

December

2025

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



City of Napoleon, Ohio

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Memorandum

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

From: Ann Harper, Clerk

Date: November 28, 2025

Subject: Technology and Communications Committee–
Cancellation

The regularly scheduled meeting of the Technology and Communications Committee for Monday, December 1, 2025, at 6:15 pm has been **CANCELED** due to lack of agenda items.

City of Napoleon, Ohio

CITY COUNCIL

MEETING AGENDA

Monday December 1, 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

E. Approval of Minutes (in the absence of any objections or corrections, the minutes shall stand approved)

November 07, 2025, Special Council Meeting Minutes

November 08, 2025, Special Council Meeting Minutes

November 17, 2025, Regular Council Meeting Minutes

F. Citizen Communication

G. Reports from Council Committees

1. The Finance and Budget Committee did not meet on November 24, 2025, due to a lack of agenda items.
2. The Safety and Human Resources Committee met on November 24, 2025, and;
 - a. Reviewed 2025 Expenses
 - b. Reviewed the 2026 Approved Budget
 - c. Reviewed Call Volumes
3. The Technology and Communications Committee did not meet on December 1, 2025, due to a lack of agenda items.

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

1. The Civil Service Commission did not meet on November 25, 2025, due to a lack of agenda items.
2. The Parks and Recreation Board did not meet on November 26, 2025, due to a lack of agenda items.

I. Introduction of New Ordinances and Resolutions- None

J. Second Reading of Ordinances and Resolutions

1. **Ordinance No. 046-25**, An Ordinance establishing the appropriation measure (budget) of the City of Napoleon, Ohio for the fiscal year ending December 31, 2026, listed in Exhibit A; and declaring an Emergency.
2. **Resolution No. 047-25**, A Resolution authorizing the Finance Director to transfer certain fund balances from respective funds to other funds per ORC. Section 5705.14 on an as needed basis in fiscal year 2026, listed in Exhibit A; and declaring an Emergency.
3. **Ordinance No. 048-25**, An Ordinance amending the allocation of funds as found in Sections 193.11 and 194.013 of the Codified Ordinances of the City of Napoleon, Ohio; and declaring an Emergency.
4. **Ordinance No. 049-25**, An Ordinance apportioning the expenses incurred including wages, salaries and fringe benefits of the Mayor, Council, and various other departments of the City of Napoleon which are not

otherwise directly charged to special and/or capital projects among various accounts effective January 1, 2026; and declaring an Emergency.

5. **Ordinance No. 050-25**, An Ordinance establishing a new position classification pay plan for employees of the City of Napoleon, Ohio for the year 2026; repealing Ord. No. 041-24; and declaring an Emergency
6. **Resolution No. 051-25**, A Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2026; and declaring an Emergency
7. **Resolution No. 052-25**, A Resolution authorizing expenditure of funds in excess of fifty thousand dollars (\$50,000) in and for the year 2026 as it relates to reoccurring costs associated with the operation of the City, for payment of expenses, and for purchases associated with vendors utilized by multiple departments within the City; elimination of necessity of competitive bidding in and for the year 2026 as it relates to certain transactions; and declaring an Emergency.
8. **Resolution No. 053-25**, A Resolution authorizing the expenditure of funds and authorizing a department director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional legislation to do so in the year 2026; and declaring an Emergency

K. Third Reading of Ordinances and Resolutions- None


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

1. Discussion/Action: Continuation of temporary reduction and/or temporary elimination of certain residential building permit fees
2. Discussion/Action: Healthcare Cost Committees recommendation of five individuals needed to enroll on Plan 8 (HSA) for the City to utilize the plan

M. Executive Session (As May be Needed)

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

O. Adjournment



Ann Harper, Clerk of Council

A. ITEMS REFERRED OR PENDING IN COMMITTEES OF COUNCIL

1. Technology & Communication Committee (1st Monday)

(Next Regular Meeting: Monday, December 1, 2025 @ 6:15 pm)

2. Electric Committee (2nd Monday)

(Next Regular Meeting: Monday, December 8, 2025 @ 6:30 pm)

- a. Review of Power Supply Cost Adjustment Factor for December 2025
- b. Electric Department Report

3. Water, Sewer, Refuse, Recycling & Litter Committee (2nd Monday)

(Next Regular Meeting: Monday, December 8, 2025 @7:00 pm)

4. Municipal Properties, Buildings, Land Use & Economic Development Committee (2nd Monday)

(Next Regular Meeting: Monday, December 8, 2025 @7:30 pm)

- a. Review of the Yard Waste Site Rules
- b. State Championship Signs

5. Parks & Recreation Committee (3rd Monday)

(Next Regular Meeting: Monday, December 15, 2025 @6:00 pm)

6. Finance & Budget Committee (4th Monday)

(Next Regular Meeting: Monday, December 22, 2025 @6:00 pm)

7. Safety & Human Resources Committee (4th Monday)

(Next Regular Meeting: Monday, December 22, 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, December 8, 2025 @6:30 pm)

- a. Review of Power Supply Cost Adjustment Factor for December 2025
- b. Electric Department Report
- c. Review Yard Waste Site Rules

2. Board of Zoning Appeals (2nd Tuesday)

(Next Regular Meeting: Tuesday, December 9, 2025 @4:30 pm)

3. Planning Commission (2nd Tuesday)

(Next Regular Meeting: Tuesday, December 9, 2025 @5:00 pm)

4. Tree Commission (3rd Monday)

(Next Regular Meeting: Monday, January 17, 2026 @6:00 pm)

5. Civil Service Commission (4th Tuesday)

(Next Regular Meeting: Tuesday, December 23, 2025 @4:30 pm)

6. Parks & Recreation Board (Last Wednesday)

(Next Regular Meeting: Wednesday, December 31, 2025 @6:30 pm)

7. Privacy Committee (2nd Tuesday in May & November)

(Next Regular Meeting: Tuesday, May 12, 2026 @10:30 am)

8. Records Commission (2nd Tuesday in June & December)

(Next Regular Meeting: Tuesday, December 09, 2025 @ 8:15am)

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)

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 Siclair
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 was 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 doe 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. Garringer 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 form 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 through 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 actual 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. Siclair 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 an operator who fills that position when the superintendent 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. Siclair 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. Garringer 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 we 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. Garringer 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. Garringer 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. Siclair 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. Siclair 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. Siclair 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. Siclair 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. Siclair 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. Siclair 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. Garringer replied \$2,000- \$3,000. Siclair 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. Siclair 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 evet coordinator that took the ball. Siclair 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 world 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 on item being removed. Siclair 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. Siclair 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 were doing an extra fund. I would prefer the extra \$1,000.00 to go into a separate fund. McBride stated we can make it know 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 carry over 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. Siclair 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. Garringer stated right now were 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 were 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. Siclair stated I don't want to push Cotter 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. Siclair 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 Cotter's backup. This position is creating a backup for the guy at the golf course. Durham stated Cotter cut his building. Garringer stated the initial request Cotter pitched had the building. It wasn't feasible for the parks to obtain all of that, so Cotter was given a choice. This building isn't supposed to come up for another 2-3 years. Siclair 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. Siclair 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 Cotter steps away. According to Cotter 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. Siclair 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. Garringer 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 vector 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

Motion: McBride Second: Schwab
to adjourn the Special City Council Meeting at 9:50am

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

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

Present

Council Members	Ross Durham-Council President, Brittany Schwab-Council President Pro-Tem, Robert L. Weitzel, Tom Weaver, Jordan McBride
Mayor	Joseph Bialorucki
City Manager	Lori Siclair
Finance Director	Kevin Garringer
Law Director	Billy Harmon
Clerk of Council	Ann Harper
City Staff	Justin Ruffer – Assistant Police Chief, Jeff Weiss, David Bowen
Others	News-Media, Meredith Wolff
Absent	Dr. David Cordes

