



**Caucus & Regular Council Meeting Minutes
Tuesday, May 12, 2020
7:00 p.m.**

NOTE: Meeting was held using Zoom due to COVID-19

CAUCUS:

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

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

Ms. McFearin asked if anyone had gotten back to the resident on Boulder Brook regarding the concrete plant nearby. Mayor Yates stated he did speak with a resident. He stated the resident's complaint was not regarding noise. The resident has reached out to the EPA regarding air quality issues. He stated while the city wants to do what is best for the resident it is a hard issue because the concrete plant has been in business for 50 years and the development was built around it.

Mrs. Stauffer inquired about notifications on changes with Waste Management. The mayor stated that the message that the city got from Waste Management that they would start to pick up bagged items that were outside the can. The mayor stated he saw other items out in residents yards that were loose. He is going to see what Waste Management does with those and plans to reach out later this week.

Mayor Yates mentioned that there is something in the works for a way to honor our veterans. Stay tuned for more info.

No further items for discussion this evening.

Audience Participation:

Mrs. Collins confirmed with Mr. Gutowski that there were no members waiting to speak on tonight's virtual meeting.

No audience participations this evening.

Pending Legislation:

Ordinance 42-2020 - Amendments to Section 131.04 Division of Fire Organization

Mr. Maistros stated this is the second reading on the proposal from the Fire Chief which would allow for a cadet program. Third and final reading will be at the net meeting.

Mrs. Walker asked for clarification that any time it refers to 'Chief' in this section it means Fire Chief. Mr. Maistros stated that was correct. Mrs. Walker asked who the Fire Marshall was. Mr. Maistros stated there is a State Fire Marshall but the city does not have one.

Ordinance 43-2020 - Appropriations Amendment to decrease in Capital

Mrs. Buccigross stated this appropriation amendment is to reduce capital and infrastructure expenditures for 2020. It is on first reading tonight.

Mr. Bellan reiterated that the total reduction of this ordinance is \$1.1 million and the city would see this savings in 2020. Mrs. Buccigross stated that is correct.

Ordinance 44-2020 - Agreement with OPBA - Dispatchers

Mr. Maistros stated this is a three year contract. The cost of living increase for this contract is the same as other contracts and is retro-active to January 1st. There was creative discussions on how to increase staffing while keeping cost down but it got bogged down. The plan would be to recommend passing this contract and work on staffing over the course of the three year contract.

Mr. Bellan asked if it was the 2.5% for each of the three years. Mr. Maistros confirmed that was correct.

Miscellaneous:

Mr. Barr clarified that the raises mentioned in Ordinance 44-2020 are in line with what the other bargaining units are receiving and were agreed upon prior to the COVID-19 pandemic. Mr. Maistros stated that was correct. Mr. Barr stated that he has heard some push back on giving raises in these recent contracts while others employees are being laid off. These raises are consistent with the remainder of the city employees and it is only coming to a vote now because of the time it takes to negotiate. The city is just trying to be consistent and fair across the board with all.

Mr. Maistros confirmed that is correct. The city has other unions such as AFSCME and Teamsters whose contracts cover 2020 and they are receiving the 2.5%. Mr. Maistros stated it may look illogical but it is just the way the contracts fall.

No further miscellaneous this evening.

Meeting adjourned at 7:19 pm.

Regular Council Meeting:

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

ROLL CALL: G. Bellan, S. Barr, S. Scaffide, D. Walker, M. Stauffer, J. McFearin 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. Bellan bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION TO APPROVE THE MINUTES FROM APRIL 28th MEETING

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Mrs. Collins confirmed with Mr. Gutowski that there were no members waiting to speak on tonight's virtual meeting.

No public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

Mr. Scaffide – Planning, Capital Improvement, Parks & Recreation

- Planning Commission met virtually on 5/4 at 3:00pm. The proposed property located on the SW corner of Route 82 and Chamberlin Road owned by Developers Diversified would like to have it rezoned from C-2 to R-5. The proposal would be for a cul-de-sac street with 35 homes on it. The commission voted down 4-1 to not move forward to council sighting it was not a good fit for that area and does not fit with the comprehensive plan. Their next meeting will be 6/1.
- Nothing further to report this evening

Mrs. Walker –Public Safety, Twins Days, Chamber, Community Relations

- Twins Days has cancelled their 2020 event. The theme ‘Roaring Twinties’ will be used in 2021.
- Nothing to report this evening

