

**CITY OF CANAL FULTON
CITY COUNCIL MEETING AGENDA**

November 3, 2010
16

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **CORRECTING & ADOPTING THE RECORD OF PROCEEDINGS**

November 3, 2010

5. **REPORTS OF STANDING COMMITTEES**

6. **CITIZENS' COMMENTS – AGENDA MATTERS (Five Minutes per Individual – No Yield)**

7. **REPORTS OF ADMINISTRATIVE OFFICERS**

A. Senior Citizens

B. Community Service Coordinator

Written Report

C. Fire Chief

Written Report

D. Police Chief

Written Report

E. Engineer/Streets/Public Utilities

F. Finance Director

G. City Manager

H. Report of Mayor

Park Board Appointment

I. Parks & Recreation Board

J. *Written Report*

K. Law Director

8. **THIRD READINGS - None**

9. **SECOND READINGS**

Resolution 38-10: A Resolution To Enter Into Contract With Mary Taylor, Auditor of State For The Financial Statements For The City Of Canal Fulton For The Years Ending December 31, 2010 And December 31, 2011, and Declaring An Emergency.

Ordinance 10-10: An Ordinance Amending The Codified Ordinances Of The Administrative Code Of The City Of Canal Fulton, Ohio To Amend Chapter 141 Employees Generally And Amend Section 141.18(b)(1) Vacations.

10. **FIRST READINGS**

Ordinance 11-10: An Ordinance To Make Appropriations For The Current Expenses And Other Expenditures Of The City Of Canal Fulton, County Of Stark, Ohio, During The Fiscal Year Ending December 31, 2011, And Declaring An Emergency.

11. **PURCHASE ORDERS & BILLS**

BILLS: \$47,420.38

PURCHASE ORDER:

Bank of New York \$187,470.00

12. **OLD/NEW/OTHER BUSINESS**

13. **REPORT OF PRESIDENT PRO TEMPORE**

14. **REPORT OF SPECIAL COMMITTEES**

15. **CITIZENS COMMENTS – Open Discussion (Five Minute Rule)**

16. **ADJOURNMENT**

RECORD OF PROCEEDINGS

Minutes of

CITY OF CANAL FULTON

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

November 3, 2010

Held

20

COUNCIL MEETING

Mayor John Grogan called the November 3, 2010 City Council meeting to order at 7:00 PM in Council Chambers at City Hall.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: John Grogan, Linda Zahirsky, Paul Bagocius, Danny Losch, Sue Mayberry, and Matthew Moellendick.

Mrs. Zahirsky moved to excuse Mrs. Cihon due to her granddaughter being in an accident, seconded by Mr. Losch. **ROLL: Yes, ALL.**

Others Present: Mark Cozy, City Manager; Tammy Charlson, Clerk of Council; Daniel Mayberry, Service Director; Scott Fellmeth, Law Director; Glenn Boyd, Captain; David Frisone, Police Chief; Scott Svab, Finance Director; William Dorman, CTI Engineers; James Deans, Resident; Joan Porter, Repository.

CORRECTING/ADOPTING THE RECORD OF PROCEEDINGS

Mrs. Zahirsky moved to adopt the record of proceedings as amended, seconded by Mrs. Mayberry. **ROLL: Yes, ALL.**

Mrs. Zahirsky made the following corrections to the record of proceedings, on page 3 at the bottom, under CMAQ Grant, it should read, year 2015 and on page 8, Mrs. Zahirsky said: "For those who say the city and the township doesn't work together, they are wrong. We've come a long way."

Mrs. Mayberry made the following corrections: On page 5, last paragraph, fourth sentence, she meant to say lowest rates and not lowest producers.

Mr. Bagocius stated under Third Readings, Ordinance 7-10, Mr. Moellendick's name is missing under the vote for the motion for passage. Mr. Moellendick voted yes on the roll call.

REPORTS OF STANDING COMMITTEES None

CITIZENS' COMMENTS – AGENDA MATTERS - None

REPORTS OF ADMINISTRATIVE OFFICERS

SENIOR CITIZENS (Nellie Cihon) - Absent

COMMUNITY SERVICE (John Murphy, Coordinator) – No Report

FIRE CHIEF (Glenn Boyd, Captain) - No Report

POLICE DEPARTMENT (Dave Frisone, Chief)

Donation: Chief Frisone stated the department received a personal check donation from a resident in the amount of \$500, along with a letter stating to use the check for the benefit of the officers for their assistance during a dog attacking the resident. Officers Daniel Tickerhoof and Timothy Konz

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responded to the call. Chief Frisone stated he would give the check to the Finance Department.

Mrs. Mayberry asked what one should do when see young people in the park doing donuts in the parking lot and speeding around.

Chief Frisone stated to notify the police and also try to get a license plate number.

ENGINEER/STREETS/PUBLIC UTILITIES (William Dorman/Dan Mayberry):

High/Erie Avenue, Phase I. Mr. Dorman stated the contractors are finishing up the drives along the project.

High/Erie Avenue, Phase II: Mr. Dorman stated the project is ahead of schedule. They are finishing the culvert installation and the roadway will be paved by Thanksgiving. It is the plan to have it re-opened by December.

