

**CITY OF TWINSBURG, OHIO**

**REGULAR COUNCIL MEETING MINUTES**

**TUESDAY, JANUARY 8, 2019**

**CAUCUS:**

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

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Sarah Buccigross, Finance Director  
Shannon Collins, Clerk of Council

**CAUCUS:**

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

**Presentations:**

Larry Finch presented information on the Downtown Redevelopment District Act. This Bill establishes a procedure which allows municipalities can create and operate a Downtown Development District for the benefit of rehabilitating historical structures and providing economic development opportunities. The creation of a Downtown Development District enables the diversion of an amount of increased property taxes to go to a special fund. Funds can be used for grants and loans to owners of historical homes, financing public improvements like sidewalks or street-scaping and other options. There are requirements that the area have a historical structure on it.

No further presentations this evening.

**Items for Discussion:**

Mr. Steele asked if there is anyone else that can do a performance audit besides the auditor of state that could do it in a more-timely manner. Mrs. Buccigross stated she reached out to some of her contacts to see if there was but to date has not heard of another option.

Mr. Furey asked about prioritizing departments to get them back. Mr. Steele stated he would like the whole city to be done. Mr. Steele asked if they can report on a department as they complete it. Mr. Bellan confirmed they said they could.

Boards and Commission interviews were briefly discussed but added to the agenda for an executive session.

No further items for discussion this evening.

**Audience Participation:**

Loren Sengstock – 2704 Arbor Glen #105

Mr. Sengstock encouraged council to move forward with the performance audit. He stated it would be good to set a policy to do one every ten years. He also recommended that they consider having a comprehensive annual financial report prepared for the city due to the size of our operation. He also talked about the downtown development district and making sure the planning commission is involved.

No audience participations this evening.

**Pending Legislation:**

Ordinance 122-2018 – Renewal of bond for Golf Clubhouse

Mrs. Buccigross asked for confirmation if council wanted her to get the city on the Auditor of States list for a performance audit. Council stated yes.

Mr. Bellan stated the original figure was \$6.138 million and it is suggested to add another \$1.1 million that would eventually go back into the general fund. He asked if it was ever determined what the interest on that would be. Mrs. Buccigross stated she did not have the number off the top of her head but she did send it out to council preciously.

Mr. Scaffide stated that the city should consider only putting some of the \$1.1 million back instead of paying interest on our own money and use some of the revenues at the clubhouse to put back into the general fund. Mrs. Buccigross stated that she cannot take revenues from an enterprise fund and put it back into the general fund. There are some short term options but might not be ideal.

Ordinance 124-2018 – Authorize sale of Chamber House to Historical Society

**Miscellaneous:**

No further miscellaneous this evening.

Meeting adjourned at 7:45 pm.

**Regular Council Meeting:**

Mr. Steele called the Regular Council meeting to order at 7:52 PM.

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

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Sarah Buccigross, Finance Director  
Shannon Collins, Clerk of Council

**INVOCATION & PLEDGE OF ALLEGIANCE:**

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

**MOTION: TO ADD AN EXECUTIVE SESSION TO AGENDA REGARDING PERSONNEL AND PENDING LITIGATION**

Moved by B. Steele, seconded by S. Scaffide

Upon roll call motion passed unanimously

**APPROVAL OF MINUTES:**

**MOTION TO APPROVE THE MINUTES FROM DECEMBER 11<sup>TH</sup>**

Moved by B. Steele, seconded by J. McFearin

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

No awards or presentations this evening.

**PUBLIC PARTICIPATION:**

Loren Sengstock – 2704 Arbor Glen #105

Mr. Sengstock spoke regarding Ordinance 122-2019. He believes that the city appears to be using our city charter provision for placing unvoted property tax millage without informing the public. He believes there are better options. He believes the clubhouse is going to cost the city a lot more than the \$6 million. He stated that the city financial state could be in crisis.