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

2026 City of Napoleon Mayor Budget Presentation

Bialorucki: Thank you. So, first of all, I want to thank a few people. There's quite a few people that helped put the budget together starting back in probably around August/September time. Obviously, our Finance Director Garringer working with our City Manager Siclair and meeting with all of our department heads. It takes a lot to put together the budget for the city of Napoleon and it's easy for me to come up here and just read the numbers. I kind of feel a little guilty that you guys did most of the work. But in addition to the department of heads meeting with the City Manager and the Finance Director after all of that is done then on November 7th and 8th the department heads came to council and they meet in front of the Finance Committee as well as full Council and this year also included the newly elected council members, Meredith Wolf and Victor Gaucin who weren't required to be here by any means because their term doesn't start till January, but they both took time eight or nine hours out of their day on that Friday to come here and listen so they can learn about the budget process and how things work. So, I really appreciate both of them for taking the time to do that. Also, going back to August and September, the department heads have a lot of things that they're in charge of, day in and day out that most of us citizens have no idea what they're going through and we will have wants and we have some needs. So, I'm sure there's was a lot of discussion on what is a need and what is a want. So, knowing all of the department heads and knowing our Finance Director and the City Manager, I'm sure that it was a very cordial conversation, even though not everyone got exactly what they hoped for. But they also knew that what they were getting is going to help them be productive, while being efficient in spending our taxpayer's money. So, I just want to thank everyone involved. that work so hard to get us where we are today with the budget. So, moving forward, I'd like to go through a couple of the highlights of the budget. We'll start with the 2025 city income tax breakdown. And we've been doing this for quite a few years now where we have 35% of the budget will go to Capital Fund and 65% go to the General Fund. 2025 we're on pace or even a little bit ahead of 2024 revenue and about \$1.4 million of that is going to Capital Fund where we also have \$2.7 million going to the General Fund. And move on to the 2026 estimated revenue by category. And for years, our current Finance Director and previous Finance Directors along with the Council have been very conservative when we come up with these numbers. We always estimate our revenues to be a little bit lower than what we hope to get and then our expenses again to be lower than we put it higher than what we're actually going to spend. So, the estimated revenue by category, I'll just highlight a couple of them. Our income tax was around \$5.7 million. And then our electric utility brings in the most revenue at \$17 million. And we also have a water utility and sewer utility, each bringing in \$4 million. And I didn't mention one of our department heads, Lulf's who for years and years has just done a phenomenal job bringing in grant funding either federal or state and this past year we were looking at about \$5 million in funding from grants and we're hoping to get more with the river crossing bridge that we are starting to work on. We've all been working very hard to reach out to our state legislators and our federal legislators asking for some funding for this project. I just want to reiterate how appreciative I am of Lulf's and his team while always looking for grants. I guess it's not just him. I know Fire Chief Bowen just had a grant and the Police Chief also. Everyone is always looking for grants so we can save some expenses there. Moving on to the 2026

Appropriation Budget. All funds shouldn't be any surprise. Salaries and fringe benefits are pretty much one of the highest expenditures of any type of business and governments are not excluded from that, a total of about \$14.5 million there. Operating expenses are at just under \$19 million. Purchase of power at \$13.5 million. Capital improvements, which would be roads and maybe by purchasing vehicles, other equipment, about \$1.6 million. Debt payments, we've done some projects over the past few years where we're still making bets on those or payments on those and \$2.6 million and then we have interfund reimbursable and inner fund transfers as you can see on the slide there. Moving on to major capital items for 2026. We will have the West Clinton and Erie Street Improvement Project. That will be about \$1.3 million. That's not just street repair, that will be utilities as well. The North Perry Street Improvement Project will be about \$825,000.00. And again, the river crossing waterline design, that project is estimated to cost about \$5 million. And upgrade to our city zoning code. Our city zoning code has not been updated in quite a while and there's a lot of things in there that just don't make sense now for all the changes that the city has encountered and we're estimating that to be about \$100,000.00 to update that. Also out at the Municipal Court, they're in need of a new, air-conditioning unit and that's going to be about \$143,000.00. Then we have miscellaneous street improvements, an additional \$500,000.00 there and a county road widening project of \$50,000.00. Moving on to some major machinery and equipment in 2026. Every couple of years we replace some of our police vehicles. Those vehicles are running constantly 24 hours a day, and we need to make sure that our police officers have the best equipment. So, we are replacing two of the vehicles we have with two Tahos with the upfits and the cost for that would be about \$170,000.00. We are still working on our AMI meter project. That's about \$200,000.00. I believe we're around 60% right now. We're hoping to get closer to the 100% mark by the end of 2026. And a couple of other items that we need to replace. We have a ditch witch trencher for the Electric Department. They've been using the same one for 20 years and it's about time to upgrade that piece of equipment which will be about \$100,000.00. And then the sewer cleaning combo truck, again we're very conservative with our spending and we try to keep things as long as we can until they start nickel and diming us to the point where it's just time to purchase a new one. That's going to be \$585,000.00. The water treatment membrane replacements cost \$250,000.00. That's the budget of \$250,000.00 every year. And from what I understand, the membranes should have been replaced or expected to be replaced about three years after our facility was rehabilitated. And with the great work of Weis and his team, we were able to extend those membranes to last about seven to eight years. So, there's been huge savings there. Even though we have to spend the money now, we could have had to spend that money three or four years ago. So, a huge thank you to Weis and his team. The Enterprise Substation Improvement Project \$750,000.00 and as we all know, those who live in Napoleon for anytime we have reliable electric. Anytime there's a storm or a larger storm I see so many areas around us that are having power outages for days and if we have any it's usually minutes or hours maybe at the most. So, we're very fortunate, but it does come with the cost of upgrading our substation, upgrading our lines and the poles, and then the great workers that we have in that department. And last but not least, chemical sprayers and utility tractor. That one's \$102,000.00. This piece of equipment will be for our golf course and for the parks. We need to spray chemicals throughout the year to keep that course looking as beautiful as it is. And just to close here, I just want to thank everyone again, our Finance Director Garringer and his team. I know they put a lot of work together putting the booklets that you gave us. I know that's not an easy task. So, please pass that along. Siclair, coming into your new position this year and going through the budget process. I appreciate all the hard work that you did and everyone else who put in any work on the budget including everyone on Council sitting in on those meetings of 8 to 10, 11 hours asking really good questions making sure that the money that we are spending is money that's needed to be spent and keeping everyone honest. Thank you all. I appreciate it. Durham: All right. Thank you, Mayor. Nice job. Bialorucki: Thank you.

Approval of Minutes

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

Citizen Communication – None

Reports from Council Committees

The Finance and Budget Committee along with the City Council met for the Annual Budget Review on November 7, 2025, and November 8, 2025.

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

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

The Municipal Properties, Building, Land Use, and Economic Development Committee did not meet on November 10, 2025, due to lack of agenda items.
The Parks and Recreation Committee did not meet earlier this evening due to lack of agenda items.

Introduction of new Ordinances and Resolutions

Resolution No. 044-25 - Purchase of 1.262 acres

Council President Durham read by title Resolution No. 044-25, a Resolution authorizing the City Manager to execute any and all documents necessary to acquire 1.262 acres of land, more or less; and declaring an Emergency.

