

CITY OF MASSILLON BUILDING DEPARTMENT

2016 MONTHLY PERMITS AND INSPECTIONS BY TYPE WITH YEARLY TOTALS

PERMITS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Building Permits	26	28	59	65	76	77	73	80	55	60	50		649
Electrical Permits	19	24	22	36	26	33	37	28	26	21	28		300
Plumbing Permits	8	15	10	8	16	14	26	11	16	23	15		162
Heating Permits	18	21	16	16	16	29	24	27	21	28	28		244
Low Voltage Permits	3	2	0	3	2	1	3	2	1	3	2		22
TOTAL PERMITS:	74	90	107	128	136	154	163	148	119	135	123	0	1377
INSPECTIONS	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	TOTAL
Building - Frank Silla	94	102	109	116	127	135	152	165	167	174	182		1523
Heating - Frank Silla	5	8	10	15	24	28	39	48	51	55	64		347
Electrical - Frank Silla	35	40	42	45	52	55	64	72	75	78	83		641
Building - Jeff Reitberg	96	85	78	87	124	124	80	128	126	41	81		1050
Heating - Jeff Reitberg	15	14	18	37	31	31	24	28	24	5	18		245
Plumbing - Jeff Reitberg	23	19	19	27	26	43	38	42	34	12	33		316
Code Enforcement	359	233	174	174	192	224	215	185	92	126	89		2063
TOTAL INSPECTIONS:	627	501	450	501	576	640	612	668	569	491	550	0	6185

**BUILDING PERMIT BREAKDOWN BY TYPE AND CONSTRUCTION VALUE
MONTHLY DATA 2016**

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				
Dwellings				2	381,000		4	428,000		4	880,000		2	320,000		4	893,700		3	262,000					3	626,990		1	205,000		2	451,000				25	4,447,690		
Condominiums (Units)	2	260,000		2	260,000											4	520,000																		8	1,040,000			
Duplexes (Units)																																				0	0		
Multi-Family (Units)																																				0	0		
Dwelling Alterations	9	54,250		11	54,918		25	134,948		37	216,064		36	214,184		33	136,512		34	277,922		33	298,060		22	112,475		30	232,064		29	162,150				299	1,893,547		
New Commercial																1	1,300,000		1	1,200,000		1	2,700,000													4	6,200,100		
Commercial Alterations	7	358,624		8	3,779,400		8	837,787		4	2,813,000		13	1,086,190		3	22,200		3	103,850		13	1,443,623		9	1,420,298		8	132,755		6	310,164						82	12,309,891
New Industrial	1	4,900,000																																			3	5,525,000	
Industrial Alterations	2	330,000														2	112,000		3	1,003,000					2	23,000					2	60,870				11	1,528,870		
Garage/Carport	2	5,000		1	11,000								3	167,500		1	700		1	60,000					1	5,100					1	8,200				10	257,500		
Garage Alterations													1	3,500																						1	3,500		
Miscellaneous	1	19,300		4	12,800		7	18,759		4	3,399		3	4,524		6	24,500		9	144,450		13	69,592		2	3,000		6	53,465		2	21,700				57	375,489		
Schools																																					0	0	
Swimming Pools																																					19	199,937	
New Hospitals																																					0	0	
Hospital Alterations																																					0	0	
Accessory Building				1	2,858		2	5,760		6	14,622		1	6,000		1	8,553		7	22,830		4	12,000		4	12,000		3	6,100		1	2,400				26	81,123		
Fences	2	11,843					8	22,477		10	27,360		10	25,049		19	62,813		7	72,480		8	13,571		7	15,535		9	13,053		6	23,541				86	287,722		
Razing				6	108,250		1	7,000		1	5,000		1	9,500					4	27,600		3	22,500		3	22,500		2	10,500							18	190,350		
TOTALS:	26	5,939,017		28	4,499,118		59	1,553,079		65	4,005,951		76	1,841,569		77	2,597,811		73	3,685,743		80	4,631,471		55	2,865,898		60	680,937		50	2,040,125		0	0		649	34,340,719	

2016 SINGLE FAMILY HOUSING STARTS BY QUARTER - CITY OF MASSILLON

AS OF 11/30/16

FIRST QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
1/11/2016	2362 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
1/11/2016	2364 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/3/2016	1326 LENNOX AVE NE	181,000	ERECT SINGLE FAMILY DWELLING	ROBERT & LINDA DEHNKE	MILLER'S PREMIER CONSTRUCTION
2/17/2016	2380 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/17/2016	2382 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
2/29/2016	1500 SPRINGHILL AVE NE	200,000	ERECT SINGLE FAMILY DWELLING	SANDRA FRONIMO	COLLIER CONSTRUCTION
3/8/2016	1347 JOHNSON ST SE	74,000	ERECT SINGLE FAMILY DWELLING	HABITAT FOR HUMANITY	HABITAT FOR HUMANITY
3/8/2016	1910 WOODRUFF AVE NW	74,000	ERECT SINGLE FAMILY DWELLING	HABITAT FOR HUMANITY	HABITAT FOR HUMANITY
3/21/2016	4786 WOODSTONE AVE NW	90,000	ERECT SINGLE FAMILY DWELLING	LANE GLICK	LANE GLICK
3/31/2016	2150 CHAMPIONSHIP CIR SE	190,000	ERECT SINGLE FAMILY DWELLING	SMITH DEVELOPMENT CORP.	SMITH DEVELOPMENT CORP.

SECOND QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
4/6/2016	1983 MASTERS POINT SE	220,000	ERECT SINGLE FAMILY DWELLING	BLAKE & DEBORAH FEARON	ASPEN HOMES, INC.
4/14/2016	2050 CHAMPIONSHIP CIR SE	325,000	ERECT SINGLE FAMILY DWELLING	DOMINIC SHELL	COLONIAL HOMES
4/27/2016	1855 BLOOMINGHILLS PL SE	85,000	ERECT SINGLE FAMILY DWELLING	SCHALMO PROPERTIES, INC.	SCHALMO BUILDERS
4/28/2016	2155 CHAMPIONSHIP CIR SE	250,000	ERECT SINGLE FAMILY DWELLING	KENNETH LONG	BLTHE CONSTRUCTION, LLC.
5/9/2016	4826 SIPPO RESERVES DR NW	180,000	ERECT SINGLE FAMILY DWELLING	ROHRER DEVELOPMENT, LLC.	TRI DOC, INC.
5/24/2016	4720 WOODSTONE AVE NW	140,000	ERECT SINGLE FAMILY DWELLING	JACOB GLICK	KEVIN GLICK CONSTRUCTION
6/8/2016	2479 LINDA LANE SW	219,700	ERECT SINGLE FAMILY DWELLING	CROCKETT HOMES	CROCKETT HOMES
6/10/2016	1042 ORCHARD HILL CIR NE	184,000	ERECT SINGLE FAMILY DWELLING	KENNETH & TRACEY MYERS	K. HOVNANIAN SUMMIT HOMES
6/17/2016	1337 BETHANN AVE SW	190,000	ERECT SINGLE FAMILY DWELLING	TRI DOC, INC.	TRI DOC, INC.
6/27/2016	2040 MASTERS POINT SE	300,000	ERECT SINGLE FAMILY DWELLING	LARRY & JAMIE BROWN	VICTORY GATE CUSTOM HOMES

