

April

2025

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



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

From: Mikayla Ramirez, Clerk

Date: April 4, 2025

Subject: Technology and Communications Committee–
Cancellation

The regularly scheduled meeting of the Technology and Communications Committee for Monday, April 7, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.

City of Napoleon, Ohio
CITY COUNCIL
MEETING AGENDA

Monday, April 7, 2025, at 7:00 pm

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

- A. Call to Order**
- B. Attendance** (Noted by Clerk)
- C. Prayer and Pledge of Allegiance**
- D. American 250 Flag Presentation by the Henry County Historical Society**
- E. Swearing in of Police Lieutenant: David Steward**
- F. Approval of Minutes** (in the absence of any objections or corrections, the minutes shall stand approved)
March 17, 2025, Regular Council Meeting Minutes
- G. Citizen Communication**
- H. Reports from Council Committees**
 - 1. The Finance and Budget Committee did meet on March 24, 2025, and;
 - a. Recommended Council to approve the 2025 First Quarter Adjustments
 - 2. The Safety and Human Resources Committee did meet on March 24, 2025, and;
 - a. Discussed proposed changes to the fire and rescue fee schedule
 - b. Received update on the purchase of a fire truck
 - 3. The Personnel Committee did meet on March 31, 2025, and;
 - a. Made a recommendation for a city manager applicant to City Council at the next meeting
 - 4. The Technology and Communications Committee did not meet earlier tonight due to a lack of agenda items.
- I. Reports from Other Committees, Commissions and Boards** (*Informational Only-Not Read*)
 - 1. The Civil Service Commission did meet on April 2, 2025, and;
 - a. Approved and certified the Position of Police Officer (Patrolman Grade)
 - b. Approved and certified the Position of Firefighter/paramedic
 - 2. The Parks and Recreation Board did not meet on March 26, 2025, due to a lack of agenda items.
- J. Introduction of New Ordinances and Resolutions**
 - 1. **Resolution No. 013-25**, A Resolution authorizing the Finance Director to transfer certain fund balances (transfer No. 2) from respective funds to other funds pursuant to ORC. Section 5705.14 on an as needed basis in the fiscal year 2025, as listed in Exhibit A; and declaring an emergency (suspension requested)
 - 2. **Ordinance No. 014-25**, An Ordinance supplementing the annual appropriation measure (supplement No. 1) for the year 2025; and declaring an emergency(suspension requested)
 - 3. **Ordinance No. 015-25**, An Ordinance authorizing the Finance Director to make appropriation transfer (transfer of appropriation 1) from one appropriation line item to another appropriation line item pursuant to ORC. Section 5705.40 for the fiscal year ending December 31, 2025, as listed in Exhibit A; and declaring an emergency(suspension requested)
- K. Second Reading of Ordinances and Resolutions-None**
- L. Third Reading of Ordinances and Resolutions**
 - 1. **Ordinance No. 011-25**, An Ordinance amending chapter 951 of the codified Ordinances of the City of Napoleon, Ohio, specifically sections 951.04 and 951.05
- M. Good of the City** (Any other business as may properly come before Council, including but not limited to):

1. Discussion/Action: Renewal of Liquor Permits in the City of Napoleon
2. Discussion/Action: Appoint a new member to the Board of Zoning Appeals
3. Discussion/Action: Discussion of transfer of funds from fund 521, Sewer Replacement Fund, to fund 435, East Washington Street Improvement Fund.
4. Discussion/Action: Recommendation of Award for the 2025 Miscellaneous Street Improvements project
5. Discussion/Action: Recommendation of Award for the 2025 Sanitary Sewer Cleaning
6. Discussion/Action: Direct the law director to draft legislation for Salt Contract

N. Executive Session (To consider the appointment, employment...or compensation of a public employee or official, and Preparing for, conducting, or reviewing collective bargaining strategy)

O. Approve Payments of Bills (In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved.)

P. Adjournment


Mikayla Ramirez, Clerk

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

- 1. Technology & Communication Committee (1st Monday)**
(Next Regular Meeting: April 7, 2025 @ 6:15 pm)
- 2. Electric Committee (2nd Monday)**
(Next Regular Meeting: Monday, April 14, 2025 @ 6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for January 2025
 - b. Electric Department Report
- 3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)**
(Next Regular Meeting: Monday, April 14, 2025 @ 7:00 pm)
- 4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)**
(Next Regular Meeting: Monday, April 14, 2025 @ 7:30 pm)
- 5. Parks & Recreation Committee (3rd Monday)**
(Next Regular Meeting: Monday, April 21, 2025 @ 6:00 pm)
- 6. Finance & Budget Committee (4th Monday)**
(Next Regular Meeting: Monday, April 28, 2025 @ 6:30 pm)
- 7. Safety & Human Resources Committee (4th Monday)**
(Next Regular Meeting: Monday, April 28, 2025 @ 7:30 pm)
- 8. Personnel Committee (as needed)**

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

- 1. Board of Public Affairs (2nd Monday)**
(Next Regular Meeting: Monday, April 14, 2025 @ 6:30 pm)
 - a. Review of Power Supply Cost Adjustment Factor for March 2025
 - b. Electric Department Report
- 2. Board of Zoning Appeals (2nd Tuesday)**
(Next Regular Meeting: Tuesday, April 8, 2025 @ 4:30 pm)
- 3. Planning Commission (2nd Tuesday)**
(Next Regular Meeting: Tuesday, April 8, 2025 @ 5:00 pm)
- 4. Tree Commission (3rd Monday)**
(Next Regular Meeting: Monday, April 21, 2025 @ 6:00 pm)
- 5. Civil Service Commission (4th Tuesday)**
(Next Regular Meeting: Tuesday, April 22, 2025 @ 4:30 pm)
- 6. Parks & Recreation Board (Last Wednesday)**
(Next Regular Meeting: Wednesday, April 30, 2025 @ 6:30 pm)
- 7. Privacy Committee (2nd Tuesday in May & November)**
(Next Regular Meeting: Tuesday, May 13, 2025 @ 10:30 am)
- 8. Records Commission (2nd Tuesday in June & December)**
(Next Regular Meeting: Tuesday, June 10, 2025 @ 4:00pm)
- 9. Housing Council (1st Monday after the TIRC meeting)**
- 10. Health Care Cost Committee (as needed)**
- 11. Preservation Commission (as needed)**
- 12. Napoleon Infrastructure/Economic Development Fund Review Committee (NIEDF) (as needed)**
- 13. Tax Incentive Review Council**
- 14. Volunteer Firefighters' Dependents Fund Board (as needed)**
- 15. Volunteer Peace Officers' Dependents Fund Board (as needed)**
- 16. Lodge Tax Advisory & Control Board (as needed)**
- 17. Board of Building Appeals (as needed)**
- 18. ADA Compliance Board (as needed)**

City of Napoleon, Ohio
City Council Meeting Minutes
Monday, March 17, 2025, at 7:00 pm

