



May 23, 2023

TO: Council Members  
Mayor Molnar  
Directors  
Staff  
Media

From: Clerk of Council

RE: **AGENDA – Work Session & Regular Meeting: Thursday, May 25, 2023**  
**“Council Office Hours” with Councilor Tulley: 6:30pm**  
**Work Session: 7:00pm**  
**Northfield-Macedonia Cemetery Annual Board Meeting: 7:15pm**  
**Council Meeting: 7:30pm**

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**I. ROLL CALL**

**II. PLEDGE OF ALLEGIANCE BY MAYOR NICHOLAS MOLNAR**

**III. SWEARING-IN AND PROCLAMATION**

- Ceremonial Swearing-In of William Culver to the position of Patrol Officer
- Proclamation for National Public Works Week

**IV. APPROVAL OF MINUTES [J. BRANDT, J. GARVAS]**

Thursday, May 11, 2023 – Regular Council Meeting

**V. PUBLIC COMMENTS**

**VI. CORRESPONDENCE**

## **VII. PENDING &/OR NEW LEGISLATION**

### **ORD.NO. 50 - 2023 [J. GARVAS, J. TULLEY]**

AN ORDINANCE PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF MACEDONIA A PROPOSED AMENDMENT TO SECTION 11.01 OF THE CHARTER REGARDING THE COMPOSITION OF THE BOARD OF ZONING AND BUILDING CODE APPEALS

**1<sup>st</sup> Read 4-13-23**

**2<sup>nd</sup> Read 4-27-23**

**3<sup>rd</sup> Read**

### **ORD.NO. 51 - 2023 [J. GARVAS, J. BRANDT]**

AN ORDINANCE PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF MACEDONIA A PROPOSED AMENDMENT TO ARTICLE XIII OF THE CHARTER REGARDING PARKS AND RECREATION

**1<sup>st</sup> Read 4-13-23**

**2<sup>nd</sup> Read 4-27-23**

**3<sup>rd</sup> Read**

### **ORD.NO. 60 - 2023 [V. VENTURA, J. BRANDT]**

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE 79-2022 WHICH ESTABLISHED THE COMPENSATION SCHEDULE FOR THE NON-UNION CITY EMPLOYEES OF MACEDONIA EFFECTIVE JANUARY 1, 2023

**1<sup>st</sup> Read**

**2<sup>nd</sup> Read**

**3<sup>rd</sup> Read**

### **RES.NO. 61 - 2023 [J. TULLEY, D. FINLEY]**

A RESOLUTION AUTHORIZING THE CITY ENGINEER TO PREPARE PLANS, BIDS, AND SPECIFICATIONS, AND FURTHER AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS, FOR A CONTRACT TO PERFORM THE IROQUOIS TRAIL DITCH ENCLOSURE PROJECT FOR THE CITY OF MACEDONIA

**1<sup>st</sup> Read**

**2<sup>nd</sup> Read**

**3<sup>rd</sup> Read**

### **ORD.NO. 62 - 2023 [J. GARVAS, D. FINLEY]**

AN ORDINANCE PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF MACEDONIA A PROPOSED AMENDMENT TO SECTION 8.04, 8.05 AND SECTION 12.01 OF THE CHARTER REGARDING THE COMPOSITION OF THE POLICE AND FIRE DEPARTMENTS

**1<sup>st</sup> Read**

**2<sup>nd</sup> Read**

**3<sup>rd</sup> Read**

**VIII. MOTIONS/OTHER LEGISLATIVE ACTION**

**IX. MAYOR'S REPORT**

**X. COMMITTEE REPORTS**

**XI. DEPARTMENT REPORTS**

Service Department:	Director Daniel Wilson
Engineer Department:	Director Joe Gigliotti
Parks & Recreation Department:	Director Jason Chadock
Finance Department:	Director John Veres
Fire Department:	Chief Brian Ripley
Police Department:	Chief Vince Yakopovich
Human Resources Department:	Director Annette Smith
Building Department:	Commissioner Robert Rodic
IT Department:	Director Kyle Collins
Law Department:	Director Mark Guidetti

**XII. UNFINISHED BUSINESS**

**XIII. NEW BUSINESS**

**XIV. ADJOURNMENT [V. VENTURA, J. TULLEY]**

# June

## Public Notice of City Meetings / Calendar of Events / Dates of Interest

**\*Public Comment for those not able to attend in-person at the May 25th Council Meeting should be sent to Clerk of Council Jon Hoover at [jhoover@macedonia.oh.us](mailto:jhoover@macedonia.oh.us) . Public comment must be received no later than the close of business on May 24th, 2023 and will be subsequently made available to the public.**

**\*Note \***

- This City Council meeting will take place in Council Chambers at the Macedonia City Center, 9691 Valley View Rd., Macedonia, OH 44056
- Council's meeting will also be livestreamed through YouTube. The link to access will be available on the City of Macedonia's website [www.macedonia.oh.us](http://www.macedonia.oh.us)

June							2023
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
28	29 Memorial Day	30	31	1 Mayor's Court	2	3	
4	5	6	7	8 Mayor's Court	9 SummerFest	10 SummerFest SummerFest 5K	
11	12	13	14	15 Mayor's Court	16	17	
18	19 Planning Commission	20	21 BZA	22 Mayor's Court City Council Work Session + Meeting	23	24	
25	26	27	28	29 Mayor's Court	30	27	

**Northfield-Macedonia Cemetery  
9804 Olde Eight Rd.  
Northfield Center, OH 44067**

May 10, 2023

Sagamore Hills Township  
11551 Valley View Rd.  
Sagamore Hills, OH 44067

Northfield Center Township  
9546 Brandywine Road  
Northfield Center, OH 44067

City of Macedonia  
9691 Valley View Rd.  
Macedonia, OH 44056

Northfield Village Town Hall  
10455 Northfield Rd.  
Northfield, OH 44067

RE: Cemetery Annual Meeting – May 25, 2023

Dear Township Members:

Enclosed please find a copy of the proposed Budget of the Northfield-Macedonia Cemetery. The Annual Meeting of Communities will be held on May 25, 2023 at 7:15 p.m. at Macedonia City Hall. The Board of Trustees is asking for no additional increase in community support. A proposed Budget for 2023 is enclosed, as well as the proposed assessment for each of the communities, and a summary of the historic budgets going back to 2015, historic real estate property valuations by subdivision, a history of all the graves and foundations that were sold in 2022, a statement of Receipts, Disbursements and Changes in Fund Balance between 2022 and 2021 and the notes to the Financial Statements that were filed with the State Auditor as of December 31, 2022.

Should anyone have any questions or concerns, feel free to reach out to the Fiscal Officer at (216)288-5690 or via email at: [Jeff@northfieldmacedoniacemetery.com](mailto:Jeff@northfieldmacedoniacemetery.com)

Sincerely,



Jeffrey J. Snell  
Clerk-Treasurer

Enclosures

**Northfield Macedonia Cemetery**  
**Community Assessment \$156,000.00**  
**2023 Proposed Budget**  
**NO INCREASE IN COMMUNITY SUPPORT**  
**2023**

<b>Income</b>			
<b>Sales</b>	60,000.00		
<b>Memorial CD's (Restricted)</b>			
<b>Endowment</b>	6,000.00		
<b>Total Sales</b>		66,000.00	
<b>Assessments</b>			
<b>City of Macedonia</b>			
<b>Sagamore Hills Township</b>			
<b>Northfield Center Township</b>			
<b>Village of Northfield</b>			
<b>Sub-division Assessments</b>		156,000.00	
<b>Total Income</b>			222,000.00
<b>Expense</b>			
<b>Capital Improvement Fund</b>		3,000.00	
<b>Equipment Fund</b>		500.00	
<b>Training-Conferences</b>		75.00	
<b>Employee</b>			
<b>Dental Insurance</b>	500.00		
<b>Medical Insurance</b>	21,600.00		
<b>Payroll</b>	60,000.00		
<b>per Diem, Trustee</b>	950.00		
<b>Employer OPERS</b>	11,400.00		
<b>Employer Medicare</b>	900.00		
<b>Secretary/Treasurer Salary</b>	12,460.00		
<b>Workers Compensation</b>	1,500.00		
<b>Total Employee</b>		109,310.00	
<b>Repairs</b>			
<b>Repairs, Equipment</b>	1,000.00		
<b>Repairs, Building</b>	1,000.00		
<b>Total Repairs</b>		2,000.00	
<b>Postage</b>	100.00	100.00	
<b>Supplies</b>			
<b>Clothing</b>	350.00		
<b>Supplies, Landscaping</b>	1,000.00		
<b>Supplies, Computer &amp; Software</b>	2,000.00		
<b>Supplies, Office</b>	1,000.00		
<b>Supplies, Operating</b>	500.00		
<b>Supplies, Safety</b>	150.00		
<b>Supplies, Maintenance</b>	1,800.00		
<b>Gasoline</b>	400.00		
<b>Total Supplies</b>		5,000.00	
<b>Tools</b>	500.00	500.00	
<b>Bank Service Charges</b>	50.00	50.00	

**Northfield Macedonia Cemetery**  
**Community Assessment \$156,000.00**  
**2023 Proposed Budget**  
**NO INCREASE IN COMMUNITY SUPPORT**  
**2023**

<b>Contract Services</b>			
Contract Services-Grass Cutting	45,000.00		
Contract Services-Landscaping (non-grass)	3,000.00		
Contract Accounting Services	500.00		
Contract Services-Other	3,000.00		
Plumbing			
Trash	750.00		
	<b>Total Contract Services</b>		<b>52,250.00</b>
<b>Special Projects</b>			
Tree Main./Water Line Repair/Replacement	9,015.00		
Electric/Driveway	25,000.00		
	<b>Special Projects Total</b>		<b>34,015.00</b>
Gas & Diesel	400.00		400.00
<b>Insurance</b>			
Treasurer Bond	200.00		
Public Officials Liability	1,800.00		
Superintendent	200.00		
Commercial	5,600.00		
	<b>Total Insurance</b>		<b>7,800.00</b>
<b>Utilities</b>			
Water	1,000.00		
Electric	1,300.00		
Natural Gas	1,500.00		
Telephone, Cell & Internet	3,200.00		
	<b>Total Utilities</b>		<b>7,000.00</b>
<b>Total Expense</b>			<b>222,000.00</b>

