

**REGULAR COUNCIL MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
TO BE HELD ON TUESDAY, DECEMBER 1, 2015**

The meeting was called to order by Council President Patten at 8:22 p.m., the clerk called the roll and the following Members of Council answered:

**HIGGINS, TROYER, SALVATORE, MENCINI, BURGIO, POWERS, D'AMICO**

Also in attendance were Finance Director Cingle, Engineer Piatak, Mayor Coyne, Law Director Jamison, Building Commissioner Hurst, Human Resources Sinatra, Assistant Fire Chief Johnson and Sgt. Stopiak.

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**APPROVAL OF MINUTES OF PRECEDING MEETINGS:**

1. Regular Council meeting held on November 17, 2015.

**Motion** by Mr. Mencini, supported by Mr. Higgins, to approve as printed. Members of Council voted AYE with the exception of Mr. Burgio who abstained. The motion carried.

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**REMARKS FROM THE AUDIENCE (ON ANY SUBJECT):**

Carol Horvath  
6131 Smith Road

Mrs. Horvath stated as the newly elected law director I will be joining you in January, 2016 and wanted to indicate that she is very happy to work with all of you. Obviously I have my homework cut out for me certainly and have spoken briefly with Mr. Jamison and look forward to meeting with him to share information on the status of the city's legal matters. I had a brief encounter with the Mayor who indicated that he would be available to meeting also. Mrs. Horvath stated she is looking forward to the New Year and will be more than happy to have discussions with anyone who wanted to share any information, thoughts or issues that they are concerned about.

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**REPORTS FROM STANDING COMMITTEES:**

Aviation & Environmental Committee – Chairman, Higgins

Mr. Higgins stated no report this evening.

Finance Committee – Chairman, D'Amico

Mr. D'Amico stated the Finance Committee has eight items on tonight's agenda.

Legislative Committee – Chairman, Troyer

Mr. Troyer stated Legislative Committee has nothing on tonight's agenda.

**Reports from Standing Committees: cont.****Parks & Recreation Committee – Chairman, Burgio**

Mr. Burgio stated the upcoming holiday programs and activities include a Youth sleepover for ages 12 and younger on Saturday, December 12<sup>th</sup> from 8:00 p.m. to 8:00 a.m., Sunday December 13<sup>th</sup>; registrants must register in advance. Santa will be calling children ages 4 to 8 on December 14<sup>th</sup> and 15<sup>th</sup> please register in advance. The Senior Christmas party will be on Tuesday, December 15<sup>th</sup> from 9:00 a.m. to 12:00 p.m. A Christmas Caroling event will be on Friday, December 18<sup>th</sup> at 4:30 p.m. beginning with a performance in the community room and then caroling throughout the neighborhoods. Santa tours of the city will be on Saturday, December 19<sup>th</sup> beginning at 3:00 p.m. and there will be a New Years party for ages 8-13 will be on Thursday, December 31<sup>st</sup> from 9:30 a.m. to 12:30 p.m. Lastly, there were some concerns about the Recreation Center being closed on November 27<sup>th</sup> the Friday after Thanksgiving that the Mayor may want to address.

**Planning Committee – Chairman, Mencini**

Mr. Mencini stated the next Planning Commission meeting will be on Monday, December 7<sup>th</sup> at 7:15 p.m. with three new pieces of business.

**Safety Committee – Chairman, Salvatore**

Mr. Salvatore stated no legislation on tonight's agenda.

**Service Committee – Chairwoman, Powers**

Mrs. Powers stated no report this evening.

**Board of Zoning Appeals – Chairman, D'Amico**

Mr. D'Amico stated the next Board of Zoning Appeals meeting will be on Monday, December 7<sup>th</sup> with one item on the agenda.

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**REPORTS FROM SPECIAL COMMITTEES:****Southwest General Health Center – Trustee, Salvatore**

Mr. Salvatore reported at the last board meeting it was announced that Southwest set an all time high record last year for patient volume and this year is already ahead of last year. It was also reported that the health center received an award for Superior Quality Care and for the second year in a row the center was picked as one of the Best of Best out of 5,000 hospitals across the country. Mr. Salvatore continued that the hospital's ratings went up by 30% for patient satisfaction and for patients leaving the hospital has climbed up by 20% and from the Nominating Committee it was recommended that Mr. Sheppard be appointed to the Systems Board that passed unanimously.

**Berea Board of Education – Representative, Mencini**

Mr. Mencini reported on the district's website there is a Parent Speak Up survey and as results come in I will apprise Council. At the November 8<sup>th</sup> board meeting the October monthly cash balance was discussed and payments to vendors for the month of October were \$3,900,000 with a beginning cash balance of \$8,200,000, food service \$1,700,000. Also at the November 8<sup>th</sup> meeting the superintendent

**Reports from Special Committees: cont.**

discussed future tax levies regarding type, scope, timing and the districts initiative on that tax.

