



**Caucus & Regular Council Meeting Minutes
Tuesday, September 22, 2020
7:00 p.m.**

CAUCUS:

The caucus meeting was called to order at 7:05 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:

Ordinance 72-2020 - Clubhouse Bond Ordinance

Mrs. Buccigross stated this legislation on the bond for the clubhouse that was discussed at Finance Committee. . This is in line with what was talked about to be able to take advantage of the low rates.

Mr. Bellan confirmed this will be on an emergency this evening. Mrs. Buccigross stated that would be helpful if council is comfortable moving forward with it.

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

Mr. Barr stated it is an LPA agreement with ODOT.

Mayor Yates stated this is a four community project with re-aligning of the Richmond-Broadway-Shepard-Ravenna intersection.

Mr. Bellan stated this will be on its second reading tonight.

Ordinance 75-2020 - Repealing Ordinance 47-2020

Resolution 76-2020 - Accepting Tax Amount and Rate for 2021

Mrs. Buccigross stated this is the annual certification to the county for the property tax rates.

Resolution 77-2020 - 2021 Tax Advance

Mrs. Buccigross stated this is the annual that allows the city to participate in the advance of property tax funds.

Ordinance 78-2020 – Appropriations Amendment for reduce revenue estimates and operating

Mrs. Buccigross stated this is a revenue and operating adjustment that has been talked about regarding the third and final COVID adjustments. She stated that usually revenue adjustments don't come before council but because of the dollar amounts associated she wanted to make sure council saw it for review. It adjusts income tax but also all the other lines of revenue that the city would have in a normal year (Rock the Park, Summer Camp, Fitness Center and Banquet and Restaurant as they are no longer with the city).

Mr. Bellan stated it is a revenue adjustment for \$2.4 million and an expense adjustment of \$2.1 million. Mrs. Buccigross stated this expense adjustment is in addition to the one we had earlier this year for capital and personnel.

Mr. Barr stated it is a revenue decrease of \$4.3 million dollars. Mrs. Buccigross stated that was correct and included all the items listed.

Ordinance 79-2020 - Establishing Use of Local Coronavirus Relief Fund

Mrs. Buccigross stated that this is for COVID funding and how it would be spent but the city does not have dollar amounts yet because they are waiting on the round three funding.

Mr. Bellan stated this is not appropriating any funds just saying what potential funds may be used for.

Ordinance 80-2020 - Appropriations Amendment for Additional Local Coronavirus Relief Fund

Mrs. Buccigross stated this is appropriations amendment to allocate the round two funding the city received a few weeks ago.

Mr. Bellan stated it is \$140,000. Mrs. Buccigross stated it is under operating supplies now but will change as the city decides how to use it.

Miscellaneous:

No further miscellaneous this evening.

Meeting adjourned at 7:12 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:

Mrs. Stauffer bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

MOTION TO APPROVE THE MINUTES FROM SEPTEMBER 8TH REGULAR COUNCIL MEETING

Moved by B. Furey, seconded by S. Barr

Upon roll call motion passed unanimously

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Michael Turle – 9930 Forest Lake Drive

Mr. Turle thanked Mr. Scaffide, Mrs. Stauffer and Mrs. Walker for speaking out about the issue 47 and being ok with going just the 2.4 for police and fire. He stated that if the rest of council had listened to you, the city would not have the issue it has now.

Mr. Turle also talked about the Summit Metro Parks issue. He stated he called and talked to Mrs. King from Summit Metro Parks and she explained how it all works. He stated the timeline of the city knowing about it and what has been said are different.

Mr. Turle was granted additional time from Mr. Bellan.

Mr. Turle stated emails stated that when the city finished paying off the bond they would start paying for the park.

Mr. Bellan told Mr. Turle his time was up and that if he wanted to submit the rest to the clerk he could. Mr. Bellan stated there are rules and he extended the rules. Mr. Bellan stated he is happy to read more if he would send it to him.

