



Caucus & Regular Council Meeting Minutes
Tuesday, March 22, 2022
7:00 p.m.

CAUCUS:

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

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

ABSENT: S. Scaffide

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:

No audience participations at this time. See Miscellaneous.

Pending Legislation:

Ordinance 15-2022 – Mr. Furey stated this ordinance is the permanent appropriations ordinance for 2022. The total amount is \$43,998,519.94. This will be on its second reading tonight and will be read three times with the emergency clause on the third reading. The reason for the emergency clause is to get the budget to the county by the March 31st deadline. Are there any questions or comments?

Ordinance 30-2022 – Mr. Furey stated this ordinance is to amend council rules to update the boards and commissions list and remove the chart that was used to assign council members to committees.

Mr. Post inquired about the changes to this. Mr. Vazzana stated that 111.03 are the committees of Council such as Finance, Public Safety, Public Works, where only council members are on the committee. Under 111.05 is the city's boards and commissions where a council liaison is appointed.

Resolution 31-2022 – Mr. Furey stated this resolution is for council to confirm the mayor's resident appointments to the Tax Incentive Review Committee. The two appointments are Sheila Williams and

Angelo Carciopollo. The council member appointed to the committee is Bill Furey. Mr. Furey stated that he will be asking for this to be passed on an emergency tonight so that they can participate in the upcoming meeting.

Ordinance 32-2022 – Mr. Furey stated this ordinance is to amend the council rules to include pay for the JEDI committee, which will be the same rate as all other boards and commissions.

Ordinance 33-2022 – Mr. Furey stated this ordinance is to amend the appropriations for the grant money received by the police department for Coronavirus Emergency Grant of \$44,444.04 for reimbursement of overtime cost in 2020 & 2021 as well as a \$500 per person Hazard Pay payment for those eligible in police & dispatch. As well as a grant for \$16,220.10 for camera systems. Special thanks to Lt. Donato for his work in securing these grants.

Resolution 34-2022 – Mr. Furey stated this resolution is to hire EnviroScience to perform environmental services required by ODOT/Federal Funding for the Ravenna/Shepard/Broadway Richmond Road intersection project. The base amount is \$14,312.54, with the potential needed for alternates of in the amounts of \$6,664.06 for history/architecture and \$7,726.20 for archeology survey. There is a 10% increase above these estimates included in the legislation. This is for any potential change orders that may occur. This will be on an emergency tonight so that the agreement can be entered into in a timely manner.

Ordinance 35-2022 – Mr. Furey stated this ordinance is to award the bid to JD Striping & Services for the 2022 Roadway Striping Project which will include long lines only. The amount is \$61,848.00. This is on an emergency tonight so that the agreement can be entered into in a timely manner.

Ordinance 36-2022 – Mr. Furey stated this ordinance is to award the bid to Northeast Ohio Trenching Services for the 2022 Cannon Road Storm Sewer Project. The amount is \$187,805.00. This is on an emergency tonight so that the agreement can be entered into in a timely manner.

Ordinance 37-2022 – Mr. Furey stated this ordinance is to adopt the 2021 Comprehensive Plan as approved by the Planning Commission at their January 24th meeting. This ordinance will be read three times.

Mrs. Labbe inquired on who is the person who is responsible for implementing the Comprehensive Plan. Mayor Yates stated that traditionally the Community Planning & Economic Development Department handles a lot of this and depending on the funding other departments are involved. He stated this plan is a guideline for all departments to follow to reach the goals of the city. Mr. Furey went over the plan and stated it is also a guide to assist with grant applications.

Miscellaneous:

No miscellaneous this evening.

Lynn Clark – 2485 Old Mill Road

Mr. Clark spoke about the city's Comprehensive Plan and some of his observations. He stated it has a good vision but doesn't include how we get there. It should include some good baseline measurements. Bring the goals and objectives that are buried in the report up front so they are easy to find. He stated

we need a project plan on how it will be executed and who is doing what. New developments should be discouraged until empty units are filled. When new developments occur follow the best practices of efficiency. The project on Old Mill can be used as an example on how to do these things.

