



**Caucus & Regular Council Meeting Minutes**  
**Tuesday, October 11, 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, K. Labbe and B. Furey

**ABSENT:** S. Barr

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

**Presentations:**

No presentations this evening.

**Items for Discussion:**

Mr. Bellan stated he wanted to start the discussion with council about looking at updating the zoning code. He stated there have been times over the past years where the zoning code has been called into question. He stated the city has an opportunity to take a look at the zoning code to make sure it is serving our city. Mr. Bellan stated he was not sure what the next steps would be if everyone was interested in pursuing but he opened the floor to the rest of council to discuss.

Mayor Scaffide agreed that it is long overdue.

Mrs. Walker stated she thinks it is a great idea. Mrs. Labbe agreed.

Mr. Post stated it should be looked at along with anything else that is not in order.

Mr. Furey stated he thinks the first step is to make sure the code that is published is the code that was voted on. Next would be to look at changes and work with Planning Commission.

Mr. Bellan asked what the options to move forward would be. Mayor Scaffide stated that in speaking with the law director would be to hire a consultant and go over the whole code.

Mr. Vazzana echoed the mayor's comments and asked the council if the staff could take a look at presenting some options that achieve the goals council identified. This would be brought back to the council for consideration. Mr. Vazzana said options could be presented in the next four-five weeks. The process of actually updating the code will take much longer.

No further items for discussion this evening.

**Audience Participation:**

Blake Mumford – 8836 Merryvale Drive

Mr. Mumford stated he is representing the Whispering Woods 2 Homeowners Association. He stated the HOA has an issue with the ground preparation. He stated most everything is done and the HOA is happy with those items there is just this one issue.

Mayor Scaffide stated that he will speak with the City Engineer and have her reach out to Mr. Mumford. The legislation will not be voted on tonight.

Lynn Clark – 2485 Old Mill Road

Mr. Clark asked why the city is resisting letting the residents vote on the Old Mill project.

Steve Humel – 2500 Old Mill Road

Mr. Humel stated there was a comment that in time people will forget. He stated he will not forget what the city did regarding the Old Mill project. He stated the traffic is going to be a mess. Mr. Humel also stated that he is glad updating the code is being looked at.

No further audience participations at this time.

**Pending Legislation:**

Ordinance 83-2022 – Mr. Furey stated this ordinance will be on its third reading tonight and is the Fixed Asset Policy which was last updated in 2015. Finance Committee/Council discussed increasing the capitalization policy from \$5,000 to \$10,000 in order to better reflect current costs.

Ordinance 89-2022 – Mr. Furey stated this ordinance is to award the bid to Cintas for the Uniform and Mat Rental Service contract. The total for the three year contract is \$76,752.00. The reason the suspension of the three readings and emergency clause are being requested is enter agreement at the earliest date allowed.

Resolution 90-2022 – Mr. Furey stated this resolution allows for the transfer of ownership of the service weapon of retired Detective, Greg Kopniske.

Ordinance 91-2022 – Mr. Furey stated this ordinance is for the dedication of Whispering Woods Phase 3 Subdivision. This will be on its first reading tonight with a request for the suspension of the three readings and emergency clause on its third and final reading.

Ordinance 92-2022 – Mr. Furey stated this ordinance is to amend the appropriations for two accounts. The first is for a sewer fund increase for \$18,200 to allow for the replacement of the switch gear on electrical grid for backup power in the event of emergency outage. The second account is for Service Dept. Capital for an amount of \$34,122 to allow for vehicle purchase to allow for market pricing conditions. Further details on market pricing are included in Ordinance 93-2022.

Ordinance 93-2022 – Mr. Furey stated this ordinance is to allow for a price increase of \$34,121.48 for the unfitting of the Service Dept. vehicle which was approved in Ord. 59-2022. The new total for the truck, including the unfitting is \$135,535.41.

**Miscellaneous:**

No miscellaneous this evening.

Meeting unanimously adjourned at 7:25pm.

**Regular Council Meeting:**

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

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

**ABSENT:** S. Barr

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

**INVOCATION & PLEDGE OF ALLEGIANCE:**

Mrs. Walker bestowed the Invocation and Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF SEPTEMBER 27, 2022 AS SUBMITTED.**

Moved by B. Furey, seconded by D. Post

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

Ryan Johnson with Waste Management played a video to help with education on recycling. He stated that there will be a new facility in Oakwood Village that will help with recycling more. There will be an education center to help city councils and schools explain what happens when something is recycled. Mr. Johnson also talked about the dash cameras on the trucks that collect trash and recycling. They can recall the video to see what challenges may have occurred when collecting trash. Waste Management revised their sticker that can be placed on items that were not collected explaining why it was not picked up.

