



Caucus & Regular Council Meeting Minutes
Tuesday, March 10, 2020
7:00 p.m.

CAUCUS:

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

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

ABSENT: S. Scaffide

ALSO PRESENT: 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 16-2020 - Permanent Annual Appropriations for 2019
Resolution 18-2020 - TOP with CIMA Plastics Group
Ordinance 19-2020 - Purchase and upfitting for capital vehicles for Service and Engineering Depts.
Resolution 20-2020 - Assignment of CRA from Twinsburg Industrial Properties LLC to 8745 Chamberlin Road, LLC
Ordinance 21-2020 - Amendments to Chapter 147
Resolution 22-2020 - Appointing 2 members to ARB
Resolution 23-2020 - Appointing 2 members to BZA
Resolution 24-2020 - Appointing 1 person to Civil Service
Resolution 25-2020 - Appointing 4 members to the Environmental Committee
Resolution 26-2020 - Appointing 7 members to the Golf Advisory Board
Resolution 27-2020 - Appointing 1 member to the Parks and Rec Commission
Resolution 28-2020 - Appointing 3 members to Planning Commission

Miscellaneous:

No miscellaneous this evening.

Meeting adjourned at 7:17 pm.

Regular Council Meeting:

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

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

ABSENT: S. Scaffide

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

INVOCATION & PLEDGE OF ALLEGIANCE:

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

APPROVAL OF MINUTES:

MOTION TO APPROVE THE MINUTES FROM FEBRUARY 25th MEETING

Moved by G. Bellan, seconded by J. McFearin

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Sheila Williams

Ms. Williams gave an update for Summit County Public Health. She was happy to hear Steve Bosso was at the special meeting for SCPH today. She hopes everyone follows the directions they are being given on COVID-19. She also talked about Kent State University board. They are looking at all of the regional campuses to develop a master plan. Based on this plan, Twinsburg's campus may see some changes.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- ARB met on 3/5. Next meeting will be 3/19

- Case 20-03-23 – 2198 East Enterprise Parkway, Shelter Insurance – Wall Sign –Approve as submitted
- Case 20-03-24 – 8797 Merryvale Drive – New Single Family Dwelling –Approve as noted
- Case 20-03-25 – 8867 Merryvale Drive – New Single Family Dwelling –Approve as noted
- Case 20-03-26 – 1999 Enterprise Parkway, Pepsi Cola – Driver’s Building –Approve as noted and on Planning Commission Approval.
- Case 20-03-27 – 3027 Wyatts Way – New Single Family Dwelling –Approve as submitted
- Case 19-09-94 – 9422 Darrow Road – Single Story, Multi-Family Housing Units –Approve as noted
- Public Safety Committee met earlier this evening. Mrs. Walker to report
- Golf Advisory Board does not have a date scheduled to meet
- Attended the Finance Committee meeting earlier this evening
- Nothing to report this evening

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

- BZA will meet on 3/11 at 6:30pm
- Tax Incentive Review will meet on 3/18 at 4:30 pm
- CIC will meet on 4/6
- Wished everyone a Happy St. Patrick’s Day. Stated A&M will be having specials that day.
- Nothing further to report this evening

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

- Twins Days Committee met on 3/4. They are looking for volunteers for this year’s festival. If you are interested please contact them.
- Public Safety Committee met earlier this evening. They discussed crosswalks, stop signs and signals along with Fire Dept. upgrades, grants and staffing.
- Nothing to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- A&M subcommittee will meet next week on 3/11
- Community Relations will meet on 4/6
- KSU Advising Board met. They will have fall enrollment on 4/26 and told everyone to check out their calendar
- Attended the Safety Committee meeting earlier this evening
- Attended the Finance Committee meeting earlier this evening
- Public Works will meet on 3/19
- Nothing further to report this evening

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

- Not in attendance this evening

Mr. Barr – Finance, Public Works, Public Safety

- Attended the Public Safety meeting. Congratulated Mrs. Walker on being elected as the chairperson. Wanted to mention that the city is working on a light at Liberty & Neille.