THIRD QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
7/1/2016	2404 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
7/1/2016	2402 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
7/6/2016	2432 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
7/6/2016	2434 WITTENBERG AVE SE	130,000	ERECT CONDO UNIT	WITDOM PROPERTIES, LLC.	CANON CONSTRUCTION, LLC.
7/20/2016	220 - 23RD ST NW	70,000	ERECT SINGLE FAMILY DWELLING	JOSEPH & CHARLENE GLICK	JOE GLICK CARPENTRY
7/20/2016	825 SHEFFIELD AVE NE	74,000	ERECT SINGLE FAMILY DWELLING	HABITAT FOR HUMANITY	HABITAT FOR HUMANITY
7/21/2016	1209 PATRIOT PL SW	118,000	ERECT SINGLE FAMILY DWELLING	PR PROPERTIES LEASING, LLC.	ROSEMAN CONSTRUCTION
9/6/2016	2130 CHAMPIONSHIP CIR SE	250,000	ERECT SINGLE FAMILY DWELLING	COLONIAL HOMES	DAVID & JAYNE CATLIN
9/8/2016	4942 WOODSTONE AVE NW	126,990	ERECT SINGLE FAMILY DWELLING	NVR, INC./RYAN HOMES	RYAN HOMES
9/27/2016	1676 PAR FOUR CIR SE	250,000	ERECT SINGLE FAMILY DWELLING	JANDA DEVELOPMENT, LTD.	SMITH DEVELOPMENT CORP.

FOURTH QUARTER 2016

DATE	ADDRESS	VALUE	PROJECT	OWNER	CONTRACTOR
10/26/2016	1588 ALPHA ST NW	205,000	ERECT SINGLE FAMILY DWELLING	DAVID BEBESI	KEVIN GLICK CONSTRUCTION
11/10/2016	2423 LINDA LANE SW	216,000	ERECT SINGLE FAMILY DWELLING	MARK & TAMI HAWKINS	CROCKETT HOMES
11/16/2016	1327 SPRINGHAVEN CIR NE	235,000	ERECT SINGLE FAMILY DWELLING	HARRY MITCHELL	PATRICK LONG HOMES, LTD.



December 15, 2016

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

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

Dear Mayor Catazaro-Perry:

Two Police Officer candidates have met all hiring requirements and have been offered positions with Massillon Police Dept.

One person has met all hiring requirements and has been offered a position as an Administrative Assistant for the Engineering Dept.

EEO posters for the Ohio minimum wage change for 2017 have been issued to all departments.

EEO labor Compliance Reports have been filed for the ODOT/Massillon City projects.

Sincerely,
Joseph G. Alessandro Sr.
Public Administration Consultant
Administrator to the Civil Service Commission
Director of the Office of Equal Employment Opportunity

Kathy Catazaro-Perry, Mayor

Massillon

City of Champions

To: Mayor Kathy Catazaro-Perry

From: Barb Sylvester, Community Development Director

Date: December 7, 2016

Monthly Report – November 2016

Fair Housing update – Worked with Bev and Josh on all Fair Housing Programs and goals for the City. Bev attended HUD's Fair Housing training in Cleveland, OH and brought back information for the Housing Department for future requirements of Fair Housing.

Reported and made entries in IDIS for accounting management. Completed and updated "accomplishments" of CDBG activities in IDIS. I continued monitoring of CDBG sub recipients and their programs. During the month I continued to train and educate Josh on the accounting information for CDBG to have a backup for the accounting system and financial record keeping.

I finalized the City Budget with the City Budget Director for the City's calendar year 2017. Also, meet with the City Budget Director to properly liquidate purchase orders and reconcile all balances for the City's calendar year 2016.

Bev and I attended a HOME workshop at Stark County Regional Planning (SCRCP). I contacted representatives from Stark County Regional Planning after the workshop to question the percentage of funds allocated to the City of Massillon for the FY 2017, because it was reduced by 6% from FY 2016 (\$27,386.00 reduction). They referred me to Rich Hendershot, HUD Program Manager, Columbus Field Office. Rich and I are still in communications to find out if there is a HUD formula for this. I did research, and found that the allocations are at the discretion of the consortium. Rich is to get back to me on this issue.

Work continued monitoring the calls, responsibilities, and procedures of the CDBG Code Enforcement Contractor for the City. Reviewed and monitored to ensure all record keeping requirements are being followed, according to HUD guidelines. I always reviewed required forms completed by the Contractor; Daily Log Forms; Voucher Documents; Detailed Inspections by Date Reports. Ensuring that all records, paperwork, electronic entries are properly filled out and properly filed. Reviewed all reports filed, made sure CODE compliance monitoring is also being performed by the Contractor in the City target areas. Monitored to be sure the "Standard Operating Procedures" (SOP) for CDBG code enforcement are being followed.

Community Development Department and CDBG Code enforcement are continuing efforts to reduce slum and blight in the City of Massillon.

The City of Massillon received "official notice" from HUD of the approval of the NSP balance (\$28,375.21) to transfer to CDBG program income. I had been working with Brian White, HUD Columbus field office, regarding the transfer of the City of Massillon's Neighborhood Stabilization Program NSP income balance into the City of Massillon's CDBG Program Income in order to be utilized for eligible CDBG activities. This program was from 2009, and closed out in 2014. I had also been in communications with Mike Hiler,



Deputy Chief, State of Ohio on this closed out program and the utilization of these funds. I am now waiting on the State's office to finalize their process and then we will be able to utilize the funds.

Processing and gathering required documents and various meetings and phone conferences with Ohio History Connection Office, the City Administration, and the Massillon Historic Commission on filing a preliminary questionnaire to the Ohio Historic Preservation office requesting the nomination for Massillon's downtown local historical district to be listed on the National Register.

I processed all paperwork and documents and presented to council for Massillon Historic Preservation Commission for legislation and appropriation of a Grant Agreement with the Ohio History Connection awarded to the City in the amount of \$6079.00; and an agreement with Chambers, Murphy & Burge Restoration Architects Ltd for their services to provide professional services of an update of the Massillon Historic Preservation Commission's Design Guidelines.

Attended EasyTime Solutions Payroll training and implemented the new system in the Community Development Department. All is set in our entire department, actually using the system, and ready to go live.

Barbara Sylvester, Community Development Director

From: Beverly A. Lewis, Housing Director, Massillon City

Date: Monthly Report December , 2016

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ACTIVITY REPORT:

- **Fair Housing Calls for the Month:** - The number of calls received for November was 27. I regularly have walk ins, and some have difficult times contacting their landlords, due to the fact that, they have no cell phones. I have established a relationship with one of the landlords, and have been successful in relaying messages of need on his tenants behalf. I have an open door policy which allows people at any time to come in to file a complaint or just talk through an issue. I also attended the Affirmatively Affirming Fair Housing, three day, training , held in the Field Office in Cleveland, OH.
- **Housing Rehabilitation Projects:** We are completing two Full Rehabilitations and waiting for the Lead Report to be completed for one and sent out for the other. I have two Full Rehabilitation to begin and going through the bidding process. Another Full Rehabilitation for a homeowner is underway and just about ready to bid.
- **Emergency Rehabilitation Projects:** Due to the great weather, I have been able to complete three roofs that were badly in need of repair. We have completed an installation of a furnace and hot water tank for a homeowner and windows and railings for another.
- **Minor/Repair (bridging the gap):** This program has been a life-saver as it provides for those who would otherwise fall through the cracks because the need analysis is so great. We are able to provide assistance to more than one need of a homeowner, with this program; or extend the financial level of service to meet the need. One roof received assistance because of this program. We have also been able to provide a Full Rehabilitation because we could roll over some of the work to this program.
- **First-time Homebuyers Assistance:** Four First time homebuyers are ready to receive RRS, (which is taking care of their minimum code items once they are the owner of home.) Waiting for Contractors to bid one, and setting up Pre-Construction meeting for the other three. We expect to have this done by the end of the year.

