

**North Canton City Council Notice
Committee of the Whole Agenda
Monday, May 2, 2016 – 7:00 p.m.**

North Canton City Council will meet as a Committee of the Whole **Monday, May 2, 2016, 7:00 p.m. Council Meeting** in Council chambers at North Canton City Hall.

Items to be discussed.

1. Personnel and Safety Committee

Chairperson: Daniel Peters
Vice Chairperson Dominic Fonte
Mark Cerreta
Doug Foltz
Dan Griffith
Marcia Kiesling
Stephanie Werren

- (a) An ordinance amending Section 20 COMPENSATION, of Chapter 155 Personnel Regulations of Part One – Administrative Code of the Codified Ordinances of the City of North Canton to update the compensation level of exempt employees in line with non-exempt employees and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced leaders and managers, and declaring the same to be an emergency.
- (b) An ordinance amending Section 10 VACATION REGULATIONS, of Chapter 155 Personnel Regulations of Part One – Administrative Code of the Codified Ordinances of the City of North Canton to update the vacation levels of exempt employees in line with their contemporaries and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced leaders and managers, and declaring the same to be an emergency.
- (c) A resolution authorizing the Mayor of the City of North Canton to enter into a Memorandum of Understanding (MOU), by and between the City of North Canton Police Department and the Stark County Sheriff's Office, to support the Stark County OVI Task Force, and declaring the same to be an emergency.

2. Street and Alley Committee

Chairperson: Dominic Fonte
Vice Chairperson: Daniel Peters
Mark Cerreta
Doug Foltz
Dan Griffith
Marcia Kiesling
Stephanie Werren

Presentation on the Zimmer Ditch update.

3. Finance and Property Committee

Chairperson: Dan Griffith
Vice Chairperson: Marcia Kiesling
Mark Cerreta
Doug Foltz
Dominic Fonte
Daniel Peters
Stephanie Werren

An ordinance authorizing the supplemental appropriation of funds of the City of North Canton, to be appropriated from the unappropriated resources of the General Trust Fund to the General Trust Tree/ City Scape Account in the amount of \$3,000.00 for the current expenses during the fiscal year ending December 31, 2016.

Mary Beth Bailey
Clerk of Council

North Canton City Council
Personnel and Safety Committee

Ordinance No. - 2016

An ordinance amending Section 20 COMPENSATION, of Chapter 155 Personnel Regulations of Part One - Administrative Code of the Codified Ordinances of the City of North Canton to update the compensation level of exempt employees in line with non-exempt employees and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced leaders and managers, and declaring the same to be an emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH CANTON, COUNTY OF STARK, AND STATE OF OHIO:

Section 1. That Chapter 155 Personnel Regulations of Part One, Administrative Code, specifically, Section 1. GENERAL PERSONNEL REGULATIONS of the Codified Ordinances of the City of North Canton, be, and the same is hereby amended to read as follows:

Section 2. **COMPENSATION**

Full-Time Schedule of Compensation: Full-time employees shall be paid an amount equal to or less than the amount set forth in the following schedule:

Position	Bi-Weekly Compensation
Director of Administration	\$4,423.08
Director of Law	\$4,423.08
Director of Finance	\$4,423.08
City Engineer	\$4,423.08
Chief of Police	\$3,269.23
Chief of Fire & EMS	\$3,269.23
Supt., Permits & Inspection	\$2,884.62
Director of Permits & Development	\$2,884.62
Supt., Utilities & Services	\$2,884.62
Supt., Streets & Parks	\$2,884.62
Superintendent – Drinking Water Plant	\$2,884.62
Supt., Recreation, Buildings & Grounds	\$2,884.62
Operations Managers:	
Recreation, Buildings & Grounds	
Streets & Parks	
Water & Sanitary Sewer	
Drinking Water Plant	\$2,884.62
Chief Building Officer	\$2,884.62

Clerk of Council/Law Dept.	\$2,146.82
Deputy Director of Finance	\$2,146.82
Administrative Assistant/Payroll Clerk	\$1,730.00
Administrative Assistant	\$1,730.00

At all times the position of Director of Permits & Development is filled, the person serving in the capacity shall also hold the title of Superintendent, Permits & Inspection at no additional compensation.