Smail's Pond: The contractor's are doing the finish grade.

Discovery Park: Mr. Dorman reported they are finishing up the crack sealing on one of Mr. Schalmo's projects. They will be moving forward with the final paving.

Council Questions: Mr. Losch stated the speed limit along Kepler and Leaver Road goes from 40 mph to 25 mph. He stated he saw that New Franklin has changed the speed limit up to 40 mph in some of the area. Mr. Cozy gave information regarding the speed limits. He has spoken with Mayor Bollas, New Franklin and they are considering changing the speed limit.

Chief Frisone stated he believes there was a speed study scheduled for the area before the project began.

FINANCE DEPARMTENT (Scott Svab)

2011 Budget: Mr. Svab stated he is finishing up the budget. He would like to schedule some Finance meetings to review.

Mrs. Zahirsky moved to hold a Finance Committee meeting on Saturday, November 6, 2010 at 7:30 AM for the purpose of discussing the final budget to be able to have legislation available for the next meeting, seconded by Mr. Losch. **ROLL: Yes, ALL.**

CITY MANAGER (Mark Cozy)

Safe Routes to School: Mr. Cozy reported a public meeting was held for public input. The participation was low. Some of the input they received was most felt the purpose of the sidewalks and discontinuing busing. There are also monies from this grant to use trailblazers to train crossing guards. The data from the surveys that was gathered from the surveys from the students and the parents have been sent to be tallied.

There is a questionnaire posted on the website.

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YMCA Committee: The YMCA Committee is meeting next Thursday, November 11, 2010 at 12:00 Noon at Lawrence Township Hall. The goal is to narrow the sites down, from four to two and to begin the process of establishing a YMCA Charter.

Executive Session Mr. Cozy stated he would like to request an executive session to discuss contract negotiations.

Mayor Grogan asked if we had anything concrete to present to council regarding negotiations. He feels there should be some committee meetings, such as the Personnel/Rules and Safety Committees before they meet with council as a whole.

Mr. Cozy stated there isn't any written proposals, it is all just verbal.

Mr. Bagocius asked when they find out what administration is proposing.

Mayor Grogan stated after discussions, that they would enter into executive session at the end of the meeting.

PARKS & RECREATION BOARD – Mayor Grogan stated he wanted to offer the Fleming family our sincere wishes for a speedy and full recovery for Fred Fleming.

LAW DIRECTOR (Scott Fellmeth) - None

THIRD READINGS - None

SECOND READINGS - None

FIRST READINGS

Resolution 38-10: A Resolution To Enter Into Contract With Mary Taylor, Auditor of State For The Financial Statements For The City Of Canal Fulton For The Years Ending December 31, 2010 And December 31, 2011, and Declaring An Emergency. **STANDS AS A SECOND READING**

Mr. Svab stated the deadline is November 19. Mrs. Zahirsky stated she would like the Resolution to proceed with second reading. All others agreed.

Mr. Bagocius asked why they weren't presented this Resolution at the October 19th meeting. He stated the letter was dated October 12th. Mr. Svab stated he isn't sure exactly what date the letter was received.

Mr. Bagocius asked if there were two audits going on. Mr. Svab stated this does the accrual cash basis.

Mr. Svab gave an overview of how the auditors perform the audit. They have a LGS Team and a State Team.

Ordinance 10-10: An Ordinance Amending The Codified Ordinances Of The Zoning Code Of The City Of Canal Fulton, Ohio To Amend Chapter 141 Employees Generally And Amend Section 141.18(b)(1) Vacations. **STANDS AS A FIRST READING**

Mrs. Zahirsky stated the Ordinance needs amended, changed from "The Zoning Code" to the Administrative Code. This was a typographical error.

PURCHASE ORDERS - None

RECORD OF PROCEEDINGS

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CITY OF CANAL FULTON

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DAYTON LEGAL BLANK CO. FORM NO. 10148

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Bills: \$ None

OLD/NEW/OTHER BUSINESS

Safety Committee: Mr. Bagocius moved to hold a joint fire committee meeting to discuss the living together arrangement the committee has been discussing November 18, 2010 at 6:30 at Lawrence Township Hall and December 9, 2010 at 6:30 at Lawrence Township Hall, seconded by Mrs. Zahirsky. **ROLL: Yes, ALL.**

Cities and Villages Magazine: Mr. Bagocius stated there is an article on page 21, regarding "Utilities Help Each Other During Emergencies". The article was about utilities-helping-utilities program that uses mutual aid and assistance agreements.

On Page 27, there was an article on a U.S. Communities website regarding an online marketplace offers to access thousands of products from multiple suppliers with a single payment and order.

Budget 2011: Mr. Bagocius wanted to know if there is anything in the new budget to help fund the Northwest Stark Senior Center financially.

Mayor Grogan stated they haven't begun formal negotiations with the Township on this matter as of yet. The Mayor stated the last time they presented the monies to council, his intent was only a one time deal.

Marshallville Street Sanitary Sewer: Mr. Bagocius asked how the negotiations were going with Wenger regarding the repairs.

Mr. Mayberry stated we are waiting to hear back from Wenger. The Engineer's office sent them a letter.