**Northfield Macedonia Cemetery  
Community Assessment \$156,000.00  
2023 Proposed Budget  
NO INCREASE IN COMMUNITY SUPPORT  
2023**

**2023 BUDGET SUMMARY**

	TOTAL ESTIMATED EXPENSES	\$222,000.00
	LESS ESTIMATED INCOME	<u>\$42,000.00</u>
	SUBTOTAL	\$180,000.00
LESS ESTIMATED ADJUSTED BANK BALANCE		
	<b>TOTAL AMOUNT REQUIRED FROM SUBDIVISIONS</b>	<b>\$156,000.00</b>

**PROPOSED 2023 ANNUAL COMMUNITY ASSESMENT - NO INCREASE**

		<b>2023</b>	
	<b>% of Total</b>	<b>Assessed</b>	
	<b>Valuation</b>	<b>Amount</b>	
<b>City of Macedonia</b>	\$ 531,240,970.00	45.80%	\$ 71,446.58
<b>Sagamore Hills Township</b>	\$ 370,426,920.00	31.94%	\$ 49,818.70
<b>Northfield Center Township</b>	\$ 181,183,260.00	15.62%	\$ 24,367.33
<b>Village of Northfield</b>	\$ 77,086,730.00	6.65%	\$ 10,367.39
<b>TOTAL</b>	<u>\$ 1,159,937,880.00</u>	100.00%	<u>\$ 156,000.00</u>



	<u>Income</u>	<u>Portion in Endowment</u>	<u>TOTAL EXPENSES</u>	<u>Wages</u>	<u>Repairs</u>	<u>Supplies</u>	<u>Contracts</u>	<u>Insurance</u>	<u>Equipment</u>	<u>Utilities</u>	<u>ANNUAL ASSESSMENT</u>
2023	\$ 60,000.00	\$ 6,478.80	\$ 222,000.00	\$ 120,000.00	\$ 22,000.00	\$ 8,000.00	\$ 60,000.00	\$ 10,000.00		\$ 7,000.00	\$ 156,000.00
2022	\$ 47,260.54	\$ 2,050.80	\$ 226,434.74	\$ 100,854.19	\$ 60,498.44	\$ 6,968.46	\$ 60,498.44	\$ 9,296.00		\$ 5,861.51	\$ 156,000.00
2021	\$ 67,947.00	\$ 4,428.00	\$ 225,480.00	\$ 115,745.00	\$ 23,475.00	\$ 18,279.00	\$ 44,256.00	\$ 7,828.00	\$ 6,225.00	\$ 6,225.00	\$ 150,000.00
2020	\$ 61,734.70	\$ 3,919.10	\$ 239,084.06	\$ 109,565.94	\$ 9,925.75	\$ 44,694.87	\$ 26,319.05	\$ 6,443.00	\$ 27,768.63	\$ 6,592.05	\$ 150,000.00
2019	\$ 36,767.00	\$ 1,798.00	\$ 162,373.00	\$ 89,035.00	\$ 3,016.00	\$ 3,562.00	\$ 53,066.00	\$ 7,169.00		\$ 6,060.00	\$ 150,371.00
2018	\$ 57,384.00	\$ 3,147.00	\$ 190,091.00	\$ 133,487.00	\$ 4,131.00	\$ 3,652.00	\$ 33,649.00	\$ 6,911.00		\$ 6,124.00	\$ 143,818.00
2017	\$ 39,522.00	\$ 1,169.00	\$ 162,983.00	\$ 118,456.00	\$ 3,847.00	\$ 5,853.00	\$ 19,264.00	\$ 6,877.00		\$ 5,846.00	\$ 155,182.00
2016	\$ 58,233.00	\$ 1,456.00	\$ 182,386.00	\$ 129,512.00	\$ 5,098.00	\$ 4,730.00	\$ 25,463.00	\$ 7,882.00	\$ 218.00	\$ 5,967.00	\$ 157,187.00
2015	\$ 37,330.00	\$ -	\$ 177,089.00	\$ 125,334.00	\$ 2,831.00	\$ 4,987.00	\$ 25,066.00	\$ 6,930.00	\$ 2,550.00	\$ 5,877.00	\$ 152,927.00

**Projects for 2023**

1. Seal pavement
2. Complete electrical Installation to gate
3. New landscaping at gate
4. Install donated flagpole at gate

<u>2021 Real Estate Property Valuations</u>	<u>Totals</u>	<u>Percentage</u>	<u>PROP. 2023</u>							
			<u>ASSESSMENT</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>Historical Assessments</u>			
							<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
<b>City of Macedonia</b>	\$ 531,240,970.00	0.45799088	\$ 71,446.58	\$ 70,657.25	\$ 67,779.55	\$ 67,783.60	\$ 64,920.16	\$ 68,432.69	\$ 69,664.95	\$ 67,289.97
<b>Township of Sagamore Hills</b>	\$ 370,426,920.00	0.319350654	\$ 49,818.70	\$ 50,095.81	\$ 48,148.38	\$ 47,701.64	\$ 45,247.86	\$ 50,851.32	\$ 49,478.38	\$ 48,302.50
<b>Township of Northfield Center</b>	\$ 181,183,260.00	0.15620083	\$ 24,367.33	\$ 24,719.32	\$ 23,962.67	\$ 24,595.75	\$ 23,711.71	\$ 25,229.76	\$ 26,757.19	\$ 26,268.63
<b>Village of Northfield</b>	\$ 77,086,730.00	0.066457637	\$ 10,367.39	\$ 10,527.62	\$ 10,109.40	\$ 10,289.96	\$ 9,938.27	\$ 10,668.03	\$ 11,286.60	\$ 11,066.51
<b>Total Real Estate Valuation</b>	<b>\$ 1,159,937,880.00</b>	<b>1</b>	<b>\$ 156,000.00</b>	<b>\$ 156,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ 150,370.95</b>	<b>\$ 143,818.00</b>	<b>\$ 155,181.80</b>	<b>\$ 157,187.12</b>	<b>\$ 152,927.61</b>

HISTORICAL REAL ESTATE PROPERTY TAX VALUATIONS BY SUBDIVISION

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Barberton City	348,803,910	336,235,040	333,682,180	334,823,210	339,242,910	339,919,150	344,463,560	395,563,980	396,083,590	401,256,570
Bath Twp	495,595,540	490,059,480	497,920,780	504,450,320	548,235,100	562,871,160	571,979,500	614,936,850	620,025,290	625,603,480
Boston Heights Village	67,591,780	67,177,990	68,349,810	72,351,130	97,535,930	90,538,640	92,807,100	111,481,590	113,272,890	115,612,680
Boston Twp	20,675,140	20,860,830	21,293,650	24,279,820	23,765,680	23,847,440	23,810,980	26,502,140	28,380,160	26,816,220
Clinton Village	27,839,360	26,579,370	27,499,150	27,770,740	30,954,220	31,091,450	31,247,150	35,212,200	35,360,860	35,680,200
Copley Twp	493,956,750	478,859,740	479,716,310	487,951,380	523,069,210	533,623,460	547,807,310	632,403,640	627,860,660	632,742,410
Coventry Twp	229,093,610	226,108,900	226,524,940	227,495,550	227,495,550	238,757,880	241,185,390	280,598,150	280,839,790	283,609,940
Cuyahoga Falls City	959,407,150	945,616,820	961,025,550	965,006,470	1,018,398,880	1,031,394,890	1,049,040,190	1,196,236,270	1,199,722,110	1,205,547,840
Fairlawn City	308,526,820	309,971,060	310,629,640	314,290,360	337,200,600	340,651,230	342,868,840	385,519,550	373,871,130	377,371,050
Green City	677,643,280	698,220,200	705,304,830	716,077,000	788,750,460	796,703,780	850,036,850	968,551,270	969,574,350	984,999,360
Hudson City	832,746,610	881,646,440	866,920,880	880,750,570	984,741,130	1,008,703,300	1,036,944,560	1,153,444,890	1,163,175,860	1,187,125,190
Lakemore Village	45,804,470	43,723,280	56,712,310	45,181,720	47,308,850	47,665,580	48,239,130	56,499,180	58,664,570	64,417,060
Macedonia City	402,955,760	402,876,820	408,112,200	423,354,150	447,239,790	451,103,730	456,495,580	509,427,180	515,154,740	531,240,970
Mogadore Village	56,230,880	56,869,740	56,343,540	56,628,760	60,051,030	60,214,600	58,099,510	65,388,880	65,852,580	65,908,460
Munroe Falls City	107,775,880	106,565,020	106,884,540	106,949,850	115,429,370	119,319,610	120,083,190	137,768,280	137,893,570	137,777,420
New Franklin City	308,556,320	310,068,500	316,388,880	317,950,200	354,349,670	358,103,840	402,948,970	462,119,470	455,420,770	458,540,080
Northfield Center Twp	180,683,320	157,274,790	156,749,370	156,082,220	156,082,220	163,686,100	165,250,830	180,102,000	180,226,050	181,183,260
Northfield Village	67,046,010	66,257,080	66,119,330	65,997,020	68,465,470	68,480,270	69,204,280	75,981,670	76,755,780	77,086,730
Norton City	249,103,800	242,662,400	242,744,580	244,542,920	259,747,740	261,546,050	262,615,360	305,218,780	307,578,100	310,710,240
Peninsula Village	20,124,350	19,355,890	19,531,100	19,708,220	21,969,870	22,000,420	22,877,500	28,310,790	28,276,540	28,301,740
Reminderville Village	91,255,370	96,478,030	101,844,980	105,806,100	122,482,300	127,923,210	134,853,540	154,983,720	155,694,450	156,232,960
Richfield Twp	142,983,920	140,785,260	146,217,880	147,946,950	163,287,360	163,251,400	165,471,400	181,228,200	182,409,730	196,342,000
Richfield Village	182,242,410	189,998,450	190,280,640	197,179,280	208,729,550	211,947,780	228,095,650	239,958,020	241,874,950	242,703,490
Sagamore Hills Twp	295,276,170	289,195,350	289,854,960	314,589,470	311,715,900	317,457,440	320,757,040	361,880,430	365,243,390	370,426,920
Silver Lake Village	79,812,080	78,690,000	78,703,910	78,814,420	88,673,150	88,239,880	88,130,030	98,388,430	98,108,800	99,761,200
Springfield Twp	256,774,330	257,548,250	257,634,990	259,482,120	272,839,350	276,498,220	278,532,970	315,806,030	315,991,120	325,757,190
Stow City	793,248,960	786,658,910	789,322,430	798,671,310	854,025,340	864,670,740	868,094,550	998,298,210	998,996,180	1,014,110,380
Tallmadge City	377,102,920	374,817,410	376,099,790	378,607,360	415,414,570	425,196,530	434,436,590	491,167,040	493,320,970	502,622,100
Twinsburg City	589,528,270	566,767,150	571,330,980	581,020,330	630,954,430	640,274,310	650,941,550	711,967,930	726,418,720	740,257,940
Twinsburg Twp	132,291,370	135,983,940	139,172,700	144,362,220	158,812,900	159,736,180	162,054,650	173,663,140	175,790,290	183,755,370
<b>TOTALS</b>	<b>8,810,676,540</b>	<b>8,783,912,040</b>	<b>8,867,896,840</b>	<b>8,998,121,170</b>	<b>9,676,968,510</b>	<b>9,825,418,270</b>	<b>10,069,973,730</b>	<b>11,348,629,910</b>	<b>11,384,837,990</b>	<b>11,563,500,450</b>
<b>REAL ESTATE VALUATION FOR BUDGET PURPOSES (TWO YEARS BEHIND)</b>	<b>8,738,283,170</b>	<b>8,737,680,540</b>	<b>8,810,676,540</b>	<b>8,783,912,040</b>	<b>8,867,896,840</b>	<b>8,998,121,170</b>	<b>9,676,968,510</b>	<b>9,825,418,270</b>	<b>10,069,973,730</b>	<b>11,348,629,910</b>
Annual % valuation increase	-8.26%	-0.01%	0.84%	-0.30%	0.96%	1.47%	7.54%	1.53%	2.49%	12.70%

