



**Caucus & Regular Council Meeting Minutes
Tuesday, September 8, 2020
7:00 p.m.**

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:

No audience participations this evening.

Pending Legislation:

Resolution 65-2020 - TOP with Safran Power USA, LLC

Mayor Yates stated this is something the city has been working on with them. The company is downsizing and consolidating their business and they will bring the additional employees at the Twinsburg location.

Mr. Maistros stated that the look back period for this will be four months instead of the standard three.

Ordinance 69-2020 - Appropriations Amendment for CDGB Grant Project - Fitness Center Automatic Doors

Mrs. Buccigross stated this will replace the automatic doors at the Fitness Center. The grant portion will cover \$30,000 and the city's portion would be just under \$10,000.

Ordinance 70-2020 - Additional CARES Act Funds for Touchless Restrooms

Mrs. Buccigross stated this is additional funding for this project. The original amount was \$85,000 to update city restrooms with touchless equipment. The new amount is for a total of \$115,000 so all city buildings can get covered.

Mr. Bellan verified the total amount is \$115,000 and that it is CARES funds being used for this project.

Ordinance 71-2020 - Appropriations Amendment for COVID- 19 PSGP Funds

Mrs. Buccigross this is funds for county COVID CARES money specific for police, fire and dispatch payroll costs in the amount of \$545,000.

Ordinance 72-2020 - Clubhouse Bond Ordinance

Mrs. Buccigross stated this is the first reading on the bond for the clubhouse. This is in line with what was talked about to be able to take advantage of the low rates.

Mr. Bellan confirmed this is not on an emergency. Mrs. Buccigross stated that it may be asked to be passed on an emergency at the September 22nd meeting.

Resolution 73-2020 - Accept Easements for 1078 and 1086 Sharonbrook for storm sewer easement

Ms. Mohr stated this is the formal acceptance on easements. This is a public/private project. This will allow them to be recorded.

Mrs. Walker stated there is a resident next to one of the homes and would like to take advantage of this. Ms. Mohr stated that she did look at his property and it would not allow for it. She did state she recommended he do some grading away from his home.

Ordinance 74-2020 - Authorize LPA Agreement for Richmond-Broadway-Shepard-Ravenna Intersection Reconstruction Project

Ms. Mohr stated this is an agreement that started a while ago. It is a multi-community effort to get this project done. The cost will be divided based on the percentage of work done in each community.

Mr. Bellan stated the community share is \$684,544 but we don't know how much Twinsburg's cost will be. Ms. Mohr stated that we will be more than a quarter of that because we have more work for the turn lane and easements. Mr. Bellan asked if the expenditure will be expected in 2021. Ms. Mohr stated there will be some expense possibly around \$40,000.

Mrs. Walker asked if there will be any changes for left hand turns. Ms. Mohr stated this will align the left turns and align a lot better.

Mr. Scaffide stated when it comes time to vote for this he will be recusing himself due to his employment with the Village of Glenwillow.

Ordinance 75-2020 - Repealing Ordinance 47-2020

Mayor Yates this will repeal ordinance 47-2020 regarding the two year plan for millage. There was discussion regarding the Metro Parks and the annexation process. He apologized for not knowing the process in depth. This will remove the 2.5 mills for 2022 the 2.4 mills would still stay in place. The city needs to still look at the revenue end.

Mr. Bellan stated when the millage discussions were taking place council was under the impression that the 1.3 park millage would be coming off. It was never the intent to burden the tax payers with 6.9 mills. When council got the park information they asked Mr. Maistros to prepare this legislation.

Miscellaneous:

No further miscellaneous this evening.

Meeting adjourned at 7:18 pm.

Regular Council Meeting:

Mr. Bellan called the Regular Council meeting to order at 7:35 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:

Mayor Yates bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION TO APPROVE THE MINUTES FROM AUGUST 25TH REGULAR COUNCIL MEETING

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

No public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- Attended a Community Focus Board meeting on 9/3. Jeff Cole will be retiring after 38 years. He will be part time and do play by play for high school football for the next two years. Their next board meeting will be 12/3.
- BZA does not have any meetings scheduled at this time.
- Attended the ARB meeting on 9/3. Next meeting will be 9/17 at 6:00pm in Council Chambers.
 - Case 20-09-91 – 2207 Sherwin Drive – Covered Porch – Approved
 - Case 20-09-92 – 2271 Pinnacle Parkway – Weller Truck Parts Sign Review – Pushed to next meeting
 - Case 20-09-93 – 1551 Bridget Lane – Single Family Home – Approved as noted
 - Case 20-09-94 – 2971 Darlene Court – Single Family Home – Approved
 - Case 20-09-95 – 2972 Darlene Court – Single Family Home – Approved
- Nothing further to report this evening

