



Caucus & Regular Council Meeting Minutes
Tuesday, March 8, 2022
7:00 p.m.

CAUCUS:

The caucus meeting was called to order at 7:00 pm.

ROLL CALL: S. Scaffide, S. Barr, D. Walker, G. Bellan, B. Furey, D. Post and K. Labbe

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
Matt Vazzana, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Communications Administrator

Presentations:

No presentations this evening.

Items for Discussion:

No items for discussion this evening.

Audience Participation:

No audience participations this evening.

Pending Legislation:

Ordinance 11-2022 – Mr. Scaffide stated this ordinance is to amend Chapter 1173 of the codified ordinances regarding signs. This will be on its final reading this evening. Any comments?

Ordinance 13-2022 – Mr. Scaffide stated this ordinance is to adopt and approve the storm water management program for Twinsburg. The Engineering Department did make some updates to the plan which has been forwarded out to council and updated on the legislation on the city website. This ordinance is on its third and final reading tonight and will be asked to be passed on an emergency. Any comments?

Ordinance 15-2022 – Mr. Scaffide stated this ordinance is the permanent appropriations ordinance for 2022. The total amount is \$43,998,519.94. This will be on its second reading tonight and will be read three times with the emergency clause on the third reading. The reason for the emergency clause is to get the budget to the county by the March 31st deadline. Are there any questions or comments?

Resolution 19-2022 – Mr. Scaffide stated this resolution was requested in support of grant funding for the purchase of land located in both the City and the Township on Hadden Road. West Creek Conservancy is working with the Township and property owner to procure grant funding for preservation of this property through the Clean Ohio Green Space Conservation Program.

Ordinance 20-2022 – Mr. Scaffide stated this ordinance is to award the bid to Perrin Asphalt for the 2022 Ravenna Road Resurfacing from Glenwood to E. Idlewood. Total amount of the project is \$468,761.05.

Resolution 21-2022 - Mr. Scaffide stated this resolution is authorizing the conditional use permit for Rudd Equipment for outdoor storage in an I-2 zoning district. This was unanimously approved by the Planning Commission at their 2/28 meeting.

Resolution 22-2022 - Mr. Scaffide stated this resolution is to appoint two members to the Planning Commission. The members being appointed are Kraig Shipley and Michael Walker.

Resolution 23-2022 - Mr. Scaffide stated this resolution is to appoint three members to the Board of Building & Zoning Cod Appeals. The members being appointed are Tom Brown, Chris Griffith and Mike Jamison

Resolution 24-2022 - Mr. Scaffide stated this resolution is to appoint one member to the Civil Service Commission. The new member being appointed is Danyelle Conner.

Resolution 25-2022 - Mr. Scaffide stated this resolution creating the 2022 Twinsburg Districting Commission and appointing one member, Sue Clark from Ward 1. Council will need to amend the presented legislation as two of the members did not have the correct wards listed. We will be re-advertising for a Ward 2, 3, 4 and Ward 5 for representative as we did not have any applicants from our initial advertisement.

Mr. Scaffide stated that we got away from asking for qualified electors which needs to be considered for some boards or commissions.

Resolution 26-2022 - Mr. Scaffide stated this resolution is to appoint four members to the Environmental Commission. Those members are Chuck Bonacci, Lyn Tansing, Shantanu Pahi and Sandra Banes.

Resolution 27-2022 - Mr. Scaffide stated this resolution is to appoint six members to the GlenEagles Advisory Board. Those members are Kathy Turle-Waldron, Angelia Webster, Brian Steele, John Godinsky, Scott Levey and Andre Miller.

Resolution 28-2022 - Mr. Scaffide stated this resolution is to appoint seven members to the JEDI committee. Those seven members are Emmanuel Agbovi, Crystal Davis, Akil Hameed, Lavelle Payne, Andrea Stone, Jeffrey Tyus and Jessica Sumerak.

Resolution 29-2022 - Mr. Scaffide stated this resolution is to appoint one member to the Parks & Recreation Commission. The member is Nyall McKenna. We will be re-advertising for Ward 4, Ward 5 and a Teen representative and we did not receive any applicants from our initial advertisement.

Miscellaneous:

Mr. Furey brought up amending chapter 147 on whose kids are eligible to work for the city. Once looked into, it was found that elected officials children are eligible to work for the city.