Present

Council Members	Ross Durham-Council President, Brittany Schwab-Council President Pro-Tem, Ken Haase, Robert L. Weitzel, Tom Weaver, Jordan McBride, Dr. David Cordes
Mayor	Joseph Bialorucki
City Manager	Andy Small
Law Director	Billy Harmon
Clerk of Council	Mikayla Ramirez
City Staff	Tony Cotter, Chad Lulfs, Chief Bowen, Asst. Chief Ruffer
Others	News-Media, Dawn McBride, Jessica Clapp, Lee (Savannah) Eicher

Call to Order

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

HOPE Services (Henry County Board of Developmental Disabilities) presentation of a proclamation declaring March as Developmental Disabilities Month

D. McBride said, hello I am Dawn and I have been with HOPE Services for 42 years. I did my student teaching there and fell in love and have been here ever since. I work infants, toddlers, and their family/caregivers to provide coaching. In Henry County if a baby is born that has a delay, developmental disability, and other types of situations, we have a team of people that can provide services to all those babies and their families. We call that early intervention and HOPE Services serves about 420 individuals with disabilities just in Henry County, that is from birth to adulthood. We provide many services such as social work, occupational therapy, speech/language therapy, and housing or job opportunities. We even help schools write programs for kids or even adults and each person have their own individual plan then we carry out those services. That is why you see on your tax statement sometimes because we provide all our services through HOPE. Clapp said, this year I am involved in our talent show through HOPE and I've been doing it every year. I try my best, but it doesn't matter if you have a disability or not if you do your best, that is what counts. Another thing I like about HOPE is the Heart Trip, which we are going to Lancaster, Pennsylvania this year. D. McBride said, do you pay for that. Clapp said, we pay half, and HOPE pays the other half. I am also involved in the Special Olympics, softball, basketball, cheerleading, bowling, and now biking. This year we came in first place for cheer at Ohio State, which I was really nervous about, but we nailed it. D. McBride said, Jess, do you also work. Clapp said, yes I do. I work at the Filling Home 2 days a week and I'm at Soaring Arts on Wednesday, Thursday, and Friday. I do poetry and kinetic art. D. McBride said, how about housing. Clapp said, I've been living in Napoleon a couple years now and I graduated in 2005 from home school. I have roommates named Terry, Joe and Amanda and we have 2 cats. I've been living on my own for a long time and I really enjoy it. D. McBride said, are there any questions. Durham said, how long has HOPE been serving the community. D. McBride said, over 50 years. They started in a church basement went a group of parents met together and volunteered their time there. Bialorucki said, before we move on to the proclamation, I think Jessica and the rest of the cheer team deserve a round of applause.

Bialorucki said, Whereas: HOPE Services, as Henry County's Board of Developmental Disabilities, has served citizens with developmental disabilities for over 50 years; and
Whereas: Developmental disabilities are conditions which affect millions of Americans and their families; and
Whereas: We recognize that HOPE Services serves approximately 420 Henry County citizens with disabilities; and

Whereas: Individuals with developmental disabilities, their families, friends, neighbors and co-workers encourage everyone to focus on the abilities of all people;

Whereas: The most effective way to increase this awareness is through everyone's active participation in community activities and the openness to learn and acknowledge each individual's contribution;

Whereas: We encourage all citizens to support opportunities for people with disabilities that include full access to education, housing, employment and recreational activities.

Now, therefore: I, Joseph Bialorucki, Mayor of the City of Napoleon, do hereby proclaim March 2025 as Developmental Disabilities Awareness Month And recognize that our communities are stronger when everyone participates. Take time to get to know someone with a disability, recognize ability at work, see what he or she has to offer and give full support toward enabling people with developmental disabilities to live productive lives and achieve their potential.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the March 3, 2025, meeting were approved as presented.

Citizen Communication

Eicher said, I am here tonight on behalf of the Fuel King Travel Center that changed hands about 5 years ago, but I began working there 7 years ago, I am the manager. Raj was going to be here but sometimes people have trouble understanding him, so I am here on his behalf. The reason I am here tonight is because we have great concern about Casey's that's coming in and their liquor license. We already have Pilot, Petro, and Fuel King have licenses and that's a lot in one square mile or less. There is also a concern people have about that corner because that is where you go down to the turn around circle and then you go across the river to Campbell Soup. Being right there on the corner there's a safety issue of whether people who are already somewhat intoxicated if they buy liquor and do not drive safely at the turn around. The other concern we have is we know how hard it is to get a liquor license and we're trying to increase ours but there isn't a lot available. If you have somebody that wants to be downtown there's not going to be a license for them because they're all going to be at the truck stop. That is why I came tonight. Durham said, I appreciate your time, and we will address that on item L good of the city, if you would like to stick around.

Reports from Council Committees

The Personnel Committee met on March 11, 2025, and March 13, 2025, and reviewed candidates for city manager.

The Electric Committee did not meet on March 10, 2025, due to lack of agenda items.

The Water, Sewer, Refuse, Recycling and Litter Committee did not meet on March 10, 2025, due to lack of agenda items.

The Municipal Properties, Building, Land Use and ED Committee did not meet on March 10, 2025, due to lack of agenda items.

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

Introduction of new Ordinances and Resolutions

Resolution No. 012-25 Township Contracts

Council President Durham read by title Resolution No. 012-25, a Resolution authorizing contracts with the townships of Napoleon, Harrison, Freedom, and the Village of Florida, and Henry County South Joint Ambulance District for fire service and/or emergency medical service commencing April 1, 2025, and; declaring an emergency

Motion: Haase Second: Schwab
to approve first read of Resolution No. 012-25

Small said, this resolution authorizes the city manager to enter contracts with the townships, the Village of Florida and the South Joint Ambulance District. Again, those contracts are based on the actual 2024

expenditure for the fire department. I would also request suspension. Durham said, this is something we review annually. Small said, yes and we attempt to meet every quarter to keep them up to date. Bowen said, these are the same rates that we have had for years but it goes off the actual expenses.

Motion: Haase Second: Schwab
to suspend the rule requiring three reads of Resolution No. 012-25

Roll call vote on the above motion
Yeas- Weitzel, McBride, Weaver, Cordes, Schwab, Durham, Haase
Nays-
Yeas-7, Nays-0. Motion Passed.

Roll call vote to pass Resolution No. 012-25 under Suspension and Emergency
Yeas- Weitzel, McBride, Weaver, Cordes, Schwab, Durham, Haase
Nays-
Yeas-7, Nays-0. Motion Passed.

Second read of Ordinances and Resolutions
Ordinance No. 011-25 Amending Chapter 951

Council President Durham read by title Ordinance No. 011-25, an Ordinance amending chapter 951 of the codified Ordinances of the City of Napoleon, Ohio, specifically sections 951.04 and 951.05, Burial Lots; Charges for and Restrictions; Repurchase

Motion: Schwab Second: Weaver
to approve second read of Ordinance No. 011-25

Small said, these rates have not been adjusted for 23 years, so Tony and I came up with fair rates based on inflation and nearby cemeteries. There are no other changes to the ordinance.

