



**NORTON CITY COUNCIL  
COMMITTEE WORK SESSION  
MONDAY, APRIL 17, 2023**

The Committee Work Session was convened on Monday, April 17, 2023 at 7:00 p.m. by Paul Tousley, President of Council. The Pledge of Allegiance was recited followed by a moment of silent reflection.

Roll Call:	Jamie Lukens	Also Present:
	Ben Bates	Mayor Zita
	Joe Kernan	Phil Turske
	Scott Pelot (excused)	Pamela Keener
	Charlotte Whipkey	Justin Markey
	Doug DeHarpert	Kerry Macomber
	Paul Tousley	

**COMMUNICATIONS FROM THE PUBLIC - None**

**COMMITTEE OF THE WHOLE**

Civil Service Rules – Mr. Lukens explained that these are the recommendations of the Civil Service Commission (CSC) for amendments to the CSC Rules. There’s like 40 pages here and from what he is told most of the changes are from the Civil Service Commission themselves. Mr. Markey explained that the highlighted areas were recommended by the Civil Service Commission and the changes in red are suggestions by Administration, such as lateral transfers, automated testing, etc. We can talk about it more once you have a chance to review them as they were just given to you Friday. Mr. Lukens summarized the topics with changes and noted that he will reach out to the Civil Service Commission to get their input. Ms. Whipkey questioned Rule 1.04 (I) and why copies of the current union contracts aren’t provided once they are ratified because many times they are not showing up by January. She thought they would need them after they were ratified. Mr. Lukens asked if Council can change that and Mr. Markey explained that Council originally adopted the Rules in 2010 and the CSC wants a copy of the contracts so they can do their oversight function. Mr. Markey stated he didn’t think anyone would be opposed to that. Ms. Whipkey said that in 2019, there was a change to increase the Veterans credit from 10% to 20%, which Mr. Markey said that was a change in the Codified Ordinances, but it was not consistent with the Civil Service Rules. Ms. Whipkey questioned Rule 6.01 the Position Description for Classified Positions and asked if the Mayor or Administrative Officer can just make up positions without Council approval. Mr. Lukens said that Rule 6.01 Paragraph B sets out the guidelines as the Department Director reviews the position description. Ms. Whipkey said then it goes to the CSC for approval and wondered if Council has any approval. Mr. Markey said he would take a closer look. Council generally creates the position, sets salaries, identifies classified versus non-classified, but the specific duties and functions are usually

Administrative. Mr. Lukens asked for input from Council regarding adding this to the Council's next work session for further discussion.

Ms. Whipkey questioned Rule 7.01 and 7.02 Examination Methods and asked who sets the standards for the examiners. She asked about the duties and qualifications of the examiners as 7.01 is a written test and 7.02 is an oral examination. Mr. Turske requested these questions could be sent in writing and then the answers can be discussed at the next Committee Work Session. Mr. Kernan agreed saying we can review the answers and then discuss when everybody has the information. Mr. Markey concurred but offered that we are moving into an automated National Testing Method and applicants are taking the test online through the National Testing Network as opposed to someone coming. Mayor Zita stated he believed the woman that used to administer the oral questions had passed away and that may have been the only place that did that type of test at the time. The oral interview questions are outdated. Ms. Whipkey questioned Rule 13 Performance Evaluations and asked why these were taken away from the Civil Service and who would actually do those then. Mr. Markey said Civil Service Commission only needed access to the evaluations. Ms. Macomber noted this was approved at the last CSC meeting along with the STAR process. Ms. Whipkey asked for information regarding the STAR and why it's not mentioned in the amendments. She felt it should be included in the Rules. Ms. Whipkey questioned Rule 15 Suspension, demotion, and dismissal and asked about the distribution of copies. Ms. Whipkey questioned Rule 16 Reinstatement and asked why it was changed to the City as opposed to the CSC. Who does that specifically mean? Ms. Whipkey questioned Rule 18 Political Activities and asked why unclassified are allowed to participate in political activities but not classified. As unclassified serve at the will of the Mayor and it seems to be a conflict. Mr. Lukens questioned the changes in red, are those being added or taken away. Mr. Markey said the language being deleted is struck through and the additions are underlined. The highlighted areas have been considered and adopted over time by the CSC to be recommended. Mr. Lukens requested a copy of the 2010 issue. Mr. Tousley suggested that this be added to Council's next Work Session; Mr. Lukens concurred. Ms. Whipkey said they have been working on this for the past two or three years, so there is no reason to rush into it.