Mrs. Mayberry stated she would ask that Administration be a little more diligent in getting council packets to council on time. She wanted to remind administration that the Clerk will be out of town all next week and next Friday is the date that council packets go to the members. She stated this would be another late packet if it doesn't go out by some other means.

REPORT OF PRESIDENT PRO TEMPORE (Linda Zahirsky)

Halloween: Mrs. Zahirsky stated cars were lined up on Rt. 93. There are a lot of people that come from outside the community.

Mrs. Zahirsky stated she would like to have discussion next year to cut it back to one hour.

Mr. Moellendick stated he likes the time of Halloween.

Mrs. Zahirsky asked if we heard anything about the township questionnaire, their Comprehensive Plan. She stated we should request a copy.

REPORT OF SPECIAL COMMITTEES - None

CITIZENS COMMENTS-Open Discussion (Five-Minute Rule) - None

EXECUTIVE SESSION: AT 7:57 PM

RECORD OF PROCEEDINGS

Minutes of

Meeting

CITY OF CANAL FULTON

DAYTON LEGAL BLANK CO., FORM NO. 10124

Held

November 3, 2010

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Mrs. Zahirsky moved to enter into executive session at 7:57 PM for the purpose of preparing for, conducting or reviewing negotiations or bargaining sessions with public employees, seconded by Mrs. Mayberry. **ROLL: Yes, ALL.**

Mrs. Zahirsky moved to return to regular session and stated they discussed contract negotiations, with no action taken, seconded by Mr. Losch. **ROLL: Yes, ALL.**

ADJOURNMENT

Mayor John Grogan moved to adjourn the November 3, 2010 meeting at 9:10 PM. The next regular scheduled meeting is November 16, 2010 at Canal Fulton City Hall, Council Chambers.

Tammy Charlson, Clerk of Council John Grogan, Mayor



City Of Canal Fulton Community Service Report October 2010

- 3 Defendants currently sentenced to community service.
- 17 Hours worked by defendants this month.
- 1 Defendants completed their hours.
- 0 Defendants sent back to court for non compliance.

During the month of October very few hours were worked by defendants for the city. Of the three defendants scheduled to work only one completed his hours during the month. The other 2 defendants were on house arrest and couldn't work their hours.

Worked performed during October included refinishing museum sign at Heritage Park, daily cleaning of the parks, landscape work at the Canalway Center, Westside Fire Station, Kilbride Park and Muhlhauser Park.

Due to budget restraints, Community Service is confined to working only 10 hours a week till the end of the year, and I will be coordinating defendants to work with various departments.

Future Projects:

Snow removal.

Respectfully submitted,

John Murphy
Community Service Coordinator

REPORTS, ARRESTS, CITATIONS & WARNINGS

October 1, 2010 - October 31, 2010

OFFENSES

Breaking & Entering and/or Burglary <i>(Includes Attempted)</i>	1
Robbery <i>(Includes Attempted)</i>	0
Theft <i>(Includes bad checks, identity and drive-offs)</i>	7
Domestic <i>(Includes Violence and Disputes)</i>	0
Juvenile Offenses	9
Criminal Mischief / Criminal Damaging	0
Drug Related Offenses	3
Menacing and Aggravated Menacing	0
Vandalism/Property Crimes	1
Harassment <i>(Includes Phone)</i>	5
Alcohol Related	6
Disorderly Conduct	0
Assault	2
Missing Persons	0
Shots Fired	2
Sex Offense	2
Solicitors	0
Fight	0
Arson	0
TOTAL OFFENSES	38

PUBLIC SERVICE

Public Service Calls	13
Disturbance Calls	5
Suspicious Activities <i>(Includes persons, vehicles, circumstances)</i>	22
Assist Lawrence Township Police Department	19
Assist Medical Squad / Fire	16
Assist Other P.D.	4
Alarms	8
911 Hang Ups	6
Attempted Suicide	1
Threats	3
Security Checks	74
TOTAL PUBLIC SERVICE CALLS	171

MISCELLANEOUS CALLS

Includes, but is not limited to:

lock-outs, animal complaints, fingerprinting, escorts, welfare checks, unwanted subjects, civil matters, loud music, neighbor disputes, disabled vehicles, follow-ups, lost and/or found property, notifications, open doors, trespassing, extra patrol, attempts to serve warrants.

TOTAL MISCELLANEOUS CALLS 75

From all of the above calls, the following numbers represent the amount of arrests that resulted from said call:

ARRESTS MADE:	<u>12</u>
WARRANTS SERVED:	<u>4</u>
TOTAL	<u>16</u>

TRAFFIC INCIDENTS:

Speed and/or Assured Clear Distance	11
Stop sign and/or Traffic Signal	1
Juvenile Offense	1
Seat Belt Violation	5
Parking Problems (Total)	3
<i>Parking Citations Issued: 1</i>	
Written Warnings	7
Verbal Warnings	63
Driver's License Violations	5
Registration Violations	1
Failure to Control	3
Wrongful Entrustment	1
OVI	2
Marked Lanes	2
Failure to Yield	3
Improper Backing	1
Vehicle Violations	1
Left of Center	0
TOTAL TRAFFIC INCIDENTS:	<u>110</u>

