



**COMMITTEE WORK SESSION
MARCH 5, 2018**

The Committee Work Session convened on Monday, March 5, 2018 at 7:00 p.m. in the Council Chambers of the Safety Administration Building. The meeting was called to order by Scott Pelot, President of Council, followed by the Pledge of Allegiance, and a moment of silent prayer.

ROLL CALL:	Jack Gainer	Also Present:
	Dennis McGlone	Mayor Mike Zita
	Dan Karant	Robert Fowler
	Paul Tousley	Ron Messner
	Charlotte Whipkey	Justin Markey
	Joe Kernan	Kerry Macomber
	Scott Pelot	

General Topics of Discussion:

Mr. Pelot announced that Under Committee Work Session, item J was omitted from the Agenda, but the information is included in the packet so it needs to be added to the agenda. It is for a bike path that will be supported by ODOT. Also, immediately following this meeting, there will be a Special Council meeting to confirm some of the appointments to the various Boards and Commissions.

Agricultural District Renewal Application:

Mr. Kernan explained that this is a renewal application for the address at 3330 Reimer Road, which has been subject to an Agricultural District for a number of years. He suggested that this item be added on next week's agenda for a first reading, then schedule a Public Hearing 14 days from then, a second reading and then it could be passed or denied. It must be scheduled within 30 days. Mr. Pelot noted the Public Hearing will be scheduled for March 26, 2018, which would be within the timeframe. There were no questions from Administration. Mr. Pelot noted he was here when the application was dropped off and the applicant asked about different farm animals. Mr. Kernan noted the property is just shy of 7 ½ acres. Mr. Kernan moved to add this item to the next Council meeting, Mr. Pelot seconded.

Roll Call: Yes: Kernan, Pelot, McGlone
No: None

Motion Passed Unanimously

Then and Now Certificates:

Mr. Pelot asked Mr. Messner to explain because the memo and ordinance explains that these items are just over the \$3,000.

Mr. Messner noted the Auditor was in house last week and the Auditors have asked Mr. Messner to sign all the certificates on a monthly basis. Although anything under \$3,000 he can sign for, all items over \$3,000 need Council approval and he would like this approval before the end of the month. Mr. Pelot noted that some of these are a matter of timing for example the invoice for the truck was received prior to the finalization of the legislation. The Purchase Order was cut after the fact, which is why we are handling it this way. Mr. Pelot moved to add this item to next week's agenda with emergency language, seconded by Ms. Whipkey.

Roll Call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously

Ohio Public Works Commission Application for 2018:

Ms. Whipkey explained this is for three projects: two road projects and one waterline. The New Park Drive Reconstruction project is estimated at \$750,000; the Johnson Road Reconstruction at \$1.2 million, and Eastern Road Waterline project at \$848,000. Ms. Whipkey noted that the Eastern Road Waterline project was basically for Dannemiller and would not require anyone to hook up. Mr. Fowler stated, as with all water line projects there are no forced connection. Anyone that wants water has the option of connecting. Businesses and residents alike – no assessment; no forced connection. There will be a connection fee that would be based on the size of the line. Ms. Whipkey stated it would be a tap-in fee like the sewer's \$1600 and Mr. Fowler concurred. The city is picking up the bill. But we are hoping that the grant will pay for it. Ms. Whipkey asked for clarification on the New Park Road project. Mr. Fowler said they did consider no more than 30% of the project for an assessment. Ms. Whipkey asked if we were looking at getting this funded at 50%. Mr. Fowler said that yes, through OPWC. The application requests are due on July 1. The funding won't be available until the following July. Ms. Whipkey asked if the people that are getting a 30% assessment, is that part of the 50%. Mr. Fowler commented that is not on the 50% from the grant funds, but they are working with another pot of funds to get another 20%. Ms. Whipkey noted that there was already money invested in Johnson Road. Mr. Fowler said that an independent engineer looked at it. He was out there on Saturday and noticed that it is deteriorating quite a bit in certain spots particularly in the darker spots indicating there is moisture. The engineer also indicated that it needs base stabilization. Their recommendation was to do the fix properly. Ms. Whipkey said we already funded to fix that and wondered if that money would be coming off the price. Mr. Fowler said this will be full depth reclamation. Basically, build a whole new road. This is an application for OPWC. Ms. Whipkey indicated that the company that already completed the work should be responsible, if their fix hasn't worked and Mr. Fowler stated they had not given up on that thought. Mr. Kernan said that he heard some of these places that are failing; the County was going to fix them. But they only remove pavement and replace it. The problem is deeper than that and the base needs to be stabilized.

