



**Caucus & Regular Council Meeting Minutes**  
**Tuesday, April 26, 2022**  
**7:00 p.m.**

**CAUCUS:**

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

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

**ABSENT:**

**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:**

Sue Clark – 9845 Crestwood Drive

Mrs. Clark asked that when council goes into executive session during Caucus they come back out on time. She recommended that there be something on the screen that indicates council is in executive session for those watching online.

Lynn Clark – 2485 Old Mill Road

Mr. Clark spoke about the Comprehensive Plan and asked if there have been any changes to the plan since it was originally presented. Council indicated there have not been changes. Mr. Clark stated that there have been public comments about the apparent inconsistency of when Residential and Industrial zones are next to each other. There is property on Ravenna Road and per Mr. Clark the plan states 'it is inconsistent with the neighborhood' but the same is not said for Old Mill. He stated the only difference is Ravenna Road has city water and Old Mill has well water. He asked why they inconsistency exist?

Mr. Scaffide asked Ms. Muter to reply. Ms. Muter stated that the Ravenna Road piece is a much smaller track of land making it possibly less appropriate for the types of industrial development if comparing two mentioned areas.

Mr. Clark stated the size doesn't matter, the plan is inconsistent. He stated the city's ordinances provide to make things harmonious. He stated when you think of harmonious, think of it was next to your property.

Sally Gaydosh – 9250 Liberty Road

Mrs. Gaydosh stated she was here to support the Old Mill residents. She mentioned the court ruling regarding height of buildings. She stated it should be 35' not 45'. She stated the code should be updated. Mrs. Gaydosh asked council to looking into the zoning code and if it is updated. She also stated that she met with the city law director and he has all the credentials the city needs and was very impressed.

No further audience participations at this time.

**Pending Legislation:**

Ordinance 30-2022 – Mr. Scaffide stated tonight will be the final reading on this ordinance which 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.

Ordinance 37-2022 – Mr. Scaffide stated this ordinance is to adopt the 2021 Comprehensive Plan and will also be on its final reading tonight.

Ordinance 39-2022 – Mr. Scaffide stated this ordinance is to approve the list of auction items. There were some additions which were highlighted and an updated list have been provided to council. This ordinance will be on its second reading tonight.

Resolution 49-2022 – Mr. Scaffide stated this resolution is to appoint two members to the Parks & Recreation Commission. The residents are Carol Miller from Ward 4 and Robert Coleman from Ward 5.

Resolution 50-2022 – Mr. Scaffide stated this resolution will appoint the remainder of the Districting Commission. Those residents are Leonard Taylor, Jr. from Ward 2, Paul Levine - Ward 3, Lori Stewart - Ward 4 and Mark Little - Ward 5. Sue Clark was previously appointed to represent Ward 1 in Resolution 25-2022.

Resolution 51-2022 – Mr. Scaffide stated this is the standard resolution that council passes approving the monthly financial statements for the previous quarter. Any questions?

**Miscellaneous:**

No Executive Session occurred at the Caucus meeting this evening as indicated on the agenda.

No further miscellaneous this evening.

Meeting adjourned at 7:13 pm.

**Regular Council Meeting:**

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

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

**ABSENT:**

**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:**

Mr. Scaffide bestowed the Invocation and Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF APRIL 12, 2022 AS AMENDED**

Moved by B. Furey seconded by D. Walker

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

Mayor Yates presented Larry Finch with a proclamation for his many years of dedicated service to the city.

No further awards or presentations this evening.

**AUDIENCE PARTICIPATION:**

Dawn Sutkowski – 2445 Old Mill Road

Mrs. Sutkowski stated she believes all of council is aware of their concerns. She stated that the residents in her neighborhood have invested a few thousand dollars of their own money to get kits to test their wells because they are worried. It was discussed at the Planning Commission that the builder could foot the bill for these but it was denied. They will have a baseline and will test again during and after the build.

Sally Gaydosh – 9250 Liberty Road

Mrs. Gaydosh stated she spoke about supporting the residents on Old Mill Road. She stated her concern is about the CIC. She stated she watched the work session and the downtown area is a blaze of red with demolition and remodeling. She spoke about Ordinance 16-2013 regarding the CIC establishment which conflicts with our home rule charter. There was no public hearing or vote. This is in conflict with our charter and ordinances.

Bruce Baldwin – 3310 Cannon Road

Thanked Mr. Scaffide for his vote on the trash contract. He asked who is responsible for the telephone poles. Mr. Scaffide stated the utility companies are responsible. Mr. Baldwin asked if anything new is happening with Safety Town because he believes safety is important. Inquired about mowing the lawn at the Blue Top. He stated that he believes Hadden Road needs to be looked at.

