



Caucus & Regular Council Meeting Minutes
Tuesday, January 28, 2020
7:00 p.m.

CAUCUS:

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

ROLL CALL: S. Barr, S. Scaffide, D. Walker, J. McFearin, M. Stauffer, and B. Furey

ABSENT: G. Bellan

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

Presentations:

No presentations this evening.

Items for Discussion:

No items for discussion this evening.

Audience Participation:

No audience participations this evening.

Pending Legislation:

Ordinance 09-2020 - Clubhouse Note Ordinance

Mrs. Buccigross stated this is for the Clubhouse Note. Finance Committee will be recommending the amount of \$7.138 million which is an additional \$1 million to pay back the general fund with the intent to go out to bond late summer/early fall. At that time they will make final amount and financing decisions.

Resolution 10-2020 - Transfer of weapon to James Scarl

Mr. Maistros stated this is a standard resolution that we do for retired police officers. This one is for Lt. Scarl to transfer ownership of a service weapon as presented by Chief Noga.

Resolution 11-2020 - Supporting Summit County Metro Parks Levy

Mayor Yates stated this is a resolution to show support for the Summit County Metro Parks Levy on the upcoming March 17th ballot. Mr. Furey stated the language in the resolution states \$1.58 for a \$100,000 value.

Miscellaneous:

Mr. Barr stated he has a motion for a new liquor permit for San Pelino that he will be presenting at the regular meeting.

Mr. Barr asked if we had a dba for San Pelino. Mrs. Collins stated there was not a dba and that the permit request was for a new F-5 permit at the former Tailgators/Rush Hour locations.

No further miscellaneous this evening.

Meeting adjourned at 7:03 pm.

Regular Council Meeting:

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

ROLL CALL: S. Barr, S. Scaffide, D. Walker, J. McFearin, M. Stauffer, and B. Furey

ABSENT: G. Bellan

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

INVOCATION & PLEDGE OF ALLEGIANCE:

Ms. McFearin bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION TO APPROVE THE MINUTES FROM JANUARY 14th MEETING

Moved by B. Furey, seconded by J. McFearin

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

Mary Kidd, Executive Director Community Focus wanted to recognize the passing of Tim Conroy who was a Twinsburg resident and member of their board. He was a man of integrity, honesty and was always quick with a joke. She stated Community Focus wanted to extend a heartfelt thank you to him. She also talk to council and remind them that they are a resource for not only them, but the residents. They are broadening their social media presence and have a Facebook page, Twitter, Instagram and their own YouTube channel. She reminded everyone they can be found on channel 1021 on Spectrum.

No further awards or presentations this evening.

AUDIENCE PARTICIPATION:

No public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- ARB will met on 1/16 at 6:00pm. Next meeting is scheduled for 2/6 at 6:00pm in Council Chambers
 - Case 20-01-01 – 10075 Ravenna Road, City of Twinsburg – Proposed Changes to Ordinance 1173
 - Case 20-01-02 – 10683 Ravenna Road, Unit 4, Allstate – Monument and Wall Sign – Approve as submitted
 - Case 20-01-03 – 9245 Wallingford Drive – Addition – Approve as submitted
 - Case 20-01-04 – 9385 Shepard Road – Demolition – Approve the Certificate of Appropriateness for Demolition
 - Case 20-01-05 – 9385 Shepard Road – New Single Family Dwelling – Approve as noted
- Golf Advisory Board met on 1/21. Bryan Mineard gave a financial report on the golf course. Jim Roberts gave an update on the status of improvements. The three days after Christmas the course was open. Next meeting is scheduled for 3/17 at 6:30pm but looking to get reschedule based on agenda items.
- Nothing further to report this evening

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

- Nothing to report this evening

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

- Planning Commission will meet on 2/3 at 7:00pm.
- Nothing further to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- Environmental Commission will meet on 2/4 at 7:00pm
- Nothing further to report this evening

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

- Finance Committee met 1/21 for a Work Session. The Auditor meeting was earlier this evening followed by the Finance Committee. Mr. Barr was elected Chairperson and will report. One item that he wanted to state was the city opened at \$16.886 million and ended up at \$17.772 million which is an increase of almost \$1 million. The city will continue to be cautious with what is spent. The city usually only spends 95-96% of what is budgeted and in very conservative on what they estimate as income.

