



Caucus & Regular Council Meeting Minutes
Tuesday, August 22, 2023
7:00 p.m.

CAUCUS:

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

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Mayor
Matt Vazzana, Law Director
Christina Conway, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Network Administrator

Presentations:

No presentations this evening.

Items for Discussion:

No items for discussion this evening.

Audience Participation:

Lynn Clark – Old Mill Road

Mr. Clark stated he has made a few records requests and is still waiting on answers.

Mayor Scaffide stated he has directed staff to respond initially stating we received requests. He stated that employees have several things to do and are working on requests.

Mr. Vazzana told Mr. Clark to feel free to forward them over to him and he would look into them. Mr. Clark stated they are in the system. Mr. Vazzana stated if he would like his assistance to forward them so he know which requests he is referring to.

No further audience participations at this time.

Pending Legislation:

Ordinance 87-2023 – This ordinance is the annual legislation to certify the delinquent sewer bills. This will be on an emergency tonight because these need to be to the county by September 8th.

Mr. Furey stated this is a standard, annual piece of legislation. Mrs. Labbe relayed the numbers she got from Mr. Zuege, Superintendent of the Waste Water Treatment Plant. The numbers for 2022 were

\$139,000 that included 482 delinquent sewer bills. In 2023 there is 469 delinquent accounts totaling \$144,000, which is 3.5% higher than last year.

Ordinance 88-2023 – This ordinance is to accept the tax amount and rate for the 2023 tax year. These taxes will be collected in 2024. The Total millage is 3.0 which the county estimates to generate \$2.19 million. This includes the 0.3 for the Police Pensions, 0.3 for Fire Pensions and the 2.4 mils for the Police & Fire Levy Fund. This will be on its first reading tonight.

Mr. Furey asked if the plan is to read it three times. Mr. Vazzana stated that is correct. The emergency clause will be added on the third reading in order to make the county deadline.

Ordinance 89-2023 – This ordinance is for the advancement of local taxes from Summit County. This is annual legislation to authorize the request of advancement from the county for local taxes. This will also be on its first reading tonight.

Mr. Furey stated we could pass this on an emergency if council wanted to. This information is not going to change over the course of two more readings.

Mrs. Labbe stated that there have been past concerns that council passes things on an emergency too often. She stated she is being cognitive of what residents have said. Mr. Post stated it is standard to read things on three readings.

Mr. Barr stated he is inclined to side with Mrs. Labbe on this. He reminded council that the emergency clause simply allows the ordinance to go into effect immediately upon passage and signatures. Council would need to suspend the three reading rule to only read once. If it is passed this evening, is council denying people the opportunity to hear it three times?

Mr. Deeds stated that if this is something that is annual and nothing is going to change, is it more efficient to pass on the first reading.

Ordinance 90-2023 – This ordinance is to enter an agreement with the Twinsburg City School District Board of Education for the Twinsburg Athletic Complex. We are being asked to suspend the three reading rule and place this on an emergency this evening.

Mr. Vazzana stated that the reason for the suspension of the three readings and emergency clause is because the subject matter is time sensitive. The city and schools have a joint agreement for the maintenance of the Fitness Center. There are repairs to the roof and pool packs. The schools have agreed to pay 27% of the repairs which is consistent with the terms of the agreement. There is a draft proposal from the schools and that half would be paid at the beginning and the other half at the conclusion of the work. There is still work on the contract clauses but the main terms are in the legislation.

Mr. Scaffide stated that the process has taken some time. There were three different contracts that the city and schools have had over the years. The city worked with the schools on this over quite a few meetings.

Mr. Post thanked the mayor for his work on this and the other contracts he has been working on with his staff.

Mr. Deeds asked for clarification on what work will be done. Mr. Vazzana is just the cost share agreement. Mayor Scaffide stated the project will be the roof and pool packs.

Ordinance 91-2023 – This ordinance is a budget adjustment for the Ravenna/Shepard/Richmond/Broadway project. We are being asked to suspend the three reading rule and place this on an emergency this evening.

Ms. Mohr stated there was a typo on the legislation and that the reference to the Enterprise Fund should be removed in Section 1 of the legislation. Motion to amend shall be made during the regular council meeting.