The remainder of those signed up chose not to speak at this meeting.

Meeting adjourned at 7:23 pm.

Regular Council Meeting:

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

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

ABSENT: S. Scaffide

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 MARCH 8, 2022 AS AMENDED

Moved by B. Furey seconded by G. Bellan

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

Mayor Yates presented a proclamation to Julia Stoodard-Dare for achieving the honorable Gold Award from the Girl Scouts.

No further awards or presentations this evening.

AUDIENCE PARTICIPATION:

Mark Sutkowski – 2445 Old Mill Road

Mr. Sutkowski spoke about the project GUMBO that is taking place on Old Mill Road. He invited council to come walk his property and see the impact this project is and will have on it. He thanked those who write the city ordinances but inquired on who was charged with enforcing them. He stated that the Comprehensive Plan sounds great but only if it is followed. He stated city land use goals seek to minimize conflicts like Industrial next to Residential. This project will bring the values of their homes

down, affect the ground water and general quality. Mr. Sutkowski stated both he and his wife were raised here and chose to raise their children here and again invited all of council to his property to take a look.

Chris Gorfido - signed up be declined to speak.

Lynn Clark – 2485 Old Mill Road

Mr. Clark continued his conversation from the caucus regarding the Comprehensive Plan. He then spoke about the project GUMBO on Old Mill and stated when they cut the trees down we lost approximately 20 tons per year of vegetation that can capture CO2. This along with the added cars and trucks on the site and added sewage for the waste water plant to process is not helping the community achieve any improvements on the Comprehensive Plan.

Matthew Epple - signed up be declined to speak.

Dawn Sutkowski - signed up be declined to speak.

Steve Humel – 2500 Old Mill Road

Mr. Humel stated he also has looked at the Comprehensive Plan regarding sustainability. On page two of the plan it states that the city places importance on preservation and property maintenance. The preservation on that site has not occurred. He doesn't feel that the water flow was looked at properly. Mr. Humel stated that there are recommendations on Ravenna Road that are not the same as Old Mill Road when it comes to land use. There are potential light pollution issues. There are wild life concerns. The plan for this project does not consider sustainability. There are concerns with egress issues on to Old Mill. The project should go out on to SR91.

Mr. Post stated that he is planning on walking the property tomorrow evening with one of the residents and invited the rest of council to join him.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- Attended the Planning Commission meeting for Mr. Barr on 3/21. Summit Sound requested an addition and were referred to BZA. They also discussed an orthodontist office at 91 & Richner and the project on Old Mill. He told the residents of Old Mill that the commission and council is listening to their points. Next meeting date is to be determined.
- Attended the Finance Committee meeting earlier this evening. Mr. Bellan will report.
- Nothing to further report this evening.

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

- Thanked Mr. Post for attending the Planning Commission meeting for him. He told the residents in the audience that he believes the Planning Commission is listening, the city is listening.
- Attended tonight's Finance meeting.
- Nothing further this evening.

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

- Attended the JEDI half session on 3/9. The next JEDI meeting will be another work session with consultant Dr. Tamika Taylor on 4/11.
- Twins Days met on 3/9 and discussed t-shirt designs. The next Twins Day meeting on 4/6.
- Stated she attended the Planning Commission meeting last night with her Ward 3 residents.
- Attended the Finance meeting earlier this evening.
- Nothing to further report this evening.

Sam Scaffide – BZA, Public Works, Public Safety

- Not in attendance this evening.

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

- Attended the Planning Commission meeting on 3/21.
- Attended the Finance meeting earlier this evening.
- Nothing to further report this evening.