Mr. Furey inquired what is happening with the railroad track condition on Glenwood. Mayor Yates stated that they city is not permitted to operate within so many feet of the tracks. He said the city is in contact with the railroad and it appears to be on the railroads plan to look into this year.

Mr. Scaffide spoke about the condition of the tracks along the creek where some of it is eroding. He knows it is not our responsibility but would like to get it looked at by those who are.

No further miscellaneous this evening.

MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS MATTERS PURSUANT TO OHIO REVISED CODE § 121.22(G) (1): PERSONNEL

Moved by D. Post, seconded by G. Bellan

Upon roll call motion passed unanimously

Mr. Scaffide reconvened the meeting and report that personnel was discussed in executive session.

Meeting adjourned at 7:26 pm.

Regular Council Meeting:

Mr. Scaffide called the Regular Council meeting to order at 7:30 pm.

ROLL CALL: S. Scaffide, S. Barr, D. Walker, G. Bellan, B. Furey, D. Post and K. Labbe

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
Matt Vazzana, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Communications Administrator

INVOCATION & PLEDGE OF ALLEGIANCE:

Mayor Yates bestowed the Invocation and Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF FEBRUARY 22, 2022 AS AMENDED

Moved by B. Furey seconded by S. Scaffide

Motion to amend the minutes to add the word 'further' to the last bullet point in Mr. Post, Mr. Walker and Mr. Barr council reports. Seconded by B. Furey

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Sue Clark – 9845 Crestwood Drive

Mrs. Clark asked council if they planned to enact their ability to put in place the 2.83 mills they are authorized to do without the vote of the people. She stated that the schools are introducing their legacy plan which will require the money from the voters and what council decides to do will affect the way people may vote on the school issue.

Sheila Williams – Kent State Board and Summit County Public Health

Ms. Williams spoke about current enrollment at Kent State which is down but the CCP student numbers are up. They talked about the basic needs of students.

Ms. Williams also talked about Summit County Public Health. She provided a PowerPoint from the board meeting and focused on the COVID numbers. She also talked about the projects they are doing. She talked about the Gatekeepers program which can provide services and is great for people without family close.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

David Post - Environmental, Finance, Capital Improvements, Public Works

- Attended the Environmental Commission meeting on 3/1. They heard a presentation from Patrick Jeffers regarding the Storm Water Management Plan. They also heard from resident Lynn Clark on the matter. The commission is planning a Clean-up Day, Shred Day and E-Waste Recycling day.
- Nothing to further report this evening.

Bill Furey – ARB, Finance, Treasury Investment, Tax Incentive, JEDI

- Next JEDI meeting will be half day work session on 3/9.
- The ARB met on 3/3. All cases passed unanimously. Their next meeting is scheduled for 3/17 at 6:00pm
- The Tax Incentive Review Committee will meet on 3/24 at 5:00pm to review the TOP and CRA agreements.
- The next CIC meeting will be on 3/24.

- Went over a PowerPoint presentation regarding the tree program the city has and why it would not be beneficial for the city to plant their own trees. Also went over why the city cannot put a retention pond in Center Valley Park.
- Nothing further this evening.

Scott Barr – Planning, Public Safety, Volunteer Fireman’s Board, Community Relations

- Stated the Safety Committee met earlier this evening. Thanked both Chief Morgan and Chief Mason along with Assistant Chief Bosso for the presentation on the Emergency Operations Plan. Stated the city is very fortunate to have chiefs who are proactive.
- The Planning Commission met on 2/28 and had a Work Session to review the Scannell Property on Old Mill. Stated the well water, septic and traffic were discussed.
- Stated his wife and son attended the Free Community CPR Training that was hosted by the Fire Department. Thanked everyone involved for hosting this.
- Nothing further this evening.

Sam Scaffide – BZA, Public Works, Public Safety

- Attended the Safety Committee meeting earlier this evening.
- The BZA met on 2/23 and heard appeal 01-22 for a home addition on Dayflower. Appeal passed 4-0
- The next Public Works meeting will be on 4/12 at 6:00pm.
- Nothing further this evening.

Daisy Walker - Charter Review/Oversight, Chamber, Community Relations, JEDI

- Attended the Environmental Commission meeting on 3/1.
- Attended the Community Relations meeting on 3/3. Provided the city with an annual report book.
- Will be attending the JEDI half day session on 3/9.
- Attended the Finance meeting earlier this evening.
- Nothing to further report this evening.