Mayor Yates responded and said he had talked at other meetings about this. He did not deny knowing that at some point when the bond was paid off that the city would become part of the Metro Parks system. He stated he apologized to council at a previous meeting for not knowing the procedural process for this.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- ARB met on 9/17
 - Case 20-09-92 – 2271 Pinnacle Parkway – Weller Truck Parts Sign Review – Approved
- Nothing to report this evening

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

- Attended the Finance Committee this evening.
- Nothing to report this evening

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

- Attended interviews last week for the Special Committee on Racism along with most of council. Those recommendations will be coming in the near future.
- BZA will meet on 9/23 for one item regarding a deconstruction/reconstruction of a home garage with a few variances.
- Nothing further to report this evening

Mrs. Stauffer – Public Works, Environmental, Community Relations

- Attended the CIC meeting on 9/14. Swore in new members
- Attended the Kent State Board meeting via Zoom. They are doing great things. Their enrollment is up 12.3%, 25% of their classes are meeting in person. A few things they are doing are:
 - Continuing to make their campus safe
 - Installed Wi-Fi in the parking lot for students
 - Added new programs of Respiratory Therapy and Certified Medical Assistant
- Next Environmental Commission meeting will be 10/6.
- Nothing to report this evening

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

- Planning Commission met on 9/21. Items discussed were Campopiano Roofing for conditional use for parking lot expansion and outside storage of dumpster in I-3 district. Real Gospel Church for parking lot expansion to include 25 additional spots in a PF district. Scannell Properties for final site plan for FedEx Ground for parking expansion in I-3 district. Scannell Properties for a final site plan for new parking lot in phase 5, lot 8 also in an I-3 district. Scannell Properties for final site plan for 279,000 sq. ft. spec building in the northwest corner of E. Aurora Road and Chamberlin Road. In I-3 district. Scannell Properties for a 96,000 sq. ft. spec building at the northeast corner of Old Mill just east of Darrow Road in an I-2 district. Planning Commission approved all items and recommended them to council. Their next meeting will be announced later.
- Capital Improvements Board presented their findings at the Finance Committee meeting tonight. They were presented with \$5.9 million in requests and between the board, administration and department heads they were able to cut \$2.6 million. They did well over what was expected. Thanked the committee and Finance Director, Sarah Buccigross.
- Attended the CIC meeting last week
- Attended the Finance Committee meeting earlier tonight.
- Nothing further to report this evening

Mr. Barr – Finance, Public Works, Public Safety

- Talked about something Mr. Turle mentioned earlier regarding Ordinance 47-2020. Mr. Barr stated it was passed 4-3 for 2.4 mills to be put in place in 2021 and an additional 2.5 in 2022. That was a recommendation that came from Finance Committee to council based on what the city needs in terms of solving the revenue problem. He stated the city would not be in the same place. The only reason Ordinance 75-2020 exists is because of the Summit County Metro Parks tax not falling off. HE stated that just because Ordinance 75-2020 repeals the additional 2.5 for 2022 that does not solve the problem. It does however remove the burden of the additional 2.5 on the residents with was the point of Ordinance 75-2020.
- Finance Committee's met earlier this evening. They talked about the Capital Improvements presentation. Thanked all the members again for their efforts. Parks and Recreation elected to not put forth any capital expenditures for the next year. Income tax collection is down roughly \$1.57 million year to date. COVID relief funds were discussed. The city received two rounds of state funding about \$400,000. The revenue and operating reductions were discussed which are about \$1.3 million. The clubhouse bond was the main discussion. The city's municipal bond counsel came and spoke. The current bond anticipation note either needs to be converted or rolled. Council is presented with legislation tonight to extend the issuance of those bonds. Some items that were discussed were the city's bond rating. Issue 24 was also discussed. The fact that it is on the ballot will negatively impact the city's bond rating when we go to apply for that rating. Should Issue 24 pass, it will likely hurt the city's bond rating as well. Finally the 2021 temporary budget process was discussed. Also, hoping to receive some additional COVID money from the state. Their next meeting will be October 27th at 6:00pm.
- Nothing further to report this evening

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

- On 9/14 interviews were held for the Committee on Racism. Thanked everyone who applied. It was a great cross section of the community.
- Attended the Finance earlier this evening.
- Thanked the Capital Improvements Board
- Nothing further this evening

MAYOR'S REPORT:

