



Caucus & Regular Council Meeting Minutes
Tuesday, October 10, 2023
7:00 p.m.

CAUCUS:

Mr. Barr called the caucus meeting to order at 7:02 pm.

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Mayor
Matt Vazzana, Law Director
Shannon Collins, Clerk of Council
Zach Hebebrand, Network & Security Administrator

Presentations:

No presentations this evening.

Items for Discussion:

Amy Mohr, City Engineer gave an update on projects and grant applications.

Fall Tree Planting – 62 trees

- This will occur in November
- JC Landscaping \$ 24,023
- 62 trees
- 12-15 added that were some of the storm damaged trees.

NEW Manhole rehab project on Glenwood Drive – H2S

- Has caused the accelerated breakdown of the 10 concrete manhole on Glenwood Drive between the forces main and the odor control station.
- Looking to advertise end of the month (24/31 open 8th) to hopefully have a formal bid for recommendation to award Nov 14th meeting. Will be using Bid Express – this is the ODOT online bidding platform we use for LPA projects – We used for Cannon Road this year and intend to use it for most of our bidding related to roads/sewers/waterline/etc. --- as many of the contractors that typically bid out projects are enrolled on the platform. Online – upload plans and specs, it prepares plan holders list, accepts the bids and performs all the calculations so the bid tab is immediately available at time of bid -- -- also, bidders can't miss required info as everything must be submitted for the bid to be accepted – like the bond, affidavits etc.

ODNR ADA entrance and culvert: to replace the bridge into the amphetheater.

- This goes to PC on the 16th for the restroom site plan. The entrance will be an extension from the existing sidewalk at the parking lot and have switch backs to get the 5% max grade, then it connects

to the back of the amphitheater with additional concrete behind the upper patio. (This also will have a water quality basin improvement in Liberty Part and the excavated material will be used as clean fill for the culvert and grading. We plan to sod the theater portion and seed along the path. We will also include upgrade to electrical capacity servicing the venue and provide an empty conduit for future lighting upgrades by service department. (you approved playground and the restroom is still in design – ARB goal to bid between thanksgiving and Christmas holiday – award in January)

Tinkers Creek Bank Stabilization

- Army Corp permit submitted and mussel survey occurring. This will probably get bid between Thanksgiving and Christmas as well. The permitting has pushed a few weeks back

Glenwood Dr Waterline

- This is from E. Idlewood to shy of the Glenwood Bridge. Due to the existing waterline being in the roadway and the 10 state standards requiring separation from San/storm lines the road will be closed. Anticipate this closure to occur end of march

4-corners

- Right of Way appraisals getting started.

E. Idlewood Pedestrian Bridge

- City did not bid as it submitted for Natureworks Grant in 2022 and added letters of support in 2023 keeping the grant application active for this round. Results are to be out sometime Autumn 2023, which only started 2 weeks ago. May need to move funds programmed in 2023 to 2024.

Mr. Furey asked what the estimated cost of the bridge is. Ms. Mohr stated around \$200,000. She stated the city will be asking for \$60,000.

Funding Applications

- You will see five pieces of legislation for over \$6M of which City share approx. \$1.2M @ 20% +/-.
Long range planning.

Mr. Deeds asked if the Glenwood waterline project would happen in the summer when the schools are out. Ms. Mohr stated the hope is to start end of March. The city will work with the bus garage as they do with other projects.

Mr. Vazzana spoke about enforcement of Building and Planning & Zoning Code. He stated these codes and regulations are important to the city but the codes only go so far as to enforcement. There have been discussions to clarify the enforcement parts of the code. The city will seek a report and recommendations from the Planning Commission on any proposed changes. After they review it will come to the city for a public hearing and follow the standard legislative process.

No further items for discussion this evening.

Audience Participation:

Lynn Clark – 2485 Old Mill Road

Mr. Clark spoke about transparency. He stated he has gotten some responses on his on public records. However the responses are wide ranged even though his request form has been similar. HE hopes the city tries to clarify their transparency.

Bob Thewes – 2229 Demi Drive

Mr. Thewes thanked those who came to his aid at the last meeting. He stated he believes Mr. Foulkes while enforcing 1187.27 of the code. He stated he has brought this to the city's attention and is reminding residents of this.

