 510.6210.51100 Salary-Non Bargaining		(1,496.49)	
TO : 510.6210.51200 Salary-AFSCME			1,496.49
<i>Reason: Additional funds needed</i>			
FROM : 510.6210.54300 Vehicle Parts/Supplies		(1,500.00)	
TO : 510.6210.54100 Supplies-Office			1,500.00
<i>Reason: EPA slim letters</i>			
FROM : 510.6210.53300 Serv.Fees-Professional		(13,165.68)	
TO : 510.6210.53700 Insurances and Bonding			355.68
510.6210.54510 Supplies-Meters/Meter Testing			12,810.00
<i>Reason: Increased insurance rates/procoder purchases</i>			
FROM : 510.6210.52000 Travel, Training and Education		(4440.00)	
510.6210.53250 Rents and Leases			(450.00)
510.6210.54200 Supplies-Operating Materials			(12,100.00)
TO : 510.6210.54510 Supplies-Meters/Meter Testing			16,990.00
<i>Reason: Procoder purchases/shipping</i>			
FROM : 510.6210.57000 Machinery & Equipment		(775.00)	
TO : 510.6210.56000 Miscellaneous Operating Costs			775.00
<i>Reason: Bill inserts - cross connection flyer</i>			
FROM : 520.6300.51200 Salary-Non Bargaining		(3,829.97)	
TO : 520.6300.51200 Salary-AFSCME			3,561.39
520.6300.51600 Worker's Compensation			268.58
<i>Reason: Additional funds needed</i>			
FROM : 520.6300.56900 Underdefined Contingencies		(5,500.00)	
TO : 520.6300.54240 Supplies - Chemicals			500.00
520.6300.53113 Utilities - Water and Sewer			5,000.00
<i>Reason: Additional funds needed</i>			
FROM : 520.6310.51100 Salary-Non Bargaining		(3,445.79)	
TO : 520.6310.51200 Salary-AFSCME			3,445.79
<i>Reason: Additional funds needed</i>			
FROM : 520.6310.54500 Supplies-Other Equipment		(444.51)	
TO : 520.6310.53700 Insurances and Bonding			444.51
<i>Reason: Increased insurance rates</i>			
FROM : 560.6420.51710 Hospitalization Insurance		(237.87)	
TO : 560.6420.51500 PERS			168.54
560.6420.51600 Worker's Compensation			69.33
<i>Reason: Additional funds needed</i>			
FROM : 600.5200.54200 Supplies-Operating Materials		(3.00)	

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 4)**Ordinance Number:** 0XX-25

	<u>Amount Requested</u>	<u>Amount Received</u>
TO : 600.5200.56000 Misc. Operating Costs <i>Reason: Increased BMV deputy fee</i>		3.00
FROM : 600.5200.54500 Supplies-Other Equipment TO : 600.5200.53700 Insurances and Bonding 600.5200.54300 Supplies-Vehicle Parts/Supplies <i>Reason: Increased insurance rates/Brine truck repairs</i>	(1,115.97)	115.97 1,000.00
Total Transfer of Appropriation	(304,265.80)	304,265.80

2025 TRANSFER OF FUNDS - No. 4Ordinance 0xx-25

FROM:	TO:	AMOUNT
435.9900.59580 Transfer to Sewer Uty Replacement Fund	521.0000.49900	\$50,768.46

Purpose: Move unused project funds back to original fund



City of Napoleon, Ohio

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

Memorandum

To: Electric Committee
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: January 9, 2026
Subject: Electric Committee-Cancelation

The regularly scheduled meeting of the Electric Committee for Monday, January 12, 2026, at 6:30pm has been **CANCELED** due to lack of agenda items.

City of Napoleon, Ohio
SPECIAL JOINT MEETING AGENDA

for a meeting of the
WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE
with
BOARD OF PUBLIC AFFAIRS

Monday, January 12, 2026, at 7:00 PM

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

- 1) Approval of Minutes: May 12, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) Water Rate Review
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment



Marrissa Flogaus, Acting Clerk

City of Napoleon, Ohio
Meeting Minutes of the
WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE
Monday, May 12, 2025 at 7:00 pm

PRESENT

Committee Members	Ken Haase-Chair, Dr. Dave Cordes, Ross Durham
City Manager	Lori Sinclair
Recorder	Marrisa Flogaus
Others	Kevin Garringer-Finance Director Brian Okuley- Operations Superintendent Mark Crandall
Absent	

Call to Order

Haase, Chair of the Water, Sewer, Refuse, Recycling and Litter Committee called the meeting to order at 7:00 pm.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the September 09, 2024, meeting were approved.

Billing Appeal

Sinclair stated this is in the matter of Mr. Crandall's appeal of the decision to credit the sewer portion of his May utility bill in the amount of \$627.48. There were 165 total units of water used and roughly half of that (83) was calculated at \$7.56 for the sewer cost, which equaled \$627.48. I wasn't present at the time, so Garringer do you have something to add? Garringer stated I can explain how we got to that amount. During the billing cycle from February 5th to March 5th it was noticed that 36 units of water/sewage was used at the residence. On March 10th a work order was sent out to the home for high usage. On April 2nd our operation members went out to the home. They found at that point the meter was working fine. On March 6th to April 7th billing cycle it was noted that 129 units of water/sewage was consumed. On April 9th another work order was issued to go to the house again. The operation guys went out and said it was in working order. Mr. Crandall asked me if there was anything I could do to give forgiveness on this. I added the 36 units of water and the 129 units of water together, which equaled 165 total units. I don't know if the water went down our sewer or into the ground. Due to not knowing where the water went I tried to be fair to the home owner and the city. I took half of those units and rounded it up to 83. This is how I came up with the 83 of sewer cost at \$7.56. That was a total of \$627.48 credit for the sewer. Since then we have watched his water usage every Monday to see if we see any excessive high usage. We will continue to do so for the next 6-8 weeks. I can tell you right now, we do not see anything and everything's back to normal ranges. We can pinpoint it. We have the newer AMI. The usage was basically March 5th, 6th, 7th and 8th. I can't explain why it was a high usage all I can tell you is our meter reported a lot of units of water on March 5th, 6th, 7th and 8th. That's why on one billing cycle its 36 units because it was through March 5th. The second billing cycle it was 6th, 7th and 8th. That's where the 129 units came about. Again, I don't know what happened those days, but I can tell you our meter read excessive water usage on those four days. Haase asked Mr. Crandall if he had any comments. Crandall stated we were not home and the house was empty. We were gone January 1st through March 23rd. We were home twice for grandbaby birthdays. We were home late January for 6 days and we were home late February for 6 days. The last time we were home was February 26th. We were gone in Florida from February 26th until March 23rd. I have some papers here from our Airbnb's in Florida for the dates the water usage was. I shut off the value in the back of the washer. We have a humidifier that we haven't used yet this year. This is

the first time that we've gone to Florida for this amount of time. I never even turned it on because we went to Florida. We have 2 stools and one was actually shut off. It has nothing to do with this, but we have a drainage leak or something coming from outside. We're not sure, it was November and I didn't want to mess with it so I shut the one stool off. We have two stools, a lot of sinks, but that's really all. We don't have a sub pumps or anything like that. We have a hot tub, but it's not hooked to the water. We have faucets and 2 stools. Most people don't have these, but our stools are a stool made by Kohler. If you go to any commercial restrooms and see the name Sloan that's who makes the guts of the stools that we have. I did call Kohler and they referred me to Sloan. Over the total of 8 days the water was going off and on. Again no one was home. I called Sloan up last week and asked them how their stools can fail. They said there is one moving part, a valve. There is a pressure tank in the back of the stool tank. City pressure is in that tank. When you flush the toilet it pushes a valve. The way it was explained to me is that it's exactly like a faucet on a sink. It's a valve that pushes instead of turns. After you flush it the valve shuts and the City pressure builds back up in the tank. They can't over flow in the back like a normal toilet and then drip into the stool. The only thing they can do is when the valve goes bad it'll start dripping like a sink. Once it starts dripping it's not going to stop dripping until you replace the valve. Nowhere near the amount of usage that were looking at. The only thing that I have that wouldn't be controlled by me would one outside spigot in front of the house. That was mentioned by the City a couple of times. I asked Sloan for something in writing, but their supervisors said no. Of course they don't want liability. What I decided to do we turn on different things in the house. The only thing I didn't have control over was the outside spigot. We turned on the outside spigot. Some of you might be familiar with a water manifold. It's kind of like a breaker box. It's got all the values for everything in the house. It's right next to the City's meter. I turned the valve on for the outside spigot and turned it all the way on. It was just one of the quarter turn things. Then I recorded on my phone. I don't know if you want to see the recording, but it's pretty normal. The outside spigot running for 60 seconds took 0.87 cubic feet, which comes out to 6.5 gallons. We did the same thing for the stool. We held it down the whole time. That took 2.92 almost 3 gallons. Then just the regular faucet took 2.1 gallons. Even if someone stole my water from outside, I don't know why they would need 124,000 gallons of water. That's a lot of water. Cordes asked how many units was it all together. Sinclair replied 165. Crandall stated the one thing that I could prove is how fast the water flows. The outside spigot was 6.5 gallons a minute. According to the charts that the City supplied me with on certain days we're using at least 1CCF per hour, which means were using roughly 750 gallons per hour that is 12.5 gallons per minute. I could turn on all three of them on and it's not going to equal that 12.5 gallons an hour. Someone would have had to break into the house to turn on the outside spigot and inside spigots. Then sit there for several hours, shut them off and wait a couple hours to turn them on and keep doing this over and over for 8 days. It doesn't make sense and it's really not possible. I'm 100% positive that water didn't go through that house. The things that we have in our house are very simple. The whole water system is brand new and everything is in a hex manifold. It was all replaced 4 years ago when I moved in. I'm not even questioning if this meter is accurate. I'm questioning the reliability of it. Something happened. I know the City had a water main break. We had a tag on our door to boil our water. I'm not accusing anyone of anything. I have no idea how that would affect anything. I just know that water didn't go through the house. We don't have anything that it could have gone through. Not to mention we don't have anything that can go through that fast. It went through like a factory. We have $\frac{1}{2}$ lines in the house. If I turn everything on you cannot get 12.5 gallons through a $\frac{1}{2}$ inch line. I appreciate what you did very much Garringer. I'm just positive we didn't use the water. Cordes stated you had one toilet turned off. Is that a power assisted flush. Crandall said yes. Cordes asked if it was a dual flush system. Crandall said no. Cordes replied okay good, those are notoriously known for leaking. Crandall said those have water in the back. If it had water in the back there wouldn't be a whole lot I can say. I still don't know if it could run that fast. A stool only has a 3 inch line going into it. Cordes said okay, I was just asking a question. Crandall replied I know I've been running these things over and over. The City's been out to look. The first guy who looked at the stool said he didn't know anything about these. You understand what type of stool I have. It's pressure assisted and has one moving part. The lady on the phone told me to look in the back of my stool and if there's no water in there you don't