Motion: Haase

Second: Schwab

To approve first Read of Resolution No. 044-25

Siclair: Thank you, Council President. This is to purchase the 25-foot block of land on the south side from Road Z to the river. And this is the property that Public Works Director Lulf's has been here talking to you about. This will accommodate the eventual installation of the new water line that will cross the river. There is also another request that he came to me with today to ask and he couldn't be here. He had some family things going on and I told him that we would take care of it to possibly suspend this to the first read just due to the length of time it has taken to get the contract completed for the sake of the owner of the property. Since it is an absolute necessity, in order for us to continue with the project, it would just be helpful if we could suspend this tonight. Durham: Questions from Council.

Motion: Haase

Second: McBride

To suspend the rule requiring three reads of Resolution No. 044-25

Roll call vote on the above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Roll Call vote to pass Resolution No. 044-25 under suspension and emergency

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Ordinance No. 046-25 - Establishing 2026 Budget

Council President Durham read by title Ordinance No. 046-25, an Ordinance establishing the appropriation measure (budget) of the city of Napoleon, Ohio for the fiscal year ending December 31, 2026, listed in exhibit A; and declaring an Emergency.

Motion: Schwab

Second: Weaver

To approve First read of Ordinance No. 046-25

Garringer: Thank you, Council President. This is the resolution/ordinance of one of eight that will request to pass tonight under first read to be moved to second read. The first one here is the actual budget numbers. Much like Mayor Bialorucki's presentation, we have over 70 different funds that we have to budget for, for the expenses or the appropriations for and I ask to have this pass for first read of the items that we discussed on November 7th and 8th. Durham: Thank you, sir. We had long conversations on those budget days, but are there any other discussion points or questions that need to be asked? Continue to do a great job in preparation. So, set us up for success here. Thank you, guys, again.

Yeas – 6, Nays – 0. Motion passed

To approve First read of Ordinance No. 049-25

Durham Thank you, Garringer. Garringer: So, the key word on this one is our reimbursements. This Ordinance here allows us to charge back various other funds. For example, everybody that's at this table, whether it's the City Manager, City Law Director, Council, the Mayor, and even myself, we don't just oversee the General Fund where we get paid out of. We also, as Siclair is the City Manager of the water plant, of the electric department, of the garbage, so those funds there. So, and hence her salary gets reimbursed back. You guys are the City Council of all those departments. Some of your salary by percentage wise gets reimbursed back to the General Fund. And it's done by a percentage. The percentage is set through this ordinance for us to be able to recoup our expenses back to the General Fund. Durham: Thank you, Garringer. Anything from Council?

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Ordinance No. 050-25 - 2026 Pay Plan

Council President Durham read by title Ordinance No. 050-25, an Ordinance establishing a new position classification pay plan for employees of the city of Napoleon, Ohio for the year 2026; repealing ordinance number 041-24; and declaring an Emergency.

Motion: Schwab

Second: Weaver

To approve first Read of Ordinance No. 050-25

Garringer: Okay, this one here, this Ordinance is for all the non-bargaining positions that we have to the city of Napoleon. So, in the last month or two, we've been passing things for this union and that union. Well, there are a number of positions within the city that is not a part of a union. So those that are not, we have to enact a pay ordinance for them. The percentage that we were requested to put in is 4.75%. So, you see in exhibits A, B, and C, all of these have moved or increased 4.75% whether it's a high or low of a salary or if it's an A, B, C, and D of a certain position. Durham: Thank you, Garringer. Questions or comments?

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Resolution No. 051-25 - CIC contribution

Council President Durham read by title Resolution No. 051-25, a Resolution authorizing a contribution to the Community Improvement Corporation of Henry County, Ohio, in and for the year 2026; and declaring an Emergency.

Motion: Haase

Second: Schwab

To approve First read of Resolution No. 051-25

Siclair: Thank you, Council President. This is the city's contribution to the CIC operations. CIC director Jennifer Arps was here for our budget discussions requesting a \$2,000.00 increase. So, she would receive from \$45,000.00 to \$47,000.00 upon your approval. Thank you. Durham: Questions, comments, concerns from Council.

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver
Nays-
Yeas – 6, Nays – 0. Motion passed

Resolution No. 052-25 – Reoccurring costs

Council President Durham read by title Resolution No. 052-25, a Resolution authorizing expenditure of funds in excess of fifty thousand dollars (\$50,000.00) in and for the year 2026 as it relates to reoccurring costs associated with the operation of the city, for payment of expenses, and for purchases associated with vendors utilized by multiple departments within the city; elimination of necessity of competitive bidding in and for the year 2026 as it relates to certain transactions; and declaring an Emergency.

Motion: Schwab
To approve First read of Resolution No. 052-25

Second: Weaver

Siclair: Thank you. This is the annual legislation for what is considered our master vendor ordinance or resolution that helps us keep things moving, keep our projects moving by waving our competitive bidding on some things costing more than \$50,000.00. Without this legislation, I've been assured we would have literally hundreds of more pieces of legislation. So, this helps keep the business going. Durham: Thank you, Siclair. Just as a refresher, we raised that threshold from 25 to 50 like two years ago, if I'm not mistaken. Harmon: Two or three years ago. That sounds correct. Garringer: Yes, it matched the state max at the time. Harmon: At the time it did, now it's 75 I think at the state. Garringer: Well, why didn't we change it? Never mind. Harmon: They did it after we changed it, I think if I recall. Garringer: We're going to stay at 50 for now. Durham said sounds good. Thank you, any other questions or comments from Council?

Roll call vote on above motion
Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver
Nays-
Yeas – 6, Nays – 0. Motion passed

Resolution No. 053-25 – Bids without legislation

Council President Durham read by title Resolution No. 053-25, a Resolution authorizing the expenditure of funds and authorizing a department director to take bids on certain projects, services, equipment, materials, or supplies without the requirement for additional legislation to do so in the year 2026; and declaring an Emergency.

Motion: Schwab
To approve First read of Resolution No. 053-25

Second: Haase

Siclair: Yes, thank you, Council President. This is the city's master bid list. These are items that we would be purchasing throughout the year after budget approval. For instance, a pickup truck for the Electric Department or the Vactor. This allows the departments to move forward with these projects without bringing each piece to Council's approval. Durham: Thank you, Siclair. Any comments from Council?

Roll call vote on above motion
Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver
Nays-
Yeas – 6, Nays – 0. Motion passed

Second read of Ordinances and Resolutions

Resolution No. 045-25 – AFSCME Contract

Council President Durham read by title Resolution No. 045-25, a Resolution approving the provisions of a certain collective bargaining agreement between the City of Napoleon, Ohio, and American Federation of State, County and Municipal Employees, AFL-CIO Local 3859 for the term commencing from December 1, 2025, through December 31, 2028, authorizing the City Manager to execute the same; and declaring an Emergency.

Motion: Schwab

Second: Weaver

To approve Second read of Resolution No. 045-25

Siclair: Thank you. This is just our second read for approval of the city's CBA with the AFSME union unless you have any questions. Durham: I would just like to suggest with this commencing on December 1st would it make sense for us to pass this under suspension at this point? Siclair: It has been passed under suspension in the past. Durham: Okay. Garringer: The Finance Department would appreciate it if it was. Durham: Are there any other questions or comments? If not, is there a motion to suspend?

Motion: Haase

Second: Schwab

To suspend the rule requiring three reads of Resolution No. 045-25

Roll call vote on the above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Roll call vote to pass Resolution No. 045-25 under suspension and emergency

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion Passed

Third Reading of Ordinances and Resolutions**Ordinance No. 041-25 – Efficiency Smart**

Council President Durham read by title Ordinance No. 041-25, an Ordinance approving the execution of an Efficiency Smart schedule with American Municipal Power, Inc.; and declaring an Emergency.

