



**NORTON CITY COUNCIL  
SPECIAL COUNCIL MEETING  
MONDAY, NOVEMBER 6, 2023**

The Special Council Meeting was convened on Monday, November 6, 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  
Don Harbert  
Joe Kernan  
Scott Pelot  
Charlotte Whipkey  
Doug DeHarpert  
Paul Tousley

Also Present:  
Mayor Zita  
Philip Turske  
Pamela Keener  
Justin Markey  
Kerry Macomber

**INTRODUCTION OF PREVIOUS LEGISLATION**

**Ord. No. 61-2023**

Mr. Tousley explained he and Ms. Whipkey had spoken to Mr. Hess last week and that Mr. Hess has requested that the purchase of salt be made as soon as possible as it would be helpful to him. Mr. Tousley moved to amend Ord. No. 61-2023 to include emergency language; seconded by Ms. Whipkey. Mr. Lukens asked how much was left over from last year and Mr. Turske said 4200 tons. Mr. DeHarpert said this amount is a purchase requirement and Mr. Turske concurred we needed to purchase 80% of the 2,000 tons through the CUE.

Roll Call: Yes: Tousley, Whipkey, Lukens, Harbert, Kernan, Pelot, DeHarpert  
No: None

Motion passed: 7 – 0

Mr. Tousley introduced Amended Ord. No. 61-2023 for its second reading and asked the Clerk to read it:

**AN ORDINANCE AUTHORIZING THE PURCHASE OF ROAD SALT FROM CARGILL, INCORPORATED IN AN AMOUNT NOT TO EXCEED \$110,672; AND DECLARING AN EMERGENCY.**

Mr. Tousley moved to waive the third reading of Amended Ord. No. 61-2023; seconded by Ms. Whipkey.

Roll Call: Yes: Tousley, Whipkey, Lukens, Harbert, Kernan, Pelot, DeHarpert  
No: None

Motion passed: 7 – 0

Mr. Tousley moved to adopt Amended Ord. No. 61-2023; seconded by Ms. Whipkey.

Roll Call: Yes: Tousley, Whipkey, Lukens, Harbert, Kernan, Pelot, DeHarpart  
No: None

Motion passed: 7 – 0

## **DISCUSSION**

Mr. Tousley noted that Ms. Macomber has received three quotes for Council. Ms. Macomber explained that she requested two different phases to spread out the expense. The first phase is the muting capability of the microphones to reduce the amount of feedback that has been occurring during meetings. Dove Audio Visual, LLC was the first company that inspected the equipment and they made some adjustments, including turning off the unused microphones and adjusting the balance of the others. Those minor adjustments seem to have eliminated the feedback problem and made a big difference. Both Dove and Norlson in Phase 2 would include adding two additional fixed cameras with the muting capabilities located in the first column. One camera was to capture the Administration's side of the dais and the other would capture the other side of the dais for the viewers at home. This will enable the home viewers to better see the person actually speaking. While the fixed camera located in the back of the room picks up the entire dais, the appearance of the Administration and Council members is quite small. Mr. Tousley asked Council to determine if they want to combine purchasing both the muting of microphones with additional cameras or just focus on the muting. Mr. Tousley noted that voice tracking cameras were considered, but all three vendors plus the City IT Department did not recommend this technology. Mr. Lukens asked if there had been problems with the camera and Ms. Macomber reported there were a couple of meetings where the YouTube recordings were not clear and were the ones they viewed. An external hard drive has been purchased, which connects directly to the control board and makes a clean recording from the system and not Utube so we can upload a clean cut. Mr. Harbert questioned the warranty provided on the equipment by the companies and felt Norlson had a pretty good one. Ms. Macomber stated Dove actually went into Tallmadge to run their meetings, but charges something like \$140-\$150 per service call. Mr. Lukens said the muting of the microphones is definitely needed but questioned the need for close-ups from the cameras. Mr. Harbert said he has heard that people cannot tell who is talking because they can't see. Ms. Macomber said it is working and one unit is capturing the whole dais and she can capture the podium by turning the second camera on. Also, if you don't speak directly into your microphone, the public cannot hear you; that's a constant training for not only Council, but the Boards and Commissions. Mr. Tousley said he feels we should do all of it. However, because we are required to do this by Charter, he does not want to make it more difficult by adding more cameras and equipment thereby having more parts that could break. Mr. DeHarpart concurred and questioned if the existing equipment could handle additional cameras. Ms. Macomber explained the control board gives the user the ability to have eight cameras and currently, they are using two; the equipment is fine. By adding more cameras, she would just designate which camera to work by the speaker. There was discussion regarding the possibility of utilizing an intern to run the equipment. Ms. Whipkey noted that since Dove made the adjustments, the sound is much clearer and she did not have to constantly lower and raise the volume for different speakers. She has heard people say they would like to see the faces of the Council and Administration. Ms. Whipkey clarified that all three companies included the muting capability. Mr. Pelot asked if the cameras are compatible with the current system and Ms. Macomber answered affirmatively. Mr. Pelot asked if they have references and