Greg Bellan – Finance, Golf Advisory, Public Works, Public Safety

- Attended the Public Safety Committee meeting earlier this evening. Thanked the chiefs for their presentation. The next meeting will be on 5/10 at 6:00pm
- The next Finance Committee meeting will be on 3/22 at 6:00pm.
- The next Golf Advisory Board meeting will be on 3/15 at 6:00pm.
- The next Public Works Committee meeting will be on 4/12 at 6:00pm.
- Congratulations to all the boards and commission members who will be appointed tonight and thanked all that applied.
- Nothing further this evening.

Karen Labbe - Parks & Recreation, JEDI, Fitness Advisory, Twins Day, Districting

- Thanked all the residents who applied and attended the interviews for the boards and commission openings.
- Stated she attended the Planning Commission meeting last night. She appreciated the resident’s passion and stated she hopes the commission takes a good look at the plan.
- The next JEDI meeting will be another work session with consultant Dr. Tamika Taylor on 3/9.

- The next Twins Day meeting will be on 3/9.
- Nothing to further report this evening.

MAYOR'S REPORT:

- Stated the seasonal jobs are posted on the city website. The city will be offering lifeguard training this spring.
- Stated GlenEagles has \$600,000 in pre-bookings for the season. They did \$1.2 million in revenue in 2021.
- The city is in the process of ordering stickers for the snow plow vendors.
- Thanked all the residents who applied for the open boards and commission positions.
- Thanked the Fire Department for hosting the Free Community CPR Training. The city will be looking at scheduling this training for all of the employees.
- Stated the first Branch Pickup for the year will be 4/4.
- Stated the city is staying on top of projects like Tulum, Burgers 2 Beer.
- Cub Scouts toured the Police and Fire Departments. Thanked the staff for the tours.
- Wished Mario Vella a happy 100th birthday.
- Stated the city lost Floyd Spice who was the Assistant Fire Chief for many years. Sent condolences to family.
- Nothing further this evening.

DEPARTMENT HEAD REPORTS:

Thomas Mason – Police Chief

Monthly Police & Fire Calls

- Total calls for service – 1,810
- Total for the year –4,007

Monthly Arrests/Citations Reporting

- Total Counts: 106
- Total Arrested/Cited: 62

Monthly Traffic Crashes

- Injury crashes 5
- Private property 1
- Fatal 0
- Non injury 16
- Total Investigated Traffic Crashes 22

Miscellaneous Information

- Jonathan Soltis was hired as a full-time officer and was sworn in by Mayor Yates on 02/28/2022.
- The Department gained full compliance in groups 1 through 4 in the Ohio Collaborative Law Enforcement Agency Certification. The certification covers policy compliance with the following recommendations from the State of Ohio: Use of Force; Recruitment and Hiring; Community Engagement, Body Worn Cameras, Telecommunicator Training; Bias Free Policing, Investigation of Employee Misconduct; and Vehicle Pursuit. Thanked Lt. Donato for his hard work getting the department to this level.

- Officer Vinnie Caporuscio and Detective Michael Krejci both passed the U.S. Department of Transportation, Federal Aviation Administration, Airman Knowledge Test. Both Officer Caporuscio and Detective Krejci are now certified to fly an Unmanned Aircraft (DRONE).
- Recognized the Dispatch employees for all their hard work. They essentially worked all of 2021 down three full-time dispatchers. 29,294 calls in 2021, which has not gone down through the past few years. A new dispatcher was just hired and has nine years' experience.

Tim Morgan – Fire Chief

Call Volume

- The fire department ran a total of 276 calls in January, for the year that is 637 calls, which is up 30% compared to last year. Nearly 28% overlap with other calls.

Fire Prevention

- Inspected 51 locations and 6 fire investigations.

Training

- There were 10 hours of Public Education totally over 50 personal contacts
- Department logged 103 training events which was approximately 412 hours of training.

Notable Events:

- Community CPR & AED Training. A/C Bosso, Lt. Ketner, Lt. Bennardo, and FF Longo, in conjunction with C.E.R.T. and The Rotary Club of Twinsburg instructed nearly 40 people in CPR & AED operations on February 26, at the Community Center.
- Retired Assistant Fire Chief, Floyd Spice passed away on 3/6/22. Floyd joined the department in May of 1952 and retired in May of 1991. The FD is assisting the family with arrangements, including hosting a luncheon for family and friends at Statin #1 on 3/13/22.

