



Caucus & Regular Council Meeting Minutes
Tuesday, January 11, 2022
7:00 p.m.

CAUCUS:

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

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

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:

No items for discussion this evening.

Audience Participation:

No audience participations this evening.

Pending Legislation:

Ordinance 93-2021 – Mr. Scaffide stated this ordinance amending chapter 1151 of the codified ordinances to allow medical marijuana dispensaries as a conditionally permitted use in the C-2 and C-3 zoning districts as recommended by the Planning Commission. Stated there was a public hearing earlier this evening. This will be on its third reading tonight and there is an emergency clause added to the legislation so it can be in effect in time to meet the Board of Elections deadline.

Mr. Bellan asked Mr. Maistros if the city has had anyone inquired for these. Mr. Maistros stated there have been inquires in the past.

Resolution 01-2022 – Mr. Scaffide stated this resolution is to request to Board of Elections to place on the May ballot, the changes in 93-2021 to allow medical marijuana dispensaries as a conditionally certain commercial zoning locations.

Resolution 02-2022 – Mr. Scaffide stated this resolution is transfer ownership of a service weapon from the city to former Chief Chris Noga. This is a customary practice when an officer retires from the city.

Resolution 03-2022 – Mr. Scaffide stated this resolution is a Memorandum of Understanding with the Teamsters Local #436. The proposed MOU is to establish a compensation path for recently hired employees and in turn lock in annual wage adjustments for 2023 & 2024 at 2%. The MOU will also recognize all national holidays in the contract. This is in line with the recent MOUs with the other city unions. This is on an emergency to allow the changes to be in effect as soon as possible.

Resolution 04-2022 – Mr. Scaffide stated this resolution is to enter into an agreement with Summit County Legal Defenders Office to provide representation to indigent defendants. We do this annually and the fees are remaining the same as last year.

Resolution 05-2022 - Mr. Scaffide stated this resolution is to confirm the appointment of Sheila Williams as the city's representative to the Summit County Combined General Health District Board of Health for a four-year term beginning January 1, 2022 and ending December 31, 2025.

Miscellaneous:

Mr. Furey asked if time allows to move the Executive Session to the Caucus meeting.

Mr. Scaffide stated he will be making a motion in the regular meeting to move the December meetings to the 6th and 13th.

Mr. Maistros stated per the last meeting council wanted the city to verify the numbers in the Waste Management contract. He said that he spoke to Vince Crawford from Waste Management and the following was confirmed; that the Solid Waste and Recycling Collection fees are a per house charge, the Solid Waste Disposal fee is per ton (not per residence). Approximately 11.5 residences make up a one ton unit. The Waste Management confirmed the overall numbers are April of next year it is a 2% increase and then a 4% increase moving forward with what the city pays monthly on this contract.

No further miscellaneous this evening.

MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS MATTERS PURSUANT TO OHIO REVISED CODE § 121.22(G) (1): PERSONNEL

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

Reconvened Executive Session and stated that personnel was discussed.

Meeting adjourned at 7:21 pm.

Regular Council Meeting:

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

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

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. Furey bestowed the Invocation and Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF DECEMBER 14, 2021

Moved by B. Furey seconded by D. Walker

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

Mayor Yates presented Law Director Dave Maistros with a proclamation for his many years of service to the City of Twinsburg. He stated that Dave has been a true asset to the city and he will remain a good friend. Wished him best of luck in his next chapter.

Former Mayor Kathi Procop also came up and congratulated Mr. Maistros and thanked him for his dedication to the city. She wished him the best and thanked him for his many years of service to the city of Twinsburg.

Mr. Maistros stated Mayor Karabec hired him as Prosecutor, Mayor Procop promoted him to Law Director and worked for Mayor Yates who has let him expand his role as Law Director. Thanked council for all their support over the years. He stated he has always tried to be an advocate for our employees. Stated he will miss Twinsburg.

No further awards or presentations this evening.