Regarding Eastern Road – Mr. Tousley asked if this was 100% grant funded and asked about the status of the tap-in fee. Mr. Fowler, said that he is looking for establishing tap-in fee at a later date and will be determined based on the size of the line and meter to be tied in. Residential are generally 5/8ths while industrial tap ins are much larger.

Mr. Gainer asked about New Park Drive – Property Owners 30%, Grant 50% and remaining 20% funded by either other grants or city and Mr. Fowler concurred adding the 30% assessment

is the maximum. Mr. Fowler said the ultimate goal is to score as high as possible by tailoring the grant application to capture as many points as possible. Mr. Gainer thought Johnson Road was under warranty; however, they would not warranty anything until we repaired the understructure of that section. What are the parameters of Johnson Road reconstruction project? Mr. Fowler stated Hametown to Medina Line – where the greatest failure is occurring. Mr. Fowler said the road is actually crumbling as people are driving over it so there is significant concern. Mr. Gainer asked if there are maps identifying coal mines in those areas? That could be where the spots are deteriorating. He would like to see some research as to where the coal mines are and determine if they are causing these problems. If the shafts are running perpendicular, that would indicate where the coal mine is and they may have caved in and he would like to have that checked. Perhaps, Mr. White could locate the maps where the coal mines are located. The state has programs to help us in that area.

Mr. Karant said we looked at the New Park Drive a several years ago and asked if this was just repairing the road and not fixing the problem with flooding – through wet lands, etc. Mr. Fowler said Jim Demboski said they did flood mitigation in the area. But this is just road repairs. A flapper valve may have failed, which caused the flooding on Friday. They are looking into what caused that water backup on Friday. Mr. Fowler stated there is no guarantee we will get the money. Mr. Karant stated he was concerned that we are putting out more money but not fixing the underlying problem. They have conferred with the Corps of Engineers and there needs to be flood mitigation, retention ponds, etc. to really resolve the issue. The \$750,000 won't properly address the underlying issues. Mr. Tousley said about a year ago we put a valve in for \$100,000. Is that what is failing. No, Mr. Fowler said that someone else may have tapped into the storm sewer, which caused the back-up by discharging into the stream. Ms. Whipkey asked if this was time limited. Mr. Fowler said July. Mr. Gainer said he had read there was to be some type of road elevation to be done. Mr. Pelot said there was a study done at some point and there was a 12 – 18” elevation that included multiple retention ponds, etc. This grant does not include elevating the road. Mr. Fowler said they have not designed the road yet. A design engineer will make those determinations when the time is ready. Mr. Fowler cannot say at this time and it is premature for him to say it would. He clarified it was just to fix the road. Ms. Whipkey motioned that this item be moved to the next Council session, with emergency language. Mr. Kernan seconded.

Roll call: Yes: Whipkey, Kernan, McGlone
No: None

Motion passed unanimously

Grant Opportunity Summit County:

Mr. Pelot explained that Summit County passed a \$5 additional tax on license plate renewal on January 29, 2018. This will create a fund for roads, bridges, etc. Surrounding communities will have the option to submit various projects to address these types of projects. Mr. Pelot asked that Administration should find out when the forms are available and determine if we have projects that will qualify. Ms. Whipkey noted the increase starts in January 2019.

Agreement with Engineering Associates:

Mr. Pelot stated this is the engineering piece for the Eastern Rd. water line – from the water tower to Hametown Rd with a 16” line. Mr. Fowler is asking for the money to be allocated so that he can maximize the points to get the grant and points are tied to if there is engineering or

design work for the projects already completed. Ms. Whipkey noted by doing the design work, we are more likely to get the grant. Mr. Pelot said the higher points you have, the more opportunity you have to secure the funds. The fee is not to exceed \$49,000. Mr. Kernan asked where it was coming from and Mr. Messner said yes, Fund 126 – Water fund. Mr. Pelot moved to add this item to the next Council agenda, with emergency language, Ms. Whipkey seconded.

Roll call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously.

