



**NORTON CITY COUNCIL  
REGULAR COUNCIL MEETING  
MONDAY, NOVEMBER 10, 2014**

Roll Call: Scott Pelot  
Dennis McGlone-Excused  
Danny Grether  
Dennis Pierson  
Paul Tousley  
Charlotte Whipkey  
Rick Rodgers

Also Present:  
Mayor Mike Zita  
Valerie Wax Carr  
Ron Messner  
Justin Markey  
Karla Richards  
Ann Campbell

The Regular Council Meeting convened on Monday, November 10, 2014 at 6:01 PM, in the Council Chambers of the Safety Administration Building. The meeting was called to order by Rick Rodgers, President of Council, followed by the Pledge of Allegiance and a moment of silent prayer.

**COMMITTEE OF THE WHOLE:**

Mr. Rodgers moved to enter into Executive Session to consider the employment of a public employee as defined in (O.R.C. § 121.22) (G) (1) & Section 3.12 of the Norton City Charter; and for pending or imminent litigation as defined in (O.R.C. § 121.22) (G) (3) & Section 3.12 of the Norton City Charter, seconded by Mr. Pelot. Mr. Rodgers invited Mrs. Carr, Mayor Zita, Mr. Messner, Mr. Markey and Chief Schultz to attend. Mr. Rodgers noted Council would return to the Regular Council meeting to continue business.

Roll Call: Yeas: Rodgers, Pelot, Grether, Pierson, Tousley, Whipkey  
Nays: None.

Motion passed 6-0.

At 7:24 PM Council returned from the Executive Session and reconvened into the Regular Council Meeting.

Mr. Pelot moved to amend Ord. #97-2014-Purchase Loader, seconded by Mr. Rodgers. Mr. Pelot indicated the model year has been removed since it appears we may be getting either a 2014 or a 2015 model. Mr. Messner clarified it was a 2014 and Mayor Zita added it was still brand new.

Roll Call: Yeas: Pelot, Rodgers, Grether, Pierson, Tousley, Whipkey  
Nays: None

Motion passed 6-0.

Mr. Rodgers moved to add Res. #98-2014, Ord. #99-2014, Ord. #100-2014 and Ord. #101-2014 to the agenda, seconded by Mr. Pelot.

Mr. Rodgers indicated Ord. #101-2014 pertains to the sewers relating to the widening of Cleveland-Massillon Road and the others are budget related items. Mr. Messner explained the finance orders have to do with purchasing the new copiers and end of the year budgetary items such as advanced tax monies, and nominal expenditures for refreshments at various events for Council.

Roll Call: Yeas: Rodgers, Pelot, Grether, Pierson, Tousley, Whipkey  
Nays: None

Motion passed 6-0.

Mr. Rodgers acknowledged Council's receipt of the October 2014 Budget Report from the Finance Director, Mr. Messner.

#### 2015 Budget Review Continued

Mr. Rodgers turned this discussion to Mr. Messner. Mr. Messner explained all of the previous questions from Council with his detailed response (see attached). Mr. Messner announced the City has received two (2) awards today from the State of Ohio Auditor relating to the City's financial reporting for 2013 (see attached) Mr. Messner noted today he received a \$28,692.51 check today from Time Warner Cable so the borrowed \$100,000 from the General Fund for the road program and it will be returned in full with the remainder going into the #410 Fund upon ordinance. In the next week or so he would be asking Council to approve the advances and transfers which will include this amount. Mr. Messner stated he had not received any further email questions from Council for this week. Mr. Messner hoped that any questions would be emailed to him and could help spur some other thoughts. Chief Dalessandro is here to discuss his Police department budget on pages #38 and #39-A. Mr. Grether clarified the dispatch line has been deleted since we have Joint Dispatch Center. Mr. Messner concurred and you will see the costs related to the Joint Dispatch at the bottom of his department as well as Fire Department. Mr. Messner discussed the General Government page #22 & #23-A; There were reductions in overtime, PERS and Workers Comp due to a position change in Service/Parks for Mr. Vern Tenney. This is basically a catch all for things that are not specific to separate departments and their budget. Mr. Rodgers asked what is the health district fee and Mr. Messner explained that it is based on our city population. Ms. Whipkey asked if this included their inspection of the outfalls within the City? Mrs. Carr replied no, that is a separate contract. Mr. Messner noted the CAFR and Audit amounts are listed here which he felt should really fall into the Finance Dep., budget and not the General Government Department. After the audit is complete, this is something he would like to look into switching over with Council's approval. Mr. Rodgers asked why there is a big drop in the property tax from 2012 to present; Mr. Messner stated he would need to research this. Mr. Rodgers asked about labor negotiations and how many unions we will be renegotiating and Mrs. Carr noted there are at least two union contracts going forward next year. Mr. Pierson noted this is still the hourly rate of \$175.00 and Mr. Markey concurred. Mr. Tousley noted we will be discussing new copiers later this evening and questioned if that is reflected and Mr. Messner replied yes it's reflected in equipment purchase contract under Administration. Police and Fire have the same line item for this new equipment. Mr. Messner stated our Administration copier was over six (6) years old and behind with all of the electronic updates; in addition to about twenty-three (23) desktop printers that have been phased out and the toner savings here are significant. Mr. Messner discussed Finance Dept. budget on pages 20 & 21.