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

- Nothing to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- Attended the Capital Improvements Board meeting earlier this evening.
- CIC will meet on 9/14.
- Environmental Commission has a meeting scheduled on 10/6.
- Nothing to report this evening

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

- Nothing to report this evening

Mr. Barr – Finance, Public Works, Public Safety

- Finance Committee’s next meeting will be September 22nd at 6:00pm.
- Nothing further to report this evening

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

- Capital Improvements Board met on 9/1 and again earlier this evening. The heard from the IT, Golf Maintenance and Fire Departments regarding their requests. About \$500,000 has already been cut out of the original requests. Next meeting will be September 15th at 5:30 pm.
- Planning Commissions next meeting will be 9/21 at 7:00pm.
- Nothing further to report this evening

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

- Attended this evening's Capital Improvement Board meeting. Next meeting is Tuesday 9/15.
- Nothing further this evening

MAYOR'S REPORT:

- The city is working on forming the committee regarding Racism as Public Health Crisis. Interviews are set for 9/14. Once the committee is formed there will be more information coming.
- Reiterated what Chief Noga mentioned on Facebook regarding making sure your car doors are locked and you don't leave valuables in them.
- Thanked Dr. Constance Longmire for her work in town. Most recently she coordinated a school supply drive at Mount Olive Church.
- The rain on Labor Day was extreme with reports of seven inches of rain. The city's waste water plant normally processes about 3 million gallons and it processed 10 million gallons of water during the storm. Some neighborhoods were impacted with storm water. Please reach out to the mayor's office if you have concerns.
- Nothing further to report this evening

DEPARTMENT HEAD REPORTS:

Chris Campbell – Public Works Director

- **Animal Control** – Crews removed 10 dead animals from the streets. We will continue to work with A & S Animal Control for trapping etc.
- **Storm Area Checks** – The collection areas were cleaned in August with the removal of approximately 25 Lbs. of debris. Repaired storm culverts that were affected by utility work by Cleveland Water and Ohio Edison.
- **Microturbine** – The Wastewater department's microturbine continues to run well. Ted Burton did research to get the right compressor and it has been working well.
- **Branch Chipping** – The branch chipping program for August included 445 stops with 121 yds. of material collected. The round took 6 days to complete. The September collection began today.
- **Street Sweeping** – The Street Sweeping program began on September 1 and will continue through the middle of October.
- **Tree Trimming** – trimmed 88 trees on Andover over an 8-day period with 102 yds. of debris removed.
- **Playground** – the play area on Chestnut Trails was cleaned up following storm damage.
- **Storm Drainage** – completed the drainage project on SR 91 at Gillie Park to the Community Gardens including pipe replacement, open ditch cutting and regrading of the berm. Completed the drainage project on Sharonbrook Dr.
- **Soccer** – set up for the Fall, soccer program.
- **Restrooms** – continuing with the cleaning of the restrooms in the park system
- **Glenmeadow Park** – made repairs to the playground equipment.

Tim Morgan – Fire Chief

Call Volume

- The fire department ran a total of 234 calls for the month of August. 1912 calls for 2020 which down 2% compared to last year.

Fire Prevention

- Inspected 125 locations and 5 fire investigations.

Training

- The Public Education is currently suspended due to COVID-19. However there were 3 drive by visits.
- Department logged 136 training events which was approximately 328 hours of training.

POINTS OF INTEREST

- Weather Warning Sirens: September's monthly test of the system was conducted on the 5th, all sites functioned properly, except for the Bavaria Rd site which activated but operated abnormally.
- Fleet: Med 2 is out of service and needs an engine replacement. Fred Bissell is working on arrangements with the chassis manufacturer for assistance since it is a known problem with that specific engine model.

Mr. Furey asked if the city is down a unit. Chief Morgan stated it was not. They using an old med unit that was kept for water rescue.

COVID-19 Operations:

- General: Still maintaining adequate PPE supply, including disbursements from SNS and donations from local businesses and individuals. Chief Morgan and Bosso regularly participating in conference calls with Summit County agencies. TFD has experienced no illness of personnel or personnel families, to this point.
- Working with Building Dept. giving guidance to different occupancies throughout the City and Township regarding operations as COVID-19 restrictions are lifted.