Miscellaneous:

Again thank you for the opportunity to serve.

Beverly A. Lewis

CDBG TB Date BAL 12-6-2016

PROJECT TYPE	PROJECT AMOUNT	IDIS #	PO NMBR	DATE START	DATE COMP.	CDBG FUNDS
	\$60,000.00					\$4,111.74
Emergency/Roof	\$ 4,965.00	1053	20-754	10/23/2015	11/6/2015	\$ 59,146.74
Emergency/Furnace	\$ 3,300.00	1069	20-757	11/16/2015	12/7/2015	\$ 55,846.74
Emergency/Roof	\$ 6,350.00	1071	20-851	11/23/2015	1/13/2016	\$ 49,496.74
Emergency/Furnace	\$ 3,200.00	1070	20-767	12/2/2015	12/4/2015	\$ 46,296.74
Emergency/Boiler	\$ 248.00	1072	20-851	3/4/2016	3/7/2016	\$ 46,048.74
Emergency/Electric	\$ 2,950.00	1073	20-851	4/10/2016	4/22/2016	\$ 43,098.74
Emergency/roof	\$ 6,970.00	1075	20-851	6/20/2106	7/12/2016	\$ 36,128.74
Emergency/roof	\$ 6,975.00	1076	20-851			\$ 29,153.74
Emergency/Electric	\$ 3,980.00	1074	20-851	6/20/2016	7/6/2016	\$ 25,173.74
Emergency/roof	\$ 7,520.00	1077	20-851		8/22/2016	\$ 17,653.74
Minor Repair/FR (MR)	\$ 13,890.00	1097	20-851	8/26/2016		\$ 3,763.74
MR / EMERGENCY	\$ 85,000.00					\$ 88,763.74
Emergency/Roof	\$ 6,710.00	1079	20-851	9/12/2016	9/12/2016	\$ 82,053.74
Minor Repair	\$ 15,085.00	1099	20-851	11/8/2016		\$ 66,968.74
Emer/Fur/HW Tank	\$ 4,158.00	1098	20-851	11/10/2016		\$ 62,810.74
Emergency/Roof	\$ 6,950.00	1100	20-851	11/10/2016		\$ 55,860.74
Emer/Win/railing	\$ 2,485.00	1102	20-851	11/21/2016		\$ 53,375.74

HOME

TO DATE

BAH 12-6-2016

ZIP	SERVICE	AMOUNT	AMOUNT	TOTAL	BALANCE
		\$ 120,489.00			\$ 64,570.76
					\$ 185,059.76
	DPA		RRS/FULL REHAB		
	44646 Rehab		\$ 26,585.00		\$ 158,474.76
	44646 Rehab		\$ 27,380.00		\$ 131,094.76
	44646 Rehab		\$ 22,195.00		\$ 108,899.76
	44646 Homebuye	\$ 2,171.59	\$ 970.00	\$ 3,141.59	\$ 105,758.17
	44646 Homebuye	\$ 1,675.00	\$ 5,090.00	\$ 6,765.00	\$ 98,993.17
	44647 Homebuye	\$ 2,250.00	\$ 3,155.00	\$ 5,405.00	\$ 93,588.17
	44647 Homebuye	\$ 3,900.00	\$ 5,000.00	\$ 8,900.00	\$ 84,688.17

\$124,757.00

\$13,520.00

ZIP	SERVICE	AMOUNT	AMOUNT	TOTAL	BALANCE
					\$ 97,308.00
					\$ 48,340.64
					\$ 145,648.64
	DPA		RRS/FULL REHAB		
	44646 Rehab		\$25,670.00		\$ 48,340.64
	44646 Homebuye	\$ 3,480.00	\$ 5,000.00	\$ 8,480.00	\$ 22,670.64
	44646 Rehab		\$14,190.64		\$14,190.64
actual			\$ (21,910.00)		\$ -
					\$ 97,308.00
	44646 Rehab		\$ 7,719.36		\$ 89,588.64
				-1,065.00	\$ 90,653.64
	44646 Homebuye	\$ 2,328.00	\$ 5,000.00	\$ 7,328.00	\$ 83,325.64
	44646 Homebuye	\$ 3,467.27	\$ 5,000.00		\$ 74,858.37
	44646 Homebuye	\$ 6,174.00	\$ 5,000.00		\$ 63,684.37

OK

THE CITY OF MASSILLON
INTERNAL CORRESPONDENCE

TO: Mayor Kathy Catazaro-Perry
FROM: David Maley, Economic Development Specialist
DATE: December 15, 2016
RE: Monthly Report

- Working with Wheeling Lake Erie Railroad on issue at Case Farms.
- Attended City Council sessions providing information to council members on a variety of issues.
- Working with several businesses on possible grants and/or loans for expansion or relocation.
- Attended regular meetings: Stark County Regional Planning Commission, Community Improvement Corporation, and the Economic Development Committee.
- Continue to work with Stark County Regional Planning on several issues regarding the acquisition of properties and demolition for the Neighborhood Initiative Program (NIP) for properties in the City.
- Continue to work with Habitat for Humanity on a neighborhood revitalization project/house demolitions.
- Continue to work with potential downtown investors for downtown development projects.
- Working with developer on workforce housing development.
- Continue work on Downtown Redevelopment Districts (DRD).
- Wrote several articles for "City of Champions" magazine
- Working on EZ/CRA revenue sharing.
- Continue to work on "Imagine Downtown Massillon" project.
- Continue to work on numerous miscellaneous issues.
- Attended MDF breakfast and visited Kent on a downtown redevelopment visit.
- Continuing work on State Capital Bill Project/funding sources.
- Continue work on zoning questions and land acquisition issues.
- Participated in a Webinar on broadband in Stark County.
- Working with the Massillon Museum on land transfer and re-plat.
- Finished work on several TIF Ordinances.
- Worked on Board of Control and Planning Commission issues.

**THE CITY OF MASSILLON
INTERNAL CORRESPONDENCE**

TO: Mayor Kathy Catazaro-Perry

DATE: December 15, 2016

FROM: Engineering Department

SUBJECT: Engineering Department Monthly Report for November 2016

BRIDGES

17th Street NE Bridge –Funding for this project has been approved from ODOT's Ohio Bridge Partnership. This is a design/build project that will be administered by ODOT. It is anticipated to be completed in the Spring 2017.

SANITARY SEWERS

State Avenue Sewer Rehab – Began 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.

STORM SEWERS

2016 Catch Basin Replacement Project – Currently working to replace catch basins at various locations throughout the City. This is an ongoing project. Holderbaum will continue working on catch basins, weather permitting.

Korman Avenue NE Catch Basin Replacement – Completed. Replaced 6 catch basins. Aqua Ohio completed brick roadway repairs.

16th Street SE-Ute Storm Sewer Repair – Review options for Spring 2017

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. Construction began in March of 2016.

STREETS

Main Avenue Resurfacing –Northstar started construction of Main Avenue week of June 27th. 100% completed. Punch list completed, preparing close out documentation.

Wales Road (SR 241) Improvement Project – Funding has been secured through SCATS for FY 2020. Project will improve the existing roadway and infrastructure from Lincoln Way (SR172) and Hills & Dales. Project is currently in the preliminary design phase. Survey 70% completed. Started existing site condition plans. Configuring lanes for traffic volumes. Finding R/W and Property.

Richville/Southway Intersection Widening – Superior Paving started July 25, 2016. Preparing closeout documentation.

Springhill Settlement Reconstruction – Developing estimate and survey. Exploring funding options.