No further awards or presentations this evening.

**AUDIENCE PARTICIPATION:**

Bill Roemer – 3616 Southern Road, Richfield

State Representative Roemer stated there has been some redistricting but he will still be the representative for Twinsburg residents. He stated he will be around after the meeting if anyone would like to talk.

Bob Thewes – 2229 Demi Drive

Mr. Thewes stated he is glad that the zoning code is being considered for review.

Steve Humel – 2500 Old Mill Road

Mr. Humel asked if someone could get back to him with an update on his complaint against Ms. Muter. He also spoke about the traffic on Old Mill and it is only going to get worse. He stated that now is the time to repeal project Gumbo.

No further public participation this evening.

**COUNCIL COMMUNICATION AND REPORTS**

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

- Public Works will meet on 11/8 at 6:00pm.
- Golf Advisory Board will meet on 11/15 at 6:30pm.
- Read the Finance report which was prepared by Jennifer Simon, Assistant Finance Director in Sarah Buccigross's absence:

September Close

- Finance is in the process of closing September and will provide the reports once completed.

September 2022 Income Tax Revenues

- September 2022 Income tax receipts total \$1,840,292.90 compared to September 2021 receipts in the amount of \$1,723,238.71. This reflects an increase of 6.79% or \$117,054.19 compared to last year.
- YTD 2022 Income tax receipts total \$18,807,852.89 compared to YTD 2021 receipts in the amount of \$17,616,891.44. This reflects an increase of 6.76% or \$1,190,961.45 compared to last year.
- Refunds in the amount of \$96,753.08 are included in the September collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$218,741.90.
- Finance Committee will meet on 11/22 at 6:00pm.
- Nothing further this evening.

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

- JEDI met on 10/10. They will be participating at the Police & Fire Open House on 10/12.
- Nothing further this evening.

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

- ARB met on 10/6 and discussed the following:
  - Case 22-10-53 8934 Darrow Road, Studio Wish Signage - Approved as submitted
  - Case 22-10-54 2633 East Aurora Road, October Sun Studio Signage - Approved as submitted
- The next ARB meeting will be 10/20 at 6:00pm.
- CIC will meet on 10/13 at 5:00pm in Council Chambers.

- JEDI met on 10/10. The Justice and Policing subcommittee discussed language barriers and will be looking into ways to reduce these barriers. Stated the committee will be at the Police & Fire Open House on 10/12.
- Reported on Planning Commission for Mr. Barr.

**MOTION:** A MOTION FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR A RELIGIOUS INSTITUTION AT 2057 E. AURORA ROAD, UNIT 2, PURSUANT TO SECTION 1151.02 (D) AND AS RECOMMENDED FOR APPROVAL BY THE PLANNING COMMISSION AT THEIR SEPTEMBER 19, 2022 MEETING.

Moved by B. Furey, seconded D. Walker

Upon roll call motion passed unanimously

**MOTION:** A MOTION FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR A HOME OCCUPATION AT 1713 PINEBARK PLACE, PURSUANT TO SECTION 1151.02 (D) AND AS RECOMMENDED FOR APPROVAL WITH CONDITIONS BY THE PLANNING COMMISSION AT THEIR SEPTEMBER 19, 2022 MEETING.

Moved by B. Furey, seconded D. Post

Mr. Furey stated that this would be to sell guns out of his home. Mr. Bellan asked if there was more info. Mr. Vazzana stated he did not have further information at this time. Council determined they were not ready to vote on this at this meeting.

Mr. Furey rescinded his motion and asked for it to be brought back with more information.

- Nothing further this evening.

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

- Thanked Daisy for attending the last Environmental Commission meeting.
- The next Public Works meeting will be on 11/8.
- Nothing further this evening.

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

- Attended the JEDI meeting on 10/10. JEDI will have a table at the Police & Fire Open House.
- Attended the Twins Days meeting on 10/5. The final count of registered multiples for 2022 was 2,144. There are already 244 register sets of multiples for 2023.
- Will be attending the CIC meeting on 10/13 at 5:30pm.
- The next Parks & Recreation meeting will be on 10/27 at 6:30pm.
- Angel Keefe in the Police Department is accepting donations for the Community Thanksgiving Dinner that will be hosted at the Community Center on Tuesday, November 22<sup>nd</sup>.
- Nothing further this evening.

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

- Not in attendance this evening.

**Sam Scaffide – BZA, Public Works, Public Safety**

- Will report under Mayor’s Report.

