

CITY OF TWINSBURG, OHIO

REGULAR COUNCIL MEETING MINUTES

TUESDAY, JANUARY 23, 2018

ROLL CALL: S. Scaffide, B. Steele, J. McFearin, M. Stauffer, G. Bellan
B. Furey and S. Barr

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
David Maistros, Law Director
Karen Howse, Finance Director
Shannon Collins, Clerk

CAUCUS:

The caucus meeting was called to order at 7:04 pm.

Presentations

No presentations this evening.

Items for Discussion

No items for discussion this evening.

Audience Participation:

No audience participations this evening.

Pending Legislation:

Ordinance 01-2018 – Change order of Golf Clubhouse project

Mr. Furey stated it was on its second reading tonight. Ms. Mohr stated that she will ask for it to be placed on an emergency at the next meeting so the purchase order can be put in.

Ordinance 05-2018 – Approval of auction list

Ordinance 09-2018 – Amend appropriations for legal fees

Mr. Maistros stated that this is to cover the legal fees associated with the Old School. The courts ruled in the city's favor and complaint was dismissed.

Ordinance 10-2018 – Amending 127.06 regarding Authorized Signatures

Mr. Maistros stated that this was to remove the position of Chief Accounting Clerk in the codified as an authorized signature as that position does not exist any longer. The position of Assistant Finance Director was added in its place.

Miscellaneous:

Liquor permit for Master's Pizza to allow beer to be purchased for onsite consumption. Master's Pizza already had a permit to allow beer to be purchased for carry-out.

Mr. Scaffide stated he will make a motion in the regular council meeting to move forward with Ms. Mohr's recommendations (bulletin #7) in regards to the Clubhouse, which is some IT upgrades and window treatments in the amount \$107,500. There will be followed up with legislation at the next meeting. The motion is to commit to the spending so contractor can keep the project moving.

No further miscellaneous this evening.

This meeting unanimously adjourned at 7:19 PM

Regular Council Meeting:

Mrs. Stauffer called the Regular Council meeting to order at 7:30 PM.

ROLL CALL: S. Scaffide, B. Steele, J. McFearin, M. Stauffer, G. Bellan
B. Furey and S. Barr

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
David Maistros, Law Director
Karen Howse, Finance Director
Shannon Collins, Clerk

INVOCATION & PLEDGE OF ALLEGIANCE:

Mr. Furey bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

The minutes of January 9 & 16, 2018 were approved as written

AWARDS & PRESENTATIONS:

Mayor Yates presented Eric Joseph Bliss with a proclamation for receiving his Eagle Scout award. For his Eagle Scout project Eric constructed an 11 ft. tower to increase the population of chimney swifts.

Mayor Yates and Mayor Procop presented Karen Howse with a proclamation for her years of service with the City of Twinsburg. Mayor Yates stated he will miss her expertise and friendship He knows that council and the employees will miss her also.

Mayor Procop talked about when Ms. Howse started. She spoke to Ms. Howse's professionalism, passion for the job and commitment to educating her staff and helping others understand finances. Mayor Procop wished her the best.

No further awards or presentations this evening.

PUBLIC PARTICIPATION:

Ray Diersing – 3500 Cannon Road

Mr. Diersing mentioned all the things the Historical Society have been doing to improve their museum. Encouraged council, mayor and residents to become members of the Historical Society.

No further public participation this evening

COMMITTEE AND/OR COMMISSION REPORTS

Mr. Furey – Treasury, Capital Improvements, Twins Days, Community Relations, Tax Incentive Review

- Community Relations Board will meet March 22 at 5:00pm
- Attended the CIC meeting on January 16th and listened to presentation from Liberty Development Corp. Next meeting will be February 20th at 6:00 pm.
- Nothing further this evening

Mr. Steele– ARB, Safety, Chamber

- ARB met on December 21st and approved a couple signs and the last house in Corbett's Farm.
- Safety Committee will meet March 13th
- Volunteer Firefighter Dependency Board will meet next week.
- Nothing further this evening

Mr. Scaffide – Finance, BZA, Public Works & Charter Review

- Finance met earlier this evening. An update on the clubhouse financials was given, Sanitary Improvement project on SR91. Cash and revenue expenses was given along with a recap of 2017 and 2018 projections.

MOTION: To approve \$107,500 to move forward with IT and window treatments at the clubhouse to be followed up with legislation at the next council meeting.

Moved by S. Scaffide, seconded by M. Stauffer

S. Scaffide this will allow Ms. Mohr to enter the purchase order so the contract can start framing work to house the technology.

Upon roll call motion passed unanimously

- BZA will meet on January 24th at 6:30 pm
- Nothing further to report this evening

Mrs. Stauffer – Planning, Finance, Public Works

- Planning Commission met on January 22nd and discussed the pre-plat for Quarry Reserve at Boulder Brook. Next meeting will be February 5th

- Attended Finance Committee meeting earlier this evening.
- Nothing further this evening.