Mr. Rodgers clarified this reflects a new position of a Dep. Finance Director, and Mr. Messner noted this key employee is his back up in his absence. Mr. Messner stated it went his managerial grain to not have that position filled and strongly believed it's important to have someone being groomed for this position and Council would have the right to interview this new position hiring. Mr. Messner urged Council to look very hard at this position requested. Mr. Pelot asked about the health insurance and questioned how many people this covers and Mr. Messner replied four (4) and was calculated at that 14.1% for 2015. Mr. Messner noted there are some employees on a single or a family plan and those costs are different. Mrs. Carr noted that under the new health care laws children can remain on the plan until the age of twenty-six (26) although she is not sure if that is the case in Norton. Mr. Markey asked if the total for health care in this department would include the new position and Mr. Messner replied yes. We currently have three (3) employees now including himself. Mr. Pierson asked about the life insurance was this for three (3) or four (4) employees and was at face value of \$40,000.00. Mr. Pierson asked once an employee leaves does this life insurance plan go with them and Mrs. Carr noted no. Mr. Messner moved on to Income Tax pages #24 and #25-Mr. Messner discussed the past before moving collections to CCA, when we had a tax administrator and secretary and that line item has been removed. Mr. Messner noted the drop in past years for collection fees. There was discussion as to potential refunds and Mr. Messner explained a mistake may have been made on initial filings and an appeal to CCA was filed and refunds were granted. Mr. Rodgers noted it appears our receipts have been falling off and Mr. Messner noted that CCA projected \$4.9 million in collections and he expected to come in somewhere between \$4.8 million and \$4.9 million. Mr. Pierson asked how regular the payments are and Mr. Messner stated the payments come in monthly. Mr. Pelot stated he thought the basic rule with CCA is that with all of the communities they serve we were to all share the costs and Mr. Messner stated the executive at CCA indicated this is Norton's specific fee. There was general discussion as to the JEDD figure and the income tax sharing the City paid out to Barborton. Mr. Messner discussed the Administrations budget on page #4 and #5; Mr. Messner indicated that Mrs. Ann Campbell's salary is split between the Mayor and Administration. Mrs. Carr noted that her salary is split between three (3) departments. Mr. Tousley asked about the significant cut in Professional Services and Mrs. Carr explained that was for the Rick Ryland contract as it's no longer needed in 2015. Mr. Pierson asked about seminars and training and Mrs. Carr stated she felt the staff needs to have more professional development in the future and she wanted to have some funding there. Mr. Messner moved on to Mayor's Court budget, pages #16 & #17. Mr. Messner stated this is for Mr. Mitchells position and the Magistrate and there are no other benefits paid out. Mr. Pelot asked what is the revenue collected in Mayor's Court and Mrs. Carr stated to be honest we are not making money here. Mr. Pelot asked if that's the case then why are we continuing this? Mrs. Carr noted this is something she would like to review into next year. There was discussion as to the decrease in the professional services of about \$9,000.00. Mrs. Carr indicated that Mr. Mitchell felt this is not needed and he felt it could be reduced, and could be for printed publications, etc. Ms. Whipkey stated that although this department is not generating money, she questioned the amount we sent over to the Attorney General for collections? Mrs. Carr indicated that was around \$30,000.00 outstanding and we still are not really making any money and Mayor Zita added that this is really like a pass through department. Mrs. Carr stated there was discussion with Mr. Mitchell about doing comparisons of our court costs versus the costs in other courts and Mrs. Carr noted the initial review indicated we are not the lowest and we also are not too high, but are average. Mr. Pierson discussed the lack of citations falling this year and that glancing back five years ago we were issuing about 5,000 tickets.

Mr. Pierson stated we are no where near that amount for this year; we are currently around 1,100 tickets. Mr. Pierson stated he is certainly not advocating ticketing, but this seems to be a huge discrepancy in the amount of tickets. Mrs. Carr indicated she has not looked into the history of the number of tickets; however she intends to run a full analysis of the Mayors Court. Mrs. Carr noted we do have other options we need to explore. Mr. Pelot noted a lack of police presence along the highways lately since those cables were put in. Mayor Zita noted that along I-76 speeding citations are done by laser and due to the cable along the median, the officers really have no safe place to sit. Mr. Pierson stated the taxpayers are paying the City police to be on our roads, not the State highways. We need the State Patrol to enforce the speed there; however that is a discussion on another day. Mr. Messner stated he believed that there was quite a bit of the ticketing coming in was from the State highways and not from within the City. Mrs. Carr stated we would take a closer look at it. Mr. Messner discussed the Court Computer Fund on pages #68 & #69, and in meeting with Mr. Mitchell he also felt this could be cut by about \$4,000.00 in addition to IT support and equipment services. Mr. Pierson asked if we looked at other computer companies other than the Baldwin Group as the proprietary company, and he noted we have been with the same company for a number of years. Mr. Grether asked about the failure of the Issue #12, and that the City will have to cover over \$400,000.00 or more for replacement of the radios. Mr. Messner stated that would be in 2019 he felt they did a bad job publicizing this Issue 12 with the initial arena being tacked onto this, although it was removed. Mayor Zita stated he expected this issue to be presented to the voters within the next five (5) years. Mr. Messner discussed the Law Directors budget on page #26 & #27; we pay the Barberton Prosecutor out of the Law Dept. budget. Mr. Rodgers asked who we pay into the Workers Comp., etc. and Mr. Messner replied that is for the Prosecutor. Mr. Pierson asked if a contracted position would be a cheaper route and Mrs. Carr stated in all honesty she felt that could be more of an expense. Mr. Rodgers stated the annual retainer amount of \$2400.00 monthly. Mr. Pierson asked what the additional fees would entail, and Mrs. Carr noted we do not pay him to be here at Council and we get so many hours a week of his time. Mr. Markey stated his contract is for attendance at meetings, presence at city hall, preparation of legislation, with other work charged hourly at \$175/hour. Mrs. Carr stated she reviews and questions the items in the billing and just this month she did question a \$4,000.00 billing and it was corrected. Mr. Pierson pointed out that the individual departments are billed for work done relating to those departments and Mrs. Carr concurred. Mr. Messner pointed out that Council takes their fair share and noted for the amount of time Mr. Markey spends here we are getting a very good deal here. Mrs. Carr noted that in all due respect to Mr. Markey, when she calls Mr. Markey on the weekends he does return her call and we are not always charged for them. Mr. Messner added that Mr. Markey had been very helpful to him as he has consulted with him quite often due to Mr. Markey's accounting background. Mr. Messner moved on to the Council budget pages #14 & #15 and there was a 3.1% reduction in this department. Mr. Grether asked about Broadcast meetings cost, and the difference and that we only have \$300.00 budget for this year. Mrs. Carr stated we are looking at other options and testing which could end up being free at some point. There was discussion on the amount of advertising needed and Mayor Zita asked about the Agricultural Districts for next year and Mrs. Richards indicated that next year there could be a few, not the big hit. Mrs. Richards noted she really cannot control the advertising costs because she has no way of knowing what could be coming from the Planning Commission, or any Charter amendments for next year. Mr. Messner discussed the Mayors budget on page #28 and #29 and there was slight increase related to proposed health care expense and if we can negotiate a lower health rate that line item would go down as with all other departments.