Mike Turle – 9930 Forest Lake Drive

Mr. Turle stated that Ravenna Road is bad and he knows it is getting paved this year. He suggested getting a core test to make sure the base does not need to be replaced. He stated that he is glad there is money for safety town. He has volunteers that are willing to help and asked to be involved. Mr. Turle also spoke about the downtown area and that he thought it was ridiculous. The city should get a handle on other projects before starting another one.

Laurie Facsina – 2950 Cannon Road

Ms. Facsina commended Mrs. Gaydosh for her knowledge on the charter. She watched the Council Work Session and is alarmed that the plan on paper, sets the downtown on fire. The eastern boundary is four houses down from her and takes away Baldwin Park. She asked when the public meeting was. She stated a lot of the plans were made with the former law director and part of the planning staff who is leaving in a few days. She asked that council consider the residents input on these changes.

No further public participation this evening.

**COUNCIL COMMUNICATION AND REPORTS**

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

- Attended the Planning Commission meeting on 4/18.
- Attended the Council Work Session on 4/19.
- Attended the Finance meeting earlier this evening.
- Nothing to further report this evening.

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

- Attended the Council Work Session on 4/19.
- Attended the Finance Committee earlier this evening. The items discussed were the Summit County Community comparisons, stated the recommendation to maintain the current tax budget for 2023. The next Finance Committee meeting will be on 5/24 at 6:00pm.
- The next Public Safety Committee meeting will be on 5/10 at 6:00pm.
- The next Golf Advisory Board meeting will be on 5/17 at 6:00pm where new members will be sworn in.
- The next Public Works meeting will be on 6/14 at 6:00pm.
- Nothing further this evening.

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

- Attended the Finance meeting earlier this evening.
- Community Relations Board will meet on 4/28.
- Nothing to further report this evening.

**Sam Scaffide – BZA, Public Works, Public Safety**

- BZA’s next meeting will be on 4/27 at 6:30pm.
- Attended the Finance Committee meeting earlier this evening.
- The next Public Works Committee meeting will be on 6/14 at 6:00pm.
- The next Safety Committee meeting will be on 5/10 @ 6:00pm.
- Stated that the Ravenna Road resurfacing will start in June.
- Congratulated Mr. Finch on his retirement, wished him well and thanked him for all he has done for the city.
- Wished Mr. Furey a Happy Birthday.
- Nothing further this evening.

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

- Planning Commission met on 4/18. There was a lot split on Shepard, a revised site plan for Mold Rite and the final site plan for Old Mill project discussed. The next Planning Commission meeting is tentative for 5/16.
- Wished Mr. Furey a Happy Birthday.
- Wished Larry Finch well and congratulated him on his retirement.
- Nothing further this evening.

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

- The next CIC meeting is 4/28 @ 5:30pm. He stated the CIC is working on a coordinated downtown project where the Old School properties were and that is all. The CIC has nothing to do with the historic preservation of areas that were presented at the work session. That is not a redevelopment of downtown. Those are to utilize a historic building to allow a gain in property tax to reinvest in that area for the historic building or infrastructure around it.
- Wished Mr. Finch a Happy Retirement.
- Nothing further this evening.

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

- Environmental Commission will meet on 5/3 at 7:00pm. They held their Clean-up Day recently.
- Attended the Finance Committee meeting earlier this evening.
- Public Works met on 4/12 and Bike Trails were brought up. There may be the possibility for future grant money to look into this further. The next meeting will be on 6/14.
- Nothing to further report this evening.

**MAYOR’S REPORT:**

- Stated the Environmental Commission held a Clean-up Day. They collected 23 bags of trash. They are planning a second Clean-up Day in the fall.
- Attended the Ribbon Cutting of Twinsburg Academy of Self Defense.
- Stated the city hosted a job fair this week. There are still some openings for life guards if anyone is interested.
- Rock the Park tickets go on sale on 5/2.
- The CIC has been around for nine years. It is driven by statute and has a board of more than just city officials. When the city did the survey a year or so ago one of the things residents wanted was

redevelopment of downtown area. There is a developer interested but no site plan has been created. The CIC meetings are open to all and encouraged residents to attend.

- Nothing further this evening.

**DEPARTMENT HEAD REPORTS:**

**Sarah Buccigross – Finance Director**

March Close

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

April 2022 Income Tax Revenues

- April 2022 Income tax receipts total \$2,036,290.26 compared to April 2021 receipts in the amount of \$1,933,343.89. This reflects an increase of 5.32% or \$102,947.37 compared to last year.
- YTD 2022 Income tax receipts total \$7,920,834.35 compared to YTD 2021 receipts in the amount of \$7,388,832.28. This reflects an increase of 7.20% or \$532,002.07 compared to last year.
- Refunds in the amount of \$31,727.88 are included in the April collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$255,505.85.

