

**CITY OF TWINSBURG, OHIO**

**REGULAR COUNCIL MEETING MINUTES**

**TUESDAY, FEBRUARY 28, 2017**

**ROLL CALL:** S. Scaffide, J. McFearin, G. Sorace, M. Stauffer, S. Rodin, B. Furey and B. Steele

**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 7:00 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 04-2017 – Dedication of Fox Hollow Subdivision  
Ordinance 06-2017 – Amending Fitness Center membership options and rates  
Ordinance 07-2017 – Amending Fitness Center and Waterpark options and rates  
Ordinance 18-2017 – Amending ordinance 129-2016 regarding Parks & Recreation meetings  
Ordinance 19-2017 – Award bid for 2107 Road Improvement Project  
Ordinance 20-2017 – Award bid for 2017 City Wide Sidewalk Program  
Resolution 21-2017 –CRA with GED Dutton Drive, LLC and or GED Integrated Solutions, LLC  
Ordinance 22-2017 – Shepard Preserve Final Plat approval  
Ordinance 23-2017 – Establishing Moratorium for Medical Marijuana  
Ordinance 24-2017 – Enter CBA agreement with AFSCME Office Unit  
Ordinance 25-2017 – Amending appropriations for Bond Council for Clubhouse  
Ordinance 26-2017 – Dedicating Community Gardens to John Seese

**Miscellaneous:**

Mr. Furey stated he will be making a motion with some restrictions during the regular council meeting to approve the Twinsburg Baseball League's request to place a marker by the batting cage at Liberty Park.

Mr. Furey also stated he will make a motion to remove the Compensation Committee since its goals have been achieved.

No further miscellaneous this evening.

**Adjournment:**

This meeting unanimously adjourned at 7:23 PM

**Regular Council Meeting:**

Mr. Sorace called the Regular Council meeting to order at 7:30 PM.

**ROLL CALL:** S. Scaffide, J. McFearin, G. Sorace, M. Stauffer, S. Rodin, B. Furey and B. Steele

**ABSENT:**

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

**INVOCATION & PLEDGE OF ALLEGIANCE:**

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

**APPROVAL OF MINUTES:**

The minutes of February 14, 2017 were approved as written.

**PUBLIC PARTICIPATION:**

Nancy Polster – 1558 Iris Glen Drive

Mrs. Polster spoke regarding the clubhouse. She stated she has a lot of experience in the party planning and entertainment industry. She said there are a lot of things to consider when having a party center. Thing such as added staff and utilities.

Bill Hon – 2410 Warren Parkway

Mr. Hon spoke about Mr. Seese and the impact he had on the community. He stated he always had a great sense of humor and was so involved in this town.

Daisy Walker – Chairperson for the Environmental Commission

Ms. Walker stated that Mr. Seese was an inspiration to her. Mr. Seese was one of the founding members of the Environmental Commission. She thanked Mr. Seese for his dedication to the city and the environment.

Matt Gibson – 1362 Bridget

Mr. Gibson spoke regarding the new Shepard Preserve subdivision. With the plat it will open up Bridget Lane to through traffic. He is considered that with this being opened up it will increase

traffic and speed on his street. He stated his has no problem with the new subdivision but would ask that consideration be given to place a stop sign on Bridget to help slow the potential traffic.

The mayor stated that when construction starts he will come out with the city engineer and take a look at potential stop sign placement.

No further public participation this evening.

### **AWARDS & PRESENTATIONS:**

The mayor presented a proclamation to the family of John Seese on behalf of council and the city for all of Mr. Seese's dedication to the town.

Mr. Seese's daughter thanked the city for honoring their father.

No awards or presentations this evening.

### **RESOLUTION 26-2017 - A RESOLUTION RECOGNIZING THE CONTRIBUTIONS OF JOHN W. SEESE TO THE CITY OF TWINSBURG BY NAMING THE COMMUNITY GARDENS THE "JOHN W. SEESE COMMUNITY GARDENS"**

Read by S. Collins

### **MOTION: TO ADOPT RESOLUTION 26-2017**

Moved by B. Furey, seconded by S. Rodin

Mr. Furey read portions of the resolution. He stated Mr. Seese was a founding member of the Community Gardens and would say that kids these days don't know how to grow anything anymore. That is why naming the Community Gardens after him was a fitting tribute to his dedication to the community.

Mr. Sorace stated he was honored to have known and worked with Mr. Seese.

Upon roll call motion passed unanimously

Council took a short recess for refreshments.

