



**Caucus & Regular Council Meeting Minutes**  
**Tuesday, September 27, 2022**  
**7:00 p.m.**

**CAUCUS:**

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

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

**ABSENT:**

**ALSO PRESENT:** Sam Scaffide, Acting Mayor  
Matt Vazzana, Law 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:**

Karen Clinton – 2045 Glenwood Drive

Mrs. Clinton spoke regarding mayoral candidates stating that the Twinsburg Bulletin will no longer be printed. She stated she spoke with the Bulletin and they stated they will continue to have a printed addition delivered in Twinsburg.

Bruce Baldwin – 3310 Cannon Road

Mr. Baldwin spoke regarding the sight line for traffic at Cannon Road and Route 82 intersection is hard to see. He also spoke about the grass being high at the Blue Top's neighboring property. Another item he brought to council's attention was to ask them to look at the bridges headers before winter.

No audience participations at this time.

**Pending Legislation:**

Ordinance 75-2022 – Mr. Barr stated this ordinance regarding the Redistricting of Wards will be on its third and final reading this evening. It will be on an emergency in order to get this to the Summit County Board of Elections in a timely manner.

Ordinance 77-2022 – Mr. Barr stated this ordinance is to create a new section of the code in regards to 'Illicit Discharge'. This will be on its third and final reading this evening in order to include in the next code update.

Ordinance 83-2022 – Mr. Barr stated this ordinance on its second reading tonight and is the Fixed Asset Policy which was last updated in 2015. Finance Committee/Council discussed increasing the capitalization policy from \$5,000 to \$10,000 in order to better reflect current costs.

Ordinance 84-2022 – Mr. Barr stated this ordinance will be read for the second time tonight. It is to allow ODOT to preform bridge inspections in the city limits. These services are paid for 100% by the state for municipalities under a population of 50,000. Bridges by ORC are required to be inspected annually. This will assure that annual inspections occur. The locations would include – E. Idlewood, Dutton Dr., Moreland Dr., Bissell, the Glenwood golf cart tunnel, Miktarian over RR. Council is being asked to suspend the three reading rule and place this on emergency so we can get on ODOT’s list for this program.

Ordinance 85-2022 – Mr. Barr stated this ordinance is to purchase two ambulances. The total amount for both squads is \$699,114.00. This purchase will be made under the state contract and will be financed on a 5 year term. This will be on an emergency tonight to secure the financing and avoid potential increases. The first payment will be made under the 2022 Capital Budget.

Ordinance 86-2022 – Mr. Barr stated this is to apply for a grant though Urban Canopy Restoration for trees in Glen Meadow Park. The maximum potential amount to be granted would be \$25,000 and is a 50/50 match. The city will match the grant with labor from the Service Department. This will be on an emergency tonight because the grant deadline is October 14th.

Ordinance 87-2022 – Mr. Barr stated this is to award the bid for the 2022 Storm Lining from the Golf Pond to Glenwood. The bid will be awarded to Municipal and Contractors Sealing Products. The total amount is \$389,875.00 with a \$30,000 contingency (+/- 8%) for a total amount of \$419,875.00. This project is an OPWC match of 50%. This is on an emergency tonight to allow materials to be order and the get the project scheduled during the off season.

Ordinance 88-2022 - Mr. Barr stated this ordinance is to enter an agreement for new phone system in Dispatch. The current system is seven years old. This will be on an emergency to enter the contract as soon as possible to avoid increases.

**Miscellaneous:**

No further miscellaneous this evening.

**MOTION:** To enter into an executive session to discuss matters pursuant to Ohio Revised Code § 121.22(g) (3): pending litigation

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

Mr. Barr reconvened and stated pending legislation was discussed.

Meeting unanimously adjourned at 7:26pm.

**Regular Council Meeting:**

Mr. Barr called the Regular Council meeting to order at 7:30 pm.

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

**ABSENT:**

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

**INVOCATION & PLEDGE OF ALLEGIANCE:**

Mr. Bellan bestowed the Invocation and Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING OF SEPTEMBER 13, 2022 AS SUBMITTED.**

Moved by B. Furey, seconded by D. Post

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

Mayor Scaffide presented proclamations to Don Spice and Pete Metropolis for their many years of service on the city's boards and commissions.

No further awards or presentations this evening.

Council took a short recess.

**AUDIENCE PARTICIPATION:**

Karen Clinton – 2045 Glenwood Drive

Mrs. Clinton spoke about the Old Mill residents who have had to go through with Project GUMBO. She asked council to do a motion to fire the law director immediately.

Mr. Barr told Mrs. Clinton her request for the motion was denied.

