

**CITY OF TWINSBURG, OHIO**

**REGULAR COUNCIL MEETING MINUTES**

**TUESDAY, JANUARY 9, 2018**

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

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Karen Howse, Finance Director  
Shannon Collins, Clerk

**CAUCUS:**

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

**Presentations**

No presentations this evening.

**Items for Discussion**

Amy Mohr, City Engineer spoke regarding ‘On the Road to Clean Water’ regarding public education. Ways the city will do this is through, posters, brochures, news releases. The city also utilizes the Environmental Commission to help spread the word in the education.

Ms. McFearin asked about who is responsible for retention basins in developments. Ms. Mohr stated that most homeowner associations are but some of the older ones may not have a long term maintenance agreement. With the newer ones that do most have a clause if they do not maintain them the city can go in and do the work and then charge the association.

No further items for discussion this evening.

**Audience Participation:**

No audience participations this evening.

**Pending Legislation:**

Ordinance 01-2018 – Change order of Golf Clubhouse project

Ms. Mohr stated this is the change order for the misc. changes that were discussed at a meeting in December regarding the kitchen changes and other items.

There will be another change order before the end of the project. One item may be to keep the old clubhouse as storage. Mr. Furey asked if the city would be updating the look to fit with the new look at that property. Mayor Yates stated if the city keeps it then yes, there would be

updates done at some point. The city is looking at getting cost estimates and will share once they receive them.

Resolution 02-2018 – OPWC funding reimbursement for Joann and Lila reconstruction  
Resolution 03-2018 – Consent legislation with ODOT for culverts near 91 & 480  
Resolution 04-2018 – Submit application for grant to Summit County Land Reutilization Corp.  
Ordinance 05-2018 – Approval of auction list  
Ordinance 06-2018 – Renewal of bond for Golf Clubhouse

**Miscellaneous:**

No miscellaneous this evening.

This meeting unanimously adjourned at 7:37 PM

**Regular Council Meeting:**

Mrs. Stauffer called the Regular Council meeting to order at 7:45 PM.

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

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Karen Howse, Finance Director  
Shannon Collins, Clerk

**INVOCATION & PLEDGE OF ALLEGIANCE:**

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

**APPROVAL OF MINUTES:**

The minutes of December 12, 2017 were approved as written

**AWARDS & PRESENTATIONS:**

Chief Noga thanked Beverly Teeter for her generous donation to the Twinsburg Police Department K-9 Unit. Officer Encarnacion also thanked Mrs. Teeter and stated is very grateful for her donation to purchase the vest for K-9 Caesar. The Police Department presented a picture to the Teeter family as a thank you.

No further awards or presentations this evening.

**PUBLIC PARTICIPATION:**

Debbie Peltz – 9778 Parkland Drive

Mrs. Peltz spoke about the Friends of the Twinsburg Parks organization that has been started. She stated the organization was formed to help support the parks and their programs. Their mission statement is an organization that actively supports the mission of the Twinsburg Parks &

Recreation Commission and the Twinsburg community through fundraising, volunteerism, advocacy, and promotion. We are guided by our shared values—conservation, environmental sustainability, education, community engagement, recreation, health and wellness—to serve, preserve and enhance the Twinsburg community through a vibrant park system. They will meet on February 19<sup>th</sup> at 7:00 pm at Brewster's. She encouraged residents to come to the meeting to learn more about what the group will be doing. Their website is [www.friendsoftwinsburgparks.org](http://www.friendsoftwinsburgparks.org)

No further public participation this evening

### **COMMITTEE AND/OR COMMISSION REPORTS**

#### **Mr. Furey – Treasury, Capital Improvements, Twins Days, Community Relations, Tax Incentive Review**

- Our Community Hunger Center met their goal of families to sponsor for the holidays. They served 1,470 residents in December. If you would like to donate you can contact them at 330-963-3663
- Nothing further this evening

#### **Mr. Steele– ARB, Safety, Chamber**

- ARB met on December 21<sup>st</sup> and approved signs for a business, a second floor addition and also to demolish a home. They met again on January 4<sup>h</sup> and approved change order for home and also a new home in Hunter's Ridge.
- Nothing further this evening

#### **Mr. Scaffide – Finance, BZA, Public Works & Charter Review**

- Wished everyone a Happy New Year
- Finance will meet January 23<sup>d</sup> at 6:00pm
- BZA will meet January 10<sup>h</sup>.
- Stated there are many boards and commission openings and encourage residents to apply online. If there are any questions please contact Shannon Collins at city hall.
- Nothing further to report this evening