Mayor Zita stated this year Council and his office split the costs for the mailings for Judge McKenney's Good Deeds program. Mr. Pierson asked about the incidentals of \$200.00 and Mr. Messner indicated this could be for miscellaneous items. Mrs. Carr stated that those are for small items like a color display we just did as a gift from the City of Norton for the new opening at the Summit County Board of Health. Mr. Pierson asked about the seminars and training of \$1,800.00 and Mr. Messner stated this is for training, associations, etc. for the Mayor specifically. Mrs. Carr expressed the need for professional training on all levels including Council. Mr. Messner stated that officially as tonight Council is now half way through their budget review. Next week we will have discussions on the Fire Dept., Building & Zoning, Community Development, & Planning Commission.

**COMMUNICATIONS FROM THE PUBLIC:**

There was no one signed up to speak.

**CONSIDERATION OF THE MINUTES:**

Minutes of the Regular Council Meeting of October 27, 2014, approved as submitted.

Minutes of the Finance Committee Meeting of October 29, 2014, approved as submitted.

Minutes of the Special Council Meeting of November 3, 2014, approved as submitted.

Minutes of the Committee Work Session of November 3, 2014-*Deferred to 11-24-14.*

**REPORTS FROM OFFICERS, BOARDS AND COMMISSIONS:**

Mayor Zita announced one of our Norton Police Officers- Ptl. Ryan Seeker received a MADD 2014 Top Cop award in his efforts to reduce drunk driving within the City. Mayor Zita stated that Ptl. Seeker cited over 20 individuals this year for OVI's. Ms. Whipkey announced the MAD is having a meeting on November 13, 2014 at 6:00 PM

**PUBLIC HEARINGS-None**

**INTRODUCTION OF NEW LEGISLATION:**

**\*ADDED TO THE AGENDA**

**\*RES. # 98-2014**

Mr. Rodgers offered Res. #98-2014 for its first reading and asked the Clerk to read it:

A RESOLUTION REQUESTING THE COUNTY AUDITOR TO ADVANCE TAXES FROM THE TAX YEAR 2014 COLLECTIONS PAYABLE IN 2015 PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

Mr. Rodgers moved to waive the second and third readings, seconded by Ms. Whipkey. Mr. Rodgers stated this is something done every year and we just need to move on this now.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson, Tousley  
Nays: None

Motion passed 6-0.

Mr. Rodgers moved to adopt Res. #98-2014, seconded by Ms. Whipkey.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson, Tousley  
Nays: None

Motion passed 6-0.

**\*ORD. #99-2014**

Mr. Rodgers offered Ord. #99-2014 for its first reading and asked the Clerk to read it:

AN ORDINANCE TO AUTHORIZE NOMINAL EXPENDITURES FOR REFRESHMENTS OR MEALS TO BE SERVED AT VARIOUS EVENTS, AND DECLARING AN EMERGENCY.

Mr. Rodgers moved to waive the second and third readings, seconded by Ms. Whipkey. Mr. Rodgers noted this is another boiler plated piece of legislation that is due around this time of year. Mr. Tousley asked Mr. Markey of this is either required or recommended by law? Mr. Markey replied that the limits are set by law and with this legislation we are setting it at those limits.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson, Tousley  
Nays: None

Motion passed 6-0.

Mr. Rodgers moved to adopt Res. #99-2014, seconded by Ms. Whipkey.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson, Tousley  
Nays: None

Motion passed 6-0.

**\*ORD. #100-2014**

Mr. Rodgers offered Ord. #100-2014 for its first reading and asked the Clerk to read it:

AN ORDINANCE AUTHORIZING THE PURCHASE OF COPIER EQUIPMENT FROM MT BUSINESS TECHNOLOGIES, INC., AND DECLARING AN EMERGENCY.

Mr. Rodgers moved to waive the second and third readings, seconded by Ms. Whipkey. Mr. Tousley asked why we justify the emergency. Mr. Messner stated we are currently saving money and if we push this off we will have to go back to the old copier and all of the older printers, in addition we would need to go out and buy many units of toner. Ms. Whipkey noted we already have one in the Administration as a demo model. Mr. Tousley asked what happens to all of the old copiers and Mr. Messner replied we get a trade in value on all three of them which was not even offered from the Comdoc quote the City received. Mr. Tousley stated he has issues with the emergency language as tonight is the first time the public has heard about this.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson  
Nays: Tousley

Motion passed 5-1.