have a leaky valve. I looked at it while on the phone and it was bone dry. When it starts leaking it'll be just like a faucet and drip. Sinclair asked if he had a sprinkler system. Crandall said no. All we have is faucets and stools. I have a humidifier that's been off since last year. I don't trust washing machines, so I shut that off. I shut the dishwasher off. I can shut anything off individually. Cordes asked if the hot tub was outside. Crandall said it's in a patio. Cordes asked how many gallons does it hold. Crandall replied 550 gallons. My nephew has a fairly large pool and he says it holds 15,000 gallons. We're talking more than 5 pools. We're talking about an awful large amount of water at a rate that we just can't use. Durham asked where the main break was. Okuley replied First St. I don't know how his toilets work, but we did have to shut off the water. The pressure didn't hold the valve because there was no water pressure. We had to cut out pipe and lay new pipe in. Crandall said lets say you flush it and it closes back up there's no pressure then it just closes up by itself. Even the charts showing the water going up for hours at a time then off and then on for hours at a time and then back off. It's on and off for 8 days. I don't think it's possible for anything that I have in the house to do that. Basically, all we have is some faucet valves even the stools a faucet valve. Durham asked Crandall what he is asking for. To take your water usage down to the average. Crandall stated we weren't home, but I would be fine with the average. Our average is only about 4. We use roughly 50 CCF a year and we used 165 in 8 days total. Garringer stated typically when an issue like this happens people would fill out an incident report. Then we'd review the situation. We only give sewer credit. Typically when we don't know where the water goes that's where I give half of the sewer credit. We've had a citizen where they left their outside spigot on and it went into the ground. We had others where a citizen will say it's a running toilet and the running toilet went into our sewer, so we won't give any credit because they used it and consumed it. We rely on our meters. We called the manufacturer on our meters a typical is slowing down. They don't spin faster. That's the information I go on when I base the decision. I don't know what happened to the water, all I know is what our meter says. The meter is the beginning point. It goes from the curb through our meter to the house. Then what happened after that we don't know. We've never seen one miss pronounce the usage of water and then go back to normal. That is not how they fail. They either stop recording or they slow down. I'm only saying this because this is how I base my decision. Make your decision any way you want. Based upon that information is how I base my decision. We don't give water credit. We only give sewer credit if we know or give the benefit of the doubt where the water went. Cordes stated I remember when the manufacture came in and said when those valves start to fail they report less usage not more. Haase said there has to be something. There's something not right with the meter. Garringer stated this is why you come to the committee. You're not hurting my feelings if you change my decision, but my job at this hearing is to tell you how I based my decision. Crandall stated I would welcome anyone to come to the house if they want to look at stuff. I just don't see how that would be possible for the water to go through. Especially at the rate it went though. Durham stated that water main break throws a different variable in there too. Garringer asked when the main break was. Okuley replied I can't give you a day, but it was the day Jason Okuly's mother passed away. It was a Monday. Garringer stated I'm not playing Harmon here, but the way I understand this is you either make a decision today or you have to have another meeting to state said decision. That's how I understand. I'm not pushing you one way or another. Cordes asked could the valve have got stuck when the pressure changed from the water main break. If it was continuously running could we come up with a water volume like this. Okuley said it's hard to say. Cordes said if it's stuck in the on position would it be possible to get that volume of water. Okuley replied he probably has at least a 3.25 inch service. Crandall stated again, it was a stool that's less than 2 gallons a minute. Okuley asked do you have the meter head on your meter. Does it have wires coming off going into a grey box on the outside of your house. Crandall replied there a grey box with wires, but I don't know where it goes. Okuley stated I'm not trying to make anyone mad, but that grey box reads the meter. It doesn't make the meter spin. I don't know if that helps or hurts anyone cause. Crandall asked if the grey box mimics the meter. Okuley said that's right. It's not one of the newer digital heads. Garringer stated the main break was on March 3rd, so it was within the timeline. Durham asked if any other residents were impacted. Garringer replied none that were aware of. Sinclair asked if it would just effect one home that way. Okuley replied he might have been the only one with those type of stools.

Garrigner stated he could have been the only one who wasn't home. Durham asked Crandall if he had security cameras. Crandall replied no. Durham stated I don't see how this reading would be accurate. I do think what our finance director credited initially was fair, but presented with all the facts I would be in favor of just adjusting the usage. Crandall stated I hate to ask for one more thing, but I'm a little afraid of this meter. Maybe it's time for a new one. I just don't want this to happen again. Durham stated with being presented the receipts of your travel proving you were not at the residence and the timing of our water main break aligning with this. I think there were some outside contributors for sure. How difficult would it be to replace that meter. Okuley said he would just have to be home from 7-3. Crandall stated I'm retired. Durham stated my opinion would be to adjust the water and sewer down to the average usage. Sinclair stated not to argue any of it, but we had the same situation in 2019. You may remember the business on the south side and that was quite costly. Cordes interjected Big G's. Lori stated they weren't sure how one toilet could run that much either. I remember the discussion and per the sewer rules the decision of the committee stands, but your deliberation should be deciding is if the decision was in any way acted unreasonably, arbitrarily or capriciously. I believe that was how the decision was made the last time. This would set a precedent if you changed from how the last time this was ruled on. Not that I would disagree with the evidence provided. It's a conundrum. Cordes stated we gave half credit for the sewer correct. Sinclair replied yes. Cordes stated what about doing half credit for sewer and half credit for water. Garrigner stated water credit has never been in my ability to do because I go by what the meters say. In my tenure here we've never given credit for water. I'm not saying we can't, but when the meters fail they slow down. That's why waters never looked at. Cordes said okay, I'm just trying to come up with a compromise that would be better for both parties. I understand the way the meters are designed that they slow down and don't speed up. If numbers were read wrong it would throw off from one month to another. Okuley said we do test those meters. We send it in they test it. That's an option. We talked about replacing the meter. We can take it out and send it in to be tested. Sinclair asked if there is a cost associated with that. Okuley replied yes. Crandall stated honestly I don't think it's going to test bad. It's been working before and after. Something just happened. Even if both stools were left on or disrupted by the pressure how are they going to keep going on and off. The biggest problem I have is that it was going on and off. Even if both stools were wide open that's less than 6 gallons per minutes, which is less than half of what we're talking about. Haase asked Cordes if he had anything to add. Cordes said I'm done investigating, it's a mystery. Durham stated I've spoken my peace. Cordes stated the way that we handled the water decision before we're supposed to keep an even hand all the way across, but something appears off. Do you have the bill for the previous month to see how many units were used. Durham stated there was one in February and 4 in January. Cordes stated both side have very strong cases. Crandall stated I'm not trying to be smart about anything, but I've been a machinist for many years. I know for a fact that everything mechanical fails. You're never going to have a failure if you always say you never had a failure. Machines still fail. Cordes stated I understand that, but due to the design it would fail by slowing down not speeding up. Sinclair said then correcting after the failure. Durham stated I believe what Garrigner did was considered fair. If presented with all this information I don't know if you would have made the same design or not. You probably have a precedent that has been set already. These are rare and extreme circumstances with enough evidence in my opinion to make an exception.

Motion: Durham Second:
To adjust the March water and sewer service charge down to 4 units a piece

Garrigner said just to clarify to help we have two billing cycles here. I don't want to change your motion for you, but I would advise that each billing cycles that are effect would go to the average use of 4. Durham asked of that would be March and April. Garrigner said yes.

Motion: Durham Second:
To adjust the March and April water and sewer service charge down to 4 units a piece

Motion Failed due to lack of a Second

Cordes stated I would lean more with what I originally suggested. Split the difference with half off water and half of sewer. There's a lot of evidence and support on both sides. I'm worries about the precedent that we set and the situation on the southside. I would lean more toward the 50 precent reduction of the difference on the two billing cycles. Haase said that the motion dies for lack of a second.

Motion: Cordes

Second: Haase

To apply a 50 % Credit to Water and Sewer for the billing months of March and April

Roll call vote on the above motion:

Yea- Cordes, Haase

Nay- Durham

Yea-2, Nay-1. Motion Passed.

We have a situation that we can't find a solid answer. That way it's a compromise that would be good to both parties. We don't know what happened, but I'm concerned about how people would view this when we did absolutely nothing for the southside in 2019. Sinclair stated just too remind you that was a usage of 244 units. Okuley stated in 2019 I walked into southside Big G's and that toilet was screaming. As soon as I said that the lady bent over and shut the valve off. Sinclair stated there was no question that it was the toilet. Just to remind you the scope of appeals to the Committee shall be limited to the question of whether the City Manager or City Finance Director acted unreasonably, arbitrary, or capricious. If the committee would choose to make the motion above that's your decision, but according to the sewer rules that's your obligation. Cordes asked if we decide to do something in that fashion should it go to the Finance Committee. Sinclair replied no. It also states the committees' decision would stand, such order of the Committee will be considered a final order. Cordes stated I don't see that in the finance director's original decision. Crandall stated in his defense I didn't have all this information. Cordes stated I'm just trying to come up with something a little closer to equilibrium. Durham stated I think if you're worried about precedent there was clearly an issue with the Big G's situation. That's not the case here. We've been provided enough evidence to support that there's no issue within the home. The owner of the home was out of town at the time. There was a water main break right in the same timeline too. I think this is a one off situation that doesn't necessarily have to abide by precedent. At this time Haase seconded the motion. Sinclair confirmed with the clerk that the motion was half sewer and half water for each. Cordes asked how much that would come out too roughly. Garringer said I don't have that information in front of me because the water is based upon it escalating while sewer is flat. Once you get beyond 10 units of water it goes up. I don't have the ordinance in front of me. I'm sorry I didn't come prepared to calculate that. Cordes stated I understand. Sinclair, what are your thoughts on the one proposal versus the other proposal. Sinclair asked Durham's versus yours. Cordes replied yes. Garringer stated to share my thoughts I'll do an out. We will go by whatever the committee decides. Cordes asked what are your thoughts you've heard one proposal and you've heard the other. I'm not 100% for my proposal and I'm not 100% for his proposal. I just wondered what your thoughts are. Sinclair stated I came prepared that we would just go by the rules here, but understanding the committee can come up with a solution. Like Garringer said we respect that. Haase asked are we in line with the rules. Durham stated that way I read them is that if Garringer administered the credit fairly the decision would stand as is. That's the way the rules are written. Sinclair stated it doesn't mean it feels good it just means its fair. Haase said well the rules trump. Cordes said if the rules trump than we would leave it stand as it is. However he's got some good evidence so how can that happen. That's the thing that's perplexing all of us. If we stay in rules as is it'll be fair, but then you think about Big G's was that fair to him. Even though you walked in and you can see that. Sometimes weird things happen in that frame of time and then straighten up. I've had a pretty substantial leak in my clinic. Sinclair stated I think in all those cases we agree the failure is not the

meter. Cordes stated that's the way I feel. Sinclair stated it's been decided that there's no need to test. Cordes stated at the least I would like to see him get a new meter. Haase asked the roll to be called. Garringer stated for the record after you guys voted the motion was 50% water/sewer for the two billing months. Cordes stated correct it was a unique situation. Crandall asked if he was able to get a new meter. Cordes stated yes.

Adjournment

Motion: Durham

Second: Cordes

to adjourn the Water, Sewer, Refuse, Recycling & Litter Committee at 7:50 pm

Roll call vote on the above motion:

Yea- Cordes, Durham, Haase

Nay-

Yea-3, Nay-0. Motion Passed.

Approved

Ken Haase- Chair

Napoleon SEWER Rate Study Highlights

Ben Howard, RCAP

10/29/2025



Great Lakes
COMMUNITY ACTION
PARTNERSHIP



Recommended Rates

BASE	2025	2026	2027	2028	2029	2030
Inside	35.19	40.00	42.60	44.94	46.97	48.61
Outside	70.59	80.00	85.20	89.89	93.93	97.22
COMMODITY (per 100 cf)						
Inside	7.94	8.50	8.50	8.97	8.97	9.28
Outside	15.87	17.00	17.00	17.94	17.94	18.56
	2025	2026	2027	2028	2029	2030
Average Bill (Consumption 2,917 gal)	\$65.68	\$72.64	\$75.24	\$79.38	\$81.40	\$84.25
\$/100 CF gal	\$7.56	\$8.50	\$8.50	\$8.97	\$8.97	\$9.28
Affordability	2026					
Average Metered Residential Bill	\$72.64					
% of Median Household Income	1.19%					
ACS 2023 5yr	73,417					
<i>For the additional equivalent cost of a few bottles of water bought in store, we are able to continue to treat hundreds of gallons of sewage discharged from your house on-demand 24/7.</i>						
	2020	2021	2022	2023	2024	
Volume of Sewage Treated	598,438,000	648,293,000	554,048,000	510,722,000	582,184,000	
Billed Volume	178,319,888	178,319,888	211,219,215	205,183,183	211,508,711	
Unbilled Flow i.e. Inflow & Infiltration (%)	70.2%	72.5%	61.9%	59.8%	66.4%	
Revenues	8,986,568	12,443,724	7,178,141	7,510,453	8,512,180	
Expenses	9,436,668	12,086,089	6,741,132	6,358,696	7,616,488	
Net Cash Position	(450,101)	357,635	437,009	1,151,757	895,692	

Variable Cost

Treatment Cost / 1000 gallons	\$ 6.90	<i>*Note this includes I&I. In other words, since nobody is paying for I&I, everyone is paying for I&I and must be spread out over billed volumes</i>
Total Sewer Utility Assets	\$ 70,541,250	
Actual Total Cash on hand (end of 2024)	\$ 7,528,244	
AM & SLA Cash Reserves Benchmark	\$ 8,270,000	

System is in good shape. I recommend increasing rates to \$40.00 and 8.50 / 100 CF immediately, then by 6.5% in 2027, 5.5% in 2028, 4.5% in 2029, and 3.5% per year thereafter to keep up with inflation. Please note that it is not recommended to communicate rates in terms of % to residents as it distracts the discussion away from the actual cost of service. Please note as shown in the projected rate schedule that the price per 100 CF increases every other year unlike the base rate. This is to preserve affordability.

Many recent years have seen larger contributions averaging ~\$1.3M annually (shown right) to the Sewer Depreciation Reserve Fund (521) after removing stormwater cost, but there have also been significant outlays. Kevin confirmed the City has been in a period of re-investment in Buildings & Improvements, Street Improvements, Water Improvements, and Sanitary Sewer Improvements recorded in the 521 Fund. Those outlays will shrink significantly / stop in the next year or so. The Sanitary Sewer Improvements Fund outlays are projected to continue at \$894k per yr, which is an avg. of 2022-2024. I recommend escrowing \$750k / year with a 4% inflationary factor going forward until the Sewer Depreciation Reserve Fund balance is closer to on target, which I show over 10 yrs to reach the \$8.2M target. At the 10 yr mark, annual escrows to the 521 fund can drop to \$202k as shown in the asset inventory, contingent that the 521 outlays for Sanitary Sewer Outlays have slowed and the asset inventory replacement costs are still believed to be ~\$70M as currently noted.