ACCIDENTS

Property Damage Only:	<u>6</u>
Injuries:	<u>1</u>
Private Property Accident:	<u>2</u>
Hit/Skip Accident	<u>0</u>
TOTAL ACCIDENTS	<u>9</u>

TOTAL CALLS OF SERVICE: 403

2010 Parks and Recreation Program Revenue & Expenses (\$4000 budgeted) updated 11-3-10

REVENUE

Daddy Daughter Dance (\$562 in 09)		\$	700.00
Preschool soccer (\$187 in 09)		\$	204.00
Movie/concert donations (No raffle or concessions in 2010) (\$517 in 09)		\$	190.13
7/22 concert in park donations	\$	10.42	
8/1 concert in park donations	\$	155.46	
8/15 concert in park donations	\$	13.00	
8/20 movie in park donations	\$	11.25	
Souvenir sales at Canalway Center (\$482 in 09)		\$	482.25
4/1/10 started with \$50 change			
5/21/10 deposit	\$	80.00	
6/28/10 deposit	\$	110.00	
8/12/10 deposit	\$	130.00	
9/1/10 deposit	\$	125.05	
9/8/2010 deposit (chk)	\$	8.00	
11/3/2010 deposit	\$	29.20	
11/3/10 returned \$50 start up cash			
Vending machine commission (\$230 in 09) (not recorded for 2010 yet- this is est)		\$	200.00
Gazebo/pavilion rentals (\$1205 in 09)(not recorded for 2010 yet - this is est)		\$	1,200.00
Tennis court light fees (\$245.25 in 09)(not recorded for 2010 yet - this is est)		\$	225.00
VFW donations (\$500 in 2009)		\$	500.00
Tennis Lesson participant fees (income from 56 participants)		\$	1,680.00
Tennis Lesson grant to pay for equipment and publicity		\$	1,755.00
Total revenue		\$	7,136.38

EXPENSES

Daddy Daughter Dance (\$508 in 09)		\$	550.00
Community Egg Hunt (same in 09) (\$200 candy and \$53 bunny costume rental)		\$	253.00
Earth Day Trees (\$87 in 09 - split with Community Service budget)		\$	87.00
Movies and Concerts in Park (\$1490 in 09)		\$	1,882.00
Preschool Soccer (same in 09)		\$	-
Stark Parks Joint Programs (\$50 in 09)(lemonade for campfire)		\$	2.49
Fall Fun Fest (same in 09)(candy \$100, porta potty \$100)		\$	200.00
Santa (same in 09)		\$	250.00
Santa/treelighting supplies (\$17 in 09)(560 candy canes in 2010)		\$	11.98
Souviners to sell at Canalway Center (\$347 in 09)		\$	562.85
25 Plan & Profile Maps from Roscoe 7/23/10	\$	106.85	
205 St. Helena II Lapel pins 8/2/10	\$	456.00	
USTA membership (required for tennis grant application)		\$	35.00
NW Community Event booth rental 1-31-10		\$	30.00
Tennis Lessons instructor fees (for 56 participants)		\$	1,400.00
Tennis Lessons equipment and publicity		\$	1,805.44
Total Expenses		\$	7,069.76

2010 Concerts/Movies in the Park Expenses

Canal Fulton/Clinton Community Band			
Thursday, June 17, 7:30 pm and Thurs, July 22, 7:30 pm (each \$250)		\$	500.00
Tailor Made Classic - Sunday, Aug 1, 7 pm		\$	490.00
Country Sunrise Special - Sunday, Aug 15, 7 pm		\$	250.00
Movies in the Park @ \$321 each for Swank license		\$	642.00
"Meatballs" Friday, June 11 \$321			
"UP" Friday, August 20 \$321			
Total for concerts/movies		\$	1,882.00



RESOLUTION: 38-10
PASSED: _____

Mary Taylor, CPA
Auditor of State

October 12, 2010

Mr. Scott M. Svab, MPA, MBA
Finance Director
City of Canal Fulton
155 East Market Street
Canal Fulton, OH 44614

A RESOLUTION TO ENTER INTO
CONTRACT WITH MARY TAYLOR, AUDITOR
OF STATE FOR THE FINANCIAL
STATEMENTS FOR THE CITY OF CANAL
FULTON FOR THE YEARS ENDING
DECEMBER 31, 2010 AND DECEMBER 31,
2011, AND DECLARING AN EMERGENCY

Dear Mr. Svab:

This letter is to confirm our understanding of the terms and objectives of our engagement with the City of Canal Fulton (the City) and the nature and limitations of the services we will provide.

We will provide the following services:

Using our conversion software and information provided by the City, the Local Government Services Section of the Office of the Auditor of State (LGS) will compile the basic financial statements for the City of Canal Fulton for the years ending December 31, 2010 and December 31, 2011.

We will compile the financial statements and issue an accountant's report thereon in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to present in the form of financial statements, information that is the representation of management without undertaking to express any assurance on the financial statements.

A compilation differs significantly from a review or an audit of financial statements. A compilation does not contemplate performing inquiry, analytical procedures, or other procedures performed in a review. Additionally, a compilation does not contemplate obtaining an understanding of the City's internal control; assessing fraud risk; tests of accounting records by obtaining sufficient appropriate audit evidence through inspection, observation, confirmation, the examination of source documents (for example, cancelled checks or bank images); or other procedures ordinarily performed in an audit. Therefore, a compilation does not provide a basis expressing any level of assurance on the financial statements being compiled.

