November

2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	6:15 pm Tech & Comm Committee-canceled 7:00 pm City Council	4	5	6	7 8:00 am Budget Meetings	8 8:00 am Budget Meetings
9	10	VETERANS DAY OFFICE WILL BE CLOSED	9:00am Privacy Comm.	4:30 pm Civil Service	14	15
16	17 6:00 pm Tree Commn. 6:00 pm Parks & Rec Comm. 7:00 pm City Council	18	19	20	21	22
23	24 6:00 Finance & Budget Comm. 7:30 Safety & Human Resources Comm.	25	26 6:30 pm Parks & Rec Board	27 THANKSGIVING OFFICE WILL BE CLOSED	28	29
30						



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: November 7, 2025

Subject: Electric Committee-Cancelation

The regularly scheduled meeting of the Electric Committee for Monday, November 10, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.



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

Memorandum

To: Board of Public Affairs

cc: Mayor and City Council, City Manager,

City Finance Director, Law Director, Department Supervisors, News Media

From: Ann Harper, Clerk Date: November 7, 2025

Subject: Board of Public Affairs-Cancelation

The regularly scheduled meeting of the Board of Public Affairs for Monday, November 10, 2025, at 6:30 pm has been **CANCELED** due to lack of agenda items.



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

Memorandum

To: Water, Sewer, Refuse, Recycling and Litter Committee

cc: Mayor and City Council, City Manager,

City Finance Director, Law Director, Department Supervisors, News Media

From: Ann Harper, Clerk Date: November 7, 2025

Subject: Water, Sewer, Refuse, Recycling and Litter Committee -

Cancelation

The regularly scheduled meeting of the Water, Sewer, Refuse, Recycling and Litter Committee for Monday, November 10, 2025, at 7:00 pm has been **CANCELED** due to lack of agenda items.



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

Memorandum

To: Municipal Properties, Buildings, Land Use, and

Economic Development Committee

cc: Mayor and City Council, City Manager,

City Finance Director, Law Director,

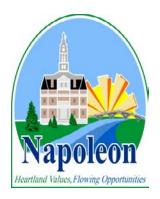
Department Supervisors, News Media

From: Ann Harper, Clerk Date: November 7, 2025

Subject: Municipal Properties, Buildings, Land Use, and

Economic Development Committee-Cancelation

The regularly scheduled meeting of the Municipal Properties, Buildings, Land Use, and Economic Development Committee for Monday, November 10, 2025, at 7:30 pm has been **CANCELED** due to lack of agenda items.



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: November 7, 2025

Subject: Board of Zoning Appeals-Cancelation

The regularly scheduled meeting of the Board of Zoning Appeals for Tuedsay, November 11, 2025, at 4:30 pm has been **CANCELED** due to lack of agenda items.



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: Ann Harper, Clerk Date: November 7, 2025

Subject: Planning Commission-Cancelation

The regularly scheduled meeting of the Planning Commission for Tuesday, November 11, 2025, at 5:00 pm has been **CANCELED** due to lack of agenda items.

PRIVACY COMMITTEE

SPECIAL MEETING AGENDA

Wednesday, November 12, 2025, at 9:00 am

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) Review Policies/Procedures for Identity Theft Protection
- 3) Report from Staff
- 4) Adjournment.

Ann Harper, Clerk

PRIVACY COMMITTEE MEETING MINUTES

Tuesday, May 13, 2025, at 8:15 am

PRESENT

Committee Members Tony Cotter-Chair, Lori Siclair

Clerk Marrisa Flogaus

City Staff Lori Rausch, Kevin Garringer

ABSENT Shannon Fielder

CALL TO ORDER

Cotter, Chair of the Privacy Committee, called the meeting to order at 8:15am.

APPROVAL OF MINUTES

The minutes from the November 12, 2024, meeting were approved as presented.

REVIEW POLICIES/PROCEDURES FOR IDENTITY THEFT PROTECTION

Cotter stated I think that this is generally more focused on the Finance Department. Rausch replied they are still the same. Garringer stated we have not had any changes with new ways to pay since we last met, so there's no reason to change any procedures for identity theft. Siclair asked who our third party. Garringer replied InvoiceCloud for our credit card online presents. Cotter stated we have a couple of them in the recreation department. In RecDesk we use authorize. RecDesk is our platform for rec programs registration and shelter houses rentals and pool rentals. At the golf course we switched to a new platform last year called LightSpeed. We haven't had any issues with them. Rausch stated with F&M we have positive pay. Garringer stated which has saved us.