Ordinance 92-2023 – This ordinance is a budget adjustment for the Bank Stabilization and Sanitary Repair Project.

Ordinance 93-2023 – This ordinance is enter an agreement with Jordan Knabb for prosecutorial services. We are being asked to suspend the three reading rule and place this on an emergency this evening.

Mr. Vazzana stated Mr. Beni submitted his resignation over council break. The mayor offered the job to Jordan Knabb, who has experience with Stow Municipal Court. The mayor entered a contract pursuant to his authority given in the charter. This legislation will allow Jordan to stay on past the dollar cap of \$50,000.

Ordinance 94-2023 – This ordinance is to purchase two pick-up trucks for use in the Service Department. These went out for bid and the lowest price was from Nick Mayer Ford for a total amount for both trucks with upfitting being \$127,504.00. We are being asked to suspend the three reading rule and place this on an emergency this evening. The reason is to secure the vehicles and allow time for upfitting prior to the winter.

Mr. Bellan stated these will replace vehicles from 2008 & 2009. Thanked Mr. Bissell for his work to keep these on the road for so long.

Mrs. Walker asked if they would be used for plowing. Mr. Barr stated yes.

Mr. Deeds asked if these trucks were in the budget. Mr. Barr stated they were part of the 2023 capital improvements.

Ordinance 95-2023 – This ordinance is to amend Resolution 56-2020 regarding the JEDI Committee.

Mr. Barr this was to review the composition of the board and what staff members should be part of it. The goal was to mirror this commission to the other boards and commissions the city has.

Mr. Vazzana said that the legislation restates the council's commitment to the original purposes of the commission. This does standardize the commission to be in line with how other boards and commission

are structured. The number of residents and their terms are not being effected with these changes. The main changes are that there were many city staff and council members on this commission. The Human Resources Director will be the point staff member for the commission.

Mrs. Walker asked when the next JEDI meeting was. Mr. Deeds stated 9/11. Mr. Vazzana stated all the changes are in the legislation.

Mr. Deeds asked if the city paid for the police officers to be at the meetings. Mayor stated they were paid. He stated he likes the idea of one police officer being there.

Mayor Scaffide stated the committee has been together for two years now and has had the opportunity to work with the police during that time. The mayor stated the commission is more than just working with the police. If there is a need in the future, a representative from that department can be asked to attend an upcoming meeting. The goal is to make this commission consistent with the other boards and commissions.

Ordinance 96-2023 – This ordinance is enter a collective bargaining agreement with the IAFF Captains unit. This will be a three year agreement. We are being asked to suspend the three reading rule and place this on an emergency this evening.

Mr. Vazzana went over the highlights of the agreement which included, the traumatic experience guidelines, firefighter based physicals including cancer screenings, \$200 increase in uniform allowances, in the absence of a chief they will be compensated for performing that leadership and removed all other language that conflicts and removed the two tier pay systems and now is a straight rate differential of 11.25% higher than the highest rate for a lieutenants. There is also a ‘me too’ clause to this contract.

Mayor Scaffide stated Mr. Vazzana has done a great job. He stated this contract was easier because when you have two groups that want to negotiate you can do things more easily. Thanked Mr. Vazzana, Mrs. Kalail and Mrs. Conway for all their work.

Miscellaneous:

Mr. Barr stated Mr. Post will have a couple motions during the regular meeting that came out of last night’s Planning Commission meeting.

No further miscellaneous this evening.

Meeting adjourned at 7:42pm.

Regular Council Meeting:

Mr. Barr called the Regular Council meeting to order at 7:46pm.

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Mayor

Matt Vazzana, Law Director
Christina Conway, Finance Director
Shannon Collins, Clerk of Council
Mark Gutowski, Senior Network Administrator

INVOCATION & PLEDGE OF ALLEGIANCE:

Mr. Post bestowed the Invocation and the Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETINGS DATED JULY 11, 2023.

Moved by B. Furey, seconded by J. Deeds

Upon roll call motion passed 6-0 with G. Bellan abstaining.