Roll call vote on the above motion
Yeas- Weitzel, McBride, Weaver, Cordes, Schwab, Durham, Haase
Nays-
Yeas-7, Nays-0. Motion Passed.

Third read of Ordinances and Resolutions
Ordinance No. 007-25 Amending Chapter 955

Council President Durham read by title Ordinance No. 007-25, an Ordinance amending chapter 955 of the codified code of Ordinances of the City of Napoleon, Ohio, specifically section 955.09(r), Golf Privilege Fee

Motion: Weaver Second: McBride
to approve third read of Ordinance No. 007-25

Small said, these rates are for corporate memberships, and we are increasing them \$200 across the board. Durham said, Tony, do you know how many corporate memberships we have. Cotter said, 14 memberships.

Roll call vote on the above motion
Yeas- Weitzel, McBride, Weaver, Cordes, Schwab, Durham, Haase
Nays-
Yeas-7, Nays-0. Motion Passed.

Good of the City (discussion/action)

Approval of a new liquor permit for Casey's Marketing Co. NEC of Industrial Dr. and Independence Dr.

Small said, the Department of Liquor Control sent this out to our local jurisdictions when there's been a request for a permit and this new Casey's is planned to be located at the intersection of Independence and Industrial Drive. If you choose to take no action this will be allowed. Durham said, Assistant Chief Ruffer, do you know of any issues that frequent that area. Ruffer said, we haven't been presented with any issues recently. Harmon said, we would need more than generalized concern to object, we would need specific information based on problems. Schwab said, is there a certain amount of permits we can have per zone. Small said, I can't give you a number. Durham said, is this the last step of the process. Harmon said, if not it is close.

Approval of the Power Supply Cost Adjustment Factor for March 2025 as PSCA 3-month averaged factor \$0.01277 and JV2 \$0.209725

Small said, there is nothing significant about these numbers. It is still some of the lowest numbers in the last 4 years.

Motion: Schwab Second: Haase

to approve the Power Supply Cost Adjustment Factor for March 2025 as PSCA 3-month averaged factor \$0.01277 and JV2 \$0.209725

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

Riverview Avenue Speed Study Options

Small said, as you may recall from the budget meetings in November we sought and were approved for a \$18,000 speed study to be conducted on Riverview Avenue. At the time we thought we would conduct the study from the west corporation limits to the east corporation limits but Chad in the last month or so received an estimate for \$22,250 for that distance. So, I asked him to go to see what the study would cost from the west corporation limits to Perry Street because that is the section with the most interest. The price came out to be \$15,386. Lulfs said, I had a quote from the leading company in traffic and speed studies in the area, but the cost went up. Since costs went up, we looked at getting quotes from other companies and in that process, I spoke with a retired person from ODOT, and his job was speed studies. We discussed the project, and he made a comment that the speed would never come down on West Riverview, but he pointed me in the direction of federal forms that allow you to calculate your own. Mike suggested putting different numbers in there to see what the actual results of a speed study might be. When I put numbers in there the speed limit kept getting raised not lowered. According to Mike, we probably wouldn't be able to lower the speed limit, and he was correct. I didn't want to spend \$15,000 if we had an idea of what the results would come back as. At this point I'm just looking for directions on how to proceed. If you would like the initial company, their quote was over \$15,000 or we could go ahead with the study unless we want to accept the speed limits we have. Small said, part of the issue is there are houses only one side of the road. Lulfs said, part of the formula is the number of drives. Weitzel said, if you aren't convinced we could lower it then we should leave it alone. Durham said, I agree. Weaver said, my concern is the crosswalk. Should we even keep the flashing light there if that creates problems versus helps. Durham said, I would leave the light there. Maybe we could explore other options to make it safer. Weitzel said, the caution lights they're suppose to stop but they only flash yellow. Is there an option to make them flash red to stop. Lulfs said, no I don't think so because they were designed for the ORC requirements because that project was funded by the State of Ohio. I know we have flashing lights and the advanced warning signs. Weitzel said, so if we put a sign up that said stop on flashing, we would be

wrong for that. Lulfs said, I could check on that. Lulfs said, so it sounds like we don't want to move forward with the speed study. I will look into additional signage and speak to ODOT.

The Department of Public Works requests Council approval of the Bid Documents & Specifications for the 2025 Street Striping project

Lulfs said, every 2 years the city undertakes a project to restripe all the streets in town. 2025 is that year and we budgeted \$135,000 and we are requesting approval. The scheduled completion date is September 26, 2025.

Motion: Haase Second: Weitzel
to approve Bid Documents & Specifications for the 2025 Street Striping project

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

First Quarter Budget Adjustments (Finance Committee meets on March 24, 2025) (Direct law director to draft legislation)

Garringer said, we are just preapproving to have the law director get that legislation ready for the next council meeting.

Motion: McBride Second: Weitzel
Motion to direct the law director to draft legislation

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

Around the Table

Garringer-Nothing.

Weaver-Nothing.

Cordes-Nothing.

Bialorucki-Nothing.

Haase-Nothing.

Weitzel-Nothing.

McBride said, it is nice to see the baseball field being used again.

Harmon-Nothing.

Small-Nothing.

Executive Session (Acquisition of Property, pending litigation, and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee)

Motion: Schwab Second: Weitzel

to enter executive session for Acquisition of Property, pending litigation, and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee at 7:38 pm

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

Motion: Haase Second: Weitzel

to end executive session for Acquisition of Property, pending litigation, and to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee at 8:07 pm

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

Approve Payment of Bills and Financial Reports (In the absence of any objections or corrections, the payment of bills and financial reports shall stand approved)

Adjournment

Motion: Weitzel Second: Schwab

to adjourn the City Council meeting at 8:08 pm

Roll call vote on the above motion

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

Nays-

Yeas-7, Nays-0. Motion Passed.

Approved

J. Ross Durham, Council President

Joe Bialorucki, Mayor

Mikayla Ramirez, Clerk

RESOLUTION NO. 013-25

A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO TRANSFER CERTAIN FUND BALANCES (TRANSFER NO. 2) FROM RESPECTIVE FUNDS TO OTHER FUNDS PURSUANT TO ORC. SECTION 5705.14 ON AN AS NEEDED BASIS IN FISCAL YEAR 2025, AS LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY

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

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

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

Section 1. That, pursuant to Section 5705.14 of the ORC and this Resolution No. 013-25, the Finance Director is hereby authorized and directed to transfer monies, transfer number 2, among the various funds on an as needed basis in Fiscal Year 2025 as listed in Exhibit A attached hereto and made a part of this Resolution.