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

- The next Golf Advisory Board meeting on 3/15 was cancelled due to no quorum. Their next meeting will be on 5/17 at 6:00pm where new members will be sworn in.
- Attended the Finance Committee earlier this evening. The Public Works Director and Police & Fire Chiefs went over their budget. They all discussed additional funds and the online checkbook. Their next meeting will be on 4/26 at 6:00pm.
- The next Public Works Committee meeting will be on 4/12 at 6:00pm.
- The next Public Safety Committee meeting will be on 5/10 at 6:00pm.
- Nothing further this evening.

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

- ARB met on 3/17 and heard three cases. Next meeting is 4/7 at 6:00pm.
- Tax Incentive Review Committee will meet on 3/24 at 5:00pm.
- The CIC will meet on 3/24 at 4:00pm.
- Attended the Finance meeting earlier this evening.
- Nothing further this evening.

MAYOR'S REPORT:

- Let the residents of Old Mill know their voices are being heard.
- The State of the City will be on 4/7 at 7:30am at GlenEagles.
- The Parks & Recreation Department has their Easter events coming up on 4/9 & 4/10. They will also host a Mother's Day event on 5/7 which will be a 'Paint with Me'.
- Community Theater is starting up.
- Rock the Park lineup will be announced on 4/10.
- The Engineering Department has their striping contract and road programs starting soon, along with the railroads on Darrow and Glenwood.
- Stated the new Human Resources Director, Kellee Perez starts next Monday.
- The city has open jobs. Encouraged anyone looking to check out the city website.

- Nothing further this evening.

DEPARTMENT HEAD REPORTS:

Keith Foulkes – Chief Building Official

- Snow plowing contractors are required to be registered. The city has created a sticker for plow drivers to display in their window for next season.
- Burgers to Beer Restaurant – hoping for April 15th opening.
- Tulum Restaurant –significant work being done. Hoping for May 7th opening.
- February Data
 - Building permit fees collected (residential and commercial) - \$97,850.41
 - Total valuation of construction - \$9,899,988.93
 - Certificates of occupancies issued - 5
 - Total license fees collected - \$4,050
 - Sewer improvement fees collected - \$0.00
 - Monthly POS applications total - 9
 - YTD POS applications total - 21
 - Monthly housing violation actions total - 4
 - YTD housing violation actions total - 63
- Bensi property - Law Department is involved with this property. Mr. Bellan asked that when the grass starts to grow that it is maintained.

Sarah Buccigross – Finance Director

February Close

- Finance has closed February 2022 and the financials are available online.

March 2022 Income Tax Revenues

- March 2022 Income tax receipts total \$1,662,504.15 compared to March 2021 receipts in the amount of \$1,571,241.31. This reflects an increase of 5.81% or \$91,262.84 compared to last year.
- YTD 2022 Income tax receipts total \$5,884,544.09 compared to YTD 2021 receipts in the amount of \$5,455,489.39. This reflects an increase of 7.86% or \$429,054.70 compared to last year.
- Refunds in the amount of \$29,746.94 are included in the February collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$192,511.96.

Finance Committee - 2022 Permanent Appropriations

- The Permanent Appropriations for 2022 are on third reading at Council this evening. The appropriations will need to be passed on emergency at this Council meeting to comply with regulations. Presentations from Police, Fire, and Public Works were presented at tonight's Finance Committee meeting.

Ohio Online Checkbook

- The City's new Ohio Checkbook site is prepared and under final review. The site is expected to be available to the public later this month.

No further Department Head reports this evening.

LEGISLATION

ORDINANCE 15-2022 - THE PERMANENT APPROPRIATION ORDINANCE FOR 2022 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, 2022; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 15-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by B. Furey, seconded D. Walker

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 15-2022 AS AN EMERGENCY

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

ORDINANCE 30-2022 - AN ORDINANCE AMENDING CHAPTER 111, "COUNCIL" OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING COUNCIL RULES.