No further audience participations at this time.

Pending Legislation:

No pending legislation this evening.

Miscellaneous:

No miscellaneous this evening.

MOTION: TO ADJOURN THE CAUCUS MEETING.

Moved by S. Barr, seconded by B. Furey

Upon roll call motion passed unanimously

Meeting adjourned at 7:22pm.

Regular Council Meeting:

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

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

ABSENT:

ALSO PRESENT: Sam Scaffide, Mayor
Matt Vazzana, Law Director
Shannon Collins, Clerk of Council
Zach Hebebrand, Network & Security Administrator

INVOCATION & PLEDGE OF ALLEGIANCE:

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

APPROVAL OF MINUTES:

Mr. Post stated that there is a correction to the 9/26 minutes. The first paragraph under Caucus Items for discussion should read \$2 million not \$2.

MOTION: TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETINGS DATED SEPTEMBER 26, 2023 & THE SPECIAL COUNCIL MEETING ON SEPTEMBER 28, 2023 AS AMENDED.

Moved by B. Furey, seconded by G. Bellan

Upon roll call motion passed 6-0 with Mr. Deeds abstaining.

AWARDS & PRESENTATIONS:

No awards or presentations this evening.

AUDIENCE PARTICIPATION:

Laurie Facina – 2950 Cannon Road

Ms. Facina spoke about the charter review process. She stated there was a member on the committee who was not a qualified elector. The city was made aware of the resident not being a qualified elector. She stated that there was legislation 67-2023 on the agenda to appoint a new member but it was tabled. The ordinance was withdrawn. Council passed the legislation to put the charter issues on the ballot with an emergency to meet the deadline. She stated the only lawful thing to do would be to start over with nine qualified electors. She stated the fourteen charter amendments should be removed from the ballot.

Sue Clark – 9845 Crestwood

Mrs. Clark stated she attended the last ZoneCo meeting on October 4th. She is concerned with the inconsistencies that have been seen. She is concerned that the industrial heights of the buildings at 45 feet. She is concerned that ZoneCo was not made aware of the changes to the code in May. She is concerned that the working group does not know what pattern districting is and they cannot explain it to the residents. She is concerned that the city is putting all their eggs in one basket and if this does not pass the city has spent \$158,000 and still won't have a fixed code. She is willing to help if the city is willing.

Sheila Williams

Ms. Williams spoke about the Kent State Geauga meeting. KSU is looking for an outreach coordinator. There is no increase in enrollment at the regional campus. Kent State Twinsburg has rooms available for the community to use. If anyone is interested there is a form on their website. There will be a fundraiser for the nursing department. They are also working on making the community aware of what they have to offer.

Bob Thewes – 2229 Demi Drive

Mr. Thewes spoke about Larry Finch's involvement in the code issues. He stated the residents have proven there are issues. He stated Ms. Muter is following in his footsteps. Any changes have to be voted on by the public.

No further public participation this evening.

COUNCIL COMMUNICATION AND REPORTS

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

- The Public Works meeting was rolled into the caucus meeting this evening. Ms. Mohr spoke about updates on construction projects. The tree planting program will continue this year with 62 trees being planted mid-November.
- Thanked those who applied and interviewed for the open Parks & Recreation Commission opening.
- The next Finance meeting will be on 10/24 at 6:00pm.
- The next Public Safety meeting will be on 11/14 at 6:00pm.

- The Zoning Code Update Community Outreach was held on 10/4 from 5:30-7:30p at the Community Center. The fourth survey will be available in October on Together Twinsburg.
- Nothing further this evening.

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

- BZA met on 9/27 to hear appeal 03-2023. Motion to waive the 30 day waiting period will be made later this evening.
- The next Zoning Code public outreach will be 10/4 from 5:30-7:30p at the Community Center.
- Attended the JEDI meeting on 10/9 as a resident.
- The Community Relations Board will meet on 10/19 at 8:00am.
- Stated there was a house fire on Andover Drive recently. Praised the fire and police departments for their speed and professionalism. There is a donation campaign set up for the family. If anyone is interested they can reach out to Mr. Deeds for details.
- Nothing further this evening.