Public Safety – FIRE / EMS

Assistant Fire Chief	\$ 14.96
Fire Captain	\$ 14.60
Fire Captain / EMT – Paramedic	\$ 14.60
Fire Captain / EMT – Basic	\$ 14.60
<u>Public Safety – FIRE / EMS (Cont.)</u>	

EMT – Paramedic	\$ 14.60
Firefighter / EMT – Paramedic	\$ 14.60
Firefighter / EMT – Basic	\$ 14.13
Firefighter	\$ 14.13
EMT – Basic	\$ 14.13
EMT Personnel on Standby	\$ 2.21
Manned at Station: PPT or SDP	
Fire/Medic	\$ 13.30
Paramedic	\$ 13.30
Firefighter	\$ 12.30
Basic	\$ 12.30

Part-time employees staffed at station will not receive standby wages and will work a minimum of four hours.

Public Safety – Police

Dispatcher C	\$ 12.21
School Crossing Guard	\$ 11.77
Auxiliary Police	\$ 11.04
Special Patrolman	\$ 14.96

Financial & Clerical

Fiscal/Clerical Specialist	\$ 11.88
Payroll Manager/Admin. Assist.	\$ 19.47

Department of Engineering

Engineering Clerk	\$ 11.88
Special Project Inspector	\$ 16.82

Engineering Clerk, Special Project Inspector, and Nuisance Officer shall be paid an amount equal to or less than the amount set forth in the schedule listed above

Building & Permits

Building Inspector

Nuisance Officer

\$ 24.08

\$ 17.00

General Government

Summer I

Minimum Wage

Summer II

Minimum Wage + 7.3%

Intern

Minimum Wage + 25.3%

Skilled Worker

\$ 14.50

Laborer

\$ 13.00

Laborer shall be paid an amount equal to or less than the amount set forth in the schedule listed above

Recreation

Class "A" Instructor

\$ 11.00

Senior Program Director**

\$ 203.50

**Paid bi-weekly

A. In the event the Senior Program Director works less than 20 hours in a bi-weekly pay period, the actual hours worked will be paid at the Senior Program Director's applicable hourly rate.

B. That there be and is hereby established an overtime rate of time and one-half after a scheduled eight (8) hours or working a holiday for part-time police officers and part-time radio dispatchers.

C. Effective January 1 of each year, any employee receiving minimum wage shall have their hourly compensation automatically adjusted to reflect the applicable Federal or State minimum wage, whichever is higher.

Section 3. That any and all legislation inconsistent herewith, be, and is hereby repealed.

Section 4. That if a provision of this ordinance is or becomes illegal, invalid or unenforceable, that shall not affect the validity or enforceability of any other provision of this ordinance.

Section 5. That this ordinance is hereby declared to be an emergency measure necessary for the preservation of the health, safety and peace of the City of North Canton, and further necessary to update the compensation level of exempt employees in line with non-exempt employees and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced

leaders and managers; wherefore, this ordinance shall take effect and be in force immediately upon its adoption by Council and approval by the Mayor.

Passed by Council this _____ day of _____, 2016

David Held, Mayor

Signed: _____, 2016

ATTEST:

Mary Beth Bailey, Clerk of Council

North Canton City Council
Personnel and Safety Committee

Ordinance No. - 2016

An ordinance amending Section 10 VACATION REGULATIONS, of Chapter 155 Personnel Regulations of Part One - Administrative Code of the Codified Ordinances of the City of North Canton to update the vacation levels of exempt employees in line with their contemporaries and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced leaders and managers, and declaring the same to be an emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH CANTON, COUNTY OF STARK, AND STATE OF OHIO:

Section 1. That Chapter 155 Personnel Regulations of Part One, Administrative Code, specifically, Section 1. GENERAL PERSONNEL REGULATIONS of the Codified Ordinances of the City of North Canton, be, and the same is hereby amended to read as follows:

Section 2. **VACATION REGULATIONS**

1. For the sole purpose of the application of this Section 10., full-time employees who were employed by the City of North Canton in a calendar year prior to January 1, 2003 shall be deemed to have a service date of January 1 of that year in that year in which their employment commenced.