Points of Interest:

Weather Warning Sirens

- March's monthly test of the system was conducted on the 5th. Most sites functioned properly. The unit at Liberty and Post did not function at all, parts for that unit have been on order for an extended period of time.

Personnel

- Promotional Exam for Lieutenant, test results to be certified by Civil Service on 3/9.
- FF Hannah August has commenced training to be part of the Water Rescue Team for TFD and Summit County.
- FF's Dan Woll and Wilson Woicehovich will commence training to be part of the Haz Mat Team for TFD and Summit County.

Facilities

- None

Fleet

- None

COVID 19 Operations

- Still maintaining adequate PPE supply. Chief Morgan and Bosso regularly participating in conference calls with Summit County agencies.
- To date, 15 employees with positive Covid tests (3 part time, 12 fulltime)
- To date, 10 employees have been quarantined for periods of time due to positive tests within their households or other significant exposures.

Projects in Process

- Emergency Operations Plan Review.
- FEMA 2020 Assistance to Firefighters Grant - \$97,727.27 for Exhaust Evacuation System for Station #2, a new Power Cot, and 3 Thermal Imaging Cameras.
- FEMA 2020 Fire Prevention & Safety Grant - \$8,333.33 for Community Knox Boxes.

Current Staffing (as of 3/1/22)

- Currently reviewing the files of candidates, conducting interviews, and background checks for Full and Part Time positions.
 - Full Time Staffing:
 - Part Time Staffing:
 - 33 Fulltime
 - 11 Part-time (1 on extended Leave)
 - 1 Fulltime Executive Assistant
 - 0 Part-time Secretary (Laid-off)

NPDES:

- Nothing to report.

Community Relations and Special Projects:

- Nothing to report.

Sarah Buccigross – Finance Director

February 2022 Close

- Finance is working to close out the February 2022 books. Financials will be posted online when they're available.

2022 Permanent Appropriations

- 2022 Permanent Appropriations are on 2nd reading this evening. The legislation will need to be passed on emergency at the 3/22 Council meeting. There will be a need to amend the budget right away to include funds for grants that were secured by Lt. Donato for equipment for the Police Department.

Finance Committee

- The Committee meeting will begin at 6:00pm. Budget Presentations Police, Fire, and Public Works (Service & WWTP) will be given. Any remaining questions on the budget will also be discussed.

Regional Income Tax Agency – Income Tax Filing Season

- April 18th is the tax filing due date. RITA has extended call center hours beginning March 21st and will also offer drive-up/drop-off assistance at the Brecksville location April 11th-15th and again on April 18th. Forms and additional filing information is available on the RITA website:
www.ritaohio.com

IT Department

- IT continues to remain busy with the access control system conversion. Social Media Marketing is beginning for Seasonal hiring as well as open full-time positions.

No further Department Head reports this evening.

LEGISLATION

ORDINANCE 11-2022 - AN ORDINANCE AMENDING CHAPTER 1173, "SIGNS", OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG

Read by S. Collins

MOTION: TO ADOPT ORDINANCE 11-2022

Moved by S. Scaffide, seconded by S. Barr

Upon roll call motion passed unanimously

ORDINANCE 13-2022 - AN ORDINANCE ADOPTING AND APPROVING THE STORM WATER MANAGEMENT PROGRAM (SWMP) FOR TWINSBURG AS PRESENTLY ON FILE WITH THE CITY ENGINEER AS THE OFFICIAL STORM WATER MANAGEMENT PROGRAM OF THE CITY OF TWINSBURG; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 13-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Scaffide, seconded B. Furey

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 13-2022 AS AN EMERGENCY

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

ORDINANCE 15-2022 - THE PERMANENT APPROPRIATION ORDINANCE FOR 2022 APPROVED BY COUNCIL FROM ESTIMATES SUBMITTED BY THE MAYOR, PROVIDING FOR THE ORDINARY EXPENSES AND OTHER NECESSARY EXPENSES OF THE CITY OF TWINSBURG, OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2022; AND DECLARING AN EMERGENCY (Stands on Second Reading)

Read by S. Collins

RESOLUTION 19-2022 - RESOLUTION AUTHORIZING SUPPORT OF AN APPLICATION TO THE STATE OF OHIO PUBLIC WORKS COMMISSION AND THE DISTRICT 8 NATURAL RESOURCES ASSISTANCE COUNCIL FOR A CLEAN OHIO CONSERVATION FUND GRANT FOR THE TWINSBURG HEIGHTS PRESERVE PROJECT.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 19-2022

