

George T. Maier  
Dir. of Service & Safety  
330.830.1702  
Fax 330.830.1764

Kathy Catazaro-Perry, Mayor 330.830.1700



**MAYOR'S MONTHLY REPORT  
NOVEMBER 2012  
THE CITY OF MASSILLON  
INTERNAL CORRESPONDENCE**

**SAFETY DEPARTMENT**

**Mayor's Monthly Report – November 2012**

**Page 1**

City of Massillon Safety Dept. Monthly Report  
For the month of November 2012

Nov. 1

Hang banners downtown  
Put up School Levy banner  
Went to Home Depot for parts  
Worked in shop

Nov. 2

Installed new switch in fire station  
Worked on thermostat at Senior Center  
Checked camera at P.D  
Went to Fat Boy for parts  
Worked in shop

Nov. 5

Checked school timers  
Put up No parking signs  
Checked generator battery at # 2 station  
Made up computer cables  
Worked in sign dept  
Worked in shop

Nov. 6

Put up playoff signs  
Worked on generator at # 2 station  
Worked on street lights at Sterilte SW  
Bulb replacement at Erie and south bound ramp  
Worked in sign dept  
Worked in shop

## **SAFETY DEPARTMENT**

### **Mayor's Monthly Report – November 2012**

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#### **(Con't)**

Nov. 7

Put up playoff signs  
Took down school levy sign  
Worked in sign dept  
Worked in shop

Nov. 8

Put playoff signs downtown  
Fixed sign on traffic light line at 20<sup>th</sup> and LWE  
Replaced ballast and light bulb in mechanics garage  
Repaired street signs  
Worked in shop

Nov. 9

Replaced ballast and socket in light at mechanics bay  
Put up no parking signs  
Put little paint machine away  
Repaired speed limit signs  
Worked on generator at Fd  
Worked in sign dept  
Worked in shop

Nov. 13

Put up banner  
Took down banner brackets  
Bulb replacement at LWW and 1<sup>st</sup>  
Bulb replacement at 6<sup>th</sup> and LWW  
Bulb replacement at 17<sup>th</sup> and LWW  
Worked on signs downtown

Nov. 14

Installed Christmas lights downtown  
Installed power panel in Duncan Plaza  
Worked in shop

Nov. 15

Worked at Fire station # 3  
Worked on power at Duncan Plaza  
Worked in shop

## **SAFETY DEPARTMENT**

### **Mayor's Monthly Report – November 2012**

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#### **(Con't)**

Nov. 16

Worked on Christmas lights at Museum

Worked on Bucket truck

Removed radio in old Police Chiefs Car

Worked in shop

Worked in sign Dept

Nov. 19

Took down banner

Took down football banners

Worked on Christmas tree

Bulb replacement at 1<sup>st</sup> and Lake NE

Worked in shop

Nov. 20

Put up no parking signs on Erie

Checked ped signals

Worked on tree at Museum

Worked in solid waste dept

Worked in shop

Nov. 21

Worked on Christmas lights downtown

Worked in shop

Worked on signs

Nov. 26

Put playoff banner

Worked on street light downtown

Worked on switch for tree

Worked on showmobile

Worked in shop

Nov. 27

Picked up wreath @ Mayor's office

Worked on Christmas Decorations

Worked on showmobile

Bulb replacement at South Erie and South ramp

Bulb replacement at State and Wales

Bulb replacement at 6<sup>th</sup> and LWE

Worked in shop

**SAFETY DEPARTMENT**

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**(Con't)**

Nov. 28

Worked on Christmas decorations

Worked on showmobile

Bulb replacement at Erie and South bound ramp

Bulb replacement at State and Wales

Bulb replacement at 6<sup>th</sup> and LWE

Worked in shop

Worked in sign Dept

Set up stage and hooked up power

Nov. 29

Mounted Christmas wreaths on City Hall

Worked in shop

Put concert stuff away

Worked in shop on timer for Christmas tree

Made up no parking signs

Worked on controller at 1<sup>st</sup> and Tremont SE

Worked in shop

Nov. 30

Put up no parking signs for Candlelight walk

Worked on timer for Christmas tree

Worked in sign dept

Worked in shop

Bulb replacement at 3<sup>rd</sup> and LWE

Bulb replacement at 6<sup>th</sup> and LWE

Reset Lillian Gish and LWW, due to power outage

Reset generator at City Hall

**STREET DEPARTMENT**

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**CITY OF MASSILLON  
401 WALNUT RD S.W.  
MASSILLON OH 44647  
PHONE (330) 833-5746  
FAX (330) 830-2728  
JOE BERENS**

**OPERATIONS SUPERINTENDENT**

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**TO: MAYOR KATHY CATAZARO-PERRY**

**FROM: JOE BERENS, OPERATIONS SUPERINTENDENT**

**SUBJECT: NOVEMBER MONTHLY REPORT, STREET DEPARTMENT**

**DATE: DECEMBER 3, 2012**

**COLD MIX:**

**SALT: 146.43 TONS**

PATCHED THE STREETS WITH H.P.M. GRINDINGS  
SWEPT STREETS  
CLEANED OFF CATCH BASINS  
REMOVED ADVERTISEMENT SIGNS FROM TREELAWNS AND TELEPHONE POLES  
TRIMMED TREES  
MOWED AND WEEDEAT  
SNOW AND ICE CONTROL

927 WALES RD NE – REMOVED LARGE TREE FROM STREET

11/7/12 3<sup>RD</sup> ST S.E. RAILROAD CROSSING SET UP 9 BARRICADES AND DETOUR SIGNS FOR CROSSING UPGRADES

11/9/12 ERIE ST NORTH SET OUT 7 BARRICADES FOR FLAG CEREMONY 11/11/12

11/16/12 TOOK 40 BARRICADES DOWNTOWN FOR THE CHRISTMAS PARADE AND SET UP 34 BARRICADES DOWNTOWN FOR CHRISTMAS EVENT 11/28/12

**STREET DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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**(Con't)**

**BOARDED VACANT HOUSES**

104 DWIGHT S.E.  
525 5<sup>TH</sup> ST S.W.  
112 SHRIVER S.E.  
1130 S. ERIE ST.

**PATCH WITH ASPHALT GRINDINGS**

959 9<sup>TH</sup> N.E. AND 9<sup>TH</sup> N.E.  
8<sup>TH</sup> N.E.  
CHARITY ROTCH AREA  
JEFFERSON N.E.  
MILBURN N.E.  
BENNINGTON N.E.  
10<sup>TH</sup> N.E.  
11<sup>TH</sup> N.E.  
HOBART AVE N.E.  
6<sup>TH</sup> N.E.  
INDIANA N.E.  
COMMONWEALTH N.E.  
1834 JEFFERSON N.E.  
2414 MAIN  
21 TREMONT S.E.  
PEARL PL S.E.  
621 WALNUT S.W.  
CHERRY RD N.W.  
19<sup>TH</sup> N.W.  
WALNUT RD S.W.  
300 BLOCK OF VALESIDE N.E.  
CORNER OF MARION AND 14<sup>TH</sup> ST. S.E.

**LEAVES THAT WEISGARBERS PICKED UP 34 LOADS FROM 20 TON CONTAINER**

**STREET DEPARTMENT**

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**(Con't)**

**CITY OF MASSILLON  
401 WALNUT RD S.W.  
MASSILLON OH 44647  
PHONE (330) 833-5746  
FAX (330) 830-2728**

**JOE BERENS**

**OPERATIONS SUPERINTENDENT**

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**TO: MAYOR KATHY CATAZARO - PERRY**

**FROM: JOE BERENS, OPERATIONS SUPERINTENDENT**

**SUBJECT: NOVEMBER MONTHLY REPORT, SIGN DEPARTMENT**

**DATE: DECEMBER 3, 2012**

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11/1/2012 PHILLIPS N.E. – MARKED AREA FOR POST  
GARAGE – CALLED “OUPS” ON PHILLIPS  
S.W. SECTION – CHECKED SIGN FOR WIND DAMAGE

11/27/12 PHILLIPS N.E. – INSTALLED NEW POST AND “25 MPH” SIGN  
STRATFORD AND 11<sup>TH</sup> N.E. – REPAIRED POST AND INSTALLED POST BRACE  
N.E. SECTION – INSPECTED THE SIGNS

11/28/12 GARAGE – CUT BENT POST AND PAINTED POST  
WALES AND LINCOLN WAY – REPAIRED TWISTED SIGN  
N.E. SECTION – SIGN INSPECTION  
S.E. SECTION – SIGN INSPECTION

**SUMMARY OF GARBAGE DEPARTMENT**

**ACTIVITY**

**NOVEMBER 2012**

<b>NEW CUSTOMERS:</b>	<b>8</b>	
<hr/>		
<b>PERMANENTLY DISCONTINUED:</b>	<b>36</b>	
<hr/>		
<b>TEMPORARILY DISCONTINUED:</b>	<b>1</b>	
<hr/>		
<b>RESUME SERVICE TO DELINQUENT CUSTOMERS, PAID IN FULL:</b>	<b>4</b>	
<b>RESUME SERVICE TO REGULAR CUSTOMERS:</b>	<b>4</b>	
<b>TRANSFERS</b>	<b>3</b>	
<b>MISSES:</b>	<b>4</b>	
<b>MISC. MESSAGES:</b>	<b>8</b>	
<b>TOTAL OF CLEAN-UPS WITH CHARGE:</b>	<b>172</b>	
<hr/>		
<b>TOTAL OF CHARGES FOR CLEAN-UPS:</b>	<b>\$ 1,766.00</b>	
<b>DUMPSTER ACTIVITY –CONTAINERS PLACED TEMPORARILY:</b>	<b>0</b>	
<b>TOTAL CHARGES FOR DUMPSTERS</b>	<b>\$ 0.00</b>	
<b>TOTAL SERVICES DONATED AT NO CHARGE:</b>	<b>\$ 2,553.00</b>	
EMPTY BASKETS MAIN STREET 2X WEEK		\$ 400.00
BAGS FROM COMMUNITY SERVICE WORKERS		\$ 200.00
HEALTH DEPT CLEAN UPS		\$ 266.50
SERVICE TO CITY BUILDINGS		\$ 1686.50

**TRAFFIC ACTIVITY REPORT**

**Mayor's Monthly Report – November 2012**

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**TRAFFIC ACTIVITY REPORT**

***MONTH OF November 2012***

**TO:** Chief Keith T. Moser  
**FROM:** Patrolman Jeffrey A. Crawford  
**DATE:** December 4, 2012

In November of 2012 the Massillon Police Department issued a total of 120 traffic citations, 5 less traffic citations that were issued during the same time period last year. The Massillon Police Department made 11 arrests for OVI, the same as November of 2011. Radar Citations for the month totaled 15 which was 14 more than last year during the same time period.

