



**Caucus & Regular Council Meeting Minutes  
Tuesday, April 23, 2019  
7:00 p.m.**

**CAUCUS:**

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

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

**ABSENT:**

**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:**

Resolution 37-2019 – Enter CRA with Pepperl+Fuchs, Inc. and P+F Realty, Inc.

This resolution will be passed over again tonight to allow schools and other taxing entities to review.

Resolution 44-2019 – Transfer ownership of service weapon to Sgt. Mark Kreiger

Resolution 45-2019 - Acknowledging receipt and review of monthly financial statements for Jan-Mar 2019

**Miscellaneous:**

Mr. Furey spoke regarding the various committees of council. His goal is to categorize the boards or commissions based on number of meetings so when council president assigns committees to council they can be divided equally based on number of meetings. Mr. Furey also would like to consolidate some committees and disband others. After discussion, Mr. Furey stated he will provided a draft list of categories at a future meeting.

Mayor Yates stated he wanted to explain the CIC meetings since there were some questions from residents on it. Mayor Yates stated that the CIC is a separate entity from the city. Three council members are appointed by the mayor for a two year term.

No further miscellaneous this evening.

Meeting adjourned at 7:25 pm.

**Regular Council Meeting:**

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

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

**ABSENT:**

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

**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 APRIL 9<sup>TH</sup>**

Moved by B. Steele, seconded by B. Furey

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

No awards or presentations this evening.

**PUBLIC PARTICIPATION:**

**Bruce Baldwin – 3310 Cannon Road**

Mr. Baldwin stated that he has come to council on multiple safety issues around town. He stated nothing has been done but wished something would. He stated the city should look at Streetsboro and their engineering because they have done a great job with their roads.

No further public participation this evening.

**COMMITTEE AND/OR COMMISSION REPORTS:**

**Mr. Barr – Public Works, Public Safety, Planning, Environ. Commission**

- Attended the Adult Egg Hunt. Great event!
- Attended the Candy Scramble with his kids.
- Stated the Parks and Recreation Department did a great job with all Easter events.

- There will be Rock the Park Release Party on Weds. 4/24 at 6:00p at the Clubhouse.
- Environmental Commission will sponsor Earth Day in conjunction with the City of Twinsburg will be Saturday, April 27<sup>th</sup>, from 12 noon to 4 at Liberty Park —Summit Metro Park. Some of the activities include: Wild in the Woods Play Area, Poetry Walk, Go Native, Whispers in the Woods Musicians and other informational facts. There will be giveaways, such as apples, fruit snacks, garden supplies and tools. There will be an M&M mascot, Ms. Brown, Chief Chocolate Officer, making an appearance and taking pictures with the visitors. This event is free and open to all. During the Earth Day Celebration, Mayor Yates will be presenting a flag (which was flown over the Capitol) to Mr. Bill Furey for his dedication and support on issues affecting the City and sharing ideas to improve the City of Twinsburg. The Environmental Commission shredding day has been scheduled for Saturday, Sept. 14 at Public Works. The next Environmental Meeting will be Tuesday, May 7<sup>th</sup> at 7PM in Council Chamber.
- Planning Commission met on 4/15. They approved the final site plan for the baseball field and additional parking lot at Liberty Park with the addition of one more handicap parking spot. The next Planning Commission meeting will be 5/6 at 7:00p.

**MOTION:** Accepting the Planning Commission recommendation for the final site plan for baseball field and additional parking lot at Liberty Park (Parcel #64-09190) at 9470 Liberty Road.