Mr. Barr – Finance, Public Works, Public Safety

- Finance Committee met on 1/21 for a Work Session. The Auditor held a meeting earlier this evening. The Finance Committee met tonight and discussed the Procurement Card Policy & 2019 Credit Card Review, Review of 2019 Financial Results & State of Ohio Indicators, 2020 Permanent Budget, Clubhouse Note Renewal which the committee recommended to send the \$7.138 amount to council. Also discussed some of the Perry & Associate recommendations. He wanted to go on the record that although some are portraying it as a negative our Finance Director thought it was an excellent opportunity to look at ways we can do it better and choses to remain positive. Stated it is interesting to note of the two items one has been handled completely and the other is regrading manual reconciliation. Mrs. Buccigross is working on this and her ability and skill set is more than capable to do so. Next meeting is scheduled for 2/5 at 6:00pm.
- Nothing further to report this evening

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

- Not in attendance this evening

MAYOR’S REPORT:

- Hosted the Portage/Stark/Summit City Mayors/Managers/Service Directors meeting at the Clubhouse. Enjoys going and discussing and learning how other cities Service Departments work.
- Wished Carol Tolbert a Happy 100th Birthday
- Twinsburg Athletic Boosters (TAB) is hosting their Annual Middle School Wrestling Tournament this weekend. This is one of the top tournaments in the state. They are looking for volunteers. If you’re able to help contact TAB.
- It is fundraising season. Here are a few of the upcoming events for local organizations:
 - Band Booster’s will host their ‘That’s Amore’ event at RBC on 2/8
 - After Prom Parent Committee will host a Martini Night at Brewster’s on 2/8
 - Team Colin Winterfest event will be at Aurora Shores Marina on 3/14
- Nothing further to report this evening

DEPARTMENT HEAD REPORTS:

Keith Foulkes – Building Commissioner

- In the past eight weeks he has worked to understand the municipal codes, processes and how the Building Division effectively operates in the City along with other Departments.
- Understanding this, he has listed some highlights below:
 - Evaluate and maximize efficiency of the Franklin Systems (permitting software)
 - Revise Code enforcement letters and make then current with code requirements
 - Review scheduling processes
 - Correct Franklin Systems programming for accurate fee allocation
 - Consider overall performance of Franklin Systems based upon Division needs
 - Re-evaluate current practices related to Code Enforcement
 - Direct involvement with inspection team to ensure standardized methods are implemented.
 - Consulted with the Law Director and City Prosecutor for confirmation of actions
 - Develop procedural course of action relating to all code enforcement cases
 - Meet with staff individually and as a group
 - Understand individual roles and activities of personnel in the Division

- Working to utilize team member more efficiently and effectively.

Mrs. Walker thanked Mr. Foulkes for his help with an abandoned home in her ward by providing her information to take to the HOA meeting.

Derek Schroeder – Parks & Recreation Director

Water Park:

- This is the last weekend to get Waterpark Bonus days.
- We will be offering the opportunity to expand your summer pool season once again with Splash In days before and after the regular season.

Community Theatre:

- Production of Frozen Kids on Feb 22 at 7p, Feb 23 at 1p and 3p. Production will take place at Chamberlin School and consists of district residents 18 and younger.

Camp:

- Camp information for this summer will be released in early March with registration occurring on Saturday April 4 for residents.

Fitness Center:

- We have upcoming sessions of Lifeguard Training classes. Those who complete the course are welcome to apply for a lifeguard position with the city.
- TFC will host a No School Camp program on Feb 14 and a pool party on Feb 17.