Debra Sue Tobak – 2652 Post Road

Mrs. Tobak spoke regarding the wildlife program and hunting. She stated when the program was developed Twinsburg looked different. There is kids that play in the woods and there are safety concerns that need to be looked at. She asked the city to review the policy and made specific recommendations to consider.

No public participation this evening

**COMMITTEE AND/OR COMMISSION REPORTS:**

**Mr. Barr – Public Works, Public Safety, Planning, Environ. Commission**

- Environmental Commission will meet February 5<sup>th</sup> at 7:00pm in Council Chambers.
- Planning Commission met on January 7<sup>th</sup> and discussed a preliminary plat and also a final site plan for Pepsi. They also approved the Connecting Communities Plan. Their next meeting will be February 4<sup>th</sup> at 7:00pm.
- Nothing further to report this evening

**Mr. Bellan –Public Works, Fitness Advisory, Golf Advisory**

- Wished everyone a Happy New Year
- Golf Advisory Board will meet on 1/15 at 6:30 pm in Council Chambers

- Thanked Mr. Furey for attending the ARB meeting on 1/3 for him. Their next meeting will be 1/17 @ 6:00pm
- Nothing to report this evening

**Mrs. Stauffer – Public Works, Community Relations, Twins Days**

- Nothing to report this evening

**Mr. Scaffide – Finance, Capital Improvement, BZA, ARB**

- Next Finance meeting will be 1/22 @ 5:30 pm.
- BZA will meet on January 9<sup>th</sup> at 6:30 in Council Chambers
- Wished everyone a Happy New Year and is looking forward to a productive 2019
- Nothing to report this evening

**Ms. McFearin – Parks & Rec, Public Safety, Community Relations, Vol. Fireman**

- Nothing further to report this evening

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

- Attended ARB meeting on January 3<sup>rd</sup>. They discussed two cases regarding Rush Hour and Pepsi. All items passed.
- Responded to Mr. Sengstock's comments on finances. Mr. Furey clarified that there is no property tax increase associated with Ordinance 122-2018.

The mayor stated that the language that he believes Mr. Sengstock is referring to is standard language that bond council includes.

- Mr. had nothing further to report this evening

**Mr. Steele – Finance, Public Safety, Chamber, Charter Review**

- Next Finance meeting will be 1/22 @ 5:30 pm.
- Nothing further to report this evening

**MAYOR'S REPORT:**

- Wished everyone a Happy New Year
- Stated the Service Department has set up a Christmas tree drop off at Liberty Park. They are continuing to pick-up leaves and branches.
- Construction on SR91 continues. Thanked everyone for their patience
- The State of the City will be held on February 14<sup>th</sup> at the new Clubhouse. Please contact the Chamber of Commerce to register
- Nothing further this evening

**DEPARTMENT HEAD REPORTS:**

**Russ Rodic – Building Commissioner**

- Construction activity in 2018, building division was submitted 1265 applications for plan review in the field 1940 inspections performed, a revenue of \$262,711 compared to 2017, building division was submitted 1138 applications for plan review in the field 2875 inspections performed, a revenue of \$718,850, 2018 - 10 single family permits was issued for

a construction value of \$2.8 million, 2017 51 single family permits was issued for a construction value of \$15.8 million,

- Donation box ordinance of enforcement will continue through a correction order to all private properties hosting such boxes, building division has received one completed application thus far,
- Spring Ridge grading update meeting with Mr. Maistros to review the language of the correction order for the expired certificate of occupancy,
- BZA meeting Wednesday the homeowner is requesting relief from the restriction of the 140 square foot of floor area and the height restriction of 12 feet for an accessory building to be constructed on one's property,
- The double pole issue, Dennis Koballa has completed the review of the Glenwood acres subdivision and submitted the locations to Ohio Edison & Windstream for them to notify parties to remove their utilities.

Mrs. Stauffer asked Mr. Rodic about the street lights that are out on Darrow Road near Ethan's. She asked if they were due to construction or just out. Mr. Rodic suggested contacting the utility company.