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Bob Thewes – 2229 Demi Drive

Mr. Thewes spoke about an issue with a fence. He stated that Mr. Foulkes made a resident move a fence in due to an easement while seven of his neighbors have fences to the edge of their property. He is stated that the city is working off an old zoning code. The city was sued and told to use the previous code. He stated he got a call back today from Mr. Vazzana.

Sheila Williams –

Ms. Williams gave an update from the Summit County Health Department. She asked if the city had opioid rescue kits, if not the Health Department can assist with getting some. Ms. Williams also spoke about ticks and lime disease which is on the rise. She also provided the 2022 Annual Report from SCPH.

Ms. Williams then spoke as a resident. She is very concerned with her tax bill. They said 35% adjustment and they cannot tell you what it is going to look like until January and then it is due in February. She wished she could say the city was getting more of this but they are not. She stated there will also be a school levy on the ballot this fall.

Ms. Williams asked if the Police Department has a contact to call during mental health crisis that can be called when needed to assist. Mr. Vazzana stated there are resources available 24 hours a day.

Chuck Bonacci – 11327 Heritage Drive

Mr. Bonacci spoke about the tour the Environmental Commission members got to take of the Waste Water Treatment Plant. The takeaways were, what we put down the drain really matters, wipes are a problem, the grease and food wastes cause issues also. There is a chance to improve our waste, water plant and environment if we considered a composting program. Our Waste Water Plant is fascinating and thanked Nate and his staff for their hard work.

Mr. Scaffide stated that the next sewer bill will talk about the waste going out of your home. It will also review how to place leaves on the lawn for proper pick up by the city.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

Karen Labbe – ARB, Parks & Rec, JEDI, Twins Day

- ARB met on 8/3 & 8/17.
 - Case 23-08-36 9113 Darrow Rd. – C-5 Siding Color Change & Window Removal– Approved
 - Case 23-08-37 9697 Shepard Trail – 32’x20’ Gable Garage – Approved
 - Case 23-08-38 9827 Crestwood Dr. – Schilling Home Addition – Approved
 - Case 23-08-39 9152 Depot St. – 24’x30’ Pole Barn – Approved
 - Case 23-08-40 2676 Post Rd. – Rehmer Deck – Approved
 - Case 23-08-41 2307 E. Aurora Road – Approved
 - Case 23-08-42 2670 Creekside Drive – Approved
 - Case 23-08-43 8934 Darrow Road, Unit C101 – Approved
- The next Parks & Recreation meeting will be on 8/24.
 - Dog Paddle
 - Rock the Park
 - Senior Picnic on 8/25
 - Oktoberfest 9/21
 - Trip to Lancaster, PA 9/10
 - 20th Anniversary Party
- JEDI will meet on 9/11 at 6:00pm.
- The Twins Days Festival was a success. The unofficial number of sets of multiples was 2,120.
- Attended the Finance Committee meeting earlier this evening.
- Nothing further this evening.

Jeff Deeds – BZA, Community Relations, JEDI, Public Safety

- Attended the Twins Days Parade. Thanked all that attended and our Safety forces and Service staff who assisted the Twins Days committee in this event.
- Attended the Finance Committee earlier this evening. Stated the finances look strong.
- The next JEDI meeting will be on 9/11 at 6:00pm.
- Welcomed everyone back to school.
- The next BZA meeting will be on 8/23 at 6:30pm.
- Nothing further this evening.

David Post - Charter Review, Glen Eagles Advisory, Planning, Public Works

- Stated to challenge your taxes you can send in a copy of your appraisal if within the last year.
- Planning Commission met on 8/21 and discussed outdoor storage and a pavilion at Wilcox School which will be 100% paid for by the PTA. There will be motions made later this evening.
- Attended the Finance committee meeting earlier this evening.
- Nothing further this evening.

Daisy Walker – JEDI, Community Relations, Environmental

- Stated the next JEDI meeting will be on 9/11.
- Stated the next Community Relations meeting in the coming months.
- Stated the next Environmental Commission meeting will be on 9/5 at 6:00pm
- Nothing further this evening.