2. *Unless paragraph 3 of this section applies*, full-time exempt personnel may be granted a paid vacation allowance during the first year of employment up to a maximum of two calendar weeks at the discretion of the appointing authority.

A. Full-time employees having been employed less than one year, but not yet employed on January 1st, may be granted one day of vacation for each full month remaining in that calendar year, to a maximum of ten vacation days, effective on the first day of the first full month of employment during the calendar year, without the requirement of accrual.

B. Full-time exempt employees having been employed less than one year, but employed on January 1st, may be granted a paid vacation allowance of up to two calendar weeks in that calendar year of employment, effective January 1st, without the requirement of accrual.

3. *The appointing authority may grant up to four weeks of vacation for the positions of Director of Administration, Director of Finance, Deputy Director of Finance, City Engineer, Director of Economic Development, and Department Chief or Superintendent.*

4. Full-time employees having been employed one through four years by January 1st shall be granted a paid vacation allowance of two calendar weeks in that calendar year of employment.

5. Full-time employees having been employed five through nine years by January 1st shall be granted a paid vacation allowance of three calendar weeks in that calendar year.

6. Paid vacation allowances for those who have been employed ten through fourteen years by January 1st shall be granted four calendar weeks and fifteen through nineteen years by January 1st shall be granted five calendar weeks; twenty years or more shall be granted six calendar weeks.

7. All vacation allowances shall be granted at a time approved by the department head and with concurrence of the Director of Administration or the Director of Finance for the Finance Department or the President of Council or Clerk of Council for the Council Office.

A vacation schedule based on the seniority standing of employees will be made up by the department head each year with vacation periods so staggered that the employee's absence will not seriously jeopardize the departmental work schedule for the year.

Section 3. That any and all legislation inconsistent herewith, be, and is hereby repealed.

Section 4. That if a provision of this ordinance is or becomes illegal, invalid or unenforceable, that shall not affect the validity or enforceability of any other provision of this ordinance.

Section 5. That this ordinance is hereby declared to be an emergency measure necessary for the preservation of the health, safety and peace of the City of North Canton, and further necessary to update the vacation levels of exempt employees in line with their contemporaries and thereby permit the City to promptly recruit, attract, and maintain highly trained and experienced leaders and managers; wherefore, this ordinance shall take effect and be in force immediately upon its adoption by Council and approval by the Mayor.

Passed by Council this _____ day of _____, 2016

David Held, Mayor

Signed: _____, 2016

ATTEST:

Mary Beth Bailey, Clerk of Council

North Canton City Council
Personnel and Safety Committee

Resolution No. - 2016

A resolution authorizing the Mayor of the City of North Canton to enter into a Memorandum of Understanding (MOU), by and between the City of North Canton Police Department and the Stark County Sheriff's Office, to support the Stark County OVI Task Force, and declaring the same to be an emergency.

WHEREAS, the City of North Canton wishes to reduce the number of alcohol-related fatal automobile accidents and further protect its residents and guests with zero-tolerance enforcement of safety belt and child-safety seat laws; and

WHEREAS, the proposed MOU between the City and the Stark County Sheriff's Office permits the parties herein to utilize an Ohio Traffic Safety Office County OVI Task Force grant from the Ohio Department of Public Safety for staffing and staging OVI checkpoints; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTH CANTON, COUNTY OF STARK, AND STATE OF OHIO:

- Section 1. That the Mayor of the City of North Canton, be, and is hereby authorized to enter into a MOU, by and between the City of North Canton Police Department and the Stark County Sheriff's Office, to support the Stark County OVI Task Force.
- Section 2. That if a provision of this ordinance is or becomes illegal, invalid, or unenforceable, that shall not affect the validity or enforceability of any other provision of this ordinance.
- Section 3. That this resolution is hereby declared to be an emergency measure necessary for the preservation of the health, safety and peace of the City of North Canton, and for the timely implementation of the MOU between the parties so that they may reduce the number of alcohol-related fatal crashes by utilizing, where feasible, a low-manpower sobriety checkpoint model to conduct low-cost, highly-effective, sobriety checkpoints throughout Stark County, together with zero-tolerance enforcement of safety belt and child-safety seat laws during enforcement efforts in targeted areas; wherefore, provided it receives the affirmative vote of six or more members of Council elected thereto, this resolution shall take effect and be in full force immediately upon its adoption by Council and approval by the Mayor. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