Ms. McFearin – Golf Advisory, Public Safety, ARB, Vol. Fireman

- ARB met on 5/7. Next meetings will be 6/4, 7/2 and 8/26
 - Case 20-04-36 – 8888 Merryvale Drive – Revised Color Palette – Approved
 - Case 20-05-38 – 3041 Mathers Way – Patio/Deck Roof – Approved
 - Case 20-05-39 – 8849 Merryvale Drive – New Single Family Dwelling – Approved
 - Case 20-05-40 – 1570 Bridget Lane – New Single Family Dwelling – Approved
 - Case 20-05-41 – 2651 E. Aurora Road – C-5 District, Commercial Building Renovation – Asked to resubmit
 - Case 20-05-42 – 2664 E. Aurora Road – C-5 District, Accessory Building – Platinum Construction – Approved
 - Case 20-05-43 – 1943 Midway Drive, Russell Equipment –Ground Sign Replacement – Approved
 - Case 20-05-44 – 10130 Timothy Lane – Porch Roof/Deck & Screened Porch – Approved
- Nothing to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- Nothing to report this evening

Mr. Furey –BZA, Treasury, Finance, Tax Incentive Review

- BZA will meet on 5/13 at 3:00pm via Zoom to hear an appeal regarding a 2 ft. variance on a fence in an industrial area.
- Nothing further to report this evening

Mr. Barr – Finance, Public Works, Public Safety

- The Finance Committee met earlier this evening. A re-cap of the meeting was given which included the reasons for discussions and decisions regarding how to reduce costs, cut capital projects and do everything in their power to mitigate the effects of COVID-19.
 - Thanked members of the Finance Committee, Mr. Bellan and Mr. Furey along with Finance Director, Sarah Buccigross, Law Director, Dave Maistros and Mayor Ted Yates.
 - These are unprecedented times and hard decisions that need to be made. The city receives well over 80% of its revenue from municipal income tax, tax collected from people working. When crisis like the current one happen, and people are unable to work it puts the city at a substantial risk for a loss of revenue. Per Mrs. Buccigross and reports from RITA, the city stands to lose \$2.5 million in lost revenue and possibly up to \$3 million in late payments.
 - The Department Heads and mayor have go together on how to reduce costs even further. The plan includes a reduction in capital expenditures of \$1.1 million for 2020.
 - Another area that was addressed was staffing. Unfortunately, after reviewing finances not all of the employees will be coming back. There are a large number of employees that are retiring that will not be backfilled or replaced. Annualized numbers show a savings of approximately \$1.6

million in savings on the personnel end. The city will realize the full \$1.1 million in capital in 2020 and a significant amount of the \$1.6 in payroll costs this year. The full effects of the personnel savings will not be seen due to unemployment claims and it not taking effect on January 1st. This was not an easy decision for anyone to make.

- There is not a single department in the city that was not effected in some way. It is important to state that through this crisis the city has been able to maintain 100% of its Police, Fire and Waste Water services.
- One of the conversation that Finance has faced is the sources of revenue. Again the city relies on 80% of the revenue coming from income tax. One report shows that out of all the incorporated communities in the State of Ohio, Twinsburg is one of the highest that relies on income tax. The city needs to diversify this.
- The city has looked at ways to increase revenue, at the recommendation of the Finance Committee they looked at the reinstatement of 4.9 chartered mills to support our public safety and public works operations. Up until 1997 the city had this 4.9 mills to support obligations. In 1997 council at the time did away with the 4.9 mills.
- Finance Committee asked the Law Department to prepare legislation for council's discussion to reinstate the 4.9 mills to support Police and Fire Pension funds to make them solvent. Since 2014 the general fund has supported this with \$5.28 million. Twinsburg has the minimum state millage of .3 mills for each police and fire pension funds which does not cover the costs. This will give an additional .7 mills to each for a total of 1 mill each. 1 mill will be for safety capital, police cars, fire trucks etc. 2.5 mills will go to public safety salaries. Although this money will go into the general fund it is earmarked specifically to maintain the high level of staffing and services that our residents deserves. All of this will make the city less dependent solely on income tax.
- The Finance Director estimates we may be looking at 2 years of less income tax.
- Nothing further to report this evening

Mr. Bellan – Finance, Public Works, Fitness Advisory, Charter Review

- Attended the Finance Committee earlier this evening.
- Nothing further this evening

MAYOR'S REPORT:

- Branch chipping will begin again the week of 6/1. The drop off at Liberty Park will end.
- City Hall remains closed at this time but a plan is being worked on for reopening.
- Waste Management stated they will start picking up items outside the bins but they still need to be in bags.
- Community Gardens are going to open. There are still some available plots.
- The water tower has been lite up blue for National Police Week and National Hospital Week thanks to Rock the House who is a Twinsburg Company.
- Memorial Day event involving a drive by the VFW Post which will start at the school. More info to come.
- The city has sent out a Request for Proposal (RFP) for the restaurant at the clubhouse. There is a window of approximately 2.5 weeks to return the proposals.