YEARS END TALLEY									
DATE	FULL BURIAL	CREMATION	PRICE	COMMENTS	DATE	SALE OF GRAVES AND LOCTION	FOUNDATION OR SETTING FEES	PRICE	COMMENTS
1/10/22	NE-93-2		\$914.00		1/19/22		1B-98-9	\$338.00	Stempleski
1/14/22		1B-98-9	\$446.00		2/1/22		1B-47-2	\$329.00	Andexler
2/2/22		3-207-5	\$446.00		2/2/22		3-233-11	\$328.00	Cleber
2/12/22		NE-95-10	\$515.00		3/17/22	3-179-2		\$891.60	
3/8/22		1B-39-2	\$446.00		3/28/22		3-152-12	\$246.00	\$92 Balance Klever
4/4/22	NE-24-1		\$743.00		4/22/22		3-179-2	\$338.00	Nar
4/9/22		3-218-3C	\$515.00		4/25/22	1B-7-4,5,9,10		\$3,566.40	
4/20/22		1B-28-8	\$446.00		4/26/22	3-180-12		\$891.60	
4/22/22	3-180-12		\$743.00		5/26/22	3-218-3B		\$535.20	
4/26/22		3-222-5A	\$446.00		6/1/22	3-117-9,10,11		\$2,674.80	
4/29/22		1-30B-3	\$446.00		6/1/22	3-218-9C		\$535.20	
5/11/22	NE-165-8		\$743.00		6/14/22		1B-16-9	\$423.00	Parketny
5/16/22	3-183-4		\$743.00		6/14/22		NE-128-1A	\$338.00	McCarty
5/23/22		NE-84-8	\$446.00		6/14/22		1B-26-3	\$338.00	Luce
5/24/22	3-139-11		\$743.00		6/14/22		NE-102-8	\$338.00	Myeress
5/26/22	1B-15-2		\$743.00		7/5/22		3-218-9C	\$338.00	Cole
5/28/22		3-218-3B	\$515.00		7/6/22		1B-73-1,2,3	\$507.00	Helke
6/3/22	3-117-9		\$743.00		7/19/22		3-117-9	\$338.00	Klein
6/4/22		1B-26-3	\$515.00		8/1/22		NE-64-8	\$507.00	Lee
6/11/22		3-218-9C	\$515.00		8/13/22		3-226-4	\$338.00	Kovacs
6/17/22	3-161-5		\$743.00		9/2/22		3-226-4	\$338.00	Mercurio
6/28/22		NE-169-2	\$446.00		9/22/22		NE-52-10	\$338.00	Richer
7/11/22		NE-178-1A	\$446.00		10/1/22			\$423.00	Keich
7/23/22		NE-70-10	\$515.00		10/4/22		3-227-5	\$338.00	Parto
8/26/22		1B-73-1,2	\$446.00		10/14/22	3-188-7		\$891.60	
8/31/22		3-227-5	\$446.00		12/1/22	3-251-1B		\$535.20	
9/30/22		3-222-2B	\$446.00		12/3/22		3-199-5,6	\$507.00	Hogarth
10/1/22	1B-16-4		\$914.00		12/14/22	3-125-3		\$891.60	
10/6/22	3-199-5		\$743.00		12/16/22	3-123-9		\$891.60	
10/13/22	3-120-5		\$446.00	Deposited 1/24/23					
10/17/22	3-225-8		\$743.00						
11/2/22		2-100B-2	\$446.00						
11/5/22	1B-13-8		\$914.00						
11/18/22		1B-86-6	\$446.00						
12/1/22	1B-47-5		\$743.00						
12/2/22		1B-85-5	\$446.00						
12/2/22		1B-30-4	\$446.00						
12/8/22	3-140-5		\$743.00						
12/16/22	NE-105-1		\$743.00						
12/19/22		NE-94-5	\$446.00						
			\$23,519.00						
								\$19,291.80	

**Northfield Macedonia Cemetery**  
**Summit County**  
**Statement of Receipts, Disbursements and Change**  
**in Fund Balance (Regulatory Cash)**  
**General Fund**  
**31-Dec-22**

<b>CASH RECEIPTS</b>	<b>2021</b>	<b>2022</b>
Charges for Services	\$ 45,802.00	\$ 31,932.80
Sale of Lots	\$ 22,142.00	\$ 10,254.00
Intergovernmental	\$ 150,000.00	\$ 156,000.00
Endowment Income	\$ 4,428.00	\$ 2,050.80
Miscellaneous	\$ <u>198.00</u>	\$ <u>3,022.94</u>
 Total Cash Receipts	 \$ 222,570.00	 \$ 203,260.54
 Cash Disbursements		
Salaries	\$ 69,627.00	\$ 63,527.13
Employee Benefits	\$ 1,083.00	\$ 805.68
Insurance	\$ 32,383.00	\$ 32,065.94
Supplies	\$ 18,279.00	\$ 6,968.46
Utilities	\$ 5,437.00	\$ 5,861.51
Equipment	\$ 6,225.00	\$ -
Contracts Repair	\$ 23,475.00	\$ 60,498.44
Contracts Services	\$ 44,256.00	\$ 42,956.14
Public Employees Retirement	\$ 20,480.00	\$ 8,623.17
Misc	\$ <u>4,235.00</u>	\$ <u>5,128.27</u>
 Total Cash Disbursements	 \$ 225,480.00	 \$ 226,434.74
 Net Change in Fund Balance	 \$ (2,910.00)	 \$ (23,174.20)
 Cash Fund Balance January 1	 \$ 274,163.00	 \$ 271,253.00
 Fund Balance December 31	 \$ 271,253.00	 \$ 248,078.80

**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

**CASH RECEIPTS**

	<u>General</u>
Charges for Service	\$ 31,932.80
Sales of Lots	10,254.00
Intergovernmental	156,000.00
Endowment Income	2,050.80
Miscellaneous	<u>3,022.94</u>
<b><i>Total Cash Receipts</i></b>	<b>\$ 203,260.54</b>

**Cash Disbursements**

**Current Disbursements:**

Salaries	\$ 63,527.13
Employee Benefits	805.68
Insurance	32,065.94
Supplies	6,968.46
Utilities	5,861.51
Contracts – Repairs	60,498.44
Contracts-Services	42,956.14
Public Employees' Retirement	8,623.17
Miscellaneous	<u>5,128.27</u>

***Total Cash Disbursements*** **\$ 226,434.74**

*Net Change in Fund Cash Balance* (23,174.20)

*Fund Cash Balances, January 1* 271,253.00

***Fund Cash Balances, December 31*** **\$ 248,078.80**

*The notes to the financial statements are an integral part of this statement.*

**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

**Note 1 - Reporting Entity**

The constitution and laws of the State of Ohio establish the rights and privileges for the Northfield Macedonia Union Cemetery, Summit County (the Cemetery). The Cemetery is directed by an appointed three-member Board of Trustees. The Board is appointed on a rotational basis by the City of Macedonia, the Village of Northfield, Northfield Center Township, and Sagamore Hills Township. These entities also provide funding to meet the Cemetery's operating costs under an agreement which established the Cemetery. These entities also levy a property tax on behalf of the Cemetery to meet the Cemetery's operating costs under the agreement which established the Cemetery. The accompanying financial statements classify the tax levy as Property Taxes. The Cemetery provides grounds maintenance, opening and closing of graves, and the sale of grave lots.