Passed in Council this _____ day of _____ 2016

David Held, Mayor

Signed: _____, 2016

ATTEST:

Mary Beth Bailey, Clerk of Council

MEMORANDUM OF UNDERSTANDING
Between
Stark County Sheriff's office
and
North Canton Police Department

I. Introduction

The Memorandum of Understanding (MOU) between the Stark County Sheriff's Office (further known as the Lead Agency) and the _____ (further known as the Participating Agency) sets forth the agreement of the parties and establishes the partnership, roles and responsibilities of the parties.

II. Purpose

The Lead Agency has received an Ohio Traffic Safety Office (OTSO) County OVI Task Force grant from the Ohio Department of Public Safety (ODPS). The Parties enter into this MOU for the primary purpose of reducing the number of alcohol related fatal crashes and utilize where feasible the low manpower sobriety checkpoint model to conduct low-cost, highly effective sobriety checkpoints throughout Stark County and zero tolerance enforcement of safety belt and child safety seat laws during the enforcement efforts in targeted areas.

III. Responsibilities of the Parties

The Participating Agency agrees to perform the following activities and provide the following resources in support of the OVI Task Force.

- a. Law Enforcement Reports: The Participating Agency will report grant related enforcement activity on a monthly basis. The Participating Agency will report OVI related crashes and OVI arrests to the Lead Agency on a monthly basis. This information will be compiled and will assist the Lead Agency in selecting enforcement sites. This information must be submitted to the Lead Agency by the 5th of each month, even if no data is to be reported for the month, please submit a report indicating zero activity to report. All financial reimbursement reporting, including an invoice for reimbursement must also be submitted to the Lead Agency by the 5th of the month following any activity that was performed by the participating agency.
- b. Training Certification: The Participating Agency will assure that all enforcement personnel to be involved in approved enforcement-related activity will be certified in the following types(s) of training as appropriate:
 - i. **OVI Checkpoints**
 1. OIC-Sobriety Checkpoint Training (training in standard procedures and operations associated with staffing and staging OVI checkpoints)

2. Arresting Officers-Standard Field Sobriety Testing (SFST) and/or NHTSA Alcohol Detection Apprehension Prosecution (ADAP)

ii. **Alcohol-related Traffic Enforcement – (Saturation Patrols)** Standard Field Sobriety Testing (SFST) and/or NHTSA Alcohol Detection Apprehension Prosecution (ADAP)

- c. Enforcement Hours Eligibility: Direct labor hours expended in traffic safety enforcement programs must be over and above the normal work week. Part-time/permanent staff are eligible for funding. Only one officer per patrol car will be funded as part of traffic enforcement grants.
- d. Safety Belt Policy: The Participating Agency must have a policy statement requiring employees to wear safety belts. Sub-grantee must agree to conduct zero tolerance enforcement of Ohio's occupant restraint laws.
- e. Required Activity: All agencies utilizing NHTSA funding for overtime enforcement are required to participate in and report by the required deadlines on the "Drive Sober or Get Pulled Over" national alcohol mobilization. Scheduled dates for the mobilization are as follows and are subject to change due to federal requirements: August 18, 2017 through September 3, 2017.
- f. Participate in and not limited to, organizing, coalition building, enforcement activities, media events (promotion of the task force), development of OVI task force policies, monthly meetings, and in subcommittees as required.

The Lead Agency agrees to perform the following activities and provide the following resources in support of the OVI Task Force.

- a. To assure that the goals, scope of work, evaluations and requirements of the ODPS/OTSO Agreement are met.
- b. Coordinate and maintain organization to meet the needs of the OVI Task Force ODPS/OTSO Agreement.

IV. Period of Agreement

This MOU will become effective October 1, 2016. The MOU will terminate on September 30, 2017. Either party may terminate this MOU by providing a 30-day written notice to the other party. In the event this MOU is terminated, the Participating Agency will be reimbursed for any pre-approved law enforcement activities up to the termination date. This MOU is subject to the availability of funds.

