



Caucus & Regular Council Meeting Minutes
Tuesday, August 23, 2022
7:00 p.m.

CAUCUS:

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

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Acting Mayor
Matt Vazzana, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Network Administrator

Presentations:

No presentations this evening.

Items for Discussion:

No items for discussion this evening.

Audience Participation:

No audience participations at this time.

Pending Legislation:

Ordinance 72-2022 – Mr. Barr stated this ordinance is amend the appropriations for various accounts. General Fund to increase Income Tax Revenues based on current collections as well as increase Overtime Expenses in Police & Dispatch due to staffing shortages. It also increases Service Operating & Utilities line items due to fuel and utility cost increases. Increases are also set off by a reduction in healthcare. The Sewer Fund to increase for the additional cost of finishing the roof project (approved 2020). Golf Fund increase to allow for increased merchandise costs, further replacement batteries for golf carts, repairs needed due to water issues and Property Taxes Due (estimate per Summit County). Expenses increases are offset by General Fund Transfer (not needed in Fitness) and Merchandise sales. This will be on an emergency tonight to get the funds appropriated and allow for payment on these items.

Ordinance 73-2022 – Mr. Barr stated the City of Twinsburg will receive funds through participation in a settlement agreement from opioid distributors. These funds must be accounted for separately and used for specific purposes (see attached detail from the Ohio Auditor of State). The Mayor, Law Director, Finance Director, and Chiefs of Police & Fire have begun discussions on potential uses of the funds to

present to Council. This ordinance is to allow for the setup of the fund. This will be on an emergency because the first payment was received this summer and the fund will need to be set up to properly record the receipt.

Resolution 74-2022 – Mr. Barr stated this resolution is the quarterly acknowledging receipt and review of monthly financial statements. This is for April - June 2022.

Ordinance 75-2022 – Mr. Barr stated this ordinance is the first reading for the Redistricting of Wards. Per Section 3.02 of the Charter the Districting Commission, all ward must be within 10% of registered voter. The Commission met and compiled a report and map meeting the criteria which is present to council in Ordinance 75-2022. This will be read at three separate meetings and the emergency clause will be part of the third and final reading in order to get this to the Summit County Board of Elections.

Ordinance 76-2022 – Mr. Barr stated this ordinance is the annual certification of the delinquent sewer bills. This is on an emergency in order to get to Summit County by the September deadline.

Ordinance 77-2022 – Mr. Barr stated this ordinance is to create a new section of the code in regards to ‘Illicit Discharge’. This will be read at three separate meetings and the emergency clause will be part of the third and final reading in order to include in the next code update.

Amy Mohr, City Engineer stated that we have codes on the books that use this but this will give it a dedicated section for NPDES.

Ordinance 78-2022 – Mr. Barr stated this ordinance is to award bid for 2022 Glenwood Drive Sanitary Lateral Replacement to Matt Winters Excavating for a total of \$162,495.00. This will be on an emergency tonight to enter contracts so material can be ordered as project is schedule for this fall.

Ms. Mohr stated that prior to the start of the project a letter will be mailed to the residents in the area. There will be some tree removal. These will be looked at being replaced after the ground settles. Weather permitting, it should take about three months to finish.

Resolution 79-2022 – Mr. Barr stated this resolution is to approve the Planning Commission’s recommendation of a Conditional Use Permit for residential communications tower.

Ordinance 80-2022 – Mr. Barr stated this ordinance is the annual lease of vehicles for the Police Department. The total amount for both vehicles is \$22,090.00 for the 24 month leases. This is on an emergency tonight to be able to enter into the leases as soon as possible. Mayor Scaffide confirmed that the vehicles are used.

Miscellaneous:

Mr. Barr stated there are two motions that he will make in the regular meeting regarding liquor permits.

No further miscellaneous this evening.

MOTION: To enter into an executive session to discuss matters pursuant to Ohio Revised Code § 121.22(g) (1)(3): personnel & pending litigation

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADJOURN THE MEETING.