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 0-25 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2025; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Mikayla Ramirez, Clerk of Council

2025 TRANSFER OF FUNDS - No. 2

Ordinance 013-25

FROM:

100.4700.54200

Transfer to 227 Cemetery Trust Fund

Purpose: To returned funds taken out of the 227 fund

TO:

227.4700.44030

AMOUNT

\$32,933.66

ORDINANCE NO. 014-25

AN ORDINANCE SUPPLEMENTING THE ANNUAL APPROPRIATION MEASURE (SUPPLEMENT NO. 1) FOR THE YEAR 2025; AND DECLARING AN EMERGENCY

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

Section 1. That, the annual appropriation measure passed in Ordinance No. 037-24 for the fiscal year ending December 31, 2025 shall be supplemented (Supplement No. 1) as provided in Exhibit A, attached hereto and made a part hereof.

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

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

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

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 0-25 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2025; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Mikayla Ramirez, Clerk of Council

2025 APPROPRIATION BUDGET - SUPPLEMENTAL #1

ORDINANCE No. 014-25

<u>Supplemental #1</u>	<u>PERSONAL SERVICES</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>2025 FUND TOTAL</u>
Fund 100 General				
100.1800.52000 Travel, Training and Education		\$3,000.00		
100.1800.54100 Supplies-Office		\$1,200.00		
100.1800.54110 Supplies-Postage/Delivery Charges		\$2,000.00		
100.1900.53300 Serv. Fees - Professional		\$7,200.00		
100.2100.51900 Unemployment Compensation	\$2,495.00			
100.2100.56001 VAWA Grant Pass Through		\$4,100.00		
100.4700.51710 Hospitalization Insurance	\$21,188.16			
100.4700.54200 Supplies-Operating Materials		\$37,933.66		
100.4700.54300 Supplies-Vehicle Parts/Supply		\$500.00		
<i>Reason: Nothing or not enough was budgeted at the beginning of the year</i>			\$79,616.82	\$79,616.82
Fund 210 EMS Transport Service				
210.2200.59000 Refunds-Misc.		\$1,500.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$1,500.00	\$1,500.00
Fund 220 Recreation				
220.4400.57200 Building and Improvements		\$71,000.00		
<i>Reason: Additional funding for Pickleball Courts</i>			\$71,000.00	\$71,000.00
Fund 420 One Time Strat. Community Grant				
420.6200.57200 Buildings and Improvement		\$135,000.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$135,000.00	\$135,000.00
Fund 500 Electric Utility Revenue				
500.6110.53270 Serv. Cnt.-NOCAC Caring Fund		\$11,200.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$11,200.00	\$11,200.00
Fund 513 Water OWDA Bond Retirement				
513.8300.53410 County Auditor Fees		\$100.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$100.00	\$100.00
Fund 519 Water Plant Improv. & Renovation				
519.6200.53365 Serv. Fee Bond Issuance Cost		\$201.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$201.00	\$201.00
Fund 523 OWDA SA Debt Retirement				
523.8600.53410 County Auditor Fees		\$775.00		
<i>Reason: Nothing was budgeted at the beginning of the year</i>			\$775.00	\$775.00
TOTAL FUNDS	\$23,683.16	\$275,709.66	\$299,392.82	\$299,392.82

ORDINANCE NO. 015-25

AN ORDINANCE AUTHORIZING THE FINANCE DIRECTOR TO MAKE APPROPRIATION TRANSFERS (TRANSFER OF APPROPRIATION 1) FROM ONE APPROPRIATION LINE ITEM TO ANOTHER APPROPRIATION LINE ITEM PURSUANT TO ORC. SECTION 5705.40 FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025 AS LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY

WHEREAS, the City appropriates funds by fund, department, and category of personal services and other; and,

WHEREAS, transfer from one appropriation item to another is necessary to provide appropriations for current expenses of the City; **Now Therefore,**

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

Section 1. That, pursuant to Section 5705.40 of the Ohio Revised Code, and this Ordinance No. 015-25, the Finance Director is hereby authorized and directed to transfer from one appropriation item to another, in the Fiscal Year ending December 31, 2025, as listed in Exhibit A, attached hereto and made a part hereof.

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

Section 3. That, if any other prior Ordinance or Resolution is found to be in conflict with this Ordinance, then the provisions of this Ordinance shall prevail. Further, if any portion of this Ordinance is found to be invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof.

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 0-25 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2025; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Mikayla Ramirez, Clerk of Council

FISCAL YEAR ENDING 2025- TRANSFER OF APPROPRIATION (No. 1)**Ordinance Number:** 015-25

	<u>Amount Requested</u>	<u>Amount Received</u>
FROM : 100.1100.53115 Utilities - Cable	(300.00)	
TO : 100.1200.53115 Utilities - Cable		300.00
<i>Reason: Funds not appropriated</i>		
FROM : 100.1800.53345 Serv Fees - Court Appt Attorney	(1,000.00)	
TO : 100.1800.54200 Supplies-Operating Materials		1,000.00
<i>Reason: Additional funds needed for Baliff items</i>		
FROM : 100.1900.56900 Undefined Contengencies	(480.00)	
TO : 100.1900.53610 CNT. Maint.-Buildings & Structures		480.00
<i>Reason: Installing of Halodron Fire Equip. for IT room</i>		
FROM : 100.1900.56900 Undefined Contengencies	(3,218.00)	
TO : 100.1800.53610 CNT. Maint.-Buildings & Structures		3,218.00
<i>Reason: Exhaust fan replacement for Muni Court</i>		
FROM : 100.2100.54500 Supplies- Other Equipment	(79.98)	
TO : 100.2100.54700 Supplies-Small Tools		79.98
<i>Reason: Items budgeted in differnet accounts</i>		
FROM : 400.1500.57000 Machinery & Equipment	(7,000.00)	
TO : 400.1400.57000 Machinery & Equipment		7,000.00
<i>Reason: Appropriated to incorrect account</i>		
FROM : 510.6200.56900 Undefined Contengencies	(6,052.14)	
TO : 510.6200.53520 Cnt. Maint.-Equipment		6,052.14
<i>Reason: Cover repair of HVAC in control room</i>		
	-----	-----
Total Transfer of Appropriation	(18,130.12)	18,130.12

ORDINANCE NO. 011-25

AN ORDINANCE AMENDING CHAPTER 951 OF THE CODIFIED ORDINANCES OF THE CITY OF NAPOLEON, OHIO, SPECIFICALLY SECTIONS 951.04 AND 951.05

WHEREAS, Council previously passed Ordinance No.(s) 010-02, on February 18, 2002, and 021-05 on March 21, 2005, establishing the rates and fees per grave for burial lots in City of Napoleon cemeteries; and,

WHEREAS, the City of Napoleon Municipal Properties Committee met on January 10, 2025 and recommended to Council to increase certain rates and fees for City of Napoleon cemeteries; and,

WHEREAS, this Council considered all recommendations and deemed appropriate to increase certain City of Napoleon rates and fees as created in passed Ordinance No.(s) 010-02 and 021-05; and,

WHEREAS, this Council now deems appropriate that City cemetery rates and fees as listed below shall be amended; **Now Therefore**,

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

Section 1. That, Section 951.04 of the Codified Ordinances of the City of Napoleon, Ohio, “Burial Lots; Charges for and Restrictions; Repurchase,” shall be and is hereby amended and enacted to read as follows:

“(a) Charges for burial lots in City cemeteries shall be as follows:

<u>Rates per Grave</u>	<u>Resident</u>	<u>Nonresident</u>
Regular lot	\$165.00 -\$250.00	\$250.00 -\$400.00
Infant’s lot	80.00 \$125.00	110.00 -\$175.00

(b) Infant’s lot shall be restricted to use for infants under one year of age.