Motion: Schwab

Second: McBride

To approve third read of Ordinance No. 041-25

Siclair: Thank you, Council President. This is to approve the city's contract that expires at the end of this year with Efficiency Smart. Efficiency Smart has been a great economic development tool for the city. If you'll remember, Jennifer Arps who was here also for budgets was quite thankful to the city for continuing this program to help in her marketing of the city. Durham: Thank you, Siclair. Anything from Council on this?

Roll call vote to pass Ordinance No. 041-25 on Third read

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Resolution No. 043-25 – Police Contract extension

Council President Durham read by title Resolution No. 043-25, a Resolution approving the provisions of a certain collective bargaining agreement No. 2016-MED-08-0802 between the city of Napoleon and Local 240 Napoleon Police Officers Association IUPA, AFL-CIO for the term commencing from December 1, 2025, through November 30, 2026; authorizing the City Manager to execute the same; and declaring an Emergency.

Motion: Schwab

Second: Haase

To approve Third read of Resolution No. 043-25

Siclair: Thank you. Unless there are any questions, this will approve the contract extension with the Police until we are ready to open negotiations for their new two-year contract next year. Durham: Thank you, Siclair. Questions, comments.

Roll call vote to pass Resolution No. 043-25 on Third Read
Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver
Nays-
Yeas – 6, Nays – 0. Motion passed

Good of the City (discussion/action)

To approve the Power Supply Cost Adjustment Factor for November 2025 as PSCA 3-month averaged factor \$0.01217 and JV2 \$0.052742.

Siclair: Yes. Thank you, Council President. This is just our monthly approval of the Power Supply Cost Adjustment Factor to look at these numbers. Nothing is out of the ordinary. Durham: Thank you, Siclair. Questions from Council. Do we have a motion to approve?

Motion: Schwab

Second: Haase

To approve the PSCA 3-month averaged factor \$0.01217 and JV2 \$0.052742

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver
Nays-
Yeas – 6, Nays – 0. Motion passed

Small County Fire Department Grant through the Ohio Department of Commerce up to \$50,000.

Siclair: I would like to hand that right over to our fire Chief Dave Bowen to talk about these great opportunities for funding. Chief Bowen: I actually would like to walk two and three together because I actually have a third one that came across my desk this morning. These three are all through the Ohio Department of Commerce Division of State Fire Marshall's Office. The first one is the Small County Fire Department Grant. This is for fire departments that have less than half of their members that pay into Ohio, Police and Fire. So, we do qualify for that. This is up to \$50,000.00, this is a no match grant. This will be used for equipment. I would like to start if we obtain this grant to start purchasing equipment for the new engine for when it comes in. So, we order this in 2026. We'll see at 2027 hope to go on the new engine in 2028. So, with this \$50,000.00, we would like to purchase extrication equipment to replace a 20-year-old set that is on the engine that is going to be outgoing. We received a grant last year through PWC to replace the equipment on the primary engine now. So, it'll just move down and then this new equipment will go onto that one for that \$50,000 grant. The second one is again through the State Fire Marshall's office. This is an equipment grant up to \$15,000.00. This again is a no match grant. This will be used for buying smaller equipment, hoses, appliances, valves, you know, things like that to start putting on that new engine. The third one that just came out today is a training reimbursement grant. We do that on an annual basis when they put it out. It's a max of \$15,000.00. This will be for classes that we have already paid for in 2025 and will be reimbursed in 2026. So, classes like we sent a few guys to instructor school this year, we can get reimbursed for that. We sent people to inspector school, we can get

reimbursed for that. So, it's up to we won't have anywhere near \$15,000.00. I hope to maximize the first two. The second one will probably be in that \$3,000.00 to \$4,000.00 range that will be reimbursed for money. None of this is any new money that it will cost the city. This is all no match. Durham: Thank you, Chief. And again, just a testament to what the Mayor said earlier. House staff are really stewards of this money and always looking for opportunities for grant funding. So, we really appreciate that. We're just seeking approval to apply. Bowen: Correct. Durham: Okay. Should we do these in three different. Harmon: I know it's annoying, but let's have three separate votes. Bowen: I just want to get up three times and talk. Harmon: Just in case in the unlikely event that somebody wants to vote yes on one and no on two or something like that. Durham: Okay we are looking to approve for the Small County Fire Department Grants up to 50,000.00?

Motion: Weitzel

Second: Haase

To approve the Fire Department to apply for the Small County Fire Department Grant

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

2026 Fire Department Equipment Grant through the Division of State Fire Marshals Office up to \$15,000.00.

Motion: Weitzel

Second: Schwab

To approve the Fire Department to apply for the Fire Department Equipment Grant up to \$15,000.00

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Durham: Then we'll add an item to the agenda. Harmon: Yeah, go ahead. As the Council President, you can do that on your own. Adding the approval of a training reimbursement grant up to \$15,000.00.

Bowen: Through the State Fire Marshall's Office. Harmon: Through the State Fire Marshall's office. If you want to add that to the agenda and then take a vote, I think we're okay to do that. Durham: All right. We will add that as item L5. We'll go ahead and seek approval of a training reimbursement grant up to \$15,000.00 through the State Fire Marshall's office.

Motion: Weitzel

Second: Haase

To approve the Fire Department to apply for the training reimbursement grant up to \$15,000.00

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Durham: All right. Thank you, Chief. Thank you, Harmon, for the assistance there.

Approval for the specifications to bid chemicals for the Water Treatment and Wastewater Treatment Plants for fiscal year 2026.

Siclair: Thank you, Council President. This is our annual chemical bid for Water and Wastewater Treatment plants. We're looking for approval of the specs to go out to bid and then we'll hope for the best.

I have Water Treatment Superintendent Weis here for any expansion of explanation or answering any questions. Durham: Thank you, Siclair. Weis, do you have anything to add? Weis: No, just the chemical bid, one for the Water Plant and one for the Wastewater Treatment Plant. Durham: Sounds good. I didn't make it through the full packet, the booklet that was in our packets, but I was close. All right. Any questions or comments from Council? Do we have a motion to approve?

Motion: Schwab

Second: Weitzel

To approve the chemical bid for Water and Wastewater Treatment plants.

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Around the Table

Garringer: I just appreciate everyone passing the first read of the budget and, Mayor Balorucki, I thought you did a wonderful job of presenting it. So, thank you. Two more reads and we should have a budget. So, that's all I have.

Weaver: So, thanks again for all the hard work, preparation, and presentations by everybody. Thank you.

Schwab: Ditto Weaver

Haase: Mayor did a good job with his speech tonight. Bialorucki: Thank you, sir. Haase: That's it

Weitzel: Nothing for me

McBride: Nothing

Harmon: Nothing for me.

Siclair: All right. I'd like to say nice job to the Mayor also, and glad to have you back here in person. Bialorucki: Thank you. Siclair: I just would like to put a huge appreciation out there to our Operations Department for the hard work they've put in the last few days. They had attended to three water main breaks in the last four days. The most recent one being this morning in 27 degree weather. So, way to wake up to Monday morning. But a great job out there and got it done quickly and appreciate their work. Also, great appreciation to the Fire Department for the calls that they experienced two in one night last week in our Industrial Park for getting out there and getting things taken care of with as little damage as possible. I'd like to thank Garringer and the departments and all of you for your assistance and understanding with me through my first budget cycle. So, two more reads and we'll have a budget. That's all.

Bialorucki: I just have a couple more people to thank after seeing all the ordinances and resolutions here. Thank you, Harmon, and your whole team at the Law Department there for putting all of the budget ordinances and resolutions together. Couldn't do it without you. And to our Clerk of Council Ann Harper for all you do Harper and we really appreciate you and know this is new for you as well. I hear you did an awesome job preparing and getting all the snacks and drinks and cleaning up and that long day of sitting here. Durham: Typing all of those minutes. Bialorucki: I know, right? Thank you. It's all I have.

