



**Caucus & Regular Council Meeting Minutes**  
**Tuesday, October 22, 2019**  
**7:00 p.m.**

**CAUCUS:**

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

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

**ABSENT:**

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

**Presentations:**

Holly Miller – Summit County Community and Economic Development

Ms. Miller stated she is making her annual trips to all the communities in Summit County sharing the programs that are available for low to moderate income households. She stated there is a handbook but the most current info is always online at [www.gettingwiser.org](http://www.gettingwiser.org) There is a Community Development Block Grant, Lead Based Paint Reduction program, Household Sewage Treatment System program, Home Weatherization Program. All of these programs could be evaluated in one visit and one application.

Ms. McFearin asked if there are sign up days in local communities. Ms. Miller stated there are able to set up intake days in the community if asked.

Ms. Stauffer asked if they present this info to the school board. Ms. Miller stated she does not but is happy to do so.

No further presentations this evening.

**Items for Discussion:**

No items for discussion this evening.

**Audience Participation:**

No audience participations this evening.

**Pending Legislation:**

Ordinance 87-2019 - Amending Petty Cash Funds

Ordinance 88-2019 - Amending Definition of Family as pertains to chapter 1105 of codified ordinances  
Ordinance 89-2019 - Appropriations Amendment for FD upfitting for Chief 2 car

Ms. Buccigross stated this is to put lights on vehicle to better utilize it. The one in use now needs repairs. Chief Morgan stated it was not upfitted when first purchased. This will allow better use for the Assistant Chief. Mr. Furey asked the cost. Chief Morgan stated it is \$6,500 which will be transferred from his Operating to Capital budget. Mr. Scaffide asked how old the vehicle is. Chief Morgan stated the one it is being removed from is a 2005 and being put into a 2013. The 2013 vehicle was used in Fire Prevention.

Resolution 90-2019 - Assignment of CRA Twinsburg Industrial Properties II

Mayor Yates stated this is to transfer the CRA. Mr. Maistros stated that Twinsburg Industrial Properties is looking to assign it. FedEx will remain on it Twinsburg Industrial Properties LLC will assign their share to them. Nothing changes in the agreement just changing share.

Resolution 91-2019 - Similar Use for Pet Crematory in I-3 District

Mr. Maistros stated this is confirming Planning Commission determination that this pet crematory is a similar use as those already allowed in I-3. This is a conditional use.

**Miscellaneous:**

No miscellaneous this evening.

Meeting adjourned at 7:13 pm.

**Regular Council Meeting:**

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

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

**MOTION TO APPROVE THE MINUTES FROM OCTOBER 8<sup>TH</sup> MEETING**

Moved by B. Furey, seconded by J. McFearin

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

Daisy Walker presented a short presentation on this past weekend's Community Clean-up Day and thanked all who helped.

On behalf of the city, Mayor Yates dedicated the drive into Fire Station 2 as Emil Maulis Way and presented the family with a replica street sign.

Mayor Yates swore in Firefighter Earl Wilson as a Lieutenant in the Fire Department

No further awards or presentations this evening.

Short recess for refreshments

**PUBLIC PARTICIPATION:**

No public participation this evening.

**COMMITTEE AND/OR COMMISSION REPORTS:**

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

- Attended the Fire Department Open House. Outstanding turnout. Thanked all those involved with putting this together for the residents.
- Attended the Meet the Candidates Night. Thanked the residents who came, the candidates for being there and the Chamber of Commerce for putting it on.
- Attended the Finance Committee meeting earlier this evening.
- Attended the Auditor meeting earlier this evening.
- ARB met on 10/17 the following cases were heard. Their next meeting will be 11/7 at 6:00pm.
  - Case 19-10-101 – 8380 Darrow Road– Storage Shed - Approve as submitted
  - Case 19-10-102 – 9700 Ravenna Road - Awnings – Approve as submitted
  - Case 19-10-103 – 9700 Ravenna Road – Monument Signs - Approve as submitted
  - Case 19-10-104 – 3051 Wyatts Way – New Single Family Dwelling - Approve as submitted
  - Case 19-10-105 – 3057 Wyatts Way – New Single Family Dwelling – Approve as submitted
  - Case 19-10-106 – 1655 Bridget Lane – New Single Family Dwelling – Approve as noted
  - Case 19-10-107 – 8820 Merryvale Drive – New Single Family Dwelling – Approve as noted
  - Case 19-10-108 – 8835 Merryvale Drive – New Single Family Dwelling – Approve as noted
  - Case 19-10-109 – 8841 Merryvale Drive – New Single Family Dwelling – Approve as noted
  - Case 19-10-110 – 8861 Merryvale Drive – New Single Family Dwelling – Approve as noted
  - Case 19-10-111 – 8871 Merryvale Drive – New Single Family Dwelling - Approve as noted
- Golf Advisory Board next meeting will be 11/19 at 6:30pm
- Nothing further to report this evening