Read by S. Collins

RESOLUTION 31-2022 - A RESOLUTION DESIGNATING THE COMPOSITION OF TWINSBURG/SUMMIT COUNTY TAX INCENTIVE REVIEW COUNCIL.

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 31-2022

Moved by B. Furey, seconded by K. Labbe

MOTION: TO AMEND RESOLUTION 31-2022 TO INCLUDE THE EMERGENCY CLAUSE

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT RESOLUTION 31-2022 AS AN EMERGENCY

Moved by B. Furey, seconded by K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 32-2022 - AN ORDINANCE ESTABLISHING SALARIES, WAGES AND EMPLOYMENT DESCRIPTIONS FOR CERTAIN EMPLOYEES OF THIS CITY AND UPDATING

CLASSIFICATIONS OF EMPLOYEES, TO BE KNOWN AS THE SALARY ORDINANCE; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 32-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by B. Furey, seconded S. Barr

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 32-2022 AS AN EMERGENCY

Moved by B. Furey, seconded K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 33-2022 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 15-2022, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2022; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 33-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY

Moved by B. Furey, seconded S. Barr

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 33-2022 AS AN EMERGENCY

Moved by B. Furey, seconded D. Walker

Upon roll call motion passed unanimously

RESOLUTION 34-2022 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH ENVIROSCIENCE TO PROVIDE ENVIROMENTAL SERVICES REQUIRED FOR THE RAVENNA/SHEPARD/BROADWAY/RICHMOND ROADS PROJECT (PID 113165)

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 34-2022

Moved by B. Furey, seconded by D. Walker

Upon roll call motion passed unanimously

ORDINANCE 35-2022 - AN ORDINANCE ACCEPTING THE BID OF JD STRIPING & SERVICES FOR THE 2022 ROAD STRIPING CONTRACT; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 35-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by B. Furey, seconded D. Post

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 35-2022 AS AN EMERGENCY

Moved by B. Furey, seconded S. Barr

Upon roll call motion passed unanimously

ORDINANCE 36-2022 - AN ORDINANCE ACCEPTING THE BID OF NORTHEAST OHIO TRENCHING SERVICE, INC. FOR THE 2022 CANNON ROAD STORM SEWER PROJECT; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO PLACE ORDINANCE 36-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 36-2022 AS AN EMERGENCY

Moved by B. Furey, seconded G. Bellan

Upon roll call motion passed unanimously

ORDINANCE 37-2022 - AN ORDINANCE ADOPTING THE DOCUMENT KNOWN AS THE COMPREHENSIVE PLAN FOR THE MUNICIPALITY OF TWINSBURG.

Read by S. Collins

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Bellan:

- Nothing further this evening

Mrs. Walker:

- Nothing further this evening

Mr. Post:

- Stated that the Comprehensive Plan talks about bike paths and he would like to have conversations regarding incorporating these into future street upgrades if possible.
- Nothing further this evening

Mr. Barr:

- Thanked the residents for coming and speaking tonight regarding the project off Old Mill and stated the city is listening.
- Nothing further this evening

Karen Labbe:

- Congratulated Julia Stoodard-Dare on her Gold Award achievement.
- Stated she will be attending the Mayor's State of the City.
- Nothing further this evening

Mr. Furey:

- Nothing further this evening

Mr. Scaffide:

- Not in attendance this evening.

Mayor Yates:

- Nothing further this evening

Mr. Vazzana

- Nothing further this evening

Mrs. Collins

- Stated the deadline to sign up for the State of the City is this Thursday, March 24th.
- Nothing further this evening

Mrs. Buccigross

- Thanked Sandy Panczyk and Brenda Byrnes for all their help while the city has been without an HR Director.
- Nothing further this evening

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

Moved by S. Barr, seconded by D. Post

Upon roll call motion passed unanimously

ADJOURNMENT:

Meeting unanimously adjourned at 8:22pm.

Attest:

Sam Scaffide
President of Council

Shannon Collins
Clerk of Council