Ms. McFearin – Parks & Recreation, Community Relations, Safety, Vol. Fireman

- Parks & Recreation will meet on February 22nd at city hall
- Community Relations will meet on March 22nd
- Safety Committee will meet on March 13th
- Attended the CIC meeting on January 16th
- Attended the Finance Committee January 23rd and thanked Ms. Howse for all she has done for the city.
- Nothing further this evening

Mr. Bellan – Golf Advisory, Fitness Advisory, Public Works

- Golf Advisory met on January 16th and discussed the play at the course for the month of December. They sold two memberships, 58 gift certificates and discussed the new marking system for fairways.
- Nothing further this evening

Mr. Barr – Finance, Environmental, Safety

- Attended the Finance Committee meeting earlier this evening. Wished Karen all the best as the Finance Director for her hometown.
- Environmental Commission will meet on February 8th at 7:00 pm. Earth Day Committee has been meeting and will have a presentation at the next council meeting.
- Attended the CIC meeting on January 16th. The next meeting will be February 23rd.
- Nothing to report this evening

MAYOR'S REPORT:

- Thanked the Historical Society for the presentation this evening. They will be selling bricks from the Old School as a fundraiser.
- Thanked resident for providing lunch for the service department workers
- Mentioned his State of the City will be on February 15th at 8:00 am.
- Nothing further to report this evening

DEPARTMENT HEAD REPORTS:

Derek Schroeder – Parks & Recreation Director

- Willy Wonka will debut this weekend. Pre-sale tickets are \$8, at the door \$10
- Hiring Summer Camp Leaders
- Summer camp sign-ups will be coming up
- Rock the Park lineup will be released in April, first concert is June 1st
- Working on capital projects
- Adult Egg Hunt will be March 23rd. Tickets will go on sale Saturday, February 10th.
- Community Garden plots will open to resident son February 20th and March 12th to non-residents
- Fitness Center will be starting a co-ed volleyball league starting up.
- Senior Tea will be January 26th
- Next session of swim lessons will start February 12th

- All Easter events will be March 31st
- The Parks department got a new website
- Stated he will miss Ms. Howse as the Finance Director

Karen Howse – Finance Director

FINAL DECEMBER 2017 LOCAL TAX COLLECTIONS

- City Income Tax receipts for January 2018 total is \$ **1,856,690** compared to January 2017 receipts in the amount of **\$1,691,000.00**. This reflects an increase of **10%** or up by **\$165,000.00** compared to last year.
- Refunds are also reflective in the January collections. Total refund amount is **\$13,592.00**.
- The total combined net change distribution for withholders, net profits and individuals applied due to rate change is: **\$224,932.00**
- 2017 financial year is now closed
- Employee W-2's were mailed
- Thanked Mayor Procop for hiring her
- Stated that Twinsburg is a great city and she will miss everyone
- Hopes Twinsburg continues to progress and prevail.
- Thanked the city for the opportunity to work here.

No further Department Head reports this evening

LEGISLATION

ORDINANCE 01-2018 - AN ORDINANCE APPROVING A CHANGE ORDER TO THE CONTRACT WITH CAVANAUGH BUILDING FOR MODIFICATION OF ADDITIONAL WORK RELATED TO THE GOLF CLUBHOUSE PROJECT

Read by S. Collins

ORDINANCE 05-2018 - AN ORDINANCE AUTHORIZING THE SALE AT AUCTION OF CERTAIN PERSONAL PROPERTY OWNED BY THE CITY OF TWINSBURG AND NO LONGER NEEDED FOR MUNICIPAL PURPOSES

Read by S. Collins

ORDINANCE 09-2018 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 101-2017, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2018; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 09-2018 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by M. Stauffer, seconded by G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 09-2018 AS AN EMERGENCY

Moved by M. Stauffer, seconded by G. Bellan

Upon roll call motion passed unanimously

ORDINANCE 10-2018 - AN ORDINANCE AMENDING SECTION 127.06 "CITY OFFICERS AUTHORIZING SIGNATURES" OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 10-2018 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by M. Stauffer, seconded by J. McFearin

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 10-2018 AS AN EMERGENCY

Moved by M. Stauffer, seconded by S. Barr

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Barr:

- Stated he will miss Ms. Howse and her knowledge of finance.
- Encouraged residents to see the Community Theater's presentation of Willy Wonka.
- Nothing further this evening

Mr. Bellan:

- Met with the Twinsburg Baseball League board. Thanked them for taking the time.
- Met with residents at Bel Mar
- Reminded residents to apply for the open board and commission seats.
- Thanked the Facebook group Twinsburg Talk for providing lunch for the city service workers.
- Stated he will miss Ms. Howse
- Nothing further this evening

Ms. McFearin:

- Thanked the Historical Society for their presentation this evening.
- Encouraged residents to apply for boards and commission openings and also to check out the Friends of the Twinsburg Parks group.
- Nothing further this evening

Mrs. Stauffer:

MOTION: That city council does not oppose the new liquor permit for Master Pizza Twinsburg LLC located on Ravenna Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by M. Stauffer, seconded by S. Scaffide

Upon roll call motion passed unanimously

- Mentioned the VFW Raffle with proceeds to benefit Veterans Park
- Thanked Ms. Howse for all she has done for the city and for breaking finances down into terms everyone could understand.
- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening

Mr. Steele

- Thanked Ms. Howse for her service to the city and wished her well
- Nothing further this evening

Mr. Furey:

- Thanked Ms. Howse for her time with the city. Wished her the best in her future.
- Nothing further this evening

Mayor Yates:

- Nothing further this evening

Mr. Maistros

- Stated he will miss Ms. Howse's professionalism and friendship. Wished her the very best.
- Nothing further this evening

Mrs. Collins

- Wished Ms. Howse the best.
- Nothing further this evening

Ms. Howse

- Thanked everyone for their kind words. Stated she will truly miss the city of Twinsburg, its employees and working with council.
- Nothing further this evening

Motion: To enter into an executive session to discuss matters pursuant to Ohio Revised Code § 121.22(g) (1) (3):

Personnel

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

M. Stauffer reconvened after executive session and reported that personnel were discussed in executive session.

MOTION: To have the compensation committee reinstated.

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

ADJOURNMENT:

This meeting unanimously adjourned at 8:56 pm.

Attest:

Maureen Stauffer
President of Council

Shannon Collins
Clerk of Council