**Mr. Barr – Public Works, Public Safety, Planning, Environ. Commission**

- Attended the Fire Department Open House which was a great event.
- Attended the Candidate's Night. It was very informative for the residents. Thanked those who put it together.

- The Planning Commission meeting scheduled for 10/21 was cancelled due to no applications. The next meeting will be on 11/4 at 7:00pm.
- Thanked Mrs. Walker for presentation this evening. Thanked the Odd Fellows and Widows Sons for helping and the Environmental Commission
- On Saturday, October 19<sup>th</sup>, the Twinsburg Environmental Commission sponsored the free annual shredding event. Shred-It Company was on site at Public Works Dept. from 9AM to 12Noon. Many residents came out to support this event. Approximately 9,500# of paper was shredded. Thank you to the Public Works employees who worked diligently from start to finish and the Environmental Commissioners for coming out.
- Simple Recycling recycles clothing and small household items alongside your trash/recycling pick-up every Tuesday. It cost the City nothing for residents to use this service. So far, the residents have donated 13,873# of clothing and small appliances to this curb side service. For the month of September 2019, 1,894 # were collected.
- The Environmental Commission is promoting reusable bags in an effort to persuade more residents to use them PLUS the bags are a more sustainable choice than plastic. Twinsburg Giant Eagle is giving out gift cards to their customers using reusable bags. (Their drawing is monthly for a gift card) The Environmental Commission is working with Twinsburg Giant Eagle to give out gift cards to Twinsburg residents using their own reusable bags. Giant Eagle has given us 8 gift cards. The EC purchased 2 more gift cards and 10 reusable bags. All Commissioners will be given a card/gift bag to promote the reusable bags as well as getting \$5 off their purchases when they shop at Giant Eagle.
- Nothing further to report this evening

**Mr. Scaffide – Finance, Capital Improvement, BZA**

- BZA met on 10/9 and heard appeal 07-2019, E. Idlewood resident requesting an addition on back of house approximately 36' from the rear property line. Requesting a 14' various which was approved 5-0.
- Also, attended the Fire Department Open House. Always a good event with a great turnout. Thanked the Fire Department.
- Nothing further to report this evening

**Mrs. Stauffer – Public Works, Community Relations, Twins Days**

- Nothing to report this evening

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

- Attended the Finance Committee earlier this evening. Worked on the 2020 budget and heard from Chief Noga, Chief Morgan and Ms. Mohr from Engineering. Next Finance meeting will be 11/26 at 6:00pm.
- Attended the Auditor's meeting regarding the city wide performance audit. Deep look at Police, Fire and Parks & Rec. They are in the process of gathering information.
- Attended the Fire Department Open House. Chief Morgan had plans on display for the new truck.
- Attended the CERT Picnic on Sunday
- Participated in the city-wide shred day. Thanked all involved.
- Congratulated Lt. Wilson. Looking forward to what he brings to the department

- A short video on the rezoning issues was played showing a conceptual rendering. After video Mr. Furey stated that council has unanimously passed a resolution stated that any funds that come from the sale of this land will go to offset the clubhouse debt.
- Nothing further to report this evening

**Ms. McFearin – Parks & Rec, Public Safety, Community Relations, Vol. Fireman**

- Parks and Recreation Commissions next meeting will be on 10/24 at 6:30.
- Attended the Fire Department Open House. She looks forward to this event each year.
- Attended the BZA meeting
- Attended the Finance Committee meeting earlier this evening.
- Attended the Auditor meeting earlier this evening.
- Attended the Meet the Candidates Night.
- Nothing further to report this evening

**Mr. Steele – Finance, Public Safety, Chamber, Charter Review**

- Attended the Finance Committee meeting earlier this evening.
- Attended the Auditor meeting earlier this evening.
- Attended the Fire Department Open House
- Attended the Meet the Candidates Night.
- Asked the mayor what would be the net profit from the sale of the property that is proposed to be rezoned. The mayor stated it would need to be appraised but probably in the range of \$1-1.8 million but it would need to be appraised to get a better number. He reminded residents this video is a rendering not an actual plan. This was just to provide a visual option for residents.
- Attended the Fire Department 100<sup>th</sup> Anniversary Steak Roast. The department has come a long way.
- Nothing further to report this evening

Mr. Scaffide asked to speak again. He then made the following motion.