The Massillon Police Department handled a total of 87 traffic accidents during November. This was 18 less than last year at this time. There were 57 property damage accidents, 14 injury accidents, 16 accidents that occurred on private property, of the above accidents there were 13 hit skip accidents, there were 6 accidents that occurred as a direct result of alcohol and/or drugs during the month. There were no pedestrian or bicycle accident during the month. There were no motorcycle accidents. The Massillon Police Department investigated 7 accidents involving a juvenile that resulted in 1 injury. There were no fatal accidents.

In November 2012 there were 74 motor vehicles towed by the Massillon Police Department. This was 24 more than were towed in November of 2011. Of the above tows, 44 vehicles were towed from traffic accidents, 4 for traffic offenses of some type, 14 as a direct result of an arrest, 10 for parking violations and there were 3 stolen/recovered vehicles. There were 2 misc. tows. The traffic officer issued 8 parking citation.

During the month of November 2012 the traffic officer was able to mail 7 certified letters in regards to junk and/or abandoned motor vehicles. The traffic officer submitted 5 title searches to the State of Ohio, Bureau of Motor Vehicles. During November the traffic officer was able to junk or title 5 motor vehicles. Also during the month of November the traffic officer issued or acted upon 13 notices (48/72 hour and/or 10/20 day notices). The traffic officer further sent numerous 2255's and driver's licenses to the state. The traffic officer logged and filed several license plates, and kept track of the motor vehicles awaiting court order for immobilization, confiscation or return to the owners.

As of the last day of November 2012 there were 22 motor vehicles sitting upon the impound lots of Reed's Incorporated and Rohr's Towing Service. Of the 22 vehicles several are waiting for court order to dispose of them. .

Following is a breakdown of the individual tows, accidents, citations and OVI arrests for the month of November 2012.

**TRAFFIC ACTIVITY REPORT****Mayor's Monthly Report – November 2012****Page 9****(Con't)**

OFFICERS NAME	ID#	November	November	November	November	Y.T.D.	Y.T.D.	Y.T.D.	Y.T.D.
		Citations	OVI'S	Accidents	Tows	Citations	OVI'S	Accidents	Tows
Chief Moser	75	0	0	0	0	0	0	0	0
Capt. Herrick	57	0	0	0	0	0	0	0	0
Lt. Mareno	55	0	0	2	0	0	0	9	3
Lt. Pahlau	43	0	0	0	0	0	0	1	0
Lt. Peel	82	0	0	0	0	0	0	0	0
Capt. Covert	80	0	0	0	0	0	0	0	0
Sgt. DiLoreto	60	3	0	0	1	16	0	11	6
Lt. Carpenter	85	0	0	0	0	9	2	5	3
Sgt. Greenfield	83	2	0	4	2	23	0	25	9
Sgt. J McCune	95	1	0	2	1	29	0	16	12
Sgt. Muntean	70	20	2	3	4	53	4	26	10
Sgt. K Smith	90	1	0	1	3	20	2	17	15
Ptln. Grizzard	41	2	0	0	1	2	0	0	1
Ptln. Hendricks	49	0	0	0	0	6	0	21	4
Ptln. Mead	54	0	0	0	0	5	0	1	13
Ptln. Sampsel	58	0	0	0	0	0	0	0	0
Ptln. Ricker	63	5	1	5	0	26	2	27	11
Ptln. Hartman	67	3	0	2	5	58	1	35	23
Ptln. R Slutz	69	0	0	1	0	3	0	6	2
Ptln. Crawford	71	1	0	1	10	23	0	31	37
Ptln. Brown	72	1	0	1	2	24	3	19	19
Ptln. Anderson	77	0	0	1	1	10	5	11	7
Ptln. Mitchell	79	4	0	7	4	36	2	51	27
Ptln. J. Slutz	81	2	0	2	4	21	0	42	13
Ptln. Solinger	87	0	0	4	0	12	0	27	7
Ptln. Fabianich	89	0	0	0	0	0	0	0	0
Ptln. Rogers	93	2	1	0	1	16	3	7	12
Ptln. Baumgardner	94	7	0	5	3	36	1	27	12
Ptln. J Smith	96	3	0	4	4	58	2	30	28
Ptln. Riccio	98	1	0	0	0	34	4	7	8
Ptln. Davis	99	0	0	1	0	13	1	16	23
Ptln. D. Smith	10	3	0	3	2	25	5	21	10
Sgt. Saintenoy	10	4	1	2	6	78	4	27	15
Ptln. McConnell	10	7	1	5	4	8	2	9	37
Ptln. Ellis	10	0	0	2	0	31	1	39	18
Ptln. Maier	10	20	0	8	6	166	12	46	52
Ptln. Boyer	10	11	2	7	3	57	10	29	25
Ptln. Gohlike	10	6	1	4	3	36	6	11	13

**TRAFFIC**  
**ACTIVITY**  
**REPORT**  
**Mayor's**  
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Ptlm. M. Williams	10	6	1	7	4	27	3	31	11
	8								
Ptlm. Oszust	10	0	0	0	0	127	5	24	18
	9								
Ptlm. Dadisman	11	5	1	3	0	62	12	14	17
	0								
Ptlm. Edwards	11	0	0	0	0	64	9	12	21
	1								
Ptlm. Masters	11	0	0	0	0	41	0	14	9
	2								
Ptlm. Wilson	11	0	0	0	0	44	5	19	10
	3								
Ptlm. C McCune	11	0	0	0	0	54	4	27	20
	4								
Ptlm. Barabasch	11	0	0	0	0	35	2	24	11
	5								
Ptlm. Antonides	11	0	0	0	0	37	1	8	8
	6								
Ptlm. Alexander	11	0	0	0	0	64	6	24	31
	7								
Other	0	0	0	0	0	7	0	0	0
Monthly Totals		120	11	87	74	1496	119	847	631

**TRAFFIC**  
**ACTIVITY**  
**REPORT**  
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<b>CHARGE</b>	<b>NOV</b>	<b>Y.T.D.</b>
ACD	12	163
AGGRAVATED VEHICULAR HOMICIDE	0	0
ALLOWING UNLICENSED DRIVER TO DRIVE	1	4
ATV ON CITY STREET	0	0
CHANGING LANES W/O CAUTION	0	0
COUNTERFIET PLATES	0	0
DEFECTIVE EXHAUST	0	0
DRAG RACING	0	2
DRIVING ALONE ON A T.P.	0	5
DRIVING OVER A FIRE HOSE	0	0
DUS	12	143
DWI	11	128
EXPIRED OL	0	0
EXPIRED/IMPROPER REGISTRATION	2	51
FAILURE TO CONTROL	16	125
FAILURE TO PRODUCE AN OL	0	0
FAILURE TO SIGNAL	2	49
FAILURE TO YIELD	12	125
FICTICIOUS REGISTRATION	0	8
HIT-SKIP	2	31
IMPEADING THE FREE FLOW OF TRAFFIC	0	3
IMPROPER BACKING	3	29
IMPROPER LANE USE	6	42
IMPROPER PASSING	2	10
IMPROPER START	0	2
IMPROPER TURN	1	11
INADEQUATE BRAKES	0	0
UNSECURE LOAD	0	0
LEFT OF CENTER	0	7

**TRAFFIC ACTIVITY**  
**REPORT**

**Mayor's Monthly**  
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NO M.C. SAFTEY EQUIPMENT	0	1
NO HEADLIGHTS	0	7
NO OL	4	63
NO SEATBELT/CHILD RESTRAINTS	8	44
NO BRAKE/TAIL/LICENSE PLATE LIGHTS	1	9
OBSTRUCTION OF A CROSSWALK	0	0
OBSTRUCTION OF WINDSHIELD	0	0
OPEN CONTAINER	1	6
OVERWEIGHT VEHICLE	0	1
PARKING VIOLATIONS (INCLUDING HANDICAP)	0	0
PASSING A STOPPED SCHOOL BUS	0	2
PEELING TIRES	0	2
PROHIBITED VEHICLE ON A CITY STREET	0	0
RECKLESS OPERATION	2	13
RED LIGHT	4	81
SPEEDING	15	180
STOP SIGN	2	85
UNSAFE VEHICLE	0	2
WEAVING	0	5
WILLFULLY FLEEING/FAILURE TO FLEEING COMPLY	0	1
WRONG WAY ON A ONE WAY STREET	0	4
MISCELLANEOUS	1	38
VOIDED CITATIONS	0	17
TOTALS-----	120	1499

**TRAFFIC ACTIVITY**  
**REPORT**

**Mayor's Monthly Report – November 2012**

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**(Con't)**

<b>REASON TOWED</b>	<b>NOV</b>	<b>YEAR TO DATE TOTALS</b>
<b>ACCIDENTS</b>	44	370
<b>TRAFFIC</b>	4	58
<b>C</b>		
<b>PARKING</b>	10	56
<b>G</b>		
<b>ARREST</b>	14	135
<b>STL/RE</b>	2	5
<b>C</b>		
<b>MISC</b>		3
<b>TOTALS</b>	74	627

**HEALTH DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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**NURSING DIVISION REPORT**

**November 2012**

**WIC CLINICS:**

Initial Certification	52
Re-certifications	96
Individual Mid-cert	19
Nutrition Education	118
<b>Caseload</b>	<b>885</b>

**IMMUNIZATION CLINICS:**

Patients seen	55
Immunizations Administered	125

**TB TESTING CLINIC:**

TB Tests Administered	0
Positive Reactors referred for X-ray	0

**COMMUNITY NURSING:  
Year to Date**

**NOV 2012**

Lions Club Applications	3	31
BCMh Referrals	0	5
Help Me Grow Referrals	0	7
BCMh Home Visits	0	20
Lead Investigations	2	6
Lice Checks	0	6

Parochial School Visits: Completed Vision and Hearing Screenings

Field Visits: 26

Auxiliary Visits: 296

**Continuing Education:**

**MISCELLANEOUS:** Directly Observed therapy (DOT) continues for Tuberculosis patient.

**MEETINGS:**

Diana Martin, RN, BSN  
Director of Nursing

**HEALTH DEPARTMENT**

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**HEALTH DEPARTMENT ACTIVITY REPORT FOR THE MONTH OF NOVEMBER, 2012**