If for any reason we are unable to complete the compilation of the City's financial statements, we will not issue a report on such statements as a result of this engagement.

The City of Canal Fulton remains responsible for the compiled basic financial statements. It is therefore the responsibility of the City to be in a position in fact and appearance to make informed judgments while reviewing, evaluating, and approving the services provided under this engagement. It is also the City's responsibility to establish and maintain internal controls, including monitoring ongoing activities.

Local Government Services Section
88 E. Broad St. / Sixth Floor / Columbus, OH 43215-3506
Telephone: (614) 466-4717 (800) 345-2519 Fax: (614) 728-8027
www.auditor.state.oh.us

Mr. Scott M. Svab, MPA, MBA
Finance Director
City of Canal Fulton
October 12, 2010
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To demonstrate that the City is fulfilling these responsibilities, the following safeguards will be observed. The City will designate a management level individual to be the primary contact accountable for overseeing this engagement and who will take responsibility for the appropriateness of the results of this engagement. If the City has determined that someone other than the individual with whom we worked last year will fulfill this role, the City must submit documentation to support the new designee's knowledge and capability to perform this function. We will meet with this individual bi-weekly to update our progress and to allow the individual to monitor engagement performance to ensure it meets management's objectives. This individual will perform all management functions and make all management decisions related to this conversion and compilation and will accept full responsibility for such decisions. Accordingly, this individual will review and approve all proposed adjustments before they are entered in the conversion software. Finally, this individual will evaluate the adequacy of the services performed under this engagement by the Local Government Services Section of the Office of the Auditor of State.

It is understood and agreed that the performance of this engagement by LGS will not lessen the scope and extent of the audit work to be performed by the Financial Audit Group of the Office of the Auditor of State.

The hours of service offered in this letter are based upon the following information being provided by the City of Canal Fulton:

1. Information required to confirm appropriate fund classification and major fund status;
2. Information to allow the allocation of internal service funds to governmental and business-type activities;
3. Information regarding estimated revenues and appropriations for use in the preparation of budgetary statements including original budget amounts for all funds required to be presented in the basic financial statements and documentation to insure that financial records are in agreement with amended certificates requested and appropriations passed by the City Council during 2010;
4. A current, complete, and appropriately classified record of all cash receipts and disbursements made during the year, along with bank reconciliations of all City funds and bank accounts as of December 31, 2010;
5. Documentation for receivables including taxes, intergovernmental and accounts receivable, inventory, and prepaid items as of December 31, 2010;
6. The balances for all governmental capital assets by program and type and proprietary capital assets by fund and type as of the beginning and end of the year, including appropriate information regarding accumulated depreciation, as well as current year additions (including accounts charged for related expenditures) and deletions (including any related proceeds and accumulated depreciation on the deleted asset). In addition, information is required that presents depreciation expense by fund and type for proprietary capital assets and by program and type for general capital assets for the year;
7. Information regarding accrued salaries, compensated absences (both current and long-term), accounts payables, workers' compensation, retirement, and other current and long-term liabilities as of December 31, 2010;
8. Information regarding short-term debt (notes) including a schedule of changes in short-term debt that details balances at the beginning and end of the year, increases and decreases and the purpose for which the short-term debt was issued;
9. Information regarding long-term debt balances as of the beginning and end of the year and information regarding additions and payments that occurred during the year. Information that details issuance costs, premiums and discounts for additions should be identified separately.

Mr. Scott M. Svab, MPA, MBA
Finance Director
City of Canal Fulton
October 12, 2010
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10. Copies of amortization schedules that distinguish between principal and interest for each outstanding debt issue;
11. Information to support necessary modified accrual and accrual adjustments at December 31, 2010;
12. Information regarding transfers by fund including the amount and purpose for each transfer;
13. Management's Discussion and Analysis.

It is important that you provide financial records that balance and documentation that is adequate to support the necessary journal entries. If we discover inadequacies in the records or documentation you provide, we will return the information to you for correction.

All documents provided to LGS in connection with our services including financial records and reports, payroll records, employee rosters, health and medical records, tax records, etc. must be redacted of any personal information before submission. Personal information is defined as social security numbers, dates of birth, drivers' license numbers or financial institution account numbers associated with an individual. The City shall redact all personal information from electronic records before they are transmitted to LGS. This information should be fully blacked out in all paper documents prior to sending them to LGS. If personal information cannot be redacted from any records or documents, the City must identify these records to LGS prior to their submission.

If redacting this personal information impairs the ability of LGS to provide the contracted services, the City and the Auditor of State's Office will consider these exceptions on a case-by-case basis. Additionally, if redacting this information creates hardship on the City in terms of resources, recordkeeping or other issues, the City and LGS may collaborate on alternative methods of providing the City's data to LGS without compromising the personal information on individuals served or employed by the City.