- Attended the Finance committee earlier this evening. Stated it was a brief meeting where there will a couple changes to move funds from one account to another. No new money was discussed.
- State Auditor meeting will take place later this week
- Nothing further to report this evening

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

- Parks & Recreation met on 2/27. The Friends of the Twinsburg Parks gave an update on what they are doing. Next meeting will be 4/23 at 6:30pm.
- Planning Commission will meet on 3/16 at 7:00pm
- Attended the Blue Ribbon Schools Pancake Breakfast
- Attended the Safety Committee meeting earlier this evening
- Attended the Finance Committee meeting earlier this evening
- State Auditor’s meeting will be on 3/12.
- Nothing further this evening

MAYOR’S REPORT:

- Not in attendance this evening

DEPARTMENT HEAD REPORTS:

Chris Campbell – Public Works Director

- **Road Maintenance** – February Totals – Patched 544 Pot Holes, Used 7.25 Tons of Asphalt/Cold Patch,
- Season Totals – Patched 807 Holes, Used 18.79 Tons of Asphalt/Cold Patch
- **Animal Control** – Crews removed 17 dead animals from the streets.
- Total Animals Removed from Roadways to Date - 46
- We will continue to work with A & S Animal Control for trapping etc.
- **Storm Area Checks** – The collection areas were cleaned once in February with the removal of approximately 25 Lbs. of debris removed.
- **Microturbine** – The Wastewater department’s microturbine continues to run well
- **Branch Chipping** – The branch chipping program will resume on April 6th
- **Crack sealing Program** – The Crack Sealing program is scheduled to begin Mid-April
- **Street Sweeping** – The Street Sweeping program will begin in April (Weather Pending)
- **Delineators** – Monitoring and Repairing as needed at all of the railroad crossings.
- **Snow And Ice** – Completed 5 Rounds of snow and Ice, Used 963.15 Tons of salt, covered 5812 Miles of roadways.
- Totals to Date – Completed 18 Rounds of Snow and Ice, Used 3379.38 Tons of Salt, covered 23,146 Miles of Roadways. Used 8300 Gallons of Brine
- **Senior Driveway Program** - Completed 5 rounds of Driveway Plowing, 296 drives each round,
- Totals to date – Completed 6 Rounds, 1766 Driveways serviced.
- **Building Maintenance** – crews continue to work on projects in city hall, the fire department and police department
- **Service Crew** – The department personnel are scheduled to return to day shift beginning on Monday, March 30.

Mr. Bellan thanked Service for the ‘No Thru Street’ sign on Pinetree Lane and for fixing the sinkhole in Corbett’s.

Mrs. Stauffer asked who does our storm water cleanup training. Mr. Campbell stated some comes from Engineer Dept., some from the county and some from Tinker’s Creek Watershed.

Mrs. Stauffer also asked if Public Works handled reporting street light outages. Mr. Campbell said they need address and account numbers which can make it difficult for Service to report. The Building Dept. gave them a form they can fax in which seems to be working. Mrs. Stauffer asked if a resident can call in. Mr. Campbell stated that is unfortunately the easiest. Mrs. Stauffer asked about the common areas and Mr. Campbell said the city would handle those.

Mrs. Walker stated there is great info in the welcome packets that are available to residents.

Tim Morgan – Fire Chief

Call Volume

- The fire department ran a total of 519 calls for 2020 which up 10% compared to last year.

Fire Prevention

- Inspected 14 locations and 8 fire investigations.

Training

- There were 52 hours of Public Education totally about 100 personal contacts
- Department logged 85 training events which was approximately 500 hours of training.

Notable Events

- 2/8 Fire at Taco Bell. Looks to be intestinally set but investigation is ongoing.
- 2/17 House fire on Gettysburg. No one home but there was significant damage. The cause is under investigation as well.
- 2/24 There was a rollover accident on I480. Driver was ok because he was wearing his seatbelt.

Points of Interest

- Weather Warning Sirens: February's monthly test of the system was conducted
- Retirement of Jack Lewis coming up.

Mr. Bellan inquired about the call volume being 10% over last year and if it was consistent with surrounding communities or is it specific to Twinsburg and the Chiefs thoughts on why that is. Chief Morgan stated it is too early in the year to determine if this will be a trend or not.