**MAYOR’S REPORT:**

- Attended the Active shooter drill which the Departments will discuss further.
- Stated he and Rebecca Ziegler met and toured Pepsico as part of their wellness checks with businesses in town.
- Ribbon Cutting
  - Bella Roots Beauty Supply
  - Twinsburg Family Medicine and Ankle & Foot Center
- Recognition
  - Michaline Schwet turned 100 years old. She is a resident of Grand Village.
- Activities Coming
  - PD and Fire Open House tomorrow 5:30 to 8:30
  - Fall Fest 10/22, Glen Chamberlin Park
  - Turkey Trot 11/13
  - Luminocity 11/26
- BZA will meet on 10/26 at 6:30pm.
- Together Twinsburg Presentation. This is a website that will partner with the city website to engage the residents and get feedback. Mark Gutowski, Senior Network Administrator went over the options that this new public engagement platform has.
- Nothing further this evening.

**DEPARTMENT HEAD REPORTS:**

**Dennis Szydlowski – Service Superintendent**

- The leaf program will start October 17<sup>th</sup> and will run continuously through December, weather permitting.
- Branch chipping in September collected 135 yards of chips and serviced 417 homes. For the year they have collected 903 yards of chips and serviced 3,126 homes.
- Street light outages – we have been working with one contact and it is working out. A complete sweep of the city will be done in December. 122 bulbs have been replaced, 9 heads and 6 poles have been repaired.
- Mechanics are busy getting plows ready.

Mayor Scaffide asked for the broken utility pole on the corner of Chamberlin and Ravenna to be taken down.

**Thomas Mason – Police Chief**

**Monthly Police & Fire Calls to Communications Center**

- Total calls for service – 2,508
- Total for the year – 20,623

**Monthly Arrests/Citations Reporting**

- Theft: 8
- Assault: 2
- Possession of Drugs: 9
- Disorderly conduct: 6
- Domestic violence: 1
- Aggravated menacing / Menacing Intimidation: 1
- Driving under suspension or without a valid license: 27
- Operating a vehicle under the influence of alcohol and/or drugs: 13
- Failure to Comply with Police / Fleeing: 1
- Stopping after accident / hit skip: 1
- Warrant arrest: 14
- Forgery: 0
- Endangering children: 0
- Receiving Stolen property: 0
- Open container in a public place: 1
- Weapons Offenses: 0
- Trafficking in drugs: 0
- Total written warnings given: 94
- Parking citations: 4
- Total Counts: 171
- Total Arrested/Cited: 126

#### Monthly Traffic Crashes

- Injury crashes: 9
- Private property: 2
- Fatal: 0
- Non injury: 29
- Total Investigated Traffic Crashes: 40

#### Miscellaneous Information

- Detective Kopniski retired with 33 years of service on 9/13.
- School Resource Officer Nate Milhoan graduated from D.A.R.E. on 9/30.
- Sergeant Bob Waltz will be promoted to Lieutenant.
- Officer Jeremy Mohorick will be promoted to Sergeant.

Mrs. Walker stated that residents are stating there are speeders on Andrew Drive. Chief Mason said he can increase police presence and also put the temporary speed camera up to get some data on the situation.

#### **Tim Morgan – Fire Chief**

##### Call Volume

- The fire department ran a total of 298 calls in September, for the year that is 2,805 calls, which up 15% compared to last year. Nearly 31% overlap with other calls.

##### Fire Prevention

- Inspected 38 locations and 3 fire investigations.

##### Training

- There were 10 hours of Public Education totally over 75 personal contacts
- Department logged 127 training events which was approximately 491 hours of training.

Notable Events:

- Active Shooter Exercise: On October 5, 2022, Twinsburg Safety Forces and Twinsburg Schools partnered to complete an active shooter response drill. A third party contractor was hired to plan and evaluate the response, the evaluation from the contractor is expected later in the month.

Points of Interest:

Weather Warning Sirens

- September's monthly test of the system was conducted on the 1<sup>st</sup>. Both Liberty Rd. sites, and the Ravenna Rd. site in the Township failed to operate, as well as the site on Ravenna Rd. in the Township.
- September's monthly test of the system was conducted on the 3<sup>rd</sup>. Both Liberty Rd. sites failed to operate. We continue to wait for repair parts to be shipped.

Personnel

- Cadet Morgan Powers is being elevated to Part Time status as a result of her successful completion of class and certification as a Paramedic.

Facilities

- New CCTV systems and access controls are being installed at Station #2, with Station #1 to follow.