AUDIENCE PARTICIPATION:

No public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- The next full JEDI meeting will be on 1/26 which will be a work session. He also stated he will be on the Police & Justice sub-committee.
- Stated the next ARB meeting will be on 1/20 at 6:00pm

- CIC will meet on 1/13 at 5:00pm.
- Comprehensive Plan committee has talked about sustainability and will be presenting to the Planning Commission and then Council.
- Nothing further this evening

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

- Nothing to report this evening

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

- The next Planning Commission meeting will be on 1/24/2022
- Nothing further this evening

Sam Scaffide – BZA, Public Works, Public Safety

- Stated the next BZA meeting will be on 1/26 at 6:30pm.
- Nothing further this evening

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

- Stated both Lynn Muter and Larry Finch have done a great job with the Comprehensive Plan and thanked them for their work on it.
- Nothing to report this evening

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

- Wished everyone a Happy New Year.
- Finance Committee will meet on 1/25 at 6:00pm
- Stated the next Golf Advisory Board meeting will be on 1/18
- Stated the next Public Works Committee meeting will be on 4/12/2022
- Nothing further this evening

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

- Next JEDI meeting will be a work session on 1/26 with the consultant Dr. Tamika Taylor.
- Parks & Recreation Commission will meet on 2/24 at 6:30pm.
- Twins Day Committee will meet on 2/2 at 7:00pm at the Twins Day office.
- Nothing to report this evening

MAYOR’S REPORT:

- After the work of our Police and Service Departments doing a city-wide audit of streetlight, Ohio Edison has been able to replace sixty lights and continues to work on the rest of the list.
- The city’s first went self-insured last year for healthcare insurance. It is expected to have a slight uptick. The city is currently at 62% of the budgeted amount
- The city is working with a private Covid testing company. They will be offering PCR tests at Liberty Park. They will accept insurance but will not balance bill and there is no fee to the city to have them here.
- Thanked the officers and Saving a Hero’s Place for the chair in Officer Miktarian’s honor. It will be a nice addition to the roll call room.

- Nothing further this evening

DEPARTMENT HEAD REPORTS:

Thomas Mason – Police Chief

Monthly Police & Fire Calls

- Total calls for service - 2,438
- Total for the year –9,294

Monthly Arrests/Citations Reporting

- Total Counts: 86
- Total Arrested/Cited: 62

Monthly Traffic Crashes

- Injury crashes 5
- Private property 4
- Fatal 1
- Non injury 23
- Total Investigated Traffic Crashes 32

Miscellaneous Information

- None at this time

Tim Morgan – Fire Chief

Call Volume

- The fire department ran a total of 379 calls this December, for the year that is 3,417 calls, which up 15% compared to last year. Nearly 40% overlap with other calls.

Fire Prevention

- Inspected 34 locations and 4 fire investigations.

Training

- There were 10 hours of Public Education totally over 900 personal contacts
- Department logged 54 training events which was approximately 201 hours of training.

Notable Events:

- None

Points of Interest:

Weather Warning Sirens

- January's monthly test of the system was conducted on the 8th. Most sites functioned properly. The unit at Liberty & Cannon did not have a functional indicator strobe, the unit at Liberty and Post did not function at all, parts for that unit have been on order for an extended period of time.

Facilities

- Some roof

Fleet

- Med 4 was loaned to Reminderville for use for three days in late December, as their unit was out of service.
- Ladder 2 has been out of service over a week due to as issue with front breaks. Parts have been on order and we are hope for a return to service by 1/14.
- Aerial and Ladder Testing was completed with no significant findings.

COVID 19 Operations

- Still maintaining adequate PPE supply. Chief Morgan and Bosso regularly participating in conference calls with Summit County agencies.
- To date, 13 employees with positive Covid tests (3 part time, 10 fulltime)
- To date, 10 employees have been quarantined for periods of time due to positive tests within their households or other significant exposures.

Projects in Process

- None at this time.

Current Staffing (as of 11/1/21)

- Currently reviewing the files of candidates, conducting interviews, and background checks for Full and Part Time positions.
- Full Time Staffing:
- Part Time Staffing:
- 33 Fulltime
- 11 Part-time (1 on extended Leave)
- 1 Fulltime Executive Assistant
- 0 Part-time Secretary (Laid-off)

NPDES:

- Nothing to report.

Community Relations and Special Projects:

- Nothing to report

Michael Brown – Director of Human Resources

- We closed out 2021 with 171 full-time and 58 part time employees.
- Open Enrollment has been scheduled for January 24 – 28, 2022. Based on a renewal meeting with our broker Oswald, we are running at about 62% of our projected budget which is great and a cost savings to the city.
- The J.E.D.I. Committee has scheduled a half day work-session with Dr. Taylor (our consultant) on January 26, 2022. All subcommittee meetings have been canceled until the workshop as we work on the direction of the Special Committee.
- Now that the changes to 147 have passed, work will begin to finalize the New Employee Handbook. The handbook will be aligned with the changes submitted to council for 147. It is important that we have consistent rules, regulations and policies that govern our employees. There will be updates to current sections and the creation of new sections to fulfill that task.
- The final touches have been put on our Centralized Performance Management Program. The program will address the critical need for consistent and centralized employee evaluations that will occur yearly. Training will begin in two weeks for supervisors, managers and Department Heads and will be rolled out shortly after that training has been completed.
- We are beginning preparation for seasonal hiring. We will host another Seasonal Job Fair (one stop shop) for all departments needing seasonal help. More information to the date of the job fair is forth coming.

