



Caucus & Regular Council Meeting Minutes
Tuesday, May 11, 2021
7:00 p.m.

CAUCUS:

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

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

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
David Maistros, 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 21-2021 – Amending COT 127 regarding Capital Improvements Board

Ms. McFearin stated this is to amend section 127 of the codified ordinances regarding making the representatives on the Capital Improvements Board non-ward specific. This will be on its third and final reading tonight. The emergency clause it to allow time for advertising and interviewing.

Ordinance 39-2021- Establishing Moratorium for Medical Marijuana

Ms. McFearin stated this ordinance is to establish a six month Moratorium on the issuing of occupancy permits for Medical Marijuana. This will allow Planning Commission time to review and make a recommendation back to council.

Mr. Bellan asked Mr. Maistros for some background on this. Are there any current inquiries about this?

Mr. Maistros stated that recently there have been some questions about the dispensary end of this. The Revised Code allows municipalities to prohibit these if they so choose. There have been questions to the planning and building divisions regarding where they can go. This legislation will allow the Building Department to tell those inquiring that there is currently a moratorium on these and then the Planning Commission can review and make a recommendation to council.

Mayor Yates stated that in other states it starts out for medical purposes then eventually goes to allowing recreational use. He'd like to get something on the books and address this before.

Mr. Bellan asked if there were potential tax ramifications. Mr. Maistros stated in a dispensary it would just be the employees working there. Mr. Bellan clarified that it would not be a large sum of money if it is just a couple people.

Ordinance 40-2021 – Appropriations Amendment for Wastewater Emergency Roof Repair

Ms. McFearin stated this ordinance is an Appropriations Amendment to Wastewater Capital for an additional \$250,000 needed for emergency repairs to the Wastewater Department Vehicle Storage Building's roof.

Mr. Campbell stated this is an older, flat roof in the Service Dept. The Community Center roof was also bid at the same time. Mr. Campbell stated they got very favorable bids. Mr. Bellan asked if they were so low is there any concern that they don't understand the scope of the work. Mr. Campbell said they are about \$60,000 lower than the next bid. Mr. Scaffide asked if they did a pre-bid meeting, Mr. Campbell said they were all invited to tour the buildings.

Miscellaneous:

Mrs. Stauffer stated she wanted to go back to Ordinance 21-2021. She wanted to add language that if there is not someone from the each ward, the council person whose ward is not represented would then get to recommend the person from the group of applicants. This way someone from each ward had a say in the selection of the board members.

Mr. Furey stated that we did this with other boards and council still tries to have representatives from each ward but this allows the flexibility if no one applies to still have a full committee.

Mr. Maistros clarified that if no one from a specific ward applies then then council person would appoint. Mrs. Stauffer agreed.

Mr. Scaffide said we already do this and Mrs. Stauffer agreed but this would just put in in the legislation language.

Ms. McFearin asked how many days this position was advertised. Mrs. Collins stated it was advertised for sixty (60) days already. Once Ordinance 21-2021 is voted on it will then be advertised for an additional thirty (30) days.

Mr. Maistros stated the reason for the emergency is because without it you'd have to wait the thirty days, then advertise for thirty days, interview and appoint and this board starts to meet at the end of August. Mr. Maistros stated that if Mrs. Stauffer wanted to make any language changes it would need to be done by motion at the regular council meeting.

Mrs. Walker stated she agrees each ward should be represented. Mr. Furey stated that even without it in there each ward can apply and council can make efforts to choose from each ward but has the option to be flexible based on the applicants.

No further miscellaneous this evening.

Meeting adjourned at 7:16 pm.

Regular Council Meeting:

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

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

ABSENT:

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

INVOCATION & PLEDGE OF ALLEGIANCE:

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

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF APRIL 27, 2021

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Bob Thewes – 2229 Demi Drive

Mr. Thewes talked about the performance audit results. It had five recommendations which included: to put a fee on the garbage collection, reduce cost of medical dental premiums, shift differential, renegotiate minimum manning in the Fire Dept. and reduce Parks and Recreation programs. He knows council and mayor stated they do not want to charge for garbage but assumes the city is making efforts to get the rest of those recommendations done. He plans on bringing up one of these at each of the next meetings. The reason he wants to do this is so all residents know what is going on.