	<b>Current Month</b>	<b>Year to Date</b>
<u>Vital Statistics Services</u>		
Births: Resident .. 0 ... Non-Resident .. 0.. Total: .....		
.....	0	1
Deaths: Resident .. 21 ... Non-Resident .. 23.. Total: .....		
.....	44	436
Certified B/D copies issued .....	248	2693
.....		
Burial Permits .....	68	518
.....		
Fetal Death .....	0	0
.....		
<u>Animal Control</u>		
Animal bites reported .....		
.....	10	103
Lab examinations: (Positive <u>0</u> ; Negative <u>0</u> ; Undetermined <u>0</u> )		
Total:	0	2
<u>Food Protection</u>		
Food Service/Food Establishment Inspections .....		
.....	26	309
Food Vending Machine Inspections .....		
.....	32	60
Mobile Unit/Temporary Food Inspections .....		
.....	0	50
Consultations .....		
.....	1	17
Plan Reviews made .....		
.....	0	2
Food Complaints received .....		
.....	2	21
<u>Nuisance Control</u>		
Residential complaints .....		
.....	34	336
Commercial complaints .....		
.....	2	16
Inspections .....		
.....	33	370

**HEALTH DEPARTMENT**

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Consultations .....	6	....	64
... Orders issued .....	28	....	296
... Orders in compliance .....	23	....	268
... Smoking Complaints .....	1	....	18
.... Smoking Investigations .....	1	....	16
....			
<u>Environmental Inspection Services</u>			
Swimming Pool Inspections .....	0	....	48
.... Swimming Pool Complaints .....	0	....	0
.... Mobile Home Park Inspections .....	0	....	16
.... Mobile Home Park Complaints .....	1	....	8
.... School Environment Inspections .....	0	....	0
.... Supervised Community Clean-ups .....	1	....	6
.....			
<u>Compliance Actions</u>			
Legal Action .....	1	....	5
...			
<u>Mosquito Control</u>			
Mosquito Investigations .....	0	....	37
... Larvacide Drops .....	0	....	35
.. Biomist Spraying .....	0	....	0
...			

THE CITY OF MASSILLON  
Internal Correspondence  
\*\*\*\*\*

TO: Mayor Kathy Catazaro-Perry, et al  
FROM: Rhonda Smith- Parking Enforcement Department  
SUBJECT: End of Month Report for November 2012  
DATE: December 5, 2012

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Month End Report-NOVEMBER 2012

Total number of tickets issued:	121	
by parking enforcement:	111	
by police officers:	1	
towed vehicles with tickets	9	
Outstanding Tickets:	1031	
Total number of PAID Violations:	51	
Number of parking permits issued:	233	
Revenue received from PAID violations (includes hearing fees)		\$ 780.00
Revenue received from parking permits:		1975.00
		_____
<b>TOTAL AMOUNT OF REVENUE FOR THE MONTH</b>		<b>\$ 2755.00</b>

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**ENGINEERING DEPARTMENT**

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**THE CITY OF MASSILLON  
INTERNAL CORRESPONDENCE**

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**TO:** Mayor Kathy Catazaro-Perry **DATE:** December 6, 2012

**FROM:** Keith A. Dylewski, P.E., P.S.  
City Engineer

**SUBJECT:** Engineering Department Monthly Report for November 2012

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**BRIDGES**

**Harsh Avenue SE Box Culvert Replacement** – The survey work is 100% completed and once final design is completed a funding source will be sought to complete this project.

**17<sup>th</sup> Street NE Bridge** – Currently in the planning stages of analysis to replace this structure. The survey work is 100% completed. Design 75 % completed.

**Bridge Inspections** – Annual bridge inspections for 2012 will be performed in December of 2012.

**SANITARY SEWERS**

**27<sup>th</sup> Street/Bison Avenue Sanitary Sewer** - The design work is 95% complete. This project will be completed to assist the Poets Glen Annexation. Currently finalizing plans and specifications and preparing PTI for Ohio EPA.

**State Avenue Sewer Rehab** - Beginning survey and preliminary design work on replacing a portion of the sanitary sewer. The design of Phase 1 and Phase 2 is 90% completed. Will be seeking funding sources to construct this project.

**Griffith Sanitary Sewer Replacement Project** – Project will replace approximately 1600 L.F. of sanitary sewer along with 7 new precast manholes. Survey & design is 100% complete. Project submitted to OPWC for funding for 2013.

**Bit of Eden** – Pump Station to service Bit of Eden. Survey and design 100% completed, submitted to Ohio EPA for PTI permit. PTI permit was approved in July 2012. Project was awarded to RBS Construction that had a bid amount of \$31,151.00. Contractor began construction on November 27th.

## **ENGINEERING DEPARTMENT**

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### **WASTEWATER TREATMENT PLANT**

**WWTP Upgrade Project** – Current project scope is to upgrade the existing WWTP average daily flow from 15.8 MGD to 17.0 MGD; modify existing aeration tanks, primary and secondary clarifiers, and sludge pumping to enable biological nutrient removal; replace and upgrade tertiary filter capacity; modify sludge conditioning and digestion facilities; modify and upgrade electrical and instrumentation systems. Will be applying to the Ohio Water Pollution Control Loan Fund (WPCLF) for project funding. Currently reviewing Request for Qualifications to select an engineering firm.

### **STREETS**

**9<sup>th</sup> Street SW Storm Sewer Improvement Project**– Project is currently under design and will seek to replace the existing roadway and storm water conveyance system with new full depth pavement and storm sewer system. Submitted the funding application along with plans/specifications to OPWC for the funding year 2012, with project cost estimate currently being \$1,679,892.00. Project submitted to OPWC for funding for 2013.

**Main Avenue Resurfacing** - SCATS has approved to apply the funding for this project to the Tremont Avenue SW project. Alternative funding sources will be sought to complete this project, with project cost estimate currently being \$500,820.00. Applied to SCATS for funding FY 2016.

**1<sup>st</sup> Street NE Improvement Project** –Project will consist of resurfacing between Cherry Road & Lake Avenue with the installation of ADA compliant curb ramps; rehabilitation of catch basins, sanitary & storm manholes, and replacement of portions of the existing drainage system. The contract was awarded to Superior Paving & Materials Inc. in the amount of \$542,105.18. Work began the week of September 17, 2012. Project 45% complete and currently compiling punch list items.

**Hankins Road Improvement Project** – Currently beginning the survey work and preliminary design.

**Lincoln Way (SR 172) Paving Project** – This is a joint project with the Ohio Department of transportation to pave Lincoln Way (SR 172) from 16th Street NE to the Easterly Corporation Line. Current project cost estimate is \$553,000.00 with a cost share by the City of \$201,000.00. The City applied to OPWC and received funding for the project and we have also applied to the Municipal Road Fund through the Stark County Commissioner's for the City's cost share for the project. ODOT bid the project in September with the Shelly Company being the apparent low bidder. Work will commence in the Spring of 2013.

**2012 Target Area Streets** – Bid opening September 4, 2012. Bids were more than 10% over the project construction estimate and therefore the project will be re-bid in the Spring of 2013.

## **ENGINEERING DEPARTMENT**

**Mayor's Monthly Report – November 2012**

**Page 20**

**(Con't)**

**SR 241 & SR 172 Intersection Improvement Project** – ME Companies will be performing a safety study which will enable the City to apply for safety funding through ODOT in the Spring of 2013 for improvements to this intersection.

**Amherst Road & Lake Avenue Intersection Improvement Project** – ME Companies will be performing a safety study which will enable the City to apply for safety funding through ODOT in the Spring of 2013 for improvements to this intersection.

**Dominion Gas Line Projects** – Currently replacing underground gas lines on the following streets; Amherst/State NE, Walnut/Johnson SE, Walnut/7<sup>th</sup> SW, Lincoln Way/18<sup>th</sup> NW, Wellman SE. Project 60% completed.

### **SUBDIVISIONS**

**Centennial Village** – Preliminary plat and rezoning approved by Planning Commission February 13, 2002. Revised preliminary approved May 8, 2002. Plans approved. Final plat approved by Planning Commission and Council. Plat recorded. Site work began week of September 23, 2002. Sanitary completed and tested. Roadway installed week of May 5, 2003. Easements relocated. Street signs installed. Bond transferred to Roseman Construction. Punch list items to be completed.

**Cherry Springs Condominiums** – Planning Commission April 12, 2006. Council May 1, 2006. Plat recorded, earthwork began week of October 9, 2006. Sanitary sewer installation began week of December 18, 2006. Sanitary completed; testing started February 21, 2007. Entire property sold at bank auction in September 2012.

**Country View No. 6** – Preliminary plat approved by Planning Commission August 8, 2012.

**Concord Village Allotment** – Preliminary plat approved by Planning Commission March 9, 2005. Plans submitted and approved. Final plat to Planning Commission September 13, 2006. Approved by Council October 16, 2006. Plat recorded, construction began the week of March 26<sup>th</sup>, 2007. Paving completed week of June 25, 2007. Homes are currently being constructed. Working on completing punch list items.

**Forest Hills No. 3** – Plat recorded, plans re-approved. Construction began July 2004. Curb installed week of August 23, 2004. Asphalt installed, as-builts received. Punch list items completed. Awaiting installation of the street lights and monumentation.

## **ENGINEERING DEPARTMENT**

### **Mayor's Monthly Report – November 2012**

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**(Con't)**

**Gray Ridge Estates Phase 1** – Preliminary plat submitted to Planning Commission March 9, 2005. Final plat approved by Planning Commission and Council February 2006. Earthwork began week of July 31, 2006. Pre-construction meeting August 21, 2006. Sanitary sewer installation and testing complete. Utility construction 75% completed. Sanitary trunk sewer extension completed.

Homes are currently being constructed. Curb and pavement installed week of May 14, 2007. Seeding/grading and punch list items to be completed. Reconstruction of 27<sup>th</sup> Street SE completed. Entire development sold at auction in summer 2011.

**Sippo Reserves Allotment Phase 1** – Preliminary plat approved by Planning Commission December 8, 2004. Plans submitted and under review. Plans approved. Earthwork began week of August 22. Sanitary sewer installation began week of September 19<sup>th</sup>. Final plat approved by Planning Commission July 13, 2005, Council September 6, 2005. Underground utilities completed. Curb installed week of April 17, 2006. Asphalt completed, sewer testing completed. Homes being built.

**Sippo Reserves Allotment Phase II** – Plat approved by Planning Commission and Council. Utility and roadway construction began in August 2010. Underground utilities are installed, curb installed September 7, 2010. Paving completed November 3, 2010. Project has been transferred to a new developer, who will be completing any incomplete items.

**Westbrook Estates Phase III** - Plans sent in December 2005 and under review. Revised plans sent April 27, 2006. Plat submitted May 30, 2006, approved by Planning Commission June 14, 2006. Approved by Council. Grading work 90% completed. Utility work began the week of April 16<sup>th</sup>, 2007. Utilities 90% completed, curb and roadway installed week of November 3, 2008. Plat recorded March 25, 2009. Underground electric and telephone lines have been installed, homes being built. Working on punch list items.