#### **Ms. McFearin – Parks & Recreation, Community Relations, Safety, Vol. Fireman**

- Community Relations Board met on December 14<sup>h</sup> and discussed all the holiday events the communities have held.
- Attended the Friends of the Twinsburg Parks meeting. Thanked Deb Peltz for all her work in getting this group started.
- Nothing further this evening

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

- Wished everyone a Happy New Year
- Golf Advisory will meet in February
- Nothing further this evening

#### **Mr. Barr – Finance, Environmental, Safety**

- Wished everyone a Happy New Year

- Encouraged residents to get involved and apply for boards and commission
- Finance will meet January 23<sup>d</sup> at 6:00pm
- Nothing to report this evening

**Mrs. Stauffer – Planning, Finance, Public Works**

- Finance will meet January 23<sup>d</sup> at 6:00pm
- Nothing further this evening.

**MAYOR’S REPORT:**

- Attended Light the Night celebration on December 13<sup>th</sup>. Thanked Seth Rodin and David Post for organizing and helping with the event.
- Attended the Senior Holiday Dinner. Thanked Laura for always doing a great job with this event.
- Attended Shop with a Cop. The Police Department took 58 kids this year.
- Gave an update on the Golf Clubhouse project
- Stated the city will have a flat healthcare renewal for 2018.
- Thanked the Teeter Family for their generous donation to the Police K-9 Unit.
- Nothing further to report this evening

**DEPARTMENT HEAD REPORTS**

**Kolette Woloszynek – Human Resource and Information Technology**

**Civil Service**

- Not meeting in December – next meeting this Thursday, Jan 1<sup>st</sup> – continuing review of Rules

**HR**

- We received a flat renewal on our healthcare. That means no increase in the premium for next year. This is a first. Industry trend is 12% increases.
- Our HSA performed at a 55.5% NLR for the 12 mo. period of Dec 16 to Nov 17
- Our PPO performed at a 89.5% NLR “ “ “
- Total 67.2% NLR
- OPEN ENROLLMENT period is Feb for March 1 renewal date.
- OE meetings are scheduled for the first week of Feb.
- Healthcare Cost Containment Committee meets 1/16.
- New labor 2018 posters are up – min wage increased to \$8.30 (tipped = \$4.15)
- Preparing reports to SERB, OCS Commission, West Res Safety Council and PERRP
- Brenda has been working on our 1095C forms required by the ACA to be sent to employees and to the IRS. Big job compiling all the information.
- Employment Ads are posted on our website for seasonal employment for P & R – Camp Leaders, Camp Supervisors, Volunteers,
- Ads for Summer Lifeguards, Service Dept. and Golf will be up soon

**IT**

- New website for TFC is up and running; Parks and Rec populated text and photos.
- WiFi at TFC is being installed this week
- Relocation of several offices for renovation work this winter
- Shannon moved to Engineering Conference Room. Sandy to HR file room. Karen Howse to open area in Finance.

- Starting a city wide review of all users and workstations and updating our documentation.

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

**Status of the Old School**

- Historical Society salvaging several elements for use and display. Among the salvaged items are:
  - Chalk boards
  - Theater seats
  - Original electric service panel
  - Boiler doors
  - Original bell that triggered class change bells
  - Miscellaneous items.
- Restoration contractor (Coon Restorations) is currently removing sandstone elements of the façade that the City committed to re-use in site redevelopment. They include:
  - “Twinsburg School” sandstone building sign
  - “19” and “21” sandstone placards noting year of construction
  - Numbering, disassembling, shrink wrapping and palletizing the sandstone entryway.
  - Removing theater plaster medallions to be conveyed to the Historical Society.
  - Removing remaining boiler doors.
- Demolition contractor to be on site by January 23<sup>d</sup>
- Summit County Land Bank Grant
- Confirmed grant money available (\$25,000).
- Similar to prior grant
- Must in before their Board meeting on the 23<sup>d</sup>.
- Resolution on the agenda to be passed as an emergency
- Will reduce the City’s total site clearance costs by \$50,000 leaving only \$270,000 out of pocket for the City.
- TCIC – next meeting on January 16 here in the Jury Room.
- Quarry Estates subdivision – to Planning Commission. Extension of Hunter’s Ridge for 45 lot subdivision.
- Arbor Glenn New Building – to construct a building on the lot next to the Fire Department that will be similar to other Arbor Glenn units.
- Township BlueJay Farms subdivision – a 23 lot subdivision on the former Blue Jay Farm in the Township off Liberty Road. Sewer by the City. Additional access from Huldha Drive (a sub street).

