

CITY OF TWINSBURG, OHIO

REGULAR COUNCIL MEETING MINUTES

TUESDAY, SEPTEMBER 25, 2018

CAUCUS:

ROLL CALL: S. Scaffide, B. Steele, J. McFearin, G. Bellan, B. Furey, M. Stauffer and S. Barr

ABSENT:

ALSO PRESENT: Ted Yates, Mayor
David Maistros, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council

CAUCUS:

The caucus meeting was called to order at 7:02 pm.

Presentations:

No presentations this evening.

Items for Discussion:

Amy Mohr, City Engineer gave a summary regarding the traffic pattern changes for SR91 that are coming up. There will be another robo call to residents letting them know of the changes and what to expect.

She also spoke about the second roundabout project in general. She stated that phases one and three have been combined to better coordinate so that there will not be as many potholes come winter. The contractor also had the ability to bring additional crews in to work on project at this time. This will require shifting of traffic and closures of Ethan's Drive at SR91 and limited left turns into Meadowood.

Mr. Bellan inquired about the increased traffic in the residential neighborhoods, but more about the speed of those traveling through. Chief Noga stated that when they have pulled people over in neighborhoods it's usually someone who lives there. He also asked what the estimated completion date of the whole project. Ms. Mohr stated around September 2019, but is all weather dependent.

Mrs. Stauffer asked if the plans could be laid out at city hall for the council members to look at. Ms. Mohr stated she could do that.

No further items for discussion this evening.

Audience Participation:

No audience participations this evening.

Pending Legislation:

Ordinance 95-2018 – Purchase of John Deere tractor for use by the Service Department
Resolution 98-2018 - Accepting Tax Amount and Rate for 2019
Resolution 99-2018 - Supporting HR 5724 Sober Living Homes

Ms. McFearin added that the resolution is only supporting the part of the bill that gives communities more say in the local regulations. Mr. Furey agreed that is what he agrees.

Mr. Maistros stated that this bill may change multiple times while going through the process. This resolution states that council agrees to monitor this bill and supports the ‘home rule’ portion of it.

Ordinance 100-2018 – Amending petty cash ordinance

Miscellaneous:

No miscellaneous this evening.

**MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO DISCUSS MATTERS
PURSUANT TO OHIO REVISED CODE § 121.22(G) (4):**

NEGOTIATIONS

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed unanimously

Motion to Reconvene

Moved by M. Stauffer, seconded by G. Bellan

Upon roll call motion passed unanimously

Mr. Furey reported that negotiations were discussed.

This meeting unanimously adjourned at 7:40 PM

Regular Council Meeting:

Mrs. Stauffer called the Regular Council meeting to order at 7:40 PM.

ROLL CALL: M. Stauffer, S. Scaffide, B. Steele, J. McFearin, G. Bellan, B. Furey and S. Barr

ABSENT:

ALSO PRESENT: Ted Yates, Mayor

David Maistros, Law Director
Sarah Buccigross, Finance Director
Shannon Collins, Clerk of Council

INVOCATION & PLEDGE OF ALLEGIANCE:

Mr. Furey bestowed the Invocation and led Council in the Pledge of Allegiance.

APPROVAL OF MINUTES:

The minutes of September 11, 2018 were approved as written.

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

PUBLIC PARTICIPATION:

Daisy Walker thanked everyone on the Environmental Commission, the council, the mayor and all the city employees that helped with the Shredding event.

No further public participation this evening

COMMITTEE AND/OR COMMISSION REPORTS:

Mr. Barr – Finance, Environmental, Safety

- Attended the Finance Committee meeting earlier this evening. Next Finance meeting will be 10/23 @ 5:30 pm.
- The Environmental Commission free shredding event on Saturday, September 15th was a great success. In order to prevent a backup of traffic on Ravenna Road, we started at 8:30 AM and finished @ 12:10PM. Total amount shredded was 10,135 lbs. FYI this shredding event, we have saved 1,900 gallons of oil, 70,000 gallons and 30 cubic yards of landfill space. Thanks to the Environmental Commissioners, Public Works employees, and Shred-it Company.
- October 13th is the Environmental Commission and Tinkers Creek Watershed "CLEAN-UP day. It will be held in the pavilion at Parks and Rec. Students volunteering will receive community hours for their participation. Free food sponsored by Twinsburg Township after clean-up.
- The next Environmental Meeting will be Tuesday, October 2 at 7PM in Council Chambers.
- The CIC will meet on 9/27 at 6:00 pm in the Jury Room.
- Nothing to report this evening

