



**NOTICE: SPECIAL COUNCIL MEETING  
MONDAY, OCTOBER 31, 2022 – 7:00 PM**

**AGENDA**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF REFLECTION**

**ROLL CALL**

**NEW BUSINESS – Executive Session** to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official as defined in ORC§121.(G)(1) & Section 3.12(1) of the Norton City Charter.

**COMMITTEE OF THE WHOLE**

Appointment of Administrative Officer (Personnel/ Rules– Lukens)

**INTRODUCTION OF NEW LEGISLATION**

**Ord. No. 88-2022** **First Reading:** An ordinance to confirm the appointment of \_\_\_\_\_ as the Administrative Officer of the City of Norton; and declaring an emergency. (Personnel/Rules – Lukens)

**ADJOURN**

**\*\*NOTE: During a meeting a live video stream can be accessed by going to [www.cityofnorton.org](http://www.cityofnorton.org) and clicking on the icon below for instructions \*\***



SPONSORED BY: Administration  
REFERRED TO: Committee Work Session  
INTRODUCED BY: Personnel/Rules Chair Lukens

**CITY OF NORTON**  
**ORDINANCE NO. 88-2022**

AN ORDINANCE TO CONFIRM THE APPOINTMENT OF \_\_\_\_\_  
AS THE ADMINISTRATIVE OFFICER OF THE CITY OF NORTON; AND  
DECLARING AN EMERGENCY.

WHEREAS, Section 4.01 of the Charter of the City of Norton requires the Mayor to appoint an Administrative Officer, subject to confirmation by a majority of the members elected and appointed to Council, and

WHEREAS, the Mayor of the City of Norton has appointed \_\_\_\_\_ to the position of Administrative Officer with full-time employee benefits, and has submitted this appointment to Council for its approval.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Norton, Summit and Wayne Counties, State of Ohio, that:

- Section 1. The Mayor's appointment of \_\_\_\_\_ to the position of Administrative Officer is hereby confirmed. The position shall be exempt with full-time employee benefits. Such appointee shall comply with all established rules, regulations and policies governing employees of the City of Norton.
- Section 2. The initial salary rate of the Administrative Officer shall be \$90,000.00 per year. The Weighted Average Percentage increase provisions established by Council in Ordinance No. 76-2015 on December 14, 2015 shall continue to apply to the Administrative Officer position, provided that the Weighted Average Percentage increase shall not be calculated in 2023 and shall be calculated beginning in 2024 based on the annual salary rate of \$90,000.00.
- Section 3. Notwithstanding anything in Section 258.08(a) of the Codified Ordinances to the contrary, \_\_\_\_\_ shall initially earn and be due 200 hours of vacation per year, accrued at the rate of sixteen hours and forty minutes for each month on the payroll.
- Section 4. All formal actions of this Council related to this Ordinance and all deliberations of the Council and of any of its Committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including section 121.22 of the Ohio Revised Code.
- Section 5. This Ordinance is an emergency measure necessary for the preservation of the public peace, health, safety, convenience, and welfare of the City of Norton and the inhabitants thereof, and to permit the timely hiring of the Administrative Officer to continue the delivery of services to the residents of the City, and provided it

receives the approval of two-thirds of the members of Council, shall be in full force and effect from and after its passage and approval by the Mayor, or otherwise take effect and be in full force from and after the earliest period allowed by law.

Emergency Vote: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays

Date passed: \_\_\_\_\_

\_\_\_\_\_  
Paul Tousley, President of Council

Date submitted to the Mayor \_\_\_\_\_

Attest: \_\_\_\_\_  
Kerry Macomber, Clerk of Council

\_\_\_\_\_  
Mike Zita, Mayor

Date approved by the Mayor \_\_\_\_\_

I, Kerry Macomber, Clerk of Council for the City of Norton, Summit and Wayne Counties, Ohio do hereby certify that the foregoing **Ord. No. 88-2022** was duly and regularly passed by the Council of the City of Norton, Summit and Wayne Counties, Ohio at a meeting held on \_\_\_\_\_, 2022.

That this legislation was posted according to law on \_\_\_\_\_, 2022 and will become effective on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Kerry Macomber, Clerk of Council

Prepared and approved as to legal form by Justin P. Markey, Solicitor for the City of Norton, Ohio, on October 18, 2022.