Mr. Rodgers moved to adopt Res. #100-2014, seconded by Ms. Whipkey.

Roll Call: Yeas: Rodgers, Whipkey, Pelot, Grether, Pierson, Tousley  
Nays: None

Motion passed 6-0.

**\*ORD. #101-2014**

Mr. Rodgers offered Ord. #101-2014 for its first reading and asked the Clerk to read it:

AN ORDINANCE TO AUTHORIZE THE ADMINISTRATIVE OFFICER TO ENTER INTO AN AGREEMENT WITH GLAUS, PYLE, SCHOMER, BURNS & DEHAVEN, INC., FOR PROFESSIONAL ENGINEERING SERVICES IN CONNECTION WITH THE DESIGN OF A SANITARY SEWER LINE ON CLEVELAND-MASSILLON ROAD, AND DECLARING AN EMERGENCY.

First reading only. Mr. Tousley asked if this was to be discussed next week? Mrs. Carr indicated that GPD is holding two dates to come to Council with a presentation; either November 17, 2014 or November 24, 2014. Council had all agreed the November 17, 2014 would be the best date.

**INTRODUCTION OF PRIOR LEGISLATION:**

**AMENDED ORD. #97-2014**

Mr. Pelot offered Amended Ord. #97-2014 for its second reading and asked the Clerk to read it:

AN ORDINANCE AUTHORIZING THE LEASE-PURCHASE OF A JOHN DEERE 544K WHEEL LOADER FROM MURPHY TRACTOR & EQUIPMENT CO., AND DECLARING AN EMERGENCY.

Mr. Pelot moved to waive the third reading, seconded by Ms. Whipkey.

Roll Call: Yeas: Pelot, Whipkey, Grether, Pierson, Tousley, Rodgers  
Nays: None

Motion passed 6-0.

Mr. Pelot moved to adopt Amended Ord. #97-2014, seconded by Ms. Whipkey.

Roll Call: Yeas: Pelot, Whipkey, Grether, Pierson, Tousley, Rodgers  
Nays: None

Motion passed 6-0.

**ORD #93-2014**

Mr. Tousley offered Ord. #93-2014 for its third reading and asked the Clerk to read it:

AN ORDINANCE TO AMEND SECTION 222.01 OF THE NORTON CODIFIED ORDINANCES TO MODIFY THE LOCATIONS FOR POSTING NOTICES AND DECLARING AN EMERGENCY.

Mr. Tousley moved to adopt Ord. #93-2014, seconded by Ms. Whipkey. Ms. Whipkey asked if other business offer to be a posting location in the future can Council change this? Mrs. Richards indicated that Council can amend this legislation at any time.

Roll Call: Yeas: Tousley, Whipkey, Pelot, Grether, Pierson, Rodgers  
Nays: None

Motion passed 6-0.

**ORD #94-2014**

Mr. Pelot offered Ord. #94-2014 for its third reading and asked the Clerk to read it:

AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION AND DECLARING AN EMERGENCY.

Mr. Pelot moved to adopt Ord. #94-2014, seconded by Ms. Whipkey.

Roll Call: Yeas: Pelot, Whipkey, Grether, Pierson, Tousley, Rodgers  
Nays: None

Motion passed 6-0.

**NEW BUSINESS:**

Mrs. Whipkey asked Mrs. Carr to comment on the funds received to demolish vacant homes. Mrs. Carr stated we just received \$15,000.00 to take down two (2) houses on Clark Mill Road.

**UNFINISHED BUSINESS:**

None

**PUBLIC SERVICE ANNOUNCEMENTS:**

Mayor Zita made several announcements, (see attached). Mr. Tousley thanked all Veterans either present tonight or not, for their service to our country. Mr. Rodgers reminded everyone about the Town Hall meeting on Nov. 19, 2014 from 7-9 PM, and he asked to have that press release posted to the City website.

**PUBLIC UPDATES:**

There were none.

**ADJOURN:**

There being no other business to come before the Regular Council Meeting, the meeting was adjourned at 8:55 PM.

---

Rick Rodgers, President of Council

I, Karla Richards, CMC-Clerk of Council for the City of Norton, do hereby certify that the foregoing minutes were approved at a Regular Council Meeting held on December 8, 2014.

---

Karla Richards, CMC-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.



# CITY OF NORTON

Ron Messner, Finance Director

## MEMO

To: Council & Administration  
Date: November 10, 2014  
Re: Attachments – Questions & Responses To Budget Process

There are six attachments enclosed as follows:

Attachment # 1 – Auditor of State Award with Distinction.

Attachment # 2 – Certificate of Achievement for Excellence in Reporting from GFOA (Government Finance Officers Association).

Attachment # 3 – Questions – Responses from Council meeting dated November 3, 2014.

Attachment # 4 – A detailed response to Miss Whipkey's question on the Franchise Cable Fees.

Attachments # 5 – Response to Mr. Tousley's email questions of November 9<sup>th</sup>.

Attachment # 6 – Response to Mr. Tousley's request for breakdown of new hires salary and benefits schedule.

A handwritten signature in cursive script that reads "Ron Messner".

Respectfully Submitted,  
Ron Messner  
Finance Director

# ATTACHMENT #1



## Dave Yost • Auditor of State

**For Immediate Release:**  
November 7, 2014

**Contact:**  
Carrie Bartunek  
Press Secretary  
614-644-1111

### **Summit County Cities Receive *Auditor of State Award with Distinction***

*Columbus* – Recent financial audits by Auditor of State Dave Yost's office have returned clean reports for three cities in Summit County. The cities of Barterton, Norton and Stow have earned the *Auditor of State Award with Distinction* for their excellent record keeping.

"Good government requires good financial reporting," Auditor Yost said. "These cities are setting the standard for others in Summit County."

