



## **ANNUAL COUNCIL AND ADMINISTRATION WORKSHOP MONDAY, JANUARY 30, 2012**

Roll Call: Don Nicolard  
Ken Braman  
Dennis McGlone  
Charlotte Whipkey  
Scott Pelot  
Todd Bergstrom  
Bill Mowery

Also Present: Mayor Mike Zita  
Rick Ryland  
John Moss  
Karla Richards  
Ann Campbell

Norton City Council and Administration gathered for the Annual Council and Administration Workshop on Monday, January 30, 2012 at approximately 7:00 PM in the Council Chambers of the Safety Administration Building.

### **Mr. Nicolard-Council President-Opening remarks:**

Mr. Nicolard commented with opening remarks about Council and Administration aggressively being more proactive and less reactive in moving the city forward. Mr. Nicolard stated he has asked Mrs. Richards to be the moderator for this meeting to help keep us on point. Mrs. Richards commented on the basic principals of setting S.M.A.R.T (Specific-Measureable-Attainable-Revelant-Timely) goals and the importance of setting measurable goals, noting that if you can't measure it, you can't manage it.

### **2012 Road Program-Specific Streets & Funding**

Mr. Ryland stated we do have a limited budget, however we are looking at Gardner Blvd., Eastern Road study and various repaving in order to stay on track. Mr. Ryland stressed the need to begin early with the bid process in order to remain on track. Mr. Ryland stated we are trying to complete areas that in the last several years we were unable to complete. Mr. Bergstrom discussed the various components of the SMART goals worksheets and the budgeted amount of \$400,000.00 and felt that we need to set by a certain date a specific plan of what we are going to do. Whether or not it is to finish what we started, or as an example put it into a crack and seal program instead. Mr. Bergstrom also questioned if we want to start looking at another levy or assessments in the future? Mr. Nicolard stated that time lines are critical and need completed before the school buses roll out this fall. Mr. Bergstrom suggested that by the end of March we have a plan in place to bring to Council on what we want done for 2012, including input from Administration and Engineering. Mr. Bergstrom stated we should have our first measurable plan in place by April 1, 2012. Mr. McGlone questioned whether or not we even want to continue to use the chip and seal process on our roads? Mr. Bergstrom stated we need to start having individual Service Committee meetings like every two (2) weeks from now on in order to get this done. Mr. Bergstrom stated the second big goal for roads is to establish a long-term financial plan by either assessments or a road levy for future road programs, and it needs to be accomplished before the summer recess. Mr. Ryland stated you would need your plan out by March 1, 2012 because the asphalt plants open for business on April 1, 2012 and you need to have your pricing then. Mr. Ryland stated you do not have to specifically spell out all of your streets by then. Mr. Ryland stated that crack and seal is covered under the general maintenance program, and it is not a part of the dedicated road program. Mr. Mowery asked when do we point out the specific streets such as Brentwood?

Mr. Ryland stated that first you need to determine how much you can afford to do and then we decide what can be done, we can provide Council with a list and you can choose. Mr. Ryland stated the very first thing is to go out and bid so that he can get real prices, but reminded everyone that \$400,000.00 does not do a whole lot. There was discussion on the types of paving processes such as 405 motor paving, and Ms. Whipkey asked if that was applicable for roads like in Brentwood and Mr. Ryland replied yes. Mayor Zita commented about his goal was to first see what we can do, then do we dig a little deeper with more cuts to get more done? Mayor Zita stated that down the road it would be nice to eventually replace all of the roads in the city, but how we do it really is the question. Mr. Bergstrom stated the SMART goals for 2012 short term of April 1<sup>st</sup> and long term before summer break. Mr. Bergstrom discussed having future Service Committee meetings mid week in the mornings around 9:00 AM. Mr. Nicolard stated this city has over 200 miles of roadway and we need long term goals that work. Mr. Pelot suggested letting the Administration get bids for both paving processes and see what is best for the city. Mr. Bergstrom stated he would like to provide updated reports from the Service Committee about every two (2) weeks. There was discussion about the time lines from the bids being advertised to actual construction being about a six (6) week turnaround. Mr. Nicolard stressed the ultimate goal is to begin paving no later than July 1, 2012.