The Cemetery's management believes these financial statements present all activities for which the Cemetery is financially accountable.

**Note 2 - Summary of Significant Accounting Policies**

***Basis of Presentation***

The Cemetery's financial statement consists of a statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for the General Fund.

***Fund Accounting***

The Cemetery uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The fund of the Cemetery is presented below:

***General Fund*** The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Cemetery for any purpose provided it is expended or transferred according to the general laws of Ohio.

***Basis of Accounting***

The financial statement follows the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D). This basis is similar to the cash receipts and disbursements accounting basis. The Cemetery recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary disbursements when a commitment is made (i.e., when an encumbrance is approved).

The statement includes adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D) permit.

***Deposits and Investments***

**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

The Cemetery's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

***Capital Assets***

The Cemetery records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

***Accumulated Leave***

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statement does not include a liability for unpaid leave.

***Fund Balance***

Fund balance is divided into five classifications based primarily on the extent to which the Cemetery must observe constraints imposed upon the use of its governmental fund resources. The classifications are as follows:

***Nonspendable*** The Cemetery classifies assets as nonspendable when legally or contractually required to maintain the amounts intact. For regulatory purposes, nonspendable fund balance includes unclaimed monies that are required to be held for five years before they may be utilized by the Cemetery and the nonspendable portion of the corpus in permanent funds.

***Restricted*** Fund balance is restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

***Committed*** The Trustees can commit amounts via formal action (resolution). The Cemetery must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

***Assigned*** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as restricted or committed. For regulatory purposes, assigned fund balance in the general fund is limited to encumbrances outstanding at year end.

***Unassigned*** Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Cemetery applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned

**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

For regulatory purposes, limited disclosure related to fund balance is included in Note 8.

**Note 3 – Deposits**

The Cemetery maintains a deposit pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits December 31 was as follows:

Demand deposits	\$	272,082.04
Certificates of deposit	\$	<u>1,000.00</u>
Total deposits	\$	273,082.04

The Cemetery does not use a separate payroll clearing account. The expenditures included in the accompanying financial statements reflect net payroll plus all remitted payroll withholdings. At December 31, 2022, the Cemetery does not have any unremitted employee payroll withholdings.

***Deposits***

Deposits are insured by the Federal Depository Insurance Corporation, collateralized by securities specifically pledged by the financial institution to the Cemetery, or collateralized through the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution.

**Note 4 – Risk Management**

Workers' Compensation coverage is provided by the State of Ohio. The Cemetery pays the State Workers' Compensation System a premium based on a rate per \$100 of salaries. This rate is calculated based on accident history and administrative costs.

***Commercial Insurance***

The Cemetery has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles; and
- Errors and omissions.

Settled claims have not exceeded insurance coverage in any of the last three years. The Cemetery has had no significant change in coverage from last year.

**Note 5 - Defined Benefit Pension Plan**



**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

***Ohio Public Employees Retirement System***

All Cemetery employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

**Note 5 - Defined Benefit Pension Plan (continued)**

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10% of their gross salaries and the Cemetery contributed an amount equaling 14% of participants' gross salaries. The Cemetery has paid all contributions required through December 31, 2022.

**Note 6 - Postemployment Benefits**

OPERS offers cost-sharing, multiple-employer defined benefit postemployment plans, which include multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement and Medicare Part B premium reimbursements, to qualifying benefit recipients of both the traditional pension and the combined plans. The portion of employer contributions allocated to health care for members in the traditional pension plan and combined plan was 0% during calendar year 2022. The portion of employer contributions allocated to health care for members in the member-directed plan was 4% during calendar year 2022.

**Note 7 – Contingent Liabilities**

The Cemetery may be a defendant in lawsuits. Although management cannot presently determine the outcome of any suit, management believes that the resolution of any matters will not materially adversely affect the Cemetery's financial condition.

**Note 8 – Fund Balances**

Included in fund balance are amounts the Cemetery cannot spend, including the balance of unclaimed monies, which cannot be spent for five years and the unexpendable corpus of the permanent funds. Encumbrances are commitments related to unperformed contracts for goods or services. Encumbrance accounting is utilized to the extent necessary to assure effective budgetary control and accountability and to facilities effective cash planning and control. At year end, the Cemetery had none of the above fund balances nor encumbrances.

In the general fund, outstanding encumbrances would be considered assigned.

**Note 10 – COVID-19**

The United States and the State of Ohio declared a state of emergency in March of 2020 due to the COVID19 pandemic. Ohio's state of emergency ended in June 2021, while the national *state of emergency continues*. The financial impact of COVID-19 and the continuing emergency measures will impact subsequent *periods* of the District. The impact on the District's future operating costs, revenues, and additional recovery from emergency funding, either federal or state, cannot be estimated.

**Northfield Macedonia Union Cemetery**  
*Summit County*  
*Notes to the Financial Statements*  
*For the Year Ended December 31, 2022*

Record of Proceedings  
Regular Council Meeting  
May 11th, 2023

1 Presiding Officer, Mayor Nicholas Molnar called the May 11th, 2023 regular meeting to order at 7:31p.m.

2  
3 **Present:** Council members Jessica Brandt, Dave Finley, Jeff Garvas, Jan Tulley, and Vini J.  
4 Ventura. Also present: Law Director Mark Guidetti and Clerk of Council Jon Hoover.  
5

6 **INVOCATION & PLEDGE OF ALLEGIANCE**

7  
8 **APPROVAL OF MINUTES:**

9  
10 Ms. Brandt moved, second by Mr. Garvas, to **approve the minutes of the regular meeting of April 27,**  
11 **2023 as received from the Clerk of Council.** The motion carried unanimously by a voice vote.  
12

13 **PROCLAMATIONS AND RECOGNITIONS:** The Mayor recognized the Nordonia Knights Boys  
14 Basketball team for a phenomenal season and declared May 11, 2023 to be Nordonia Knights Boys  
15 Basketball Day. In attendance were Coach Dominique Sanders and members of the team including: Joey  
16 Palinkas, Liam Gopalakrishna, Khari Al Amin, Landon Naylor and Patrick Williams, Jr.  
17

18 The Clerk of Council read a proclamation from the Mayor declaring May 2023 to be Mental Health  
19 Awareness Month.  
20

21 The Mayor read a proclamation observing May 15-21 as National Police Week and May 15, 2023 as  
22 Peace Officers Memorial Day.  
23

24 **PUBLIC COMMENTS:** None

25  
26 **CORRESPONDENCE:** None  
27

28 **INTRODUCTION, READINGS & ADOPTION OF LEGISLATION**

29  
30 **ORDINANCE NO. 50-2023**

31 AN ORDINANCE PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF  
32 MACEDONIA A PROPOSED AMENDMENT TO SECTION 11.01 OF THE CHARTER REGARDING  
33 THE COMPOSITION OF THE BOARD OF ZONING AND BUILDING CODE APPEALS remained at  
34 second reading.  
35

36 **ORDINANCE NO. 51-2023**

37 AN ORDINANCE PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF  
38 MACEDONIA A PROPOSED AMENDMENT TO ARTICLE XIII OF THE CHARTER REGARDING  
39 PARKS AND RECREATION remained at second reading.  
40

41 **ORDINANCE NO. 52-2023**

42 AN ORDINANCE AUTHORIZING PARTICIPATION IN THE HOUSTON-GALVESTON AREA  
43 COUNCIL COOPERATIVE PURCHASING PROGRAM, AND FURTHER AUTHORIZING THE  
44 PURCHASE OF A NEW AMR-60 AUTOMATED ROTARY MOWER FROM M-TECH FOR USE BY  
45 THE SERVICE DEPARTMENT was offered by Mr. Ventura for **second and third readings by title**  
46 **only.** Seconded by Mr. Finley. The motion carried unanimously by a voice vote.  
47

48 Dir. Wilson added that he had spoken with the sales representative, who reassured him that the equipment  
49 was safe and had been tested thoroughly. The Mayor added that given the difficulty the City has faced in  
50 finding employees to do the mowing, he believes this will help as it is an autonomous mower.  
51

Record of Proceedings  
Regular Council Meeting  
May 11th, 2023

52 Mr. Ventura moved, second by Mr. Finley, to **adopt ORD.NO. 52-2023 and post the same according to**  
53 **law.** Motion carried by a majority voice vote. Councilors Brandt, Garvas, Tulley and Ventura voting in  
54 the affirmative. Councilor Finley voting in the negative. **ORD.NO. 52-2023 declared and adopted.**  
55

56 **ORDINANCE NO. 53-2023**

57 AN EMERGENCY ORDINANCE ESTABLISHING A MORATORIUM FOR A PERIOD OF  
58 TWELVE (12) MONTHS ON APPLICATIONS FOR, AND THE GRANTING OF PERMITS OR  
59 OTHER AUTHORIZATIONS RELATING TO CAR WASH ESTABLISHMENTS WITHIN THE CITY  
60 OF MACEDONIA was offered by Ms. Tulley for **second and third readings by title only.** Seconded by  
61 Ms. Brandt. The motion carried by a majority voice vote. Councilors Brandt, Garvas, Tulley and  
62 Ventura voting in the affirmative. Councilor Finley voting in the negative.  
63

64 The Mayor stated the purpose of this legislation and two more later on the agenda, is to open the  
65 conversation with Council about concerns residents have brought forward.  
66

67 Mr. Garvas stated that the reason he will be supporting this legislation is because it is temporary.  
68

69 Ms. Brandt thanked her fellow Councilors for being open to having a discussion, which is what these  
70 three ordinances allows them to do. She further stated that there will be at least two public hearings, one  
71 before and one after the November election, where residents can share their thoughts on these topics.  
72