- High School and Youth Sports are back going on. Parents and coaches are very cautious and are monitoring what is going on.
- Attended the Chamber Golf Outing. It was well run and good turnout for the Chamber.
- Pickle Ball group had a tournament. Thanked all who organized, the Service Department and also Friends of Twinsburg Parks.
- Also on Kent State Twinsburg Board. Thanked Mrs. Stauffer for her update. He said the city is very proud of the work Kent State Twinsburg is doing.
- Congratulated Loretta Nash on her retirement. She was a long time dispatcher of the city. She is one of the most respected dispatchers we have. Wished her well and the best of luck in her retirement.
- Attended the interviews for the Committee on Racism. Thanked all the residents who came to interviews. It great to see people to step up and want to make a difference in their community.
- Thanked the Capital Improvements Board for all their hard work. It was a different approach this year. He stated while it is great they were able to make cuts this year, they are still \$2.6 million in capital need the city has they will not be going away and will need to be addressed in the future.
- Nothing further to report this evening

DEPARTMENT HEAD REPORTS:

Derek Schroeder – Parks & Recreation Director

- Pickleball lessons for kid's takes place on Saturdays at the Pickleball courts off Glenwood
- Waterpark wrapped up for the season without any incidents. Shout out to Branden and his staff for a successful summer. The city has received numerous emails with appreciation for having the pool open and keeping everyone safe.
- Fitness Center is slowly moving along. The hours have been increased until 9p Monday-Thursday. Lockers and showers are now open. The thermal temperature kiosk is installed to check everyone's temperature upon entering the facility. The new automatic doors should be installed soon. 10 new Purell stands have been purchased, and the city has received another Clorox 360 machine to help with cleaning. Staff has had a difficult time managing our memberships. Covid has created a mess with our membership types. For example, a family of 3 membership might now only have 1 active member. So, staff has decided to stop extending memberships and instead create a financial credit on any membership that hasn't been reactivated yet. This should give us a better idea of total membership counts and usage.
- The senior center is closed until further notice. Laura is driving the Sr. Van Part time and also hosting small programs in the community center large multipurpose room. With our Covid money, Laura will be organizing Senior Care Packages with items such as masks, sanitizer, etc to be distributed to seniors in need.

- A few local youth have asked to create a Mountain Bike Course off of Hickory Trail. The city has been working with them, but they are providing all the labor and ideas. The city will provide some signage. Trail is supposed to open in a couple of weeks.
- The dog swim will take place on October 17th. Pre-registration is required.
- The annual group that puts together the Community Thanksgiving event is looking to do a drive thru style event. More information coming soon.
- LuminoCity is canceled this year.
- Would like to get councils feedback on the Christmas decorations this year as there have been concerns over the year.
- Will be bringing forth a proposal to allow anyone who works in the city limits to obtain a TFC membership at the resident rate. If there are any questions or concerns, then please reach out to Derek before the next caucus meeting.

Mrs. Walker asked about bringing a small dog to the Dog Paddle. Mr. Schroeder stated the first hour is for small dogs, second hour is for big dogs and the last hour is for everyone.

Mrs. Stauffer asked if the school staff were eligible for fitness center memberships. Mr. Schroeder stated they were. They just needed to come over with their school id and he could get them signed up.

Mayor Yates stated that the city is planning on moving forward with Trick or Treat as long as other guidelines don't come down from the state or county.

Sarah Buccigross – Finance Director

2020 Budget Adjustments

- An additional appropriation amendment has been presented to Council to reduce revenue line items to reflect the impact of COVID-19. This revenue adjustment is being presented with legislation due to the amount. Operating budgets are also being 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

- Capital Improvements Board made their recommendations to Finance Committee this evening. The 2021 revenue and operating expense budgets are in process. A temporary 2021 budget will be presented to Council later this fall. Department Head operating budget presentations will be held at Finance Committee meetings in October and November.

August Close

- Finance has closed the August books and the financial statements are available online.

COVID-19 Relief Funds

- Funds have been distributed for the new Local Coronavirus Relief Fund in the amount of 402,888.45. These funds are currently budgeted as operating supplies to cover costs related to COVID. The City is also setting aside funds to be used for grants. 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 and temperature check kiosks in City buildings. A third round of funding may be coming soon (SB 357 is awaiting approval by the House).

- Funds for the Summit County COVID-19 PSGP Fund were discussed tonight at the Finance Committee meeting. The City accepted \$542,945.62 in relief funding it has been used to offset payroll expenses for Dispatch, Police, and Fire.
- 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 have been 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.