The *Auditor of State Award with Distinction* is presented to local governments and school districts upon the completion of a financial audit. Entities that receive the award meet the following criteria of a "clean" audit report:

- The entity must file timely financial reports with the Auditor of State's office in the form of a CAFR (Comprehensive Annual Financial Report);
- The audit report does not contain any findings for recovery, material citations, material weaknesses, significant deficiencies, Single Audit findings or questioned costs;
- The entity's management letter contains no comments related to:
  - Ethics referrals
  - Questioned costs less than \$10,000
  - Lack of timely report submission
  - Reconciliation
  - Failure to obtain a timely Single Audit
  - Findings for recovery less than \$100
  - Public meetings or public records

###

*The Auditor of State's office, one of five independently elected statewide offices in Ohio, is responsible for auditing more than 5,800 state and local government agencies. Under the direction of Auditor Dave Yost, the office also provides financial services to local governments, investigates and prevents fraud in public agencies and promotes transparency in government.*

ATTACHMENT # 2



Government Finance Officers Association

Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting

Presented to

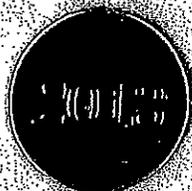
**City of Norton  
Ohio**

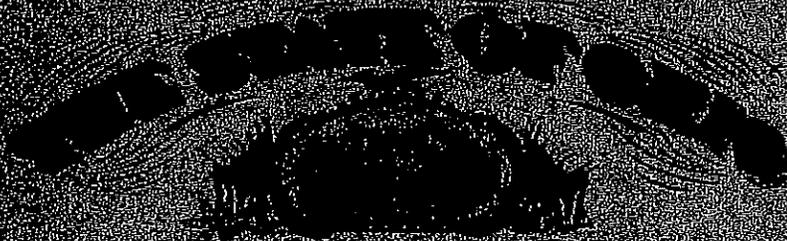
For its Comprehensive Annual  
Financial Report  
for the Fiscal Year Ended

**December 31, 2013**

*Jeffrey R. Egan*

Executive Director/CEO





OFFICE OF THE AUDITOR

OHIO AUDITOR OF STATE  
AWARD WITH DISTINCTION

*Immaculata*

# City of Norton

*The Ohio and American Institute for excellence in financial reporting for your  
Comprehensive Annual Financial Report  
for the fiscal year ended 2015.*

*Our commitment to transparency is the key to a clean and credible government.  
We believe that the highest level of service for citizens.*

John W. East, Auditor of State

# ATTACHMENT #3

To Members of Council & Administration:

Replies to questions ask by council at the budget meeting last evening, November 3rd:

1. State Highway, Pg 49 - budget set for \ \$46,000 with a "return of advance" of \ \$36,000 back to the general fund also budgeted. In checking the financials an advance was not made moving any funds this year. The budget has been left in place for 2015 in case we have an unusually hard winter and would need to drawn upon this advance.
2. Recycle, Pg 69 - a question was asked what the \ \$1,500 spent to date this year was for. We have made 4 payments to Kimble Recycling Co. for recycle containers amounting to \ \$1,500.
3. Question - Where are the Time Warner Cable Franchise Fees being deposited in the financials? Initially Ordinance 91-2000 authorized and directed the cable fees be deposited into # 410-7023-56601 "land improvement-annual projects" account. This was somewhat re-confirmed by Ordinance 109-2013. On February 24, 2014, under Ordinance 37-2014, Council directed that \ \$100,000 of cable franchise fees should be deposited into fund 170 - "Road Program" to cover expenses for the road program in 2014. A transfer of funds was put in place by the Finance Director per that ordinance, however, that transfer was to be paid back to the general fund within one year or by February 2015. Presently in the Franchise Cable Fee account there is a balance collected so far in 2014 of \ \$89,674.58. We don't expect another deposit from Time Warner until February 2015. Upon receipt of that first deposit in February 2015 we expect to exceed the \ \$100,000 necessary to return the transfer to the general fund. Any excess funds will be returned to the #410 Land Improvement Fund and future cable fees will revert back to being deposited into #410-7023-56601 "Land Improvement - Annual Projects." Presently as of October 31st there is a balance of \ \$90,520.50 in the Land Improvement Annual Projects account. We expect to pay for the new walkway being installed on the north side of City Hall to be paid from these funds.

4. A request was made to prepare a revenue schedule showing all revenue accounts for enterprise accounts (those not being part of the general fund which have been shown on pages 1 & 2 on your present budget). That schedule will be prepared and passed out to council upon its completion.

5. A question was asked if the percentage shown on Pg. 63 was actually a negative percentage when the budget has been raised over the 2014 budget. The percentage was incorrect and a new budget review sheet has been prepared and is available for pickup in your council mailbox.

6. Engineers budget, Pg 19 - if workers compensation should be budgeted for since our engineer is employed by the County. No, we do not pay workers compensation for him it is handled by the County. The balance has been removed and a new page has been prepared and is available for pickup in your council mailbox.

With several of these changes being made this has changed some figures on the general fund expense summary - Pg 3. A new copy has been prepared and is available for pickup in your council mailbox.

Please review the departments that will be discussed on November 10th and email any advance questions you might have so these can be answered in advance of the meeting. This will assist in keeping the process moving faster and will permit follow up questions to be addressed during the meeting.

Please let me know if you have any additional questions from the answers above.