**Woodland Creek** – Preliminary plat approved. Plans approved by City and by EPA. Plat for condo phase recorded at County, and condominiums are completed.

Page 3 – Monthly Report to Mayor Catazaro-Perry for November 2012

#### **MISCELLANEOUS**

**Storm Water Management Plan** – Submitted 2011 OEPA report on March 19, 2012. An educational session will be held November 14, 2012 at the Massillon Recreation Center at 9:00 a.m. regarding minimum control measure #6 from our SWMP.

**Storm Water Mapping** – Updating on a continuing basis.

**Subdivision Mapping** - 50% completed PS drawing/SD drawings. Editing to include subdivision information: replats, vacations, dedications.

## **ENGINEERING DEPARTMENT**

**Mayor's Monthly Report – November 2012**

**Page 22**

**(Con't)**

**Sanitary Sewer Mapping** – 96% completed. Permits and GIS are being added to the database and are 22% complete. Editing files to include pipe length and slope/material. Currently researching all septic locations within the City. Adding elevations to database and modeling for flow; adding elevation data.

**GIS** – Completed, transferring items to ESRI. Setting hyperlinks. Modifying display and addressing and permits, maps. Continuing to update. Adding traffic signals, signs inventory, elevation work for flow on sanitary, sanitary septic areas, misc. repairs.

**Web Site** - The Engineering Department web site has been completed and will be updated on an ongoing basis. Analyzing and updating current maps.

**Outfall Inventory** – Creating mapping and database including data entry of existing outfalls as required by the City issued OEPA Storm Water Permit. This is an ongoing process throughout the year.

**Levee Infrastructure Repair** – Awaiting the final report from the Army Corps of Engineers that will detail the extent of the project. Survey 100% completed; reviewing different options of repairs; preparing construction plans which are 99% completed. Currently meeting with different governmental agencies to acquire funding. Submitted funding application package to the Muskingum Watershed Conservancy District with current project cost estimate being \$1,620,000.00. Applied to OPWC and MWCD for funding in 2013.

**St. Mary's & 3<sup>rd</sup> Street NE Storm Sewer Rehabilitation** – Survey 80% completed.

*THE CITY OF MASSILLON, OHIO*  
*Internal Correspondence*

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**To:** Mayor Kathy Catazaro-Perry

**Date:** December 10, 2012

**From:** Ted Herncane, Community Development Director

**Subject:** Monthly Report – November 2012

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1. The City continued implementing activities under its FY 2012 CDBG Program Year, which began July 1, 2012. In regards to FY 2012, Congress has approved a HUD budget that reduces funding for CDBG by approximately 11.6%. The City's entitlement grant for FY 2012 is \$582,917. This represents the lowest CDBG allocation for Massillon since 1990.
2. The CD Department continued work on the implementation of its Neighborhood Stabilization Program (NSP). NSP funds are being used for the rehabilitation/new construction of 15 single family homes, and for the demolition of 39 vacant and dilapidated residential structures.
3. The CD Department completed Phase One of the CDBG Sidewalk Replacement Program. The City contracted with Holderbaum Sewer and Drain to install and replace various sections of deteriorated sidewalk along the north side of Walnut SE from Young St. to 16<sup>th</sup> St. SE.
4. The CD Department completed demolition of the blighted structure located 55 Forest Ave. SE. The three-day demolition project was performed by Cottrill Wrecking.
5. The Housing Department continued to implement emergency home repair projects to low/moderate income persons utilizing CDBG funding. The Housing Department also fielded several Fair Housing calls and provided homebuyer assistance to eligible homebuyers. There are currently five (5) full rehab housing projects at various stages of implementation.
6. As scheduled, the Mayor's weekly business visits were conducted in conjunction with the CD Department. Visits included First National Bank, Vivian Munson Dance Studio, Ashland University, Bill Lindsey's Sweeper Mart, and Linde's. The Mayor's weekly business visits continue to be a valuable source of communication between the City and the local business community in an effort to increase business retention in the City.

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Ted Herncane, CD Director

**FIRE DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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**Kathy Catazaro-Perry, Mayor**



**Thomas M. Burgasser, Fire Chief**

Fire Department | 233 Erie Street South, Massillon, OH 44646 | 330.833.1053

Friday, December 14, 2012

Mayor Catazaro-Perry  
Municipal Government Center Annex  
151 Lincoln Way East  
Massillon, Ohio 44646

Dear Mayor:

Attached is the monthly report for the Massillon Fire Department for November, 2012.

The department responded to a total of 340 alarms during the month. This averages to 11.3 alarms per day. There were 86 fire alarms & public service calls, and 254 Rescue and EMS calls. The total estimated fire loss for the month was \$23,750. There was 1 firefighter injury due to fires.

On the 1<sup>st</sup> of the month, I attended the regular monthly LOGIC Board meeting.

On the 6<sup>th</sup> of the month, I attended the monthly IMAT meeting and spoke with several Chiefs about consolidating resources.

On the 7<sup>th</sup> of the month, I met with Shane Marosi from rf connect to speak about the communications system to be installed during renovations at Affinity Medical Center.

On the 13<sup>th</sup> of the month, I attended a meeting to discuss cooperative EMS Supplies and Equipment purchasing among a number of Stark County Fire Departments.

On the 14<sup>th</sup> of the month, I attended the Hazardous Materials Team drill which included terrorist potential and WMD involvement. The Ohio National Guard and other military assets participated in the drill which was held at Amos McDaniels School in Canton Township.

Municipal Government Annex | Administration Building | 151 Lincoln Way, East, Massillon, OH 44646  
330.830.1700 | Fax 330.830.1764 | [www.massillonohio.com](http://www.massillonohio.com)

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**FIRE DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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**(Con't)**

**Kathy Catazaro-Perry, Mayor**

**Massillon**  
*City of Champions*

**Thomas M. Burgasser, Fire Chief**

Fire Department | 233 Erie Street South, Massillon, OH 44646 | 330.833.1053

Friday, December 14, 2012

On the 15<sup>th</sup> of the month, I attended the Stark County Fire Investigation Unit meeting held at the Stark County Sheriff's office.

On the 17<sup>th</sup> of the month, the Fire Department participated in the Holiday Parade.

On the 30<sup>th</sup> of the month, the annual Firefighter Memorial Service was held. This year marks the 37<sup>th</sup> anniversary of the LaCuisina fire. It was well attended and I would like to thank all those who participated.

Biannual hose change was completed during the month of November and EVOC Training was completed.

Respectfully submitted,



Thomas M. Burgasser  
Fire Chief

**FIRE DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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(Con't)

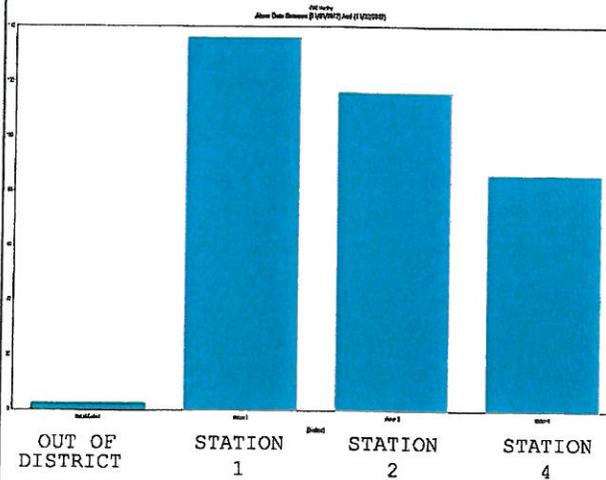
Massillon Fire Department  
 Monthly Fire Incident Report  
 Alarm Date Between {11/01/2012} And {11/30/2012}

**TOTAL RUNS 340**  
**FIRE RUNS 86**  
**EMS RUNS 254**

**TOTAL LOSSES \$23,750.00**  
**CIVILIAN INJURIES 0**  
**CIVILIAN CASUALTIES 0**  
**FIREFIGHTER INJURIES 1**  
**FIREFIGHTER CASUALTIES 0**

**AVERAGE RESPONSE TIME 3 MIN 50 SEC**

**TOTAL VOLUME OF CALLS BY DISTRICT**



**FIRE CALLS BY PROPERTY USE**

RESIDENTIAL 44	MULTI-FAMILY RESIDENTIAL 3
HOTELS/MOTELS 0	HEALTH CARE 4
PUBLIC ASSEMBLY 8	DETENTION FACILITIES 0
SCHOOLS 0	INDUSTRY 3
STORES/OFFICES 9	ALL OTHER STRUCTURES 11
STORAGE 2	NO PROPERTY INVOLVED 2

**SITUATION FOUND ON ARRIVAL**

STRUCTURE FIRE 5	CO INVESTIGATION 3
VEHICLE FIRE 3	LOCK OUT 1
OUTSIDE FIRES 2	POWER LINE\TREE DOWN 0
ILLEGAL BURN 2	EMS RELATED CALLS 255
LEGAL BURN 3	ALARM DROP 14
EXPLOSION\RUPTURE 0	SERVICE CALLS 35
HAZARDOUS\NO FIRE 4	NO INCIDENT\CANCELLED 8
	OTHER 5

**FIRE & PS BY UNIT**

R218 14	E210 1
R220 14	E211 33
R230 0	E212 22
R240 13	E213 0
R250 0	E214 9
T216 1	T217 0

**FIRE & PS BY DISTRICT**

DISTRICT 1 39
DISTRICT 2 30
DISTRICT 3 0
DISTRICT 4 16
OUT OF DISTRICT 1

**FIRE DEPARTMENT**

Massillon Fire Department

Mayor's Monthly Report - November 2012

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Monthly EMS Incident Report

(Con't)

Alarm Date Between {11/01/2012} And {11/30/2012}

**PATIENT TOTALS**

TOTAL EMS CALLS	254	TOTAL EMS PATIENTS	255
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**PATIENT GENDER AND AGE**