**MOTION: TO WAIVE THE 30 DAYS FOR APPEAL 07-2019**

Moved by S. Scaffide, seconded B. Furey

Mr. Scaffide clarified that when council asked for a motion to waive the 30 day waiting period on an appeal, council is only waiving the 30 days a resident has to wait to start their project. BZA is the one who grants the variances. Council's action is just allowing the project to start sooner than the 30 days.

Mr. Scaffide stated this particular one is on E. Idlewood.

Upon roll call motion passed unanimously

**MAYOR'S REPORT:**

- Thanked the Environmental Commission for their hard work with the Clean-up Day and Shredding Day. Thanked Coach Bell from the High School Football team for bringing the players to help.
- Attended the CERT Picnic. Thanked all the members and Assistant Chief Bosso for organizing the group. They play an important role in a lot of city events.

- Attended the Fire Department Open House. Encouraged those who have not gone in the past to consider going next year.
- Attended the Fire Departments 100<sup>th</sup> Anniversary Steak Dinner. It was a really special evening. Enjoyed being able to celebrate with them.
- Attended the Portage/Summit County Mayors and Service Directors meeting. Thanked Streetsboro for hosting. These meetings are a great way to talk about what is going on in the communities and allows opportunities to share resources.
- Attended Mayor Karabec's Memorial Service. It was truly a celebration of life. He contributed so much to the community. He really loved his family and this city. Can't imagine the controversy he went through when he built a Fitness Center, approximately 4,000 homes built while he was mayor, orchestrated all the purchase of the land at Liberty Park, built a Water Park, built Glenmeadow Park, put in Center Valley Trail. Today you can't imagine our community without these things today.
- Congratulated Earl Wilson on his promotion to Lieutenant in the Fire Department. Thanked him personally for checking on him while participating in the live burn training.
- Thanked and wished the best to all the candidates.
- Encouraged all residents to vote on Election Day.
- Nothing further to report this evening

**DEPARTMENT HEAD REPORTS:**

**Sarah Buccigross – Finance Director**

- Finance is continuing to work with the Auditor of State Performance Audit team on the city-wide Performance Audit. The City is currently working with the Auditors to gather as much information from comparable cities as possible.
- October 2019 Income tax receipts total \$2,123,609.34 compared to October 2018 receipts in the amount of \$1,923,754.75. This reflects an increase of 10.39% or \$199,854.59 compared to last year.
- 2019 YTD income tax receipts total \$20,244,156.71 compared to 2018 in the amount of \$19,538,121.08. This reflects an increase of 3.61% or \$706,035.63 compared to last year.
- Refunds in the amount of \$26,158.24 are included in the October collections
- The net change in distribution for this month for individual, net profit and withholder collectively is: \$260,241.13.

Mr. Steele stated that he also went to Mayor Karabec's service also. And he agreed he got a lot done as mayor. Mr. Steele stated he was also at the 100<sup>th</sup> Anniversary of the Fire Department and said it was nice seeing all the prior members.

**LEGISLATION**

**ORDINANCE 87-2019 - AN ORDINANCE AMENDING REVOLVING PETTY CASH FUNDS FOR VARIOUS DEPARTMENTS, REPEALING ALL ORDINANCES IN CONFLICT THEREWITH**

Read by S. Collins

**ORDINANCE 88-2019 - AN ORDINANCE AMENDING SECTION 1105.01 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING DEFINITION OF "FAMILY" AS IT APPLIES TO RESIDENTIAL DISTRICTS IN THE CITY**

Read by S. Collins

**ORDINANCE 89-2019 - AN ORDINANCE AMENDING THE CURRENT YEAR APPROPRIATIONS FOR THE GENERAL REVENUE ACCOUNT AS ESTABLISHED IN ORDINANCE 18-2019, THE APPROPRIATION ORDINANCE OF THE CITY OF TWINSBURG FOR THE YEAR 2019; AND DECLARING AN EMERGENCY**

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 89-2019 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by B. Steele, seconded M. Stauffer

Mr. Furey stated the purpose for the emergency is to take the lights and sirens out of a 2004 vehicle and put them in a 2013 for use by the Assistant Fire Chief in a timely manner.