2015 Priority Street Segment Resurfacing Project – Northstar Asphalt began week of September 6th. Paving and catch basins completed on 17th Street, Tommy Henrich, Federal Avenue and 1st Street N.W. Paving will resume on 8th St. N.E., 11th St. N.E, and Amherst Road in the Spring.

SIGNALS

Various Intersections – Equipment for 6 intersections delivered to Traffic Department. Awaiting installation. Evaluations of additional intersections to be performed.

SUBDIVISIONS

Centennial Village –Punch list completed, bond and mortgage to be released.

Country View Meadows - Need to install street lighting.

Concord Village Allotment –Working on completing punch list items.

Gray Ridge Estates Phase 1 – Work completed, subdivision has been released to the City.

Buckeye Ridge Estates – Preliminary plat submitted to Planning Commission May 13, 2015. Resubmitted a revised preliminary plat to Planning Commission June 29, 2015. Final plat approved by Planning Commission August 26, 2015 and Council September 21, 2015. Scheduled for construction Spring 2017.

Sippo Reserves Allotment Phase II – Project has been transferred to a new developer, who will be completing any remaining items.

Westbrook Estates Phase III - Working on punch list items.

Westbrook Estates Phase IV – Preliminary plat approved by Planning Commission May 13, 2015. Engineer is working on construction drawings and final plat. Final plat approved by Planning Commission on January 13, 2016 and Council on February 16, 2016. Construction of pipe and structures began on November 1, 2016 and will continue, weather permitting.

MISCELLANEOUS

Storm Water Management Plan – Currently compiling data to prepare our 2016 Annual Report for submission to Ohio EPA. Updating due to regulation changes.

Storm Water Mapping – Updating on a continuing basis.

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

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. Modification of GIS to reflect inspections.

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. Updating and transferring to new server. Revise into SQL Server. Setting Collector & Local Government model. Developing new means of collecting data and reviewing. PCR rating/form/inspection, data modifications/modification of sanitary map.

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

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. Tommy Henrich dedication – started plat, survey.

UTILITIES

North Avenue NE – Phase II. Dominion gas line replacement underway to replace underground pipe from North Avenue through Sippo Park to Hess Blvd. Restoration, sidewalks, etc. should be completed by December 1st. Remainder of project to begin in January and continue into 2017.



Thomas M. Burgasser, Fire Chief

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

Friday, December 16, 2016

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, 2016.

The department responded to a total of 385 alarms during the month. This averages to 12.8 alarms per day. There were 70 fire alarm and public service calls, and 315 rescue and EMS calls. There were no injuries due to fire.

On the 3rd of the month, I attended the regular monthly LOGIC Board meeting.

On the 19th of the month, the Fire Department participated in the Holiday Parade.

On the 30th of the month, the annual Firefighter Memorial Service was held. This year marks the 41st anniversary of the La Cucina fire. It was very well attended and I would like to thank all those who participated.

The 41st anniversary of the La Cucina fire allows us to reflect on the circumstances surrounding that tragic night. Reflection is appropriate on firefighter safety in terms of assuring that all department personnel understand their responsibility to their own safety as well as each other's. We are grateful to Wendy's Corporation for their consideration regarding their new location which sits near the site of the fatal fire. They have placed a Memorial Plaque on the West side of their facility to honor Frank Urwin, Donald Roseman and Kenneth Arnold.



Thomas M. Burgasser, Fire Chief

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

Much of the month has been spent in the fire prevention arena with new construction inspections as well as downtown inspections of the existing buildings. The assistance of the Building Department and the Code Enforcement team has been invaluable as the effort continues to make buildings safer for our community.

Additionally, work continues to be done on infrastructure repairs and needs for the department. Roof repairs, plumbing repairs, and general maintenance has begun at all of the stations and the classroom at Station # 1 is being renovated based on current technology and learning methods for firefighters.

Respectfully submitted,



Tom Burgasser
Fire Chief



Massillon Fire Department

233 South Erie St.
Massillon, Ohio 44646
Phone (330) 833-1053
Fax (330) 833-1443
www.massillonohio.com

Office of EMS Coordinator

December 16, 2016

Chief Burgasser

Re: November 2016 Monthly Recap

Call Distribution

Calls: 2016-4494 – 2016-4879

Total Calls: 385

*Dispatch Error used 1 run number that didn't result in an actual call

EMS: **267 EMS Runs**

1 EMS Standby

272 patients treated

1 Turned Over To Other Agency

Jackson Township

1 Mutual Aid Received

Jackson Township – 1

239 Transported

(0) Mutual Aid Given

FIRE: **11 Fires**

1 building
2 passenger vehicle
1 natural vegetation
2 mutual aid
2 unauthorized burnings

1 dumpster
0 portable building
1 cooking
0 grass
1 authorized controlled burning

Service: **107 General Service Calls**

42 patient lifts
26 alarm system activations (Fire – 20, Medical – 6)
35 misc. service calls
2 carbon monoxide incidents
2 Fire Truck Events

(Civilian – Injuries:0 / Fatalities:0)

(Firefighter – Injuries:0 / Fatalities:0)

John Paul Markwood IV

John Paul Markwood IV
EMS Coordinator
Massillon Fire Department
jmarkwood@massillonohio.com

Mission Statement

“To be ever vigilant in the protection of life and property, from fire and Other emergencies, through response, prevention, and education.

HEALTH DEPARTMENT ACTIVITY REPORT FOR THE MONTH OF NOVEMBER, 2016

	Current Month	Year to Date
<u>Vital Statistics Services</u>		
Births: Resident .. 0 ... Non-Resident .. 0.. Total:	0	4
Deaths: Resident .. 25 ... Non-Resident .. 10.. Total:	35	473
Certified B/D copies issued	248	3154
Burial Permits	39	511
Fetal Death	0	0
<u>Animal Control</u>		
Animal bites reported	13	116
Lab examinations: (Positive <u>0</u> ; Negative <u>1</u> ; Undetermined <u>0</u>) Total: .	1	12
<u>Food Protection</u>		
Food Service/Food Establishment Inspections	22	427
Food Vending Machine Inspections	8	41
Mobile Unit/Temporary Food Inspections	0	96
Consultations	3	34
Plan Reviews made	2	15
Food Complaints received	0	10
<u>Education Provided</u>		
Food Service Education	38	477
<u>Nuisance Control</u>		
Residential complaints	17	262
Commercial complaints	0	12
Inspections	35	647
Consultations	3	43
Orders issued	13	441
Orders in compliance	13	381
Smoking Complaints	0	8
Smoking Investigations	0	8
<u>Environmental Inspection Services</u>		
Swimming Pool Inspections	2	21
Swimming Pool Complaints	0	0
School Environment Inspections	0	22
Supervised Community Clean-ups	0	2
<u>Compliance Actions</u>		
Legal Action	0	0
<u>Mosquito Control</u>		
Mosquito Investigations	0	3
Larvacide Drops	0	3
Biomist Spraying	0	0

NURSING DIVISION REPORT
November 2016

WIC CLINICS:	Initial Certification	52
	Re-certifications	69
	Individual Appointment	26
	Group or Self modules	117
	Case Load	862

IMMUNIZATION CLINICS:	Patients seen	56
	Immunizations Administered	171

TB TESTING CLINIC:	TB Tests Administered	2
	Positive Reactors referred for X-ray	0

COMMUNITY NURSING	November 2016	<u>Year to Date</u>
Lions Club Applications	2	4
SID/ SUID Home Visit	-	-
Help Me Grow Referrals	-	2
BCMh Referrals	1	9
BCMh Home Visits		45
BCMh consults	-	7
Lead Referrals	-	-
Lead investigations		1
Lice Checks	-	14
Safe Sleep Class	-	8

Parochial School Visits:

Field Visits: 5

Auxiliary Visits: 363

Miscellaneous: VFC Site evaluation by our ODH Immunization consultant Kathy Duffy.
No deficiencies or follow up needed.