	Escrow from 520 TR-TO 521 SEW.(WWT) DEP.RES.FUND*	Outlays (521)
2020	\$1,727,606	\$1,860,515
2021	\$1,808,410	\$1,618,312
2022	\$1,750,000	\$1,261,932
2023	\$1,750,000	\$923,080
2024	\$750,000	\$1,067,107

**After Stormwater costs are removed, which are projected on a separate tab as a separate fund*

Recommendations

1. Increase rates as projected, then an automatic annual inflationary rate increase of 3.5% or more as needed
2. Review Annually

Recommended Rates

BASE	2025	2026	2027	2028	2029	2030
1" or less	14.51	15.54	16.09	16.65	17.23	17.84
1 1/4"	52.06	55.77	57.72	59.74	61.83	64.00
1 1/2"	82.49	88.37	91.46	94.66	97.97	101.40
2"	167.79	179.74	186.03	192.54	199.28	206.26
3"	462.89	495.86	513.21	531.18	549.77	569.01
4"	786.48	842.50	871.98	902.50	934.09	966.78
6"	1,310.80	1,404.16	1,453.31	1,504.17	1,556.82	1,611.31
8"	1,966.19	2,106.23	2,179.95	2,256.25	2,335.22	2,416.95
10"+	2,621.59	2,808.31	2,906.60	3,008.33	3,113.63	3,222.60
Outside						
1" or less	21.76	23.31	24.13	24.97	25.84	26.75
1 1/4"	78.10	83.66	86.59	89.62	92.76	96.00
1 1/2"	123.75	132.56	137.20	142.01	146.98	152.12
2"	251.70	269.63	279.06	288.83	298.94	309.40
3"	694.30	743.75	769.78	796.73	824.61	853.47
4"	1,179.72	1,263.75	1,307.98	1,353.76	1,401.14	1,450.18
6"	1,966.19	2,106.23	2,179.95	2,256.25	2,335.22	2,416.95
8"	2,949.29	3,159.35	3,269.93	3,384.38	3,502.83	3,625.43
10"+	3,932.39	4,212.47	4,359.91	4,512.51	4,670.45	4,833.91
COMMODITY						
Inside						
per 100 cf (1-10)	9.67	10.36	10.72	11.10	11.48	11.89
per 100 cf (11-250)	9.20	9.86	10.20	10.56	10.93	11.31
per 100 cf (Over 250)	6.97	7.47	7.73	8.00	8.28	8.57
Outside						
per 100 cf (1-10)	14.51	15.54	16.09	16.65	17.23	17.84
per 100 cf (11-250)	13.80	14.78	15.30	15.84	16.39	16.96
per 100 cf (Over 250)	10.46	11.21	11.60	12.00	12.42	12.86
	2025	2026	2027	2028	2029	2030
Average Bill (Consumption 2,917 gal)	\$ 52.22	\$ 55.94	\$ 57.90	\$ 59.93	\$ 62.02	\$ 64.19
\$/1000 gal (to communicate w/ res.)	\$ 9.67	\$ 13.85	\$ 14.34	\$ 14.84	\$ 15.36	\$ 15.89
Affordability						
		2026				
Average Metered Residential Bill		\$55.94				
% of Median Household Income		0.91%				
\$73,417		ACS 2023 5yr				
<i>For the additional equivalent cost of a few bottles of water bought in store, we are able to continue to provide hundreds of gallons of water delivered to your house on-demand 24/7.</i>						
Volume of Water Treated	2020	2021	2022	2023	2024	
Billed Volume	453,185,000.00	413,830,900.00	416,293,000.00	410,289,000.00	369,252,000.00	
Non-Revenue Water (%)	26.5%	22.5%	22.1%	23.1%	24.2%	
Revenues	10,195,666	7,822,883	5,542,602	6,321,451	5,333,247	
Expenses	10,119,090	7,741,159	5,172,503	5,707,820	6,237,387	
Net Cash Position	76,576	81,725	370,098	613,631	(904,140)	
Variable Cost						
Treatment Cost / 1000 gallons	\$ 4.02					
Total Water Utility Assets	\$ 107,581,050					
Actual Total Cash on hand (end of 2024)	\$ 3,278,515					
AM & SLA Cash Reserves Benchmark	\$ 4,830,513					
System is in good shape. I recommend increasing rates 3.5% / year to keep up with inflation. Cash balance should be closer to target according to Asset Management. Many recent years have seen larger contributions averaging ~\$450k annually to the Depreciation Reserve Fund, but there have also been significant outlays. I recommend continuing (escrowing) \$450k / year going forward until the Depreciation Reserve Fund balance is closer to target. Then contributions can be reduced to \$365k to stay on-schedule. Napoleon has done well in serving additional customers beyond its city limits to achieve economies of scale. Serving Holgate in a couple years will continue this practice.						
Recommendations						
1. Increase rates as projected, then an automatic annual inflationary rate increase of 3.5% or more as needed						
2. Review Annually						

City of Napoleon

SPECIAL JOINT MEETING AGENDA

for a Meeting of the

BOARD OF PUBLIC AFFAIRS

with

WATER, SEWER, REFUSE, RECYCLING & LITTER COMMITTEE

Monday, January 12, 2026, at 7:00 pm

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Approval of Minutes – September 08, 2025 (In the absence of any objections or corrections, the Minutes shall stand approved)
- 2) Water Rate Review
- 3) Any other matters to come before the Board
- 4) Adjourn



Marrisa Flogaus- Acting Clerk of Council

City of Napoleon, Ohio
Special Meeting Minutes of the
BOARD OF PUBLIC AFFAIRS
JOINT MEETING WITH THE
ELECTRIC COMMITTEE

Monday, September 8, 2025, at 6:30 pm

PRESENT

Committee Members	Jeff Comadoll-Chair, Mike DeWit, Rory Prigge
Electric Comm. Members	Ross Durham, David Cordes, Tom Weaver
City Manager	Lori Sinclair
City Staff	Kevin Garringer - Finance Director
Recorder	Ann Harper
Others	News-Media

Absent

Call to Order

Jeff Comadoll, Chairman of the Board of Public Affairs called the meeting to order at 6:30 pm.

Approval of Minutes

Hearing no objections or corrections, the minutes from the September 9, 2024, Board of Public Affairs meeting were approved as presented.

Review/Approval of the Power Supply Cost Adjustment Factor for September, 2025: PSCA 3-month averaged factor \$0.01250 and JV2 \$0.134966

Garringer said we usually don't approve these except during Council every month we do. This is our 3-month rolling average where we calculate the power supply cost adjustment factor. These are right in range of typically where we are at this time of year. Again, these will go to Council for approval so there's really not much I can add to them. But I can tell you this, that I truly believe the formula that we have in place helps offset any peaks or valleys that we have. It says review an approval, I would ask that they be approved.

Motion: Prigge

Second: DeWitt

To approve the PSCA for September 2025: PSCA 3-month averaged factor \$0.01250 and JV2 \$0.134966

Roll call vote on the above motion:

Yea- DeWit, Comadoll, Prigge

Nays-

Yea-3, Nay-0. Motion Passed.

Discussion on proposed changes to Electric Rules #12 and #26

Garringer said I have copies of Rules #12 and #26. The changes are in red and I'm just going to go down through the changes. The reason for these changes of the rules is that the City of Napoleon has invested in what's called an AMI system which allows us to remotely turn on and turn off some of the electric services that we have. For an example, with a push of a button I could turn the power off to my house from my laptop. With that we need to adjust some of our rules because the adjustments states specifically

that we have trip charges and trip is defined as going to the premises. With that I'll just go down to, and if you have any questions or explanations, on the second page of your packet under Rule 12.2, we have disconnection procedures, and then section A says the first notice of disconnection shall be furnished in writing to the contracted customer by personal service or by serving such as notice by a US regular mail. With the advancements of email and all that we have more and more people that go paperless and the first notice we need to add on there or electric mail if they opt in for this service. It's not automatic, you have to opt in for that service. But if somebody doesn't pay their bill and they get a first disconnection or a notice of disconnection then we would send that via email if they were signed up for it. And that change allows us to do it. Because if not, what we do now is if I'm signed up for email for my regular bill if I don't pay it my disconnection notices have to be mailed to me by our rules. So, we're just going to streamline that. It just goes down to there that we also serve another notice fourteen days prior to the disconnection by door hanger, posting personal service and the adult occupant or by US regular mail again it says or electronic mail if they opted for this service. That just clears that up that allows us to email people rather than print out bills. And again, I can't stress enough, only if they opt in for that service. The next page down at the bottom, Rule 12.4 it used to say trip charge. And again, trip was defined as going to the premises. We need to change that wording that it just says disconnect and reconnect charges. And the next page explains that up at the top, so it's 12.4. In that section it does clearly state that Utility Department or Operations Department employees respond to the premises being served. Well, we're not going to respond to the premises being served if we can do it remotely. We need to add on there that disconnection or subsequent reconnection and when response is due to an act or omission by the property owner or customer which is resulted in disconnection action either in person or remotely. This just covers us that if there's a disconnection action it was either done in person because there are some electric customers that we continue to have to do in person and we can turn people off remotely so that clears that up. And then the word trip is taken out for trip charge. A charge for disconnection will be added to final bill. The last part of Rule 12 is after-hour services. Currently, right now, the City of Napoleons' been very lenient when people call after hours to be reconnected. So, what takes place now is we close at four. At six, seven o'clock at night somebody gets home, their powers turned off, they call the police. The police says you're on the list of shut off because we inform them. And what happens is, is we have been calling the Electric Department or through the laptop myself or one of my employees have been turning people on in the evenings. We would like to eliminate that as much as possible. Not as a punishment, but more as a deterrent. We try to be as customer oriented as we can but you've been given several notices to pay your bill and every person that we turn off gets a physical knock on the door, they may not be there or not, that when you get to that point somebody needs to be turned on after hours they've been given plenty of notice. So, what we'd like to do is no reconnections are made after hours, holidays, or on weekends. All disconnect payments must be made by 4:00 p.m., which is the hours of the City building, to be turned on the same day. If a utility employee gets paged after hours only to find out that the customer wants reconnected, there will be a \$75.00 charge to cover overtime charges, and the utility will not be reconnected. I stole this from another community that put that in here, because there's too many times where somebody would call and say well my electric didn't shut off it's because of another issue, and then they show up and they knew they were shut off. So, it's just a deterrent to have that happen. However, what I would always say is that we always do the right thing. I'm going to tell you that if it's freezing cold, I'm going to turn somebody on. But if it's like today, tomorrow or Wednesday is shut off day, if somebody's shut off and it gets down to maybe in the forties at night, we're not going to turn them on at that point. DeWitt said I think that's controlled by law. I think there's a rule like forty-five degrees or something, Garringer said yes, yes there is. DeWit said I think that's a state law. Garringer said by our rules and regulations and if it's not above freezing before 10:00 am we can't do shut offs. And in the wintertime, we run into that sometimes. DeWit said right. Garringer said If it's above ninety at 10:00 am we can't do shut offs either way so there's that range there. So, it could be thirty-two degrees at 10:00 am and then go down into the twenties at that point. I just think that this is something that we have, it's