Moved by S. Barr, seconded by G. Bellan

Upon roll call motion passed unanimously

- Nothing to report this evening

**Mr. Bellan –Public Works, Fitness Advisory, Golf Advisory**

- Hoped everyone had a Happy Easter and Passover.
- Attended the Adult Egg Hunt
- Attended the Finance Committee earlier this evening.
- Thanked the Fitness Center Staff for their work to make the Candy Scramble as successful event.
- ARB met on 4/18. The next meeting will be 5/6 at 6:00 pm.
  - Case 19-04-32 – 10200 Alger – Roof Over Existing Deck – Approved
  - Case 19-04-33 – 10352 Jessica Court – Pergola – Approved
  - Case 19-04-34 – 2065 Spring Ridge – Home Addition – Tabled for revision and resubmission
  - Case 19-04-35 – 2948 Darlene Court – New Single Family Home – Approved
  - Case 19-04-36 – 2952 Darlene Court – New Single Family Home – Approved
  - Case 19-04-37 – 2958 Darlene Court – New Single Family Home – Approved
  - Case 19-04-38 – 8900 Darrow Road – Illuminated Wall Sign – Approved
  - Case 19-04-39 – 3289 Cannon Road – New Single Family Dwelling - Approved.
- The next ARB meeting will be May 2<sup>nd</sup> at 6:00 pm
- Golf Advisory Board’s next meeting will be 5/21 at 6:30 in Council Chambers.
- Nothing to report this evening

**Mrs. Stauffer – Public Works, Community Relations, Twins Days**

- Nothing to report this evening

**Mr. Scaffide – Finance, Capital Improvement, BZA, ARB**

- There was a BZA meeting on 4/10 which Ms. McFearin attended for him and will report on.
- Attended the Adult Egg Hunt. Always a great time
- Nothing further this evening

**Ms. McFearin – Parks & Rec, Public Safety, Community Relations, Vol. Fireman**

- Attended the BZA meeting on 4/10 for Mr. Scaffide. There was a request to waive the 30 day waiting period for Appeal #02-2019.

**MOTION: TO WAIVE THE 30 DAY WAITING PERIOD OF APPEAL #02-2019**

Moved by J. McFearin, seconded by B. Furey

Upon roll call motion passed unanimously

- Friends of the Twinsburg Parks met on 4/16. They will have a table at Earth Day. Parks and Recreation Commission will meet on 4/27 at 6:30 pm.
- Nothing further to report this evening

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

- Attended the Finance Committee this evening. Items discussed were the Performance Audit and the committee voted to move forward with the citywide audit; 5 year revenue plan; the Tax Budget and an explanation of what resident's city taxes go to. The next Finance Committee meeting will be 5/28 at 6:00p.
- The next CIC meeting was rescheduled for 4/30 at 6:00 pm.
- Nothing further to report this evening

**Mr. Steele – Finance, Public Safety, Chamber, Charter Review**

- Attended the Finance meeting earlier this evening.
- Nothing further to report this evening

**MAYOR'S REPORT:**

- The Fire Department lost one of their members last week. Thanked everyone who assisted with this difficult situation.
- Attended the Kent State Dean's Roll at the Regional Campus
- Will be attending the Kent State Commencement ceremony on May 10<sup>th</sup> to receive Kent Friends of the Campus award.
- Attended the Mayor's & Service Directors meeting. Thanked Richfield for hosting.
- Attended the Adult Egg Hunt
- Thanked everyone who helped with the Wet Egg Hunt, Candy Scramble and Breakfast with the Bunny
- Will be attending the Twinsburg Baseball League and Twinsburg Softball League Opening Day ceremonies on 4/29
- Jonah Schultz is working on fundraising for a baseball field in the township. He encouraged those interested in donating/helping to visit his website [diamondsintherough.com](http://diamondsintherough.com)
- The Rock the Park Reveal Party will be Weds. 4/24 at 6:00p at the Clubhouse. Encouraged everyone to come up for drink specials and music.
- Nothing to report this evening

**DEPARTMENT HEAD REPORTS:**

**Kolette Woloszynek – Human Resources and IT Director**

**Civil Service**

- Met 4/11
- Approved a minor rule change and discussed proposed language changes regarding scoring of promotional tests
- Currently accepting applications for Fire entrance test on Saturday at 9:00 at Community Center
- Posted the promotional test for Fire Captains – scheduled for June 10<sup>th</sup>.