Hiring:

- We are currently hiring for summer positions, including day camp leaders, day camp volunteers, lifeguards, and other waterpark staff

Other Events:

- Adult Egg Hunt will be Friday, April 3rd. Tickets go on sale Tuesday, February 25th at 6:30 pm. This is for residents only and a four ticket maximum per household.
- Rock the Park schedule will be released in April. Finishing up working on sponsorship deals now.
- At the request of Councilmen Scaffide at a previous meeting, I have met with a landscape architect to discussion ADA accessibility at the amphitheater. The architect is putting together a scope of work with some estimate expenses.
- All the completion paperwork for the ODNR baseball grant has been submitted to the state and payment is forthcoming.
- This weekend will be a busy weekend at the fitness center as we have a large wrestling tournament and a swim meet.
- New marketing videos for the Fitness Center. The staff was excited to do these and are good at it.

Sarah Buccigross – Finance Director

January 2020 Income Tax Revenues

- January 2020 Income tax receipts total \$2,334,086.79 compared to January 2019 receipts in the amount of \$1,975,241.87. This reflects an increase of 18.17% or \$358,844.92 compared to last year.
- Refunds in the amount of \$13,792.84 are included in the January collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$269,061.67.

Performance Audit

- Finance continues to work with the Performance Auditors to collect and process data. The data for comparison cities is close to completion. At this time the performance audit remains on pace to be completed in the first quarter of 2020.

2020 Permanent Budget

- The Permanent Budget for 2020 will be on first reading at the 2/25/2020 Council meeting. The Finance Committee will be reviewing the budget for any updates.

Other

- Thanked Mr. Barr for the vote of confidence. Her staff works so hard.

Mr. Barr stated that Mrs. Buccigross stated 2018 there was a 50% employee turnover in the Finance Department. Having only two recommendations is not too bad. Mrs. Buccigross stated that one recommendation was to just do things a little faster.

LEGISLATION

ORDINANCE 09-2020 - AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF NOT TO EXCEED \$7,138,000 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 09-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by S. Barr, seconded B. Furey

Mr. Furey stated the purpose of the emergency is to lock in the 1.2% rate for the \$7.138 million dollars. Mr. Barr said this was a recommendation from the Finance Committee.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 09-2020 AS AN EMERGENCY

Moved by S. Barr, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 10-2020 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER 45A022088 TO RETIRED POLICE LIEUTENANT JAMES SCARL AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 10-2020

Moved by S. Barr, seconded by B. Furey

Mr. Furey stated this is a normal action when someone retires from the Police Department. Lt. Scarl served the city well and he wishes him the best in his retirement.

Upon roll call motion passed unanimously

RESOLUTION 11-2020 - RESOLUTION FOR ENDORSEMENT OF THE SUMMIT METRO PARKS' LEVY FUNDING BALLOT ISSUE ON THE MARCH 17, 2020 BALLOT

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 11-2020

Moved by S. Barr, seconded by S. Scaffide

Mayor Yates stated the Summit County Metro Parks has asked for our support and he asks council to pass this tonight.

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Ms. McFearin:

- Friends of Twinsburg Parks will be assisting another organization with Safety Town project. They will be hosting a Euchre Tournament. More details to come. Friends of Twinsburg is looking for two board officers for Treasure and Administrator.
- Enjoys the TFC Talks videos that are out.
- Nothing further this evening

Mr. Furey:

- Twinsburg Varsity Hockey Team is hosting a Bowling Fundraiser on Saturday, February 29th from 6:00-8:30pm at Roseland Lanes. Contact Cynthia Bennardo if you are interested.
- Nothing further this evening

Mrs. Walker

- Thanked Chris Campbell and his staff for assisting with other resident concerns she has received.
- Nothing further this evening

Mrs. Stauffer:

- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening.

Mr. Barr:

MOTION: That city council does not oppose the new liquor permit from San Pelino, LLC located on Ravenna Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by S. Barr, seconded by B. Furey

Upon roll call motion passed unanimously

- Nothing further this evening.

Mr. Bellan:

- Not in attendance this evening

Mayor Yates:

- Nothing further this evening

Mr. Maistros

- Stated Mr. Barr ran a good meeting.
- Nothing further this evening

Mrs. Collins

- Nothing further this evening

Mrs. Buccigross

- Nothing further this evening

MOTION: To excuse Mr. Bellan from tonight's meeting

Moved by S. Barr, seconded by S. Scaffide

Upon roll call motion passed unanimously

ADJOURNMENT:

Meeting unanimously adjourned at 8:05 pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council