Mr. Bellan – Golf Advisory, Fitness Advisory, Public Works

- Golf Advisory Board met on 9/18. Next meeting will be 11/27 at 6:30 pm
- Attended the Finance Committee meeting earlier this evening.
- Attended Aaron & Moses soft opening. The meal was great and so was the service.
- Nothing further this evening

Ms. McFearin – Parks & Recreation, Community Relations, Safety, Vol. Fireman

- Parks & Recreation Commission will meet on 10/25
- Community Relations will meet on 9/27 @ 5:00pm
- CIC will meet on 9/27
- Friends of Twinsburg Parks will be meeting at Rush Hour on 10/15
- Attended the soft opening form Aaron & Moses. Official opening is 9/26.
- Nothing further this evening.

Mrs. Stauffer – Planning, Finance, Public Works

- Planning Commission met on 9/17.

MOTION: Approve a Conditional Use Permit for a temporary classroom trailer at New Adventures Day Care.

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

- Nothing further this evening.

Mr. Scaffide – Finance, BZA, Public Works & Charter Review

- BZA met on 9/12 and heard appeal 12-2018.

MOTION: To waive the 30 day waiting period for Appeal 12-2018

Moved by S. Scaffide, seconded by B. Steele

Upon roll call motion passed unanimously

- Finance Committee met earlier this evening. The capital and operating budgets were discussed. Thanked everyone for a good job this year. There is about 2% decrease needed to balance the budget. A note for the golf course was also discussed. Next meeting will be on 10/23 at 5:30 pm
- Would like to discuss at a future meeting the number of homes allowed on a cul-de-sac.
- Nothing further this evening.

Mr. Steele– ARB, Safety, Chamber

- ARB met on 9/20 and heard eight cases including two houses in Shepard Preserve and a new house on Shepard.
- Nothing further this evening

Mr. Furey – Treasury, Capital Improvements, Twins Days, Community Relations, Tax Incentive Review

- Thanked Capital Improvements Board for their work this year.
- Community Relations will meet on 9/27 at 5:30 at City Hall.
- CIC will meet on 9/27 at 6:00 pm at City Hall.
- Nothing this evening

MAYOR'S REPORT:

- Attended the Chamber of Commerce Golf Outing.
- Blues fest was well attended and a good time.
- Rock the Park had a great season.
- Truck or Treat will be 10/28 at the Fitness Center
- Fire Open House will be 10/10 at Fire Station 1.
- Recognized Assistant Chief Bosso for helping out FEMA during Hurricane Flo in South Carolina.
- Recognized Officer Encarsion who took his personal vacation time to go out of state to help train another K-9.
- Nothing further this evening

DEPARTMENT HEAD REPORTS:

Kolette Woloszynek – Human Resource and IT Director

HR

- Onboarding
- Extension of our applicant tracking system
- new hire forms will be completed and signed electronically – staff will be notified of needs for new employee: email, cell phone, etc.
- Flu Shots – 9/27 & 10/5
- Kronos test period – extended to 11/25 – lot of particulars to work out; stats:
- 52 pay rules (pay calculations)
151 work schedules (110 daily schedules)
- 67 pay codes (includes new pay codes we will be using of cash tips, cc tips, allocated tips, special events, banquet events and training pay)
- 6 timesheet types (how timesheet calculates....in punch out punch, levels, etc)
- 445 current active employees
- 527 employees total so far this year
- Hiring at GE – a couple of mini job fairs – facilities attend, dishwashers, cooks – 24 so far
- Started AFSCME negotiations

Civil Service

- No September meeting
- Next meeting: 10/11

IT

- GE technology – point of sale system, clocks, network access, Wi-Fi, projector system, TV's, music, phones, kitchen menu screens, door security, cameras, migration from old clubhouse

Amy Mohr – City Engineer

- Ravenna Road should be done in the next couple weeks with some paving on Saturdays.
- SR91 south of I480 there will be some manhole adjustments and a new business that has to tie into water and sewer on the other side of street, working on coordinating to do this on a Saturday.
- SR91 north of Glenwood. Next week the Contractor will begin installing temporary pavement on the west side of Darrow Road (SR91) and weather permitting, traffic will be shifted onto this newly constructed temporary pavement. Left turns into Meadowood Drive will be prohibited with a detour posted directing traffic to use Glenwood to Scenic View Dr.

