



**Caucus & Regular Council Meeting Minutes
Tuesday, April 28, 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:

Mr. Furey asked the mayor with golfing starting up on Friday will the city be phasing out the walkers and joggers who have been able to utilize the cart path during this time. The mayor stated the message that went out today stated people will have to go back to the old ways once golf resumes. He has spoken to Bryan Mineard and Jim Roberts at the Golf Course. The staff that will be working will be patrolling and kindly reminding the walkers/joggers that it is dangerous when there is play on the course. Mr. Furey stated he just thinks the city needs to have a gentle transition on this and the mayor agreed. Mr. Furey also inquired if we had a date for leagues to start play. The mayor stated they were targeting mid-May, early June for leagues. Ms. McFearin said she got an email that the Friday night League is starting May 8th.

No further 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 39-2020 - CBA with OPBA Patrol

Mr. Maistros stated that both Ordinance 39 and 40 are to enter contracts with OPBA. He stated these contracts are for three years with a 2.5% pay increase each year. Thanked both Patrol and Sergeant's representatives for their patience while the contracts were on hold as the city worked through COVID-19 issues.

Mr. Bellan stated both ordinances are on emergency. Mr. Maistros stated that was correct and they would like to get these passed as the contract expired on 12/31/19 and allow for the retro pay to get started. It will still take time for finance to get the retro paid. Mr. Maistros clarified that the 2.5% increase is no more than any of the other contracts that are currently in place.

Mayor Yates thanked the police for their patience.

Mrs. Buccigross stated she would recommend this contract and also thanked police for their patience.

Ordinance 40-2020 - CBA with OPBA Sergeant's

This ordinance was covered under discussion of 39-2020.

Resolution 41-2020 - Acknowledging receipt and review of monthly financial statements for Jan-Feb 2020

Mrs. Buccigross stated this is the quarterly acknowledgement of council reviewing of the financials. All reports are up on the website.

Ordinance 42-2020 - Amendments to Section 131.04 Division of Fire Organization

Mr. Maistros stated this ordinance is a proposal from the Fire Chief which would allow for language in the code for cadets. This would create an opportunity for those 18 years and up to come into the department as a cadet and sponsor their schooling with the agreement for a certain number of years of service once they pass.

Mayor Yates stated this is also a byproduct of the recruiting efforts. This is a mentoring program to help bring in young, interested kids who may have already come through our Explorers Program.

Miscellaneous:

Ms. McFearin asked the mayor what the plans were for reopening Twinsburg since the governor's announcement yesterday. The mayor stated he was going to go over the plan in the regular meeting. The mayor stated they are working on some changes at city hall regarding visitors. For the city as a whole he is happy to see that manufacturing in Twinsburg can get back to work.

Mr. Furey wanted to see if everyone thinks an hour is enough time with the performance auditors. There is a CIC meeting after and wanted to know if they should move the time back. After some discussion, everyone agreed that an hour would be enough time but to be safe CIC can start at 5:30.

Mrs. Walker asked if 42-2020 would be passed tonight. She pointed out a clerical error in the heading that needed fix. Mr. Maistros stated that would be taken care of.

Mrs. Stauffer asked if the proposed cadet program for the fire department is done in other cities. Mr. Maistros stated it is.

No further miscellaneous this evening.

Meeting adjourned at 7:22 pm.

Regular Council Meeting:

Mr. Bellan called the Regular Council meeting to order at 7:30 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 APRIL 14th 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

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

- ARB met on 4/16.
 - Case 20-03-28 – 8819 Merryvale Drive – New Single Family Dwelling – Approve as noted
 - Case 20-03-29 – 9781 Shepard Road- Accessory Structure- Homeowner- Approve as noted
 - Case 20-03-30 – 9614 Ravenna Road – Accessory Structure – Homeowner - Approve as submitted
 - Case 20-03-31 – 8592 Darrow Road, Hine Funeral Home – Signs – Approve as noted, Approve as submitted
 - Case 20-04-32 – 2877 Haggett Drive – Addition – Borowske Builders – Approve as noted
 - Case 20-04-33 – 1581 Bridget Lane – New Single Family Dwelling – Approve as submitted
 - Case 20-04-34 – 2947 Darlene Court – New Single Family Dwelling – Approve as noted
 - Case 20-04-37 – 3030 Wyatts Way – New Single Family Dwelling – Approve as submitted
 - Case 20-04-35 – 8811 Merryvale Drive – New Single Family Dwelling – Approve as noted
 - Case 20-04-36 – 8888 Merryvale Drive – New Single Family Dwelling – Approve as submitted
- Inquired to the opening on the BZA. Mrs. Collins stated the position was readvertised but no applications have been received.
- Nothing to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- Nothing to report this evening