Respectfully,

---  
Ron Messner, MS  
Finance Director  
City of Norton  
4060 Columbia Woods Dr.  
Norton, Ohio 44203  
330-825-7815 ext. 317  
financedirector@cityofnorton.org

---

# ATTACHMENT - 4

November 6, 2014

Members of Council:

Miss Whipkey emailed a question/response regarding balances in the Land Improvement Fund # 410 (this pertains to question #3 in my November 4<sup>th</sup> email to Council and Administration answering questions from Council budget meeting November 3<sup>rd</sup>). She attached a budget sheet provided to Council during the 2014 budget hearings. Using the 2014 budget sheet as a starting point I will progress deposits and payments made during this year in/out of Fund 410 (Land Improvement Fund) and Fund 170 (Road Program Fund) to project an ending Cash Position balance by year end.

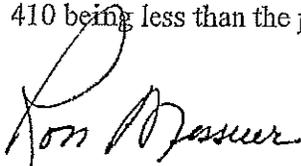
I believe Council is all aware they passed Ordinance # 37-2014 redirecting franchise cable fees "temporarily" in 2014 from fund 410 to fund 170 after which the \$100,000 advance is to be paid back to the general fund.

Referencing the 2014 budget sheet attachment – under account # 410-0009-41220 it was "projected" the City would receive \$131,000 in cable fees during 2014 less \$100,000 redirected by ordinance to the Road Program leaving "expected revenue" of \$31,000. I have confirmed the beginning cash position balance in fund 410 was \$210,695.22 (see attached Cash Position Report) making available funds for 2014 \$241,695.22. The budgeted expenses or "Appropriations" passed by Council was \$130,440 leaving a balance of \$111,255.22 in # 410.

Year to date cable fees received amount to \$89,674.58. If Time Warner reimburses us the same as they did in 2013 we should expect to receive approximately \$30,000 this month making total cable receipts of "approximately" \$119,675. Upon receipt of that deposit I will return the \$100,000 advance from the Road fund back to the general fund and the remaining amount, approximately \$19,675, will be journaled back to fund # 410 "Land Improvement fund".

As of October 31, 2014 the Cash Position for fund # 410 is \$174,661.96 (see attached report). Once the excess cable fees are journaled over the cash position amount of fund # 410 will be approximately \$194,000 by year-end 2014.

It must be understood that if we "do not" receive additional cable fees for November, the transfer back to the general fund will not be able to be made until such time as the next franchise fee payment is received. This will also result in the cash position balance in # 410 being less than the projected \$194,000 at year-end.



Ron Messner  
Finance Director

City of Norton

DEPT:

Capital Land and Improvements Fund  
Admin Officer/Sup of Public Service

Acct#	Title	Revised Budget 2014
410-0009-41220	Franchise Cable	131,000.00
	Redirect to Road Program	-100,000.00

Total Revenue for Year 31,000.00  
Beginning Balance 210,695.22  
Available Funds for Year: 241,695.22

Appropriations 130,440.00  
Land & Improvements Balance 111,255.22

Acct#	Title	Revised Budget 2014
410-7023-54417	Property Tax Parks	200.00
410-7023-56601	Annual Park Projects	110,000.00
410-7023-58810	Principal Ballfield Bond	16,000.00
410-7023-58811	Interest Ballfield Bond	4,240.00
Totals:		130,440.00





**ATTACHMENT # 5**

Zimbra

financedirector@cityofnorton.org

---

**RE: Response to your budget questions dated November 9, 2014**

---

**From :** Ronald Messner  
<financedirector@cityofnorton.org>

Mon, Nov 10, 2014 12:38 PM

**Subject :** RE: Response to your budget questions dated  
November 9, 2014

**To :** Paul Tousley <paultousley@cityofnorton.org>

**Cc :** Valerie Carr <adminofficer@cityofnorton.org>, Mayor Mike Zita <mayorzita@cityofnorton.org>, Rick Rodgers <rickrodgers@cityofnorton.org>, Danny Grether <dannygrether@cityofnorton.org>, Dennis Pierson <dennispierson@cityofnorton.org>, Charlotte Whipkey <charlottewhipkey@cityofnorton.org>, Dennis McGlone <dennismcglone@cityofnorton.org>, Scott Pelot <scottpelot@cityofnorton.org>, Karla Richards <karlar@cityofnorton.org>, Justin Markey <jmarkey@ralaw.com>

Hello Paul,

Thanks for your questions of November 9th, here are my responses:

Police - Acct #001-0510-51168 - Pt Police Salary line - the amount shown from 2012 - 2014 reflects any yearly percentage increases per the union contract. The amount budgeted for 2015 includes increases for potential new hires being requested.

Acct # 001-0510-51199 - Overtime police FT - These were not quite as drastic increases between years but again reflect the needs of the department due to loss of staffing that is trying to be replaced in 2015.

Acct # 001-0510-52230 - Police Pension - this is set by union contract for increases each year. You are correct though for 2015 the budget includes a projected figure with potential new hires to bring staffing more in line.

General Government:

Acct # 001-0599-51199 - Overtime - this line has been reduced accordingly as we have moved Vern Tenney out of general government and split his time between Parks and Service Department.

Acct # 001-0599-52220 - PERS - reduced due to the moving of Vern's salary to Parks and Service.

Your perception on increased health insurance is exactly correct. For Fiscal 2012 the annual increase was 14.67%, for fiscal 2013 the increase was 7.7%, for fiscal 2014 we've received a preliminary 14.1% increase which is reflected in the budget as a worse case scenario. We have requested our broker continue to review options and hope to have a better percentage to bring back to Council for approval. One thing to also keep in mind, some of our employees have a single employee plan with lesser rates than those who carry a family plan which carries a higher premium. This is why some departments have higher health costs than others (type of plan and several double digit increases = higher costs).

These are good questions, thanks for asking them. If you have follow-up questions please ask them or email me, I will be happy to respond.