Diana Wood, RN, BSN
Director of Nursing

CITY OF MASSILLON

INTERNAL CORRESPONDENCE

TO: Kathy Catazaro-Perry, Mayor

FROM: Mike McKee, Budget Director/ Income Tax Administrator/Public Records Administrator

SUBJECT: GF Budget and Income Tax Monthly Report – Nov 2016

DATE: December 13, 2016

General Fund Revenue/Expenditure- Status:

- Revenue: As of December 12, 2016, the City is 91.7% thru the calendar year. The City's revenue is **6.98% above this straight-lined goal**. We are \$184K short of our Goal of hitting \$18.2M in Income Tax Revenue for 2016. We have yet to receive monthly Business Withholding which is due 15 Dec 16. (\$18.2M is the number which our entire 5 Year Budget Forecast is built on.)
- Expenditures: The City is doing an excellent job of staying within its planned spend plan, and, in fact, is **6% below** planned expenditures as of 12 Dec 2016.

Budgetary Actions - Status:

2017 Budget Development: The Final 2017 City Budget was provided to the Council and their review has begun. Some minor changes have been discovered after formal Budget submission to the Council. At the 19 Dec 16 Council meeting the 2017 Budget will be amended to include the minor changes.

Fiscal Emergency/Recovery Plan: Steve Moomaw is going on maternity leave, and Holly Price will take over as lead in the development of the documentation needed which will be sent to the State Auditor requesting Massillon exist Fiscal Emergency. This documentation development will start after year end close- out (31 Dec 2016) and then sent to the State Auditor. My staff met with Steve and Holly on 12 Dec, to transition.

- **Projected Cash Carry-Over as of 31 Dec 2016:** The above General Fund Status continues to reveal that the City will have a healthy Cash-Carry Over at the end of this calendar year. With 3 Weeks to go in Income Tax collections, it is projected to be around \$2M+.

General Fund Carry-Over From the End of 2015 & the Beginning January 2016: (NO CHANGE from Oct 16.)

\$2,232,527	Total Carry-Over as of January 1, 2016
(\$286,834)	Encumbrances from CY 2015
\$1,945,693	TOTAL: Carry-Over as of January 31, 2016
(\$30,000)	Part-Time Economic Development Salary (19 Jan 2016 Approved)

<u>(\$200,000)</u>	Procured 2 Snow Plow Trucks (Feb 2016 Purchase) (Approved)
\$1,715,693	Total Carry-Over as of 14 April 2016
<u>(\$327,000)</u>	Building Security, WCP, Retirement Payout, (Approved)
<u>(\$205,000)</u>	Bond Counsel & Payroll Upgrade (Approval)
\$1,183,693	Projected Carry-Over Sub-Total
<u>(\$300,000)</u>	General Fund Stability Fund Goal (Approved)
\$883,693	Projected Balance Sub- Total
<u>(\$91,000)</u>	Police Radios (Approved)
<u>(\$100,000)</u>	Purchase/Replace 2 PD Vehicles (Approved)
\$692,693	Projected Carry-Over Total as of 15 August 2016
<u>(\$75,000)</u>	Tax Refunds (For GF and Parks and Rec (Approved)
<u>(\$50,000)</u>	FD Infrastructure Improvements
<u>(\$111,145)</u>	6 Month Paid Ahead for Workman's Comp (Dec 16 – Jun 17)
\$456,548	Status of Jan 2016 Carry-Over

Capital Improvement Fund (as of November 14th, 2016)

	<u>Income Tax Capital Improvement (1401)</u>	<u>Parks Cap Improvement (1433)</u>
Jan-Oct	\$672,430	\$28,329
Nov	<u>\$714,126*</u>	<u>\$1,921</u>
Total to date	\$1,386,556	\$30,251

*Increase due to Income Tax Revenue & transfer from Increase in Auditor's Certification

Mike McKee

Budget Director & Tax Administrator

CC: Auditor, Council Financial Chair,
Council President, State Financial
Commission (Ms. Price & Mr. Moomaw),
Dept. Heads

PARKS AND RECREATION DEPARTMENT



MONTHLY REPORT –November 2016

December 1, 2016

RECREATION CENTER OPERATIONS/PROGRAMS

SEPT/OCT/NOV	SEPT/OCT/NOV
Day Passes Sold: 776/884/784	\$4,798.00/\$6,780.00/\$5,696.00
Guest Passes Sold: 163/194/281	\$815.00/\$970.00/\$1,405.00
Spectator Passes Sold: 7/12/18	\$24.00/\$24.00/A\$36.00
Day Pass 5 Punch: 44/47/74	\$1,100.00/\$1,175.00/\$1,850.00
Day Pass 10 punch: 12/7/12	\$600.00/\$140.00/\$600.00
Membership Packages Sold: 171/199/196	
Memberships Sold: 210/249/267	
Pavilion Rentals: 32/21/8	\$1,971.00/\$1,475.00/\$600.00
Community Room Rentals: 12/28/30	\$834.00/\$1,588.75/\$4,480.00
Birthday Party Packages: 6/9/12	\$1,275.00/\$1,990.00/\$2,400.00

RECREATION CENTER

1. Finalizing the January-June 2017 programming and brochure.
2. Fitness center (free weight) area will be closed Wednesday, December 7 all day for installation of new equipment.
3. New Drinking fountain installed in fitness center hallway.
4. Completing repairs needed at Senior Center.
5. Minor items purchased for the recreation center and Parks:
Merry go round for Reservoir playground, 2 dog depot stations for trail at Reservoir Park, new trailer to transport equipment, 2 commercial weed eaters, 1 chain saw, 1 cordless drill, 2 commercial grills for Oak Knoll and Kiwanis Park, new soccer nets for LC Jones Park, Swing replacements parts for next season, 10 gal. Auto floor scrubber, 4 gal. Carpet Extractor, new volleyball nets, additional ab machine (fitness center), 1 new stepper (fitness center), 1 new Medical fluid ube (replace the sci-fit), several new toys for the child watch area, and new Daktronics units for the scoreboards in the main gym.
6. Budget has been submitted to City Council for approval. Closing out purchase orders and making final purchases for 2016.

SENIOR DIVISION

Report from Director, Caroline Ferrel

PARK DIVISION

Report from Superintendent, Steve Pedro

GOLF DIVISION

Report from Director, Carrie Lowery

Kim O'Farrell (CPRP), Director of Parks and Recreation

Massillon Parks & Recreation Board Meeting Tuesday, December 6, 2016

- Many events have been scheduled during the Holiday season, complements of our locale Nursing Homes/ Care Facilities. A New Year's Eve celebration will be held on Friday, December 30th at noon. This event is sponsored by Legends Care of Massillon.
Also a monthly Birthday Party has been set up and sponsored by Shady Lawn Health Care of Dalton. This has turned out to be a tremendous favorite and very well attended.
- The Santa Breakfast sponsored by the Parks and Rec. Dept. will be held on Saturday, December 10th at the Senior Center. A special thank you to my senior volunteers who will be making pancake and sausage. A huge thanks to my cleanup crew. Dishes are never fun!
- Booklets have been handed out and classes have been scheduled, for the senior volunteers who will be preparing 2016 taxes. Individuals who fit the criteria will qualify for this free service through the AARP TAX AID PROGRAM starting February 1st.
- Some needed repairs are the focus at the Center this month. Some work has been completed or will be finished soon. A special thanks goes out to Steve and Trudy for their help.
- On behalf of the Activity Club and myself we wish all of you a very Merry Christmas and a safe and Happy New Year.