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

- Nothing to report this evening

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

- BZA will have a virtual meeting on 5/13 at 3:00pm.
- Nothing further to report this evening

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

- Planning Commission will have a virtual meeting on 5/4 at 3:00pm
- The next Parks & Rec meeting has been cancelled
- Nothing further to report this evening

Mr. Barr – Finance, Public Works, Public Safety

- The Finance Committee has had a couple work sessions to go over the impact of COVID-19 on the city. There is a meeting with the auditors tomorrow to discuss the performance audit. Finance also has a work session scheduled later this week.
- Wished Mr. Furey a Happy Birthday
- Nothing further to report this evening

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

- VFW Post 4929 will not be having their annual Memorial Day Parade and Service.
- Thanked the entire community for doing their part and staying home and social distancing.
- Thanked those who put on the parade for the seniors last week and all that helped and participated in it.
- Nothing further this evening

MAYOR'S REPORT:

- Stated the city is working with RITA trying to forecast what the city can expect over the coming months.
- Meeting with department heads bi-weekly to work on plans to get us back to normal or something that resembles the new normal. They prepared for different scenarios. Thanked them for their hard work.
- Stated he sent a communication to all employees last week letting them know there are no changes in our operations. We miss them at work. There will be another meeting around May 6th and reevaluate.
- Stated the city is highly reliant on income tax at about 85%. When something like this hits our business district it significantly impacts the city's ability to operate. The Economic Development Direct has been reaching out to some of the business to see what their plans are. Hoping it's a temporary delay in income tax and not a loss of income tax.
- The governor has announced Ohio's plan to slowly reopen therefore the mayor wanted to give an update on, Twinsburg plan so far
 - Parks and Trails – remain open
 - Golf Course – will open this Friday. Plan in place to keep it safe.
 - Summer Camp – cancelled, wanted to give the parents and also the leaders notice to make other arrangements.
 - Outdoor Pool – has not made a decision yet, if possible may open later in the summer
 - Community Gardens – opening as normal, still some plots open
 - Senior Center – no direction from governor at this time
 - Ballfields – remain open for families, no formal, organized play
 - Rock the Park – still unsure but most may be cancelled. If possible, may do one later in the year if able.
 - Twins Days – as of now still going on.
 - Fitness Center – no order from the governor to reopen. Have been meeting and preparing for when they are allowed to reopen.
 - Tennis & Pickle Ball courts – will open May 1st with restrictions.
- Nothing further to report this evening

Mr. Furey asked if the tennis court near Ashdale will be open. Mayor stated that one could open too.

Mayor asked residents that are utilizing the cart path at the golf course to be please be mindful that the course is opening back up to golfers. The city wants to keep everyone safe.

Mayor Yates stated he also witnessed the parade for the seniors. It was exciting to see them get recognized.

Mr. Scaffide asked the mayor to explain the plans for city hall. Mayor Yates stated employees are and will continue to have their temperature taken and recorded, masks will be worn, and hand sanitizer and soap will be used. Visitor will start to be allowed by appointment only and will have their temperature taken and required to wear a mask. Ms. McFearin said the governor said today that masks are not mandatory and asked how the city will enforce this. Mayor Yates stated that any company can require stricter guidelines and the city is choosing to do that.

DEPARTMENT HEAD REPORTS:

Sarah Buccigross – Finance Director

Interest Earnings

- Interest earnings through April, 2020 are \$79,257.22. This is an increase of \$10,051.76 or 14.52% over the interest earnings as of April, 2019 of \$69,205.46.

COVID-19 Expense Tracking

- Safety & Service Departments have been authorized to purchase COVID-19 related supplies (masks, cleaners, wipes, etc.) as they become available. The City has received priority purchasing status through Amazon for first responders. Many local companies and residents have donated or helped the City to procure much needed items and we truly appreciate those efforts. COVID-19 related expenses are being tracked for possible reimbursement as opportunities for funding arise.