REPORT FROM STAFF

Rausch stated F&M had a lot of people, not just us, getting hit. People were changing our check and faking it. As you can see, it was not done well. They were taking an old check, creating a new name and amount. We had \$2,500 deposited in a bank that we caught and rejected. We called F &M's treasury and they said we're not the only one. Checks will go out in the mail and someone will make a copy. They're all done through mobile deposit. Siclair asked if that was ongoing. Rausch replied it lasted about 2 weeks. Garringer stated we had about a two week stretch where they tried it 3-4 times. It was the same check and they would change one number. There would be different amounts and different names, but always for deposit only on some mobile bank. F&M pretty much told us people will try and if they fail after a while they'll move on to someone else. I guess it was our turn. The benefit of the positive pay is that if there's anything questionable we have the right to review and reject. Our due diligence is to make sure that gets done. Rausch, Fielder and I have access to do so. The biggest concern with had was the Friday before Easter. That's a rare banking day that we have off. I logged in before noon to make sure we didn't have any. Rausch stated we get an email from the bank. Siclair asked if the two weeks were during April. Garrigner stated March and rolled into April. Rausch stated they did a really bad job because it was obvious. Cotter stated we don't have anything in our department. The only thing that's been happening is getting hacked. I know I had my email hacked and most recently Small had his hacked as well. Normally IT gets on it right away and they can get it stopped. We're vigilant on that and we try to tell staff to do the same. Garrigner stated once a month I still get emails from a random person claiming that they're an employee who needs to change their banking information. I got one from Dave Mack the other day and he doesn't even work here anymore. It's not always the same person I've received one for Harmon and Cotter. Rausch stated the last one I got was for Jacob Moll. Cotter stated in the past I would get emails from the mayor saying please come see me I have a top-secret assignment for you.

ADJOURNMENT

Motion: Siclair Second: Cotter to adjourn the Privacy Committee meeting at 8:24 am.

Roll call vote on the above motion:
Yea- Siclair, Cotter
Nay-
Yea-2, Nay-0. Motion Passed.

Approved

Tony Cotter - Chair



City of Napoleon, Ohio Civil Service Commission Special Meeting Agenda Thursday, November 13, 2025, at 4:30 PM

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

- 1. Call to order
- 2. Approval of Minutes: April 25, 2025 (in the absence of any objections or corrections, the minutes shall stand approved).
- 3. Temporary Full-Time Firefighter/Paramedic appointment discussion
- 4. Full-Time Fire Department Opening
- 5. Approval to open the continuous list January 1, 2026 for Firefighter/EMT/Paramedic
- 6. Approval to open the continuous list January 1, 2026 for Patrol Officer
- 7. Adjournment

Ann Harper, Clerk

City of Napoleon, Ohio Civil Service Commission Special Meeting Minutes Thursday, April 24, 2025, at 4:00 pm

Present

Commission Members Bill Finnegan-Chair, Amy Bains City Staff Brittany Roof, Andy Small

Absent Megan Lytle-Steele

Call to Order

Chairman Bill Finnegan called the Civil Service Commission meeting to order at 4:04 pm.

Approval of Minutes

In the absence of any objections or corrections, the minutes from the April 2, 2025, meeting were approved as presented.

Approve applicants for the Position of Police Officer (Patrolman Grade)

Roof said, we have two individuals. In our last meeting is null and void due to starting early, so we have to recertify the previous applicant Marcus Hennig and now certify Jaden Folk.

Motion: Bains Second: Finnegan

to approve applicants

Roll call on vote on the above motion:

Yea- Bains, Finnegan

Nay-

Yeas- 2, Nays- 0. Motion passed.

Certify Lists for the Position of Police Officer (Patrolman Grade)

Motion: Bains Second: Finnegan

to certify the Police Officers (Patrolman Grade) list as shown above

Roll call on vote on the above motion:

Yea- Bains, Finnegan

Nay-

Yeas- 2, Nays- 0. Motion passed.

Approve applicants for the Position of Firefighter/paramedic

Roof said, we need to recertify a firefighter back on the list appropriately. We have Michael Grayson who applied for the fire department.

Motion: Bains Second: Finnegan

to approve applicant

Roll call on vote on the above motion:

Yea- Bains, Finnegan

Nay-

Yeas- 2, Nays- 0. Motion passed.

Certify list for the position of firefighter/paramedic

Name	Score	Expiration Date	FF Mile
Michael Outland	99.98%	April 25, 2025	X
Brian Dotson	96.75%	February 27, 2026	X
Nicholas Frena	95.43%	September 2, 2025	X
Kara McCann	91.78%	April 25, 2025	X
David Reguera	91.33%	April 25, 2025	X
Joseph Brady	90.97%	December 18, 2026	
Benjamin Bruss	90.27%	December 18, 2026	X
Brock Zuver	90.07%	December 18, 2026	X
Jonathan Seiverth	90.00%	November 28, 2025	X
Michael Grayson	87.42%	April 2, 2027	
Kevin Myles	86.94%	April 25, 2025	X
Austin Thomas	83.84%	December 18, 2026	
Keagan Farris	81.30%	December 18, 2026	
Nicholson Moore	80.76%	April 25, 2025	
Eduardo Jackson	80.47%	November 28, 2025	
Bryce Hall	80.29%	November 28, 2025	X

Motion: Bains Second: Finnegan to certify the Firefighter/Paramedic list as shown above

Roll call on vote on the above motion:

Yea- Bains, Finnegan

Nay-

Yeas- 2, Nays- 0. Motion passed.

Adjournment

Motion: Bains Second: Finnegan

to adjourn the Civil Service Commission meeting at 4:07 pm

Roll call on vote on the above motion:

Yea- Bains, Finnegan

Nay-

Yeas- 2, Nays- 0. Motion passed.

Approved			
Chair			