like we're turning on the same people over and over. And why we try to be very customer service orientated we've had a lot of reasons why people didn't want to be turned on at night. So, we would like to have that added, so please I ask this for your consideration. Then the final one is Rule 26 is all of our fees. Again, this all comes down to a trip charge which a trip charge is defined as going to the premises, so we're amending that trip charge, just calling it charges. And the things that we're changing is 'Other Customer Requested Electrical Connection' we're changing that one from \$20.00 to \$50.00. This one is hardly ever used. And this one, \$50.00 is the same as our water so we're trying to make that consistent. What this charge is, and again we rarely use this one is, if somebody's going away for a long period of time but they don't want to close out their account, but they ask that we turn their power off, then we do a reconnection charge of \$50.00 when they come back. And that's the same as water. So, what we did is moved this to be consistent. Again, we don't get a lot of that, but an example would be that if you want to go to Florida for six months and you want to turn your water and your electricity off without closing out your account, we can do that we're just going to charge you when we turn that back on. And we rarely charge people now but again; it's just for consistency. Cordes asked would this also apply if someone has a tenant, renter and the renter had it shut off, but the landlord has to pay that to get it turned back on? Garringer said no. DeWit said I don't think they allow that either. Cordes said well if the renter didn't pay and it got shut off by the city because the renter didn't pay, and then the landlord would have to kick it back on. Garringer said well, not all landlords are the same, however, I'll say the majority of them we have another agreement with them that if the tenant doesn't pay and we shut them off, then it gets taken out of that tenant's name and then it goes right in the landlords' name. Not all of them are that way, but a lot are that way, just depending on who they are. There is no charge for that, that's just an agreement with that. And that's when we reach out to the landlords and go hey your renter hasn't paid and nine times out of ten, they haven't paid me either and they left two weeks ago. So, that's when it gets switched over, as opposed to turning it off, turning it back on. The other change on that is the City Charge instead of City Trip Charge. Each trip it just says disconnection and reconnection. It used to be when we had to go to the premises, and let's say we had the unfortunate thing of shutting them off at like 10:00 am and then they come in at 2 o'clock and pay it's \$50.00 to turn you off, \$50.00 to turn you back on. The way these rules are written now it was \$50.00 to turn you off because we'd knock on everyone's door, but because we do the turn on remotely, then we couldn't charge them because of the trip there's no trip. So, this just clarifies that it's disconnection and reconnection \$50.00 each way. Basically, our penalties lowered when we went to AMI for right now. The last one I have is the Return Check Service Fee. That there is what we get charged from the bank. It used to be \$25.00 forever, it still is today and when we get a return fee we can only charge \$25.00 but our bank charges us \$35.00. That goes to a point where we're paying in the hole for that. These are the changes that we suggest that you guys approve and then it would go to council to decide. Some of this comes from, because we have the AMI system, there's no trip per say, I will field any questions that anybody has. DeWit asked are you sure you want to mess with the email? Because people religiously don't check their email and once you start playing with that game, you're adding another excuse for all of your business for disconnects are done with twenty guys or fifteen guys and they do it over and over and over and over. They disconnect, they go to a church, get some money and pay for it and they're back in business. And they do that over and over and over, and by doing it by email is not going to fit in very well I don't think. And especially are you going to send a questionnaire to all of our normal customers? I mean, with all our customers we have now are they going to fill in a form, you know what I mean? Garringer said, well here's the thing we don't sign anybody up for email, we do not have the authority to do that. How you sign up for email, you go on to a service we use called Invoice Cloud create your account, put in your own email address and then that way you can view your services online and then you as the consumer put in I want to go paperless. So, we've never sent out a survey asking people for that or sent out a survey asking for their email to force them to go paperless. This just allows us that if somebody chooses to go paperless and then they don't pay us we're going to send the disconnection paperless also. DeWit asked do we pay for that service? Garringer said we pay for that

service yes, but it's cheaper to email than it is to mail. We could always make an excuse that I didn't receive that email or it got stuck in my junk folder and I will hear that as much as I didn't get the utility in the mail. Again, I'm comfortable that it's them signing up, it's never us. DeWit said okay well then, I don't think you'll get many of them either. Well, the ones that are doing that are going to try to pay their bill. Garringer said yes. DeWit said I'd say if they don't want to pay their bill that are onerous to get to pay they're not going to do that anyway. Garringer said the typical consumer that we email to are ones that like to pay online. We hardly ever see them. DeWitt said it's a good way for them to remember. Garringer said yes. Weaver asked Garringer, what is the frequency of the number of people we are talking about disconnects given to you? Garringer said we do it monthly. I would say on a high end we are at seventy on a low-end between the forty to fifty range per month. I would also say about 80% of them are the same people over and over. DeWit said that's nuts, it's crazy. That's been that way for years. Garringer said yes, that's just the way it is, and that's been that way for years and there's literally customers that wait for the knock on the door before they pay, sadly. Weaver said we are notifying if they're renters. Garringer said yes. Weaver said I think the language said we're going to notify the property owner as well as the renter. Garringer said yes so how we do it now whether you get it by mail or email, the process is, the beginning of the month, so the beginning of September, you get your bill that's due on the 16th of the month. After the 16th of the month if you've not paid, you get your first disconnection notice. After that one is done, about the 21st or 22nd, so basically a week later you get your second disconnect notice which at that point if you're a renter that by our rules automatically goes to the landlord and then the final notice is the knock on the door. Weaver said on Rule 12.8 I'm still having a little bit of an issue with. So, if it's a repeat, would we want to consider a deposit, a mandatory deposit versus we're going to charge \$75.00 and we're not going to connect anyway. Garringer said I think that's just a deterrent that if somebody's not faithful to us, they're going to be charged. Sinclair said but I think the confusion might be that's not the person that calls to say that they've been disconnected and now they want to pay and be reconnected, it would be someone who calls 911 and says that their power is out. We then call our stand by to come in and go check the lines to see what's wrong and they find out it was a shut off customer, that's what the extra charge would be them to pay to cover the overtime. Weaver said okay that would be a very rare incident then because our Electrical Department is checking who's on cut off before they would ever travel, wouldn't it? Garringer said before we leave after shut off day we email the Electrical Supervisor, City Manager and the Dispatcher and Police Dispatch so they know who is on that electric shut off list so when they call. This will rarely come into play of that \$75.00 charge, but it is a deterrent. A rare case would be is let's say we've not heard from that person, and a week later, and they call, they get back into town next Monday at 5 o'clock, they call 911 saying their power is out, that list is long gone because that was last week. Somebody shows up at her door saying hey you were disconnected, you should have paid. Then that's the deterrent there. I don't see that happening too often but it's just in there as a deterrent for somebody to quote unquote stop playing the games. Durham said my only thought on 12.8 is should we include language that gives the option for an exception, like a less otherwise approved by appointed authority? Right now, it just says that the utility will not be reconnected. If we follow that to the law, we aren't making any exceptions. Should we include verbiage to give us room to make that determination, for weather or whatever the case may be. Garringer said it would probably have to be some verbiage at the discretion of the City Manager and/or the Finance Director to make those determinations. Not to put more work on you Sinclair, but that would have to be who makes that determination. Again, the right thing to do is if it's cold I'm going to turn somebody on. I just think that's an option that we can do. I can tell you that some cities have a shut off day and a turn on day, which is a deterrent. If you get shut off today you can come in and pay today, but you're not getting turned on until tomorrow regardless. And I'm not sure that we want to go that route. At the end of the day when we leave at 4 o'clock, let's say the count is at sixty shut off, I would say we will have ten to fifteen people on the shut-off list at that point. Not a lot. And out of probably a handful of those are people that have already moved out of their apartment they just didn't let us know they moved. So, I don't think we're talking

about a lot of people here, but I will say that on shut-off days it's consistently one or two that will call after hours to get turned back on and some of them are consistently the same people. Dewit says that's a big cost here also to your crews, because you're usually sending one guy to turn it on, right? Garringer, well, not just that but our current contract is they get paid a minimum of three hours. So, if they come in fifteen minutes to pull out, undo the plugs and put it back in, yeah, we're paying them three hours' worth of time. DeWitt said but even if it's during business hours you don't have the guys just sitting around drinking coffee waiting to go out and disconnect guys. He's on a job and you're stopping him and you're saying hey, go get a truck and drive out to Billy Bob's house. Garringer said yes, other than shut off day where they'll have a couple guys be aware that until they leave, they might have to turn people on, that's about it. DeWitt said so the only time we get a red tag is when we disconnect. Garringer said when you get disconnected, yes. Dewit said the red tag is your powers off. Garringer said yes. Red tag could also mean other things too. Dewit said is that where you've got the notice we are going to turn it off if you don't pay us. Garringer said well, how our rules go now, they have to knock on everyone's door. If nobody answers, we disconnect. If somebody answers, we give them one hour to pay. So, they have a final warning at that point in person with that. Some of them are remotely, some of them are not remotely. There are certain meters for certain businesses we can't do remotely. Unfortunately, we have to shut businesses off too. We try not to. But there's always a knock on the door and if nobody is home, they'll be given a door tag, a red tag which is not solely for electric because it could be for high water usage or something and then they have that on the door as their notice that somebody knocked on their door. And it varies. Prigge asked are the water services AMI now, some of them or most of them? Garringer said our reads are AMI but our shut offs are not. Our shut offs are always manual on those. Weaver said, so I'm still having trouble with it. What is our actual charge for somebody to get called out, and the probability of that happening, what is that charge for the employee overtime is it one or two employees? Garringer said we would typically send out one employee if they have to go out. If it's an AMI, we don't send anybody out. Right now it's either myself or one of my staff members that come in and press the button. Sinclair said they go out on a trip to turn them off, the employees. It would be just the turning back on. Garringer said so if we do turn somebody off, Weaver, we shut them off, that's \$50.00 to be shut off, they come in to pay and that's an additional \$50.00 penalty to be turned back on. So, they're charged \$100.00. Weaver said for each utility Garringer said for each utility but even if they pay before 4 o'clock. If they call us and tell us that they pay online, I can confirm payment on my laptop in the evening and that's usually what we do and then once we confirm that payment, we turn them back on. We also, even if they say they make the payment, and we can't see their payment we do the right thing and turn them back on. The worse case scenario is if they don't tell the truth to us which that has happened, between 7 and 8 o'clock in the morning they get turned back off. Comadoll said charge another \$50.00. Sinclair said we the only time we charge is if we are turning it back on. Garringer said if it's a meter that we can't turn on remotely. But we don't look at it as because we have what's called B meters that can be turned on and off by hand and C meters are remotely meters. We don't want to go down that road where you got a C you're not getting charged this and B you're not getting charged this, it's consistent. You're going to be charged if you call after hours to be turned on. This is a deterrent. Like I said, some places like the City of Bowling Green, their shut off day is today, turn on day is tomorrow so that's how they handle it. So, nobody gets turned back on until the next day. I don't feel we want to go that route. Actually, I took this from the village of Deshler where the village of Deshler has a smaller crew, and their guys go home, and somebody gets ahold of the on-call guy and he's coming in because somebody didn't pay. Sinclair said and this is what we're already doing. The only difference is that now we don't actually have to send somebody in person. We're trying to keep the penalty charges the same. But if we're defining it as a trip where someone's physically going out there, we're just changing the wording, so the penalty is the same, they're still paying \$50.00 to get it shut off and \$50.00 to get it turned back on. There's really no difference to be honest. You could argue that we don't have to send someone in to do it so we're saving ourselves. However, those frequent flyers might have been like oh now I owe \$50.00 for the charge.

Garringer said currently right now there's nothing in our rules that state that we have to turn somebody on at night but typically we always have. DeWit said but the cost exposure to the city is we make a mistake and shut it off and there's a person in there and froze to death. That's the biggest, no matter what we do if it's friggin' cold out, don't shut it off unless you're 100% sure. Garringer said and that could happen either way. DeWit said either way. Garringer said, unfortunately yeah, you're right. DeWit said but if it's really cold out you can't because that's the last thing you want not only from an economic standpoint but the people aren't going to like us very much if you freeze people. Garringer said uh huh. You get many demerits. Prigge said by the same token if you turn off the power even in the wintertime, you're going to drop a number of degrees but you're not going to freeze. Dewit said lately it's not going to drop at all, it seems like. Prigge said it doesn't get down to twenty and thirty below like it used to. Garringer said how we do it now remotely is how I put it. My staff or I do this. We don't believe that we're going to drop everything and get you connected. Let's just say I'm at a basketball game and I'm not leaving that game to go back to turn somebody else on. I go home and at 9 o'clock at night I will turn them back on. And that has happened before. They have plenty of notice prior to when we get to this point. If it seems too harsh, we can continue doing what we're doing. I just think that it's a matter of how people play games. Weaver said I wouldn't advocate continuing doing the same. I'm just a little concerned, is there any other penalty that would be even more severe. I realize you say Deshler and other municipalities use it I'm just having a little bit of trouble with it. Prigge said but if they don't have the money to pay their electric bill in the first place another penalty what is that going to do. DeWit said well we found out that there are actually people, like I said, that wanted to get turned off, because until they were turned off, they couldn't get free money to pay for it. And I don't know who's doing it I was told a charitable organization.

