



**Caucus & Regular Council Meeting Minutes  
Tuesday, April 14, 2020  
7:00 p.m.**

**NOTE: Meeting was held using Zoom due to COVID-19**

**CAUCUS:**

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

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

**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:**

Mrs. Collins confirmed with Mr. Gutowski that there were no members waiting to speak on tonight's virtual meeting.

No audience participations this evening.

**Pending Legislation:**

Ordinance 32-2020 - Award bid for 2020 Sewer Improvement Project to Nerone & Sons Inc.

Mr. Maistros stated this in on second reading tonight. This is a proposed contract in excess of \$540,000. In speaking with Ms. Mohr and the mayor this is a piece of legislation they are going to ask council to vote down at this time. In speaking with Ms. Mohr the items on the project list are not items that have to be done this year in light of the current situation. If there are small projects on the list they can look at doing those in house.

Mr. Bellan asked Mr. Maistros if he would like council to vote this down this evening or wait until it goes three readings. Mr. Maistros stated it could be voted down this evening. If the city has to go back out to bid they understand that the prices might be different. Mr. Bellan asked if it can be voted on second reading or if there was anything they else that needed done. Mr. Maistros stated it can be voted on.

Mr. Furey asked Mrs. Buccigross confirm where these funds would have been coming from. Mr. Furey stated that if the city has money in these funds that cannot be used for other items the city could still do the project. Mrs. Buccigross and the mayor stated that there are other projects (some already committed to) that come out of that fund.

Mr. Scaffide asked what projects are included in this. Mrs. Collins read the list. Mr. Scaffide asked how Ms. Mohr feels about it. The mayor stated that Ms. Mohr is ok with it. There was one small resident project that the city will try to get done this year.

#### Resolution 34-2020 - Extending various CRA agreements

Mr. Furey stated the TIRC held a virtual meeting in March to discuss the annual renewal of the CRA agreements. This is for abatements on property tax. The agreements listed on this resolution we recommended to continue for the upcoming year.

Mayor Yates stated Resolution 35 is for the continuation of the TOP agreements.

Mrs. Stauffer asked how long the agreements go on for. Mr. Furey stated they are all different and when council votes on them for the first time the time from and percentage are stated. The mayor stated a couple are ending this year. Mr. Maistros clarified that this year's taxes are paying for last year's agreement.

#### Resolution 35-2020 - Extending various TOP Agreements

Mr. Furey stated this is similar to Resolution 34 but is for the continuation of the TOP agreements. The mayor stated this is done when an employer wants to increase its operations and invest in their company. The agreement is for the amount on additional payroll.

#### Resolution 36-2020 - Amending Lianda Corporation TOP Agreement

Mr. Bellan stated this is to amend Lianda Corporation agreement. The mayor stated that the company was not meeting their obligations therefore the agreement amount will be reduced from 33% to 25%.

#### Resolution 37-2020 - Amending HC Companies TOP Agreement

Mr. Bellan stated that this is to amend HC Companies agreement by reducing it from 40% to 30%.

#### Resolution 38-2020 - Enter agreements with ODOT for Road Salt Contract awarded in 2020

Mr. Scaffide stated that Public Works is part of the ODOT Salt program. This agreement has to be in by 4/24 along with the quantities for next year. Mr. Bellan asked if our upcoming quantities will be affected by the past mild winter. Mayor Yates stated that they were able to use up some of the salt with the past few snow events. The mayor envisions us requesting the same amount as last year. If there is ever the opportunity in the future to build another salt dome it would be nice to have years supply.

Mr. Bellan asked if needs to be on an emergency. Mr. Maistros states that with a resolution that it takes effect 10 days after it is signed.

Mr. Furey asked what the cost was. Mr. Scaffide stated he was not sure the city's cost but in his community they are paying up to \$74 a ton and he didn't think the city was far off of that.

**Miscellaneous:**

Mrs. Stauffer talked about options for residents to still be able to get rid of additional trash items that do not fit in their carts. The mayor stated that they spoke with Waste Management about the option to place a dumpster somewhere but the problem that has arose in the past is that items that require special attention such as batteries, tires, paints etc. wind up being placed in them and it create a disposal problem. People have been understanding with this temporary change.