could we actually view different entities meetings. Ms. Macomber stated each of the companies serve municipalities and she has reviewed their meeting recordings. S3 serves the city of Akron and she believed they had 13 Council members with their IT Department actually running their meetings. Ms. Whipkey asked about the hard drive copy and if it was both audio and video and Ms. Macomber concurred. Ms. Whipkey clarified it couldn't put it up live though; it would be like a recording and Ms. Macomber concurred. Mr. DeHartpart stated if the system failed, she could upload it to Utube and it would be there. Ms. Whipkey pointed out it has to be live so the meeting should be cancelled anyway. Mr. DeHartpart asked if Ms. Macomber had a company she preferred since she would be working closely with them and she did not. Mr. Harbert pointed out that S3 offered a training session for multiple people and Ms. Macomber stated that Ms. Kristen Brett was present through each session as she does the Boards and Commissions. Mr. DeHartpart stated it should be long term technology. Mr. Pelot said if we are going to do this, we should do it all and whichever company we decide to go with, we have to make sure it corrects the problem. Mr. Tousley suggested that the IT Department and the Administration look over the quotes and offer their opinion. Mr. Pelot noted that some of the issues may not just be on our end, but could also be on the residents with their internet service. Mr. Tousley suggested that we get input from IT and Administration and do it all at once to save expense. Ms. Macomber stated the IT department had made some adjustments directing power to the meetings which would help also. Ms. Whipkey inquired as to SWSCM and the IT doing the work for Barberton and it was clarified they do IT work but it is not the audio/video service. Mr. Pelot noted that the external hard drive will have to comply with records retention and disaster recovery. Mr. Tousley noted that this will be on next Monday's Agenda.

#### **NON AGENDA ITEMS**

Ms. Whipkey noted that she has requested information via email regarding the JEDD and how it impacts the budget. She would like to know the difference between the income tax and revenue sharing; it kind of sounds like the same thing, but there is a big difference in the monies. It is listed on both the expenses and the revenues. She felt it ties into the budget.

Mr. Lukens brought up leaf pickup and questioned why we can't do it. He asked if it is because of equipment or personnel and suggested we could share other communities' equipment. Mr. Pelot said the equipment takes quite a bit of abuse because of the things in the leaves. He also noted, it is hard to borrow from other cities because they are using their equipment at the same time we would want it. Mr. Harbert said in Summit County, Green is the only other municipality that does not have leaf pickup and he would like to discuss this more after the first of the year. Mr. Pelot said many push their leaves out to the curb and they end up in the storm sewers and culverts and clog them up so perhaps that would offset the cost. Ms. Whipkey said she has been asked about it, as well. She asked if the equipment we got for sucking out the catch basins couldn't do it and Mr. Turske said the street sweeper equipment we have will not be able to pick up leaves, but he will look into it.

Mr. Lukens said he talked to Mr. Turske about the Wadsworth Rd grading violation of Akron Finest Mulch and asked if they could replace the dirt they removed as it is a riparian area. Mr. Turske noted that he has not had heard back from the property owner and didn't want to discuss it on the Council floor until they had. Mr. Lukens asked about the Clark Mill property as the demo permit had expired and Mr. Turske said they are working on the second story as a remodel.

We are still waiting to hear back from Barberton. The demolition permit has been completed; the word is they are supposed to be applying for a permit to do reconstruction work.

Ms. Whipkey asked if the people will be notified regarding the upcoming Planning Commission meeting on JLP. Mr. Turske asked Mr. Markey about the mailings. Mr. Markey stated it is not required – only notification for Council Public Hearings are required. Ms. Whipkey stated so there wasn't any requirement for the notice on last week's meeting that got cancelled and Mr. Markey concurred.

Mr. Pelot asked if we checked with the landscaping companies about leaf pickup. Mr. DeHarpert said Barberton Tree Company does it for many municipalities and we should contact them.

Ms. Whipkey asked about the Golf Course Drive mounding and slope by the turnaround. She said the mesh fence area looks bad, but the turnaround slope doesn't look bad. Mr. Turske said the trucks are accessing that road so they can dump the dirt to create the mounds that Council requested; they had received calls from some of the residents there on the trucks. It should be done this week, followed by some grading and then the planting of trees will start. The mesh fence area is a 3:1 slope according to the engineer. They will try to do some kind of mounding through there and there will be some kind of a barrier between those properties and the slope. We don't know what the final look will be; it will be manicured.

#### **ADJOURN**

There being no other business to come before the Special Council Meeting, the meeting was adjourned at 7:35 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 November 13, 2023.

  
Kerry Macomber, Clerk of Council

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