73 Ms. Tulley moved, second by Ms. Brandt, to **adopt ORD.NO. 53-2023 and post the same according to**  
74 **law.** Motion carried by a majority voice vote. Councilors Brandt, Garvas, Tulley and Ventura voting in  
75 the affirmative. Councilor Finley voting in the negative. **ORD.NO. 53-2023 declared and adopted.**  
76

77 **RESOLUTION NO. 55-2023**

78 A RESOLUTION CONFIRMING THE APPOINTMENT OF CHRISTINE MESKE TO THE CITY OF  
79 MACEDONIA PLANNING COMMISSION was offered by Mr. Garvas for **first, second and third**  
80 **readings by title only.** Seconded by Mr. Finley. The motion carried unanimously by a voice vote.  
81

82 The Mayor stated there was an opening on the Planning Commission and several people expressed  
83 interest. Ms. Meske has a professional background in landscape architecture and the Mayor believes she  
84 will be a perfect fit for the Commission.  
85

86 Mr. Garvas moved, second by Mr. Finley, to **adopt RES.NO. 55-2023 and post the same according to**  
87 **law.** Motion carried by a unanimous voice vote. **RES.NO. 55-2023 declared and adopted.**  
88

89 **ORDINANCE NO. 56-2023**

90 AN EMERGENCY ORDINANCE RATIFYING THE COLLECTIVE BARGAINING AGREEMENT  
91 BETWEEN THE CITY OF MACEDONIA AND THE TEAMSTERS LOCAL 436 FOR THE YEARS  
92 2023, 2024 AND 2025 was offered by Ms. Brandt for **first, second and third readings by title only.**  
93 Seconded by Mr. Ventura. The motion carried unanimously by a voice vote.  
94

95 The Mayor shared this is the third contract recently negotiated, which mirrors the previous two.  
96

97 Ms. Brandt moved, second by Mr. Ventura, to **adopt ORD.NO. 56-2023 and post the same according**  
98 **to law.** Motion carried by a unanimous voice vote. **ORD.NO. 56-2023 declared and adopted.**  
99

100 **ORDINANCE NO. 57-2023**

101 AN EMERGENCY ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER  
102 INTO A CONTRACT WITH SILCO FIRE & SECURITY FOR THE REPLACEMENT OF THE CITY  
103 HALL DRY FIRE SUPPRESSION SYSTEM was offered by Mr. Finley for **first, second and third**  
104 **readings by title only.** Seconded by Mr. Garvas. The motion carried unanimously by a voice vote.

Record of Proceedings  
Regular Council Meeting  
May 11th, 2023

105  
106 Chief Ripley stated this legislation is to replace the dry fire suppression system located in the attic space  
107 of the City Center, with the current system being original to the building's construction in 1996. He  
108 further stated that the City is at risk of a catastrophic failure in the building with that current system.  
109

110 Mr. Finley moved, second by Mr. Garvas, to **adopt ORD.NO. 57-2023 and post the same according to**  
111 **law.** Motion carried by a unanimous voice vote. **ORD.NO. 57-2023 declared and adopted.**  
112

113 **ORDINANCE NO. 58-2023**

114 AN EMERGENCY ORDINANCE ESTABLISHING A MORATORIUM FOR A PERIOD OF  
115 TWELVE (12) MONTHS ON APPLICATIONS FOR, AND THE GRANTING OF PERMITS OR  
116 OTHER AUTHORIZATIONS RELATING TO TIRE STORES AND ESTABLISHMENTS WITHIN  
117 THE CITY OF MACEDONIA was offered by Ms. Tulley for **first, second and third readings by title**  
118 **only.** Seconded by Ms. Brandt. The motion carried by a majority voice vote. Councilors Brandt, Garvas,  
119 Tulley and Ventura voting in the affirmative. Councilor Finley voting in the negative.  
120

121 Ms. Tulley moved, second by Ms. Brandt, to **adopt ORD.NO. 58-2023 and post the same according to**  
122 **law.** Motion carried by a majority voice vote. Councilors Brandt, Garvas, Tulley and Ventura voting in  
123 the affirmative. Councilor Finley voting in the negative. **ORD.NO. 58-2023 declared and adopted.**  
124

125 **ORDINANCE NO. 59-2023**

126 AN EMERGENCY ORDINANCE ESTABLISHING A MORATORIUM FOR A PERIOD OF  
127 TWELVE (12) MONTHS ON APPLICATIONS FOR, AND THE GRANTING OF PERMITS OR  
128 OTHER AUTHORIZATIONS RELATING TO MATTRESS COMPANIES AND ESTABLISHMENTS  
129 WITHIN THE CITY OF MACEDONIA was offered by Mr. Ventura for **first, second and third**  
130 **readings by title only.** Seconded by Ms. Tulley. The motion carried by a majority voice vote.  
131 Councilors Brandt, Garvas, Tulley and Ventura voting in the affirmative. Councilor Finley voting in the  
132 negative.  
133

134 Mr. Ventura moved, second by Ms. Tulley, to **adopt ORD.NO. 59-2023 and post the same according**  
135 **to law.** Motion carried by a majority voice vote. Councilors Brandt, Garvas, Tulley and Ventura voting  
136 in the affirmative. Councilor Finley voting in the negative. **ORD.NO. 59-2023 declared and adopted.**  
137

138 **MOTIONS / OTHER LEGISLATIVE ACTION:**

139  
140 **MAYOR'S REPORT**

141 ~Mayor's Court revenue for March was \$48,936 and April was \$29,846.71  
142 ~Don't blow grass clippings onto the street or sidewalks. Property owners are liable if accidents  
143 occur in front of house because of that.  
144 ~Interviews are underway for the new Communications Specialist position  
145 ~Thank to Council for passage of the Service Department contract  
146 ~A lawsuit was filed against the Key Inn citing safety concerns. Dir. Guidetti gave a brief  
147 summary of the lawsuit where the City is seeking preliminary and permanent injunctive relief so  
148 people don't enter the hotel because of all the safety violations.  
149 ~Please don't text and drive—no text message is that important! In regards to the recent law  
150 passed regarding distracted driving, Chief Yakovich clarified that the law won't change in  
151 October, but enforcement of that law will. Mr. Ventura asked Dir. Guidetti whether the fines will  
152 be progressively larger, to which Dir. Guidetti responded in the affirmative and shared that  
153 distracted driving will become a primary offense rather than a secondary.  
154  
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Record of Proceedings  
Regular Council Meeting  
May 11th, 2023

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**COMMITTEE REPORTS**

**Parks & Recreation Commission:** Ms. Brandt reported the Parks & Recreation Commission will hold its next meeting on May 17 at 6pm in the Recreation Center.

**Cemetery Board:** Ms. Tulley reported the Board will hold its annual meeting prior to the next City Council meeting on Thursday, May 25 at 7:15pm. She also stated there are no changes in the amount each municipality is responsible for, and that a number of projects have been completed.

**DEPARTMENT REPORTS**

**Service Department:** Director Wilson – Thanks to Council for passing the Service Department contract. The Garden Club flower sale will take place on May 20 in Garage Two on Valley View Road. The bathrooms at Veterans Park are finished, for all intents and purposes, and there will be an event there on Memorial Day. The new bucket truck should be arriving in mid-June. The rain barrel workshop will take place on May 22, and residents can register on the City website.

Mr. Garvas inquired as to whether there will be a mulch program this year, to which Dir. Wilson says he does not want to promise anything, but the hope is for early June. In response to a question from Ms. Brandt, Dir. Wilson confirmed the hanging flower baskets will be back this year, most likely between Mother’s Day and Memorial Day.

**Engineer:** Director Gigliotti – Emergency services driveway project is complete. ODOT is scheduled to perform pavement maintenance work on State Route 8 near the Valley View intersection, which will be an application of a sealant on the road which will feel a bit rough when first driving over it but will smooth out over time.

Ms. Brandt asked when the residential road project will begin this year, to which Dir. Gigliotti responded in early June.

**Parks and Recreation Department:** Director Chadock – Working in collaboration with Community Focus to produce the video submission to the NRPA. Community-wide garage sales will take place this weekend, and a map of the registered homes can be found on the City website. Family Fishing Day is May 20 at Longwood Park. June 9-10 is SummerFest, with the fireworks taking place on the Saturday night at 9:45pm

**Finance Department:** Director Veres – July 17 is the due date for the Macedonia income tax refund. Residents can call the Finance Department for assistance in filling out the form, at 330-468-8350.

**Fire Department:** Chief Ripley – Crews are out painting fire hydrants, while flushing has been completed. Station 3, the new building in Northfield Center, finally received its electrical panel and will be opening the first week of June. There will be an open house at the new building, at a date and time to be determined. The new squads are scheduled to be delivered the week of June 26. Retired Macedonia Fire Chief Tim Black was recently promoted to the Director of Township Services for Northfield Center Township.

**Police Department:** Chief Yakopovich – Thanks for the Police Week Proclamation. The upfitting of the police fleet is underway, with one new cruiser out on the road and the rest following shortly. Two full-time dispatch positions have recently been filled, and a new patrol officer will be starting this coming Monday.

**HR Department:** Director Smith – Absent

Record of Proceedings  
Regular Council Meeting  
May 11th, 2023

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**Building Department:** Commissioner Rodic – Applications have been received for two new business occupancies, both at the Center Pointe Plaza. One will be Hot Heads hair salon and the other will be Wholly Frijoles, a street taco restaurant.

**IT Department:** Director Collins – New user account updates, IDs, key fobs and hardware procurement for new offices and office reconfigurations. Thanks to the Mayor for recognizing Mental Health Awareness Month.

**Law Department:** Director Guidetti – No report

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** None

There being no further business, Mr. Finley moved, second by Mr. Garvas, to **adjourn the meeting**. The motion passed **unanimously** pursuant to a voice vote and the meeting was adjourned at approximately 8:10p.m.