Mrs. Stauffer asked if there are any options we can do pass along to residence to dispose of larger items. The mayor stated if residents are doing projects they can contact Waste Management for one of their large disposal bags but he was not sure what the cost was. The mayor stated the problem with getting a dumpster and having it unmanned is that you will get non-city residents using it and as stated before items that should not be disposed of that way.

The mayor stated there is an area at Liberty Park that is set up for residents to drop off their branches, similar to the Christmas Tree disposal.

Mr. Scaffide stated he understands this is an inconvenience, as are many things right now for all of us but once this is over they will be able to place these items out there like they have done in the past.

Mrs. Walker thanked Mrs. Stauffer for mentioning the trash concerns.

No further miscellaneous this evening.

Meeting adjourned at 7:33 pm.

**Regular Council Meeting:**

Mr. Bellan called the Regular Council meeting to order at 7:33 pm.

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

**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. Bellan bestowed the Invocation and led Council in the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION TO APPROVE THE MINUTES FROM MARCH 19<sup>th</sup> MEETING**

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

No awards or presentations this evening.

**AUDIENCE PARTICIPATION:**

Mrs. Collins confirmed with Mr. Gutowski that there were no members waiting to speak on tonight's virtual meeting.

No public participation this evening.

**COUNCIL COMMUNICATION AND REPORTS**

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

- Nothing further to report this evening

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

- The ARB meeting this Thursday, April 16<sup>th</sup> will be a virtual meeting. You can check the website for more info.
- Nothing 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**

- The Planning Commission meeting will be on Monday, April 20<sup>th</sup> at 7:00pm. If held, it will be a virtual meeting.
- Nothing further to report this evening
- Passed along his well wishes for safety to the residents. Thanked them for doing their part in staying home and social distancing to help flatten the curve.
- Nothing further this evening

**MAYOR'S REPORT:**

- Mayor gave an update on the number of cases of COVID-19. Summit County currently has 276 cases, with 76 hospital workers and 16 deaths in the county. Twinsburg has 19 cases based on what the reports out safety services receive. He has been sharing these numbers to remind residents to stay safe and follow the social distancing protocols put in place.
- This was the first week with the city working at a lower staffing. Stated about half of the Service Department is working and most other departments have minimal staff (excluding Fire, Police and Waste Water). The layoff start this week and this was the most difficult thing to do. The city will work as hard as they can to get us back to as close as normal operations as soon as we possibly can. The employees he talked to were gracious and understanding of the situation.
- Thanked all involved with the Easter Drive-by. The candy was already purchased and costumes rented, so the city moved forward to provide a safe way for kids to see the Easter Bunny with social distancing measures.
- Nothing further to report this evening

**DEPARTMENT HEAD REPORTS:**

***Sarah Buccigross – Finance Director***

- Through April the Income Tax Revenues are looking pretty good. The city is up 12% which is about \$860,000. The bulk of that is from a net profit tax estimates, about a half million. We will know if we get to keep that money when they file for their tax returns.
- Received estimates from RITA this week about what the potential losses could look like. There is a projected income tax loss of about \$2 million and another \$3.5 million in delayed payments for a total of \$5.5 million. This will impact us through November.
- The General Fund was projected use up a little bit of reserves already for this year.
- This information is why the city is doing some things such as layoffs and delaying capital projects.
- The city is going to start looking at its other revenue sources. The Fitness Center has been closed, the Golf Course has not opened back up yet, the gas tax may be down. We need to include all these items need to be included in that revenue analysis so we know where we need to be on the expense side.

**LEGISLATION**

**ORDINANCE 32-2020 - AN ORDINANCE ACCEPTING THE BID OF NERONE & SONS, INC., FOR THE 2020 SEWER IMPROVEMENTS PROJECT (Stands on First Reading)**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 32-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey stated that in order to save our reserve for this year this project is going to get pushed out. He plans on voting no. Ms. McFearin, Mrs. Walker, Mr. Scaffide, Mrs. Stauffer, Mr. Barr and Mr. Bellan all agreed with Mr. Furey.

The Mayor stated that this project has the potential to be looked at for next year but like Mrs. Buccigross stated that due to the financials this project is not recommended to be done this year.