Report submitted by: Caroline Ferrel, Senior Center Director



MONTHLY REPORT – November 2016

Nov 29th, 2016

GOLF COURSE OPERATIONS	<u>2016</u>	<u>2015</u>	<u>Difference</u>
Number of Rounds Played	42,153	37,580	4,573
Leagues Booked	11	8	3
Memberships	44	34	10
Outings Booked	36	20	16
Revenue YTD 1/1/16 – 09/26/16	\$815,103.26	\$788,846.13	\$26,257.13

- Have foundation problems which I hope the city can help us out or point us in the right direction. Frank from the city building department came out to look at the wall and suggested we get quotes. To fix outside brick wall and foundation wall, we are looking at a cost of around \$20,000.00 +. I plan to meet with Lee from the road department to see how they can help.

CLUB BANQUETS	<u>2016</u>	<u>2015</u>	<u>Difference</u>
Banquets YTD	68	40	28
Banquets Booked	78	44	34
F & B Revenue YTD	\$245,247.51	\$220,965.32	\$24,282.19
 TOTAL REVENUE YTD	 \$1,060,350.77	 \$1,009,811.45	 \$50,539.32

Carrie Lowry

PGA Director of Golf/ Golf Operations Manager

Wednesday, November 30, 2016

Parks Department Board Report for November, 2016

1. We are continuing our tree evaluations in all parks. Hazardous and dead trees are removed as they are identified.
2. In cooperation with Stark Parks, we have evaluated several bridges along the Towpath Trail. With their assistance, we will replace unsafe and damaged wood on these bridges.
3. The drinking fountain project for Reservoir Park is moving forward. Construction of the fountain may begin this year, depending on the weather.
4. We have a snow removal plan in place for the parks and sidewalks on city bridges.
5. Our staff is mulching leaves in all of our parks.
6. All restrooms have been winterized and cleaned in preparation for winter.
7. Kiwanis Park Pavilion is available throughout the winter for rentals.

Steve Pedro

Park Superintendent

City of Massillon

MASSILLON POLICE DEPARTMENT

END-OF-MONTH REPORTS 2016

BY: Penny Berg

DATE: 12/14/2016

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
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CRIMINAL ARRESTS:

Records Office: (Adults)	73	44	90	77	75	79	68	94	89	79	84		852
Clerk of Courts Report: (Adults)	91	95	126	97	84	131	87	130	115	131	N/A		1,087
Records Office: (Juveniles)	7	3	6	13	7	7	8	3	3	14	7		78

SUMMONS/CITATIONS:

Records Office:

INCIDENTS:

Total Calls

24	20	36	33	30	24	30	39	22	30	35			323
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Security Checks (Res./Bus.)

REPORTS TAKEN:

2,446	2,582	2,824	2,758	2,913	2,923	2,905	3,213	2,817	2,638	2,542			30,561
400	488	460	368	326	358	353	411	283	271	281			3,999

Incident Reports

Property Reports

Crimes Against Persons Reports

Accident Reports

Traffic Citations Issued

Alarm Calls

Miles of Road Patrol (Previous Mo.)

Current Month's Report: +++ (3) Odometers not working.

++ (1) Odometer not working; (2) cruisers dead.

++++ (2) Odometers not working; (1) cruiser down-dead battery.

+++ (7) Odometers not working; (2) cruisers down.

++ (7) Odometers not working; (1) cruiser down.

++ (4) Odometers not working.

OFFICERS' INFO:

	(3 Pays)	(3 Pays)
Compensatory Hours Used	145.0	105.5
Sick Hours Used	303.9	444.4
Personal Hours Used	80.0	97.0
Compensatory Hours Earned	163.7	354.9
Overtime Hours Paid	1,011.5	1,153.4

Current Month's Report:

*** (1) Officer on family leave--new child.

** (1) Officer on light duty for 2 weeks.

* (1) Officer off on Workers Comp Leave.

OVI TASK FORCE OT HOURS WORKED: (Included in OT/Comp Hours above, but to be reimbursed by the Task Force)

0.00	24.00	28.00	29.50	37.75	72.00	31.50	50.25	60.75	38.25	49.80		421.80
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cc: Safety Service Director J. Smith

MAYORS REPORT

STREETS AND HIGHWAY

Date	11/30/2016	Date Submitted	12/13/2016
Cold Mix Tons Ward 1	8.98	Patched Streets Ward 1	6
Cold Mix Tons Ward 2	6.78	Patched Streets Ward 2	1
Cold Mix Tons Ward 3	18.2	Patched Streets Ward 3	5
Cold Mix Tons Ward 4	1	Patched Streets Ward 4	5
Cold Mix Tons Ward 5	12.35	Patched Streets Ward 5	6
Cold Mix Tons Ward 6	2.66	Patched Streets Ward 6	5
Hot Mix Tons Ward 1	0	Swept Streets Ward 1	11
Hot Mix Tons Ward 2	0	Swept Streets Ward 2	20
Hot Mix Tons Ward 3	0	Swept Streets Ward 3	4
Hot Mix Tons Ward 4	88.66	Swept Streets Ward 4	3
Hot Mix Tons Ward 5	0	Swept Streets Ward 5	2
Hot Mix Tons Ward 6	181.6	Swept Streets Ward 6	2
Salt Tons	0		
Mortar Bags	3		
Cement Bags	0		
Sand Tons	.5		
Removed Advertising Signs From Telephone Poles/Tree Lawns <input checked="" type="checkbox"/>			
Removed Fallen Trees/Limbs From Street <input checked="" type="checkbox"/>			
Cleaned Off Catch Basins <input checked="" type="checkbox"/>			
Mowed/Weedeat <input checked="" type="checkbox"/>			
Barricades		Yes	

**CITY OF MASSILLON
ELECTRICAL DEPARTMENT
NOVEMBER MONTHLY REPORT**

NOVEMBER 1, 2016

Replace Bulb Lincoln Way at 17th Street NW
Repair Loop detector Route 21 at Lake Ave NE
Work on Video detection at Richville Drive at South Way SW
Work at City Hall Annex
Work in Shop

NOVEMBER 2, 2016

Work on loop detector at Route 21 at Lake Ave NW
Work at City Hall Annex
Work on replacing controller cabinet at Lake Ave & 1st Street NE
Replace bulb Oak Ave at Hess Blvd SE
Work on High Way lights Route 21
Work in Shop

NOVEMBER 3, 2016

Work on controller at Lake Ave at 1st Street
Install signs at Duncan Plaza for Sign Department
Work in Shop

NOVEMBER 4, 2016

Change Banner Lincoln Way Downtown
Replace lights Duncan Plaza
Check Gauges on generator at City Hall
Install tree signs Richville Road at Southway SE
Work in shop

NOVEMBER 7, 2016

Remove banners and brackets Lincoln Way Downtown
Replace bulb Route 21 exit ramp at Erie Street S
Work at City Hall Annex
Set timers at City Hall and City Garage
Replace bulb outside light at Fire station #2
Work in Shop

NOVEMBER 8, 2016

Install wiring for sound system in City Hall Annex
Install electric panel at Duncan Plaza for Christmas lights
Replace bulb Lincoln Way E. at Wales Ave
Work in shop

NOVEMBER 9, 2016

Work on street light pole base 1st Street at Tremont Ave SE
Pick up parts Graybar
Work in Shop