Projects in Process:

- Replacement windows in the second story of Station #1 - NOPEC Grant.
 - Windows came in 9/4 order, installation is forthcoming.
- Replacement Bay doors on the front of Station #1 - NOPEC Grant.
 - Doors are on order.
- Installing a Sprinkler system in Station #1 - FEMA Assistance to Firefighter

Grant/Capital.

- Installation is complete

Staffing:

- Lieutenants Sworn-In: Brian Laughlin, Chris Sorm, and Joe D'Ambrosia were sworn-in on August 25, as Lieutenants establishing a structure of 1 Captain and 2 Lieutenants per Shift.
- Fulltime Staffing: Stan Bindas retired on August 19, completing almost 36 years of service to the fire department.
- Part Time Staffing: No Change
- Current Staffing: (as of 9/1)
 - 29 Fulltime (1 on light duty due to on-duty injury)(-1)
 - 11 Part-time (2 on extended Leave)
 - 1 Fulltime Executive Assistant
 - 0 Part-time Secretary (Laid-off)

Sarah Buccigross – Finance Director
2020 Budget Adjustments

- An additional appropriation amendment will be presented to Council on September 22nd to reduce revenue line items to reflect the impact of COVID-19. Operating budgets will also be reduced with this amendment. The combination of the cuts made earlier this year combined with the COVID-19 relief funding and the \$1M payback to the General Fund will allow the City to stay stable for 2020.
2021 Budget Process
- The Capital Improvement Board heard the 2nd group of Department Head presentations this evening. The next meeting will be further discussion on the prioritization of 2021 requests and answering any remaining questions/concerns before voting on those items to be put forth to Finance Committee. The operating and revenue budgets continue to be worked on.
August Close
- Finance is working on the August close and the financials will be available online once completed.
COVID-19 Relief Funds
- Additional Funds have been distributed for the new Local Coronavirus Relief Fund in the amount of \$134,296.15. Bringing the total funds received to \$402,888.45. There is a possible round 3 of \$679,490 that was passed with Senate Bill 357 and will continue its legislative process in Columbus. These funds are currently budgeted as operating supplies to cover the costs incurred related to COVID. The funds will be used to reimburse purchases of: masks, cleaning supplies, sneeze guards, etc. Projects that are currently underway include a city-wide bathroom upgrade to allow for “touchless” fixtures, CAD system installation, and temperature check kiosks in City buildings. Plans are currently in discussion to best utilize the total additional amounts that have been or may be received.
- An agreement was signed and submitted to the County to participate in the payroll relief program. The City will be accepting \$542,945.62 in relief funding that will be used to offset payroll expenses for Dispatch, Police, and Fire. An appropriation amendment is on legislation tonight for the funding.
- COVID-19 relief funds received earlier this year related to the EMS services that the City provides are being used by the Fire Department for their costs incurred related to the global pandemic. Some of the remaining funds available will be used to purchase temperature check kiosks for Stations 1 & 2.
- Finance has attended and will continue to attend all available conference calls, webinars, and trainings regarding the COVID-19 relief funding and the necessary documentation to comply with Single Audit standards.
Summit County Metro Parks Annexation
- Lisa King, Executive Director of the Summit Metro Parks, provided the City with an update on their annexation process. Their Board met today and passed a resolution for annexation. They will be providing the signature packet and resolution to their attorney. They will keep us up to date as now the timing of the process is in the hands of the courts.
- Bond Issuance
- Legislation to proceed with the plan to issue bonds for the Clubhouse debt is on first reading tonight. Matt Stu, municipal bond advisor, will be speaking at the 9/22/20 Finance Committee meeting to discuss. Rates are still very favorable at 1.75 – 2.25% for a 25 Year issue. The Annual Information Filing (AIF) and Official Statement are both in progress with bond counsel.

Mr. Scaffide thanked Mrs. Buccigross for sharing all the information all the time.

LEGISLATION

RESOLUTION 65-2020 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH SAFRAN POWER USA, LLC TO PROVIDE TAX INCENTIVES UNDER THE TERMS AND CONDITIONS OF THE TWINSBURG OCCUPANCY PROGRAM

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 65-2020

Moved by G. Bellan, seconded by Mrs. Walker

Mr. Bellan this a TOP agreement for Safran.

Mayor Yates stated this is part of a consolidation they are doing over multiple states and were merged in Twinsburg.

Upon roll call motion passed unanimously

ORDINANCE 69-2020 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 16-2020, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2020; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 69-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded B. Furey

Mr. Barr this is using Community Block Grant money to purchase automatic doors for the Fitness Center for \$39,800 which \$29,850 is covered by grant and \$9,950 from the city.

