



Caucus & Regular Council Meeting Minutes
Tuesday, January 25, 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
Matt Vazzana, 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:

Sue Clark – 9845 Crestwood

Mrs. Clark spoke about snow plow drivers. She stated that Mr. Baldwin has spoken about this before and she agrees that a window decal for the trucks would help. She stated that plow drivers are plowing in sidewalks along with other issues. Mrs. Clark stated that she knows the recent storm was extreme but it does snow every year and these issues are reoccurring. She also stated that most neighbors are willing to help each other but once the plows come through it is difficult to open up the sidewalks.

Mr. Scaffide stated that it sounds like enforcement seems to be the issue. He asked the mayor to speak with the Building Commissioner. He stated that they are working on a revised plan. Mr. Bellan asked how many plow companies are registered with the city. Mr. Post stated there are a lot of variables that play into this. Council agreed that the city should look into something.

No further audience participations this evening.

Pending Legislation:

Resolution 06-2022 - Mr. Scaffide stated this resolution is professional services contract for prosecutorial services for the city. This contract is for Frank Beni, who is our current prosecutor. Total amount is \$40,000 per year

Resolution 07-2022 - Mr. Scaffide stated this resolution is a transfer ownership of a service weapon from the city to former Sergeant Craig Bremner. This is a customary practice when an officer retires from the city.

Resolution 08-2022 - Mr. Scaffide stated this resolution is another transfer of ownership of a service weapon from the city, this one is for former Sergeant Tom Austin.

Resolution 09-2022 - Mr. Scaffide stated this resolution is to honor Black History month in the month of February in the City of Twinsburg.

Mrs. Labbe asked if the city has any activities for Black History Month. She would like to see the city do more.

Miscellaneous:

Mr. Bellan stated that he believes that there should be a discussion with the Burntwood group regarding catering to the golfers. In his opinion he does not think they are. Mayor Yates stated there was as meeting with the city and Burntwood to discuss items such as hours of the snack bar, tee times, when golfers come off the course, beverage cart. The mayor agrees that there is room for improvement and the Burntwood group wants to work with the city.

Mrs. Labbe thanked Mrs. Buccigross for the Finance 101 information. She also mentioned that the 480 bridge could be dressed up with flags or some way to identify us a Twinsburg. Mayor Yates also stated that the entrance signs coming into the city need to be refreshed.

No further miscellaneous this evening.

Meeting adjourned at 7:22 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
Matt Vazzana, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Communications 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 JANUARY 11, 2022 AS AMENDED

Moved by B. Furey seconded by D. Walker

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

No public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

Sam Scaffide – BZA, Public Works, Public Safety

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

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

- Will be attending the JEDI work session on 1/26 with the consultant Dr. Tamika Taylor.
- Attended the finance 101 session for council members provided by Mrs. Buccigross. Thanked her for putting this together.
- Twins Day Committee will meet on 2/2 at 7:00pm at the Twins Day office.
- Welcomed Mr. Vazzana to the city.
- Nothing to report this evening

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

- The Planning Commission met on 1/24 and discussed a lot split, similar use and Mr. Finch went over the Comprehensive Plan. All items passed 5-0. The next meeting will be on 2/28.
- Attended the Finance Committee meeting earlier this evening.
- Welcomed Mr. Vazzana.
- Nothing further this evening

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

- Attended the Finance Committee meeting earlier this evening.
- The next Environmental Commission meeting will be on 2/2 at 7:00pm
- The next CIC meeting will be on 1/27.
- Nothing to report this evening

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

- Finance Committee met earlier this evening and discussed the 2022 appropriations for the Golf Pro Shop, Maintenance and Parks & Recreation. The 2021 appropriations for the General Fund started at \$11.7 and ended at \$12.4 million. Income tax was at \$23 million. The committee also discussed Cardinal Health working from home and the impact it will have on the city. The next Finance meeting will be on 2/27 at 6:00pm.
- Attended the Golf Advisory Board meeting on 1/18. There were 3,700 rounds played in 2021. The staff is working on plans for 2022, course maintenance report was given and seasonal hiring will be starting soon. There was also some discussion on the Burntwood group. Next meeting will be 3/15.
- Stated the next Public Works Committee meeting will be on 4/12/2022
- Nothing further this evening

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

- Thanked Mrs. Buccigross for the Finance 101 information for council.
- Congratulated Lt. Donato on his promotion.
- Nothing to report this evening

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

- Attended the Finance Committee meeting earlier this evening.
- Attended the ARB meeting on 1/20. All cases passed unanimously. Next meeting is scheduled for 2/9 but at this time there are no agenda items.
- Will be attended the JEDI work session on 1/26.
- CIC will meet on 1/27.
- Nothing further this evening

MAYOR’S REPORT:

- Stated that our council meeting is being streamed live with the help of Mark Gutowski and Community Focus.
- The mayor appointed council members to the CIC. Mr. Furey, Mr. Scaffide and Mrs. Labbe will be joining the committee.
- Thanked everyone for their work on the budget. Stated that Mrs. Buccigross and he are meeting with all departments prior to the department head coming to council.
- Thanked the Service Department for their work with all the winter weather we are having. Stated the city is discussing options for cul-de-sacs.
- Stated he put a message out regarding sidewalks to help assist with students getting to their bus stops.
- Congratulated Lt. Donato on his promotion
- Stated Chief Mason is working on building and structuring the department for the future.
- Nothing further this evening

DEPARTMENT HEAD REPORTS:

Sarah Buccigross – Finance Director

January 2022 Income Tax Revenues

- January 2022 Income tax receipts total \$2,031,275.90 compared to January 2021 receipts in the amount of \$1,753,579.32. This reflects an increase of 15.84% or \$277,696.58 compared to last year.