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 89-2019 AS AN EMERGENCY**

Moved by B. Steele, seconded by J. McFearin

Mr. Barr stated that the Fire Chief reminded council that this is a transfer from Operating to Capital within the fire department budget and is not an additional expense. Total cost is \$6,500.

Upon roll call motion passed unanimously

**RESOLUTION 90-2019 - A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN ASSIGNMENT AND ASSUMPTION OF THE CRA AGREEMENT WITH TWINSBURG INDUSTRIAL PROPERTIES II, LLC AND FEDEX GROUND**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 90-2019**

Moved by B. Steele, seconded G. Bellan

Mayor Yates stated that this does not change the terms in the agreement just transferring ownership for the FedEx property.

Upon roll call motion passed unanimously

**RESOLUTION 91-2019 - A RESOLUTION CONFIRMING THE PLANNING COMMISSION DETERMINATION THAT A "PET CREMATORY" IS A SIMILAR USE TO THE USES PERMITTED IN AN I-3, HEAVY INDUSTRIAL DISTRICT**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 91-2019**

Moved by B. Steele, seconded. Barr

Mayor Yates stated that this is strictly for domesticated animals that will partner with local veterinarians so when pets get put down they have a place to cremate them in a humane manner.

Upon roll call motion passed unanimously

## **UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

### **Mr. Barr:**

- Nothing further this evening

### **Mrs. Stauffer:**

- For the record she was at all the meetings that other councilmembers were at.
- Thanked Daisy Walker and the Environmental Commission for all their work.
- Congratulated Lt. Earl Wilson
- Congratulated the Boys and Girls Soccer teams and Cross Country Team.
- Thanked Officer Fruscella for coming to the schools and doing the ALICE training with the kids.
- Nothing further this evening

### **Mr. Bellan:**

- Truck or Treat will be 10/22 from 2-4 at the Fitness Center
- Trick or Treat will be 10/31 from 6-8pm
- Encouraged everyone to get out and vote on 11/5
- Nothing further this evening.

### **Mr. Scaffide:**

- Nothing further this evening.

### **Mr. Furey:**

- Finance September statement of cash came out. The city started the year at \$8.29 million, we are up \$2 million to \$10.286 and have \$20.34 in unexpended balance. All financial documents are available and can be requested through the Clerk or Finance offices.
- Good luck to all candidates
- Nothing further this evening

### **Ms. McFearin:**

- Thanked Ms. Miller from Summit County Community and Economic Development for coming to the Caucus meeting and sharing the resources available to our residents. The city will be getting these on the website.
- Thanked Mr. Gutowski for keeping our city website looking good.
- Bulletin article regarding local towns working to attract visitors which goes along with what the city is trying to do by creating a downtown development.
- Attended the Fire Department Steak Roast. If you have not already seen the Fire departments 100<sup>th</sup> anniversary video please take some time to watch it.



**MOTION: TO MOVE THE DECEMBER COUNCIL MEETINGS TO THE 10<sup>TH</sup> AND THE 17<sup>TH</sup>.**

Moved by J. McFearin, seconded B. Furey

Mr. Bellan just clarified that there would only be one meeting moving as the regular scheduled 12/10 meeting will remain. Ms. McFearin stated that was correct. Mr. Bellan stated he would prefer we move it to 12/3. Mr. Scaffide stated that the 3<sup>rd</sup> would be his preference also. Mrs. Stauffer and Mr. Barr stated they were indifferent.

Upon roll call motion failed 4-3 with B. Furey, S. Scaffide, G. Bellan and B. Steele dissenting

- Wished everyone a Happy and safe Halloween
- Nothing further this evening

**MOTION: TO MOVE THE DECEMBER COUNCIL MEETINGS TO THE 3<sup>RD</sup> AND THE 10<sup>TH</sup>**

Moved by G. Bellan, seconded S. Scaffide

Mr. Bellan stated that the reason this meeting is moved each year is to keep it away from the holidays.

Upon roll call motion passed unanimously

**Mr. Steele**

- Congratulations to the lady's soccer team
- Nothing further this evening.

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros**

- Nothing further this evening

**Mrs. Collins**

- Nothing further this evening

**Mrs. Buccigross**

- Nothing further this evening

**ADJOURNMENT:**

Meeting unanimously adjourned at 8:33 pm.

Attest:

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Brian Steele  
President of Council

Shannon Collins  
Clerk of Council