(c) Only a person whose legal residence is, or who owns real estate in the City, shall be entitled to purchase burial lots at resident rates.

(d) Burial lots may be repurchased by the City from purchasers, subject to appropriation of funds, when deemed in the best interest of the City by the Cemetery Sexton. In the event of a repurchase, the purchase price shall be that most recent in time price originally paid to the City for the burial lot, or the current “resident” burial lot established price, whichever is less.

~~(Ord. 21-05. Passed 3-21-05.)”~~

Section 2. That, Section 951.05 of the Codified Ordinances of the City of Napoleon, Ohio, “Grave Openings; Charges For,” shall be and is hereby amended and enacted to read as follows:

“(a) Charges for opening graves Monday through Friday except City recognized holidays, in City cemeteries shall be as follows:

	<u>Resident</u>	<u>Nonresident</u>
Adult grave	\$215.00 325.00	\$310.00 475.00
Indigent adult	190.00	275.00
Crematory urn	100.00 165.00	160.00 250.00
Child's grave 1 - 10 years	135.00 200.00	250.00 375.00
Infant under 1 year	110.00 150.00	190.00 250.00
Crypt end opening	160.00 275.00	240.00 400.00
Crypt side opening	240.00	325.00
Companion crypt	145.00	225.00

(b) In addition to those charges set forth in division (a) above, for opening graves on any Saturday, Sunday or City holiday as established by the Personnel Ordinance, an additional ~~\$125.00~~ \$175.00 per grave opening shall be charged residents of the City, and an additional ~~\$200.00~~ \$250.00 per grave opening shall be charged nonresidents of the City.

(c) In addition to those charges set forth in divisions (a) and (b) above, for any services that occur after 2:00pm, an additional \$50.00 shall be charged both residents and nonresidents of the City.

(e d) Only persons whose legal residence is, or who own real estate in the City at the time of decease shall be entitled to resident burial or grave opening rates.

(d e) Indigent rate shall apply only in cases as are approved by the Finance Director and the City Manager. (Ord. 10-02. Passed 2-18-02.)”

Section 3. That, this Ordinance No. 011-25 amends Ordinance No.(s) 010-02 and 021-05 so as to incorporate and adopt all identified changes noted herein. The remaining, unchanged portions of Ordinance No.(s) 010-02 and 021-05 remain in full force and effect as they existed, to now include the amendments as noted herein.

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

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

Section 6. That, upon passage, this Ordinance shall take effect at the earliest time permitted by law.

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Mikayla Ramirez, Clerk of Council

I, Mikayla Ramirez, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 011-25 was duly published in the Northwest Signal, a newspaper of general circulation in said City, on the _____ day of _____, 2025; & I further certify the compliance with rules established in Chapter 103 of the Codified Ordinances Of Napoleon Ohio and the laws of the State of Ohio pertaining to Public Meetings.

Mikayla Ramirez, Clerk of Council



March 12, 2025

CLERK OF NAPOLEON CITY COUNCIL
POST OFFICE BOX 151
NAPOLEON, OHIO 43545

NOTICE TO LEGISLATIVE AUTHORITIES Objections to Renewal of a Retail Liquor Permit

Dear Clerk of Legislative Authority:

All Class C and D retail permits that sell alcoholic beverages in your political subdivision will expire on **June 1, 2025**. To maintain permit privileges, every retail permit holder must file an online renewal application with the Division.

Ohio Revised Code Section 4303.271(B) provides the legislative authority with the right to object to the renewal of a retail permit and to request a hearing. The hearing may be held in the county seat where the permit premises is located if that specific request is made in writing. This will be your only opportunity to object to the renewal of a liquor permit premises which might be a problem in your community.

To register a valid objection with the Division of Liquor Control and request a hearing, the legislative authority must pass a resolution that specifies the problems at the liquor permit premises and the legal grounds for the objection as set forth in Ohio Revised Code Section 4303.292(A). We suggest that a separate resolution be passed for each permit premises. The Chief Legal Officer of your political subdivision must also submit a statement with the resolution that, in their opinion, the objection is based on substantial legal grounds within the meaning and intent of Ohio Revised Code Section 4303.29(A).

The resolution and Chief Legal Officer's statement must be emailed to liquordocs@com.ohio.gov or mailed to the Division of Liquor Control, Attn: Legal Section, 6606 Tussing Road, P.O. Box 4005, Reynoldsburg, Ohio 43068-9005 and postmarked no later than May 2, 2025.

You may wish to contact the law enforcement agency for your jurisdiction to determine if it has any information which will aid in your decision whether to object and request a hearing. You can find retail permit holders within your jurisdiction by going to com.ohio.gov/liquorinfo. Select the "find a permit holder" tab and click on the "search" link. Then, enter your city/township name where asked and "issued" under "class issue status." For more information on other ways to deal with problems establishments, including a copy of the text of this letter, go to com.ohio.gov/govhelp.

If you determine that there are no permit premises within your jurisdiction that you wish to object to, you do not need to take any further action. The renewal applications for those premises will be submitted by the permit holders and will be processed by the Division as appropriate.

If you have questions, please contact the Legal Section at liquorlegal@com.ohio.gov. FYI, OPAL, our new online licensing system is coming this summer, for more information sign up for our emails at com.ohio.gov/stayinformed.