Garringer said and most of them have changed their policies on that. What they need now is a past due notice, so we don't see that today. DeWit said you don't see that anymore. Garringer said we see it as I need a copy of my past due notice so I can go get help. DeWit said so that's all they need. Garringer said yes so, then they can get pledged. DeWit said that'd be better for both of us. Garringer said yes, it is, better for both. And your thoughts are open I mean again, if this is our sticking point we could take this out we could change it. I guess a thought that I had if we're concerned about it. I don't know if the temperature's going to be below freezing at 9:00 pm, then we'll turn people back on, I think that could protect us from that. But then that would stop the June, July and August type of thing. Durham said, yeah, I even think about nice weather but say someone is on some sort of medical equipment. They need that for oxygen or whatever it may be. I just think you should include some sort of verbiage to allow there to be that determination that would make an exception here. Garringer said Durham, what we typically do with that is we would turn them back on. We would have a medical form that they need to come in. Then we would place them what's called a limiter. The limiter limits them to the amount of power they can use because it again its discouraging. We've heard a lot of stories. DeWit said yeah. Garringer said you can't shut me off because I'm on oxygen. Alright, I'm not going to shut you off, I'm going to give you enough power to run that oxygen. You're going to be limited to power and if you go over that power it's going to trip and you're going to have to walk outside and press that button and turn yourself back on. You'll learn that you might not want to run your microwave, you might want to turn the freezer off. So, we've heard those before and those have already been covered. Durham said okay. As long as those are in place. I think Prigge or DeWit said the worse case scenario for the city would be someone passing away, after we shut them off, right. Dewit said including on medical. Often times the people that get that far, that need oxygen, their mind isn't well enough to be able to know that they needed to fill the form out, you know what I mean. That's another big concern, is that something that the doctors know that when a patient gets this far along, call the city, incase there is a mistake, because there's more chances of being a mistake with the senior citizens. Garringer said I don't think a doctor can help, I think it would have to be up the individual on that. DeWit asked who do you think it is? Garringer said I don't think a doctor's office would know or want to encourage them to make sure that they've got their electric usage in place. DeWit said right well how does a customer find out that they need to fill out this form for mom. Garringer said

typically the customer finds out when they get a disconnection notice. We could advertise it, we could post that, but it only comes in play when somebody is to a point of having their power turned off. Durham said the city does a great job of working with these people to have shut off time to set up payment funds or whatever it may be so obviously we're talking about last case scenario. I think if you could add a sentence in there that's just a less approved by appointed authority, I'd be happy. Comadoll said I'm going to make a motion we put this on hold until next meeting until we see it in writing. DeWit said why do you want to put it on hold. Prigge said this is a work in progress too, and we can approve what we've got here. Garringer said that would be my suggestion is, if we're not comfortable with the addition of Rule 12.8 my advice would be is approve this is to go to Council minus Rule 12.8 and then that could be further discussion. Comadoll said then that's going to be my motion.

Motion: DeWit

Second: Prigge

To recommend to Council to approve the proposed changes to Electric Rule #12 and Electric Rule #26 minus rule 12.8

Roll call vote on the above motion:

Yea- DeWit, Comadoll, Prigge

Nay-

Yea-3, Nay-0. Motion Passed.

Durham said so I think once it gets to Council, we can further the conversation on what we want to do with 12.8. Garringer said I would refer to the Law Director at that point. But I would suggest at this point that, since you guys are the Electric Committee, I would mirror BOPA's. Durham said absolutely. Garringer said and that way all of that except for 12.8 moves forward and if there's discussion at that point or you guys want to have more meetings and further discuss it. DeWit said the only thing we have to do is approve the rate. Garringer said yes, so that would be my advice is to mirror their motion.

Electric Department Reports - none

Adjourn

Motion: DeWit

Second: Comadoll

to adjourn the Board of Public Affairs meeting at 7:11 pm.

Roll call vote on the above motion:

Yea- DeWit, Comadoll, Prigge

Nay-

Yea-3, Nay-0. Motion Passed.

Approved

Jeff Comadoll- Chair

City of Napoleon, Ohio
SPECIAL MEETING AGENDA
For a Joint Meeting of the

Municipal Properties, Buildings, Land Use and Economic Development Committee
With
Board of Public Affairs
Monday, January 12, 2026, at 7:30 PM

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

- 1) Approval of Minutes Monday, July 14, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) Yard Waste Site Rules
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment



Marrissa Flogaus, Acting Clerk

City of Napoleon, Ohio
Municipal Properties, Buildings, Land Use and Economic Development Committee
Special Meeting Minutes
Monday, July 14, 2025, at 6:00 pm

Present

Council Members	Robert Weitzel-Chair, Brittany Schwab, Ross Durham, Joe Bialorucki
City Manager	Lori Sinclair
Clerk of Council	Ann Harper
City Staff	Edward Legg – Police Chief, Chad Lulfs – Public Works Director, Brandy Gonzalez – Operations Administrator, Brian Okuley – Operations Manager
Others	News-Media, Victor Gaucin

Call to Order

Chairman Weitzel called the Municipal Properties, Building, Land Use and Economic Development Committee meeting to order at 6:00 pm.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the April 14, 2025 meeting were approved as presented.

Yard Waste Site Rules

Sinclair said this is regarding a memorandum from our Operations Superintendent. We've noticed an uptick of violations at the yard waste site. We are calling this meeting for a review of our policy and rules. Lulfs, would you like to say more about that? Lulfs: With the assistance of Gonzalez, she put together a lot of this. We were referred to the waste site rules and took a lot of digging to find the actual rules. Once we found them and, in the resolutions and ordinances, we have the engineering rules, water sewer rules, electric rules there's a book, here's the rules. Nothing was ever put together outside of those Council actions. I had Gonzalez type it all up and put it into that form, obviously it's not a book, it's just a couple of pages. Over the course of time, they need updated. We are running into issues with people utilizing the site. We are also running into issues with people bringing in private heavy equipment to load mulch. My opinion has been here for a long time and worked with the law department for a long time, introducing heavy equipment on the city property run by private individuals is just a potential liability issue. We have no way to stop it. That is one of the things we'd like to address. I believe it was in your packet; Gonzalez was kind enough to type up the rules and then put in red, some of the revisions. Accepted materials Gonzalez defined that a little better and brush referred to as broken off branches and yard waste referred to as grass clippings. Defined the brush pile and what goes where. The big pile is for tree limbs, brush, small piles, grass clippings, flowers, that type of vegetated waste. And it is defined in the rules as 10" diameter. We get big stuff out there all the time. We can't handle it. We don't allow stumps, they still show up. We don't allow lumber per say, it still shows up. Yard waste pile, which used to be grass, is to be used for grass clippings, flower waste, and vegetated waste. As of right now, the concrete recycling we have closed to the public. When we have special instances, or concrete from one the city's projects, we will take it. We also have Fred Gerkins down the road that takes it, recycles it, and sells it. We are not trying to be in competition with Fred. We will take it if it's one of our projects, but we would need to request permission from the Operations Superintendent to dump concrete there. Use of personal machinery equipment, Rule 5, that would be a new rule. We don't want people out there with chainsaws, skid loaders we've had all of it. It takes one accident. It's not even if someone hurts themselves, if someone's running around there and skidsteer and then backs into not only somebody's car, but somebody walking on site, we'll be dinged in a lawsuit because it's city property. We can't just stick a sign up that says it's prohibited unless we prohibit it. These rules as the same as all the other rules, if they're amended and adopted, they become

codified, which makes it essentially a law in the City of Napoleon. One more clarification, all persons utilizing the yard waste site shall follow all policies, regulations and rules. We also have different policies we go by, and those were attached as well. One thing we do want to implement now when someone gets a pass from outside of the city, we want their license plate recorded. We have cameras out there. We see every vehicle coming and going. 99% of them, we can pull a plate. Our cameras are that good. We want to be able to look at the list and say okay this person has a permit and here's the plate, there you go. We don't want to have to request police time or anything of that nature if we can handle it on our own. If we know that plates not on that list, then we can make a call and see if there's something we can do. I told Gonzalez, I believe we're already okay to create that new form. Basically, when you get your yard waste site pass you fill out your name, your address, should have a phone number, we want plates for every vehicle you're going to use. This is particularly useful for commercial companies, the tree trimmers, the landscapers. You've got six trucks, who lost the plates for all six of them. Just because you wrote down one truck and then tomorrow you bring another truck, now you don't know who you are. Not everybody has it on the side of the vehicle. And if you are from out of town and you're a tree trimming company, your permits' \$2000.00. It shouldn't be a big deal to provide us that additional information and if you don't want to provide the information then don't use our site. We do not make money at this site. The less people use it, the less money we spend. Not worried about scaring people off. Sinclair: It's costing us about \$55,000.00 a year to operate. Okuley: When you say truck plates, trailer plates? Lulfs: All plates, we'd request all the plate numbers that they'd be using because a lot of times if there's a trailer, we can't see the truck plate. Sometimes we can. With more vehicles not having front plates we can't read it on the way out we can only read it on the way in and sometimes a trailer will block that. Policy 9 is a revision, non-residents of this is caught exposing yard wastes at yard waste site may be cited for unauthorized use of the city yard waste site. And truly just putting this into place. This is what we follow, when you look at the codifieds there is a section on yard waste site, but the codifieds for the yard waste site only have four or five lines; there's not much there. That's why we'd like to have some of this included, including the \$150.00 fine. A lot of our violations in the other rules I'm particularly familiar with the water sewer rules and the engineering rules those are misdemeanor offenses, \$150.00 per day of offense. Well obviously, this would be one offense but it would give a little more teeth to it and would mirror a lot of our other rules. We're not trying to necessarily go after people, but we need a little more teeth behind the rules to try and convince people to follow them. If someone goes and gets a permit for \$75.00 if they use that site regularly that's a bark. I understand a lot of people use the mulch and rock right now but it has always been a first come first serve basis. You don't have to go buy it at a Walmart or go to one of the sawmills or someplace, this is free. The double ground stuff is pretty good stuff. I definitely think they get their money's worth. I think we're just trying to get some of the rules updated to match some of the issues we're seeing. What am I missing? Gonzalez: On the policies, Policy 4, which I would advise if we keep it in there to rename it as three. That reading where it talks about a person living at the resident is disposing of yard waste about proving it comes from the residents' address. Everybody is going to say 'well it comes from my mother-in-laws she lives on, I don't know where she lives, she lives in town'. I almost hate that, and then if you do say dispose, it's not just disposing of, it's the taking of the mulch too. You get people in there that are from out of town but 'oh that's for my sister'. That's hard to address, I don't know how but. Lulfs: It's a difficult one to enforce. Gonzales: It is. Lulfs: I don't know if we want to have rules or create rules that essentially are unenforceable. You're never going to have a perfect set of rules for every circumstance, I know that. It would be nice to believe that people just wouldn't do things they're not supposed to but then we wouldn't have God. Weitzel: So now you've gathered all of the rules that you find acceptable as a department, and are you saying also you're going to codify? This is going to be an exhibit, then in our code, because it has to have public notice when you have the violation that says, any violation of the rules is a misdemeanor. Lulfs: What I would request is that the committee would make a recommendation to council to have legislation drafted to amend the yard waste site rules, just as we do the engineering rules which we did a couple years ago, and water

sewer rules a few years ago. We essentially attached the entire document and it's kind of like what Gonzalez set up, red lined and struck through. And once it's passed it will be incorporated into that section of our code, the 925. Weitzel: And then we would have to amend the section to refer to the exhibit. Lulfs: Right, because in that section of our code, it refers to the yard waste site rules.

Weitzel: And not specifically an exhibit. Lulfs: Right, and if we had it attached as an exhibit it might be even better because we could not find the yard waste site rules document. Weitzel: And where better to put them but in the code book. Lulfs: Right, yes. Weitzel: Just like our what would it be Lulfs, what is the term that we use, sketch rule. Lulfs: Yes we have sketch rules in there. Now the engineering and the electric rules and the water sewer rules, they are referred to as a document, they are not printed in the codifieds. They're only referred, which gives them their authority. But you can go on the city's website, you can go on the servers, and there's that document. We have that document. Weitzel: Those are typically attached to permit issues though, correct? Lulfs: Yes.

Weitzel: Aren't you giving them to the permit holders? Lulfs: If they request a copy of the rule we give them a copy otherwise it's the books that we use to do our jobs. Weitzel: Their told what rules. Lulfs: Yes, it's a copy, there is a physical document, there was no yard waste site document that we could find. We had to recreate it based off all that legislation was. If you can imagine the electric rules, next week, whether if it's Ann or Marrisa or somebody, Tammy's done it, they go in and edit that document and on the document it says that historical amendments and changes. And then once that gets done, that gets put out there, there's a link on the website it's saved to the server. Those are the new rules because we had legislation telling us to amend those rules. There was no document for the yard waste site rules that we could find anywhere. But we took and created this, based off of all the legislation Gonzalez was able to find through the history of, since the implementation and creation of the yard waste site. This is the best document we have. Now if we amend it, obviously we'll do those revisions and it will be saved in the same place we save all those other documents, and we'd probably need to link it if it's not already but have a link to it on the website for the public to see it. But it gives us a little more teeth. Even though the codified referred to the yard waste site rules, we couldn't pull it out at the end of the day and show it to somebody. We need to have at a minimum, to adopt the old ones formally, but we would prefer to adopt the amended version of those rules. I don't know why it was never created, but that would have been late 90's early 2000's.

Weitzel: Could you explain for the public what the procedure is when there's a violation. You go out there and find an 8 foot stump. Lulfs: We try to find out who dumped it and if possible, PD will assist and contact them and tell them to remove it. We haven't had too many issues with people being unwilling to work with us. Now what section of code do we site if they refuse. At best we get them for littering or illegal dumping. There's a big sign there, orange and black, nothing bigger than this, and you'll go out there all the time and there's something bigger leaning right beside the sign. That's probably not the largest issue we run into. One of my biggest concerns, probably not theirs, probably not anybody else's, but my biggest concern is the use of equipment and chainsaws. That has the largest potential for the city to have problems.