Moved by S. Barr, seconded by D. Post

Upon roll call motion passed unanimously

Meeting unanimously adjourned at 7:29pm.

Regular Council Meeting:

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

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Acting Mayor
Matt Vazzana, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Network Administrator

INVOCATION & PLEDGE OF ALLEGIANCE:

Mr. Barr bestowed the Invocation and Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF JULY 12, 2022 AS AMENDED

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Sue Clark – 9845 Crestwood

Mrs. Clark spoke about some things that she thinks council should take into consideration. Items included having a complaint form available for residents and a procedure in place; if residents are referred to by name they should be able to come up and address the topic with council; respond to

residents' concerns at the council meeting; allow residents to speak at the end of the meeting; allow more than three residents to speak on the same topic.

Mike Turle – 9930 Forest Lake Drive

Mr. Turle stated he is holding an online question and answer for all the mayoral candidates on the Twinsburg Roundtable Facebook page and asked all interested candidates to respond to resident questions.

No further public participation this evening.

Mrs. Walker asked Mrs. Clark to provide the list of items she spoke about. Mrs. Clark gave her list to the Clerk of Council who will email it to all of council.

COUNCIL COMMUNICATION AND REPORTS

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

- Nothing further this evening.

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

- The CIC met on 7/14. They spoke about the drainage on one property, working on the downtown development plan. They had another meeting on 8/11 and discussed the CIC appraisals and educational plan. Their next scheduled meeting is 9/15 at 5:00pm.
- ARB met three times over break. At the 7/21 meeting they had four cases which all passed. The 8/4 meeting there were another five cases which all passed. The 8/18 meeting had two cases and they both passed.
- Reported on the Treasury Investment Board which met on 8/23.
- There will be a Red Cross Blood Drive on 8/31.
- There is a free Christian concert at the amphitheater on 8/27.
- Nothing further this evening.

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

- Attended the ARB meeting for Mr. Furey who already reported on it.
- Nothing further this evening.

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

- Attended the Twins Days parade. There were 2,152 sets of registered multiples. Thanked the Twins Days Committee, all the volunteers, the Police, Fire and Service Departments for all their work.
- Thanked the Districting Commission for all their time and effort put into the ward redistricting.
- Attended the CIC meeting and stated the new Economic & Development Director, Rebecca Ziegler is a wealth of knowledge and experience.
- The next JEDI meeting will be 9/12 at 6:00pm.
- The next Parks & Recreation Commission meeting is 8/25,
- Nothing further this evening.

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

- Attended the Mikitarian Golf Outing and thanked Lt. Donato for all his work on the event.
- Attended the Capital Improvements Board meeting earlier this evening and heard from the police, fire and dispatch departments.
- Golf Advisory Board meeting was scheduled for 7/19 but there was not enough for a quorum. They did get a brief update from both Bryan and Jim. The next Golf Advisory Board will be on 9/20 at 6:30pm.
- The next Public Works meeting will be on 11/8 at 6:00pm.
- Nothing further this evening.

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

- Planning Commission met on 8/15 and discussed two items. One was a lot consolidation on Cannon Road and the other was a conditional use for a residential cell phone tower. Both were passed by the commission.
- Nothing further this evening.

Sam Scaffide – BZA, Public Works, Public Safety

- Will report under Mayor’s Report.

MAYOR’S REPORT:

- Stated that he has attended business expansions and ribbon cuttings. Retention of business is just as important as new businesses. Stated this is a focus of his along with the Economic and Development Director, Rebecca Ziegler. He has attended an expansion for Mold Rite who will be doing a third expansion, ribbon cuttings for both Sixth City CPR and Necessity Spa which are new businesses in town. There are also upcoming events for Airgas and CrossFit Saol.
- Had the privilege to swear in two new Police Officers, Nick Wesolowski and Riley Powers.
- Attended the swearing in of Gina DeVito-Staub as the Fire Chief for Woodmere. She is current Captain with Twinsburg and is now the first female Fire Chief in Cuyahoga County.
- Summit County has been hosting a business wellness program where the county and local mayors speak with current businesses on retention. So far they have met with VMS and Pepsi.
- Stated the city has entered a new gas aggregate program. With the rising costs of everything the rate has gone up. The new rate is 6.337 MCF for two (2) years through IGS. This is an optional program and residents are able to choose their own supplier. There will be letters going out to residents soon.
- Nothing further this evening.