Contract with Garden State Fireworks:

Mr. Pelot noted this in preparation for the City's Bicentennial Celebration and the contract for the sum of \$20,000. Norton received a civic donation that will actually pay for the Bicentennial fireworks. Mr. Kernan asked if this is just an allocation movement of the funds. Mr. Fowler affirmed and explained that administratively, the City of Norton needs to have contracts and tangible products to produce as the City's contribution to the Bicentennial. Mr. Pelot invited Mr. Meden to address Council. Mr. Meden, Ohio Representative for Garden State Fireworks, and resides at 3177 Cleve Mass Rd, Norton OH 44203. He clarified that he is not the owner. Garden State Fireworks is a large company that does national shows. Mr. Meden said he has done the Cider Festival fireworks since its inception and every year the company has provided a generous amount of product for his hometown show. He wanted to get this in early so we can put aside the really good stuff. Mr. Tousley said this is significantly larger than other shows. Mr. Meden responded yes, the CiderFest is typically \$10,000 and discussed the breakdown of the costs of the event. Mr. Tousley said that there will have to be a more substantial plan for safety. Yes, he has already talked with the Fire Chief and they will err on the side of caution and remain safe. Other planning ideas, choreographing, etc. will be decided on later. Mr. Pelot moved to add this item to the next Council meeting, with emergency language, seconded by Ms. Whipkey.

Roll call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously.

Agreement with Wooster Buildings, LLC:

Mr. Pelot said this is for the carport being constructed at the Police Station. The timeline is the legislation to be passed by first of April and not to exceed \$33,000. This is large enough for 12 ports with two enclosed garage ports with doors in the center. Mr. Kernan assumed we were going with Wooster because it is metal fabrication and not wood. Mr. Fowler agreed and indicated it was better construction. Mr. McGlone asked if they would be starting in April. Mr. Fowler noted there is one complication because we want to improve the pavement. The movement of dirt caused problems. So, May is more likely. Ms. Whipkey said we did discuss redoing the parking lot before the project and what about the parking lot outside. Mr. Fowler said they are asking Rudzik to do this work. Ms. Whipkey asked if Wooster Buildings was the one that did the shingles. No, it was a different company. Mr. Tousley said this price does not include garage doors and is there a ball park for this price. Mr. Fowler said the doors are separate. Mr. Tousley asked if it was under \$10,000? Mr. Messner stated yes, all the money that is budgeted will cover all of the expenses – including permits, electrical, etc. Mr. Kernan remarked there was \$45,000 total budgeted for this. Mr. Messner clarified the breakdown. Mr.

Pelot moved this item be added to the next Council session, with emergency language, Ms. Whipkey seconded.

Roll Call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously.

Proposal of Rudzik Excavating, Inc.:

Mr. Pelot said this is to take care of Brookside, Shellhart and Little. The exhibit was provided at tonight's meeting. Mr. Fowler expanded on the proposal and discussed the difference resulted because EDG measured the project and the asphalt company measured differently. He initially asked for the cost per cubic yard for installation. Mr. Fowler said the plan is for the City to do the complete renovation – our work will be done between now and April. Mr. Pelot wants to make sure we get the drainage in. Mr. Kernan asked if repavement will include installation of berms to help it not crack off and why was this not included when they put the roads in? Mr. Fowler will find out the answer. Mr. Pelot noted that home delivery is becoming more popular and trucks, garbage, mail, etc. are running off the side of the road. Mr. Fowler is optimistic that there will be other funds coming in to help offset the City's cost but does not want to elaborate more. Mr. Pelot moved to add this item to the next Council session, with emergency language, Ms. Whipkey seconded.

Roll call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously.

Amend Appropriations for Current Expenses:

Mr. Messner said that during the audit, we have been financing the police cars out of 140. Checks have been written out of the expense side and the Auditors have requested checks to be written from the revenue side. Mr. Messner did budget \$66,500 for the revenue side, but he also needs to budget \$66,500 for the expense side. It will zero out. Mr. Fowler said that we need to get it next Monday, because of the police car that was damaged. Mr. Pelot moved to add this item to the next Council session, with emergency language, Ms. Whipkey seconded.

Roll Call: Yes: Pelot, Whipkey, Kernan
No: None

Motion passed unanimously.

Bike Path:

Mr. Kernan noted this is a resolution of support. Mr. Markey said that the state is participating in a nationwide bike trail program. It will come through Norton along the towpath by the railroad and then on Greenwich Road and will become the western path to Indiana. ODOT is looking for support from the community. They would be responsible for design and building. Mr. Pelot asked about maintenance, upkeep, etc. Mr. Markey said ODOT. Mr. Tousley asked if they would take land by eminent domain. Mr. Markey said he believes it will be in the right-of-way. Mr. Fowler added that historically, the road is marked with paint. The Resolution of Support by April 1st but we don't know when it would be constructed. Mr. Gainer stated he is all in favor of a bike path, but not taking the road to do so. He then asked about blocking off a line that protrudes into the road – or will it be a line from the edge of the road requiring cars to