Mayor Yates stated that the Dog Warden used to handle the hunting program. He stated that he already spoke with the Chief and they will be reviewing the program. Chief Noga stated he has already started looking into it.

### **Chris Noga – Police Chief**

- During the month of December the City of Twinsburg Communications Center generated 2,351 calls for service among the Twinsburg Police and Fire Departments and the Reminderville Police and Fire Departments. The total for the year is 32,451 calls.
- Twinsburg police officers arrested and/or cited 125 suspects into court on 168 different counts. The arrest counts include: (3) Menacing/Agg Menacing charges, (7) Drug related charges, (3) Domestic Violence charges, (1) Resisting arrest charge, (13) Driving under suspension or without a valid license charges, (19) Operating a vehicle under the influence of alcohol and/or drugs of abuse charges, (6) Warrants served, (5) Disorderly Conduct/Open Container charges (1) Under age liquor possession charge, and (7) Felonious assault charges including (1) against a police officer. The remaining charges were various other criminal or traffic related charges.
- Twinsburg officers issued 211 written warnings and 18 parking citations.
- Officers investigated 47 traffic crashes of which 5 were injury crashes, 17 were on private property, and none were fatal.

### **Tim Morgan – Fire Chief**

#### **Call Volume**

- The fire department ran a total of 257 calls this December, for the year that is 2,837 calls, which down 3% compared to last year.

#### **Notes**

- 2837 is 79 fewer calls than 2017, recalling that 45-50 calls of 2017 were related to the November 5th wind storm.
- 2837 is 278 calls more than 2016. Average yearly increase since 2015 is 120 calls.

### **Fire Prevention**

- Inspected 75 locations and 3 fire investigations.

### **Training**

- Department logged approximately 300 hours of training.

### **Points of Interest**

- Weather Warning Sirens: January's monthly test of the system was conducted on the 5th, and all sirens functioned properly, except for the unit on Liberty Rd. near Cannon Rd. The unit sounded but the test indicator light did not activate, the Service Department was advised.
- Passing of a former member: Past member Bill Galbraith passed away on December 20th, Bill served TFD from 1963 through February of 1985. He rose to the rank of Lieu tent during his service. The Fire Department is pleased to be hosting a memorial service for the family and friends later this week, and we express our condolences to the family and friends, and our thanks for Bill's service to the community and the Department.
- Anniversary: 2019 marks the Fire Department's 100th year of service to the community. Plans are being made for commemorative events and items to be available later in the year.

### **Larry Finch – Community Planning & Economic Development Director**

- Discussion related to potential creation of Downtown Redevelopment Districts under H.B. 233 – Downtown Redevelopment District Act.  
This tool can provide funding for historic preservation / restoration and economic development.
- Twinsburg will benefit from a feature article in Business View magazine that will present the City as a leader in sustainable practices. The article will focus on prior “Green Initiative” activities and recent efforts at sustainable practices, energy conservation and community development. There will be no cost to the City.
- We are currently preparing economic development incentive program annual reporting requests that will be mailed to each company benefitting from tax incentives. This information will be evaluated by the Twinsburg Tax Incentive Review Council in March. Their recommendations will be forwarded to Council for action which may include continuing, modifying or terminating current agreements. Information will be delivered to the State of Ohio for any Community Reinvestment Area agreements by the end of March.
- Staff is preparing updated “small cell tower” regulations that will be presented to Planning Commission for consideration prior to sending to Council for possible adoption. Limitations on local regulation will limit the City’s authority but review fees may be charged and reasonable design guidelines may be imposed. These regulations should come to Council for consideration in February.
- I will be participated as a panelist at TeamNEO and OEDA’s “Economic Development Now” conference to be held at Tri-C’s Corporate Campus on January 17<sup>th</sup>.
- The next Twinsburg C.I.C. meeting is scheduled for Tuesday, January 15<sup>th</sup> at 5:30 in the Jury Room.