Ms. McFearin wanted to thank both Chief and Chief Bosso for working with the schools yesterday and for Steve’s presentation at the Safety Committee tonight. Chief Morgan wanted to reiterate that the schools were being aggressive with their cleaning before the COVID-19.

Larry Finch – Planning & Community Development Director

- Two items related to economic development are on the agenda for action tonight. A TOP agreement is proposed for the benefit of CIMA Plastics. They are an existing Twinsburg company who will be consolidating operations at their Enterprise Parkway address from Kirtland, Ohio. As their existing

lease has only three years remaining, our agreement is limited to three years in duration. A grant equivalent to 50% of the increase in wage taxes will be provided.

- The second item is the assignment of the CRA Agreement benefitting the owners of the property occupied by Vistar/PFG. Twinsburg Industrial Properties and 8745 Chamberlin Road, LLC were parties to an original agreement made last year when the expansion of PFG triggered that CRA for the expansion. Since then, Twinsburg Industrial Properties sold their interest in the land to 8745 Chamberlin Road LLC who is now the sole property owner. We need to assign the interest of Twinsburg Industrial Properties to 8745 Chamberlin Road LLC prior to certifying the abatement for the addition to Summit County.
- The annual Twinsburg Tax Incentive Review Council meeting is scheduled for March 18th in the Jury Room at City Hall. We have received all reports from benefitted property owners and are in the process of confirming wage and investment commitments. Agendas and prior minutes have been mailed to the reviewers.
- The Twinsburg CIC has issued a request for Qualifications for a developer/partner. Qualifications from interested developers will be received up to May 1st. Submitted qualifications statement will be reviewed by the CIC and others and a sort-list of three developers selected for further consideration. The short-listed parties will submit proposals for development of the area referred to as the "Southeast Quadrant" lying east of Darrow Road and south of E. Aurora Road. The notice is to appear in Crain's Cleveland Business magazine and in the ULI Marketplace website.
- Sign regulations will be coming to Council for review and consideration. The final draft of these regulations will be made available to Council prior to the next meeting. Council will be asked to consider adoption of the updated code language. A public hearing will be required.
- The Planning Division is commencing an update of the City's Comprehensive Plan. We will be seeking individuals to participate in this effort by serving on a Comprehensive Plan Committee. Council members are asked to consider participating and are also asked to nominate residents for this activity.

Sarah Buccigross – Finance Director

Interest Earnings

- Interest earnings through February 29, 2020 are \$30,213.56. This is an increase of \$9,985.40 or 49.36% over the interest earnings at February 28, 2019 of \$20,228.16.

2019 GAAP Conversion

- Finance has begun work on the GAAP conversion for the 2019 financial statements. This year's goal is to present the 2019 financials in the Comprehensive Annual Financial Report (CAFR) format. This format provides additional financial information that can be helpful to both administration and residents.

February Close

- The February financial statements are currently being reviewed and are expected to be released next week.

2020 Permanent Budget

- Final suggested changes to the 2020 permanent budget were discussed at Finance Committee. Those changes will be reflected in the budget presented for 3rd reading on March 24, 2020.

Performance Audit

- Remaining meetings for the Performance Audit have been scheduled.

LEGISLATION

ORDINANCE 16-2020 - THE PERMANENT APPROPRIATION ORDINANCE FOR 2020 APPROVED BY COUNCIL FROM ESTIMATES SUBMITTED BY THE MAYOR, PROVIDING FOR THE ORDINARY EXPENSES AND OTHER NECESSARY EXPENSES OF THE CITY OF TWINSBURG, OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2020

Read by S. Collins

RESOLUTION 18-2020 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CIMA PLASTICS GROUP TO PROVIDE TAX INCENTIVES UNDER THE TERMS AND CONDITIONS OF THE TWINSBURG OCCUPANCY PROGRAM

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 18-2020

Moved by G. Bellan, seconded by J. McFearin

Upon roll call motion passed unanimously

ORDINANCE 19-2020 - AN ORDINANCE AUTHORIZING THE PURCHASE OF VEHICLES AND EQUIPMENT FOR USE BY THE SERVICE AND ENGINEERING DEPARTMENTS AS PREVIOUSLY APPROVED THROUGH THE CAPITAL IMPROVEMENTS BUDGET; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 19-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded M. Stauffer