allow 3' that would not be enough room for a car to pass along a bike lane. Greenwich is too narrow. Mr. Fowler said it is basically impossible for ODOT to do that because they have width requirements in lanes. Bicycles do have the right to share the road now. The markings will just identify the lane as a bike route. Mr. Tousley asked if we could get some information before voting. Mr. Fowler will meet with ODOT tomorrow and try to get some clarity. Mr. Larry Perkins 3844 South Neitz Drive Norton OH 44203 stated most bike paths are two-ways. Would that be a problem driving a bike against traffic? Mr. Pelot said we will get more information. Mr. Kernan said the State is probably in the beginning stages for building and getting grants and they will be gathering information. Mr. Fowler added he was hoping Greenwich road would get paved out of this project. Mr. Kernan moved to add this item to the next Council session, Mr. Pelot seconded.

Roll Call: Yes: Kernan, Pelot, McGlone
No: None

Motion passed unanimously.

Unfinished Business

Mr. Gainer read a section of minutes from August 28, 2017 regarding Nash Heights and the presentation by Ms. Miller on the Summit County grant program available to assist residents of the city for the sewer lines, septic repairs, etc. Ms. Whipkey asked if this would include tap-in fees. It was reported that CDBG could and the County would set up in house meeting and it is based on the 1040 income tax form. The process takes about 45 days to go through the application process. Mr. Gainer wanted to make sure that residents knew there are grants available and they have to meet with Ms. Miller at Summit County to complete the application before they sign any contracts for this work. Mr. Gainer asked if Mr. Markey had met with Holly Miller on the contract question and Mr. Markey answered he had not. Mr. Gainer stated he remembered it being said that it is possible they could pay up to 100% of tap-in and installation of city sewer to house. Vivian Durbin has done an excellent job of explaining the pamphlet of information that is available at front desk. Mr. Gainer has put this information on his Facebook page and hopes people will see it. Mr. Pelot said that Phase 1 of the project is already complete so those people need to be notified as soon as possible because the process does take 45 days. We are now coming up on the next phase and it would be relevant information. Ms. Whipkey noted that if people look at the minutes of August 28, 2017, all of the handouts, pamphlets, and contact information will be there. Ms. Macomber noted the information is also on the homepage of the City website under Nash Heights Mr. Gainer said we need to get out and talk with the neighbors so that we can spread the word. Mr. Karant noted that he is having a Ward 3 Town Hall meeting in April and will present this information at that time.

New Business –

Mr. McGlone said that the Electric Aggregation Program should be sending out information. Mr. Fowler indicated he had already received it a week ago.

Mr. Fowler asked the City Engineer to prepare the bid packets for the parking lot out front and the requirement under the ORC is 14 plus one day. His goal is to have the bids back on Thursday, March 22, 2018 and then he will ask the Director of Law to prepare an Ordinance to enter into a contract. The early scheduling with paving companies will get you a discount.

Compared to last year, a rough estimate is \$7,000 less because he is not booked, yet. There is enough money budgeted to do the parking lot and drive.

Mr. Gainer asked about the Columbia Woods Park being filled in with the dirt. Mr. Fowler said they are down to the parking lot and the truck traffic should be done this week. They are going to grade this out towards the lake. Mr. Pelot said before we do the pavement – can we work with Wooster to get their equipment in here. That way we can do the garage and not tear up the parking lot. Mr. Gainer clarified that it is going to be on existing asphalt. Mr. Fowler said it may just be getting a delivery and securing it.

Topics for the next Work Session (March 19, 2018)

Public Comment: None

Public Updates: Next Monday, March 12, 2018 the Honorable Judge McKenney will be providing a presentation on the Barberton Drug Court Awareness Program at the beginning of the session at 7:00 p.m.

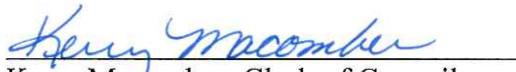
ADJOURN

There being no other business to come before the Regular Council Meeting, the meeting was adjourned at 8:15 PM.



Scott Pelot, President of Council

I, Kerry Macomber, Clerk of Council for the City of Norton, do hereby certify that the foregoing minutes were approved at a Regular Council Meeting held on March 12, 2018.



Kerry Macomber, Clerk of Council

NOTE: THESE MINUTES ARE NOT VERBATIM*

****ORIGINAL SIGNED AND APPROVED MINUTES ARE ON FILE WITH THE CLERK OF COUNCIL****

All Council & Committee Meetings will be held at the Norton Safety Administration Building, unless otherwise noted.