Best regards,

--

Ron Messner, MS  
Finance Director  
City of Norton  
4060 Columbia Woods Dr.  
Norton, Ohio 44203  
330-825-7815 ext. 317  
[financedirector@cityofnorton.org](mailto:financedirector@cityofnorton.org)

---

**From:** "Paul Tousley" <[paultousley@cityofnorton.org](mailto:paultousley@cityofnorton.org)>  
**To:** "Ronald Messner" <[financedirector@cityofnorton.org](mailto:financedirector@cityofnorton.org)>  
**Cc:** "Valerie Carr" <[adminofficer@cityofnorton.org](mailto:adminofficer@cityofnorton.org)>, "Mayor Mike Zita" <[mayorzita@cityofnorton.org](mailto:mayorzita@cityofnorton.org)>, "Rick Rodgers" <[rickrodgers@cityofnorton.org](mailto:rickrodgers@cityofnorton.org)>, "Danny Grether" <[dannygrether@cityofnorton.org](mailto:dannygrether@cityofnorton.org)>, "Dennis Pierson" <[dennispierson@cityofnorton.org](mailto:dennispierson@cityofnorton.org)>, "Charlotte Whipkey" <[charlottewhipkey@cityofnorton.org](mailto:charlottewhipkey@cityofnorton.org)>, "Dennis McGlone" <[dennismcglone@cityofnorton.org](mailto:dennismcglone@cityofnorton.org)>, "Scott Pelot" <[scottpelot@cityofnorton.org](mailto:scottpelot@cityofnorton.org)>  
**Sent:** Sunday, November 9, 2014 5:46:22 PM  
**Subject:** budget questions

Mr. Messner,

Sorry for the last minute questions, but the weekend is the best time for me to really dig into this. I realize you may be already planning to address some of these, but the following contains my questions.

Police:

acct# 001-0510-51168...are you able to explain the jump in spending from 2012-2014?  
# 51199...again from 2012-2014 this fund seems to have increased a lot.  
# 52230...I know this includes possible new positions, but it has nearly doubled since last year. why?

General Govt:

acct#001-0599-51199...Again, please explain the increase from 2014 to 2015  
# 52220...please explain the decrease from previous years

Finally, I noticed that health insurance has obviously increased sharply in all departments but, in finance, it has over doubled since 2012. (\$38,000-\$86,700) Do you know why this department seems to have a greater increase than the other departments being discussed this week?

I do appreciate your willingness to help us understand the budget.

Respectfully,  
Paul Tousley



Zimbra

financedirector@cityofnorton.org

**ATTACHMENT # - 6**

---

**Schedule of New Hire Salary & Benefits**

---

**From :** Ronald Messner  
<financedirector@cityofnorton.org>

Mon, Nov 10, 2014 01:22 PM

 1 attachment

**Subject :** Schedule of New Hire Salary & Benefits

**To :** Dennis McGlone  
<dennismcglone@cityofnorton.org>, Scott Pelot  
<scottpelot@cityofnorton.org>, Paul Tousley  
<paultousley@cityofnorton.org>, Dennis Pierson  
<dennispierson@cityofnorton.org>, Danny  
Grether <dannygrether@cityofnorton.org>,  
Charlotte Whipkey  
<charlottewhipkey@cityofnorton.org>, Rick  
Rodgers <rickroddgers@cityofnorton.org>, Karla  
Richards <karlar@cityofnorton.org>, Mayor Mike  
Zita <mayorzita@cityofnorton.org>, Valerie Carr  
<adminofficer@cityofnorton.org>, Justin Markey  
<jmarkey@ralaw.com>

Mr. Tousley,

On November 6th you emailed me requesting to be advised more specifically of potential new hires salary and benefits. These were identified in the budget with "purple" highlighting. I have enclosed a schedule breaking down the requested facts. Again, please note these are basically "budget place holders" identifying salary and benefits for departments that have unfilled positions. Further analysis and approvals would be needed before hiring. Please let me know if you have additional questions.

Best regards,

---  
Ron Messner, MS  
Finance Director  
City of Norton  
4060 Columbia Woods Dr.  
Norton, Ohio 44203  
330-825-7815 ext. 317  
financedirector@cityofnorton.org

---

 **Schedule of New Hire Salary and Benefits.pdf**

Schedule of Potential New Hires – Salary & Benefits

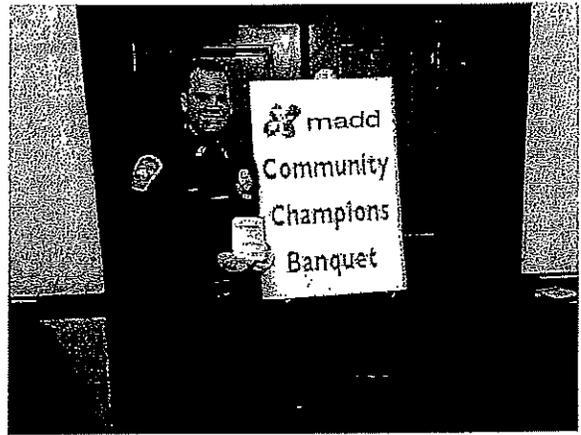
	<u>Salary</u>	<u>Medicare</u>	<u>Pension</u>
Community Development Director:	\$58,902.48	\$854.09	\$8,246.35
Deputy Finance Director:	\$44,096.00	\$639.39	\$6,173.44
Service & Parks – Laborer - ea (Requesting to hire 2)	\$35,173.10	\$519.43	\$4,924.19
Police – Lieutenant	\$82,554.48	\$1,197.04	\$15,844.62
Police – Sgt	\$69,576	\$1,155.16	\$14,297.32
Police – Patrolman	\$44,512.00	\$715.59	\$9,203.06

The above figures are basically budget “place holders” for unfilled positions as noted. Further analysis and approvals would be needed before officially hiring any of these positions.