Weitzel: So right now, your division would go through whatever you've got digital film to look at. Lulfs: Review it. Weitzel: You create basically a case file for law enforcement on every one of these complaints. Lulfs: Yes, if we see something that looks out of place, OPS may contact dispatch directly. Obviously, we don't want to emendate PD with these types of things. Weitzel: I'm just looking for the standard procedure. It would make sense if your division would gather what information you have and present it to them, rather than them doing the actual presentation. Lulfs: And we want to take steps to get more information before we get to that step. That's why with the permits we want to gather more information when the permits are issued so maybe we can solve some of these before we ever have to take additional steps.

Weitzel: And then my thoughts go to, are we now going to put some signs out there for these strict prohibitions. Lulfs: We have signs up, and we will put new signs up that the rules are amended. We have signs out there, if you drive in. Weitzel: I've stopped and read it and actually took pictures of it. Big signs, no equipment, no heavy equipment, no saws, these types of things come pretty standard in traffic, and if we have to put signs out there to maybe reinforce that. Lulfs: Okuley and I talked about even not just having a sign at the entrance but if some of those

particular rules we put a sign for those right at the mulch pile. We can take one of our posts with a concrete base, put it on there and put it inside the mulch pile. That's usually where it is, we don't see too many people coming in there with heavy equipment, other than we have had chainsaws out there at the brush pile. If we weren't receiving anything bigger than 10" you wouldn't have so many people out there with chainsaws. Weitzel: Are commercial violators the biggest violators of the equipment things then? Okuley: People are getting mulch. Lulfs: Yes, it's people getting mulch. It's usually tractor and trailers, we watch dump trucks all day. Sinclair: We suspect it's a small business. Weitzel: It probably is a business. Sinclair: Probably. Lulfs: Some of them we know are individuals. I would prefer not to mention names. Weitzel: That's okay. Lulfs: But we see their face on the camera. We see the plate. Weitzel: Is there a pattern, is it the same person? Lulfs: They're making it a business by having a trailer delivering mulch. I'm assuming they're getting paid to get mulch. Weitzel: When the pattern sets then you can say that. Lulfs: When they haul out all day, they'll drive equipment in early in the morning and take it home at dark. Now we will load people on Fridays, but if that were the case, we would have a little more control and see what these patterns are. We're not trying to deny people the stuff but were also not making mulch for somebody else to get load after load after load for themselves. That's not how this works. Sinclair: We also hear from residents that didn't get any mulch or paid for a permit and didn't the benefit from it. Lulfs: At least on two occasions we've had someone out there for an entire day just doing load after load after load. Weitzel: We've talked to legal about the process that we would use if we filed charges, and this is sufficient. Lulfs: We are mirroring the water sewer rules and the engineering rules. Weitzel: Chief is there anything you'd like to add about the enforcement. Chief Legg: One of the things that would clarify things, eventually from our aspect because as you know we have to have a law to enforce. We're not the security agency; we're a law enforcement agency. We have the fourth amendment that we have to go by each and every time. Weitzel: 1981, acting under cover of law. Chief Legg: Right, so every time we do something it is under that no matter what the ordinance says or the law says. I believe and one of the simplest things we are going to do is criminal trespassing. If we're able to work in the city that the rules violate. If we're able to work in some type of replication of someone's privileges of being on the property. If they violated the rules, they're replicated, they're no longer allowed on the property. If they're coming back out, simple, criminal trespassing. All day, every day. Very simple thing for us to do. Weitzel: What you're thinking more is that procedurally, just so I'm clear in my mind, all of this is in place, Operations contacts these people, and says, you've got to go clean that up, you can't do that anymore. We have now a record of that. They violate again, they've been warned, and you do this again it's criminal trespassing. You're not revoked at this point, but if you do it again, you are trespassing because you are violating the rules. We've given them a fair warning. Lulfs: That is a very great idea. That is something we would have to add to what we propose tonight. We don't spell that out in here that a second offense could include replication of your tributes. Weitzel: It's part of the rules as it should be. Any violation of the rules, can, not will and then that discretion of authority. Lulfs: As long as you don't say 'shall', if you say you 'can' we're good. Weitzel: I think that's important. We don't want to have to keep coming back to amend sections. I'd like to get them as complete as we can and then only do this every two to five years. Chief Legg: But it gives you something to say to these folks when you're in contact or even when we end up catching them. This type of thing happens again they'd be charged. It would be more severe. Weitzel: In an egregious situation you could just revoke them their privileges anyway. Not file a criminal charge but revoke their privilege. Cancel their permit. No refund. Chief Legg: What I saw you read there, there was something that allows for replication and that should be part of it. Lulfs: I agree. Weitzel: Is it something that you'd want to do before we would then make the recommendation but are you going to have revised rules by the time we would make the recommendation? Lulfs: Gonzales can do that. Weitzel: I wasn't going to point at you. Lulfs: No, we've been working on this together and Gonzales does all the typing and tells me 'hey what do you think'? I don't see any issue of having something ready soon. If you do make a recommendation to council obviously that's a week away or two weeks out from there until it comes to you. We could have all these edited, updated, sent around for everybody involved to take a look

at them and have them ready for legal. If legislation is created. Weitzel: At the time we make a recommendation to council at the next meeting. If those rules were revised at least drafted, then we would be recommending that. Lulfs: We could easily have it ready it by then. You're talking the first week of August. Weitzel: Would that then be sufficient Chief Legg for enforcement for you? Chief Legg: Yes. Weitzel: When you're involved. If we do those things. Lulfs: I don't think we're going to be able to get stuff in place to affect much of those. Weitzel: No, but what we're trying to do is build a solid base so that we don't have to come back and keep having to amend and change. Give the public the solid line to last awhile. Weitzel: Questions from the committee? Bialorucki: I just have one regarding the policy that Gonzales brought up that's almost impossible to enforce. My opinion would be just to leave it in there in case you have some jerk that's going to do it over and over and say well you don't have a policy for it. You don't have to enforce it; you don't have to do anything with it. I would just hate to remove something and later on think we should have kept it in there. Lulfs: And it's our understanding we are already permitted a pass for ID. We've done that in the past and we have individuals on limited or light duty, stuck them out there. Weitzel: And if they would refuse then you would be very politely telling them to leave. Lulfs: And then it's a potential trespass issue. Weitzel: Exactly. Your property to protect. Schwab: I agree with your thought there. I don't think that it's something we should take out. It's there, it's been there. The one thing I wanted to circle back on was the liability. Is our form now have anything where they have to sign to release any liability to the city if they enter into the yard waste site? Lulfs: There's no form at all. There's just a little piece of paper that's there permit that they sign. Schwab: So when they come to us now and we're giving them a permit, they just say I want it and that's sufficient? Lulfs: We can't handle money out there, so the best of my knowledge there is no form. Schwab: My thought is that maybe talk to Harmon and suggest to get a liability waver. Lulfs: I'm sure it would help. Schwab: I mean it doesn't cover everybody. Lulfs: You get sued for anything but if you have something that shows. That would only be for the out of town because people in town have it on their utility bill. They don't have anything yet for the refuse site portion to sign. Schwab: It's another thing to brainstorm on. Lulfs: If all of the commercial permits, because even if you're in town it's the same permit it's just a lower price. Here in town or in Henry Co it's \$1000.00, outside the county it's \$2000.00. We have landscapers that are \$200.00. We only have a couple individuals that want the ugly mulch. They don't even bring a brush but they'll buy a \$200.00 permit just to get the ground mulch, they might use it on a farm or something. Schwab: Okay, maybe we can suggest we get with Harmon on. Weitzel: Anything further on that subject? We will be looking for a motion to advise council to have the law director draw up the proper legislation to effect the amended rules at that time.

Motion: Schwab Second: Bialorucki
To recommend to council to request the law director to draft legislation

Roll call on vote on the above motion:
Yea- Weitzel, Schwab, Durham, Bialorucki
Nay-
Yeas- 4, Nays- 0. Motion passed.

State Championship Signs

Sinclair said I do have a couple of examples. I believe this is the minutes from your last meeting. Weitzel: I think the last meeting the committee may have been expecting some type of rule or policy. Sinclair: I think Small's last words were 'we'll come up with some policy'. That's not anywhere that I have specifically seen, other than the discussion which were ideas. This is the drawing that Small did come up with as a possible sign to be erected at the corner of Woodlawn and West Mooreland. Weitzel: Just to clarify whatever the sign looks like, is it going to be just one or will it be a multiple entrances to the city that was a question that was never truly answered. Sinclair: That was not answered.

My recommendation would be one. Weitzel: And that would be by high school. Actually, by the Napoleon sign at the mouth of West Mooreland. Sinclair: Right. We'll have the most visibility and from what I've researched also there should be some sort of partnership with the school. Weitzel: How many signs do we maintain at entrances for those that we do still have? Lulfs: The Napoleon signs or the sport signs? Weitzel: The sport signs. Lulfs: We have three. Weitzel: Three locations? Outside we had some on Riverview. Weitzel: Because those would then be consolidated to this place so there would only be one. Lulfs: I think it's only those two locations which why we maintain something on the southeast corner of the city when the school is on the northwest corner of the city. Although I think it used to be maintained by one of the local clubs. Or has it always been the city that did that? Weitzel: I think it was always the city, we made the signs, we put them up, we maintained the positions. You're talking about the one out West Mooreland and Bales. Lulfs: No. Weitzel: Theres one there. Lulfs: Is there one at West Mooreland and Bales. Weitzel: I don't think it's been knocked down yet it's a swimming one. It's not maybe all inclusive but I think there's one there. We would then consolidate these to this location is that the idea? Sinclair: I believe, yes, rather than scattered about it would be more impactful and it would be much easier to maintain. Depending on what you decide as far as the term that's an important piece. Weitzel: And you say we do have a recommendation for the policy or we do not. Sinclair: We do not. Weitzel: Because I think that we were supposed to also get a listing of potential plaques and things that would show on that before you could actually, although this is very nice, but before you could actually determine how big and how small these sections would be we'd have to determine exactly how many we are dealing with and then what time limit we were going to originally deal with. I think we tossed that back to the City Manager to come up with a policy. Sinclair: Okay. Weitzel: I think that would still be really important to do. I really want to do this, I'd like to get it done myself. I think we have to have something to agree on. Sinclair: Right. And Corey came in about it and there was quite a bit of discussion about how far back we go. Weitzel: I just would like to bring up for discussion at this point. There are two signs that aren't ours. There's one on the south side, the south entrance to the city that is metal, probably about 4 x 8. It's got diamond metal, I don't know what you call that, plated. It has the seals with a bunch of the local clubs on it. There's one at the north end of the city's entrance that comes in and I'm more than willing to have more than one sign to maintain, if we got around to that. But they're more permanent and then it would be easy to hang things on, take things off of instead of a wooden sign or some other material. All we'd have to do is paint it periodically with Rustoleum. Those have kept for a very, very long time. I even think there's one on 24, east bound near Glenwood. Lulfs: I knew it was the south side but I guess I didn't realize it was still there. Weitzel: It's still there. It's not as well maintained as that one on the north side but it's still there. I still think there's one that's similar to that. Lulfs: North side out of town though isn't it? Isn't it in that big strip off 108. Weitzel: Yes, it is. But I like the style. It's permanent, very rugged, and very little maintenance and when we make these little green placards it's very easy to attach and take off and replace and move around. Lulfs: We just have to be careful because we can't install an obstruction in the right of way. It would have to be something that's break away. Weitzel: It could very well be that way but what kind of permitting did we need to have to put those other signs those Napoleon entry signs there in the right of way. It couldn't be much different than that. Lulfs: Those are break away. Weitzel: So, all you'd have to have would be the support to snap off. Lulfs: Yes. I remember talking to Cotter about that and I had a car break a post. Weitzel: And we could probably fabricate that, we have people that work with steel. Lulfs: Possibly, we'd have to see how they are set up. We would have to copy something that exists. Weitzel: Sure, I was just giving that as an example. I'm not saying that it's my absolute 'you have to have it'. I'm just saying that it came to mind as soon as we talked about this back then. So, more discussion. Sinclair: Is it a ? policy to discuss what I've talked? Lulfs: I just know that ? has talked to the school and they were discussing the signs and it would be 4 x 8. Weitzel: Which would be just about what those metal things are. I was willing to go 8 x 8. Lulfs: Beyond that I don't know what his discussions were. Weitzel: It was supposed to be a gathering of a list of potential names that would go on there too, and years. Lulfs: I don't know because of the changing of the guard. I don't know how many if any of those discussions with the school ever happened. We just hit a bad time. Schwab:

For me the policy is obviously something we need to get figured out. Even in our last meeting it was how long, where are we going to ? into this. Weitzel: I hate to throw this at the manager. Sinclair: No, that's alright. Weitzel: Could you make contact with the school and say we really want to do this. We're really on board with this, but what we need is a list of potential candidates to put on this board. Seven years and there's four and so forth. Some are going to be teens, and some are going to be individuals, and we know all of that. Once we've got that number it would be much easier for you to come up with a policy that's going to say how this board is going to work. Sinclair: And this would be at the city's cost. Mr. Mayor, how do they contact you at this point, when there's State Champions. You already do proclamations for them is that right, they just reach out, the school specifically. Bialorucki: They can reach out to me directly or to the city and ask if we can do a proclamation. I think we need a policy as to what qualifies for getting on the board. There's been a lot of we talked about it last time. Weitzel: And that's where I think cart before a horse. We can have a policy but we may not encompass everybody that we would want, until we knew what we were looking at. How far back we were going to go. Is this going to go back to just the 80's? Is it going to go back to the 70's the 50's? Schwab: It would be a lot to say up there. Weitzel: Well, the policy would be here's the four corners of the document, and so a new one comes in the oldest one goes out. Then you're always just dealing with those four corners. And that made perfectly good sense when we discussed that. How many are you going to put on there and who and how far back that goes if we're limiting ourselves to 8 x4 that great. But when we fill that, who do we leave out? Ones that were just three years ago because we don't know who exists. I know I came for one specific one for a change of rule that I think we all agreed on. We want to put these up, individual and team. I don't think we had any doubt that we wanted to do something like that. Sinclair: I didn't know if there was a consensus, do you want more than one championship as an individual versus a team or just to say one championship gets you on the board. Bialorucki: I don't have a problem with that. Weitzel: I think that's fine. I thought that's where we were headed. We didn't want to say oh you had to have two or you had to have three. I think it's important enough to put it all in there. Now, at the end it's going to be there for only so long, and only so long it'll be probably as big as that can be. And how big a placard is that you put up. If we knew how many and how far back that went and you could draw a line and say there's going to be 15 things on this board, and it goes back to 1975 because that's what fills. And then the next new one comes in goes up and the 75 drops off. And this is kind of like what we were talking about at the time. Any input from any of you or the rest of the committee? Any input from the audience that has been listening to all of this? Gonzales: I think that those signs, you will have to include a policy that those individuals and those teams for the signs come down they want those. Weitzel: I would like to have them donated to the school or to the individual depending on whoever wants them. I don't ever want to see one thrown in the garbage can. When a team wins hard we're not going to reproduce six for a six band team or whatever and pass them out, it's going to be that sign. Lulfs: We gave Sam Weise his. Weitzel: And that's great. So at the very least we can donate that. If it's a team sport, donate that to the school if it's an individual sport we can find the person or at least the family. If the person is no longer with us, to donate it back to the family or individual. That should probably be part of the policy. Bialorucki: When you talked to the schools, I would assume they have a list of all state championship teams. If they do have that and you could find it on the website, maybe we could put on the bottom of the sign, additional state champions go to this website. I know if I had a grandfather that lived here and was a state champion from 70 years ago, I would like to be able to show my kids or something and say go to this website and you could see it. When a name comes off, at least their family would have somewhere to go. Weitzel: Chief do we still put that on the backs of the patrol cars where it says www.napoleonohio. We could put the www. at the bottom. We would be the subject of them to if they change the website it would not connect any longer, it would be a dead lead. It's possible that you could just stick it at the bottom. Somebody types in the website and there going to go right to that full list. I don't know that we should maintain it but we could put the pointer there. Bialorucki: Send it to them, our website. Weitzel: Anything else? Anybody else? No comment? Sinclair: I've got my marching orders. Weitzel: Enough information? We have nothing to recommend right now just waiting again for that cycle back so we should probably want to get that back to the

table. Bialorucki: Table it, I think we did that last time. Weitzel: We could do that but for the next time the committee, is it that? Sinclair: Yes. Weitzel: If we table that, we're going to have to bring it back. It's going to die if we don't bring it back at the next meeting. If we don't table it, it'll just be another agenda item that comes back again. Sinclair: My concern, was it tabled the last time? Schwab: It was. Bialorucki: Can we not untable it this time? Weitzel: Doesn't show on our agenda that it was tabled. Sinclair: Should we make a motion to retable it? Schwab: It was tabled. Weitzel: If it wasn't on the table or we didn't bring it out but it's still tabled. We did have discussion though. Schwab: Good discussion though. Weitzel: So, if you want to have a motion to table this until the next meeting which is going to be when. Bialorucki: Should we make a motion to untable it and just say that we'll continue conversation next meeting with the motion to table this. Weitzel: Suppose we could. Bialorucki: Just for the record.

Motion: Bialorucki Second: Schwab
to untable the state championship signs

Roll call on vote on the above motion:
Yea- Weitzel, Schwab, Durham, Bialorucki
Nay-
Yea- 4, Nays- 0. Motion passed.

Bialorucki: We will continue discussion next meeting with that. I would make a motion to table the state championship signs topic. Sinclair: What date. Bialorucki: August 11th.

Motion: Bialorucki Second: Durham
to table state championship signs

Roll call on vote on the above motion:
Yea- Weitzel, Schwab, Durham, Bialorucki
Nay-
Yea- 4, Nays- 0 Motion passed

Adjournment

Motion: Durham Second: Bialorucki
to adjourn the Municipal Properties, Building, Land Use and Economic Development Committee meeting at 6:23 pm

Roll call on vote on the above motion:
Yea, Weitzel, Schwab, Durham, Bialorucki
Nay-
Yea- 4, Nays- 0. Motion passed.

Approved

Robert Weitzel-Chairman



CITY OF NAPOLEON, OHIO

OPERATIONS DEPARTMENT

PO Box 151, 1775 INDUSTRIAL DR.

NAPOLEON, OH 43545

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MEMORANDUM

TO: The Board of Public Affairs

FROM: Chad Lulfs, Director of Public Works

SUBJECT: Amending Sections of Ohio Codified Ordinances and Amending Ordinance No. 003-24

DATE: January 12, 2026

CC: Brian Okuley, Operations Superintendent
Lori Sinclair, City Manager
Marrisa Flogaus, Administrative Assistant
Ann Harper, Clerk of Council

The City of Napoleon provides a service to its residents and permitted companies and individuals outside the City of Napoleon by offering and maintaining the Yard Waste Site Facility. Over the past few years, staff has recognized some issues with the Yard Waste Site facility and the use of said facility. Per the City of Napoleon's Codified Ordinances, all amendments to the Rules and Policies of the Yard Waste Site Facility SHALL BE reviewed by the Board of Public Affairs, per Rule 925.14 RULES AND REGULATIONS, part (c), as listed below:

925.14 RULES AND REGULATIONS.

(a) The City may promulgate other rules and regulations not inconsistent herewith, pertaining to the collection and disposal of solid waste, garbage, refuse, rubbish, yard waste, hazardous waste, and all other waste herein mentioned or not, as may be deemed advisable.

(b) The City may establish rates for exceptional classifications not herein provided for. Collections may be discontinued whenever it shall appear that a person receiving service has violated any of the provisions of this chapter or any of the rules and regulations provided for herein, or has failed to pay the charges for service billed to him. Sanitation Department collection crews will carry information tags to place on container advising of infractions of the rules and regulations when a violation is found. However, the failure to place an information tag on the container does not bar prosecution of a violation.

(c) The Board of Public Affairs, in and for the City, shall recommend rules and regulations governing the disposal and dumping at a yard waste collection site of the City that may be adopted by resolution or ordinance of Council. Any rules and regulations in effect prior to the adoption of this chapter shall remain valid. Said rules and regulations shall be posted in a conspicuous place at the yard waste site and shall be filed with the office of the City's Finance Director. Said rules and regulations shall be strictly complied with by all persons. It shall be a violation of this chapter for any person to fail to comply with the rules and regulations so established.

(d) The City Manager or his designated agent of the City shall enforce this chapter and make all reasonable effort to discover alleged violators, notify the proper prosecuting authority whenever the City Manager has

reasonable grounds to believe that a violation has occurred, act as a complainant in the prosecution thereof, and aid officers to the best of his ability in prosecutions. The City Manager shall direct the employees of the City's Sanitation Department to make the investigations and inspections.

Included with this memo are the edited Rules & Policies. The edits are highlighted. The edits to the Rules are primarily to clarify the existing Rules. However, please note the proposed Rule 5. In an effort to reduce potential liability issues, we are requesting that the use of personal machinery be prohibited.

Another area of concern is the use of the facility by companies and individuals who are not properly permitted to use the facility.

925.24 PROHIBITION AGAINST UNAUTHORIZED USE OF THE CITY YARD WASTE SITE.

- (a) No person or business entity with a physical address, street address, residential address, or business address outside the corporate limits of the City of Napoleon, Ohio, shall utilize or in any way make use of the City of Napoleon Yard Waste Site without prior written approval by the City Manager.
- (b) The lack of notice of restricted access, posted or otherwise, is not a defense to this section. (Ord. 062-18. Passed 12-3-18.)

Per Section 925.24 of the City of Napoleon's Codified Ordinances, use of the facility without proper permission from the City Manager is prohibited. A process has been put in place which allows companies and individuals to utilize the facility if they purchase the proper permit. The proposed revisions to Policy 3 and Policy 4 clarify this issue and clearly state that City of Napoleon personnel can ask for identification to verify that the company or individual has the proper permit for use of the site. The Public Works department intends to expand the permit form and have a copy of the Rules & Policy for Yard Waste Site issued to each person/entity that receives a permit.

Use of the site without the proper permission or permit is illegal per the City of Napoleon's Codified Ordinances. The penalty for this circumstance is outlined below with requested revisions to this section:

925.99 PENALTY.

- (a) Whoever violates any provision of this chapter, or any rule or regulation pursuant thereto, where no specific penalty is attached, shall be deemed guilty of a minor misdemeanor and shall be fined not more than \$150.00. Any violation shall constitute a separate offense on each successive day continued. The fact that garbage, refuse, rubbish, yard waste or other waste matter, herein mentioned or not, remains on any residential establishment in the City in violation of this chapter shall be *prima facie* evidence that the householder of such establishment is responsible for the occurring violation. In addition to the penalties above described for this chapter, the offender may be assessed the cost of any cleanup.

- (b) Any person who violates or neglects to comply with any provision of this chapter, or any rule or regulation pursuant thereto, upon commission of the first offense in any twelve-month period, in lieu of filing criminal charges, may be issued a warning by the crew of the City Sanitation Department in the form of an information tag, the form and content of which shall be prepared by the City Manager or his designee, to be issued in person or affixed to the waste, or to its container or to entrance of the dwelling or other structure on the premises upon which the waste or its container is found, and such waste shall not be collected, removed, or disposed of by the City's Sanitation Department.

(Ord. 28-95. Passed 4-3-95.)

- (c) Any person who violates Section 925.05 is deemed guilty of a misdemeanor of the 4th degree, punishable by a fine not to exceed \$250.00 and/or a period of imprisonment not to exceed 30 days.

- (d) Any person who violates Section 925.24, may be deemed guilty of a minor misdemeanor and shall be fined not more than \$150.00 and/or have their permission/permit for use of the Yard Waste Site revoked.

(d)e) The City, its officials, boards or employees failing to carry out any directory function imposed upon the same by this chapter shall not be punishable as a crime under this section.

Another item of concern is minor modification of these rules. The Codified Ordinances allow for minor modifications by the City Manager for both water and sewer rules in Section 931.04. We request using this template to allow for modifications to the Rules & Policy for Yard Waste Site:

Original Section

931.04 SUPPLEMENTARY RULES

The City Manager is hereby empowered to make supplementary Rules as may be necessary to properly administer said Rules for Water and Sewer Service; however, no change shall be made in Rule 26 or 27, or Sub Rules ("provisions") thereof, unless duly authorized by Napoleon's City Council in accordance with law. Nothing in this section shall be construed as requiring Council approval for Rule changes related to specifications, methods, or techniques.

(Ord. 82-97. Passed 10-20-97.)

Proposed New Section

925.89 SUPPLEMENTARY RULES

The City Manager is hereby empowered to make supplementary Rules as may be necessary to properly administer said Rules & Policy for Yard Waste Site. Nothing in this section shall be construed as requiring Board of Public Affairs approval for Rule changes related to specifications, methods, or techniques.

Staff requests that the Board of Public Affairs, in conjunction with the Municipal Properties Committee of Council, recommend these revisions to the full body of Council. Council would then need to direct the Law Director to draft the appropriate legislation to make these revisions to the City of Napoleon's Codified Ordinances and the Yard Waste Site Rules & Policies. Once the revised Rules are approved, new signage will be erected at the Yard Waste Site facility.



RULES & POLICY FOR YARD WASTE SITE

HISTORY OF RULES

Adopted		
Amended	Resolution No. 105-03	10/20/2003
Amended	Ordinance No. 082-04	06/21/2004
Amended	Ordinance No. 003-24	04/01/2024
Amended	Ordinance No. XXX-25	

HISTORY OF POLICY

Adopted	Ordinance No. 062-18	12/03/2018
Amended	Ordinance No. 003-24	04/01/2024
Amended	Ordinance No. XXX-26	

CITY OF NAPOLEON
1722 OAKWOOD AVENUE
NAPOLEON, OHIO 43545

CITY OF NAPOLEON YARD WASTE SITE

RULE 1. ACCEPTED MATERIAL

The only materials accepted and to be deposited at the Yard Waste Site are: ~~brush referred to as broken or lopped branches and yard waste referred to as grass clippings, brush, flower waste, domestic vegetative waste, and leaves~~. No person shall deposit any other material at said Site.