As part of the annual financial report, you will be required to prepare a Management's Discussion and Analysis (MD&A). LGS assistance with respect to the MD&A will be limited to reviewing the MD&A to determine that all required topics have been addressed and to insure that the amounts presented in the MD&A match the amounts presented in the financial statements.

During the course of the compilation, from financial records and supporting documentation you provide, LGS will propose journal entries for the preparation of the basic financial statements; review records and other information to determine whether data is being gathered at the required level to permit the preparation of the financial statements; enter usable information from the prior year trial balances to the trial balances that will be used for the year being reported; and input approved journal entries into the trial balances. LGS will also discuss with you the requirements for budgetary presentations and assist in the identification of original budgetary information.

LGS assistance with respect to capital assets will be limited to explaining the information necessary for report preparation. If additional assistance in the review of policies or significant guidance related to the calculation of capital assets is required, this engagement will need to be amended.

All work papers prepared by the Office of the Auditor of State will remain the property of the Auditor of State. Accordingly, we are responsible for their care and custody. At the conclusion of the project, we will provide copies of any of the work papers you would like to have for your records. However, the work papers should not be regarded as a part of, or a substitute for, your accounting records.

Mr. Scott M. Svab, MPA, MBA
Finance Director
City of Canal Fulton
October 12, 2010
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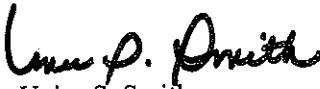
Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of management of any material errors, and of any evidence or information that comes to our attention during the performance of our compilation procedures that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential.

It is estimated that 225 hours will be needed to complete this project. Our fees for these services will be billed monthly to the City of Canal Fulton at a rate of \$50 per hour, and the total cost is not anticipated to exceed \$11,250 for the year ending December 31, 2010 and \$11,250 for the year ending December 31, 2011. If additional time or services should be necessary, we will notify the City of Canal Fulton regarding any amendment to this contract that may be required.

If you are in agreement with the terms of this contract, please have this engagement letter signed and certified in the appropriate places and return it to me no later than November 19, 2010. If we do not hear from you by November 19, 2010, we will assume that the City of Canal Fulton does not wish to contract the services of the Local Government Services Section of the Office of the Auditor of State. Should you have any questions concerning this letter, please do not hesitate to contact Nita R. Hendryx, Chief Project Manager, at 1-800-443-9271.

Sincerely,

MARY TAYLOR, CPA
Auditor of State



Unice S. Smith
Chief of Local Government Services

We desire the Auditor of State's Office to perform the services described above and agree to the terms and conditions set forth in this letter.

CITY OF CANAL FULTON

Date: _____

By: _____
Mark Cozy, City Manager

Resolution No. _____

It is hereby certified that the amount of \$ _____ required to pay this contract has been lawfully appropriated and is in the treasury or in the process of collection to the credit of the _____ Fund, free from any obligation or certification now outstanding.

Date: _____

Scott V. Svab, MPA, MBA

cc: Nita R. Hendryx, Chief Project Manager
Daniel Stuetzer, Chief Auditor

RECORD OF ORDINANCES

Form No. 30043

Ordinance No. 10-10 Passed _____ 20____

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE ADMINISTRATIVE CODE OF THE CITY OF CANAL FULTON, OHIO TO AMEND CHAPTER 141 EMPLOYEES GENERALLY AND AMEND SECTION 141.18(b)(1) VACATIONS.

WHEREAS, the Council of the City of Canal Fulton, Ohio has recommended that Chapter 141 of the Codified Ordinances of the Administrative Code of Canal Fulton, Ohio regarding Employees Generally be amended, and

WHEREAS, the Council has recommended the amendment of Section 141.18(b)(1) Vacations.

NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON OHIO THAT:

Section 141.18(b)(1) Vacations is amended to read:

Vacations.

(1) Provisions for vacations apply only to full-time employees.

	<u>Years of Full-Time Service</u>		
1-4	5-9	10 or more	20 or more
	<u>Paid vacation days at eight hours per day</u>		
10	15	20	25

John Grogan, Mayor

ATTEST:

Tammy Charlson, Clerk-of-Council

I, Tammy Charlson, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance 10, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2010, and that publication of the foregoing Ordinance was duly made by posting true and correct copies thereof at five of the most public places in said corporation as determined by Council as follows: Post Office, Public Library, Giant Eagle Supermarket, Heritage Square Pharmacy, and entrances to Council Chambers each for a period of fifteen days, commencing on the _____ day of _____, 2010.

Tammy Charlson, Clerk-of-Council

SEF/bp

RECORD OF ORDINANCES

Dayton Legal Blank, Inc.

Form No. 30043

Ordinance No. 11-10 Passed _____, 20____

(Scott Svab)

An Ordinance To Make Appropriations for the Current Expenses and Other Expenditures of the City of Canal Fulton, County of Stark, Ohio, During the Fiscal Year Ending December 31, 2011, and Declaring an Emergency.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CANAL FULTON, OHIO, THAT:

Section 1: To provide for the current expenses and other expenditures of the City of Canal Fulton, Ohio, during the fiscal year ending December 31, 2011, the following sums are hereby set aside and appropriated as detailed in the attached Exhibit.