### **COMMITTEE AND/OR COMMISSION REPORTS**

#### **Mr. Scaffide – BZA, Capital Improvement, Public Works, Compensation**

- BZA will meet on March 8<sup>th</sup> at 6:30 pm.
- Nothing report this evening

#### **Mrs. Stauffer – ARB, Safety, Fitness, Vol. Fire**

- ARB will meet March 8<sup>th</sup>
- Safety Committee will meet March 14<sup>th</sup> at 6:00 pm
- Nothing further this evening

**Mr. Furey – Finance, Parks & Rec, Treasury, Compensation**

- Parks and Recreation Commission met on February 23<sup>d</sup> and discussed the 5 year plan, Water Park participation increase, The Salamander Crossing, The Garden Club will have a national speaker regarding plants coming on April 29<sup>h</sup>. Next meeting will be April 27<sup>h</sup> at 6:30 in Council Chambers.
- Nothing further this evening

**Mr. Rodin – Environ. Commission, Finance, Safety, Public Works**

- Environmental Commission met on February 9<sup>h</sup>.
  - Document Shredding will be Saturday, September 30<sup>h</sup> from 9A to 12 Noon instead of September 23<sup>r</sup>. We have been receiving many receiving calls and texts on this event and the residents are asking if we can have a shredding event in June.
  - Clean-Up Day Saturday, October 14<sup>h</sup> from 10AM to 1PM. Two hours of clean-up from 10A to 12 Noon and a cookout from 12 Noon to 1PM.
  - The next Environmental Commission meeting will be Thursday, March 9<sup>h</sup> at 7PM in Council Chambers.
- Nothing further this evening

**Mr. Steele– Finance, Planning, Compensation, Golf**

- Planning Commission will meet on March 6<sup>h</sup>. Mr. Furey will attend on Mr. Steele's behalf.
- Inquired if the city has a date for the Hazardous Household Waste. Mayor stated it will not be doing it this year just 2 shredding events.
- Nothing further this evening

**Ms. McFearin – Fitness, Chamber, Safety, Community Relations**

- Nothing to report this evening

**Mr. Sorace – Community Relations, Twins Day, Charter Review, Public Works**

- Twins Days Committee will meet March 1<sup>st</sup>
- Nothing further this evening

**MAYOR'S REPORT:**

- Attended the Orchestra's event featuring Mark Wood from the Trans-Siberian Orchestra. It was an amazing event.
- Stated the Bicentennial book vouchers went out.
- Asked golf course patrons to be patient while they put the temporary parking lot in.
- Thanked everyone who took part in the Boards and Commission interviews last night. Stated there were a lot of residents interested for only a few spots but stated if they weren't picked this time to please try again next year.
- Stated that there will be updates coming to the city website as a result of the Communication meetings that have been taking place in house.
- Thanked the Chamber of Commerce and Edward Jones for sponsoring this year's State of the City. Also thanked all who attended the breakfast.
- Nothing further this evening

**DEPARTMENT HEAD REPORTS:**

**Larry Finch – Community & Economic Development Director**

- Ordinance 21-2017 for GED Integrated Solutions and Ordinance 22-2017 for the final subdivision plat for Shepard Preserve are both on the agenda for tonight. Asked that council pass these ordinances.
- The Tax Incentive Review Council will be reviewing all the current CRA & TOP agreements with a tentative meeting date of March 22<sup>nd</sup> at 5:30.
- Working with three companies already in Twinsburg that want to move to another location in town or expand. Also looking to move two companies into Twinsburg.
- Twinsburg Community Improvement Corporation will meet March 7<sup>th</sup>

**Kolette Woloszynek – Human Resource & IT Director**

**HR**

- A Labor/Management meeting was held last Tuesday to discuss a number of concerns regarding the recent identity breach
- Last Wednesday we held the first of a series of management roundtable sessions. The topic for this session was training. We identified some of the ways in which we could consolidate training costs in areas that are common to all departments – such as safety training, supervisor training, customer services, etc.
- Yesterday, we had a rep from Ohio AG's office in to speak to our employees about ways to handle ID theft – what to watch for, what to do when it happens. The meeting was well attended and was recorded. It will be available on our employee intranet.
- Open enrollment for healthcare ended today – the final tally isn't in yet, but we did have a few more employee transition to the HSA plan which as you know is the most affordable plan for the City.
- Seasonal hiring in full swing – positions are filling fast so get you applications in
- Posting for PT Custodial at Community Center
- AFSCME Contracts are ready to be signed and forwarded to SERB
- Healthcare cost containment committee met last Tuesday – we started making plans for the employee health fair in May which is tied in with our wellness program