Durham: All right. I'll just echo Mayor, nice job tonight on your presentation. It sounds like we closed on the Heller Eller. Siclair: Oh, yes. Yep. Closed. finally purchased the Heller Eller property today. Durham: So, thank you for all the work there. Thank you again to our Operations Department. And I do have a

request to go into Executive Session to consider the appointment, employment, or compensation of the public employee or official.

Motion: Schwab

Second: Weaver

To enter Executive session to consider the appointment, employment or compensation of a public employee or official at 7:43 pm

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Motion: Haase

Second: Schwab

To exit Executive Session to consider the appointment, employment or compensation of a public employee or official at 8:00 pm

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Durham stated no action taken.

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),

McBride: I just had a quick question. Durham: Yes, sir. McBride: What is the portable toilet rentals that we see month after month? Garringer: I can answer that for you, McBride. So, a handful of our parks don't have the facilities. So, in lieu of the cost of building them and maintaining them, we have various rentals throughout the city. For example, one that comes to mind, I believe, is Vorwerk Park. There are also facilities out at the fire department training grounds. Weitzel: Cemetery. Garringer: The cemeteries, the golf course has one or two. Weitzel: Over here on the south side. The park there still has one, doesn't it? Garringer: Yes. So, there's I'll just say 20 to 30 port a pots throughout the city in areas that we would either have none or we'd have the cost of physically building one. McBride: Perfect. Thank you.

Adjournment

Motion: Schwab

Second: Weaver

To adjourn City Council meeting at 8:02 pm

Roll call vote on above motion

Yeas – Schwab, Durham, Haase, Weitzel, McBride, Weaver

Nays-

Yeas – 6, Nays – 0. Motion passed

Approved

J. Ross Durham, Council President

Joe Bialorucki, Mayor

Ann Harper, Clerk

DRAFT

ORDINANCE NO. 046-25

AN ORDINANCE ESTABLISHING THE APPROPRIATION MEASURE (BUDGET) OF THE CITY OF NAPOLEON, OHIO FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026, LISTED IN EXHIBIT A; AND DECLARING AN EMERGENCY

WHEREAS, Council desires to pass an annual appropriation measure of the City of Napoleon for the fiscal year ending December 31, 2026; **Now Therefore**,

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

Section 1. That this annual appropriation measure be passed, and the sums as contained in Exhibit A, attached hereto and made a part of this Ordinance, are set aside and appropriated for the fiscal year ending December 31, 2026.

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 046-25 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.

Ann Harper, Clerk of Council

RESOLUTION NO. 047-25

**A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO
TRANSFER CERTAIN FUND BALANCES FROM RESPECTIVE FUNDS
TO OTHER FUNDS PER ORC. SECTION 5705.14 ON AN AS NEEDED
BASIS IN FISCAL YEAR 2026, LISTED IN EXHIBIT A; AND
DECLARING AN EMERGENCY**

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

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

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

Section 1. That, pursuant to ORC. Section 5705.14 and this Resolution, Resolution No. 047-25, the Finance Director is hereby authorized and directed to transfer monies among the various funds on an as needed basis in Fiscal Year 2026 as listed in Exhibit A attached hereto and hereby made a part of this Resolution.

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 047-25 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.

Ann Harper, Clerk of Council

2026 ESTIMATED TRANSFER OF FUNDS

APPROPRIATION ACCOUNT AND PURPOSE

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
100 GENERAL FUND Tr-To 101 General Res.Bal.Fund	100.9900.59401	50,000	
101 GENERAL RESERVE BALANCE FUND Transfers-In(Various Funds)	101.0000.49900		50,000
New Fund in 2013 by City Council to set aside Un-needed Reserves from the 100 General Fund.			
100 GENERAL FUND Tr-To 200 Street (Scmr) Fund	100.9900.59450	0	
200 STREET CONST.MAINT.&REPAIR FD Transfers-In(Various Funds)	200.0000.49900		0
Net Subsidy Requirements			
100 GENERAL FUND Tr-To 170 Mun.In.Tax Fund	100.9900.59470	0	
170 MUNICIPAL INCOME TAX FUND Transfers-In(Various Funds)	170.0000.49900		0
Large Income Tax Refunds			
100 GENERAL FUND Tr-To 123 Special Events Fund	100.9900.59540	10,000	
123 SPECIAL EVENTS FUND Transfers-In(Various Funds)	123.0000.49900		10,000
123.1900.53400 Projected Expenses			
100 GENERAL FUND Tr-To 130 Econ.Dev.Fund	100.9900.59550	47,000	
130 ECONOMIC DEVELOPMENT FUND Transfers-In(Various Funds)	130.0000.49900		47,000
Net Subsidy Requirements			
100 GENERAL FUND Tr-To 295 Employee Benefits Fund	100.9900.59555	3,200	
295 IRS 125 EMPLOYEE BENEFITS FUND Transfers-In(Various Funds)	295.0000.49900		3,200
Subsidize Administrative Costs to AFLAC (Wage Works) on the IRS 125 Benefits Plan			
100 GENERAL FUND Tr-To 400 Cip Fund	100.9900.59615	0	
400 CAPITAL IMPROVEMENT FUND Transfers-In(Various Funds)	400.0000.49900		0
100 GENERAL FUND Tr-To 600 Central Garage Rotary Fund	100.9900.59880	25,000	
600 CENTRAL GARAGE ROTARY FUND Transfers-In(Various Funds)	600.0000.49900		25,000
Net Subsidy Requirements			
147 UNCLAIMED MONIES FUND Tr-To 100 General Fund	147.9900.59400	2,000	
100 GENERAL FUND Transfers-In(Various Funds)	100.0000.49900		2,000
City's unclaimed monies come from uncashed checks over two (2) years old.			
170 MUNICIPAL INCOME TAX FUND Tr-To 100 General Fund (Inc.Tax)	170.9900.59410	3,000,000	
100 GENERAL FUND Transfers-In(Income Tax Fund)	100.0000.49910		3,000,000
TR-to 100 GF (65% of Net 1.3%)			
170 MUNICIPAL INCOME TAX FUND Tr-To 220 Recreation Fd.(Inc.Tax)	170.9900.59510	750,000	
220 RECREATION FUND Transfers-In(Income Tax Fund)	220.0000.49910		750,000
TR-to 220 Recreation Levy Fund .2%			
170 MUNICIPAL INCOME TAX FUND Tr-To 400 Cip Fund (Inc Tax)	170.9900.59610	1,575,000	
400 CAPITAL IMPROVEMENT FUND Transfers-In(Income Tax Fund)	400.0000.49910		1,575,000
TR-to 400 CIP (35% of Net 1.3%)			
180 KWH TAX COLLECTION FUND (GF) Tr-To 100 General Fund	180.9900.59400	390,000	
100 GENERAL FUND Transfers-In(Kwh Tax Fund)	100.0000.49950		390,000
Balance available after Utility Reimbursement			
195 LAW LIBRARY FUND Tr-To 100 General Fund	195.9900.59400	7,500	
100 GENERAL FUND Transfers-In(Various Funds)	100.0000.49900		7,500
1/2 Gross Estimated Revenues			
200 STREET CONST.MAINT.&REPAIR FD Tr-To 320 Oakwood/American Tif	200.5100.59540	5,000	