**Human Resources**

- Seasonal hiring in full swing – spots still available
- Sewer maintenance coordinator – 2 internal BU candidates as well as outside candidates.
- Staffing discussing in Fire and Building departments due to retirements/departures
- HCCC met last week – tread is good – combined NLR is in mid 50's – wellness program and education is working
- Attended wellness conference last week

**IT**

- Successfully installed a new battery in the SANS server – all virtual servers back up to that server – shutting it down even temporarily was a concern, but went smoothly
- Phishing email was sent out to test employees. <1% clicked on the link – Zach will send these out from time to time to keep everyone on their toes
- We will be rolling out our new communications software Civic Ready which is provided by CivicPlus our current website vendor/host – will replace blackboard – can do more – costs less – integrates with other current City systems (CivicHR, Civic Onboarding, CivicPlus). This communicates not only to residents, but can be used for internal communications to targeted groups of employees. More info upon request.
- Our website, Mytwinsburg.com has been redesigned. New website is scheduled to go live on 9/16. New look and feel. Still www.mytwinsburg.com.

**Sarah Buccigross – Finance Director**

- April 2019 Income tax receipts total **\$1,774,356.71** compared to April 2018 receipts in the amount of **\$2,070,746.42**. This reflects a decrease of **14.31%** or **\$296,389.71** compared to last year.
- 2019 YTD income tax receipts total **\$7,220,635.37** compared to 2018 in the amount of **\$7,361,149.30**. This reflects a decrease of **1.91%** or **\$140,513.93** compared to last year.
- Refunds in the amount of **\$53,690.57** are included in the April collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: **\$216,120.31**.

No further Department Head reports this evening

**LEGISLATION**

**RESOLUTION 37-2019 - A RESOLUTION AUTHORIZING THE MAYOR, TO ENTER INTO AN AGREEMENT WITH PEPPERL+FUCHS, INC AND P+F REALTY, INC. UNDER THE COMMUNITY REINVESTMENT AREA PROGRAM CREATED PURSUANT TO OHIO REVISED CODE SECTION 3735.66, FOR REAL PROPERTY TAX ABATEMENT**

Resolution 37-2019 was passed over this evening to allow the schools time to review agreement.

**RESOLUTION 44-2019 - A RESOLUTION AUTHORIZING THE TRANSFER OF SERVICE WEAPON SERIAL NUMBER 45A022091 TO RETIRED POLICE SERGEANT MARK KREIGER AS AN HONORARIUM FOR HIS MANY YEARS OF SERVICE TO THE CITY OF TWINSBURG**  
Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 44-2019**

Moved by B. Steele, seconded by S. Barr

Mr. Furey stated this is standard procedure in Twinsburg when an officer retires.

Upon roll call motion passed unanimously

**RESOLUTION 45-2019 - A RESOLUTION ACKNOWLEDGING COUNCIL'S RECEIPT AND REVIEW OF THE MONTHLY FINANCIAL STATEMENTS SUBMITTED BY THE FINANCE DEPARTMENT FOR JANUARY, FEBRUARY AND MARCH 2019**  
Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 45-2019**

Moved by B. Steele, seconded by B. Furey

Mr. Scaffide stated that this legislation is done every quarter.

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Barr:**

- Nothing further this evening

**Mrs. Stauffer:**

- Nothing further this evening

**Ms. McFearin:**

- Nothing further this evening

**Mr. Bellan:**

- The Twinsburg Historical Society is hosting their monthly Open House this Sunday, April 28<sup>th</sup>. There will be high school students on hand to assist residents with technology questions along with the exhibits to view.
- Nothing further this evening.

**Mr. Scaffide:**

- Not in attendance this evening.

**Mr. Furey:**

- Nothing further this evening

**Mr. Steele**

- Nothing further this evening.

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Buccigross**

- Nothing further this evening

**MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS MATTERS  
PURSUANT TO OHIO REVISED CODE § 121.22(G) (2):**

**LAND ACQUISITION**

**RECONVENE AND REPORT ON EXECUTIVE SESSION**

Moved by B. Steele, seconded by J. McFearin

Upon roll call motion passed unanimously

Mr. Steele reconvened the meeting and reported that land acquisition was discussed.

**ADJOURNMENT:**

Meeting unanimously adjourned at 8:21 pm.

Attest:

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Brian Steele  
President of Council

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Shannon Collins  
Clerk of Council