DEPARTMENT HEAD REPORTS:

Sarah Buccigross – Finance Director

July Close

- Finance has closed July 2022 and the financials are available online.

August 2022 Income Tax Revenues

- August 2022 Income tax receipts total \$1,809,603.09 compared to August 2021 receipts in the amount of \$1,691,641.87. This reflects an increase of 6.97% or \$117,961.22 compared to last year.
- YTD 2022 Income tax receipts total \$16,967,559.99 compared to YTD 2021 receipts in the amount of \$15,893,652.73. This reflects an increase of 6.76% or \$1,073,907.26 compared to last year.
- Refunds in the amount of \$62,724.22 are included in the August collections.

- The net change in distribution for this month for individual, net profit and withholder collectively is: \$216,472.08.

Audit/PAFR/Financial Health Indicators 2021

- The City's 2021 Financial Audit has been released by the State of Ohio. The City received a clean opinion and the report is available on the Auditor of State's site as well as the City's. The City has also published the first Popular Annual Financial Report which highlights information from the annual financials. Financial Health Indicators for 2021 have been released and will be presented to Council at the September Finance Committee Meeting.

Capital Improvement Board (CIB)

- CIB began meeting earlier in August and the Board has heard presentations thus far from Parks, Engineering, Golf, and Safety Services. Next week CIB will hear presentations from Public Works (includes WWTP and Service).

Information Technology

- The Redshift access control project continues and Fire Station #1, Public Works, and VFW are next on the installation list. Johnson Controls has already picked up some equipment and many contracts have been cancelled.
- The Dual Factor Authentication project has been started and IT has worked with employees to sign up for the system and make sure that it is working properly.
- The City Hall electronic sign base has been completed and installation of the sign has begun. Training will occur with the involved departments.
- Council Chambers updates approved in Spring, 2021 are being reviewed for alternate equipment options due to shortages.

No further Department Head reports this evening.

LEGISLATION

ORDINANCE 72-2022 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 15-2022, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2022; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 72-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Barr, seconded D. Walker

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 72-2022 AS AN EMERGENCY

Moved by S. Barr, seconded G. Bellan

Upon roll call motion passed unanimously

ORDINANCE 73-2022 - AN ORDINANCE ESTABLISHING A SPECIAL REVENUE FUND TITLED “ONEOHIO OPIOID SETTLEMENT FUND”; AND DECLARING AN EMERGENCY.
Read by S. Collins

MOTION: TO PLACE ORDINANCE 73-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by S. Barr, seconded S. Scaffide

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 73-2022 AS AN EMERGENCY

Moved by S. Barr, seconded S. Scaffide

Upon roll call motion passed unanimously

RESOLUTION 74-2022 - A RESOLUTION ACKNOWLEDGING COUNCIL'S RECEIPT AND REVIEW OF THE MONTHLY FINANCIAL STATEMENTS SUBMITTED BY THE FINANCE DEPARTMENT FOR APRIL, MAY AND JUNE 2022.
Read by S. Collins

MOTION: TO ADOPT RESOLUTION 74-2022

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

ORDINANCE 75-2022 - AN ORDINANCE AMENDING SECTION 105.01 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG DESCRIBING AND IDENTIFYING NEW WARDS AND BOUNDARIES IN ACCORDANCE WITH THE REPORT OF THE DISTRICTING COMMISSION AS REQUIRED BY SECTION 3.02 OF THE CHARTER OF THE CITY OF TWINSBURG; AND DECLARING AN EMERGENCY.
Read by S. Collins