**Date:** \_\_\_\_\_

**Attest:** \_\_\_\_\_  
Jon Hoover, Clerk of Council

**Mayor:** \_\_\_\_\_  
Nicholas Molnar

ORIGINATOR: CHARTER REVIEW COMMISSION

SPONSOR: COUNCILOR GARVAS

**CITY OF MACEDONIA  
ORDINANCE NO. 50 – 2023**

**AN ORDINANCE  
PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF  
MACEDONIA A PROPOSED AMENDMENT TO SECTION 11.01 OF THE CHARTER  
REGARDING THE COMPOSITION OF THE BOARD OF ZONING AND BUILDING  
CODE APPEALS**

**WHEREAS**, it has become necessary to amend Section 11.01 of the Charter of the City of Macedonia relative to the composition of the City’s Board of Zoning and Building Code Appeals; and

**WHEREAS**, it has been deemed in the best interest of the health, safety and welfare of City residents to amend Section 11.01 of the Charter as set forth below; and

**WHEREAS**, Council desires to provide for submission of this proposed amendment to the electors of the Municipality at the November 2023 general election.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Macedonia, County of Summit and State of Ohio:

**Section 1.** That the amendment proposed by Council shall be submitted to a vote of the qualified electors of the City of Macedonia at the general election to be held on Tuesday, November 7, 2023. Such amendment shall read as indicated in Exhibit “A” attached hereto and incorporated herein by reference.

**Section 2.** That in the event the foregoing amendment to the City Charter is approved by a majority of the electors voting thereon, such amendments shall become a part of the Charter of the City of Macedonia and shall become effective as provided therein; and the present existing sections or part sections of said Charter shall thereby be deemed repealed as they are affected.

**Section 3.** The ballot for the determination of this issue shall read as follows:

Shall the Charter of the City of Macedonia be amended so as to change the composition of the City Board of Zoning and Building Code Appeals by allowing for up to two alternate members to be appointed by the Mayor or his/her designee to serve on the Board in the event a regular member is unavailable?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

**Section 4.** That the Clerk is authorized and instructed to give notice of the proposed amendments in accordance with Ohio Revised Code Section 731.211.

**Section 5.** That the Clerk is authorized and directed to certify a copy of this Ordinance to the Board of Elections of Summit County, provided it is passed by a two-thirds vote of Council.

**Section 6.** That this Ordinance be, and hereby is, determined sufficient authority upon filing with the Summit Board of Elections to cause said Board to proceed to place the herein described Charter issue upon the Macedonia City ballot at the November 7, 2023 general election; and that such authority be deemed granted to the Board by its receipt of a certified copy of this Ordinance from the Clerk of Council.



**Section 7.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of Council, and of any of its committees, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

**Section 8.** This Ordinance shall become effective upon its adoption by Council and signature by the Mayor or as may otherwise be provided for in law.

PASSED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

POSTED: \_\_\_\_\_

MAYOR: \_\_\_\_\_  
Nicholas Molnar

ATTEST: \_\_\_\_\_  
Jon Hoover, Clerk of Council

**ARTICLE XI**  
**BOARD OF ZONING AND BUILDING CODE APPEALS**

**Section 11.01 Creation and Duties.**

Council shall by ordinance establish a Board of Zoning and Building Code Appeals to hear appeals for exception to and variances from the application of ordinances, resolutions, regulations, measures and orders of administrative officials or agencies governing zoning and building in the Municipality under procedures established by Council. Such Board shall be made up of five (5) electors of the municipality serving as regular members of the Board. There shall be an additional two (2) electors of the municipality serving as alternate members of the Board.; ~~Each member of whom~~ shall serve a term of five (5) years. Alternate members of the Board may serve in the place of a regular member when a regular member is unable to attend, or is otherwise unable to vote, at any meeting of the Board. Alternate members shall only have the powers of a regular member of the Board, including but not limited to the ability to deliberate and vote, when serving in place of a regular Board member.

Such Board shall have such duties and functions as may be provided by ordinance of Council or the Statutes of the State of Ohio. Members of the Board of Zoning and Building Code Appeals shall be appointed by the Mayor subject to confirmation by a majority of the members elected to Council.

The terms of the regular members shall be staggered so that one member's term shall expire each year. The terms of alternate members need not be staggered. The Board shall annually elect its own Chairman and Vice Chairman, and Secretary. The Chairman and Vice Chairman shall be elected from the regular members of the Board, and the Secretary may be a regular member, alternate, or non-member of the Board. The minutes of the Board together with its findings and orders shall be filed in the Municipal offices.

The Board may adopt its own regulations, but the same shall not be inconsistent with the Statutes of the State of Ohio pertaining to municipal Zoning Boards or ordinances of the municipality of Macedonia.

The Board may adopt its own regulations, but the same shall not be inconsistent with the Statutes of the State of Ohio pertaining to municipal Zoning Boards or ordinances of the municipality of Macedonia. A member of the Planning Commission, elected from its own at the first meeting of the year, shall be a non-voting member of the Board of Zoning and Building Code Appeals.

\*\*\*



ORIGINATOR: CHARTER REVIEW COMMISSION

SPONSOR: COUNCILOR GARVAS

**CITY OF MACEDONIA  
ORDINANCE NO. 51 – 2023**

**AN ORDINANCE  
PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF  
MACEDONIA A PROPOSED AMENDMENT TO ARTICLE XIII OF THE CHARTER  
REGARDING PARKS AND RECREATON**

**WHEREAS**, it has become necessary to amend Article XIII of the Charter of the City of Macedonia relative to City of Macedonia Parks and Recreation matters, including the operations of the City’s Parks and Recreation Department; and

**WHEREAS**, it has been deemed in the best interest of the health, safety and welfare of City residents to amend Article XIII of the Charter as set forth below; and

**WHEREAS**, Council desires to provide for submission of this proposed amendment to the electors of the Municipality at the November 2023 general election.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Macedonia, County of Summit and State of Ohio:

**Section 1.** That the amendment proposed by Council shall be submitted to a vote of the qualified electors of the City of Macedonia at the general election to be held on Tuesday, November 7, 2023. Such amendment shall read as indicated in Exhibit “A” attached hereto and incorporated herein by reference.

**Section 2.** That in the event the foregoing amendment to the City Charter is approved by a majority of the electors voting thereon, such amendments shall become a part of the Charter of the City of Macedonia and shall become effective as provided therein; and the present existing sections or part sections of said Charter shall thereby be deemed repealed as they are affected.

**Section 3.** The ballot for the determination of this issue shall read as follows:

Shall the Charter of the City of Macedonia be amended by reorganizing Article XIII to reflect the current organization and operation of the Parks and Recreation Department and Parks and Recreation Commission?

\_\_\_\_\_ Yes

\_\_\_\_\_ No

**Section 4.** That the Clerk is authorized and instructed to give notice of the proposed amendments in accordance with Ohio Revised Code Section 731.211.

**Section 5.** That the Clerk is authorized and directed to certify a copy of this Ordinance to the Board of Elections of Summit County, provided it is passed by a two-thirds vote of Council.

**Section 6.** That this Ordinance be, and hereby is, determined sufficient authority upon filing with the Summit Board of Elections to cause said Board to proceed to place the herein described Charter issue upon the Macedonia City ballot at the November 7, 2023 general election; and that such authority be deemed granted to the Board by its receipt of a certified copy of this Ordinance from the Clerk of Council.

**Section 7.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of Council, and of any of its committees, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

**Section 8.** This Ordinance shall become effective upon its adoption by Council and signature by the Mayor or as may otherwise be provided for in law.

PASSED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

POSTED: \_\_\_\_\_

MAYOR: \_\_\_\_\_  
Nicholas Molnar

ATTEST: \_\_\_\_\_  
Jon Hoover, Clerk of Council

**ARTICLE XIII**  
**DEPARTMENT OF PARKS AND RECREATION COMMISSION**

**~~Section 13.01 Creation.~~**

~~When it seems appropriate the Council shall create, by ordinance, a Parks and Recreation Commission, consisting of six (6) electors of the Municipality not holding other municipal office and one member of Council elected by Council annually. The six (6) electors shall be appointed by the Mayor and confirmed by the majority of the members elected to Council, and shall have terms of five (5) years, beginning and ending at such time as Council determines by ordinance or resolution. All seven (7) members of the Parks and Recreation Commission may vote.~~

**~~Section 13.01.A Powers and Duties.~~**

~~The Parks and Recreation Commission shall have such powers and duties as may be prescribed by ordinance of Council.~~

**Section 13.021 Director of Parks and Recreation.**

Council may by ordinance provide for the creation of the position of Director of Parks and Recreation, who shall be the head of the Parks and Recreation Department and shall serve under the general supervision of the Mayor. The Director shall be appointed by the Mayor, ~~on the advice of the Parks and Recreation Commission~~ and subject to confirmation of the majority of the members elected to Council.

**Section 13.032 Qualifications and Term.**

The Director of Parks and Recreation shall have knowledge of municipal park and recreation operations, budgetary and supervision skills. The Director of Parks and Recreation shall serve until removal as provided in Section 13.065 hereof, or upon written resignation.

**Section 13.043 Duties in General.**

The Director of Parks and Recreation, under the general supervision of the Mayor and, to the extent consistent with this Charter, shall be the Parks and Recreation administrator, and shall:

- (a) Manage, conduct and supervise all programs of the ~~p~~Parks and ~~r~~Recreation ~~d~~Department;
- (b) Be a non-voting member of the Parks and Recreation Commission;
- (c) Manage, conduct and supervise all operations of the Recreation Center; and
- (d) Have such other powers and duties as may be prescribed by ordinance of Council consistent with this Charter.

**Section 13.054 Staff of the Parks and Recreation Department.**

The Parks and Recreation Department shall include such other positions as are determined necessary by the Council; employees in such positions shall work under general supervision of the Director of the Parks and Recreation Department, and shall be appointed by the Mayor.