V. Sanctions for Non-compliance

Should the Participating Agency fail to fulfill any of its MOU duties in a timely manner, the Lead Agency shall notify the Participating Agency in writing as to such deficiencies. Such notification shall be sent by certified mail, return receipt requested. The Participating Agency shall have 30 days to resolve such deficiencies, unless otherwise stated by the Lead Agency.

VI. Signatures

Lead Agency

Date: _____

Participating Agency

David Held, Mayor

Approved as to form and content.

Timothy L. Fox, Director of Law



145 North Main St. · North Canton, OH 44720
Phone: 330-499-8223 Fax: 330-305-0603
mgrimes@northcantonohio.gov

CITY OF NORTH CANTON
Michael J. Grimes

Director of Administration

Legislation Request

To: Daniel J. Peters, Council President
Date: April 27, 2016
Subject: Resolution / Ordinance Request – Participation 2016-2017 OVI Task Force

I am requesting a Resolution / Ordinance by City Council authorizing the Mayor of the City of North Canton to join and enter into a Memorandum of Understanding (MOU) with the Stark County Sheriff's Office (Lead Agency) to participate in the 2016-2017 OVI (operating a vehicle while intoxicated) Countywide Task Force.

EMERGENCY REQUESTED YES NO

The Lead Agency has to get these agreements in and submitted by May 15, 2016 for an agency to participate and our agency just received the participation agreement.

Respectfully,

Michael J. Grimes

c: Chief Wilder
File

RECEIVED

APR 27 2016

COUNCIL OFFICE
NORTH CANTON, OHIO

North Canton City Council
Finance and Property Committee

Ordinance No. – 2016

An ordinance authorizing the supplemental appropriation of funds of the City of North Canton, to be appropriated from the unappropriated resources of the General Trust Fund to the General Trust Tree/City Scope Account in the amount of \$3,000.00 for the current expenses during the fiscal year ending December 31, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH CANTON, COUNTY OF STARK, AND STATE OF OHIO:

Section 1. To provide for the current expenses and other expenditures of the City of North Canton, during the fiscal year ending December 31, 2016, the following funds, be, and are hereby set aside and appropriated as follows:

Appropriate From:

The unappropriated resources of the 212 Fund
GENERAL TRUST FUND \$3, 000.00

Appropriate To:

212 GENERAL TRUST FUND
212.627.5202 General Trust Tree/City Scope \$3,000.00

Section 2. That the Director of Finance of the City of North Canton, be, and is hereby authorized to issue warrants from appropriations established herein for the payment of vouchers duly approved by the proper departmental authority.

Section 3. That if a provision of this ordinance is or becomes illegal, invalid or unenforceable, that shall not affect the validity or enforceability of any other provision of this ordinance.

Section 4. That this ordinance is necessary to appropriate these dollars to be used towards the purchase and planting of additional trees through a donation from the North Canton Lions Club. That this ordinance shall take effect and be in full force immediately upon its adoption by Council and approval by the Mayor.

Passed in Council this _____ day of _____ 2016

David Held, Mayor

Signed: _____, 2016

ATTEST:

Mary Beth Bailey, Clerk of Council



145 North Main St. · North Canton, OH 44720

Phone: 330-499-3466 Fax: 330-499-2960

karen@northcantonohio.com

CITY OF NORTH CANTON

Karen Alger

Director of Finance

April 22, 2016

TO: Daniel J. Peters
President of Council

RE: Supplemental Appropriation Request

I am requesting that Council consider legislation appropriating funds in the amount of **\$3,000 for the General Trust Fund for payment for the cost of planting trees with the Lions Club donations**. I am requesting a supplemental appropriation as follows:

- \$3,000 from the Unappropriated Resources of the General Trust Fund to A/C 212.627.5202. (General Trust Tree/City Scape).

As you are aware the Lions Club donated an additional \$3,000 to the City for trees, therefore, we request an increase in appropriation for the cost of purchasing and planting the additional trees within the City.

Respectfully submitted,

Karen S. Alger
Director of Finance