Karen Clinton – 2045 Glenwood Drive

Mrs. Clinton spoke on Ordinance 21-2021. The residents want ward protection when it comes to city issues. She stated there is not a need to changes this and said there are people in ward 1 who are interested in this.

She also congratulated Earl Wilson on his well-deserved promotion and also to Don Simon on his retirement.

Bruce Baldwin – 3310 Cannon Road

Mr. Baldwin stated in January there was a police officer who went through the traffic light and then went into Dunkin Donuts. Stated that at 2181 Rt. 82, a fire hydrant was leaking for a year. There is road damage in the area. Is this going to get repaired?

Mike Turle – 9930 Forest Lake Drive

Mr. Turle congratulated to the police and fire departments on the passage of Issue 2. Stated we need to come together as one community. He said it is sad that we put other things in front of police and fire and had to do this. He stated in an effort to be transparent the city should make these account and put \$50-100 in to get started. Mr. Turle stated the city needs to participate in the Ohio Checkbook Program. He understands 2020 was a difficult year but thinks we can do this sooner than later now. This would be faith and trust from the community. Mr. Turle also spoke about Ordinance 21-2021. He stated we have ward specific positions for Parks & Recreation Commission but won't for Capital Improvements. How come Ward 1 didn't find someone these past three years? Mr. Turle stated he gave up applying for these boards. Why change this and lose the ward protection.

Mr. Barr responded to Mr. Turle stating on October 19, 2020 the city of Twinsburg won the Auditor of State award. The city also received a 4 out of 4 star rating on transparency in government. Perhaps instead of implying we are corrupt.

Mr. Turle stated he wasn't implying this he is just saying to be transparent.

Ms. McFearin reminded Mr. Turle he already had his turn to speak. She added that when council interviewed for Planning Commission interviews Mr. Turle did not show up for his.

Mayor Yates addressed Mr. Thewes additional points. He stated that the city healthcare one has been being worked on since he took office. The city is now in a position to go self-insured because of the efforts of the past few years which should save the city some money. The next one regarding shift differential, will be worked on when the contract is opened up but the city is currently in the middle of contracts. As far as minimum manning, the city did get an MOU with the fire department regarding this

shortly after the performance audit came out. The Chief has also made some policy adjustments that should reduce the amount of overtime in that department. The Parks & Recreation programs have already been scaled back both at the Fitness Center and elsewhere in the department. The city is still looking at other cost savings that can be made. The city doesn't broadcast these things but hopes this helps explain some of it.

Bob Thewes stated that it needs to be talked about. All the things the city is doing to help keep residents informed. This will also help with transparency.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

Maureen Stauffer - Public Works, ARB, Twins Days, Compensation

- Attended the ARB meeting on 5/6. Next meeting will be 5/20 at 6:00pm.
 - Case 21-05-42- 3030 Wyatts Way (Seasonal Patio Enclosure Room)- Approved
 - Case 21-05-43- 1900 S. Case Parkway-Advanced Systems Signs- Approved
 - Case 21-05-44- Merryvale Drive-Whispering Woods Sign- Approved
 - Case 21-05-45- 9945 Vail Drive-Twinsburg Eye Association Signs- Approved
- The J.E.D.I. whole committee met on 5/10. Michael Brown did a Building a Culture of Respect & Inclusion training. She found it to be a great training. The next full committee meeting will be June 14th at 6:00pm.
- The Comprehensive Plan Committee will interview the RFP candidates on 5/18 and the next CIC meeting will be on 5/27 at 6:00pm.
- Nothing to report this evening

Bill Furey – Environmental, Treasury Investment, Community Relations, Tax Incentive

- Attended the CIC meeting
- Treasury Investment Board met on 4/28. In 2015 the city decided to put part of our unexpended balance into short term and medium term CD's so the city would get a better return. Since the city did this it has earned \$957,000 in the last six years. They agreed to put an additional \$2.5 million into these bonds since as they mature they fall off which will rebalance this.
- On 7/16 the Twinsburg Police Association will host the Miktarian Golf Outing. If interested, please contact Sgt. Detective Brian Donato at bdonato@twinsburg.oh.us
- When the community survey results came in one of the main things that residents had an issue with was wrong information on social media. He showed a screenshot of information that was on Facebook and compared this to the video and spreadsheet showing that the information on this post was incorrect. Mr. Furey stated he uses a statement of cash when talking about the city's finance. These documents are also available on the city website or call city hall and speak to someone if you have questions.
- Nothing to report this evening

Scott Barr – Finance, Public Safety, Planning

- Planning Commission will meet on 5/17 at 7:00pm.
- Thanked everyone who took the time to vote.