**IT**

- Employee Intranet is up and running. We have all the policies, forms, videos of meetings, ID Theft information.
- Working on key fobs for building entrances
- Plans to step up internet security training
- Switching out some aspect of the phone lines in the PD for the new phone system

**CS**

- Fire Entrance exam – Sat 3/18  
Police Dispatch Exam – Friday, 4/21  
Police Officer Exam – Sunday, 5/21  
No Civil Service meeting in for February. The next scheduled meeting is March 16, 2017

**Derek Schroeder – Parks & Recreation Director**

- Bicentennial Committee sent out 10,000 vouchers for the book. Once the books arrive residents can pick them up. Founders Day celebration will be July 22<sup>nd</sup> on the Square.
- Asked that council pass the ordinances on the agenda this evening regarding Fitness Center and Water Park Rates.

- The Fitness Center locker room project has started and will take approximately 2-3 months. Thanked patrons for their patience.
- Seasonal applications are in full swing. Day Camp Leaders are full but other positions are still open.
- Spring Break Camp registration has started.
- Adult Egg Hunt tickets go on sale on March 8<sup>th</sup> with the event taking place April 7<sup>th</sup>. Expect this to sell out fast.
- Kids Easter events are Saturday, April 15<sup>th</sup>
- There are a few spots left at the now John W. Seese Community Gardens
- Salamander Hunt will be announced the day of because it is based on when the salamanders are ready.
- The Parks & Recreation department is now on Instagram.
- Rock the Park concert series will be announced in April but can release the Cleveland Reggae Festival Friday, May 21<sup>st</sup>

**Karen Howse – Finance Director**

**FEBRUARY 2017 LOCAL TAX COLLECTIONS**

- City Income tax month to date/year to date receipts for February 2017 total is
- **\$1,871,071.15** compared to February 2016 receipts in the amount of **\$1,566,743.94**. This reflects an increase of **19.42%** or **\$304,327.21** compared to last year.
- Refund in the amount of **\$6,006.40** is included in the February's collections.
- **Total** year-to-date receipts collected for 2017 is **\$3 562 398.19** compared to 2016 **collection of \$3,170,850.83**. This reflects an increase of **12.35%** or **\$391,547.36** compared to last year.
- The sum total net change distribution of the withholdings, net profits and individuals equates to: **\$218,410.63**

**LEGISLATION**

**ORDINANCE 04-2017 - AN ORDINANCE ACCEPTING THE LANDS AND IMPROVEMENTS DEDICATED TO PUBLIC USE FOR FOX HOLLOW SUBDIVISION; ACCEPTING THE MAINTENANCE BOND AND REDUCING THE PERFORMANCE BOND ACCORDINGLY**

Ordinance 04-2017 was passed over this evening.

**ORDINANCE 06-2017 - AN ORDINANCE ESTABLISHING MEMBERSHIP FEES AND RATES FOR THE FITNESS CENTER IN THE PARKS AND RECREATION DEPARTMENT; AND DECLARING AN EMERGENCY**  
Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 06-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by J. McFearin

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 06-2017**

Moved by G. Sorace, seconded by B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 07-2017 - AN ORDINANCE ESTABLISHING MEMBERSHIP OPTIONS AND RATES FOR THE FITNESS CENTER AND WATERPARK IN THE PARKS AND RECREATION DEPARTMENT**

Read by S. Collins

**MOTION TO ADD THE STAND EMERGENCY CLAUSE TO THE HEADING OF 07-2017**

Moved by B. Furey, seconded by G. Sorace

Upon roll call motion passed unanimously

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 07-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by J. McFearin

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 07-2017**

Moved by G. Sorace, seconded by S. Rodin

Upon roll call motion passed unanimously

**ORDINANCE 18-2017 - AN ORDINANCE AMENDING SECTION 143.01 OF THE CODIFIED ORDINANCES OF TWINSBURG ESTABLISHING THE TERM, MEETINGS AND DUTIES OF THE MEMBERS OF THE PARKS AND RECREATION COMMISSION**

Read by S. Collins

**ORDINANCE 19-2017 - AN ORDINANCE ACCEPTING THE BID OF CHAGRIN VALLEY PAVING, INC., FOR THE 2017 ROAD IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 19-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by B. Steele

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 19-2017 AS AN EMGERNCY**

Moved by G. Sorace, seconded by B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 20-2017 - AN ORDINANCE ACCEPTING THE BID OF SPANO BROTHERS CONSTRUCTION, FOR THE 2017 CITY WIDE SIDEWALK PROGRAM; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 20-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by B. Steele