2026 ESTIMATED TRANSFER OF FUNDS

APPROPRIATION ACCOUNT AND PURPOSE

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
201 STATE HIGHWAY IMPROVEMENT FUND Tr-To 320 Oakwood/America	201.5100.59540	5,000	
202 MUNI.(50%)MOTOR VEH.LIC.TAS FD Tr-To 320 Oakwood/American Ti	202.5100.59540	5,000	
203 MUNI.(100%)MOTOR VEH.LIC.TASFD Tr-To 320 Oakwood/American T	203.5100.59540	5,000	
204 CO VEH LIC PERMISSIVE TAX FUND Tr-To 320 Oakwood/American Tif	204.5100.59540	5,000	
320 OAKWOOD/AMERICAN TIF FUND Transfers-In(Various Funds)	320.3500.49900		25,000
210 EMS TRANSPORT SERVICE FUND Tr-To 242 Fire Equip.Fund	210.9900.59620	39,600	
242 FIRE EQUIPMENT FUND Transfers-In(Various Funds)	242.0000.49900		39,600
City Share of Township Contract for Capital Items			
221 NAPOLEON AQUATIC CENTER Transfers-To All Funds	221.4300.59300	0	
222 NAP AQUATIC CTR RESERVE FUND Transfers-In(Various Funds)	222.0000.49900		0
222 Aquatic Center Reserve Fund			
221 NAPOLEON AQUATIC CENTER Transfers-To All Funds	221.4300.59300	256,000	
223 NAP AQUATIC CTR DEBT RES FUND Transfers-In(Various Funds)	223.0000.49900		256,000
223 Aquatic Center Debt Reserve Fund			
222 NAP AQUATIC CTR RESERVE FUND Transfers-To All Funds	222.4300.59300	30,000	
221 NAPOLEON AQUATIC CENTER Transfers-In(Various Funds)	221.0000.49900		30,000
231 COURT 2023 TECH GRANT FUND Trans-To 272 Court Comp Fund	231.9900.59530	0	
272 COURT COMPUTERIZATION FUND Transfers-In(Various Funds)	272.0000.49900		0
240 HOTEL/MOTEL TAX FUND Tr-To 100 General Fund	240.9900.59400	45,000	
100 GENERAL FUND Transfers-In(Various Funds)	100.0000.49900		45,000
1/2 Gross of Estimated Revenues			
242 FIRE EQUIPMENT FUND Tr-To 430 Fire Truck Acquisition Fd	242.2200.59650	82,000	
430 2025 FIRE TRUCK ACQUISITION FUND Transfers-In(Various Funds)	430.0000.49900		82,000
290 POLICE PENSION FUND Transfers-To 100 General Fund	290.2100.59400	125,500	
100 GENERAL FUND Transfers-In (Police Pension)	100.0000.49920		125,500
Inside Millage reserved to pay for the Police Pensions (0.6 mills)			
291 FIRE PENSION FUND Transfers-To 100 General Fund	291.2200.59400	63,000	
100 GENERAL FUND Transfers-In(Fire Pension)	100.0000.49930		63,000
Inside Millage reserved to pay for the Fire Pensions (0.3 mills)			
400 CAPITAL IMPROVEMENT FUND Tr-To 437 N Perry St Imp Fd	400.9900.59530	261,000	
437 N. PERRY ST IMP FD Transfers-In(Various Funds)	437.0000.49900		261,000
400 CAPITAL IMPROVEMENT FUND Tr-To 300 Bond Retirement Fund	400.9900.59545	0	
300 GENERAL BOND RETIREMENT FUND Transfers-In(Various Funds)	300.0000.49900		0
Principal and Interest Payments	Debt Ended in 2025		
400 CAPITAL IMPROVEMENT FUND Tr-To 436 W Clinton/Erie Sts Imp Fd	400.9900.59560	385,000	
436 W. CLINTON/ERIE STS IMP FD Transfers-In(Various Funds)	436.0000.49900		385,000
400 CAPITAL IMPROVEMENT FUND Tr-To 242 Fire Equip.Fund	400.9900.59620	70,400	
242 FIRE EQUIPMENT FUND Transfers-In(Various Funds)	242.0000.49900		70,400

2026 ESTIMATED TRANSFER OF FUNDS

APPROPRIATION ACCOUNT AND PURPOSE

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
City Share of Township Contract for Capital Items			
400 CAPITAL IMPROVEMENT FUND Tr-To 401 Cip Funding Res Fd	400.9900.59630	10,000	
401 CIP FUNDING RESERVE FUND Transfers-In(Various Funds)	401.0000.49900		10,000
400 CAPITAL IMPROVEMENT FUND Tr To 410 Fire Fac. Fund	400.9900.59640	0	
410 FIRE FACILITY TRAINING GRT.FD. Transfers-In(Various Funds)	410.0000.49900		0
500 ELECTRIC UTILITY REVENUE FUND Tr-To 180 Kwh Tax Col. Fund (Gf)	500.9900.59480	553,980	
180 KWH TAX COLLECTION FUND (GF) Transfers-In(Various Funds)	180.0000.49900		553,980
State kWH Tax Collection less State Use Tax			
500 ELECTRIC UTILITY REVENUE FUND Tr-To-503 Electric Dev Fund	500.9900.59825	400,000	
503 ELECTRIC DEVELOPMENT FUND Transfers-In(Various Funds)	503.0000.49900		400,000
510 WATER REVENUE FUND Tr-To 511 Water Dep.Res.Fund	510.9900.59835	241,000	
511 WATER DEPRECIATION RES. FUND Transfers-In(Various Funds)	511.0000.49900		241,000
Depreciation Fund for Minimum Required 511 Trust Fund Balances on Revenue Debt about \$304,000.			
510 WATER REVENUE FUND Tr-To 512 Water Debt Reserve Fund	510.9900.59840	250,000	
512 WATER DEBT RESERVE FUND Transfers-In(Various Funds)	512.0000.49900		250,000
Minimum Balance Required \$200,000 for Debt Service Reserve for Revenue per Trust Agreements.			
510 WATER REVENUE FUND Tr-To 513 Water Owda Bond Ret.Fd.	510.9900.59841	0	
513 WATER OWDA BOND RETIREMENT FD. Transfers-In(Various Funds)	513.0000.49900		0
Minimum Balance Required??	Debt Ended in 2025		
511 WATER DEPRECIATION RES. FUND Tr-To 437 N Perry St Imp Fd	511.9900.59530	306,000	
437 N. PERRY ST IMP FD Transfers-In(Various Funds)	437.0000.49900		306,000
511 WATER DEPRECIATION RES. FUND Tr-To 436 W Clinton/Erie Sts Imp F	511.9900.59560	196,000	
436 W. CLINTON/ERIE STS IMP FD Transfers-In(Various Funds)	436.0000.49900		196,000
511 WATER DEPRECIATION RES. FUND Tr-To 515 Maumee River Crossing	511.9900.59580	0	
515 MAUMEE RIVER CROSSING FUND Transfers-In(Various Funds)	515.0000.49900		0
510 WATER REVENUE FUND Tr-To 519 Wtr Plant Ren.Imp.Fd.	510.9900.59849	574,275	
519 WATER PLANT IMPROV & RENO FUND Transfers-In(Various Funds)	519.0000.49900		574,275
Transfer to 519 Water Plant Ren.Imp.Fund			
520 SEWER UTILITY REVENUE FUND Tr-To 523 Owda Sa Bond Ret.Sewer F	520.9900.59560	0	
523 OWDA SA DEBT RETIREMENT FUND Transfers-In(Various Funds)	523.0000.49900		0
4334 Napoleon - Sewer System Extension & Improvements	Debt Ended in 2025		
520 SEWER UTILITY REVENUE FUND Tr-To 531 Van Hyning Pump Station	520.9900.59869	120,000	
531 VAN HYNING PUMP STA REPL FUND Transfers-In(Various Funds)	531.0000.49900		120,000
9720 Napoleon - VanHyning Pumping Station Replacement			
520 SEWER UTILITY REVENUE FUND Tr-To 532 Wms. Pump Sta. Fund	520.9900.59561	77,450	
532 WILLIAMS PUMP STA.IMP.PRJ.FUND Transfers-In(Various Funds)	532.0000.49900		77,450
8541 Napoleon - Williams Pump Station Improvements			