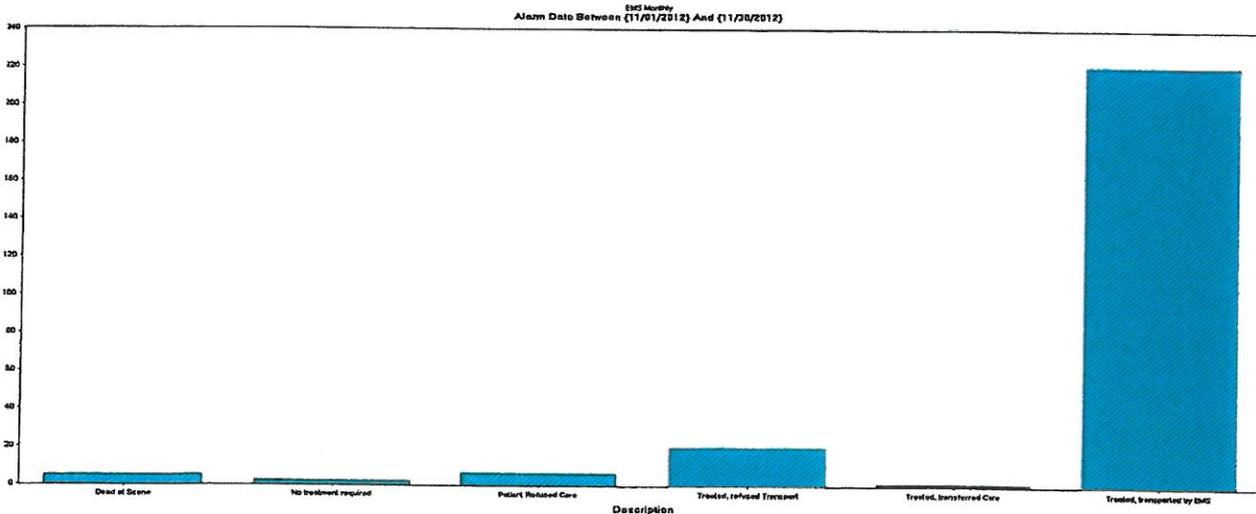
TOTAL MALE PATIENT	124	TOTAL PATIENT <18	14
TOTAL FEMALE PATIENT	131	TOTAL PATIENT 18-59	131
		TOTAL PATIENT >60	110
		TOTAL UNKNOWN AGE	0

**PATIENT LOCATION**

TOTAL FROM RESIDENCE	178	TOTAL FROM ROAD	27
TOTAL FROM PUBLIC PLACE	25	TOTAL FROM SCHOOL	2
TOTAL FROM INSTITUTIONAL	14	TOTAL FROM INDUSTRIAL	3
		TOTAL FROM OTHER	6

**PATIENT DISPOSITION**

		TOTAL	TRANS MFD
TOTAL NUMBER OF PATIENTS	255	PTS TO AFFINITY	154
TOTAL PATIENTS TRANSPORTED	221	PTS TO MERCY	21
TOTAL PATIENTS RELEASED TO A PRIVATE COMPANY	1	PTS TO AULTMAN	49
TOTAL NON-TRANSPORTS	33	PTS TO OTHER	



NOTES:

**FIRE DEPARTMENT**  
**Mayor's Monthly Report – November 2012**  
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2012 EMS TRANSPORT STATISTICS	JAN 2012	FEB 2012	MAR 2012	APR 2012	MAY 2012	JUN 2012	JUL 2012	AUG 2012	SEP 2012	OCT 2012	NOV 2012	DEC 2012	2012 TOTALS
# of patients for the month	283	266	298	268	295	275	288	333	289	279	255		3129
# of patients transported by FD	245	221	267	239	259	241	258	296	257	247	221		2751
# of patients turned over to private	13	16	7	4	4	5	2	3	2	1	1		58
# of patients not transported	25	29	26	25	30	29	29	34	30	31	33		321
# of patients transported to Affinity	186	186	206	171	197	163	185	232	195	180	154		2055
# of patients transported to Aultman	39	32	38	42	40	53	47	40	41	45	49		486
# of patients transported to Mercy	33	21	28	31	26	30	27	30	23	24	21		294
# of patients transported elsewhere							1						1
# of FD transports to Affinity	175	172	201	168	193	159	184	227	193	178	151		2001
# of FD transports to Aultman	37	31	38	42	40	52	47	39	41	45	49		481
# of FD transports to Mercy	33	18	28	29	26	30	27	30	23	24	21		289
# of FD transports elsewhere													0
# of residents transported by FD	216	197	232	206	211	197	222	242	220	214	183		2340
# of non-residents transported by FD	29	24	35	33	48	44	36	54	37	33	38		411
\$ amount billed to Resident Insurance	\$ 131,991	\$ 122,716	\$ 139,108	\$ 128,108	\$ 128,272	\$ 121,716	\$ 134,084	\$ 147,586	\$ 135,275	\$ 130,112	\$ 114,913		\$ 1,433,883
\$ amount Resident Write Off	\$ 30,303	\$ 25,795	\$ 29,124	\$ 27,953	\$ 26,990	\$ 29,281	\$ 27,767	\$ 32,519					\$ 229,732
\$ amount billed to Non-Residents	\$ 19,574	\$ 14,703	\$ 21,406	\$ 21,319	\$ 30,034	\$ 27,533	\$ 21,263	\$ 33,120	\$ 21,130	\$ 20,169	\$ 22,509		\$ 252,761
TOTAL \$ AMOUNT BILLED	\$ 151,565	\$ 137,419	\$ 180,515	\$ 149,428	\$ 158,306	\$ 149,250	\$ 155,347	\$ 180,706	\$ 156,405	\$ 150,282	\$ 137,422	\$ -	\$ 1,686,644
Unofficial Amount Collected to Date 12/4/2012	\$63,051.76	\$57,508.28	\$66,195.41	\$61,083.19	\$65,690.51	\$60,368.58	\$63,465.41	\$68,986.47	\$63,330.44	\$60,000.24	\$6,711.12	\$0.00	\$636,371.41

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CITY OF MASSILLON



PARKS & RECREATION

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**MONTHLY REPORT – NOVEMBER 2012**

*Please accept the following monthly report as well as the attached reports from the Parks, Recreation, Golf Course, and Senior Center Divisions.*

**RECREATION CENTER OPERATIONS**

Participation in November increased again. Member usage increased 5.48% MTD with 13,796 visits. This past month also had 1,542 day pass sales for visitors 4 and older. YTD member usage is at 157,811 drop-in visits. Please see the attached charts for more details.

**LEGENDS GOLF COURSE OPERATIONS**

Golf revenue for November was \$40,834.39. Please see the attached revenue chart and golf report for more details.

**LEGENDS GOLF COURSE**

The golf course has had all winter maintenance preparations completed. The last component was the application of snow mold control applied to the greens. Work will resume on the repairs of equipment after the first of the year.

**PARK MAINTENANCE**

Work is nearing completion on leaf mulching throughout the park system. All of the water at the restroom facilities has been shut off and the lines have been blown out and winterized. Swings will be removed in the coming month for the winter season.

**MEETINGS/SPECIAL EVENT VISITS**

Listed below are highlights of monthly meetings/special events that I participated in during the month of November 2012.

- City Council Meetings –
- Division Head Meeting – Nov. 20
- Department Head Meeting – Nov. 21
- City Auditor – Nov. 29

**OTHER CURRENT PROJECTS**

Listed below are highlights of additional projects that our department is currently working on.

- Organizational Structure Review
- Comprehensive Playground Audit

Respectfully Submitted,

**Douglas Nist**  
Interim Director of Parks and Recreation

Prepared: December 7, 2005

PARKS AND RECREATION DEPARTMENT

Mayor's Monthly Report – November 2012

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(Con't)

MASSILLON SENIOR CENTER

NOVEMBER 2012

Volunteer Banquet held on November 1st, rescheduled from October 30th due to the Storm Sandy. 72 people attended at Otterbein United Methodist Church. Swiss steak, baked chicken, mashed potatoes, green beans, homemade applesauce and pies served family style were enjoyed by all.

Chorus finished their year with concerts at Brewster-Parke and Canton Christian Home. They sang 14 separate times from April to November for nursing homes and senior audiences.

The Center is decorated for Christmas with three trees, numerous wreaths and bows and a lot good cheer for the holidays. The Senior van participated in the Holiday parade on November 19th.

Lap robes and afghans are being sent to nursing homes, hospice and the VA hospitals for Christmas.

The craft class sewed goody bags for hospice and is in the process of preparing sacks for the Chorus's Christmas in January for Meals on Wheels shut ins.

Humana held several seminars here for senior supplemental insurance, Boy Scouts held a meeting here, and a Bible study group has been meeting here each Sunday for several months.

The Senior Center is a very busy place.

Volunteer Hours for October 1505.5

Volunteer Hours for November 1058.5

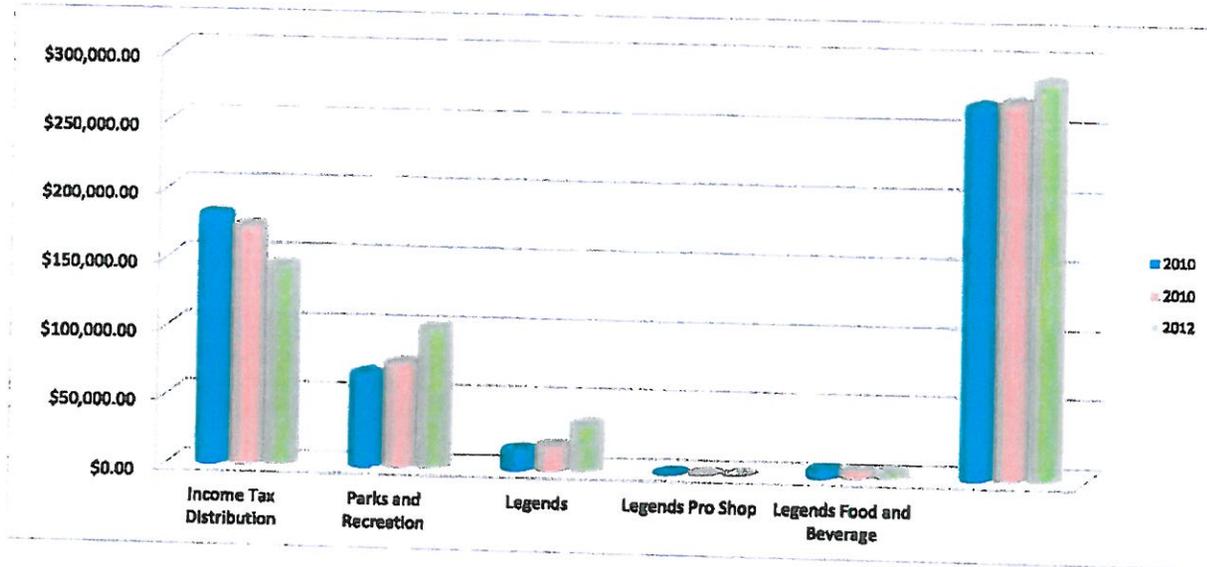
NANCY

Attended 2 SARTA board meetings.