COVID-19 Economic Impact

- Finance continues to monitor revenue sources as the COVID-19 pandemic continues. Declines in revenue over the next several months are being anticipated in several areas including income, gas excise, and guest taxes. Revenue losses due to: limitations on services, compliance with guidelines, and closure requirements are also anticipated in the City's recreational revenue line items.

Mayor Yates stated the city has been tracking COVID-19 expenses since the beginning which should make potential reimbursement easier if it is allowed.

Mrs. Buccigross stated the Fire Department did receive about \$14,500 in funding because the city provides EMS services. Stated this money will help but not sure how far it will go because we don't know how long this will last.

LEGISLATION

ORDINANCE 39-2020 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AMENDMENTS TO A CONTRACT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION, PATROL UNIT; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 39-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded S. Barr

Mr. Bellan stated this is renewal contract with OPBA. The reason for the emergency is because the effective date will be retro to January 1, 2020. This is a three year contract with 2.5% increase each year.

Mayor Yates thanked the police department and all who worked on this contract.

Mr. Maistros thanked all involved with the contract. He stated he knows it may seem odd that we are approving a contract with raises now. However the negotiations on this started in December. It would be unfair to go back and change this now.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 39-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

ORDINANCE 40-2020 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION, SERGEANT'S UNIT; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 40-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded S. Barr

Mr. Bellan stated this is renewal contract with OPBA. The reason for the emergency is because the effective date will be retro to January 1, 2020. This is a three year contract with 2.5% increase each year.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 40-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by S. Barr

Upon roll call motion passed unanimously

RESOLUTION 41-2020 - A RESOLUTION ACKNOWLEDGING COUNCIL'S RECEIPT AND REVIEW OF THE MONTHLY FINANCIAL STATEMENTS SUBMITTED BY THE FINANCE DEPARTMENT FOR JANUARY, FEBRUARY AND MARCH 2020

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 41-2020

Moved by G. Bellan, seconded by S. Barr

Mr. Bellan stated this is done quarterly and acknowledges council receipt of these reports.

Upon roll call motion failed unanimously

ORDINANCE 42-2020 - AN ORDINANCE AMENDING SECTION 131.04 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING “DIVISION OF FIRE ORGANIZATION”

Read by S. Collins

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Ms. McFearin:

- Stated that if anyone is able to give blood it is still in need at this time
- Thanked those who are attending this meeting online
- Thanked everyone for doing their part for COVID-19
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening

Mr. Furey asked where you can go to donate blood. Ms. McFearin stated the Red Cross website has all the info.

Mrs. Stauffer:

- Thanked everyone who worked on the police contracts
- Thanked the residents for doing their part
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening

Mrs. Walker

- Simple Recycling will be resuming their services next week.
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening

Mr. Furey:

- Stated you can give blood tomorrow at the Hilton Garden Inn in Twinsburg
- Nothing further this evening

Mr. Scaffide:

- Asked that residents to not block the sidewalk when parked in their driveways
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening

Mr. Barr:

- Wished everyone his best during this unprecedented time
- Congratulated the Twinsburg Talk Facebook page for their Friday night fun for the community

- Hopes everyone stays healthy and well
- Wished Mr. Furey a Happy Birthday
- Nothing further this evening.

Mrs. Stauffer also wished Mr. Furey a Happy Birthday. She asked the mayor if there was an update on the trash pick-up. The mayor stated there is no change at this time but he will follow up with Waste Management in the coming week.

Mrs. Stauffer acknowledged what Laura Siefer at our Senior Center has been doing for our residents. The mayor shared her thoughts.

Mr. Bellan:

- Wished everyone well during this time
- Wished Mr. Furey a Happy Birthday
- Thanked Keith Foulkes in the Building Department, Amy Mohr in Engineering and Chris Campbell in Service
- Nothing further this evening

Mayor Yates:

- Stated he misses everyone and can't wait until we can meet in person again.
- Thanked the residents for doing their part in all of this
- Nothing further this evening

Mr. Maistros

- Wished Mr. Furey a Happy Birthday
- Thanked council for their support in all of this
- Nothing further this evening

Mrs. Buccigross

- Wished Mr. Furey a Happy Birthday
- Thanked the businesses and residents for their support and all the donations they have given to the safety services and other departments in the city.
- Nothing further this evening

Mrs. Collins

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

Mrs. Stauffer said she went to a Kent State Board meeting and Twinsburg is adding a Respiratory Therapy degree.

ADJOURNMENT:

Meeting unanimously adjourned at 8:26 pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council