ORDINANCE 76-2022 - AN ORDINANCE REQUESTING THE FISCAL OFFICER OF SUMMIT COUNTY, OHIO, TO ACCEPT CERTIFICATION OF DELINQUENT SANITARY SEWER RENTALS AND WATERFUND MAINTENANCE CHARGES AS COMPILED AND PLACED ON RECORD IN THE OFFICE OF THE TWINSBURG FINANCE DIRECTOR; AND DECLARING AN EMERGENCY.
Read by S. Collins

MOTION: TO PLACE ORDINANCE 76-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by S. Barr, seconded K. Labbe

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 76-2022 AS AN EMERGENCY

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

ORDINANCE 77-2022 - AN ORDINANCE ENACTING NEW CHAPTER 919, "ILLICIT DISCHARGE & ILLEGAL CONNECTION CONTROL" OF THE STREETS, UTILITIES, AND PUBLIC SERVICES CODE OF THE CITY OF TWINSBURG

Read by S. Collins

ORDINANCE 78-2022 - AN ORDINANCE ACCEPTING THE BID OF MATT WINTERS EXCAVATING LLC FOR THE 2022 GLENWOOD DRIVE SANITARY LATERAL REPLACEMENT; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 78-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Barr, seconded D. Walker

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 78-2022 AS AN EMERGENCY

Moved by S. Barr, seconded S. Scaffide

Upon roll call motion passed unanimously

RESOLUTION 79-2022 - A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT FOR A RESIDENTIAL COMMUNICATIONS TOWER AT 8960 GETTYSBURG DRIVE, PURSUANT TO SECTION 1165.09, "TOWERS IN RESIDENTIAL DISTRICTS", AS RECOMMENDED BY THE PLANNING COMMISSION.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 79-2022

Moved by S. Barr, seconded by K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 80-2022 - AN ORDINANCE AUTHORIZING THE LEASE OF TWO (2) USED VEHICLES THROUGH KEMPTHORN INC., FOR USE BY THE POLICE DEPARTMENT; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 80-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Barr, seconded G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 80-2022 AS AN EMERGENCY

Moved by S. Barr, seconded G. Bellan

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Bellan:

- Wished all the students a safe school year.
- Nothing further this evening

Mrs. Walker:

- Nothing further this evening

Mr. Furey:

- Stated Our Community Hunger Center is in need of food for their pantry. They can be reached at 330-963-3663.
- Attended the Twins Days event.
- Attended the Senior Picnic.
- Stated since he works from home that he was able to ask his employer to have his income tax reflected in Twinsburg. He encouraged other Twinsburg resident's to do the same if they are able.
- Nothing further this evening

Mr. Post:

- Attended the Twins Days festival and assisted in the judging.
- Thanked Mayor Scaffide for getting recycling cans in the building.
- Nothing further this evening.

Karen Labbe:

- Nothing further this evening.

Mr. Scaffide:

- Stated he also attended the Senior Picnic. Congratulated Laura on another great event for the seniors.

- Nothing further this evening

Mr. Vazzana

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

Mrs. Buccigross

- Stated there may be a news story regarding the grant the police department got. She added the Chief will be at an upcoming meeting to discuss.
- Nothing further this evening

Mr. Barr:

MOTION: That city council rescinds its previous request for a hearing and does not oppose the new liquor permit request for Khaira & Sons Inc, dba Super 8 Twinsburg located at 8848 Twin Hills Pkwy and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by S. Barr, seconded D. Post

Upon roll call motion passed unanimously

MOTION: That city council does not oppose the transfer of liquor permit from Sushi En Twinsburg Inc. to Sushien CLE LLC located on Hadden Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control. This is to transfer a D5 permit.

Moved by S. Barr, seconded D. Post

Upon roll call motion passed unanimously

- 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 & pending litigation

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

ADJOURNMENT:

Meeting unanimously adjourned at 9:27pm.

Attest:

Scott Barr, President of Council

Shannon Collins, Clerk of Council