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 19-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 20-2020 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN ASSIGNMENT AND ASSUMPTION OF THE CRA AGREEMENT FROM TWINSBURG INDUSTRIAL PROPERTIES LLC TO 8745 CHAMBERLIN ROAD, LLC

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 20-2020

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

ORDINANCE 21-2020 - AN ORDINANCE AMENDING SECTION 147 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING “EMPLOYEES GENERALLY”

Read by S. Collins

RESOLUTION 22-2020 - A RESOLUTION APPOINTING TWO MEMBERS TO THE ARCHITECTURAL REVIEW BOARD

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 22-2020

Moved by G. Bellan, seconded by J. McFearin

Upon roll call motion passed unanimously

RESOLUTION 23-2020 - A RESOLUTION APPOINTING TWO MEMBERS TO THE BOARD OF BUILDING AND ZONING CODE APPEALS

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 23-2020

Moved by G. Bellan, seconded by M. Stauffer

Upon roll call motion passed unanimously

RESOLUTION 24-2020 - A RESOLUTION APPOINTING ONE MEMBER TO THE CIVIL SERVICE COMMISSION

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 24-2020

Moved by G. Bellan, seconded by D. Walker

Upon roll call motion passed unanimously

RESOLUTION 25-2020 - A RESOLUTION APPOINTING FOUR MEMBERS TO THE ENVIRONMENTAL COMMISSION

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 25-2020

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

RESOLUTION 26-2020 - A RESOLUTION APPOINTING SEVEN RESIDENT MEMBERS TO THE GLENEAGLES ADVISORY BOARD

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 26-2020

Moved by G. Bellan, seconded by J. McFearin

Upon roll call motion passed unanimously

RESOLUTION 27-2020 - A RESOLUTION APPOINTING ONE MEMBER TO THE PARKS AND RECREATION COMMISSION

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 27-2020

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 28-2020 - A RESOLUTION APPOINTING THREE MEMBERS TO THE PLANNING COMMISSION

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 28-2020

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Ms. McFearin:

- Wished everyone a Happy St. Patrick's Day
- Nothing further this evening

Mr. Furey:

- Wished everyone a Happy St. Patrick's Day
- Nothing further this evening

Mrs. Walker

- Wished everyone a Happy St. Patrick's Day

- Nothing further this evening

Mrs. Stauffer:

- Wished everyone a Happy St. Patrick's Day
- Thank you to the coming members who have stepped und to all those who will be stepping down. Ward 4 still has an opening for Parks & Recreation Commission.
- Nothing further this evening

Mr. Barr:

- Safety Committee meeting earlier the COVID-19 update and what the city is doing. Thanks to AC Bosso for his update. Reminded everyone to remain calm, wash hands, lookout for those in the special groups, Fire Dept., Police Dept., WWTP will continue to be there.
- Nothing further this evening.

Mr. Bellan:

- Please make sure you are getting your COVID-19 updates from reputable sources; Summit County Public Health, Ohio Department of Health, etc.

MOTION: That city council does not oppose the new liquor permit from Twinsburg Entertainment, LLC dba Basement located on Darrow Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by G. Bellan, seconded by J. McFearin

Upon roll call motion passed unanimously

- Wanted to address the clearing of trees on Darrow Road for Wilcox Meadows. He stated that he has confirmed that they have cleared what was allowed and that they will be putting plenty of more trees in.
- Wished everyone a Happy St. Patrick's Day
- Reminded everyone that Tuesday is Election Day
- Wished Mrs. Walker a Happy Birthday
- Nothing further this evening

Mr. Scaffide:

- Not in attendance this evening

Mayor Yates:

- Not in attendance this evening

Mr. Maistros

- Nothing further this evening

Mrs. Buccigross

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

MOTION: TO EXCUSE MR. SCAFFIDE FROM TONIGHT'S MEETING

Moved by G. Bellan, seconded by D. Walker

Upon roll call motion passed unanimously

MOTION: TO EXCUSE MAYOR YATES FROM TONIGHT'S MEETING

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

ADJOURNMENT:

Meeting unanimously adjourned at 8:24 pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council