DOLC Licensing Section

9881374	WINCO PROPERTIES INC	DBA HOLIDAY INN OF NAPOLEON	D54	FAILURE TO RENEW	8/7/2020	735 N SCOTT ST BR68	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	06834	NOT A QUOTA EXEMPT CLASS	NO
9881374	WINCO PROPERTIES INC	DBA HOLIDAY INN OF NAPOLEON	D6	FAILURE TO RENEW	9/2/2020	735 N SCOTT ST BR68	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	06834	NOT A QUOTA EXEMPT CLASS	NO
7264420	WHEN N RESE	DBA INTERVIEW LOUNGE	D1	TRANSFERRED	8/25/2025	7112 & ENCL OUTDOOR AREA	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	07201	NOT A QUOTA EXEMPT CLASS	NO
7264420	WHEN N RESE	DBA INTERVIEW LOUNGE	D2	TRANSFERRED	8/25/2025	7112 & ENCL OUTDOOR AREA	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	07201	NOT A QUOTA EXEMPT CLASS	NO
7264420	WHEN N RESE	DBA INTERVIEW LOUNGE	D3	TRANSFERRED	8/25/2025	7112 & ENCL OUTDOOR AREA	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	07201	NOT A QUOTA EXEMPT CLASS	NO
7264420	WHEN N RESE	DBA INTERVIEW LOUNGE	D4	TRANSFERRED	8/25/2025	7112 & ENCL OUTDOOR AREA	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	07201	NOT A QUOTA EXEMPT CLASS	NO
9854416	XOCIPA LLC	Spanglers Restaurant and Pub	D2	Issued	10/29/2023	733 N Perry St	Napoleon	OH	43545	Napoleon	Henry	00 635	NOT A QUOTA EXEMPT CLASS	NO
9854416	XOCIPA LLC	Spanglers Restaurant and Pub	D2A	Issued	10/29/2023	733 N Perry St	Napoleon	OH	43545	Napoleon	Henry	00 635	NOT A QUOTA EXEMPT CLASS	NO
9854416	XOCIPA LLC	Spanglers Restaurant and Pub	D8	Issued	10/29/2023	733 N Perry St	Napoleon	OH	43545	Napoleon	Henry	00 635	NOT A QUOTA EXEMPT CLASS	NO
9854416	XOCIPA LLC	Spanglers Restaurant and Pub	D1 D	Issued	10/29/2023	733 N Perry St	Napoleon	OH	43545	Napoleon	Henry	00 635	NOT A QUOTA EXEMPT CLASS	NO
9852348	THM NGOR TSUI	DBA CHINA DRAGON	D5	TRANSFERRED	9/25/2016	1415 N SCOTT	NAPOLEON	OHIO	43545	NAPOLEON	HENRY	06835	NOT A QUOTA EXEMPT CLASS	NO



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Lulfs, P.E., P.S., Director of Public Works

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: J. Andrew Small, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: Mayor & City Council
Brian Okuley, Operations Superintendent
Mikayla Ramirez, Clerk
Date: April 2, 2025
Subject: 2025 Miscellaneous Street Improvements ~
Recommendation of Award

On Wednesday, April 2, 2025, bids were opened and read aloud for the above referenced project. Three bids were submitted and read as follows:

Ward Construction Co.	\$411,114.00
Advanced Excavating & Demolition, L.L.C.	\$436,345.00
Helms & Sons Excavating, Inc.	\$454,545.00

The Engineer's Estimate for the project is \$419,000.00. This project consists of removing the concrete pavement and replacing it with asphalt pavement on the following streets:

- Neward Drive from W. Riverview Avenue to Becca Lane
- Bourdeaux Drive north of Sedward Avenue
- Becca Lane from Sedward Drive to the Dead End

The completion date for this project is October 31, 2025.

Having reviewed the submitted bids, it is my recommendation that Council award Ward Construction Co. the contract for the 2025 Miscellaneous Street Improvements project in the amount of \$411,114.00. If you have any questions or require additional information, please contact me at your convenience.

CEL

City of Napoleon, Ohio
BID SUMMARY SHEET

Project Name 2025 Miscellaneous Street Improvement Project	VENDOR					
	(A)	(B)	(C)	(D)	(E)	(F)
DATE OPENED Wed., April 2, 2025 TIME: 11:00 AM	Ward Construction Company	Advanced Excavating & Demolition LLC	Henry W. Bergman Inc.	Helms and Sons Excavating		
OPENED BY: Chad E. Lulfs, P.E., P.S.						
Engineer's Estimate: \$419,000.00						
Bid Guaranty/Bond	x	x	x	x		
Bidder Certification	x	x	x	x		
Bidder Qualification Statement	x	x	x	x		
Non-Collusion Affidavit	x	x	x	x		
Base Bid	\$411,114.00	\$436,545.50	\$539,336.75	\$454,545.00		



City of Napoleon, Ohio

Department of Public Works

255 West Riverview Avenue, P.O. Box 151

Napoleon, OH 43545

Chad E. Lulfs, P.E., P.S., Director of Public Works

Telephone: (419) 592-4010 Fax: (419) 599-8393

www.napoleonohio.com

Memorandum

To: J. Andrew Small, City Manager
From: Chad E. Lulfs, P.E., P.S., Director of Public Works
cc: City Council & Mayor
Kevin Garringer, City Finance Director
Brian Okuley, Operations Superintendent
Mikayla Ramirez, Clerk of Council
Date: April 2, 2025
Subject: 2025 Sanitary Sewer Cleaning Program ~
Recommendation of Award

On Wednesday, April 2, 2025, bids were opened and read aloud for the above referenced project. One bid was submitted and read as follows:

Advanced Rehabilitation Technology

\$88,976.25

The Engineer's Estimate for this project is \$100,000.00. This project consists of cleaning and televising various sewers throughout the city as part of our 10-year plan; this is year 1. The completion date for this project is August 29, 2025.

Having reviewed the submitted bids, it is my recommendation that Council award Advanced Rehabilitation Technology the contract for the 2025 Sanitary Sewer Cleaning Program in the amount of \$88,976.25. If you have any questions or require additional information, please contact me at your convenience.

CEL

City of Napoleon, Ohio
BID SUMMARY SHEET

Project Name 2025 Sanitary Sewer Cleaning Program	VENDOR					
	(A)	(B)	(C)	(D)	(E)	(F)
DATE OPENED Wed., April 2, 2025 TIME: 11:00 AM	Advanced Rehabilitation Technology					
OPENED BY: Chad E. Lulfs, P.E., P.S.						
Engineer's Estimate: \$100,000/year						
Bid Guaranty/Bond	x					
Bidder Certification	x					
Bidder Qualification Statement	x					
Non-Collusion Affidavit	x					
Base Bid	\$88,946.25					



2024 Annual Drinking Water Quality Report

**Napoleon Water Treatment
Plant PWS#OH3500811**

Introduction:

The Napoleon Water Plant has prepared the following report to provide information to you, the customer, on the quality of your drinking water. Included in this report is general health information, water quality test results, and how to participate in decisions concerning your drinking water and water system contacts. This Report, mandated by the U.S. Environmental Protection Agency and funded by the City of Napoleon, covers all required testing results between January 1 and December 31, 2024.

Community Participation:

You are invited to participate in our public forum and voice your concerns about your drinking water. Napoleon City Council meets the 1st and 3rd Monday each month at the City Building at 7:00 PM. The City building council chambers is located at 255 West Riverview Ave.

License to Operate:

For the year 2024, the Napoleon Water Treatment Plant had a current, unconditioned license to operate our water system.

Where does my water come from?