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 20-2017 AS AN EMGERNCY**

Moved by G. Sorace, seconded by M. Stauffer

Upon roll call motion passed unanimously

**RESOLUTION 21-2017 - A RESOLUTION AUTHORIZING THE MAYOR, TO ENTER INTO AN AGREEMENT WITH GED DUTTON DRIVE, LLC AND/OR GED INTEGRATED SOLUTIONS, INC. UNDER THE COMMUNITY REINVESTMENT AREA PROGRAM CREATED PURSUANT TO OHIO REVISED CODE SECTION 3735.66, FOR REAL PROPERTY TAX ABATEMENT**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 21-2017**

Moved by G. Sorace, seconded by B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 22-2017 - AN ORDINANCE ACCEPTING THE FINAL SUBDIVISION PLAT FOR SHEPARD PRESERVE DATE STAMPED RECEIVED NOVEMBER 2, 2016**

Read by S. Collins

**ORDINANCE 23-2017 - AN ORDINANCE ESTABLISHING A MORATORIUM ON ISSUING OCCUPANCY PERMITS FOR ANY BUILDING, STRUCTURE, USE OR**



CHANGE OF USE THAT WOULD ENABLE THE CULTIVATION, PROCESSING, DISTRIBUTION OR SALE OF MEDICAL MARIJUANA FOR A PERIOD NOT TO EXCEED SIX MONTHS; AND DECLARING AN EMERGENCY

Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 23-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by S. Scaffide

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 23-2017 AS AN EMGERNCY**

Moved by G. Sorace, seconded by S. Rodin

Upon roll call motion passed unanimously

**ORDINANCE 24-2017 - AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF TWINSBURG, OHIO, TO ENTER INTO A CONTRACT WITH AFSCME OHIO COUNCIL 8 LOCAL 1313 OFFICE UNIT; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 24-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by J. McFearin

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 24-2017 AS AN EMGERNCY**

Moved by G. Sorace, seconded by S. Scaffide

Upon roll call motion passed unanimously

**ORDINANCE 25-2017 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE VARIOUS GENERAL AND SPECIAL REVENUE ACCOUNTS AS ESTABLISHED IN ORDINANCE 108-2016, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2017; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: SUSPEND THE RULES AND PLACE ORDINANCE 25-2017 ON THIRD AND FINAL READING DECLARING AN EMERGENCY**

Moved by G. Sorace, seconded by B. Furey

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 25-2017 AS AN EMGERNCY**

Moved by G. Sorace, seconded by B. Furey

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Ms. McFearin:**

- Nothing further this evening

**Mr. Steele:**

- Nothing further this evening

**Mr. Rodin:**

- The Music Boosters fundraiser concert featuring Mark Wood was fantastic. Congratulated the Orchestra Boosters and High School director on a great concert.
- Nothing further this evening

**Mr. Scaffide:**

- Nothing this evening

**Mrs. Stauffer:**

- Nothing further this evening

**Mr. Furey:**

**MOTION: TO DISCONTINUE THE COMPENSATION COMMITTEE**

Moved by B. Furey, seconded by S. Scaffide

Mr. Furey stated that the Compensation Committee has completed the tasks it had set out to do by decreasing the growth of employee's salaries therefore the committee is no longer needed.

Mr. Yates stated the reason they were able to slow the growth was by removing steps in the union contracts. Thanked the bargaining units for their help and understand with this.

Upon roll call motion passed unanimously

**MOTION: TO APPROVE THE PLACEMENT OF RECOGNITION AT THE OUTDOOR BATTING CAGES AT LIBERTY PARK WITH THE FOLLOWING CONDITIONS: PLACEMENT WILL BE FLUSH WITH THE GROUND AND DOES NOT INTERFERE WITH MAINTANANCE, THE SIGNAGE RESTRICTING USE FOR OTHERS NOT AFFILIATED WITH THE TBL BE REMOVED THE CAGE, AND THE**

**CITY AND TBL WILL WORK OUT A MEMO OF UNDERSTANDING FOR BOTH  
USUAGE AND MAINTANCE FOR THE FIELDS AND FACILITIES**

Moved by B. Furey, seconded by G. Sorace

Upon roll call motion passed unanimously

- Nothing further this evening

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros:**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mr. Sorace:**

- Nothing further this evening

**ADJOURNMENT:**

This meeting unanimously adjourned at 8:59 pm.

Attest:

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Gary Sorace  
President of Council

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Shannon Collins  
Clerk of Council