2026 ESTIMATED TRANSFER OF FUNDS

APPROPRIATION ACCOUNT AND PURPOSE

	<u>= ACCOUNT =</u>	<u>= FUND FROM =</u>	<u>= FUND TO =</u>
520 SEWER UTILITY REVENUE FUND Tr-To 521 Sew.(Wwt)Dep.Res.Fund	520.9900.59855	700,000	
521 SEWER UTILITY REPLCMNT.&IMP. FUND Transfers-In(Various Funds)	521.0000.49900		700,000
520 SEWER UTILITY REVENUE FUND Tr-To 522 Sewer Res.Fund	520.9900.59865	1,082,000	
522 SEWER DEBT RESERVE FUND Transfers-In(Various Funds)	522.0000.49900		1,082,000
4990 Napoleon - WWTP EQ Basin			
521 SEWER UTILITY REPLCMNT.&IMP. FUND Tr-To 437 N Perry St Imp Fd	521.9900.59530	298,000	
437 N. PERRY ST IMP FD Transfers-In(Various Funds)	437.0000.49900		298,000
0			
521 SEWER UTILITY REPLCMNT.&IMP. FUND Tr-To 436 W Clinton/Erie Sts Im	521.9900.59560	775,500	
436 W. CLINTON/ERIE STS IMP FD Transfers-In(Various Funds)	436.0000.49900		775,500
0			
521 SEWER UTILITY REPLCMNT.&IMP. FUND Tr-To 435 E Wash St Imp Fd	521.9900.59580	0	
435 E WASHINGTON ST IMPROVEMENT FUND Transfers-In(Various Funds)	435.0000.49900		0
0			
560 SANITATION (REFUSE)REVENUE FD Te-To 561 San.(Ref) Dep.Res.Fund	560.9900.59871	55,000	
561 SANIT.(REFUSE) DEPREC.RES.FUND Transfers-In(Various Funds)	561.0000.49900		55,000

ORDINANCE NO. 048-25

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

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

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

“193.11 ALLOCATION OF FUNDS.

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

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

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

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

(b) Effective January 1, 2027 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

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

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

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

Section 2. That, Section 193.11 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2025 at 11:59 PM.

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

“194.013 ALLOCATION OF FUNDS.

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

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

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

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

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

(B) Effective January 1, 2027 and thereafter, the funds collected under the provisions of this chapter shall be deposited in the “General Fund equivalent” of the City for municipal income taxes and shall be disbursed in the following order:

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

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

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

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

Section 4. That, Section 194.013 of the Codified Ordinances of Napoleon, Ohio, as existed prior to the enactment of this Ordinance, is repealed effective December 31, 2025 at 11:59 PM.

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

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 048-25 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.

Ann Harper, Clerk of Council

ORDINANCE NO. 049-25

AN ORDINANCE APPORTIONING THE EXPENSES INCURRED INCLUDING WAGES, SALARIES AND FRINGE BENEFITS OF THE MAYOR, COUNCIL, AND VARIOUS OTHER DEPARTMENTS OF THE CITY OF NAPOLEON WHICH ARE NOT OTHERWISE DIRECTLY CHARGED TO SPECIAL AND/OR CAPITAL PROJECTS AMONG VARIOUS ACCOUNTS EFFECTIVE JANUARY 1, 2026; AND DECLARING AN EMERGENCY

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

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

Section 2. That, the City Finance Director is directed to adjust the affected funds, retroactive if necessary, effective January 1, 2026 to accomplish the intent of this Ordinance.

Section 3. 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 4. 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 5. That, this Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, or safety of the City and its inhabitants, and for the further reason that this legislation must be in effect at the earliest possible time to allow for proper payment of wages to employees, proper payment being essential to the harmony of the necessary workforce; therefore, provided the required number of votes for passage as emergency legislation, it shall be in full force and effect immediately upon its passage; otherwise, it shall be in full force and effect at the earliest time permitted by law. Further, the Emergency Clause is necessary to commence the amendments in a timely manner which affects the public peace, health, and safety accessible to our citizens, and for further reasons as stated in the Preamble hereof.

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No.049-25 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.

Ann Harper, Clerk of Council

ORDINANCE NO. 050-25

AN ORDINANCE ESTABLISHING A NEW POSITION CLASSIFICATION PAY PLAN FOR EMPLOYEES OF THE CITY OF NAPOLEON, OHIO FOR THE YEAR 2026; REPEALING ORDINANCE NO. 041-24; AND DECLARING AN EMERGENCY

WHEREAS, Council reviewed the proposed year 2026 annual appropriation measure and finds, in general, as it relates to non-bargaining employees of the City of Napoleon, Ohio, that a compensation increase of four and three-fourths percent (4.75%) is generally warranted subject to various considerations as contained herein; and,

WHEREAS, Exhibits A, B, and C attached hereto and incorporated herein, reflect pay scales for City of Napoleon non-bargaining employees. The pay scales noted in these Exhibits generally contain a four and three-fourths percent (4.75%) pay increase from the 2025 pay scales; and,

WHEREAS, Council desires to make said compensation increases effective on the pay period commencing on or about December 22, 2025; and,

WHEREAS, Council now desires to adopt a new 2026 Classification Pay Plan for its non-bargaining employees as stated in this Ordinance and Exhibits A, B, and C;
Now Therefore,

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

Section 1. That, notwithstanding any Ordinance or Resolution to the contrary, the City of Napoleon, Ohio, (the "City") had previously established a new 2025 Position Classification Pay Plan ("Pay Plan") for its non-bargaining employees, passed by Council on December 16, 2024.

Section 2. That, effective with the first pay period for the year 2026, that commences on or about December 22, 2025, the pay scale (steps) for the City's non bargaining employees (full time) positions of this city shall be provided, unless modified, as established in Exhibit A, attached and incorporated herein. Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 3 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level of compensation the Department Director or Appointing Authority deems appropriate as listed in Exhibit A.

Section 3. That, effective with the first pay period for the year 2026, which commences on or about December 22, 2025, each non-bargaining employee (full time regular) (hourly), subject to Employment Policy Manual Policy §8.10 (Compensation Reviews), is eligible on such employee's annual hiring anniversary date of uninterrupted full time service with the City, to be advanced one (1) step in the Pay Plan until the maximum step is reached. The non-bargaining employee's (full time regular) (hourly) step location prior to advancement in the Pay Plan shall be determined by contrasting the base hourly rate said employee received prior to the enactment of this Ordinance with the table found in Exhibit A for the respective year. For new hires or current employees, the Department Director or Appointing Authority may place an employee within the scale where the Department Director or Appointing Authority deems appropriate considering

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

Section 4. That, effective with the first pay period for the Year 2026, that commences on or about December 22, 2025, the pay scale for non-bargaining employee (salaried) (full time) positions of this City which are exempt under the Fair Labor Standards Act (FLSA) as it relates to overtime, shall be provided, unless modified, as established in Exhibit B, attached and incorporated herein, (expressed in base biweekly salary amounts). Subject to the provisions of the City's Personnel Code, the Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), and Section 5 of this Ordinance, the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit B.