Daisy Walker – JEDI, Community Relations, Environmental

- Attended the Environmental Commission met on 10/3. There will be a paper recycling at the Library coming up. Mentioned that the commission inquired about tool storage at the Community Gardens along with access to water.
- Attended the JEDI meeting on 10/9. Stated that Ms. Chernick from the High School inquired about her class coming to an upcoming JEDI meeting to see what it is about. The next JEDI meeting will be on 11/13 a 6:00pm.
- Nothing further this evening.

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

- Attended the Zoning Code public outreach on 10/4 at the Community Center. Thanked Mrs. Ziegler and Ms. Muter for their work on this project. He stated the comments earlier regarding Ms. Muter were uncalled for. She is a person of character. He is disappointed at the things said earlier by a resident. He stated Mr. Finch retired and is still living in Twinsburg.
- Nothing further this evening.

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

- The next Planning Commission meeting will be on 10/16.
- The last Golf Advisory Board meeting was cancelled.
- Nothing further this evening.

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

- Attended the Zoning Code Open House. Thanked Mrs. Ziegler and Ms. Muter for their work on this.
- Attended the Twins Days meeting on 10/4. There are currently 246 sets of multiples registered for 2024. Next meeting will be 11/8.
- The ARB meeting scheduled for 10/5 was cancelled. Their next meeting will be on 10/19 at 6:00pm.
- Attended the JEDI committee meeting on 10/9 as a resident. Their next meeting will be on 11/13 at 6:00pm.
- The next Parks & Recreation meeting will be on 10/26.

- Fall Fest 10/28
- Pickle Ball is back inside at the Fitness Center on court 3.
- Senior Snow Plow applications are being accepted until 11/30.
- Nothing further this evening.

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

- Stated there was a special council meeting on 9/28 to approve legislation to secure a fire truck. Making this change in the order allows the city to save \$2 million in the long run because it will reduce the fleet by one fire truck while still being able to meet the needs and safety of the community along with our personnel. Thanked Chief Bosso and Lt. Sorm for their work on this. This change also allows for the delivery of the truck in a shorter timeframe.
- Nothing further this evening.

MAYOR’S REPORT:

- Fall Family Fest will be on 10/28.
- The Turkey Trot will be on 11/11. There will be a food collection along with the collection of letters for military members and toiletries. Registration for the pre-sale price ends on 10/26.
- Stated the Safety Forces Open House is tomorrow 10/12.
- Attended a ribbon cutting on 10/4 for Crazy Racks which is located in the old Gander Mountain location. They carry Target closeouts at 50-70% off.
- Echoed Mr. Furey’s comments that there should not be name calling of employees. This should not be happening. Stated our employees are hardworking and dedicated to the city of Twinsburg.
- Reminded residents that the city has seven charter amendments on the ballot this November. The city has created a printed booklet that covers each issue number. These can be picked up at the Senior Center, Fitness Center, Library, Glen Eagles or City Hall. There is also short videos with a summary that will be available soon. For more information visit Together Twinsburg or feel free to call city hall.
- Nothing further this evening.

DEPARTMENT HEAD REPORTS:

Tom Mason – Police Chief

- Stated Safety Force’s Open House is tomorrow 10/10.

Monthly Police & Fire Calls to Communications Center

- Total calls for service – 3,307
- Total for the year –25,463

Monthly Arrests/Citations Reporting

- Theft 4
- Voyeurism 1
- Possession of Drugs / Drug related offenses 5
- Disorderly conduct 6
- Domestic violence 1
- Assault 1
- Driving under suspension or without a valid license 17
- Operating a vehicle under the influence of alcohol and/or drugs 5
- Engage in a pattern of corrupt activity 2

- Failure to Comply with Police / Fleeing 0
- Stopping after accident / hit skip 1
- Warrant arrest 12
- Forgery 2
- Receiving stolen property 1
- Public Indecency 2
- Open container in a public place 1
- Weapons Offenses 2
- Total traffic stops 622
- Total written warnings given 449
- Parking citations 1
- Remaining charges were various other criminal or traffic related charges
- Total Counts: 190
- Total Arrested/Cited: 153