The Napoleon Water Treatment Plant has an abundant water supply from two sources. The Napoleon Water Plant draws from the Maumee River daily. Our second source is the Wauseon Reservoir. We pump daily, weather permitting to the reservoir. In 2024, Napoleon pumped 499 million gallons of raw water to the Wauseon Reservoir. The flow can be reversed and Napoleon can flow back when there are water quality issues in the river, such as non-point agricultural runoff. Our treatment facility provided roughly 354 million gallons of clean drinking water in 2024. The City of Napoleon public water system uses surface water drawn from an intake on the Maumee River.

Source Water Information:

For the purposes of source water assessments, in Ohio all surface

waters are considered too susceptible to contamination. By their nature, surface waters are readily accessible and can be contaminated by chemicals and pathogens, which may rapidly arrive at the public drinking water intake with little warning or time to prepare. The City of Napoleon's drinking water source protection area contains potential contaminant sources such as agriculture, septic systems, oil and gas production activities, combined sewer overflows, wastewater treatment discharges, commercial and industrial sources, roadways and railways.

The City of Napoleon's public water system treats the water to meet drinking water quality standards, but no single treatment technique can address all potential contaminants. The potential for water quality impacts can be further decreased by implementing measures to protect the Maumee River. Information that is more detailed is provided in the City of Napoleon's Drinking Water Source Assessment report, which can be obtained by calling the Water Plant Superintendent at 419-592-8811.

Sources of Drinking Water Contamination:

The sources of drinking water both tap water and bottled water include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include;

(A) Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plant, septic systems, agricultural livestock operations and wildlife;

(B) Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban storm water runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming;

(C) Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban storm water runoff and residential uses;

(D) Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production and can also come from gas stations, urban storm water runoff and septic systems;

(E) Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, USEPA prescribes regulations which limit the amount of certain

contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which must provide the same protection for public health. Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1- 800-426-4791.

Important Health Information:

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline (800-426-4791).

Lead:

Lead in Home Plumbing. If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may have your water tested. Information on lead in drinking water, testing methods and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/safewater/lead. Infants and young children are typically more vulnerable to lead in drinking water than the general population. It is possible that lead levels at your home may be higher than at other homes in the community as a result of materials used in your home's plumbing. If you are concerned about elevated lead levels in

your home's water, you may wish to have your water tested and flush your tap for 30 seconds to 2 minutes before using tap water.

Nitrate:

Nitrate in drinking water at levels above 10 ppm is a health risk for infants less than six months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant, you should ask for advice from your health care provider.

Red Water/ Taste and Odor Issues

From time to time, rust from the inside old iron water mains or from your plumbing may be dislodged by high flow this can lead to a red color in drinking water. In addition, during certain times of year, taste and odor problems may occur due mainly to algae in the raw water supply. Napoleon Water Treatment Plant is working hard to control and eliminate these problems from our water. If you have questions or concerns about your water, contact the water treatment plant at 419-592-8811

Unregulated Contaminant Monitoring Rule (UCMR 5)

Unregulated contaminants are those for which U.S. EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of these contaminants in drinking water and whether future regulation is warranted. In 2024, the City of Napoleon participated in the fifth round of the Unregulated Contaminant Monitoring Rule (UCMR 5). For a copy of the results please call Napoleon Water Treatment Plant at 419-592-8811.

Contaminants (Units)	Year Sampled	Average Level Found	Range of Detections
PFBS (ppb)	2024	0.0036	0 - 0.0036
PFHxA (ppb)	2024	0.0071	0 – 0.0071
PFPeA (ppb)	2024	0.0062	0 – 0.0091

City of Napoleon Notices of Violation

The City of Napoleon Public Water system did not receive any Violations for the year 2024.

Definitions of terms contained within this report:

AL (Action level): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Maximum Contaminant Level- The “Maximum Allowed” (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - The “Goal” (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

MRDL (Maximum Residual Disinfectant Level): The highest-level disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants

MRDLG (Maximum Residual disinfectant level goal): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control of microbial contaminants.

Nephelometric Turbidity Unit (NTU): nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

ppm (parts per million): One part substance per million parts water (or milligrams per liter).

ppb (parts per billion): One part substance per billion parts water (or micrograms per liter).

Treatment Technique (TT): A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

NA: Not applicable.

TC: Total Coliform Bacteria, coliforms are bacteria that are naturally present in the environment and are used as an indicator that other; potentially harmful, bacteria may be present.

Contact Time (CT): means the mathematical product of a “residual disinfectant concentration” (C), which is determined before or at the first customer, and the corresponding “disinfectant contact time” (T).

Microcystins: Liver toxins produced by a number of cyanobacteria. Total microcystins are the sum of all the variants/congeners (forms) of the cyanotoxin microcystin.

Cyanobacteria: Photosynthesizing bacteria, also called blue-green algae, which naturally occur in marine and freshwater ecosystems, and may produce cyanotoxins, which at sufficiently high concentrations can pose a risk to public health.

Cyanotoxin: Toxin produced by cyanobacteria. These toxins include liver toxins, nerve toxins, and skin toxins. Also sometimes referred to as “algal toxin”.

The “<” Symbol: A symbol which means less than. A result of <5 means that the lowest level that could be detected was 5 and the contaminant in that sample was not detected.

PFBS: Perfluorobutanesulfonic Acid (Unregulated Contaminant)

PFHxA: Perfluorohexanoic Acid (Unregulated Contaminant)

PFPeA: Perfluoropentanoic Acid (Unregulated Contaminant)

SAMPLING RESULTS: During the past year, we have taken hundreds of water samples in order to determine the presence of any radioactive, biological, inorganic, volatile organic or synthetic organic contaminants. The table shows only those contaminants that were detected in the water. The state allows us to monitor for certain substances less than once per year because the concentrations of these substances do not change frequently. In these cases, the most recent sample data are included; along with year in which the sample was take.

Questions? For information in this report or question regarding your drinking water please, contact Jeff Weis, Water Treatment Plant Superintendent at 419-592-8811.

*** Much of the verbage here within is mandatory language provided by the Ohio EPA***
Napoleon Water Treatment Plant 527 Welsted St., Napoleon, Ohio 43545; 419-592-8811 Jeff Weis, Water Plant Superintendent