**PARKS AND RECREATION DEPARTMENT**  
**Mayor's Monthly Report – November 2012**  
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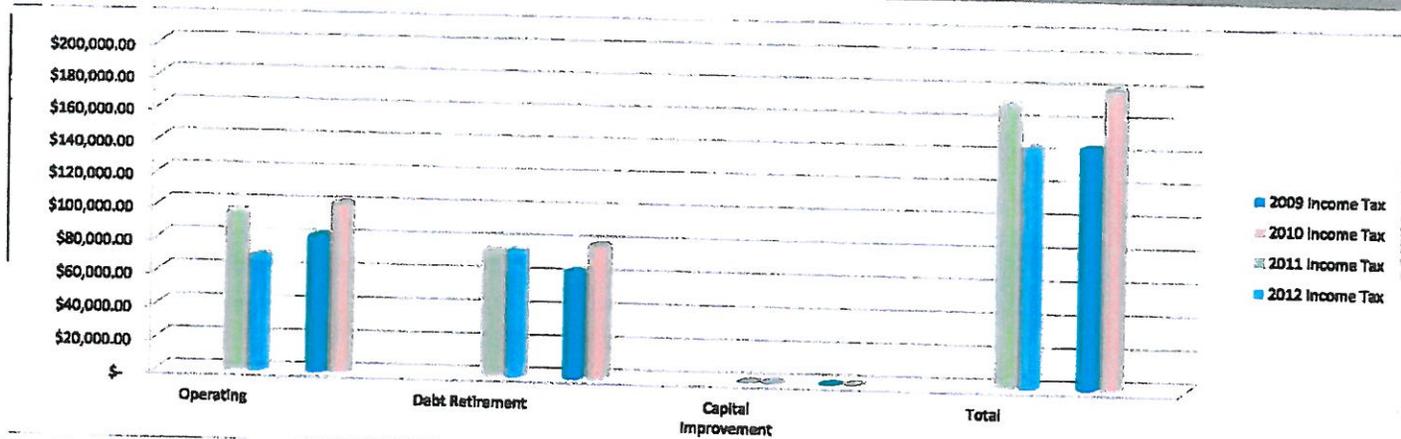
**Total Annual Revenue Comparison November 2009-2011**

	2010	2010	2012
Income Tax Distribution	\$181,375.31	\$172,296.02	\$145,381.94
Parks and Recreation	\$67,511.91	\$75,279.04	\$101,835.12
Legends	\$15,106.03	\$18,454.98	\$34,813.99
Legends Pro Shop	\$800.38	\$735.09	\$695.32
Legends Food and Beverage	\$5,213.16	\$5,595.24	\$5,325.08
	<u>\$270,006.79</u>	<u>\$272,360.37</u>	<u>\$288,051.45</u>



### Income Tax 2009 - 2012 Comparisons

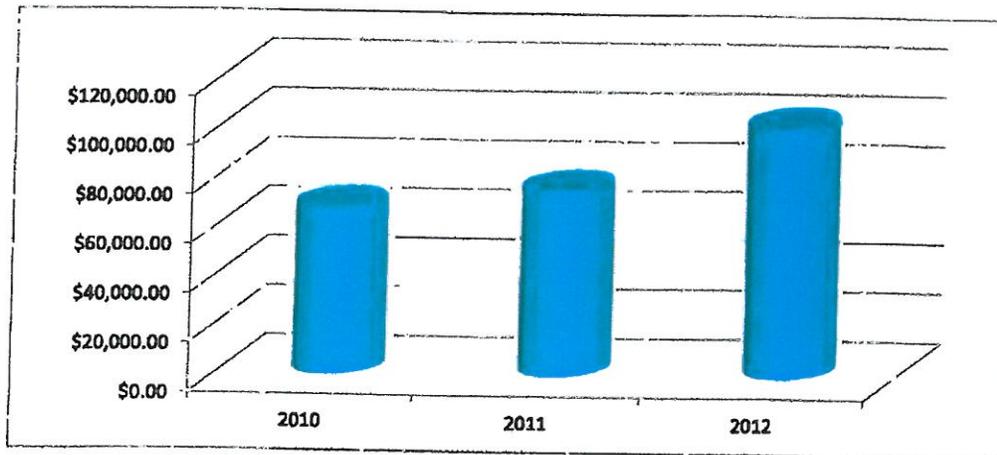
November Revenue						
	Operating	Debt Retirement	Capital Improvement	Total	YTD Income Tax	Total Income
2009 Income Tax	\$82,040.49	\$64,460.34	\$0.00	\$148,500.83	\$2,038,333.62	\$2,278,708.87
2010 Income Tax	\$101,570.17	\$79,805.14	\$0.00	\$181,375.31	\$1,995,790.31	\$2,254,660.62
2011 Income Tax	\$96,485.79	\$75,810.23	\$0.00	\$172,296.02	\$2,121,957.52	\$2,121,957.52
2012 Income Tax	\$69,458.58	\$75,923.36	\$0.00	\$145,381.94	\$2,189,476.88	\$2,189,476.88



Account Numbers: Operating 1234.210.4.1190 Debt 1306.211.4.1190 Capital 1433.210.4.1190

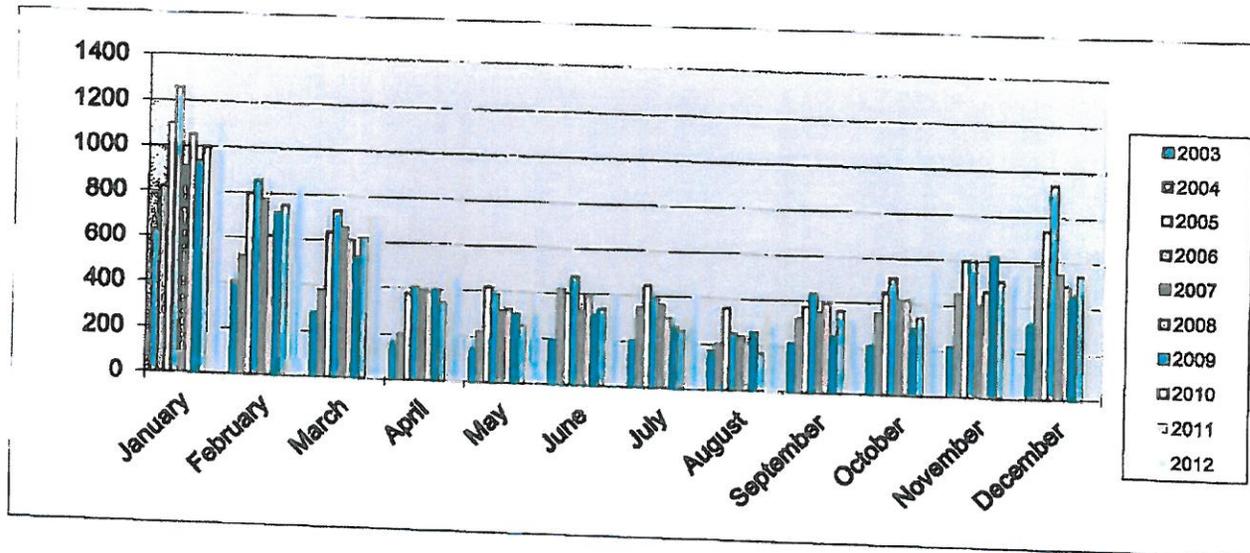
**Parks and Recreation Monthly Revenue Report 2010-2012**

Revenue Description	November		
	2010	2011	2012
Concession	\$397.20	\$197.70	\$134.00
Customer Account	\$85.33	\$157.40	\$180.65
Duncan Plaza Damage	\$0.00	\$0.00	\$0.00
Entry Fees	\$8,343.25	\$12,708.00	\$18,926.60
Field Rental CI	\$0.00	\$0.00	\$0.00
Field Rentals	\$0.00	\$300.00	\$0.00
Gate Receipts	\$0.00	\$0.00	\$0.00
General Fund - City	\$0.00	\$0.00	\$0.00
Misc. Park Capital	\$850.02	\$422.31	\$346.67
Misc. Park Revenue	\$0.00	\$0.00	\$0.00
Misc. Rec. Revenue	\$831.57	\$3,782.00	\$650.50
Other Revenue	\$4.00	\$0.00	\$1,007.70
Park Permits	\$880.00	\$490.00	\$0.00
Rec Center Memberships	\$54,588.04	\$49,936.63	\$79,379.00
Rec Center Rentals	\$1,532.50	\$2,285.00	\$1,210.00
Local Grants	\$0.00	\$5,000.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Refund to Services	\$0.00	\$0.00	\$0.00
YC Food Serv. Reimb. (AS)	\$0.00	\$0.00	\$0.00
YC Food Serv. Reimb. (S)	\$0.00	\$0.00	\$0.00
	<b>\$67,511.91</b>	<b>\$75,279.04</b>	<b>\$101,835.12</b>



**Number of Memberships Sold by Month**

	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
January	0	630	821	1101	1255	908	1052	932	999	987	1110
February	102	405	521	799	857	773	616	715	748	714	843
March	1024	278	380	639	733	660	606	529	617	723	650
April	221	161	201	376	409	392	387	397	342	457	451
May	84	146	224	416	386	315	324	305	254	400	325
June	535	196	417	400	474	331	393	311	337	385	392
July	303	208	348	446	393	364	309	270	253	360	406
August	208	169	203	358	249	239	209	260	165	372	289
September	219	214	323	374	432	355	394	250	361	353	303
October	204	211	357	447	510	421	416	293	343	401	569
November	249	219	451	599	588	401	463	622	510	488	531
December	353	324	688	738	942	545	497	455	542	664	
Totals	3502	3161	4834	6693	7238	5704	5665	5339	5471	6304	





**EEO OFFICE**

**Mayor's Monthly Report – November 2012**

**Page 36**



December 14, 2012

The Honorable Mayor Kathy Catazaro-Perry  
City of Massillon  
Municipal Government Annex Building  
151 Lincoln Way East  
Massillon, Ohio 44646

**Reference:** Civil Service Commission and Equal Employment Opportunity Monthly Report

Dear Mayor Catazaro-Perry:

During a Civil Service Commission regular meeting on November 20, 2012, the Commission heard Police Patrolman Thomas P. Rogers' appeal of the Commission's previous unanimous decision of October 23, 2012 not to award credit for seniority in the promotional examination for sergeant. Following a presentation of Rogers' representative, Mr. Craig T. Conley, Attorney and Counselor at Law, the Commission unanimously voted to deny Rogers' appeal in keeping with the Ohio Revised Code.

The Equal Employment Opportunity Program has nothing to report.

Please do not hesitate to contact me if you have any questions or if I may be of further assistance to you. Thank you for the opportunity to serve you and the City of Massillon.