NOVEMBER 10, 2016

Work on electric for Christmas lights Duncan Plaza
Replace bulb Tremont Ave At 2nd Street
Work at Rec Center
Check generator City Hall
Pick up Electrical panel at museum for Christmas tree lights
Work on Christmas wreaths for City Hall Annex
Work in shop

NOVEMBER 11, 2016

VETERANS DAY

NOVEMBER 14, 2016

Check on down light pole 2000 Tennyson Ave NE
Pick up parts Home Depot and Menards
Work on Christmas Wreaths for City Hall Annex
Take down Banner Lincoln Way downtown
Work on outside lights Senior Center Downtown
Work at Legends
Turn electric on for Christmas tree lights Lincoln Way downtown
Work in shop

NOVEMBER 15, 2016

Install lights on poles Lincoln Way downtown
Work on lights Senior Center downtown
Pick up parts Menards
Work in shop

NOVEMBER 16, 2016

Install lights outside of City Hall Annex
Install new LED outside light Senior Center downtown
Turn on heater bulbs in Controller cabinets
Reset timer on outside timer Rec Center
Work on outlet City Hall Annex
Work in shop

NOVEMBER 17, 2016

Install CAT 6 cable New Office City Hall Annex
Install Christmas lights on Tree
Turn Heater Bulbs on in old controller cabinets
Work in shop

NOVEMBER 18, 2016

Turn on all timers for Christmas lights Downtown
Work with W.W. Shaub electric raise messenger cable
23rd Street SE at Lincoln Way E
Work in Shop

NOVEMBER 21, 2016

Take banner down Lincoln Way downtown
Set time on timer for Christmas lights Duncan Plaza
Set timing on traffic signals Lincoln Way E at 1st Street,
Lincoln Way E at 6th Street
Take new time clock to Legends
Pick up parts Menards
Work in shop

NOVEMBER 22, 2016

Work on Christmas tree lights at Museum downtown
Reset controller for traffic signals Lincoln Way at 1st and 6th Streets
Work at City Hall Annex

NOVEMBER 23, 2016

Replace bulbs Tremont Ave at 9th Street SW, Erie Street S at Edwin Ave SE
Replace socket Erie Street S at Edwin Ave red light
Reset controllers Lincoln Way E at 1st and 6th Street, Federal Ave NE at
1st Street NW, Erie Street N and 1st Street NE
Install street sign poles Richville Drive at Nave Road SE
Poplar Ave NW at Hemlock Street NW, Mader Court at Amherst Road NE,
Lori Ave NE at Amherst Road NE and 10th Street at Wellman Ave SE
Work in shop

NOVEMBER 24, 2016

THANKSGIVING

NOVEMBER 25, 2016

THANKSGIVING

NOVEMBER 28, 2016

Replace bulb 1st Street at Lake Ave, Tremont Ave at 12th street and
Main Ave W at 12th Street SW
Replace bad LED Finefrock Road SW at 17th Street SW
Set timing on controllers 1st Street at Federal Ave NE and
Lincoln Way E at 6th street
Install electric panel and mats for Christmas tree downtown
Work in shop

NOVEMBER 29, 2016

Replace bulb Lincoln Way at Oak Park
Work on Parking lot lights Legends of Massillon
Check street lights on Sterilite Street SE
Work in shop

NOVEMBER 30, 2016

Work on parking lot lights at Legends
Check lights on Christmas tree
Pick up parts Menards
Work in shop

CITY OF MASSILLON
PAINT & SIGN DEPARTMENT
NOVEMBER MONTHLY REPORT

NOVEMBER 1, 2016

Check downed stop sign mark Area and Call OUPS
14th Street at Woodland Ave SE
Measure and mark area for new post Southway Street SW at
Richville Drive SE call OUPS
Post MPH sign Wales Ave NE
Replace NO Parking sign Wales Road NE at State Ave NE
Block parking on Lincoln Way and City Hall Street with cone

NOVEMBER 2, 2016

Pick up Stain Sherwin Williams
Stain wood signs at Duncan Plaza
Take temp stop signs to Lake and 1st Street NE Traffic signal out
Help safety replace traffic controller
Price check signs MD solutions
Pick up cones Lincoln Way E
Work in Shop

NOVEMBER 3, 2016

Post 2 new signs at Duncan Plaza
Apply more stain to signs
Check on OUPS markings Hemlock Street at Poplar Ave NW
And Richville Drive at Nave Street SE
Marked area for sign post Carver Ave NW call OUPS
Remove old sign post 9th Street at State Ave NE
Work in Shop

NOVEMBER 4, 2016

Replace 3 signs Richville Drive at Southway Street SE
Mark area for post Richville Drive at Southway Street SE
Checked furnace for parks
Work in shop

NOVEMBER 7, 2016

Check signs at Richville Drive at Southway Street SE
Repair one sign
Hang No Smoking sign in Duncan Plaza
Repost turn arrows Richville Drive at Southway SE
Fill in old post holes
Work in Shop

NOVEMBER 8, 2016

Check down sign Mader Court at Amherst Road NE
Put up temp sign Mader Court NE at Amherst Road NE
Replace 2 faded MPH signs 10th Street NE
Post 2 No Trucks signs Penn Ave SE at Erie Street SE and
Penn Ave SE at 3rd Street SE
Post 4 Right Turn signs Nave Road at Erie Street S
Post MPH sign Wales Road at Hankins Ave NE
Move No Parking sign on Carver Ave NW from one side of road to the other
Mark area for new sign post Wales Road NE
Work in shop

NOVEMBER 9, 2016

Help Matt Herzog with CDL training
Check new sign 27th Street NW at Cherry Road NW
Straightened Route 271 sign Lincoln Way W at 32nd Street NW
Help straighten pole base 1st Street SE at Tremont Ave SE
Work in Shop

NOVEMBER 10, 2016

Drivers Meeting AM
Straight stop sign at Diamond Ave at 3rd Street SE
Order supplies MS Solutions
Check on accessories for adding double yellow line to paint sprayer
Work in shop

NOVEMBER 11, 2016

VETERANS DAY

NOVEMBER 14, 2016

Inspect signs SW section
Make more MPH signs for Wales Road NE
Mark area Lori Ave NE at Amherst Road NE call OUPS
Mark area John Carroll Dr. SE call OUPS
Replace faded stop sign 12th Street at Main Ave W
Work in shop

NOVEMBER 15, 2016

Hang Christmas lights downtown
Post No Parking sign Christmas tree install
Work on park benches a senior center and 1st Street SE
Work in shop

NOVEMBER 16, 2016

Check OUPS for Street Department John Carroll Drive SE
Install new post and MPH sign Wales Road NE
Replace faded MPH sign 11th Street at Rotch Ave NE
Work in shop

NOVEMBER 17, 2016

Remove No Parking sign from 1st Street SE Lincoln Way E
Pick up barricades downtown for street Department
Straighten signs Richville Drive at Nave Road
Move flower boxes downtown with loader for Safety Department
Install sign post Marion Ave at 14th Street SE
Help Street Department with curb on John Carroll Drive SE
Make 2 MPH signs
Work in shop

NOVEMBER 18, 2016

Post No Parking downtown for Christmas Parade
Help Matt get truck ready for CDL test Monday morning
Replace 2 faded MPH signs 13th Street SE
Work in Shop

NOVEMBER 21, 2016

Remove all No Parking signs from parade Lincoln Way Downtown
Take Matthew Herzog for CDL testing
Repair round sign pole Wellman Ave SE
Measure and mark area for round pole 10th Street SE at Wellman Ave SE
Call OUPS
Work on road closed sign for Street Department
Work in shop