September 2020 Income Tax Revenues

- September 2020 Income tax receipts total **\$1,586,090.71** compared to September 2019 receipts in the amount of **\$1,517,104.46**. This reflects an increase of **4.55%** or **\$68,986.25** compared to last year.
- YTD 2020 Income tax receipts total **\$16,549,826.46** compared to YTD 2019 receipts in the amount of **\$18,120,547.37**. This reflects a decrease of **8.67%** or **\$1,570,720.91** compared to last year.
- Refunds in the amount of **\$89,334.66** are included in the September collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: **\$187,040.53**.

Summit County Metro Parks Annexation

- The Metro Parks submitted their application for annexation to the Courts yesterday. The next steps will be set by the Courts. We will continue to provide information on their process as we receive it.

LEGISLATION

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, AND DECLARING AN EMERGENCY (Stands on First Reading)

Read by S. Collins

MOTION: TO PLACE ORDINANCE 72-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded S. Scaffide

B. Furey stated the reason for the emergency is to take action by the November deadline.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 72-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by D. Walker

S. Barr stated it was pointed out by the bond advisor the city's strategies of rolling the note has worked significantly in our advantage given the current rates.

B. Furey stated this would be a 25 year bond and the rate would be between 1.59-2%

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) (Stands on First Reading)

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 (Stands on First Reading)

Read by S. Collins

RESOLUTION 76-2020 - A RESOLUTION 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

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 76-2020

Moved by G. Bellan, seconded by B. Furey

B. Furey stated this is done annually so the county can collect the property tax.

Upon roll call motion passed unanimously

RESOLUTION 77-2020 - A RESOLUTION AUTHORIZING THE ADVANCEMENT OF LOCAL TAXES FROM THE SUMMIT COUNTY FISCAL OFFICER FOR THE TAX YEAR 2020 PAYABLE IN 2021 IN ACCORDANCE WITH O.R.C. SECTION 321.34

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 77-2020

Moved by G. Bellan, seconded by S. Barr

S. Barr stated this is an annually resolution to request the advance from Summit County.

Upon roll call motion passed unanimously

ORDINANCE 78-2020 - 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

Read by S. Collins

ORDINANCE 79-2020 - AN ORDINANCE ESTABLISHING THE USE OF FUNDING RECEIVED BY THE CITY THROUGH THE LOCAL CORONAVIRUS RELIEF FUND CONSISTENT WITH COUNTY, STATE AND FEDERAL GUIDELINES; AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 79-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded B. Furey

B. Furey the reason for the emergency is this ordinance needs to be in place in order to get the next round of COVID money.

S. Barr stated it is due by October 6th.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 79-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by S. Scaffide

S. Barr stated the first two rounds of funding totally \$402,000. There is pending legislation for a possible third round of funding.

Upon roll call motion passed unanimously

ORDINANCE 80-2020 - 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 80-2020 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by G. Bellan, seconded B. Furey

B. Furey stated the reason for the emergency to take into effect what COVID has done.

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 80-2020 AS AN EMERGENCY

Moved by G. Bellan, seconded by M. Stauffer

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Ms. McFearin:

- Reminded residents to be kind, smile and check on their neighbors
- Nothing further this evening

Mr. Furey:

- Nothing further this evening

Mrs. Walker

- Nothing further this evening

Mrs. Stauffer:

- Nothing further this evening

Mr. Scaffide:

- Nothing further this evening

Mr. Barr:

- Thanked all the amazing applicants who interviewed for the Committee Declaring Racism a Public Health Crisis.
- Nothing further this evening

Mr. Bellan:

MOTION: That city council does not oppose the change in ownership for the liquor permit for Sunner & Sohal, Inc. dba Twinsburg Beverage located on Darrow Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by G. Bellan, seconded by B. Furey

Upon roll call motion passed unanimously

- Nothing further this evening

Mayor Yates:

- Nothing further this evening

Mr. Bellan stated reminded residents that there is a bin outside the VFW where flags can be placed to be properly disposed of.

Mr. Maistros

- Congratulated Dispatcher Loretta Nash for her many dedicated years of service to the city. She has certainly earned her retirement. We have great dispatchers down there. You could always count on Loretta. She will be missed.
- Nothing further this evening

Mrs. Buccigross

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:25pm.

Attest:

Greg Bellan
President of Council

Shannon Collins
Clerk of Council