Sincerely,

*Jon C. Roethlisberger*

Jon C. Roethlisberger  
Public Administration Consultant  
City of Massillon - City of Champions  
Municipal Government Annex Administrative Building  
151 Lincoln Way East  
Massillon, Ohio 44646  
Telephone: (330) 830-1763  
Facsimile: (330) 830-1778  
E-mail: [civser@massillonohio.com](mailto:civser@massillonohio.com)

**WASTEWATER TREATMENT PLANT**  
**Mayor's Monthly Report – November 2012**  
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**CITY OF MASSILLON, OHIO**

**INTERNAL CORRESPONDENCE**

**Mayor Kathy Catazaro - Perry**

**Plant Manager WWTP - Tony Ulrich**      **Email to Mayor**      **12/17/2012**

**Wastewater Treatment Department**      **November**      **2012**  
**Monthly Report for:**

**Plant Effluent**      **307.639**      **Total Million Gallons**  
**Plant Effluent**      **10.255**      **Average Million Gallons**

**Daily Average Effluent Suspended Solids:**      **5.70**      **mg/l**  
**Daily Average Effluent BOD:**      **9.90**      **mg/l**

**Total Sludge Hauled**      **136.63**      **Dry Tons**

**Total Sewer Calls**      **16**      **Collections**

**Sanitary Sewer Jetted**      **69,476**      **Feet**

**Collection Water Usage**      **18,401**      **Gallons**

**Sanitary Sewer Footage Camera**      **0**      **Feet**

**TOTAL OVERTIME FOR WWTP DEPT.**      **130.50**      **Hours**

**Sewer Repairs by Wards**

**\$0.00**      **Ward 1**

**\$0.00**      **Ward 2**

**\$0.00**      **Ward 3**

**\$0.00**      **Ward 4**

**\$0.00**      **Ward 5**

**\$0.00**      **Ward 6**

**Total Sewer Repair Costs**      **\$0.00**

**BUILDING DEPARTMENT**  
**Mayor's Monthly Report – November 2012**  
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CITY OF MASSILLON BUILDING DEPARTMENT

2012 MONTHLY PERMITS AND INSPECTIONS BY TYPE WITH YEARLY TOTALS

<u>PERMITS</u>	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Building Permits	23	31	63	87	92	105	74	69	42	83	43		712
Electrical Permits	19	23	33	19	35	40	47	25	23	32	32		328
Plumbing Permits	10	7	12	9	16	13	17	8	17	24	12		145
Heating Permits	7	17	13	16	15	17	13	15	12	20	13		158
Low Voltage Permits	0	1	1	0	6	2	0	8	0	0	0		18
<b>TOTAL PERMITS:</b>	<b>59</b>	<b>79</b>	<b>122</b>	<b>131</b>	<b>164</b>	<b>177</b>	<b>151</b>	<b>125</b>	<b>94</b>	<b>159</b>	<b>100</b>	<b>0</b>	<b>1361</b>
<u>INSPECTIONS, PHONE CALLS, &amp; PLAN REVIEW</u>	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Building - William Kraft	28	10	13	11	62	6	17	17	10	5	6		185
Plumbing - William Kraft	4	5	9	6	9	9	19	7	11	13	11		103
Heating - William Kraft	2	0	0	0	0	0	0	0	0	0	0		2
Zoning Calls - W. Kraft	Added to Report in April			31	42	20	0	2	0	0	0		95
Plan Review - W. Kraft	Added to Report in April			26	30	44	32	36	20	30	15		233
Administrative Calls - W. Kraft	Added to Report in April			109	115	51	47	115	96	120	31		684
Code Enf. - W. Kraft	Added to Report in April			4	2	13	4	5	6	0	0		34
Building - Frank Silla	116	118	145	137	127	130	147	120	109	140	125		1414
Heating - Frank Silla	27	28	43	39	31	20	30	41	32	38	32		361
Electrical - Frank Silla	65	48	90	63	60	82	58	61	55	60	75		717
Code Enf. - Jim Johnson & Larry St. Jean	0	0	26	77	216	265	234	203	186	178	167		1552
<b>TOTAL INSPECTIONS:</b>	<b>242</b>	<b>209</b>	<b>326</b>	<b>503</b>	<b>694</b>	<b>640</b>	<b>588</b>	<b>607</b>	<b>525</b>	<b>584</b>	<b>462</b>	<b>0</b>	<b>5380</b>

**BUILDING DEPARTMENT**  
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**BUILDING PERMIT BREAKDOWN BY TYPE AND CONSTRUCTION VALUE**  
**MONTHLY DATA 2012**

DESCRIPTION	JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE		JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER		TOTAL			
	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value	#	Const. Value		
Dwellings					3	270,000	2	280,000	5	380,000	4	526,440	1	90,000			1	182,800								16	1,729,240	
Condominiums (Units)																										0	0	
Duplexes (Units)																										0	0	
Multi-Family (Units)														1	900,000											1	900,000	
Dwelling Alterations	9	63,312	15	112,915	32	273,676	51	300,978	46	301,621	42	252,257	34	226,333	30	171,753	25	141,019	48	409,624	29	234,711					361	2,488,199
				Friends & Family				Marshall's																				
New Commercial			1	1,083,100			1	628,000					1	1,500,000													4	3,561,100
Commercial Alterations	4	54,000	5	1,678,495	13	860,513	5	10,900	8	5,885,688	6	131,225	4	19,800	11	654,550	3	27,000	9	263,300							68	9,585,471
				Russ Draine Bldg				Tri-Doc Storage																				
New Industrial			1	35,000			1	98,000							1	50,000											3	183,000
Industrial Alterations					2	206,975			3	253,700	1	18,000			2	5,500	1	17,000	2	157,000							11	658,175
Garage/Carport							3	27,500	4	53,000	1	7,000	1	6,500	2	40,300					4	22,900	2	3,250			17	160,450
Garage Alterations							2	6,000	1	2,855	2	24,000			1	700											6	33,555
Miscellaneous	10	25,300	6	47,275	2	3,300	8	43,550	4	4,000	23	12,988	3	1,900	7	16,800	2	0	5	3,875	5	2,050					75	161,038
Schools																											0	0
Swimming Pools					1	29,000	1	3,200	8	76,799	9	32,473	9	31,590	4	20,900	1	35,500			1	15,000					34	244,462
New Hospitals																											0	0
Hospital Alterations																											0	0
Accessory Building					5	7,875	5	15,517	3	7,400	2	4,600	5	13,400	4	13,203	1	2,500	2	8,000							27	72,495
Fences			3	8,200	3	3,000	5	2,175	8	13,504	12	16,936	16	51,872	5	8,532	7	12,915	9	20,500	5	15,425					73	153,059
Razing					2	24,500	3	0	2	7,000	3	85,000			1	1,000	1	1,500	3	88,000	1	10,442					16	217,442
<b>TOTALS:</b>	<b>23</b>	<b>142,612</b>	<b>31</b>	<b>2,964,985</b>	<b>63</b>	<b>1,678,839</b>	<b>87</b>	<b>1,415,820</b>	<b>92</b>	<b>6,985,567</b>	<b>105</b>	<b>1,110,919</b>	<b>74</b>	<b>1,941,395</b>	<b>69</b>	<b>1,883,238</b>	<b>42</b>	<b>420,234</b>	<b>83</b>	<b>1,323,199</b>	<b>43</b>	<b>280,878</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>712</b>	<b>20,147,686</b>	

**CITY OF MASSILLON**

**INTERNAL CORRESPONDENCE**

**TO:** Kathy Catazaro-Perry, Mayor  
**FROM:** Kenneth Koher, Income Tax Administrator  
**SUBJECT:** Income Tax Department Monthly Report – November 2012  
**DATE:** December 17, 2012

.....  
Income Tax collections for the month of November 2012 of \$861,902.70 were down 16.63% (\$171,873.60) as compared to November 2011. This significant shortfall is essentially due to the receipt of withheld taxes from a major payroll processing company after month's end that was otherwise received in November last year. Due to that, we find that monthly income tax collections for December are up nearly \$260k by mid-month. Income tax collections encompass both, general fund and parks and recreation dollars.

Year-to-date totals are up \$475,663 or 3.74% as compared to the same period last year. At the end of November the average monthly Income Tax collections - based upon a last-twelve-months calculation (LTM) period of December 2011 thru November 2012 - increased \$39,439 per month, from \$1,159,079 to \$1,198,518, or +3.40%. That amount is \$6,150 per month below the 2.4% income tax revenue projected growth rate (target). Again, it would be a positive number if the payroll processing company's withheld tax was received in November. The *last-twelve-months* calculation is a meaningful indicator as it tracks the trend of income tax revenue over a pertinent time period.

As an additional note to this month's report, please be informed that there remains in audit status significant-dollar 2011 tax returns. One such audit resulted in a taxpayer-requested refund of \$34k that was determined only \$20k was refundable under tax code section 181.11(b) refund filing time limit.

Attached please find the following:

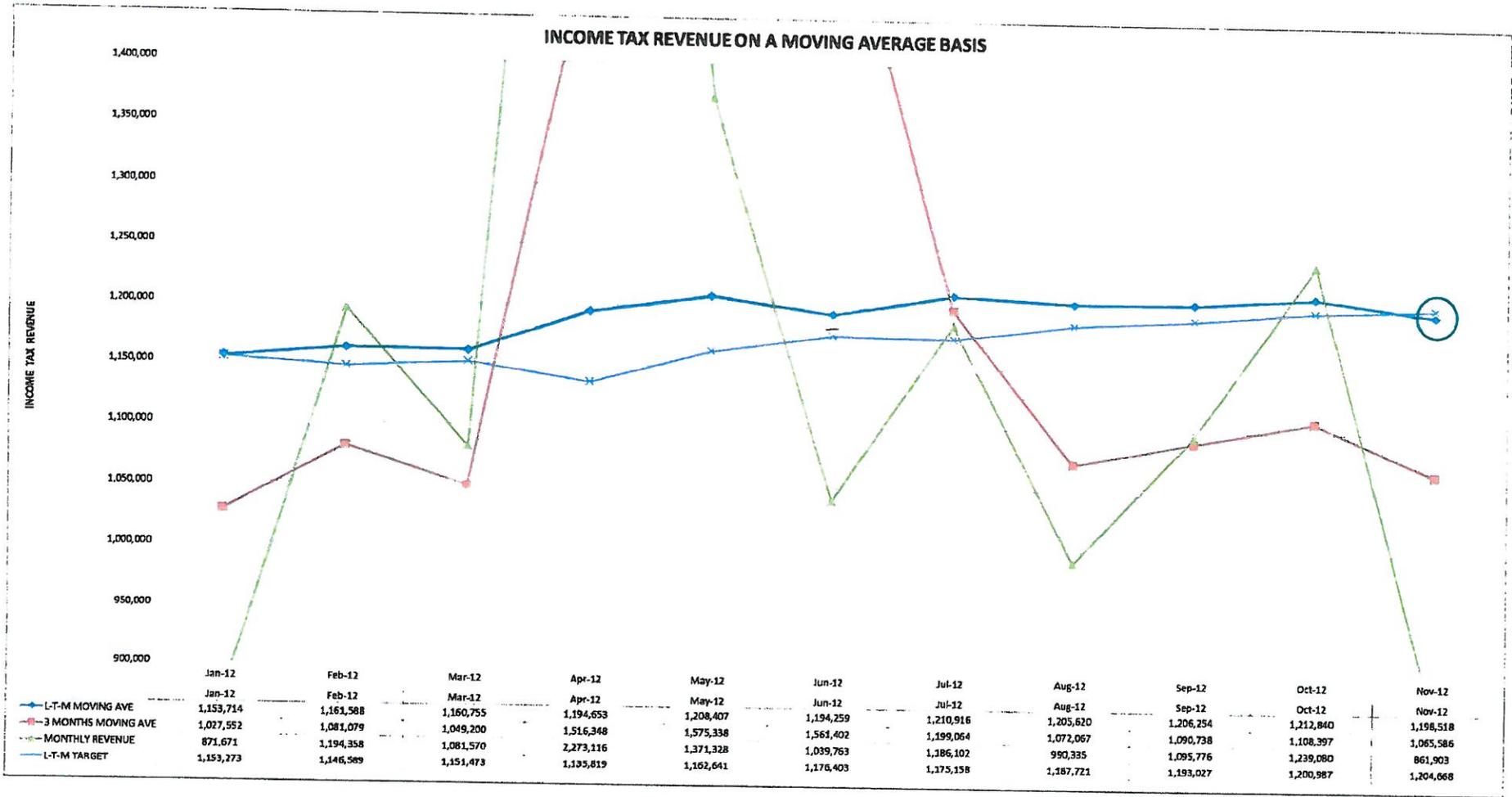
- Income Tax Revenue On A Moving Average Basis Chart
- Daily Deposits Recap Report
- 2012 Month-by-Month General Fund and Parks & Rec Income Tax Report

Kenneth Koher  
Tax Administrator  
December 18, 2012

cc: G. Maier  
Finance Committee  
J. Rothlisberger  
J. Ferrero  
D. Nist  
T. Stuck

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**INCOME TAX DEPARTMENT**  
**Mayor's Monthly Report – November 2012**  
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**INCOME TAX DEPARTMENT**  
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DAILY DEPOSITS RECAP REPORT  
 NOVEMBER 2012

DATE	12 DEPOSIT	11 DEPOSIT	PLUS/MINUS	12 GEN FUND	12 CAP IMP	11 GEN FUND	11 CAP IMP	12 PARKS	11 PARKS
11/1/2012	\$33,451.18	\$60,424.52	(\$26,973.34)	\$27,806.29	\$69.69	\$49,346.69	\$1,007.08	\$5,575.20	\$10,070.75
11/2/2012	\$267,735.49	\$44,956.56	\$222,778.93	\$222,555.13	\$557.78	\$36,714.52	\$749.28	\$44,622.58	\$7,492.76
11/5/2012	\$137,349.47	\$323,178.11	(\$185,828.64)	\$114,171.75	\$286.14	\$263,928.79	\$5,386.30	\$22,891.58	\$53,863.02
11/6/2012	\$47,057.05	\$40,558.31	\$6,498.74	\$39,116.16	\$98.04	\$33,122.62	\$675.97	\$7,842.84	\$6,759.72
11/7/2012	\$12,277.75	\$34,642.27	(\$22,364.52)	\$10,205.88	\$25.58	\$28,291.19	\$577.37	\$2,046.29	\$5,773.71
11/8/2012	\$12,158.08	\$2,694.47	\$9,463.61	\$10,106.40	\$25.33	\$2,200.48	\$44.91	\$2,026.35	\$449.08
11/9/2012	\$9,701.67	\$4,849.79	\$4,851.88	\$8,064.51	\$20.21	\$3,960.66	\$80.83	\$1,616.94	\$808.30
11/13/2012	\$49,176.84	\$3,121.04	\$46,055.80	\$40,878.25	\$102.45	\$2,548.85	\$52.02	\$8,196.14	\$520.17
11/14/2012	\$12,639.68	\$48,653.60	(\$36,013.92)	\$10,506.74	\$26.33	\$39,733.77	\$810.90	\$2,106.61	\$8,108.93
11/15/2012	\$8,551.16	\$55,280.78	(\$46,729.62)	\$7,108.16	\$17.81	\$45,145.97	\$921.35	\$1,425.19	\$9,213.46
11/16/2012	\$6,340.67	\$11,981.85	(\$5,641.18)	\$5,270.68	\$13.21	\$9,785.18	\$199.70	\$1,056.78	\$1,996.97
11/19/2012	\$35,679.49	\$13,306.08	\$22,373.41	\$29,658.58	\$74.33	\$10,866.63	\$221.77	\$5,946.58	\$2,217.68
11/20/2012	\$9,713.59	\$48,090.15	(\$38,376.56)	\$8,074.42	\$20.24	\$39,273.62	\$801.51	\$1,618.93	\$8,015.02
11/21/2012	\$11,677.50	\$38,144.72	(\$26,467.22)	\$9,706.93	\$24.33	\$31,151.52	\$635.75	\$1,946.25	\$6,357.45
11/26/2012	\$74,492.75	\$2,595.87	\$71,896.88	\$61,922.11	\$155.19	\$2,119.96	\$43.27	\$12,415.46	\$432.64
11/27/2012	\$3,253.63	\$16,355.52	(\$13,101.89)	\$2,704.58	\$6.78	\$13,357.01	\$272.59	\$542.27	\$2,725.92
11/28/2012	\$40,723.27	\$50,824.57	(\$10,101.30)	\$33,851.22	\$84.84	\$41,506.73	\$847.08	\$6,787.21	\$8,470.76
11/29/2012	\$14,445.96	\$37,411.83	(\$22,965.87)	\$12,008.20	\$30.10	\$30,553.00	\$623.53	\$2,407.66	\$6,235.30
11/30/2012	\$75,477.47	\$196,706.27	(\$121,228.80)	\$62,740.65	\$157.24	\$160,643.45	\$3,278.44	\$12,579.58	\$32,784.38
TOTALS	\$861,902.70	\$1,033,776.31	(\$171,873.61)	\$716,456.63	\$1,795.63	\$844,250.64	\$17,229.65	\$143,650.44	\$172,296.02

**INCOME TAX DEPARTMENT**  
**Mayor's Monthly Report – November 2012**  
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<b>2012</b>	<b>2012 TAX REVENUE</b>	<b>2011 TAX REVENUE</b>	<b>PLUS/MINUS</b>	<b>MONTHLY CHANGE %</b>	<b>Y-T-D % CHANGE</b>	<b>ACCUM 2012 REVENUE</b>	<b>ACCUM 2011 REVENUE</b>
<b>JANUARY</b>	871,671.41	936,052.32	(64,380.91)	-6.88%	-6.88%	871,671.41	936,052.32
<b>FEBRUARY</b>	1,194,358.44	1,099,872.94	94,485.50	8.59%	1.48%	2,066,029.85	2,035,925.26
<b>MARCH</b>	1,083,977.24	1,091,564.59	(7,587.35)	-0.70%	0.72%	3,150,007.09	3,127,489.85
<b>APRIL</b>	2,273,115.76	1,866,348.08	406,767.68	21.79%	8.60%	5,423,122.85	4,993,837.93
<b>MAY</b>	1,371,327.81	1,206,281.47	165,046.34	13.68%	9.59%	6,794,450.66	6,200,119.40
<b>JUNE</b>	1,039,763.26	1,209,528.40	(169,765.14)	-14.04%	5.73%	7,834,213.92	7,409,647.80
<b>JULY</b>	1,186,102.26	986,222.45	199,879.81	20.27%	7.44%	9,020,316.18	8,395,870.25
<b>AUGUST</b>	990,334.91	1,053,889.10	(63,554.19)	-6.03%	5.94%	10,010,651.09	9,449,759.35
<b>SEPTEMBER</b>	1,095,776.24	1,088,170.83	7,605.41	0.70%	5.39%	11,106,427.33	10,537,930.18
<b>OCTOBER</b>	1,239,080.24	1,160,040.08	79,040.16	6.81%	5.54%	12,345,507.57	11,697,970.26
<b>NOVEMBER</b>	861,902.70	1,033,776.31	(171,873.61)	-16.63%	3.74%	13,207,410.27	12,731,746.57
<b>DECEMBER</b>							13,908,953.86
<b>YTD TOTALS</b>	<b>13,207,410.27</b>						<b>13,908,953.86</b>

12/18/2012

MONTHLY TAX REVENUE COMPARISON REPORT

**POLICE DEPARTMENT**

**Mayor's Monthly Report – November 2012**

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**Kathy Catazaro-Perry, Mayor**



**George T. Maier**  
Safety and Service Director  
330.830.1702

**Keith T. Moser**  
Chief of Police  
330.830.1762

**POLICE DEPARTMENT**

**END-OF-MONTH REPORT FOR NOVEMBER 2012**

Dear Mayor Catazaro-Perry:

This report covers the activities of the police department for the month.

**ARRESTS**

Total Adult Arrests *(October Stats not available—not entered in records office database)* .....  
Total Juvenile Arrests *(October Stats not available—not entered in records office database)*....  
Summons/Citations Issued *(October Stats not available—not entered in records office database)*

**INCIDENTS**

Total Calls ..... 1,454  
Security Checks Performed—Residences & Business Locations ..... 136  
Incidents Reported ..... 46  
Crimes Against Property Reported ..... 94  
Crimes Against Persons Reported ..... 77  
Accident Reports ..... 87  
Traffic Citations Issued ..... 120

Alarms ..... 119  
Miles of Road Patrol ..... 23,832  
*(Approx. mileage from previous month—Shift Cruisers only—No K-9 or unmarked cars.)*  
*(Five [5] cruisers are down and one [1] cruiser has no dash lights and cannot read odometer.)*

**OFFICERS**

Compensatory Hours Used ..... 197.8  
Sick Hours Used ..... 256.7  
Personal Hours Used ..... 176.0  
  
Compensatory Hours Earned ..... 405.4  
Overtime Hours Earned ..... 782.8

Sincerely,

**Penny Berg**  
Administrative Assistant

cc: Safety Service Director Maier  
Chief Moser  
MPD Records—P. Berg