Section 5. That, effective with the first pay period for the Year 2026, that commences on or about December 22, 2025, each non bargaining employee (salaried) (full time) position of this City as defined in Section 4 of this Ordinance, is eligible to have a minimum salary increase of four and three-fourths percent (4.75%) for Year 2026, subject to Employment Policy Manual "Policy §8.10 (Compensation Reviews)," calculated from what the employee is making at the time just prior to the proposed increase period, and as reflected in the amounts expressed in Exhibit B. In no event shall any increase place the employee above the top scale as established in Section 4 of this Ordinance. For new hires or current employees, the Department Director or Appointing Authority may place an employee, at any time, within the scale where the Department Director or Appointing Authority deems appropriate considering merit and fitness. Nothing in this Section shall be construed to prohibit a decrease in pay.

Section 6. That, effective with the first pay period of the Year 2026, that commences on or about December 22, 2025, the Pay Scale (steps) for part time, permanent part time, and temporary employees of this City shall be provided unless modified, as stated in the table found in Exhibit C (attached and incorporated herein), except when Federal or State minimum wage of a higher amount is required, then the higher amount of the Federal or State minimum wage shall apply. Subject to the provisions of the City's Personnel Code and Employment Policy Manual as Amended 2014-1 (Ordinance No. 084-14), the Department Director or Appointing Authority may place any employee affected by this Ordinance at the level the Department Director or Appointing Authority deems appropriate as listed in Exhibit C. Employment Policy Manual 2014-1, Policy Section 8.10, (compensation reviews), is applicable only to permanent part time employees, not part time or temporary employees.

Section 7. That, all paid part time, permanent part time, and temporary employees of the City shall, effective with the first pay period of the Year 2026, that commences on or about December 22, 2025, have a minimum hourly base pay increase of four and three-fourths percent (4.75%) for Year 2026 calculated from what the employee's base rate was just prior to this proposed increase, and as is reflected in the amounts expressed in Exhibit C (the amounts include the four and three-fourths percent (4.75%) increase). Only permanent part time employees are subject to Employment Policy Manual 2014-1 Policy §8.10 (compensation reviews), when applicable. For new hires or current employees of the City, the Appointing Authority or Department Director

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 20. That, Ordinance No. 041-24 is repealed in its entirety effective December 22, 2025.

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Ordinance No. 050-25 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.

Ann Harper, Clerk of Council

RESOLUTION NO. 051-25

A RESOLUTION AUTHORIZING A CONTRIBUTION TO THE COMMUNITY IMPROVEMENT CORPORATION OF HENRY COUNTY, OHIO, IN AND FOR THE YEAR 2026; AND DECLARING AN EMERGENCY

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

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

WHEREAS, this Council desires to further advance the Plan and has determined to financially assist the CIC with operational and the other expenses in the year 2026;
Now Therefore,

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

Section 1. That, in an effort to further advance the Plan referenced in the preamble of this Resolution, the City Finance Director is directed and authorized to pay to The Community Improvement Corporation of Henry County, Ohio (CIC) the amount of forty-seven thousand dollars (\$47,000) in and for the year 2026 to the CIC for operational expenses and costs for the advancement of economic development projects for both present companies and future companies. The amounts contributed herein are deemed by this Council to be a proper public expenditure of public funds.

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

Section 3. That, all payments stated in this Resolution are subject to appropriation of funds by Council. In the event appropriation of funds by Council is satisfied, payment shall be made by the Finance Director in quarterly installments to the CIC, all in and for the year 2026.

Section 4. That, Resolution No. 042-24 is repealed upon the effective date of this Resolution.

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

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

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

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

Passed: _____
J. Ross Durham, Council President

Approved: _____
Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 051-25 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.

Ann Harper, Clerk of Council

RESOLUTION NO. 052-25

A RESOLUTION AUTHORIZING EXPENDITURE OF FUNDS IN EXCESS OF FIFTY THOUSAND DOLLARS (\$50,000) IN AND FOR THE YEAR 2026 AS IT RELATES TO REOCCURRING COSTS ASSOCIATED WITH THE OPERATION OF THE CITY, FOR PAYMENT OF EXPENSES, AND FOR PURCHASES ASSOCIATED WITH VENDORS UTILIZED BY MULTIPLE DEPARTMENTS WITHIN THE CITY; ELIMINATION OF NECESSITY OF COMPETITIVE BIDDING IN AND FOR THE YEAR 2026 AS IT RELATES TO CERTAIN TRANSACTIONS; AND DECLARING AN EMERGENCY

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

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

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

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

Section 1. That, the expenditure of funds by the City in excess of fifty thousand dollars (\$50,000), in and for the year 2026, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for purchases, services, coverage, or benefits listed in Exhibit A attached hereto and made a part of this Resolution.

Section 2. That, the expenditure of funds by the City in excess of fifty thousand dollars (\$50,000), in and for the year 2026, is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the following purchases associated with recreation, fund balance maintenance, public labor costs, public auditing, utilities, bonding, accounting, the payment of debt service, postal service, banking, permitting, and codification listed in Exhibit B attached hereto and made a part of this Resolution.

Section 3. That, the expenditure of funds in excess of fifty thousand dollars (\$50,000) is hereby necessary and authorized as a proper public expenditure, subject to appropriation of funds, for the City's cumulative purchase of product, supply, equipment and/or services periodically through the year 2026 from the following vendors; however, in no event shall the amount exceed fifty thousand dollars (\$50,000) for any one purchase of product, supply, equipment and/or services or any one specific project under the authority of this Resolution listed in Exhibit C attached hereto and made a part of this Resolution.

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

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

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

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE ____ Yea ____ Nay ____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 052-25 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.

Ann Harper, Clerk of Council

RESOLUTION NO. 053-25

A RESOLUTION AUTHORIZING THE EXPENDITURE OF FUNDS AND AUTHORIZING A DEPARTMENT DIRECTOR TO TAKE BIDS ON CERTAIN PROJECTS, SERVICES, EQUIPMENT, MATERIALS, OR SUPPLIES WITHOUT THE REQUIREMENT FOR ADDITIONAL LEGISLATION TO DO SO IN THE YEAR 2026; AND DECLARING AN EMERGENCY

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

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

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

Section 1. That, the City Manager, City Finance Director, and City Law Director, for their respective departments, subject to Council's approval as to the specifications, plans, agreements, and other related bid documents when applicable, are hereby authorized to advertise and receive bids or take proposals as applicable for the projects, services, equipment, materials, or supplies that are anticipated to be in excess of fifty thousand dollars (\$50,000) as listed in attached Exhibit A, such exhibit being incorporated into this Resolution by attachment and made a part hereof, without the necessity of further legislation in the year 2026; further, Council finds that the expenditure of funds in excess of fifty thousand dollars (\$50,000) for each project, service, equipment, material, or supply listed in said Exhibit A, is necessary and authorized, subject to an approved motion of Council permitting the respective Department Director to make award. If a contract for said project, service, equipment, material, or supply is awarded to a successful bidder (lowest and best) as a result of a competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awardee subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director. In the case of a non-competitive bid, the City Manager, City Finance Director, and City Law Director, for their respective departments, are directed to enter into a contract with the awarded subject to the terms and conditions of an agreement approved by Council, said agreement subject to any non-material changes deemed appropriate by the respective Department Director and approved as to form and correctness by the City Law Director.

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

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

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

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

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

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

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

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

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

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

Passed: _____

J. Ross Durham, Council President

Approved: _____

Joseph D. Bialorucki, Mayor

VOTE ON PASSAGE _____ Yea _____ Nay _____ Abstain

Attest:

Ann Harper, Clerk of Council

I, Ann Harper, Clerk of Council for the City of Napoleon, do hereby certify that the foregoing Resolution No. 053-25 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.

Ann Harper, Clerk of Council