Section 2: The Finance Director is hereby authorized to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receiving claims therefore, provided that such claims are approved by an Ordinance or Resolution of Council, or, properly approved by the head of the Department or Board for which the indebtedness was incurred. It is further provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or Ordinance. It is also provided that appropriations for contingencies can only be expended upon an affirmative vote by two-thirds of the members of Council and only for expenses constituting a legal obligation against the City, and for purposes other than those covered by other specific appropriations herein made.

Section 3: This Ordinance is hereby determined to be an emergency measure, the immediate passage of which is necessary for the preservation of the public peace, health, safety, and welfare of the City of Canal Fulton, such emergency arising from the need to property and legally fund ongoing and daily City operations and services, wherefore this Ordinance shall take effect and be in full force immediately upon its passage.

John Grogan, Mayor

ATTEST:

Tammy Charlson, Clerk of Council

I, Tammy Charlson, Clerk-of-Council of the City of Canal Fulton, Ohio, do hereby certify that this is a true and correct copy of Ordinance _____, duly adopted by the Council of the City of Canal Fulton, on the date of _____, 2010, and that publication of the foregoing Ordinance was duly made by posting true and correct copies thereof as six of the most public places and in said corporation as determined by Council as follows: Post Office, Public Library, Giant Eagle Supermarket, Heritage Square Pharmacy, and entrances to Council Chambers, each for a period of fifteen days, commencing on the ____ day of _____, 2010.

Tammy Charlson, Clerk of Council

PURCHASE ORDER

BILL TO:



City of Canal Fulton

155 East Market Street, Suite #A
 Canal Fulton, Ohio 44614-1305
 (330) 854-2225 • FAX (330) 854-6913

RO. NUMBER: RG006183
 RO. DATE: 11/05/10
 DEPARTMENT: WATER
 CREATED BY:
 VENDOR NO. 01073

DELIVER TO:

CANAL FULTON WATER DEPT
 453 WATER STREET
 CANAL FULTON, OH 44614

VENDOR:

THE BANK OF NEW YORK
 REFERENCE TAS # 526289
 525 VINE STREET, SUITE 900
 CINCINNATI, OH 45202

THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.
 Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes.

FEDERAL ID #34-6000498

ACCOUNT NUMBER	AMOUNT
441.310.5810	\$140,084.00
441.310.5890	\$5,813.49
481.130.5810	\$38,259.49
481.130.5890	\$3,313.02

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		WATER TREATMENT PLANT EXPANSION BONDS FINAL PAYMENT DEC. 2011 BALANCE		\$85,084.00
		WATER TREATMENT PLANT BONDS FINAL PAYMNT. DEC. 2011 BALANCE		\$55,000.00
		INTEREST ON BONDS		\$5,813.49
		DOWNTOWN IMPROVEMENT BONDS FINAL PAYMNT. DEC 2011 BALANCE		\$39,916.00
		INTEREST ON BOND		\$1,656.51
ITEM IS A FIXED ASSET			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
			TOTAL:	\$187,470.00

CIRCLE IF APPLICABLE: Now and then P.O. – the purchase was made before approval of P.O. Funds were available then as they are available now.

CLERK'S CERTIFICATE

It is hereby certified that the amount (\$ 187,470) required to meet the contract, agreement, obligation, payment or expenditure stated in this purchase order has been lawfully appropriated, authorized or directed for such purpose and is in the Treasury or in the process of collection to the credit of the 441/481 Fund(s), free from any obligation or certification now outstanding.

Finance Director

[Signature] 11/5/10
 Date

City Manager

Date

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE FINANCE DIRECTOR AND THE CITY MANAGER