Ohio Online Checkbook

- The site is live and available to the public. A link to the site is available on [www.mytwinsburg.com](http://www.mytwinsburg.com) under the Finance Department page. Many thanks to the Ohio Treasurer of State’s office for their program.

GAAP/Audit 2021

- Finance is working to finalize the GAAP Conversion and will be working on the ACFR over the next month in anticipation of the 2021 Audit beginning early June.

Information Technology

- The Redshift access control project is continuing and several contracts with Johnson Controls have been ended. Currently they are working on the Fitness Center and Gleneagles.
- A Dual Factor Authentication project has been started and when the platform is ready IT will begin educating employees on the function.
- The City Hall electronic sign is being delivered this week and IT is working with Service to install the sign and build the base, training on the use of the sign will be done later this spring.
- We will be working with Dispatch on the 911 Phone System.
- Communications will be working on rolling out this year’s Celebrate Small Biz program soon.

No further Department Head reports this evening.

**LEGISLATION**

**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

**MOTION: TO ADOPT ORDINANCE 30-2022**

Moved by S. Scaffide, seconded by D. Walker

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

**MOTION: TO ADOPT ORDINANCE 37-2022**

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 39-2022** - AN ORDINANCE AUTHORIZING THE SALE AT AUCTION OF CERTAIN PERSONAL PROPERTY OWNED BY THE CITY OF TWINSBURG AND NO LONGER NEEDED FOR MUNICIPAL PURPOSES.

Read by S. Collins

**RESOLUTION 49-2022** - A RESOLUTION APPOINTING TWO MEMBERS TO THE PARKS AND RECREATION COMMISSION; AND DECLARING AN EMERGENCY.

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 49-2022 AS AN EMERGENCY**

Moved by S. Scaffide, seconded by K. Labbe

Upon roll call motion passed unanimously

**RESOLUTION 50-2022** - A RESOLUTION CREATING THE 2022 TWINSBURG DISTRICTING COMMISSION AND APPOINTING THE QUALIFIED ELECTORS TO SAID COMMISSION; AND DECLARING AN EMERGENCY.

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 50-2022 AS AN EMERGENCY**

Moved by S. Scaffide, seconded by S. Barr

Upon roll call motion passed unanimously

**RESOLUTION 51-2022** - A RESOLUTION ACKNOWLEDGING COUNCIL'S RECEIPT AND REVIEW OF THE MONTHLY FINANCIAL STATEMENTS SUBMITTED BY THE FINANCE DEPARTMENT FOR JANUARY, FEBRUARY AND MARCH 2022.

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 51-2022**

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Barr:**

- Wished Larry Finch a Happy Retirement.
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening

**Mr. Bellan:**

- Stated there have been cars that have been broken into again lately. Reminded residents to make sure their cars are locked and do not leave valuables in them.
- Nothing further this evening

**Mr. Post:**

- Reiterated Mr. Bellan's comments about locking cars.
- Stated you can still get your Parade of Flags subscription through the end of the month. Visit [www.twinsburgflags.com](http://www.twinsburgflags.com) to place your order.
- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening

**Mrs. Walker:**

- Thanked the residents for attending the meeting.
- Wished resident Sharon a Happy Birthday.
- Congratulated Larry on his retirement.
- Nothing further this evening

**Karen Labbe:**

- Stated Parks & Recreation will meet on 4/28 at 6:30pm in council chambers.
- Stated the Garden Club's Annual Plant Sale will be on 5/7 from 9am-12pm at the Freeman Barn next to the Historical Society.
- Wished Mr. Furey a Happy Birthday.
- Congratulated Larry Finch on his retirement.
- Nothing further this evening

**Mr. Scaffide:**

- Nothing further this evening

**Mayor Yates:**



- Nothing further this evening

**Mr. Vazzana**

- Congratulated Larry Finch on his retirement.
- Wished Mr. Furey a Happy Birthday.
- Nothing further this evening

**Mrs. Collins**

- Wished Mr. Furey a Happy Birthday.
- Congratulated Larry Finch on his retirement.
- Nothing further this evening

**Mrs. Buccigross**

- Wished Mr. Furey a Happy Birthday.
- Congratulated Larry Finch on his retirement.
- Stated the city will be posting information about the ‘We Celebrate Small Biz’ soon.
- Nothing further this evening

**ADJOURNMENT:**

Meeting unanimously adjourned at 8:22pm.

Attest:

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Sam Scaffide  
President of Council

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Shannon Collins  
Clerk of Council