- Finance Committee there were discussions regarding expenditures and staffing. Of the 36 people laid off about half are coming back, there will be some restructuring and some will take on additional responsibilities. To maintain services, revenue had to be looked at. Charter millage of 4.9. Thanked Finance Committee for all the work on this issue.
- Nothing further to report this evening

DEPARTMENT HEAD REPORTS:

Sarah Buccigross – Finance Director

- Stated the recaps from Mr. Barr and the Mayor covered the Finance Committee meeting.

2020 Budget Adjustments

- In response to an anticipated decline in revenue due to the COVID-19 pandemic, administration has begun reviewing the 2020 Budget for any available reductions. Capital expense reductions have been submitted to Council via legislation for review.

2020 Tax Budget

- Work will begin this week on the 2020 Tax Budget. The Tax Budget is submitted to the County each year and sets the millage rates for the City. The 2020 Tax Budget will be for rates collected in 2021.

April Close

- Finance will be closing the April books this week. The financials will be released online as soon as they are finalized and reviewed.

Performance Audit

- The Performance Audit exit conference is being scheduled. The City's response letter will be drafted later this week.

Clubhouse Note

- We will be conferencing with Bond Counsel and the City's Municipal Bond advisor to discuss the Clubhouse Note/Bond Issuance in the current economic climate. Recommendations will be discussed at the next Finance Committee Meeting.

LEGISLATION

ORDINANCE 42-2020 - AN ORDINANCE AMENDING SECTION 131.04 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING "DIVISION OF FIRE ORGANIZATION" (Stands on First Reading)

Read by S. Collins

ORDINANCE 43-2020 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 18-2019, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2020

Read by S. Collins

ORDINANCE 44-2020 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION, DISPATCHERS/CLERKS; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 44-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded S. Barr

Mr. Bellan stated this is retro to January 1, 2020.

Mr. Furey stated this contract is in line with the other contracts.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 44-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mrs. Walker

- Nothing further this evening

Ms. McFearin:

- Wished everyone a happy and safe Memorial Day.
- Stated the water tower looks beautiful lite up in blue for National Police Week and National Hospital Week. Thanked Rock the House for doing this
- Thanked the online attendees to tonight's Zoom Council meeting.
- Nothing further this evening

Mrs. Stauffer:

- Wanted to give a shout out to the Superintendent Kathi Powers, the School Board the senior class advisors Donna Houston and Brittany Hartory in honoring this year's seniors.
- Nothing further this evening

Mr. Scaffide:

- Stated that as restrictions are relax for COVID-19, he hopes everyone still obeys the guidelines to keep themselves and others who may be at risk safe.
- Hopes everyone stays well
- Nothing further this evening

Mr. Furey:

- Nothing further this evening

Mr. Barr:

- Wished everyone a belated Happy Mother's Day

- Thanked everyone for their patience as the city works through these hard times. Stay healthy and positive.
- Thanked the city employees for their service and willingness to do any of the duties assigned for the betterment of the city.
- Encouraged residents to reach out if they have questions.
- Nothing further this evening.

Mr. Bellan:

- Gave a shout out to the Police Department and Dispatchers. There was an issue with his son and the both the dispatcher and the officers were great.
- Nothing further this evening

Mayor Yates:

- Preparing and getting things in place and waiting the governor's guidance on when and how to open fitness center back up and when youth sports can resume.
- Nothing further this evening

Mr. Maistros

- Addressed Mr. Scaffide's Heritage Development that was before Planning Commission. They plan to amend their proposal and possibly go back to Planning. They asked that council take no further action until they resubmit.
- Thanked Mr. Barr for his great recap on this nights Finance meeting and the past months of work. He stated behind all the numbers are people. Thanked AFSCME and their leadership who helped and made suggestions through this process regarding employees.
- Nothing further this evening

Mrs. Buccigross

- Agreed with Mr. Maistros regarding AFSCME. They were very understanding.
- Nothing further this evening

Mrs. Collins

- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:19 pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council