- Congratulated the Public Safety Departments on the passage of Issue 2.
- Nothing to report this evening

Sam Scaffide – Finance, Capital Improvement, Public Works, Public Safety

- Stated the Finance committee met on 4/27 and thanked Mr. Barr for chairing and reporting on that meeting in his absence. The next meeting will be on 5/25 at 6:00pm.
- Public Safety meeting was cancelled due to no agenda items.
- Nothing further this evening

Daisy Walker - Public Safety, Parks & Recreation, Chamber, Community Relations

- JEDI subcommittee that was supposed to meet on 5/3 was cancelled.
- Attended the Environmental Commission meeting on 5/4 and sore in two members. They will host a Shred Day on 6/12. Their next meeting will be on 9/7 at 7:00pm.
- Full JEDI meeting was for the Diversity Training that Human Resource Director Michael Brown put on.
- Congratulated the firefighters on their promotions.
- Nothing to report this evening

Greg Bellan – BZA, Public Works, Fitness Advisory, Charter Review

- Attended the 5/10 Full JEDI committee. Thanked Michael Brown for the amazing Diversity Training. Stated he had been to many of these in the private sector and would rate this one towards the top.
- The BZA meeting on 4/28 was cancelled. Next meeting is scheduled for 5/26 at 6:30pm depending on agenda items.
- Thanked the voters for their support on Issue 2
- Nothing to report this evening

Jo-Ann McFearin - Golf Advisory, Finance, Volunteer Fireman's Board

- Golf Advisory Board will meet on 5/18 at city hall.
- Nothing to report this evening

MAYOR'S REPORT:

- Swore in Lieutenant Rocco Bennardo and Captain Earl Wilson at the fire department. Captain Don Simon will be retiring soon and this will be his replacement and a promotion due to lieutenant vacancy.
- Attended a training held by the Fire Department and Paul Nees.
- The High School Art classes will be doing a chalk walk in front of city hall on Monday.
- Rock the Park sold out its first concert with a Covid capacity of 850. Hoping to add more as restrictions are revisited.
- Thanked Jen Betenson and the Fitness Center staff for all their help with the High School After Prom.
- Congratulated all the graduates.

- Thanked the voters for support on Issue 2. The city is working on setting up the funds to account for this money.
- Twinsburg will be holding a vaccination clinic. Details to come.
- Nothing further this evening

DEPARTMENT HEAD REPORTS:

Sarah Buccigross – Finance Director

April 2021 Close

- Finance is finishing up the close of the April books. The financial reports will be posted online when they are available.

COVID Relief

- The American Rescue Plan Act guidance has been released. Final distribution amounts are expected to be announced within the next week. The plan will be discussed at the May 25, 2021 Finance Committee meeting. Finance continues to review documentation attend all available webinars in relation to the ARPA funds and their available uses.

Finance Committee

- The next Finance Committee meeting is scheduled for May 25, 2021 at 6pm. The agenda will include information on the American Rescue Plan, Issue 2 results, and new fund set up to ensure transparency on the Police & Fire Levy.

Electronic Sewer Billing

- The implementation of an online sewer billing system is in progress. The system is currently expected to be available to the public in early summer with a full roll out in Fall 221. The system should generate cost savings as emailed billings will be a smaller cost than the postage/printing necessary for paper billing. Paper billing will remain available to residents, the system will be voluntary sign-ups for emailed billings.

GAAP Conversion

- The conversion of the City's cash basis financials to GAAP is in progress and all initial documentation has been completed. Once finalized, the financials will be uploaded to the State of Ohio's Hinkle system.