### **Sarah Buccigross – Finance Director**

- **Interest earnings** through December 31, 2018 are \$214,402.69. This is an increase of 17% over the interest earnings at December 31, 2017 of \$183,796.22.

- Finance is currently working through the 2018 **Year End** accounting close and all year end reporting for payroll. We hope to have 2018 closed out in time to do a 2018 spend vs 2019 budget review at the Finance Committee meeting on the 22<sup>nd</sup>.
- **Income Tax** Revenues for 2018 were \$22,815,943.38 compared to \$22,300,467.84 for 2017. This is an increase of 515,475.54 or 2.31%.

No further Department Head reports this evening

**LEGISLATION**

**ORDINANCE NO. 122-2018** - AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$7,250,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW CLUBHOUSE AT THE CITY'S GLENEAGLES GOLF CLUB INCLUDING RELATED STORAGE, LIGHTING AND DRAINAGE FACILITIES, AND CLEARING, IMPROVING AND EQUIPPING THE SITE.

Read by S. Collins

**ORDINANCE 124-2018** - AN ORDINANCE DECLARING THAT MUNICIPAL PROPERTY IS NO LONGER NEEDED AND AUTHORIZING THE MAYOR TO ENTER INTO A PURCHASE AGREEMENT TRANSFERRING OWNERSHIP OF THE "CHAMBER HOUSE" TO THE TWINSBURG HISTORICAL SOCIETY UNDER CERTAIN CONDITIONS

Read by S. Collins

**MOTION: TO ADOPT THE 2019 BID LIST TO INCLUDE:**

**Projects over \$50,000 – Advertise for Public Bid or State Bid**

- 1 ton Truck – Service Dept.
- Fire Engine
- 800 MHz Radio System
- Liberty Park Baseball field
- 2019 City Wide Tree Planting Program
- 2019 Road Improvements
- 2019 Striping Program
- 2019 Sidewalk Improvements
- Chamberlin Road Resurfacing (Highland to SR82)

**Projects \$25,000 - \$50,000 require quotes and Council confirmation**

- 2 Mowers – Service Dept.
- 4W Drive Pickup with plow
- Power Unit/Snow Blower/Mower
- Community Center Roof
- Resurface Asphalt/Concrete at Community/Senior Center
- Fitness Center Equipment lease

Moved by B. Steele, seconded by B. Furey

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Barr:**

- Nothing further this evening

**Mr. Bellan:**

- Asked the about the replacement of the delineators near the railroad crossings. The mayor stated he will look into it.
- Thanked Mr. Meier for sending an email regarding some safety concerns. Thanked Amy Mohr for responding.
- Nothing further this evening.

**Mrs. Stauffer:**

- Wished everyone a Happy New Year
- Thanked the residents with the leaves. Our Service Department does a great job.
- Nothing further this evening

**Mr. Scaffide:**

- Stated he understands the second opinion on the sober home just came in today so information will be coming shortly.
- Nothing further this evening

**Ms. McFearin:**

- Friends of the Parks will meet on January 21<sup>st</sup> at 7:30 pm at Rush Hour
- Wished everyone a Happy 2019
- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening

**Mr. Steele**

- Spoke regarding the construction noise and he thinks that when contractors start early they should be cited.
- Nothing further this evening

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Buccigross**

- Nothing further this evening



**MOTION: TO ENTER EXECUTIVE SESSION TO DISCUSS MATTERS PURSUANT TO OHIO REVISED CODE § 121.22(G) (1)(4):**

**PERSONNEL  
PENDING LITIGATION**

**RECONVENE AND REPORT ON EXECUTIVE SESSION**

Moved by B. Steele, seconded by G. Bellan

Upon roll call motion passed unanimously

Mr. Steele reconvened the meeting and stated that personnel and pending litigation were discussed.

**ADJOURNMENT:**

Meeting unanimously adjourned at 9:17 pm.

Attest:

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Brian Steele  
President of Council

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Shannon Collins  
Clerk of Council