Bill Furey - Capital Improvements, Finance, Tax Incentive, Treasury Investment

- Finance committee met earlier this evening. The talked about income tax, state audit indicators which for 2022, all 17 were green, talked about the bid threshold going to \$75,000 and the city will mirror this but needs to do an ordinance.
- Capital Improvements Board will meet on 8/29 at 5:30pm.
- Stated that property tax letters went out. Residents can contest their property values in person on 8/29 in Twinsburg from 1-8p. They can also call 330-643-2710 or visit the website to do this.
- There will be a Red Cross Blood Drive on 8/30 from 7z-7p at the Hilton Garden Inn in Twinsburg.
- There will be a Veteran's Resource Fair at the High School on 9/9.
- The Library Foundation is holding their fundraiser on 11/16 at 7pm. Tickets available on their website.
- Nothing further this evening.

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

- Attended the Finance Committee meeting earlier this evening.
- The next Public Works Meeting will be on 10/10.
- The next Public Safety meeting will be on 11/14.
- The next Zoning Code Update meeting will be on 10/4 from 5:30-7:30p at the Community Center.
- Nothing further this evening.

Scott Barr – Finance, Public Safety, Public Works, Volunteer Fireman

- Attended the Finance Committee meeting earlier this evening.
- The next Public Works Meeting will be on 10/10.
- The next Public Safety meeting will be on 11/14.
- Attended the Twins Days parade.
- Welcomed everyone back to school and reminded them to stop for school buses.
- Nothing further this evening.

MAYOR'S REPORT:

- Attended the Chamber of Commerce Member Appreciation Lunch
- Stated there was a Moment of Silence at the Miktarian Memorial on 7/13 in honor of fallen Officer Joshua Miktarian.
- Thanked Twins Days for a great event along with our Safety Forces and Service Department for their hard work.
- On 8/10 visited Keltec.
- Had an indigent burial for a resident named Harry.
- Swore in Laron Mainor as a fulltime Firefighter on 8/16.
- Thanked Tammy Kalail for here EEO training with staff.

- Stated the Summit County Sheriff's Office is hosting a concealed carry workshop on 9/27 from 7-9p at the community center.
- Thanked the city gardener, Jesse for all his work on the front of city hall.
- Nothing further this evening.

DEPARTMENT HEAD REPORTS:

No Department Head reports this evening.

LEGISLATION

ORDINANCE 87-2023 - AN ORDINANCE REQUESTING THE FISCAL OFFICER OF SUMMIT COUNTY, OHIO TO ACCEPT CERTIFICATION OF THE DELINQUENT SANITARY SEWER RENTALS AND WATERFUND MAINTENANCE CHARGES AS COMPILED AND PLACED ON RECORD IN THE OFFICE OF THE TWINSBURG FINANCE DIRECTOR; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 87-2023 ON IT'S THIRD AND FINAL READING

Moved by S. Barr, seconded by D. Walker

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 87-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 88-2023 - AN ORDINANCE ACCEPTING THE AMOUNT AND RATE AS DETERMINED BY THE SUMMIT COUNTY BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY FISCAL OFFICER; AND DECLARING AN EMERGENCY.

Read by S. Collins

ORDINANCE 89-2023 - AN ORDINANCE AUTHORIZING THE ADVANCEMENT OF LOCAL TAXES FROM THE SUMMIT COUNTY FISCAL OFFICER FOR THE TAX YEAR 2023 PAYABLE IN 2024 IN ACCORDANCE WITH OHIO REVISED CODE SECTION 321.34; AND DECLARING AN EMERGENCY.

Read by S. Collins

ORDINANCE 90-2023 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A COST SHARING AGREEMENT WITH THE TWINSBURG CITY SCHOOL DISTRICT BOARD OF EDUCATION FOR CRITICAL REPAIRS TO THE TWINSBURG ATHLETIC COMPLEX; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 90-2023 ON IT'S THIRD AND FINAL READING

Moved by S. Barr, seconded by G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 90-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by G. Bellan

Upon roll call motion passed unanimously

ORDINANCE 91-2023 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 28-2023, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2023, TO REFLECT GRANT FUNDING RECEIVED FOR THE RAVENNA/SHEPARD/RICHMOND/BROADWAY INTERSECTION IMPROVEMENT PROJECT; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 91-2023 ON IT'S THIRD AND FINAL READING

Moved by S. Barr, seconded by G. Bellan

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 91-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by G. Bellan

MOTION: TO AMEND ORDINANCE 91-203 TO REMOVE REFERENCE TO THE ENTERPRISE FUND IN SECTION 1.