Monthly Traffic Crashes

- Injury crashes: 6
- Private property: 4
- Fatal: 0
- Non injury: 26
- Total Investigated Traffic Crashes: 32

Miscellaneous Information

- Traffic Detail on Glenwood Drive: Officers performed a traffic detail on Glenwood Drive for the month of September. There were a total of 245 traffic stops on Glenwood that resulted in the following:

Nate Zuege – Waste Water Department Director

- The WWTP's Micro turbine was taken out of service in August. The original heat exchanger unit had failed. After the unit was recommissioned, three other components failed and required replacement. These items cost totaled over \$50,000.00. Fortunately, the city did not have to pay for the parts as they are part of the rebuild included in the service agreement we have with RSP. Thank the City Council again for allowing the Mayor and the Wastewater Department to enter into this contract.
- Provided a brief update on the design phase of the WWTP improvement design phase. The city completed the 6 vendor meetings in September. The information presented was specific to the equipment model that would work best in the plant. They were beneficial as we can now compare the equipment via a matrix. Over the next couple of weeks, we can move forward in selecting the specific brands of equipment that best suit the needs of the facility, Department, and the City. Once the selections are made, the city will begin to work with B&N to write the design specs and continue progressing through the design drawings. Although the 30% design meeting is now moved to November instead of the end of October, we are still on schedule. Once we hit the 30% design mark, there will be information on the Together Twinsburg website.
- The city performed smoke testing along Glenwood Drive to provide assistance to a resident with an odor issue at the end of September. They also used the opportunity to see how the system ventilates throughout the area. Smoke testing allows us to check for storm and sanitary system cross-connections. The city uses harmless, non-toxic smoke. Residents may see smoke exiting from downspouts or other areas if cross-connections exist. This type of connection should not occur, and if they are found, the

Public Works Department will notify the resident directly. As a suggestion, if you receive a letter notifying you that smoke testing will occur in your area, we suggest that you run a small amount of water in all drains to ensure that all traps are full of water, which will prevent smoke and or sewer gas from entering your home.

No Department Head reports this evening.

LEGISLATION

No legislation this evening.

UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS

Jeff Deeds:

MOTION: TO WAIVE THE 30 DAY WAITING PERIOD ON APPEAL 03-2023.

Moved by J. Deeds, seconded by G. Bellan

Mr. Deeds stated that the addition is in compliant but the side yard setback for the garage is what is needed.

Upon roll call motion passed unanimously

- Nothing further this evening.

Mrs. Walker:

- Nothing further this evening.

Mr. Post:

- Nothing further this evening.

Mr. Furey:

- The Library Foundation is hosting their annual fundraiser on 11/16. Reverse raffle tickets can be purchased at www.foundationoftpl.org Tickets cost \$100 each and only 100 will be sold.
- Ss. Cosmas & Damian has their annual food drive. Food can be dropped off at the Senior Center through November 3rd.
- Prayers for peace for Israel.
- Nothing further this evening.

Mr. Bellan:

- Stated the Summit County Prosecutor, Sherry Bevan Walsh sent out ta newsletter with good tips for senior safety including how to notice scams.
- Nothing further this evening.

Karen Labbe:

- Nothing further this evening.

Mayor Scaffide

- Stated the community meeting with Congresswomen Sykes scheduled for tomorrow 10/10 at city hall has been cancelled.
- Nothing further this evening.

Mr. Vazzana

- Nothing further this evening.

Mrs. Conway

- Not in attendance this evening.

Mrs. Collins

- Nothing further this evening.

MOTION: TO ENTER INTO AN EXECUTIVE SESSION TO CONSIDER THE EMPLOYMENT AND COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL.

Moved by S. Barr, seconded by G. Bellan

Upon roll call motion passed unanimously

Mr. Barr reconvened the meeting and stated personnel was discussed in executive session.

ADJOURNMENT:

Meeting adjourned at 9:05pm.

Attest:

Scott Barr, President of Council

Shannon Collins, Clerk of Council