Mr. Bellan asked if the sledding hill will be accessible during the Old School demolition. Mr. Finch stated it would. Mr. Bellan also asked what will be in place for safety once the demolition is complete. Mr. Finch stated there should not be a need as the site will be cleared and will be a vacant lot.

Mr. Steele stated the current landscape is somewhat of a drop. Mr. Finch stated it will be graded appropriately.

**Chris Noga – Police Chief**

- During the month of December the City of Twinsburg Communications Center generated 2,403 calls for service among the Twinsburg Police and Fire Departments and the Reminderville Police and Fire Departments. The total for the year is 29,774.
- Twinsburg police officers arrested and/or cited 132 suspects into court on 195 different counts. The arrest counts include: (1) Felonious Assault charge, (5) Disorderly Conduct charges, (24) Drug related charges, (2) Domestic Violence charges, (19) for Driving under suspension or without a valid license, (13) Operating a vehicle under the influence of alcohol and/or drugs of abuse charges, (1) Improperly handling a Firearm in a Motor Vehicle charge, (3) Open Container charges, (1) count of resisting a Police Officer, (1) Obstructing Official Business charge, (1) Fleeing/eluding charge (Felony), and (1) Carrying a Concealed weapon charge (Felony). The remaining charges were various other criminal or traffic related charges.
- Twinsburg officers issued 253 written warnings and 21 parking citations.
- Officers investigated 56 traffic crashes of which 12 were injury crashes, 10 were on private property, and none were fatal accidents.

**Timothy Morgan – Fire Chief**

**Call Volume**

- The fire department ran a total of 245 calls this December compared to last December of 234.
- 2017 call total of 2916 is a Department record.
- 357 call increase over 2016. Largest year over year increase in Department's history.
- 2016 call per day average was 7.01, in 2017 it increased to 7.98.

**Notable Events**

- Overdose/intoxication: 4 events

**Fire Prevention**

- Fire Prevention completed 75 inspections and 1 investigation.

**Public Education**

- There was a total of 720 personal contacts made in December

**Training**

- There was a total of 429 hours of training done in October.

**Points of Interest**

- Weather Warning Sirens: January's monthly test of the system was conducted on the 6th, and all sirens functioned properly, except for the unit on Ravenna Rd. at the High School and on Bavaria Rd. in the Township. The Service Department was advised and is working on repair.

Ms. McFearin asked Chief Morgan if there was a trend with the increase in calls. Chief Morgan stated that the population is aging and with that comes an increased need for EMS calls. The city also has multiple nursing home facilities. The statistics our fire department have shows that the aging population growth in Twinsburg is above the national average.

**Chris Campbell – Public Works Director**

- **Roadway Maintenance** – During the month of December the crews patched when available, we will be using a new, hot-mix product provided by the Shelly Company. This product should provide a patch that lasts longer than the cold mix material.
- **Animal Control** – Crews removed 4 dead animals from the streets. We will continue to work with A & S Animal Control for trapping etc.
- **Leaf Collection** – The year-end total for this program include: 5 rounds, 4,577 stops and 3,295 yd. of material collected. Because of the November 5 storm, the program ended early to allow for the clean-up of branches. We will probably run 1 additional trip through the city in the Spring to finish up the collection.
- **Branch Chipping** – The branch chipping for 2017 included: 6,100 stops, 3,565 yd. of debris collected. Of that total, the storm clean-up included 2,060 stops with 2,088 yd. of debris collected.
- The 2018 capital improvements budget includes funding for a branch chipper to replace our oldest unit. With the anticipated work scheduled for spring we will probably hold on to the unit originally scheduled for replacement. This will give us an extra unit for the spring clean-up.
- **Winter Operations** – The crews have completed 9 snow and ice rounds, covering a total of 15,744 miles and using 4,048 tons of salt.
- **City Building Remodeling** – The department is currently working on several city building remodel projects at city hall. This work is progressing slowly due to the number and duration of snow and ice events.

Mr. Barr thanked the Service Department for continuing to pick up branches as fits with the department schedule. Mr. Barr stated the area of SR91 from Glenwood to Ethan's has some potholes and was wondering when they may get repaired. Mr. Campbell stated they are waiting for the new hot mix product to become available to use because it should last longer than the cold patch one. He anticipates the hot mix to be available in the coming weeks.