INVOICE

041192	10-14-2010	00399	SBC AMERITECH	752.22	
041193	10-14-2010	01802	ARNOLD PRINTING INC	129.28	FIRE RUN REPORTS
041194	10-14-2010	00592	CANAL FULTON ENTERPRISES INC	202.00	CITY HALL LIGHTING
041195	10-14-2010	00559	CANAL FULTON GIANT EAGLE 1633	37.46	CANAL BOAT SUPPLIES
041196	10-14-2010	00499	CARTER LUMBER	120.30	STREET MISC
041197	10-14-2010	00033	DOMINION EAST OHIO	216.51	
041198	10-14-2010	00526	DONAMARC WATER SYSTEMS COMPANY	21.00	POLICE
041199	10-14-2010	02244	ELAINE WEITZEL	80.00	CONTRACT CLEANING
041200	10-14-2010	00756	EMERGENCY MEDICAL PRODUCTS INC	311.87	EMS SUPPLIES
041201	10-14-2010	02105	ERA INC.	55.12	FLOURIDE
041202	10-14-2010	00039	FINLEY FIRE EQUIPMENT	25.13	FIRE SUPPLIES
041203	10-14-2010	00644	FRONTLINE MED EQUIP SERVICES	437.52	EMS SUPPLIES
041204	10-14-2010	00514	FULTON HARDWARE INC		
041205	10-14-2010	00514	FULTON HARDWARE INC	392.01	ALL DEPTS.
041206	10-14-2010	01752	FURBAY -MANSFIELD ELECTRIC CO.	424.79	LIGHT BULBS
041207	10-14-2010	00576	GUTH LABORATORIES INC	26.84	BAC SUPPLIES
041208	10-14-2010	00152	HACH COMPANY	352.95	SEWER SUPPLIES
041209	10-14-2010	02334	JJS TECHNICAL SERVICES	16.12	BATTERY LATCH
041210	10-14-2010	00778	LEK INTERNET SERVICES	150.00	INTERNET SUPPLIER
041211	10-14-2010	02044	MARY ANN HIGGINS	12.79	REIMB SUPPLIES
041212	10-14-2010	00506	PITNEY BOWES PURCHASE POWER	2460.04	POSTAGE
041213	10-14-2010	02096	PROFESSIONAL EQUIPMENT	903.88	AIR MONITOR SENSOR
041214	10-14-2010	00498	QUILL CORPORATION	100.77	SUPPLIES
041215	10-14-2010	00630	REAM & HAAGER LABORATORY INC	248.00	LAB TESTS
041216	10-14-2010	01626	ROTO ROOTER	1700.00	CITY HALL RENOVATIONS
041217	10-14-2010	00399	SBC AMERITECH		
041218	10-14-2010	00399	SBC AMERITECH	307.17	
041219	10-14-2010	02335	SHEILA RICHMOND	50.00	WATER DEPOSIT
041220	10-14-2010	01817	TOSHIBA BUSINESS SOLUTIONS	14.59	COPIER
041221	10-14-2010	00125	VICTORY WATERWORKS SUPPLY, LLC	403.00	WATER DEPT SUPPLIES
041222	10-14-2010	00796	WORK HEALTH SAFETY	146.00	TRAINING
041223	10-14-2010	02180	DAVID DERRY	100.00	FALL FESTIVAL SUPPLIES
041224	10-14-2010	01672	TAMMY MARTHEY	290.00	INSURANCE REIMB, PRESCRIPTION COPAYS
041225	10-30-2010		Non-issued	0.00	
041226	10-30-2010	00103	O.P.E.R.S.	10768.09	PENSIONS
041227	10-18-2010	00243	AKRON BEARING COMPANY, INC.	14.71	STREET
041228	10-18-2010	02185	American safety & health inc.	150.00	TRAINING
041229	10-18-2010	02176	CANAL FULTON GLASSWORKS	525.00	ADVERTISING
041230	10-18-2010	01606	CLEMANS-NELSON & ASSOC. INC.	240.00	LEGALS
041231	10-18-2010	02336	COUNTYWIDE LANDFILL	1624.98	STREET SWEEPINGS DISPOSAL
041232	10-18-2010	01407	EDM PUBLISHERS, INC.	98.78	ZONING MEMBERSHIPS
041233	10-18-2010	00039	FINLEY FIRE EQUIPMENT	1275.00	FIRE SUPPLIES
041234	10-18-2010	00054	HARDGROVE AUTO SERVICE	616.81	VEHICLE REPAIRS
041235	10-18-2010	00255	M.D.A. OVERHEAD DOORD	103.00	DOOR REPAIRS
041236	10-18-2010	02085	OHIO DEPT. JOBS FAMILY SERVICE	413.00	UNEMPLOYMENT
041237	10-18-2010	00094	OHIO EDISON COMPANY	17086.43	
041238	10-18-2010	00498	QUILL CORPORATION	51.52	OFFICE SUPPLIES
041239	10-18-2010	00630	REAM & HAAGER LABORATORY INC	283.00	LAB TESTS
041240	10-18-2010	00679	REPUBLIC WASTE SERVICES #870	433.37	TRASH HAULING
041241	10-18-2010	00542	SAM'S CLUB	55.73	CLEANING SUPPLIES
041242	10-18-2010	01710	SPEEDWAY SUPERAMERICA	1152.44	FUEL POLICE
041243	10-18-2010	01474	ST. PAUL STAMP WORKS. INC.	12.90	COUNCIL PLATE
041244	10-18-2010	01817	TOSHIBA BUSINESS SOLUTIONS	117.71	COPIER
041245	10-18-2010	02217	TRAINING CTR. FOR FIRE/HAZMAT	80.00	TRAINING
041246	10-18-2010	00404	TRINER OIL CO.	953.44	FUEL STREETS-FIRE DIESEL
041247	10-18-2010	00125	VICTORY WATERWORKS SUPPLY, LLC	133.00	WATER SUPPLIES
041248	10-20-2010	01672	TAMMY MARTHEY	295.99	INSURANCE CO PAYS
041249	10-22-2010	00032	DOLLAR GENERAL	4.24	FOLDERS
041250	10-26-2010	09000	JAMES M. BUDIMLIC	27.46	TAX REFUNDS
041251	10-26-2010	09000	HAIR SESSIONS, INC	38.19	
041252	10-26-2010	09000	HRB TAX GROUP	140.59	
041253	10-26-2010	09000	ANTHONY LAZAR	3.43	
041254	10-26-2010	09000	FERRANDO & ROUSHELL MACCHETTA	46.77	
041255	10-26-2010	09000	SCRANTON CORPORATION	10.00	
041256	10-26-2010	09000	VARSITY CONTRACTORS	12.44	
041257	10-25-2010	02140	BRIAN BAYS	165.00	HORSE SHOES

TOTALS

\$ 47,420.38