Upon roll call motion failed unanimously

**RESOLUTION 34-2020** - A RESOLUTION AUTHORIZING THE CONTINUATION OF VARIOUS AGREEMENTS UNDER THE COMMUNITY REINVESTMENT AREA PROGRAM CREATED PURSUANT TO OHIO REVISED CODE SECTION 3735.66, FOR REAL PROPERTY TAX ABATEMENT

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 34-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey stated this is a reauthorization of the CRA agreements that were voted on by council in the past. Once a year the Tax Incentive Review Council meets to determine if the businesses are living up to their commitments in the agreement. The companies listed in this resolution we recommended by the TIRC to continue.

Upon roll call motion passed unanimously

**RESOLUTION 35-2020** - A RESOLUTION AUTHORIZING THE CONTINUATION OF VARIOUS AGREEMENTS TO PROVIDE TAX INCENTIVES UNDER THE TERMS AND CONDITIONS OF THE TWINSBURG OCCUPANCY PROGRAM ESTABLISHED BY ORDINANCE 144-2004

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 35-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey stated this is similar to the previous resolution but this is for TOP agreements. This tax break is based on a discount on new payroll amounts if a company stays in Twinsburg. The companies listed in this resolution we recommended to continue for another year by the TIRC to continue.

Upon roll call motion passed unanimously

**RESOLUTION 36-2020** - A RESOLUTION AMENDING THE TWINSBURG OCCUPANCY PROGRAM AGREEMENT BETWEEN THE CITY OF TWINSBURG AND LIANDA CORPORATION AS RECOMMENDED BY THE TAX INCENTIVE REVIEW COUNCIL

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 36-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey stated this is for a reduction for Lianda for the TOP program. They slightly missed the goals for the new payroll. The recommendation of the board was to reduce it from 33% to 25% for the year of 2020. It will be reviewed next year to reinstate it fully or look at other options.

Upon roll call motion passed unanimously

**RESOLUTION 37-2020 - A RESOLUTION AMENDING THE TWINSBURG OCCUPANCY PROGRAM AGREEMENT BETWEEN THE CITY OF TWINSBURG AND HC COMPANIES AS RECOMMENDED BY THE TAX INCENTIVE REVIEW COUNCIL**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 37-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey stated this is for another TOP reduction for HC Companies. The recommendation was to reduce it from 40% to 30% for the year of 2020. It will be reviewed next year to reinstate it fully or look at other options.

Upon roll call motion passed unanimously

**RESOLUTION 38-2020 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH OHIO DEPARTMENT OF TRANSPORTATION TO PARTICIPATE IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2020**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 38-2020**

Moved by G. Bellan, seconded by S. Barr

Mr. Scaffide stated that this is for the road salt program. Last year was the first year our contract was with ODOT and we will continue with them for the upcoming snow season. ODOT requires that the city commit to quantities and submit a resolution. This will allow the city to do so.

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Maistros**

- Nothing further this evening

**Mayor Yates:**

- Nothing further this evening

**Mrs. Buccigross**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Stauffer:**

- Hopes everyone stays safe and healthy and keep social distancing
- Nothing further this evening

**Mr. Scaffide:**

- Nothing further this evening

**Mr. Barr:**

- Received an email from a resident about other municipalities offering free Wi-Fi to residents by equipping city vehicles as a mobile hot spot.
- Thanked all involved with the Easter Drive Thru
- Nothing further this evening.

**Mrs. Walker**

- Thanked the Mayor and Mr. Maistros for all the information they have been sharing with council about the current situation
- Thanked Mrs. Collins for her help with the zoom call.
- Nothing further this evening

**Ms. McFearin:**

- Thanked Mark Gutowski for putting together the Zoom meeting and all the residents that joined in.
- Stated we are all in this together
- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening

**Mr. Bellan:**

- Asked residents if they go out to continue social distancing.
- Stated it was nice to see everyone on the meeting tonight.
- Nothing further this evening

**MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS MATTERS  
PURSUANT TO OHIO REVISED CODE § 121.22(G) (1) (4):**

Moved by G. Bellan, seconded by S. Barr

Mr. Furey confirmed that a new link will be sent. Mr. Maistros stated it should be in his email.

Upon roll call motion failed unanimously

**PERSONNEL  
NEGOTIATIONS**

**RECONVENE AND REPORT ON EXECUTIVE SESSION**



Mr. Bellan reconvened the meeting and stated personal and negotiations were discussed

**ADJOURNMENT:**

Meeting unanimously adjourned at 9:34 pm.

Attest:

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Greg Bellan  
President of Council

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Shannon Collins  
Clerk of Council