NOVEMBER 22, 2016

On Vacation

NOVEMBER 23, 2016

Winterize tools for storage
Install round pole 9th Street NE at Lincoln Way East, Lori Ave,
Mader Court NE at Amherst Road NE, 10th Street at Wellman Ave SE
Poplar Ave NW at Hemlock Street NW and Richville Dr. at Nave Road SE
Move one way sign 50' South 9th Street NE
Straighten No Parking sign Cherry Ave NE at 2nd Street NE
Fix Stop sign 3rd Street NE at North Ave NE
Help Matt with CDL pre trip
Work in shop

NOVEMBER 24, 2016

THANKSGIVING

NOVEMBER 25, 2016

THANKSGIVING

NOVEMBER 28, 2016

Replace u channel post Cincinnati Drive at Stump Road SE
Check Stop sign on Cable Court NW Straight with loader
Help Street Department with guard rail on Route 21
Take torch bottles in for refill
Look for trucks online
Work in shop

NOVEMBER 29, 2016

Take Matt Herzog for CDL test
Install 2 benches at Senior Center Downtown
Post No Parking signs 1st Street SE for Museum
Help Street Department with guardrail Route 21
Work in shop

NOVEMBER 30, 2016

Sign inspection SW Section
Took old park benches from Senior Center to Group Home
Replace sign at 3rd Street and Charles Ave SE
Prepare pole sleeve for installation on Wellman Ave SE
Work in shop

**CITY OF MASSILLON
STREET DEPARTMENT
NOVEMBER MONTHLY REPORT**

NOVEMBER 1, 2016

Dig out bad areas and backfill with gravel
Castle West Circle NW
Work in Shop

NOVEMBER 2, 2016

Dig out Areas fill with base Castle West NW
Work in Shop

NOVEMBER 3, 2016

Pave bad areas Castle West NW
Work in Shop

NOVEMBER 4, 2016

Pave bad Areas Castle West
Pave sunk curbing area Abraham Ave NW
Patching 3rd Street SE Arch Ave NW, Castle West NW
Gettysburg Circle NW, Lincoln Park Road NW
Pike Ave SW and Walnut Road SW
Mowing Cherry Road
Sweeping Cherry Road, 28th Street NW, Abraham Ave NW
and Lincoln Way W
Work in shop

NOVEMBER 7, 2016

Patch 25th Street SE
Sweep 25th & 26th Streets SE
Catch basin repair 3rd Street SE at Maple Ave SE E. side of road
Mowing Wales Road NE Fire Station
Board vacant house 14th Street SE
Load yard waste container
Load Street Sweeping container
Work in Shop

NOVEMBER 8, 2016

Patching 26th Street SE
Repair catch basin 3rd Street SE at Maple Ave SE NE corner
Mowing Lake Ave NE at Route 21, Walnut Road SW at 16th Street
Assess John Carroll, Heidelberg, Case Western Reserve
Remove fence posts Tommy Henrich Blvd NW
Work in shop

NOVEMBER 9, 2016

Clean off and open Catch basins city wide
Training loader sweeper paver
Move furniture City Hall Annex
Work in Shop

NOVEMBER 10, 2016

Mowing 1130 Erie Street S, Route 21 Clover leaves
Patching 10th Street SW, Catch Basins 3rd Street & Maple SE
2nd Street SE, Burd Ave NE, Rotch Ave NE, Taggart Ave NE
Pull fence posts Route 21
Repair catch basin 68 Erie Street S
Work in shop

NOVEMBER 11, 2016

VETERANS DAY

NOVEMBER 14, 2016

Patch 26th Street SE and Case Western Drive SE
Catch basin repair Charles Ave SE at Erie Street S
Sweeping John Carroll, Case Western, Heidelberg
Pull fence post Route 21
Dig out bad areas John Carroll Drive SE
Work in shop

NOVEMBER 15, 2016

Patch 11th Street NE, Dexter Road NE, Heidelberg Ave SE
Sweep 2nd Street NE, 3rd Street NE and 4th Street NE
Mowing 424 1st Street NE
Pave bad areas John Carroll and Case Western
Work in shop

NOVEMBER 16, 2016

Catch basin repair Charles Ave SE at 1st Street SE
Patching 26th Street SE, Dexter Road NE, Fan Court NW
And Janice Street NE
Sweeping 6th Street 7th Street NE and 8th Street NE
Pick up expired Deer Route 21
Mowing Tommy Henrich Blvd, Route 21 Guardrails
Work in shop

NOVEMBER 17, 2016

Catch basin repair Charles Ave SE at Postal Place SE
Patch Fan Court NW
Sweeper repair replace brooms
Dig out raised curb area reinstall 2 sections of curb
Work in shop

NOVEMBER 18, 2016

Street Safety meeting Morning
Patching 12th Street SW John Carroll Drive SE and
Warren Ave SW
Sweeping Downtown Area
Barricades for Holiday Parade
Work in Shop

NOVEMBER 21, 2016

Street Department meeting
Pick up barricades from holiday parade
Clean and service trucks and snow equipment
Review plow routes mark steel plated catch basins
Paint 889 truck bed
Load street sweeping container
Load yard waste container
Work in shop

NOVEMBER 22, 2016

Catch basin repair 113 Erie Street S
Patching 17th Street NW Alley Charles Ave SE catch basin Oberlin Road SW
Paint truck beds 890 and 886
Pull fence post Route 21 at Lincoln Way Viaduct

NOVEMBER 23, 2016

Clean catch basins of debris
Street /Safety meeting
Remove fence posts Route 21
Pull advertising signs
Sweep in NE section
Load yard waste container
Work in shop

NOVEMBER 24, 2016

THANKSGIVING

NOVEMBER 25, 2016

THANKSGIVING

NOVEMBER 28, 2016

Repair catch basin 34 Shriver Ave SE
Sweep Irvington AVE NE, Medill Ave NE, Rotch Ave NE
And Sheffield Ave NE
Install Guard rails Route 21 at Lillian Gish Blvd
Work in shop

NOVEMBER 29, 2016

Install guardrail Route 21 at Lillian Gish Blvd SW
Sweep Commonwealth Ave NE, Ohio Ave NE,
State Ave NE and Vogel Ave NE
Pick up debris Route 21 at Lake Ave
Work in shop

NOVEMBER 30, 2016

Clean off Catch basins
Clean up Route 21 from guard rail install
Sweep 1st Street NE and Route 21 S Bound
Pull signs from telephone poles and tree lawn
Load yard waste container
Work in shop

**MAYOR KATHY CATAZARO-PERRY
PLANT MANAGER WWTP-TONY ULRICH
CITY OF MASSILLON, OHIO INTERNAL CORRESPONDENCE**

WASTEWATER TREATMENT DEPARTMENT MONTHLY REPORT FOR: Date **11-30-2016**

Date	12/9/2016	Plant Effluent Total Million Gallons	275.381
		Plant Effluent Average Millon Gallons	9.179

Daily Average Effluent Suspended Solids	8.4	mg/l
Daily Average Effluent BOD	7.3	mg/l
Total Sludge Hauled	315.25	Dry Tons
Total Sewer calls	4	Collections
Sanitary Sewer Jetted	24,831	Feet
Collection Water Usage	14.569	Gallons
Sanitary Sewer Footage Camera	414	Feet
Total Overtime For WWTP Dept	124.2	Hours

Ward 1	\$0.00
Ward 2	\$0.00
Ward 3	\$1,350.00
Ward 4	\$0.00
Ward 5	\$0.00
ward 6	\$0.00
Sewer Repair Cost	\$1,350.00