Sheila Williams –

Ms. Williams thanked the Service Department for all they do. She specifically commented how well the flowers around the city looked. She also mentioned the mowing that they do around the city.

No further public participation this evening.

## **COUNCIL COMMUNICATION AND REPORTS**

### **David Post - Environmental, Finance, Capital Improvements, Public Works**

- The Environmental Commission will have an event for the public on 11/9 at the Library at 6:30pm.
- Nothing further this evening.

### **Karen Labbe - Parks & Recreation, JEDI, Fitness Advisory, Twins Day, Districting**

- Attended the Ribbon Cutting for the Reopening of Greenbridge Tea House on 9/15.
- Attended the CIC meeting on 9/15.
- Nothing further this evening.

### **Bill Furey – ARB, Finance, Treasury Investment, Tax Incentive, JEDI**

- ARB met on 9/15 and discussed the following:
  - Case 22-09-49 8944 Darrow Road, Dollar Tree Signage - Approved as noted
  - Case 22-09-50 1940 Westwood Drive, Demolition of Garage - Approved as submitted
  - Case 22-09-51 1940 Westwood Drive, New Residential Garage Build - Approved as noted
  - Case 22-09-52 2633 East Aurora Road, New Shed C-5 District - Approved as submitted
- CIC met on 9/15 and discussed downtown redevelopment
- Attended the Candidates Night. Thanked Laura and Mark for their assistance with the event.
- JEDI met on 9/12. Stated the committee will be at the Police & Fire Open House on 10/12.
- Congratulated Don Spice and Pete Metropolis for their dedication and contributions to the city.
- Congratulated Mrs. Buccigross on the birth of her son Miles.
- Nothing further this evening.

### **Daisy Walker - Charter Review/Oversight, Chamber, Community Relations, JEDI**

- JEDI will be at the Police & Fire Open House on 10/102.
- Attended the Ribbon Cutting at Greenbridge Tea House on 9/15.
- Nothing further this evening.

### **Greg Bellan – Finance, Golf Advisory, Public Works, Public Safety**

- Golf Advisory met on 9/20. Sales are up 8%, range is up 13%, the battery replacement program is about 50% complete. The flowers have all been taken care of and the Ash Tree removal continues. Their next meeting will be on 11/15 at 6:30pm. A&M did a Clear the Cooler night and had a suggestion box to help with ideas for offerings for the golfers for next year.
- Public Works will meet on 11/8 at 6:00pm.
- Finance Committee will meet on 11/22 @ 6:00pm.
- Nothing further this evening.

### **Scott Barr – Planning, Public Safety, Volunteer Fireman’s Board, Community Relations**

- Planning Commission met on 9/19 at 7:00pm and will host a Public Hearing and Work Session. Items discussed were:
  - Site Plan – Accessory Structure - October Sun Studio & Art Gallery – Passed 4-0
  - Conditional Use Permit – Religious Institution - The Church in Cleveland – Passed 4-0
  - Conditional Use Permit – Home Occupation - Rawhide Firearms, LLC – Passed 4-0
  - Site Plan – Accessory Structure -Twinsburg City Fire Department – Passed 4-0
  - Industrial Use Determination pursuant to Section 1149.02(h) - Paul Mitchell School – Passed 4-0

**MOTION: FOR APPROVAL OF A SITE PLAN FOR THE LOCATION OF AN ACCESSORY STRUCTURE AT 2633 E. AURORA ROAD, PURSUANT TO SECTION 1181.09 AND AS RECOMMENDED FOR APPROVAL BY THE PLANNING COMMISSION AT THEIR SEPTEMBER 19, 2022 MEETING.**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

- Nothing further this evening.

**Sam Scaffide – BZA, Public Works, Public Safety**

- Will report under Mayor’s Report.

**MAYOR’S REPORT:**

- The city continues to do its own business checks with existing companies.
- Attended the Ribbon Cutting for Greenbridge Tea House Grand Re-Opening.
- Police/Fire Open House October 12th 5:30 to 8:30
- Fall Fest September 22nd
- Turkey Trot November 13th
- Luminosity November 26th
- The BZA has no scheduled meetings.
- Stated the Building Department is doing a great job with project reviews and getting back to residents.
- Gave a shout out to Lynn Muter and Rebecca Ziegler for their work in keeping the Paul Mitchell School here in town by assisting them in finding a larger building so they could expand their offerings.
- Nothing further this evening.

**DEPARTMENT HEAD REPORTS:**

No Department Head reports this evening.