Fleet

- Med 2 continues to have mechanical issues and is being put in reserve status.
- 2 Med Units on order – 2023 Delivery
- Ladder 2 Replacement Committee formed – 2024-25 Delivery.
- Tower 1 Refurbishing Committee formed – 2024-25 Completion.

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. The thermal imagers have been received and are in-service, installation of Exhaust Capture system at Station #2 has commenced and the cot is on order.
- Annual Hose Testing is underway.

Current Staffing (as of 9/1/22)

- Currently reviewing the files of candidates, conducting interviews, and background checks for Full and Part Time positions.
- Full Time Staffing:
- Part Time Staffing: Tim Seegert resigned following over 5.5 years of service. Michael Kopowski started on 9/22/22, and Christian Bobak started on 9/26/22.
  - 33 Fulltime
  - 10 Part-time (-1, +2)
  - 1 Fulltime Executive Assistant
  - 1 Part-time Administrative Assistant

NPDES:

- Nothing to report.

Community Relations and Special Projects:

- Nothing to report.



Assistant Chief Bosso went over the ASHER Training that the Police and Fire Departments did in conjunction with the schools.

No further Department Head reports this evening.

**LEGISLATION**

**ORDINANCE 83-2022 - AN ORDINANCE ESTABLISHING A “FIXED ASSET POLICY” FOR THE CITY OF TWINSBURG. (Stands on Second Reading)**

Read by S. Collins

**MOTION: TO ADOPT ORDINANCE 83-2022**

Moved by S. Barr, seconded K. Labbe

Upon roll call motion passed unanimously

**ORDINANCE 89-2022 - AN ORDINANCE ACCEPTING THE BID OF CINTAS CORPORATION S FOR THE UNIFORM AND FLOOR MAT RENTAL SERVICES; AND DECLARING AN EMERGENCY.**

Read by S. Collins

**MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 89-2022 ON ITS THIRD AND FINAL READING**

Moved by B. Furey, seconded D. Walker

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 89-2022 AS AN EMERGENCY**

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

**RESOLUTION 90-2022 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER 55B006441 TO RETIRED POLICE DETECTIVE GREG KOPNISKE AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 90-2022 AS AN EMERGENCY**

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

**ORDINANCE 91-2022** - AN ORDINANCE ACCEPTING THE LANDS AND IMPROVEMENTS DEDICATED TO PUBLIC USE FOR THE WHISPERING WOODS PHASE 3 SUBDIVISION; ACCEPTING THE MAINTENANCE GUARANTEE AND REDUCING THE PERFORMANCE GUARANTEE ACCORDINGLY; AND DECLARING AN EMERGENCY

Read by S. Collins

**ORDINANCE 92-2022** - 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 SUSPEND THE RULES AND PLACE ORDINANCE 92-2022 ON ITS THIRD AND FINAL READING**

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 92-2022 AS AN EMERGENCY**

Moved by B. Furey, seconded D. Walker

Upon roll call motion passed unanimously

**ORDINANCE 93-2022** - AN ORDINANCE AMENDING ORDINANCE 59-2022 TO REFLECT VEHICLE AND EQUIPMENT PRICING ADJUSTMENTS FOR THE PURCHASE OF A SERVICE DEPARTMENT VEHICLE; AND DECLARING AN EMERGENCY

Read by S. Collins

**MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 93-2022 ON ITS THIRD AND FINAL READING**

Moved by B. Furey, seconded S. Scaffide

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 93-2022 AS AN EMERGENCY**

Moved by B. Furey, seconded S. Scaffide

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**  
**Mr. Bellan:**

- Nothing further this evening

**Mrs. Walker:**

- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening

**Mr. Post:**

- Stated the Rotary is currently accepting donations for their Flags for Hunger program. For \$10 you can adopt a flag on Miktarian Parkway and all \$10 will go to Our Community Hunger Center in town.
- Thanked police and fire departments for the ASHER training and all the work that was put in to this.
- Nothing further this evening.

**Karen Labbe:**

- Echoed Mr. Post's comments regarding the ASHER training the Police & Fire Department went through.
- Nothing further this evening.

**Mr. Scaffide:**

- Nothing further this evening

**Mr. Vazzana**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Buccigross**

- Not in attendance this evening

**Mr. Barr:**

- Not in attendance this evening.

**MOTION: TO EXCUSE MR. BARR FROM TONIGHT'S MEETING.**

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

**ADJOURNMENT:**

**MOTION: TO ADJOURN THE MEETING.**

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed unanimously

Meeting unanimously adjourned at 9:18pm.

Attest:

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Scott Barr, President of Council

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Shannon Collins, Clerk of Council