RULE 23. BRUSH PILES

~~The brush~~ Brush piles found at the Site are ~~is~~ to be used only for ~~broken or lopped branches, drop brush, flower waste, leaves, and domestic vegetative waste (e.g. corn stalks, tomato vines, hedge clippings)~~. The items mentioned in this Rule 3 shall only be placed in loose condition in the brush pile and shall not be deposited in bags or boxes. No person shall deposit items ~~Items~~ as mentioned in this Rule 23 that must not exceed 10" (inches) in diameter or 48" (inches) in length.

RULE 32. YARD WASTE PILE~~GRASS~~

~~The yard waste pile found~~ ~~All grass deposited~~ at the Site is to be used only for grass clippings, flower waste, domestic vegetative waste and leaves. Items as mentioned in this Rule 3 must be removed from bags and deposited in a loose condition. No bagged grass shall be deposited at the Site.

RULE 4. LEAVES

~~Leaves deposited at the Site must be removed from bags and deposited in loose condition only in the designated area.~~

RULE 45. CONCRETE RECYCLING

~~Any~~ ~~No~~ person shall depositing scrap concrete at the Yard Waste Site must have ~~without~~ prior permission from the Operations Superintendent, or his designee.

RULE 5. USE OF PERSONAL MACHINERY OR EQUIPMENT

No person shall utilize personal machinery or equipment referred to as, but not limited to, chainsaws, mowers, tractors, loaders, or skid loaders at the Site.

RULE 6. APPLICABLE LAW

All persons utilizing the Yard Waste Site shall follow all **Policies**, Regulations, Rules and Laws of this City and State pertaining to dumping at ~~the~~ Yard Waste Site.

RULE 7. MULCH AVAILABILITY

Mulch is available during daylight hours ~~to anyone~~ at no charge, so long as quantity exists.

The City will load a vehicle upon request, within the capacity of City equipment, at a charge of \$8.00 per first scoop (2-3 cubic yards) and \$4.00 for each additional scoop.

The City will deliver a small dump truck load of mulch (approximately 2 cubic yards) inside the City limits for a charge of \$16.00. Outside the City limits, but inside Henry County, the charge will be \$16.00 plus \$3.00 per loaded mile.

The City will deliver a large dump truck load of mulch (approximately 6 cubic yards) inside the City limits for a charge of \$24.00. Outside the City limits, but inside Henry County, the charge will be \$24.00 plus \$3.00 per loaded mile.

Any request for loading or delivery of mulch must be made through the Operations Department Office at 419-599-1891, between the hours of 7:00 a.m. and 3:00 p.m. Loading and delivery will occur on Fridays ONLY. No delivery or loading will be scheduled on weekends or at any time that could result in overtime or when work schedules would need to be adjusted to accommodate this service.

~~Any person found violating Rule 1, 2, 3, 4, 5 or 6 of the Yard Waste Collection Rules shall be deemed guilty of a minor misdemeanor offense.~~

CITY OF NAPOLEON YARD WASTE SITE

POLICY 1.

The Yard Waste Site will only be open from dawn until dusk.

POLICY 2.

Only City residents and select businesses that pay a fee ~~to dispose of yard waste~~ will be permitted to ~~utilize~~~~dispose of yard waste~~ at the Yard Waste Site.

POLICY 3.

A non-resident may utilize the Yard Waste Site if an annual Yard Waste **Use Permit Site Pass** is purchased for seventy-five dollars (\$75) per year. The **Permit Pass** will be valid for each calendar year.

POLICY 34.

If a person other than the resident is disposing of yard waste at the Yard Waste Site for a resident, the individual must provide proof that the yard waste being disposed of is from a resident's address.

If a person other than the resident is taking mulch from the Yard Waste Site for a resident, the individual must provide proof that the mulch is taken to a resident's address.

POLICY 45.

A business that does not already pay the refuse fee on the utility bill may be permitted to dispose of yard waste at the Yard Waste Site if they contact the City Utility Department and elect to pay six dollars (\$6) per month for unlimited use of the Yard Waste Site.

POLICY 6.

A Handyman/Lawn Service contractor with a business address inside Henry County may utilize the Yard Waste Site if an annual Yard Waste **Use Permit Site Pass** is purchased for two hundred dollars (\$200) per year. The Pass will be valid for each calendar year.

POLICY 7.

A Tree Service/Tree Removal contractor with a business address inside Henry County may utilize the Yard Waste Site if an annual Yard Waste **Use Permit Site Pass** is purchased for one thousand dollars (\$1,000) per year. The Pass will be valid for each calendar year.

POLICY 8.

A Tree Service/Tree Removal contractor with a business address outside Henry County may utilize the Yard Waste Site if an annual Yard Waste **Use Permit Site Pass** is purchased for two thousand dollars (\$2,000) per year. The Pass will be valid for each calendar year.

POLICY 9.

All individuals utilizing the Yard Waste Site are subject to having their identification checked by any City employee.

City of Napoleon, Ohio

SPECIAL MEETING AGENDA

For a Joint Meeting of the

BOARD OF PUBLIC AFFAIRS

With

**MUNICIPAL PROPERTIES, BUILDINGS, LAND USE, AND ECONOMIC
DEVELOPMENT COMMITTEE**

Monday, January 12, 2026 at 7:30 pm

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

- 1) Yard Waste Site Rules
- 2) Any other matters to come before the Board
- 3) Adjourn



Marrisa Flogaus- Acting Clerk of Council



City of Napoleon, Ohio

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

Memorandum

To: Board of Zoning Appeals
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Ann Harper, Clerk
Date: January 9, 2026
Subject: Board of Zoning Appeals-Cancellation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuesday, January 13, 2025, at 4:30 pm has been **CANCELED** due to lack of agenda items.

City of Napoleon, Ohio
PLANNING COMMISSION MEETING AGENDA

PC-24-09 Special Use or Conditional Use Permit

Tuesday, January 13, 2026, at 5:00 pm

Council Chambers, 255 West Riverview Avenue, Napoleon, Ohio

- 1) Call to Order
- 2) Approval of Minutes – November 12, 2024 (in the absence of any objections or corrections, the minutes shall stand approved)
- 3) **New Business**
PC-26-01
An application for a public hearing has been filed by TWG Development, LLC, 1301 E. Washington St. Indianapolis, IN 46202 and Diane Lankeneau, 870 Clairmont Ave. Napoleon, Ohio 43545. The applicant is requesting the approval of a Conditional Use Permit for a Planned Apartment Development. The request is pursuant to Chapter 1141 of the Codified Ordinance of Napoleon, Ohio. The property is located in a C-4 Planned Commercial District. The property in question is Parcel #411295790020 and Parcel #411295790060.
- 4) Closing Remark
- 5) Adjournment



Ann Harper- Clerk

City of Napoleon, Ohio

PLANNING COMMISSION MEETING MINUTES

Tuesday, November 12, 2024, at 5:00 pm

PC-24-09- Vacation of Alley

PRESENT:

Commission Members	Cory Niekamp, Larry Vocke, Suzette Gerken
City Staff	Kevin Schultheis-Zoning Administrator/Code Enforcement Officer
Others	News-Media,
Clerk	Mikayla Ramirez
ABSENT	Joseph Bialorucki, Tim Barry-Chair

CALL TO ORDER

Niekamp, Chairman Pro-Tem of the Planning Commission called the meeting to order at 5:00 pm.

APPROVAL OF MINUTES

In the absence of any objections or corrections the September 10, 2024, Planning Commission meeting minutes were approved as presented.

NEW BUSINESS

PC-24-09 Vacation of Alley

Niekamp read the background on PC 24-09. An application for a Public Hearing has been filed by Jay Huddle and/or Mark Giannetto of the Cultural Center of Henry County located at 203 W. Main, Napoleon Ohio 43545. The applicant is requesting the vacation of an alley that runs West of Scott St. and South of 203 W. Main St. The request is pursuant to Section 909.03 (Planning Commission Review of Alley and Street Vacations) of the Codified Ordinances of Napoleon, Ohio. The property is in a C-1 General Commercial District.

RESEARCH AND FINDINGS

Schultheis presented his research and findings.

In furtherance of such responsibility the Zoning Administrator shall:
909.03 Planning Commission review of Alley and Street Vacations:

In addition to any requirement of the Ohio Revised Code relating to vacations of streets, avenues, ways, places, alleys, and the like, Planning Commission review pursuant to Section 159.01(c)(7) shall occur.

DISCUSSION

Schultheis said, so here is the alley coming off Scott Street and it would be facing east, and this is the house north of there. It splits the property right in half and part of that would be Huddle's residence. Here is where the valley vacate is and this is where they want to vacate it. Then, the rest would go back to the CCHC. Vocke said, does that make that opening for driving into the parking lot narrower since it is 50/50 with the owner. Schultheis said, yes it would narrow it

down to about right here and all of this would still be parking lot. Vocke said, but it would be plenty of space to get out of there. Schultheis said, yes. Vocke said, I assume he isn't doing anything with that anyway. Schultheis said, he hasn't told me any information about what he wants to do there.

Motion: Vocke Second: Gerken

Second: Gerken

To approve PC 24-09 Vacation of Alley

Roll call vote on the above motion:

Yea- Niekamp, Gerken, Vocke

Nay-

Yea-3, Nay-0. Motion Passed.

ADJOURNMENT

Motion: Vocke

Second: Gerken

To adjourn the Planning Commission meeting at 5:06 p.m.

Roll call vote on the above motion:

Yea- Niekamp, Gerken, Vocke

Nay-

Yea-3, Nay-0. Motion Passed.

Approved

Tim Barry - Planning Commission Chair



City of Napoleon, Ohio

Kevin Schultheis, Zoning Admin.

Code Enforcement

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

November 5, 2025

Memorandum

To: Members of the City Planning Commission
From: Kevin Schultheis, Zoning Administrator / Code Enforcement Officer
Subject: Conditional Use Permit for Planned Apartment Development
Meeting Date: January 13, 2026 @ 5:00 pm
Hearing#: PC-26-01

Background:

An application for a public hearing has been filed by TWG Development, LLC, 1301 E. Washington St. Indianapolis, In 46202 and Diane Lankeneau, 870 Clairmont Ave. Napoleon, Ohio 43545. The applicant is requesting the approval of a Conditional Use Permit for a Planned Apartment Development. The request is pursuant to Chapter 1141 of the Codified Ordinance of Napoleon Ohio. The property is located in a C-4 Planned Commercial District. The property in question is Parcel # 411295790020 & 411295790060.

Research and Findings:

1. A Conditional Use Permit is required for any Planned Development to be located in a C-4 Planned Commercial District as per 1145.01(a) Table of Permissible Uses.
2. Definition: 1143.01(c) Planned Apartment Development. The Planned Apartment Development regulations are established to provide a safe and desirable living environment characterized by a unified building and site development plan, to preserve natural features of the site, and to provide adequate open space for recreation and other outdoor living purposes.
3. Scope of Project: (See Attached)

Recommended Conditions:

1. It is recommended the Planned Apartment Development follow all the conditions set forth under chapter 1143.05 of the Codified Ordinance (attached) while allowing the following exceptions.
2. Site Standards: A Planned Apartment Development shall consist of not less than twelve (12) dwelling units and be permitted on zoning lot of the minimum size of which are in accordance with the provisions of each district, moreover, shall consist of a minimum of 5 acres of land. The request is for a reduction of the minimum of 5 acres to 1.91 acres. The

apartment complex will be Three (3) storied in height and all regulation must be followed at the recommendation of the Planning Commission.

3. All City plans Shall be reviewed by the City Engineer and the Wood County building inspection department.

The Board, after a hearing, may grant a variation from the regulations of the City's Planning and Zoning Code, but only when such variation is in harmony with the general purpose and intent of the Planning and Zoning Code, and the Board finds all of the following:

- (a) That there are exceptional or extraordinary circumstances or conditions applicable to the property or to the intended use that do not apply generally to the other property or use in the same vicinity or district;
- (b) That such variance is necessary for the preservation and enjoyment of a substantial property right possessed by other property in the same vicinity or district, but which is denied to the property in question;
- (c) That granting such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the vicinity or district in which the property is located.
- (d) That granting such variance will not alter the land use characteristics of the vicinity or district, diminish the value of adjacent land and improvements, or increase the congestion in the public streets.

Kevin Schultheis, Zoning Administrator / Code Enforcement

REPLAT LOT 6
TLR 2ND ADD. &
LOT 11 TLR 3RD
ADDN.

ONEWOOD AV

INDEPENDENCE DR

BOSTON MAX
RE
LOT