### **Master Metering**

Mr. Ryland stated that its allowable under the JEDD agreement for the city to have its own master metering, and noted that most of the utility boxes are already installed. In doing this we will control our own destiny because we will set our own rates. Mr. Ryland stated that if everything is all set we could realize doing this by January of 2013. Mr. Ryland stated that there are requirements of Department of Environmental Services, proper training, subcontracting out, etc., Mr. Mowery questioned if there are any additional costs to our residents and Mr. Ryland replied no, unless it's a new assessment to the property. Mr. Ryland stated the only change the residents would notice is the billing would be coming from the City of Norton and Council would be setting the rates. Mr. McGlone asked if there would be a cost savings to the residents? Mr. Ryland replied its not known right now, but he would like to think so. Mr. Bergstrom stated we need to continue these discussions and he fully supports being our own utility. Ms. Whipkey asked for clarification on what the city is responsible for. Mr. Ryland stated the city would own the lines, the meters and is responsible for all maintenance. Mr. Nicolard and Mr. Ryland discussed all of the hurdles we have to get through to accomplish this before 2013. Mr. Moss noted one positive from the JEDD is that it does give us the right to negotiate the bulk rate. There was discussion on the impact fees and Mr. Ryland stated it would still exist, although it would also be negotiated. Mr. Ryland stated the next step would be to have Councils approval for in depth discussions with Summit County for the purchase of the sewer lines and then to discuss the rates with Barberton. Mr. Ryland stated that one thing he could guarantee is the rates will not be more than what you are paying now, Summit County rates only increase year after year. Mr. Ryland stated we would be coming to Council shortly asking for three pieces of legislation; 1 for water, 1 for sewer and 1 to purchase the sewer from Summit County. Mr. Nicolard stated he would like to have another Workshop later on this year, maybe in another six months or so. Mr. Bergstrom stated we need to keep proactive and focus on the other Committees and recommended each set something up to have their own meetings/goals. Mr. Nicolard suggested the next Workshop date of April 30, 2012 at 7:00 PM and another on October 29, 2012 at 7:00 PM since these are months with a fifth Monday. Topics for discussion on April 30, 2012 are #1-annual budgets to Council by October 1; #2-Charter changes; #3-Legislation requests to Council.

**USPS**

Mr. Nicolard asked Mrs. Richards to read aloud a letter he and Mayor Zita sent to Congresswoman Betty Sutton (see attached). Mr. Zita stated he is attempting to set up an appointment with Ms. Sutton's office in the very near future. Mayor Zita stated the web site will have letters you can print off and send them to your elected officials either later tonight or early tomorrow morning. There are letters for a resident and non-resident that works in the city. There will also be an online petition that you can sign and submit. Mr. Nicolard stated that timing is critical due to the deadline for comments being February 16, 2012. Ms Whipkey suggested those with internet make copies for your neighbors that don't have internet. Mr. Pelot suggested the business owners could do the same. Mr. Nicolard suggested all business owners make copies available at their place of business for their customers. Mr. Nicolard noted that the rent for the Norton Post Office is \$40,000.00 a year and that all of the postal workers at Norton are convinced that the Barberton Postmaster is all in favor of this potential closing. Mr. McGlone stated he attended that town meeting and there was a lot of inadequate financial information that was provided, basically due to the one zip code.

**Adjourn:**

There being no further business to come before it, the Council and Administration Workshop adjourned at 8:25 PM

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Don Nicolard, President of Council

I, Karla Richards, CMC-Clerk of Council for the City of Norton, do hereby certify the foregoing minutes were approved at a Regular Council Meeting on Monday, February 13, 2012.

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Karla Richards-CMC, Clerk of Council