Cleveland Massillon Road project – Mr. Tousley said this is for the section of Cleveland-Massillon Road from I76 to Hemphill Road at the City limit to be resurfaced. The best bid was Karvo Companies, Inc. in an amount not to exceed \$954,654.09, including the contingency. Mayor Zita noted it went to Board of Control. Mr. Tousley asked when this will be performed. Mr. Turske said once the contract is approved, we will get on the schedule. Mr. Tousley moved to add Ord. No. 26-2023 to Council's next Agenda with emergency language with the intent to waive readings; seconded by Mr. DeHarpert.

Roll Call: Yes: Tousley, DeHarpert  
No: None

Motion passed unanimously.

#### **NON-AGENDA ITEMS**

Mr. DeHarpert thanked Administration for getting the tile repaired on Reimer Road so



fast. In turn, Mr. Turske thanked the Service Department

Mr. Lukens said the Service Department has done a great job in getting ditches cleared for residents.

Mr. DeHarpert said the booms are still being investigated. Ms. Whipkey asked what the issue was on that and Mayor Zita stated it is an ongoing investigation. Mr. Kernan noted he actually heard one.

Ms. Whipkey asked about the area around the pump station on Golf Course Drive that has dead, fallen stuff and needs to be cleaned up, noting it could be Barberton property. Mr. Turske stated we would look at it and if it's not ours he would contact Mayor Judge. Ms. Whipkey said that their advertising houses for sale and traffic is going up Golf Course Drive instead of Brookside. The signs could maybe move closer to their actual entrances. She has heard three or four more complaints about Reimer Road on the heavy truck traffic there. She believed it was at the Planning Commission a lady spoke that was confused that she got pulled over for her horse trailer yet the heavy trucks go through and haven't had anything done for being over the weight limit. Ms. Whipkey stated they shouldn't be using that street and she didn't believe there were any actual business on Reimer, but that is not what she is hearing. She announced the Historical Society meeting on Thursday at 7:00 p.m. Speaker Dave Gates is discussing the life and times of the American Hobo. Ms. Whipkey asked when the new fobs will be available. Mr. Turske said it was just approved tonight at Board of Control so he will contact them. Ms. Whipkey said we have had some technical issues at getting in to get packets and they are being replaced. Ms. Whipkey announced the Police Fords will be expected in 30 – 60 days and the Dodge Ram will be traded in on the 2023 Chief Cherokee unmarked car. She also announced the Norton Center Cemetery fence is expected to arrive next week and it will be installed as soon as the ground firms up.

**TOPICS FOR NEXT WORK SESSION-Monday, May 1, 2023:**

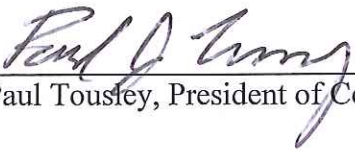
- A. PC R3-2023 - JLP Development Rezoning from R-1 to I-1 between Reimer and Wadsworth Roads (Planning and Economic Development – DeHarpert)
- B. PC R4-2023 – JLP Development Rezoning from R-1 to I-1 between St. Rt. 21 and Clubside Drive (Planning and Economic Development – DeHarpert)
- C. Civil Service Rules (Personnel/Rules – Lukens)

Ms. Whipkey asked why the rezoning weren't on for tonight and Mr. Tousley responded the Administration has 90 days to do it and they opted to not do it at this time.

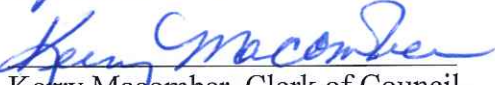
Mayor Zita announced Green Up Day is Saturday April 22, 2023 from 9 AM – 12 Noon and there will also be a tree planting.

**ADJOURN**

There being no other business to come before the Regular Council Meeting, the meeting was adjourned at 7:27 PM.

  
Paul Tousley, 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 April 24, 2023.

  
Kerry Macomber, Clerk of Council

**\*\*Note: these minutes are not verbatim\*\***  
Original signed and approved minutes are on file with Clerk of Council.

**\*\*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**