(Corbett's Farm Entrance). The following week the intersection of Ethan's Dr./Darrow Rd. will be closed and a portable concrete barrier installed on Darrow Road to protect the work area from motorists. The Ethan's Drive detour will direct traffic to the Ethan's Dr./Glenwood Dr. intersection. This traffic pattern is anticipated to remain in effect into December, at which time traffic will be shifted onto the newly constructed base asphalt pavement on the east side of Darrow Road and construction of the western half of the project will begin.

Sarah Buccigross – Finance Director

- September 2018 Income tax receipts total **\$1,609,268.30** compared to September 2017 receipts in the amount of **\$1,595,652.76**. This reflects an increase of **0.85%** or 13,615.54 compared to last year.
- 2018 YTD income tax receipts total **\$17,614,366.33** compared to 2017 in the amount of **\$16,899,360.17**. This reflects an increase of 4.23% or **\$715,006.16** compared to last year.
- Refunds in the amount of **\$16,078.16** are included in the September collections.
- The net change in distribution for this month for individual, net profit and withholder collectively is: **\$192,017.47**.

No further Department Head reports this evening

LEGISLATION

ORDINANCE 95-2018 - AN ORDINANCE AUTHORIZING THE PURCHASE OF A JOHN DEERE TRACTOR AND MOWER FOR USE BY THE SERVICE DEPARTMENT (Stands on First Reading)

Read by S. Collins

RESOLUTION 98-2018 - 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 98-2018

Moved by M. Stauffer, seconded by B. Furey

Upon roll call motion passed unanimously

RESOLUTION 99-2018 - A RESOLUTION IN SUPPORT OF THE ADOPTION OF H.R. 5724 "RESTORING COMMUNITY OVERSIGHT OF SOBER LIVING HOMES ACT OF 2018" INTRODUCED TO THE UNITED STATES CONGRESS AND CURRENTLY SITTING IN SUBCOMMITTEE

Read by S. Collins

MOTION: TO ADOPT RESOLUTION 99-2018

Moved by M. Stauffer, seconded by S. Scaffide

Ms. McFearin reiterated her statements from the caucus meeting.

Mr. Steele stated if it passes it needs to be walked down to Congressman David Joyce. Mr. Maistros stated that the resolution states he shall be served with it.

Upon roll call motion passed unanimously

ORDINANCE 100-2018 - AN ORDINANCE AUTHORIZING REVOLVING PETTY CASH FUNDS AT FOR VARIOUS DEPARTMENTS, REPEALING ALL ORDINANCES IN CONFLICT THEREWITH AND DECLARING AN EMERGENCY

Read by S. Collins

MOTION: TO PLACE ORDINANCE 100-2018 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY

Moved by M. Stauffer, seconded by S. Barr

Upon roll call motion passed unanimously

MOTION: TO ADOPT ORDINANCE 100-2018 AS AN EMERGENCY

Moved by M. Stauffer, seconded by S. Barr

Upon roll call motion passed unanimously

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Mr. Furey:

- Stated he will see David Joyce soon and relay the messages.
- Nothing further this evening

Mr. Steele

- Nothing further this evening

Mr. Scaffide:

- Recognized Ms. Karen Howse, former Finance Director in the audience tonight.

MOTION: That city council does not oppose the liquor permit for Michaels Sandwiches & Café Inc. located on Darrow Road and authorize the Clerk to submit the form to the Ohio Division of Liquor Control.

Moved by S. Scaffide, seconded by B. Furey

Upon roll call motion passed unanimously

- Nothing further this evening

Mrs. Stauffer:

- Thanked the Capital Improvement Board, Department Heads for all their work with the budget.
- Stated it was good to have a monthly meeting calendar.
- Read a thank you card from Karen Howse.
- Nothing further this evening

Ms. McFearin:

- Read a letter from President Trump thanking her for attending the Local Leaders conference earlier this year.
- Nothing further this evening

Mr. Bellan:

- Thanked the Fire Department for attending the Corbett's Farm Block Party.
- Nothing further this evening.

Mr. Barr:

- Wished Aaron & Moses a good opening day tomorrow.
- Nothing further this evening

Mayor Yates:

- Nothing further this evening

Mr. Maistros

- Nothing further this evening

Mrs. Buccigross

- Nothing further this evening

Mrs. Collins

- Nothing further this evening

Ms. Howse

- Congratulated the city on the opening of the Clubhouse. It is beautiful. Wishes the city much success.
- Thanked the city for the love and support when her mother passed away.
- Nothing further this evening

ADJOURNMENT:

Meeting unanimously adjourned at 8:24 pm.

Attest:

Maureen Stauffer
President of Council

Shannon Collins
Clerk of Council