Moved by S. Scaffide, seconded by K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 20-2022 - AN ORDINANCE ACCEPTING THE BID OF PERRIN ASPHALT COMPANY FOR THE 2022 ROAD RAVENNA ROAD RESURFACING PROJECT; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 20-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Scaffide, seconded G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 20-2022 AS AN EMERGENCY

Moved by S. Scaffide, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 21-2022 - A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT FOR RUDD EQUIPMENT FOR PARCEL NUMBER 64-04855 LOCATED AT 24541 EAST ENTERPRISE PARKWAY, TWINSBURG, OHIO, AS RECOMMENDED BY THE PLANNING COMMISSION

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 21-2022

Moved by S. Scaffide, seconded by S. Barr

Upon roll call motion passed unanimously

RESOLUTION 22-2022 - A RESOLUTION APPOINTING TWO MEMBERS TO THE PLANNING COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 22-2022

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 23-2022 - A RESOLUTION APPOINTING THREE MEMBERS TO THE BOARD OF BUILDING AND ZONING CODE APPEALS

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 23-2022

Moved by S. Scaffide, seconded by S. Barr

Upon roll call motion passed unanimously

RESOLUTION 24-2022 - A RESOLUTION APPOINTING ONE MEMBER TO THE CIVIL SERVICE COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 24-2022

Moved by S. Scaffide, seconded by K. Labbe

Upon roll call motion passed unanimously

RESOLUTION 25-2022 - A RESOLUTION CREATING THE 2022 TWINSBURG DISTRICTING COMMISSION AND APPOINTING THREE (3) OF THE FIVE (5) QUALIFIED ELECTORS TO SAID COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 25-2022

Moved by S. Scaffide, seconded by B. Furey

MOTION: TO AMEND RESOLUTION TO REMOVE ANTHONY STANZI AND LAURA LYONS

Moved by S. Scaffide, seconded by B. Furey

Mr. Scaffide stated that both residents are in ward one and had different wards listed on their applications.

Upon roll call motion passed unanimously

RESOLUTION 26-2022 - A RESOLUTION APPOINTING FOUR MEMBERS TO THE ENVIRONMENTAL COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 26-2022

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 27-2022 - A RESOLUTION APPOINTING SIX RESIDENT MEMBERS TO THE GLENEAGLES ADVISORY BOARD.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 27-2022

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed 6-1, with K. Labbe dissenting

RESOLUTION 28-2022 - A RESOLUTION APPOINTING SEVEN MEMBERS TO THE JEDI (JUSTICE, EQUITY, DIVERSITY, AND INCLUSION).

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 28-2022

Moved by S. Scaffide, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 29-2022 - A RESOLUTION APPOINTING ONE MEMBER TO THE PARKS AND RECREATION COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 29-2022

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Barr:

- Wished everyone a Happy St. Patrick's Day.
- Nothing further this evening

Mr. Bellan:

- Stated that two years ago today there was not a single case of COVID reported in Ohio.
- Thanked all the First Responders and Administration for weathering the storm of COVID.
- Stated he hopes for a peaceful resolution in Ukraine.
- Nothing further this evening

Mr. Post:

- Nothing further this evening

Mr. Furey:

- Wished everyone a Happy St. Patrick's Day.
- Wished Mrs. Walker a Happy Birthday.
- Nothing further this evening

Mrs. Walker:

- Stated today was International Woman’s Day and thanked all the women for what they do.
- Stated she is happy to be a back-up for council for boards and commissions meetings if anyone needs a substitute.
- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening

Karen Labbe:

- Thanked Chief Morgan for including council in the upcoming training.
- Wished Mrs. Walker a Happy Birthday
- Nothing further this evening

Mayor Yates:

- Welcomed John Soltis as the newest police officer for the city.
- Stated he appreciates Mr. Bellan’s comments earlier thanking the Safety Forces and Administration for weathering the storm of COVID
- Wished everyone a Happy St. Patrick’s Day.
- Nothing further this evening

Mr. Vazzana

- Wished Mrs. Walker a Happy Birthday
- Nothing further this evening

Mrs. Collins

- Nothing further this evening

Mrs. Buccigross

- Stated RITA will have additional services for residents as we get closer to the local tax due date of 4/18.
- Wished Mrs. Walker a Happy Birthday
- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:53pm.

Attest:

Sam Scaffide
President of Council

Shannon Collins
Clerk of Council