## Top Cop

Posted: Saturday, November 1, 2014 3:00 am

AKRON – Norton Patrolman Ryan Seeker got the 2014 "Top Cop" Mothers Against Drunk Driving award Oct. 23.



### Top Cop

Norton Patrolman Ryan Seeker got the 2014 "Top Cop" Mothers Against Drunk Driving award Oct. 23 for his efforts in helping to reduce drunk driving in the city of Norton. Seeker has arrested more than 20 individuals for violating Ohio's OVI laws. In addition, he has presented his cases to the prosecutor's office with all the requisite information needed for successful prosecution of those individuals charged.

*Information  
regarding the*  
**Shop with a Cop  
program**

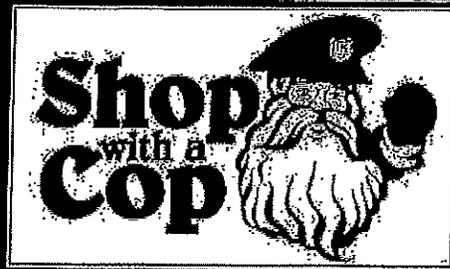
Volunteers from the Norton Police Department, and other Summit County Law Enforcement Agencies, will again participate in the "Shop With A Cop" Program this year. We are enthusiastic about this event, as last year we saw the joy it gave each child to select presents for his/her family. Last year we were able to help ten local families.

The "Shop With A Cop" Program is designed to enable selected under-privileged children within Summit County to purchase gifts for their families during the Christmas holiday. These children are escorted to the shopping location in a parade procession in marked patrol cars with emergency lights and sirens. Uniformed law enforcement personnel from throughout Summit County accompany the children while they select their gifts.

Our department, as well as other Summit County Law Enforcement Agencies are selling raffle tickets to earn the monies needed to fund these gifts. For every \$100 raised, one local child will be selected to attend this program. Along with the \$100 Wal-Mart gift card, each child receives an additional 10% off each item.

If you have any questions or need support in the form of a raffle ticket or raffle purchase would be greatly appreciated. If you are interested in joining our effort to help these children have a wonderful holiday season, please feel free to contact me at 330-819-0932.

Respectfully,  
Patrolman Jason Sams



**SHOP WITH A COP RAFFLE**  
Support Summit County Law Enforcement Agencies

Buy your raffle tickets NOW!

**\$1.00 Each**

**or SIX for \$5.00**

(Donations ALWAYS accepted!)

Drawing Prizes

Grand Prize – \$500

1st Prize – \$300

2nd Prize – \$200

3rd Prize – \$100

**DRAWING HELD ON: December 13, 2014**

Contact: Patrolman Jason Sams for details!!  
330-819-0932

*Sponsored By:*

**NORTON  
DEPARTMENT**



**COMMUNITY POLICING**

*in conjunction with other  
Summit County area Departments*

County of Summit  
Russell M. Pry, County Executive

House Numbering Slip  
Phone: 330 643.2723

*Slip Number: 9317*

Issued By: Al Caruso

Date Issued: October 28, 2014

Name: Norton City School District Board of Education

Parcel #: 4608942

Location: City of Norton

Name of Allotment: Part of Original Norton Township Lot 35 Lot  
Consolidation

The Permanent Address for the above lot will be: 1 Panther Way



THIS IS THE NAME OF THE  
ROAD NOW GOING INTO THE  
NEW HIGH SCHOOL COMPLEX.

CC: DISPATCH  
PD  
FD  
SERVICE  
VALERIE



*in conjunction with the Norton Women's Club Christmas in the Park.*

*Businesses, Non-Profit Groups or Families wishing to commemorate a loved one are encouraged to register below to decorate a Christmas tree for placement along the road surface travelling into Columbia Woods Park.*

*Once registered for this event, artificial OR cut real trees (preferred) decorated and properly secured*

*must be placed BEFORE December 4th.*

*The Norton Women's Club Tree Lighting Ceremony / Christmas in the Park Event will be held on Saturday, December 6th at 6:00.*

*Trees must be removed from the premises NO LATER THAN Sunday, January 11th.*

***Questions? Please contact Ann at 330-825-7815 ext 314***

***PLEASE MAIL THIS COMPLETED FORM TO***

***Christmas in the Park, 4060 Columbia Woods Dr., Norton OH 44203***



***PLEASE PRINT LEGIBLY***

Contact Name : \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

Representing the (please circle one) "Business of", "Organization of" or "In Loving Memory of"

Mailing address: \_\_\_\_\_

Official Use Only	Auth/date	Spot
-------------------	-----------	------

Updated 11/10/14

# Williams Park signage November 2014

Please post on dates indicated  
Updates will be provided as they come in!!

Facing Cornerstone	Facing Citgo
<p>W [Redacted] Nov 10 Happy Marine Corp Birthday Nov 11 Remembering and thanking our veterans on Veterans Day</p>	<p>Nov 10 Happy Marine Corp Birthday Nov 11 Remembering and thanking our veterans on Veterans Day</p>
<p>[Redacted]</p>	
<p>[Redacted] 14</p>	<p>Buy your tickets now! Shop with a Cop Raffle Contact Patrolman Jason Sams 819-0932</p>
<p>W [Redacted]</p>	
<p>[Redacted]</p>	<p>Wolf Creek Players present Phantom of the Soap Opera Nov 20 - 22, 28 - 30 Houston Hall For ticket info call 825-9199</p>
<p>[Redacted]</p>	
<p>W [Redacted]</p>	<p>[Redacted] Soap Opera [Redacted] [Redacted] call 825-9199</p>