**Section 13.065 Removal of the Parks and Recreation Director.**

The Director of Parks and Recreation can be removed by the Mayor. The Director of Parks and Recreation may appeal the removal to Council. Council shall consider such appeal, shall hold a public hearing concerning the appeal, and may overturn the removal upon four (4) affirmative votes of the members of Council. The Director of Parks and Recreation can be removed by Council by four (4) affirmative votes of the members elected to Council.

**Section 13.06 Creation of the Parks and Recreation Commission.**

When it seems appropriate, Council shall create, by ordinance, a Parks and Recreation Commission, consisting of six (6) electors of the Municipality not holding other municipal office and one member of Council elected by Council annually. The six (6) electors shall be appointed by the Mayor and confirmed by the majority of the members elected to Council, and shall have terms of five (5) years, beginning and ending at such time as Council determines by ordinance or resolution. All seven (7) members of the Parks and Recreation Commission may vote.

**Section 13.07 Powers and Duties of the Parks and Recreation Commission.**

The Parks and Recreation Commission shall have such powers and duties as may be prescribed by ordinance of Council.



**Section 13.078 Removal of Parks and Recreation Commission Members.**

Any member of the Parks and Recreation Commission can be removed by the Mayor if a majority of the members elected to Council approve such removal by vote at a regularly scheduled meeting of Council.

Any member of the Parks and Recreation Commission can be removed by Council by four (4) affirmative vote of the members elected to Council.

ORIGINATOR: ADMINISTRATION/POLICE DEPARTMENT

SPONSOR: Ventura

**CITY OF MACEDONIA  
ORDINANCE NO. 60 - 2023**

**AN ORDINANCE  
AMENDING SECTION 1 OF ORDINANCE 79-2022 WHICH ESTABLISHED THE  
COMPENSATION SCHEDULE FOR THE NON-UNION CITY EMPLOYEES OF  
MACEDONIA EFFECTIVE JANUARY 1, 2023**

**WHEREAS**, Council passed City of Macedonia Ordinance No. 79-2022 relative to the compensation schedule for the non-union City employees, as has been subsequently modified from time-to-time; and

**WHEREAS**, upon the recommendation of the Mayor and Police Chief, and in order to increase the efficiency and operations of the City's Police Department, Council wishes to amend Section 1 of the compensation scheduled previously established for the non-union employees of the City as set forth in Ordinance 79-2022, as has been amended from time to time, in order to update the title and position description of the Police Department's current Administrative Assistant/Dispatch Supervisor position; and

**WHEREAS**, it is deemed necessary and in the best interest of the health, safety and welfare of all City residents to amend Ordinance No. 79-2022 (as has been subsequently amended since that time) to accomplish the same.

**NOW, THEREFORE, BE IT ORDAINED**, by the Council of the City of Macedonia, County of Summit and State of Ohio:

**Section 1.** That Section 1 of Ordinance No. 79-2022 be, and hereby is, amended as follows:

\* \* \*

<b>Police Department</b>		
Chief (exempt)	14	1
Lieutenant (exempt)	12	4Up to 3
<del>Administrative Assistant/Dispatch Supervisor</del> PSAP Operations Compliance Manager/Assistant to Chief of Police	8	1
Corrections Officer	5	1
Corrections Officer - P/T	5	As Needed
Dispatchers - P/T	7	As Needed
Certified School Resource Officer – P/T	8	1

\* \* \*

**Section 2.** That the duties of PSAP Operations Compliance Manager/Assistant to Chief of Police shall be as set forth in the position description attached hereto as Exhibit “A” and incorporated herein by reference, as may be updated by the Mayor from time to time.

**Section 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

**Section 4.** Wherefore, this Ordinance shall become effective upon its adoption by Council and signature of the Mayor or as otherwise be provided for in law.

PASSED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

POSTED: \_\_\_\_\_

MAYOR: \_\_\_\_\_

Nicholas Molnar

ATTEST: \_\_\_\_\_

Jon Hoover, Clerk of Council



# Standard Operations Policies and Procedures Manual

## Macedonia Police Department, OH

**Number: 10.01.09.B**

### Section **STAFFING**

**Title:** PSAP OPERATIONS COMPLIANCE MANAGER / ASSISTANT TO CHIEF

**Distribution:** **Date Issued:** **Effective Date** **3/21/2023**

**Cancel:** **Amends:** **Date Approved:** 03/21/2023

**Reviewed By:** **Issued By:** Chief Vincent Yakopovich

JOB DESCRIPTION / PSAP OPERATIONS COMPLIANCE MANAGER / ASSISTANT TO CHIEF OF POLICE

Division: Administrative

Status: Non-exempt

Supervision Receives general supervision from the Chief of Police.

Supervises: No supervisory duties.

Civil Service Status: N/A

Probation: One year

Employment Status: Full-time

Work Hours: Varied

### GENERAL RESPONSIBILITIES

Under the general direction of the Chief of Police , acts as a assistant to the Chief of Police; manages the RMS and files, maintains CAD system integrity, ensures PSAP compliance with state and county requirements, acquires or maintains ability to dispatch in the event of emergencies or staffing shortages.

### MINIMUM QUALIFICATIONS

- A. Possess a valid Ohio driver's license.
- B. Must be able to pass a background check.
- C. Ability to pass a physical exam and drug test.
- D. Must be able to pass a polygraph and psychological exam.
- E. Ability to write clear and concise reports.
- F. Ability to prepare and maintain records and reports.
- G. Ability to effectively work and communicate with coworkers, the general public

and public officials.

H. Willingness to work in hazardous conditions in the pursuit of duties.

I. Ability to type.

J. Ability to calmly handle emergency situations.

K. General knowledge of computers with the ability to store and retrieve data.

L. Willingness to maintain a close and loyal working relationship with the Chief of Police in pursuit of the Chief's lawful directives and orders.

O. Willingness to work shifts, holidays, weekends and be on call 24/7.

Examples of acceptable qualifications for this position are completion of secondary education or equivalent; education, training and/or experience which evidences a thorough knowledge of customary Department practices and procedures, bookkeeping, law enforcement administration, and records maintenance; demonstrable skills in typing and computer usage, and effective communication.

#### LICENSE, EDUCATION, AND CERTIFICATION REQUIREMENTS

Valid Ohio driver's license; LEADS/NCIC certified, LEADS certified; High School degree of equivalent.

#### NON-EXCLUSIVE LISTING OF ESSENTIAL FUNCTIONS

With or without accommodations, member must be able to:

1. Get along well with others.
2. Have regular and predictable attendance.
3. Exercise rational judgment.
4. Maintain the confidence and trust of the Chief of Police, superiors, Department members, and general citizenry.
5. Work independent of direct supervision.
6. Perform standard clerical/secretarial duties.

#### NON-EXCLUSIVE LISTING OF DUTIES

A. Maintains PSAP state and county compliance.

B. Prepares and maintains records of all correspondence, reports, and other typed material for the Chief of Police; distributes copies as required. Completes monthly reports for the Department or other assignments as needed.

C. Greets visitors to the office; sorts and distributes mail.

D. Schedules Police Chief's appointments and daily activities.

E. Assists Dispatchers and Officers with any inquires, or other problems that may occur. Assists in preparing and maintaining records or reports.

F. Assists with Dispatch operations. Ensures PSAP center has current updated procedural information and direction to maintain compliance. Assists Dispatch Supervisor with creation of new policies and procedures as needed.

G. Responsible for submission of alarm drop billing and handles false alarm review applications.

H. Responsible for processing and issuing Solicitor Permits.

I. Notes deficiencies in CAD system entries and reports said to Dispatch Supervisor or Lieutenant.

J. Maintains abilities to communicate effectively both orally and in writing; establish and maintain effective working relationships with peers and supervisors; exercise sound judgment in evaluating situations and in making decisions; follow and give written and verbal instruction.

K. Maintains ability to use the in-house computer system.

L. Perform matron duties as needed when a female prisoner is incarcerated in the City Jail and serve as an escort when needed for a female prisoner transport.

M. Serves as Deputy Clerk for the Police Department and courts. Prepares and maintains reports and records.

N. May be assigned to special projects or programs.

O. Responsible for purchase requisitions, recommends procurement of supplies and equipment as needed. Makes recommendations for budget line item transfers if insufficient funds are not available. Handles purchase order invoice processing.

P. 911 Public Service Answering Point (PSAP) Manager; Maintains 911 mandates are State Compliant; Ensures dispatchers receive mandatory annual training. Creates monthly statistical reports to Summit County Coordinator for State requirements.

Q. Maintains Computer Aided Dispatch (CAD) system integrity. Assists staff with CAD issues, corrections and updates. Reviews every call card for completeness, accuracy and that all pertinent information is contained therein.

R. Handles civilian background checks, public records report copies and photo requests, court and attorney audio requests. Handles redactions on reports.

S. Maintains personnel training records.

T. Responsible for officer daily activity sheet entries and payroll entry.

U. Assists with Ohio Incident Based Reporting System (OIBRS) reporting to the State for FBI submission.

V. Responsible for Records Retention Schedule, storage and destruction.

W. Assists officers with vehicle and equipment maintenance orders, appointments, and phone calls.

X. Assists dispatchers when emergency situations exist (weather, overflow calls, large incidents, staffing shortages).

Y. Responsible for processing of court orders to seal and expunge records.

Z. Processes all funds received for fingerprints, records requests, copies and court forfeitures.

AA. Responsible for the enrollment, scheduling and payment processing for all training programs of all personnel.

BB. Reports for work on time, is available for work while at work and give a full day's work. Is positive in response to directives; adjusts to change; gets along well with others; and is fit for duty.