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

ORDINANCE 92-2023 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 28-2023, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2023, TO REFLECT GRANT FUNDING RECEIVED FOR THE BANK STABILIZATION AND SANITARY REPAIR PROJECT; AND DECLARING AN EMERGENCY.

Read by S. Collins

ORDINANCE 93-2023 – AN ORDINANCE AFFIRMING THE MAYOR’S ACTION TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT FOR THE PROVISION OF PROSECUTORIAL SERVICES FOR THE CITY OF TWINSBURG; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 93-2023 ON IT’S THIRD AND FINAL READING

Moved by S. Barr, seconded by B. Furey

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 93-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by K. Labbe

Upon roll call motion passed unanimously

ORDINANCE 94-2023 - AN ORDINANCE AUTHORIZING THE PURCHASE OF VEHICLES AND EQUIPMENT FOR USE BY THE SERVICE DEPARTMENT AS PREVIOUSLY APPROVED THROUGH THE CAPITAL IMPROVEMENTS BUDGET; AND DECLARING AN EMERGENCY.

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 94-2023 ON IT’S THIRD AND FINAL READING

Moved by S. Barr, seconded by J. Deeds

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 9-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by D. Post

Upon roll call motion passed unanimously

ORDINANCE 95-2023 - AN ORDINANCE AMENDING THE COMPOSITION OF THE SPECIAL REVIEW COMMITTEE KNOWN AS THE JUSTICE, EQUITY, DIVERSITY, AND INCLUSION COMMITTEE.

Read by S. Collins

ORDINANCE 96-2023 - AN ORDINANCE TO ENTER A CONTRACT WITH TWINSBURG FIRE FIGHTERS LOCAL 3630 INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS ON BEHALF OF THE FIRE CAPTAINS; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO SUSPEND THE RULES AND PLACE ORDINANCE 96-2023 ON IT'S THIRD AND FINAL READING

Moved by S. Barr, seconded by D. Walker

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 96-2023 AS AN EMERGENCY

Moved by S. Barr, seconded by K. Labbe

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Bellan:

- Thanked Mrs. Conway for the positive outlook on the financial indicators.
- Wished everyone a safe school year.
- Nothing further this evening.

Mr. Post:

- Welcomed everyone back after summer recess.

MOTION 1: A motion for approval of a site plan for a learning pavilion in a Public Facilities District at Wilcox Primary School as recommended for approval by the Planning Commission at their August 21, 2023 meeting.

Moved by D. Post, seconded by K. Labbe

Upon roll call motion passed unanimously

MOTION 2: A motion for approval of a Conditional Use Permit for outdoor storage of building materials at 1955 Midway Drive in an I-3 Heavy Industrial District as recommended for approval by the Planning Commission at their August 21, 2023 meeting.

Moved by D. Post, seconded by S. Barr

Upon roll call motion passed unanimously

- Nothing further this evening.

Jeff Deeds:

- Welcomed the new firefighter who was sworn in earlier this evening.
- Congratulated Environmental Commission member, Jonah Pichette on his marriage
- Nothing further this evening.

Mr. Furey:

- Stated residents can contest their property values in person on 8/29 in Twinsburg from 1-8p. They can also call 330-643-2710 or visit the website to do this.
- Nothing further this evening.

Mrs. Walker:

- Nothing further this evening.

Karen Labbe:

- Nothing further this evening.

Mr. Barr:

- Congratulated the Finance Department on their work on the financial indicators.
- Nothing further this evening.

Mayor Scaffide

- Nothing further this evening.

Mr. Vazzana

- Nothing further this evening.

Mrs. Conway

- Nothing further this evening.

Mrs. Collins

- Nothing further this evening.

ADJOURNMENT:

MOTION: TO ADJOURN THE MEETING.

Moved by S. Barr, seconded by B. Furey

Upon roll call motion passed unanimously

Meeting adjourned at 8:54pm.

Attest:

Scott Barr, President of Council

Shannon Collins, Clerk of Council