Mr. Bellan stated that he had some questions regarding potholes on Sherwin also. Mr. Bellan thanked the Service Department for the great job they are doing with snow and ice removal. Twinsburg roads are always kept up nicely. The mayor added that he received calls from residents from other communities who drive through Twinsburg thanking him for the great job our guys do.

The mayor asked council to please forward the information of anyone who contacts them regarding branch pick up so that the city can keep a list and try and get to those areas as the department's schedule allows.

**Karen Howse – Finance Director**

- Finance Department is doing year end closing. They have met with the auditors who will be starting soon.
- Ordered council finance books on how to read finance reports.

**FINAL DECEMBER 2017 LOCAL TAX COLLECTIONS**

- City Income Tax receipts for December 2017 total is\$ **1,652,111.55** compared to December 2016 receipts in the amount of **\$1,514,808.39**. This reflects an increase of **9.06%** or up by **\$137,303.16** compared to last year.
- Refunds are also reflective in the December collections. Total refund amount is**\$12,319.78**.
- Total year-to-date receipts collected for 2017 is**\$22,300,467.84** compared to 2016 collection of **\$20,739,170.80**. This reflects an increase of **7.53%** or up by **\$1,561,297.04** compared to last year.
- The total combined net change distribution for withholders, net profits and individuals applied due to rate change is: **\$188,132.89**
- **Next Finance Committee meeting will be in January and will go over 2017**

**No further Department Head reports this evening**

### **LEGISLATION**

**ORDINANCE 01-2018 - AN ORDINANCE APPROVING A CHANGE ORDER TO THE CONTRACT WITH CAVANAUGH BUILDING FOR MODIFICATION OF ADDITIONAL WORK RELATED TO THE GOLF CLUBHOUSE PROJECT**

Read by S. Collins

**RESOLUTION 02-2018 - A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF TWINSBURG ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS SEWER IMPROVEMENT/GENERAL FUND/SCMR FOR THE JOANN & LILA PLACE RECONSTRUCTION (CH07U) WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO**

Read by S. Collins

### **MOTION: TO ADOPT RESOLUTION 02-2018**

Moved by M. Stauffer, seconded by G. Bellan

Upon roll call motion passed unanimously

**RESOLUTION 03-2018 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT PURSUANT TO SECTION 5521.01 OF THE OHIO REVISED CODE WITH OHIO DEPARTMENT OF TRANSPORTATION TO ALLOW WORK ON STATE HIGHWAYS WITHIN THE CITY OF TWINSBURG CORPORATION LIMITS (PID 101572)**

Read by S. Collins

### **MOTION: TO ADOPT RESOLUTION 03-2018**

Moved by M. Stauffer, seconded by B. Steele

Upon roll call motion passed unanimously

**RESOLUTION 04-2018 - A RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO THE SUMMIT COUNTY LAND REUTILIZATION CORPORATION; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 04-2018 AS AN EMERGENCY**

Moved by M. Stauffer, seconded by McFearin

Upon roll call motion passed unanimously

**ORDINANCE 05-2018 - AN ORDINANCE AUTHORIZING THE SALE AT AUCTION OF CERTAIN PERSONAL PROPERTY OWNED BY THE CITY OF TWINSBURG AND NO LONGER NEEDED FOR MUNICIPAL PURPOSES**

Read by S. Collins

**ORDINANCE 06-2018 - AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF \$6,138,000 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 ITS SITE, AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 06-2018 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 06-2018 AS AN EMERGENCY**

Moved by M. Stauffer, seconded by S. Scaffide

Ms. Howse confirmed that council has read the certificate.

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Barr:**

- Nothing further this evening

**Mr. Bellan:**

- Thanked the Service Department for all they do

- Stated the Fitness and Destiny Church sports complex were great resources for kids during winter break
- Nothing further this evening

**Ms. McFearin:**

- Thanked the Service Department for a great job with snow removal
- Encourage residents to apply for the open boards and commission seats
- Nothing further this evening

**Mr. Scaffide:**

- Nothing further this evening

**Mr. Steele**

- Thanked the Police, Fire and Service Departments for all their work during the recent snow storms
- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Ms. Howse**

- Nothing further this evening

**Mrs. Stauffer:**

- Thanked Service Department for the great job on the snow removal
- 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 and pending legal matters

B. Furey asked that contract negotiations be added to the Executive Session

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

M. Stauffer reconvened after executive session and reported that personnel and legal matters were discussed in executive session.

**ADJOURNMENT:**

This meeting unanimously adjourned at 9:35 pm.

Attest:

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Maureen Stauffer  
President of Council

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Shannon Collins  
Clerk of Council