Information Technology

The following projects are in progress:

- Helpdesk Contact Policy and Guidelines
- Strategic Communications Plan
- Potential Technology update for Streaming, Training, and Emergency Operations Center
- LEADS Technical Security Audit (submitted)
- Password Training for Computer Security – to be completed by 5/21/21
- Facility Security Systems Review
- MDT Upgrade for additional data capture for PD
- Website Training for Departments

Tim Morgan, Fire Chief

Call Volume

- The fire department ran a total of 280 calls this April, for the year that is 1042 calls, which up 13% compared to last year. 37% overlap with other calls.

Fire Prevention

- Inspected 76 locations and 6 fire investigations.

Training

- There were 0 hours of Public Education totally 0 personal contacts
- Department logged 64 training events which was approximately 164 hours of training.

Notable Events:

- None.

Points of Interest:

- Weather Warning Sirens
 - May's monthly test of the system was conducted on the 1st, all sites functioned properly, except for the indicator light at the Liberty/Cannon site.
- Fleet
 - Med 2 has remained out of service (6/29/20).
 - Ladder 2 has been out-service, due to hydraulic issues and suspension problems (4/5/20).
 - New Engine is still expected to be delivered in May.
- COVID 19 Operations
 - Still maintaining adequate PPE supply. Chief Morgan and Bosso regularly participating in conference calls with Summit County agencies.
 - a. To date, 4 employees with positive Covid tests (3 part time, 1 fulltime)
 - b. To date, 8 employees have been quarantined for periods of time due to positive tests within their households or other significant exposures.
- Projects in Process
 - Planning for the equipping of the new engine.
- Current Staffing (as of 5/1/21)
 - Part Time Staffing: Michael Zevchek and Dennis Basch were hired as Part Time Firefighter/Medics in April.
 - 31 Fulltime
 - 11 Part-time (+2)
 - 1 Fulltime Executive Assistant
 - 0 Part-time Secretary (Laid-off)

NPDES:

- Nothing to report at this time.

Community Relations and Special Projects:

- Nothing to report at this time.

No further Department Head reports this evening.

LEGISLATION

ORDINANCE 21-2021 - AN ORDINANCE AMENDING SECTION 127.07 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING THE CAPITAL IMPROVEMENT BOARD (Stands on Second Reading)

Read by S. Collins

MOTION: TO PLACE ORDINANCE 21-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by J. McFearin, seconded M. Stauffer

Ms. McFearin stated the reason for the emergency is get the project started in a timely manner.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 21-2021 AS AN EMERGENCY

Moved by J. McFearin, seconded by B. Furey

Upon roll call motion passed unanimously

ORDINANCE 39-2021 - 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: TO PLACE ORDINANCE 39-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by J. McFearin, seconded S. Barr

Ms. McFearin stated the reason for the emergency is to get this on Planning Commission's agenda as soon as possible.

Upon roll call motion passed 6-1 with D. Walker dissenting

MOTION: TO ADOPT ORDINANCE 39-2021 AS AN EMERGENCY

Moved by J. McFearin, seconded by S. Scaffide

Mr. Bellan asked Mr. Maistros if six months is enough time for Planning Commission to review this information. Mr. Maistros stated he thought it was and the plan is get it on their next agenda.

Upon roll call motion passed 6-1 with D. Walker dissenting

ORDINANCE 40-2021 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN

ORDINANCE 14-2021, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2021; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 40-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by J. McFearin, seconded S. Barr

Ms. McFearin stated the reason for the emergency is get the project started in a timely manner.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 40-2021 AS AN EMERGENCY

Moved by J. McFearin, seconded by S. Scaffide

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Scaffide:

- Nothing further this evening

Mr. Barr:

- Nothing further this evening

Mr. Bellan:

- Congratulated Captain Wilson and Lieutenant Bennardo on their promotions.
- Nothing further this evening

Mrs. Stauffer:

- Nothing further this evening

Mr. Furey:

- Thanked the residents for their support on Issue 2, the city's Police & Fire Levy and also Issue 6 which was the Schools Renewal Levy
- Congratulated Captain Wilson and Lieutenant Bennardo on their promotions.
- Nothing further this evening

Mrs. Walker:

- Nothing further this evening

Mayor Yates:

- Nothing further this evening

Mr. Maistros

- Nothing further this evening

Ms. McFearin:

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:26pm.

Attest:

Jo-Ann McFearin
President of Council

Shannon Collins
Clerk of Council