## KNOWLEDGE, SKILLS AND ABILITIES

### Knowledge

The incumbent is expected to have and develop knowledge of: bookkeeping; inventory control; purchasing; Department computer operations; two-way radio operations; data processing techniques and procedures; word processing and related software; Department practices, policies and procedures; law enforcement administration; law enforcement structure and process; public relations; legal terminology; English grammar and spelling; records management; judicial processes and jurisdictional limitations; workplace safety.

### Skills

The incumbent must be able to perform: transcription; typing 45+ WPM; data entry;

word processing; computer operation; use of modern Department equipment.

#### Abilities

The incumbent must be able to: carry out simple instructions; interpret a variety of instructions in written, oral, picture, or schedule form; understand, interpret, and apply laws, rules, or regulations to specific situations; add, subtract, multiply, and divide whole numbers; prepare routine correspondence; prepare accurate documentation; compile and prepare reports; respond to routine inquiries from public and/or officials; communicate effectively; maintain records according to established procedures; handle sensitive or technical inquiries from and contacts with officials and general public; develop and maintain effective working relationships; operate clerical equipment; operate a two-way radio to receive and transmit messages, perform duties in a professional manner.

#### WORKING CONDITIONS

Work is performed indoors in standard office environment with an occasional requirement of lifting heavy objects (e.g., Department supplies, records, etc.).

In addition to a standard office environment, the incumbent has:

1. Exposure to firearms.
2. Exposure to crowds.
3. Exposure to potentially violent or emotionally distraught persons.
4. Exposure to life-threatening situations.
5. Necessity for frequent sitting for extended periods of time.
6. Exposure to close contact with computer monitors.

#### DISCLAIMER

This position description in no manner states or implies that these are the only duties and responsibilities to be performed by the position incumbent.

ORIGINATOR: ADMINISTRATION/CITY ENGINEER

SPONSOR: Tulley

**CITY OF MACEDONIA  
RESOLUTION NO. 61 - 2023**

**A RESOLUTION  
AUTHORIZING THE CITY ENGINEER TO PREPARE PLANS, BIDS, AND  
SPECIFICATIONS, AND FURTHER AUTHORIZING THE MAYOR TO ADVERTISE  
FOR BIDS, FOR A CONTRACT TO PERFORM THE IROQUOIS TRAIL DITCH  
ENCLOSURE PROJECT FOR THE CITY OF MACEDONIA**

**WHEREAS**, based upon recommendation of the City's Engineer, it has been deemed in the best interest of the health, safety and welfare of all City residents and inhabitants to complete the Iroquois Trail Ditch Enclosure Project within the City of Macedonia; and

**WHEREAS**, Council therefore wishes to authorize the City Engineer to prepare plans, bids, and specifications, and thereafter authorize the Mayor to advertise for bids, to enter into a contract for the Iroquois Trail Ditch Enclosure project for the City of Macedonia.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Macedonia, County of Summit and State of Ohio:

**Section 1.** That the City Engineer is hereby authorized and directed to prepare plans, bids, and specifications, and thereafter the Mayor is authorized to advertise for bids, for a contract to perform the Iroquois Trail Ditch Enclosure project within the City of Macedonia Center.

**Section 2.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of Council and of any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

**Section 3.** This Resolution shall take effect upon adoption by council and signature of the Mayor or after the earliest period allowed by law.

PASSED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

POSTED: \_\_\_\_\_

MAYOR: \_\_\_\_\_

Nicholas Molnar

ATTEST: \_\_\_\_\_

Jon Hoover, Clerk of Council

ORIGINATOR: ADMINISTRATION/LAW DEPARTMENT

SPONSOR: Garvas

**CITY OF MACEDONIA  
ORDINANCE NO. 62 – 2023**

**AN ORDINANCE  
PROVIDING FOR SUBMISSION TO THE ELECTORS OF THE CITY OF  
MACEDONIA A PROPOSED AMENDMENT TO SECTION 8.04, 8.05 AND SECTION  
12.01 OF THE CHARTER REGARDING THE COMPOSITION OF THE POLICE AND  
FIRE DEPARTMENTS**

**WHEREAS**, it has become necessary to amend Section 8.04, 8.05 and Section 11.01 of the Charter of the City of Macedonia to clarify the classification of members of the City’s Police and Fire Departments; and

**WHEREAS**, it has been deemed in the best interest of the health, safety and welfare of City residents to amend Section 8.04, 8.05 and 12.01 of the Charter as set forth below; and

**WHEREAS**, Council desires to provide for submission of this proposed amendment to the electors of the Municipality at the November 2023 general election.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Macedonia, County of Summit and State of Ohio:

**Section 1.** That the amendment proposed by Council shall be submitted to a vote of the qualified electors of the City of Macedonia at the general election to be held on Tuesday, November 7, 2023. Such amendment shall read as indicated in Exhibit “A” attached hereto and incorporated herein by reference.

**Section 2.** That in the event the foregoing amendment to the City Charter is approved by a majority of the electors voting thereon, such amendments shall become a part of the Charter of the City of Macedonia and shall become effective as provided therein; and the present existing sections or part sections of said Charter shall thereby be deemed repealed as they are affected.

**Section 3.** The ballot for the determination of this issue shall read as follows:

Shall the Charter of the City of Macedonia be amended to clarify the full-time employees within the City’s Police and Fire Departments that are members of the classified civil service?

\_\_\_\_\_ Yes  
\_\_\_\_\_ No



**Section 4.** That the Clerk is authorized and instructed to give notice of the proposed amendments in accordance with Ohio Revised Code Section 731.211.

**Section 5.** That the Clerk is authorized and directed to certify a copy of this Ordinance to the Board of Elections of Summit County, provided it is passed by a two-thirds vote of Council.

**Section 6.** That this Ordinance be, and hereby is, determined sufficient authority upon filing with the Summit Board of Elections to cause said Board to proceed to place the herein described Charter issue upon the Macedonia City ballot at the November 7, 2023 general election; and that such authority be deemed granted to the Board by its receipt of a certified copy of this Ordinance from the Clerk of Council.

**Section 7.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of Council, and of any of its committees, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

**Section 8.** This Ordinance shall become effective upon its adoption by Council and signature by the Mayor or as may otherwise be provided for in law.

PASSED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_

POSTED: \_\_\_\_\_

MAYOR: \_\_\_\_\_

Nicholas Molnar

ATTEST: \_\_\_\_\_

Jon Hoover, Clerk of Council

## ARTICLE VIII

\*\*\*

### Section 8.04 Police Department.

(a) The Police Department shall consist of a Chief of Police and such officers, patrolmen, and personnel as established by Council by ordinance or resolution. All full-time ~~dispatchers, officers, and patrolmen, and personnel~~ shall be appointed by the Director of Public Safety in accordance with Civil Service regulations of this Charter, the statutes of the State of Ohio, and the provisions of this Section. Appointments shall be made for the appropriate probationary period of continuous service, and such appointments shall not be deemed finally made until the appointees have satisfactory served their probationary period. Thirty (30) days before the end of the probationary period, the Director of Public Safety shall transmit to the Mayor a record of each employee's service with his recommendation thereon; and with the concurrence of the Mayor, the Director of Public Safety may remove or finally appoint the employee, as the case may be. The Police Department shall perform all duties established by the statutes of the State of Ohio or the Ordinances of Council.

(b) All part-time personnel shall be appointed by the Director of Public Safety subject to concurrence of the Mayor. Appointments of part-time personnel shall be subject to an additional concurrence of the Mayor after the probationary period in the same manner provided in Section 8.04(a) above.

### Section 8.05 Fire Department.

(a) The Fire Department shall consist of a Fire Chief and such officers, fire ~~fightersmen, and personnel~~ as established by Council by ordinance or resolution. All full-time ~~officers, and fire fightersmen, and personnel~~ shall be appointed by the Director of Public Safety in accordance with Civil Service regulations of this Charter, the statutes of the State of Ohio, and the provisions of this Section. Appointments of full-time personnel shall be made for the appropriate probationary period of continuous service, and shall not be deemed finally made until the appointees have satisfactorily served their probationary period. Thirty (30) days before the end of the probationary period, the Director of Public Safety shall transmit to the Mayor a record of each full-time employee's service with his recommendations thereon; and with the concurrence of the Mayor, the Director of Public Safety may remove or finally appoint the employee, as the case may be.

(b) All part-time personnel shall be appointed by the Director of Public Safety subject to concurrence of the Mayor. Appointments of part-time personnel shall be subject to an additional concurrence of the Mayor after the probationary period in the same manner provided in Section 8.05(a) above.

(c) The Fire Department shall perform all duties established by the Statutes of the State of Ohio or the ordinances of Council.

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**Section 12.01 Creation, Duties and Term.**

Council shall by ordinance provide for and establish a Civil Service Commission and a Civil Service System. The Commission shall consist of five (5) electors of the Municipality, not holding other municipal office or employment to be appointed by the Mayor, subject to confirmation by a majority of the members elected to Council, for terms of six years each. Council shall stagger the initial terms of office of the Civil Service Commission members so that thereafter no more than one member's term shall expire in any year. A vacancy occurring during the term of any member of the Commission shall be filled for the unexpired term in the manner authorized for an original appointment. The Commission shall designate one of its members a chairman and may appoint a secretary, who need not be a member of the Commission and may hold other municipal office or employment. Council shall determine which employees of the Municipality shall be within the classified service and which shall be within the unclassified service, provided that ~~except as in addition to those~~ except as in addition to those qualified in Section 12.02 or 12.03 hereof, all full-time ~~members~~ dispatchers, officers and patrolmen of the Police Department, and all full-time officers and fire fighters of the Fire Departments, including ~~the Chief of Police and Fire Chief~~, shall be in the classified service, and provided further that persons, other than those serving a probationary period of employment, who have been continuously employed on a full-time basis in the service of the Municipality in the same or similar position for at least ninety (90) days prior to the date such position is placed in the classified service, shall be retained in the same or similar position without examination until discharged, reduced, disciplined, promoted or transferred in accordance with the rules and regulations of the Commission.

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