No further Department Head reports this evening.

LEGISLATION

ORDINANCE 93-2021 - AN ORDINANCE AMENDING CHAPTER 1151 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG ALLOWING MEDICAL MARIJUANA DISPENSARIES AS A CONDITIONALLY PERMITTED USE IN THE C-2 AND C-3 ZONING DISTRICTS; AND DECLARING AN EMERGENCY (Stands on Second Reading)

Read by S. Collins

MOTION: TO PLACE ORDINANCE 93-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by S. Scaffide, seconded B. Furey

Mr. Scaffide stated the reason for the emergency is to make sure we are in line with the Board of Election deadline.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 93-2021 AS AN EMERGENCY

Moved by S. Scaffide, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 01-2022 - A RESOLUTION REQUESTING AND AUTHORIZING THE SUMMIT COUNTY BOARD OF ELECTIONS TO PLACE UPON THE CITY OF TWINSBURG BALLOT AT THE PRIMARY ELECTION OF MAY 3, 2022, THE QUESTION OF WHETHER ORDINANCE 93-2021 AMENDING SECTION 1151 OF THE TWINSBURG ZONING AND DEVELOPMENT REGULATIONS ALLOWING MEDICAL MARIJUANA DISPENSARIES AS CONDITIONALLY PERMITTED USES IN C-2 AND C-3 DISTRICTS BE APPROVED

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 01-2022

Moved by S. Scaffide, seconded by S. Barr

Upon roll call motion passed unanimously

RESOLUTION 02-2022 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER DZA426 TO RETIRED POLICE CHIEF CHRISTOPHER NOGA AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 02-2022

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 03-2022 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH TEAMSTERS LOCAL #436; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 03-2022 AS AN EMERGENCY

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 04-2022 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE LEGAL DEFENDER'S OFFICE OF SUMMIT COUNTY, OHIO TO PROVIDE FOR REPRESENTATION OF INDIGENT DEFENDANTS

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 04-2022

Moved by S. Scaffide, seconded by K. Labbe

Upon roll call motion passed unanimously

RESOLUTION 05-2022 - A RESOLUTION CONFIRMING THE REAPPOINTMENT OF SHEILA WILLIAMS AS THE CITY OF TWINSBURG REPRESENTATIVE TO SERVE ON THE SUMMIT COUNTY COMBINED GENERAL HEALTH DISTRICT BOARD OF HEALTH FOR A FOUR-YEAR TERM BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2025.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 05-2022

Moved by S. Scaffide, seconded by G. Bellan

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Scaffide:

MOTION: TO HAVE THE TWO DECEMBER MEETINGS ON THE 6TH AND 13TH

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

Mr. Barr:

- Thanked Mr. Maistros for his guidance and friendship. Wishes him nothing but success and best wishes.
- Nothing further this evening

Karen Labbe:

- Congratulated Mr. Maistros and wished him well in his next chapter.
- Nothing further this evening

Mr. Post:

- Thanked Mr. Maistros for his dedication and wished him well.
- Nothing further this evening

Mr. Furey:

- Thanked Mr. Maistros for all his help and guidance. Wished him well.
- Nothing further this evening

Mrs. Walker:

- Congratulated Dave and thanked him for all his help and support.
- Nothing further this evening

Mr. Scaffide:

- Thanked Mr. Maistros for his dedication to the city and best of luck in the future. Stated Dave has been one of the better law directors he has worked with in his career.
- Looking forward to working with Matt Vazzana.
- Nothing further this evening

Mr. Bellan:

- Wished Mr. Maistros the best in the next chapter. It has been an honor and privilege to work with him and stated the city is losing a good law director.
- Nothing further this evening

Mayor Yates:

- Wished Mr. Maistros well again and welcomed Mr. Vazzana.
- Nothing further this evening

Mr. Maistros

- Nothing further this evening

Mrs. Collins

- Thanked Mr. Maistros for his guidance and knowledge through the years and wished him the best.
- Nothing further this evening

Mrs. Buccigross

- Wished Mr. Maistros all the best of luck.
- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:19pm.

Attest:

Sam Scaffide
President of Council

Shannon Collins
Clerk of Council