Regulated Substances							
Substance (unit of measure)	Year Sampled	MCL (MRDL)	MCLG (MRDLG)	Amount Detected	Range Low-High	Violation	Typical Source
Microbiological Contaminants							
Turbidity (NTU)	2024	TT	NA	0.13	0.03-0.13	NO	Soil Runoff
Turbidity (Lowest Monthly % of samples meeting limit)	2024	TT	NA	100%	NA	NO	Soil Runoff
Turbidity is a measurement of the cloudiness of water and is an indication of the effectiveness of our filtration system. The turbidity limit set by the EPA is {0.3NTU) in 95% of the daily samples and shall not exceed 1 NTU at any time. As reported above, the highest recorded turbidity was 0.15 and the Lowest Monthly percentage of samples meeting the turbidity limits was 100%							
Total Organic Carbon (TOC) (ppm)	2024	TT	NA	3.18	2.9-3.5	NO	Naturally present in the environment.
The value reported under Amount Detected for TOC is the lowest ratio between percentage of TOC actually removed to the percentage of TOC required to be removed. A value of greater than one indicates that the water system is in compliance with the TOC removal requirements. A value of less than one indicates a violation of the TOC removal requirements.							
Microcystin (ppb)	2024	NA	*	0%	0%	NO	Produced by some naturally occurring cyanobacteria (Blue-Green Algae)
* 0.3 AL for children and sensitive populations, 1.6 for children 6 and older as well as adults.							
Inorganic Contaminants							
Fluoride (ppm)	2024	4	4	1.17	0.94 - 1.17	NO	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories.
Nitrate (ppm)	2024	10	10	5.91	0.19 – 5.91	NO	Runoff from fertilizer; Leaching from septic tanks sewage; Erosion of natural deposits.
Barium (ppm)	2024	2	2	0.026	0-0.026	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits.
Lead and Copper							
Copper (ppm)	2024	AL= 1.3	1.3	0.016	0 - 0.038	NO	Corrosion of household plumbing systems.
	No Sample sites out of 20 sites sampled were above the AL of 1.3 ppm						
Lead (ppb)	2024	AL= 15	0	<2	0 – <2	NO	Corrosion of household plumbing systems.
	No Sample sites out of 20 sites sampled were above the AL of 15 ppb						
Synthetic Organic Contaminants including Pesticides & Herbicides							
Atrazine (ppb)	2024	3	3	2.8	0 – 2.8	NO	Runoff from herbicide used on row crops
Residual Disinfectants							
Total Chlorine (ppm)	2024	MRDL= 4	MRDLG= 4	1.58	1.41 - 1.72	NO	Water additive used to control microbes.
Disinfection Byproducts/Volatile Organic Contaminants							
Haloacetic Acids (HAA5) (ppb)	2024	60	NA	15.98	7.1 – 21.6	NO	By-product of drinking water disinfection
TTHMs (Total Trihalomethanes) (ppb)	2024	80	NA	55.03	20.70 – 90.3	NO	By-product of drinking water disinfection



City of **NAPOLEON**, Ohio

Water Treatment Plant

527 Welsted Street Napoleon, Ohio 43545-0151

Phone: (419) 592-8811

Web Page: www.napoleonohio.com

MEMORANDUM

To: **J. Andrew Small, City Manager**
From: **Jeff Weis, Water Superintendent,**
cc: **Mayor & City Council**
Date: **March 17th, 2025**
Subject: **Source Water Protection Grant**

Mr. Andy Small,

Water Treatment Plant Staff applied for the Source Water Protection grant through the Ohio EPA in December 2024. On March 17th, 2025, we were notified that the City of Napoleon was awarded the grant funding in the amount of \$12,324. This money will be used to purchase a new intake water quality sonde that allows for continuous real time monitoring of the river quality, as well as the purchase of 10 spill protection signs to put up in various locations around the city to allow for quick emergency notification of any spills. The Water plant recently finalized the Source Water Protection plan for the Napoleon Water System, which was endorsed through the Ohio EPA, and one of the recommendations in the plan was to implement spill protection signs around the city. The grant money awarded will cover these items. We recommend accepting the awarded grant money to complete these projects.

Please reach out to me with any questions or concerns.

Sincerely,

Jeffrey L. Weis

Water Treatment Superintendent

City of Napoleon, Ohio
Board of Zoning Appeals
Meeting Agenda
Tuesday, April 8, 2025, at 4:30 PM

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

- 1) Approval of Minutes: October 29, 2024 (in the absence of any objections or corrections, the minutes shall stand approved).
- 2) **BZA-25-01**
An application for a public hearing has been file by Roy Woggon of 207 E. Front St. Napoleon, Ohio 43545. The applicant is requesting a variance to Section 1147 regarding the building side setback of 7 feet in a C-1 General Commercial District. The applicant is requesting the variance to build a 24'x 25' garage to the rear of his existing residence and the owner would like to place it approx. 1 ½ foot off the property line, off to the east which butts up against his other existing property of 215 E. Front St.
- 3) Any Other Matters to Come Before the Committee
- 4) Adjournment



Mikayla Ramirez, Clerk

City of Napoleon, Ohio
BOARD OF ZONING APPEALS MEETING MINUTES
Tuesday, October 29, 2024, at 4:30 pm
BZA-24-05- Variance to Property Side Setbacks/Non-Conforming Residence at 908 W.
Riverview Ave.

PRESENT

Board Members	David Dill- Chair, Lynn Rausch, Larry Vocke, Kelly Burkhardt
City Staff	Kevin Schultheis-Code Enforcement/Zoning Administrator
Clerk	Mikayla Ramirez
Others	News- Media
ABSENT	Ethan Plummer

CALL TO ORDER

The Board of Zoning Appeals the meeting was called to order by the Chairman Dill at 4:29 pm.

APPROVAL OF MINUTES

The minutes from the April 9, 2024, meeting were approved as presented.

VARIANCE TO PROPERTY SIDE SETBACKS/NON-CONFORMING RESIDENCE

BZA-24-05-Variance to Property Side Setbacks/Non-Conforming Residence at 908 W.
Riverview Ave.

Dill read the background on BZA-24-05. An application for a public hearing has been file by Jim Bersee of 908 W. Riverview Ave. Napoleon, Ohio 43545. The applicant is requesting a variance to Section 1147 regarding the building side setback in an R-2 Low-Density Residential District. The applicant is requesting the variance to build an addition onto his existing garage that sits just off the west side of the property line. The applicant is asking to come in on the west side of the garage a few inches and then straight out to the north, not impeding or encroaching the nearby neighbor.

RESEARCH AND FINDINGS

Schultheis presented his research and findings for BZA-24-05: Upon approval of this variance and issuance of a zoning permit, a building permit from Wood County Building Inspection shall be required.

STANDARDS FOR A VARIANCE:

1129.03 NONCONFORMING LOTS.

When the use proposed for a nonconforming lot is one that is conforming in all other respects but the applicable setback requirements cannot reasonably be complied with, then the Board of Zoning Appeals may allow deviations from the applicable setback requirements if it finds that:

- (1) The property cannot reasonably be developed for the use proposed without such deviations.
- (2) These deviations are necessitated by the size or shape of the nonconforming lot, and
- (3) The property can be developed as proposed without any significantly adverse impact on surrounding properties or the public health or safety.



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: Planning Commission
cc: Mayor and City Council, City Manager,
City Finance Director, Law Director,
Department Supervisors, News Media
From: Mikayla Ramirez, Clerk
Date: April 4, 2025
Subject: Planning Commission-Cancelation

The regularly scheduled meeting of the Planning Commission for Tuesday, April 8, 2025, at 5:00 pm has been **CANCELED** due to lack of agenda items.