**LEGISLATION**

**ORDINANCE 75-2022 - AN ORDINANCE AMENDING SECTION 105.01 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG DESCRIBING AND IDENTIFYING NEW WARDS AND BOUNDARIES IN ACCORDANCE WITH THE REPORT OF THE DISTRICTING COMMISSION AS REQUIRED BY SECTION 3.02 OF THE CHARTER OF THE CITY OF TWINSBURG; AND DECLARING AN EMERGENCY. (Stands on Second Reading)**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 75-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMEGENCY**

Moved by S. Barr, seconded D. Walker

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 75-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded K. Labbe

Upon roll call motion passed unanimously

**ORDINANCE 77-2022** - AN ORDINANCE ENACTING NEW CHAPTER 919, “ILLICIT DISCHARGE & ILLEGAL CONNECTION CONTROL” OF THE STREETS, UTILITIES, AND PUBLIC SERVICES CODE OF THE CITY OF TWINSBURG. (Stands on Second Reading)

Read by S. Collins

**MOTION: TO ADOPT ORDINANCE 77-2022**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 83-2022** - AN ORDINANCE ESTABLISHING A “FIXED ASSET POLICY” FOR THE CITY OF TWINSBURG. (Stands on First Reading)

Read by S. Collins

**ORDINANCE 84-2022** - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT AUTHORIZING THE OHIO DEPARTMENT OF TRANSPORTATION TO PERFORM BRIDGE INSPECTION PROGRAM SERVICES WITHIN THE CITY OF TWINSBURG CORPORATION LIMITS; AND DECLARING AN EMERGENCY (Stands on First Reading)

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 84-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 84-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

**ORDINANCE 85-2022 - AN ORDINANCE AUTHORIZING THE PURCHASE OF TWO AMBULANCE UNITS THROUGH HORTON EMERGENCY VEHICLES FOR USE BY THE FIRE DEPARTMENT; AND DECLARING AN EMERGENCY.**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 85-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by S. Barr, seconded G. Bellan

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 85-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded G. Bellan

Upon roll call motion passed unanimously

**ORDINANCE 86-2022 - AN ORDINANCE AUTHORIZING THE CITY TO APPLY FOR A GRANT FROM THE URBAN CANOPY RESTORATION GRANT PROGRAM FOR REPLACEMENT AND PLANTING OF TREES AT GLENMEADOW PARK; AND DECLARING AN EMERGENCY.**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 86-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by S. Barr, seconded S. Scaffide

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 86-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded S. Scaffide

Upon roll call motion passed unanimously

**ORDINANCE 87-2022 - AN ORDINANCE ACCEPTING THE BID OF MUNICIPAL AND CONTRACTORS SEALING PRODUCTS FOR THE 2022 SEWER LINING PROJECT; AND DECLARING AN EMERGENCY.**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 87-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 87-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded K. Labbe

Upon roll call motion passed unanimously

**ORDINANCE 88-2022 - AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AT&T FOR THE PURPOSE OF REPLACING THE DISPATCH CENTER'S PHONE SYSTEM AND ASSOCIATED PROFESSIONAL SERVICES THEREFOR; AND DECLARING AN EMERGENCY.**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 88-2022 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by S. Barr, seconded D. Walker

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 88-2022 AS AN EMERGENCY**

Moved by S. Barr, seconded B. Furey

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Bellan:**

- Stated the Library will be having an event to show off their Book Mobile on 10/7 from 4-7pm.

**MOTION: TO MOVE THE 11/8 CAUCUS AND COUNCIL MEETINGS TO 11/1 DUE TO ELECTION DAY.**

Moved by G. Bellan, seconded D. Post

Upon roll call motion passed unanimously

- Nothing further this evening

**Mrs. Walker:**

- Nothing further this evening

**Mr. Furey:**

- Nothing further this evening



**Mr. Post:**

- Stated the Rotary will be hosting a 0.75k Fun Run on 10/9 at Sassy's.
- Nothing further this evening.

**Karen Labbe:**

- Stated that the city has an excellent Law Director who is knowledgeable and explains things.
- Nothing further this evening.

**Mr. Scaffide:**

- Nothing further this evening

**Mr. Vazzana**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Buccigross**

- Not present this evening

**Mr. Barr:**

- Echoed Mrs. Labbe's comments regarding Mr. Vazzana
- Nothing further this evening.

**ADJOURNMENT:**

**MOTION: TO ADJOURN THE MEETING.**

Moved by S. Barr, seconded by K. Labbe

Upon roll call motion passed unanimously

Meeting unanimously adjourned at 8:27pm.

Attest:

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Scott Barr, President of Council

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Shannon Collins, Clerk of Council