Mr. Furey grant money has to be spent as soon as possible.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 69-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by M. Stauffer

Upon roll call motion passed unanimously

ORDINANCE 70-2020 - AN ORDINANCE AMENDING ORDINANCE 62-2020 AUTHORIZING THE CITY TO ENTER INTO AN AGREEMENT FOR THE USE OF CARES ACT FUNDS TO CONVERT CITY RESTROOM FACILITIES WITH AUTOMATED TOUCHLESS FIXTURES AT

STATE BID PRICING IN AN AMOUNT NOT TO EXCEED \$115,000.00; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 70-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded J. McFearin

Mr. Bellan this is going from \$85,000 to \$115,000.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 70-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

ORDINANCE 71-2020 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 16-2020, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2020; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 71-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded S. Barr

Mr. Furey stated the reason for the emergency is this is COVID money and reimburses the city for 15% of the police expenses and up to 25% of fire and dispatching.

Mr. Barr stated the total amount to be deposited is roughly \$542,000.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 71-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by M. Stauffer

Upon roll call motion passed unanimously

ORDINANCE 72-2020 - AN ORDINANCE PROVIDING FOR THE ISSUANCE AND SALE OF BONDS IN THE MAXIMUM PRINCIPAL AMOUNT OF \$7,138,000 FOR THE PURPOSE OF

PAYING COSTS OF CONSTRUCTING, FURNISHING AND EQUIPPING A NEW CLUBHOUSE AT THE CITY'S GLENEAGLES GOLF CLUB INCLUDING RELATED STORAGE, LIGHTING AND DRAINAGE FACILITIES, AND CLEARING, IMPROVING AND EQUIPPING ITS SITE
Read by S. Collins

RESOLUTION 73-2020 - A RESOLUTION ACCEPTING AN EASEMENT FROM RESIDENT TO THE CITY OF TWINSBURG FOR SHARONBROOK IMPROVEMENT PROJECT
Read by S. Collins

MOTION: TO ADOPT RESOLUTION 73-2020

Moved by G. Bellan, seconded by D. Walker

Mrs. Walker this for easements on Sharonbrook.

Upon roll call motion passed unanimously

ORDINANCE 74-2020 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN LPA AGREEMENT WITH ODOT ESTABLISHING THE REQUIREMENTS FOR THE FEDERAL FUNDS ASSOCIATED WITH THE RICHMOND-BROADWAY-SHEPARD-RAVENNA RECONSTRUCTION PROJECT (PID 113165)
Read by S. Collins

ORDINANCE 75-2020 - AN ORDINANCE REPEALING ORDINANCE 47-2020 AND CONFIRMING THE TAX BUDGET FOR 2021 AS SET FORTH IN ORDINANCE 48-2020 AND SUBMITTED TO THE SUMMIT COUNTY AUDIITOR
Read by S. Collins

Mr. Bellan stated this is the first reading. He stated there were discussions about this and it was always thought there were 1.3 mills rolling off next year. It was never the intent to burden the taxpayers to the tune of 6.9 mills. This is why they had Mr. Maistros draft this legislation.

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Ms. McFearin:

- Nothing further this evening

Mrs. Walker

- Shout out to Officer Yamil Encarnacion for his work on helping to rescue trapped motorists.
- Thanked all officers and fire department personnel for all they do. Thanked the mayor and law director for their leadership along with all of councils.
- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening

Mr. Barr:

- Echoed what Mr. Bellan stated about Ordinance 75-2020 not being intended to burden the tax payers. They would like to be keep the 2.4 mills for police and fire capital. This does not solve the revenue side of the equation. There will be more discussions on this and welcomes resident input on this. Although it does not solve all the revenue problems he believes this is the right thing to do for the residents.
- Nothing further this evening

Mrs. Stauffer:

- Stated she would support Ordinance 75-2020
- Stated she finally had the chance to try out the pickle ball courts and the Glen Eagles course and both are very nice. She also got to try A&M under the new management today which was great.
- Nothing further this evening

Mr. Furey:

- Nothing further this evening

Mayor Yates:

- Echoed Mrs. Walker's statements on our police and fire departments. Both departments do a wonderful job. There are things they do each and every day that could be recognized. Officer Encarnacion and Officer Ebetino deserve recognition. He is proud of them always.
- Congratulated Chuck Bonacci on upholding his reign as the champion of the Donut Eating Contest that is normally held at National Night Out.
- Nothing further this evening

Mr. Bellan:

- Wished all the students and teachers good luck with this school year. Be careful when you're out there driving.
- Nothing further this evening

Mr. Maistros

- Nothing further this evening

Mrs. Buccigross

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:08pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council