- January 2022 Income tax receipts total \$2,031,275.90 compared to January 2020 receipts in the amount of \$2,334,086.79. This reflects a decrease of 12.97% or \$302,810.89 compared to 2020.
- Refunds in the amount of \$46,430.38 are included in the January collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$229,436.86.

December 2021 Close

- Finance has finished up the close of the December books. The financial reports will be available online later this week.

2021 GAAP Conversion and Audit

- Work has begun on the 2021 GAAP Conversion in preparation for the Comprehensive Annual Financial Report. Audit work will begin later this year.

COVID Relief

- American Rescue Plan funding uses are included in the 2022 Temporary Appropriations. The 2nd half of the funding is anticipated to come in later this year.

Electronic Sewer Billing

- The implementation of an online sewer billing system is complete. The system is available to the public on mytwinsburg.com/billing. The system should generate cost savings as emailed billings will be a smaller cost than the postage/printing necessary for paper billing. Paper billing will remain available to residents, the system will be voluntary sign-ups for emailed billings. Marketing of the online option will continue this fall. Use of the new system continues to increase.

2022 Appropriations

- The 2022 Permanent Appropriation presentations began tonight at Finance Committee. The appropriations will be presented to Council at the February 22nd meeting.

Ohio Online Checkbook

- Twinsburg will participate in the Ohio Online Checkbook program beginning in 2022. Annual information for 2020 and 2021 will be provided for upload to the site.

Information Technology

- The following projects are in progress:
- Update on City-Wide Controls Equipment & Programming
- Council Chambers Technology Upgrade – Pricing in Progress
- Electronic Sign for City Hall – Order has been placed
- 2022 Project Planning has begun and will continue to be discussed this month

No further Department Head reports this evening.

LEGISLATION

RESOLUTION 06-2022 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT FOR THE PROVISION OF PROSECUTORIAL SERVICES FOR THE CITY OF TWINSBURG

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 06-2022

Moved by S. Scaffide, seconded by B. Furey

MOTION: TO AMEND RESOLUTION 06-2022 TO INCLUDE THE STANDARD EMERGENCY CLAUSE.

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

MOTION: TO ADOPT RESOLUTION 06-2022 AS AN EMERGENCY

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 07-2022 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER 45A022054 TO RETIRED POLICE SERGEANT CRAIG BREMNER AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG
Read by S. Collins

MOTION: TO ADOPT RESOLUTION 07-2022

Moved by S. Scaffide, seconded by K. Labbe

Upon roll call motion passed unanimously

RESOLUTION 08-2022 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER 45A022060 TO RETIRED POLICE SERGEANT TOM AUSTIN AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG
Read by S. Collins

MOTION: TO ADOPT RESOLUTION 08-2022

Moved by S. Scaffide, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 09-2022 - A RESOLUTION HONORING BLACK HISTORY IN THE MONTH OF FEBRUARY IN THE CITY OF TWINSBURG
Read by S. Collins

MOTION: TO ADOPT RESOLUTION 09-2022

Moved by S. Scaffide, seconded by K. Labbe

Mrs. Labbe stated that the city should consider honoring a resident for Black History Month.

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Bellan:

- Congratulated Lt. Donato on his promotion and thanked him for his service to the community
- Welcomed Mr. Vazzana
- Commended the Service Department for a great job with the snow plowing.
- Nothing further this evening

Mrs. Walker:

- Attended Mr. Carlton Power's funeral. Thanked the mayor for his speech and the flag for the family
- Thanked the mayor for his monthly report.
- Nothing further this evening

Mr. Furey:

- Thanked TeNita for the great job on the mayor's report
- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening

Mr. Post:

- Welcomed Mr. Vazzana as Law Director
- Nothing further this evening

Mr. Barr:

- Nothing further this evening

Karen Labbe:

- Congratulated Lt. Donato on his promotion
- Nothing further this evening

Mayor Yates:

- Welcomed Mr. Vazzana as Law Director
- Thanked Service Department for the fantastic work they do.
- Attended Mr. Powers funeral and was able to present his family with a flag
- Nothing further this evening

Mr. Vazzana

- Thanked everyone and stated he is excited for the opportunity
- Nothing further this evening

Mrs. Collins

- Nothing further this evening

Mrs. Buccigross

- Welcomed Mr. Vazzana
- Congratulated Lt. Donato on his promotion
- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:00pm.

Attest:

Sam Scaffide
President of Council

Shannon Collins
Clerk of Council