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**REPORTS FROM BOARDS AND COMMISSIONS:**

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**INTRODUCTION OF RESOLUTIONS OF COMMENDATION:**

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**REPORTS AND COMMUNICATIONS FROM THE MAYOR:**

Mayor Coyne thanked the Members of Council for coming to the workshop held on Thursday, November 24<sup>th</sup> for Communications. With regards to Councilman Burgio’s comment about the closing of the Recreation Center the Friday after Thanksgiving the full time employees who work at the center are under the jurisdiction of Local 436 and in their contract that day is considered a holiday. With non-union staff the city cut part time operations at the recreation center of over \$400,000 have been cut; that’s the reason the Recreation Center was not open. Recreation Director Fields is not in attendance at this meeting because she is refereeing basketball or volleyball game at the center. Hopefully, right after the first of the year improvements can be made to programs at the recreation center and facilitating city hall operations to make the center more appealing to residents. Mayor Coyne continued with the Senior Assistance Program there are over 200 seniors who qualified for snow plowing and the registration deadline has been moved about six times and last Wednesday was the affirmative deadline date that will not be moved anymore so the contractors can mark the driveways. The final cost for the qualifying seniors was \$20.00 for the payment of the tax on the program. The seniors that didn’t have the most need in terms of income were provided the service needed, I think there was some confusion by the local publication in the city, and also think that more seniors should have come forward and would have probably qualified and hopefully next year proper information will be provided to move forward. There was another 55 residents that took advantage of the discounted price of \$250.00 for that seasonal work and the Administration is pleased with the beginning of the program that has room to grow.

**Council’s Comments and/or Remarks:**

Mr. Salvatore stated that a few phone calls were received on the snow plowing program with residents being confused about the program and didn’t attend any of the meetings but were extremely pleased and satisfied with the extensions that took place allowing them to qualify for the snow plowing program. These residents were shocked that they would only have to pay as little as \$20.00 because they were told they could pay as much as \$300.00. Hopefully, next year this program can continue and grow to 400 to 500 people. Mr. Salvatore asked Mayor Coyne for

**Reports and Communications from the Mayor: cont.****Council comments and/or remarks: cont.**

an update for the State of Ohio project of the lights being out on I-71 and West 130<sup>th</sup> Street?

Mayor Coyne responded Service Director Cayet can address this matter but the State of Ohio is doing new lighting on all the interstate ramps and under bridges because there have been problems.

Mr. Mencini asked for an update on the city's Sidewalk Program and also an update on the five homes that were possibly going to be torn down this year.

Mayor Coyne stated Engineer Piatak will address the Sidewalk Program and the law director processed all the necessary paperwork to the county and it is my understanding that they were let in groups and areas; hopefully more will be coming after the first of the year.

Mr. Mencini commented that the week December 7<sup>th</sup> through the 14<sup>th</sup> is Shop in Brook Park week.

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**REPORTS AND COMMUNICATIONS FROM OTHER DEPARTMENTS,  
COMMISSIONS, PUBLIC OFFICIALS:****Engineer Piatak**

Mr. Piatak reported that two bids were received for the Sidewalk project with Konstruction King being the lowest bidder. The city is currently working on awarding them the project so that contracts can be executed. A list of the sidewalk blocks identified in this phase will be obtained from the service department so that letters can be mailed to see if residents want to participate; it is anticipated that will happen within the next few weeks.

**Service Director Cayet**

Mr. Cayet stated the department is still picking up leaves and will be for as long as the weather cooperates. The lighting project on I-71 and Snow Road is an ODOT (Ohio Department of Transportation) project with the replacement of all the lights on I-71 from I-480 to Sheldon Road and all those lights are on the same loop as explained by ODOT personnel in charge of the project. This project could take up to a year because ODOT is removing the poles and restringing with new power.

Mr. Troyer expressed thanks from Liberty Bell residents for the quick assistance with the picking up of a mattress and other items on a tree lawn; it is my understanding that Mr. Marken took the front-end loader to pick up the mattress.

**Reports and Communications from other departments, commissions and public officials: cont.**

Service Director Cayet: cont.

Mr. Cayet stated that both the city and county have put rules in place regarding mattresses being thrown out must be in placed mattress bags due to bedbugs.

Safety Director Byrnes

Mr. Byrnes stated no report tonight and wished everyone a nice holiday season.

Mr. Mencini stated that calls have been received is there any speed controls being done on the side streets.

Mr. Byrnes responded it is my understanding that patrols are on the side streets and if calls are received from residents have them call the police dispatcher so that special attention can be given to that specific area. The department has written a lot more citations this year than last year and is doing the best the department is able with reduced manning.

Law Director Jamison

Mr. Jamison stated no report this evening.

Finance Director Cingle

Mr. Cingle stated November month-end reports will be distributed in the next few days. Mr. Cingle thanked Council for their consideration of all the items coming out of the Finance Committee.

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**OTHER COMMUNICATIONS, PETITIONS, AND VERBAL APPROVAL:  
(INTRODUCTION OF NEW LEGISLATION):**

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**MISCELLANEOUS BUSINESS (APPOINTMENTS, CONFIRMATIONS):**

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**INTRODUCTION OF RESOLUTIONS AND ORDINANCES: (FIRST READING):**

1. ORDINANCE NO. 9984-2015, ENACTING PART EIGHTEEN OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'MUNICIPAL INCOME TAX' AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9984-2015 has had its First Reading.

2. ORDINANCE NO. 9986-2015, AMENDING ORDINANCE NO. 9978-2015, THE APPROPRIATION ORDINANCE FOR THE CITY OF BROOK PARK AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne (Substitution)

**Introduction of Resolutions and Ordinances: (First Reading): cont.**

Mr. Patten stated Ordinance No. 9986-2015 has had its First Reading.

3. ORDINANCE NO. 9987-2015, TO PROVIDE FOR THE TEMPORARY APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR THE THREE MONTHS ENDING MARCH 31, 2016 AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9987-2015 has had its First Reading.

4. ORDINANCE NO. 9988-2015, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH RIGHT STUFF SOFTWARE CORPORATION WITHOUT PUBLIC BIDDING FOR CONSULTING, INSTALLATION, TRAINING AND TIME CLOCK HARDWARE AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9988-2015 has had its First Reading.

5. ORDINANCE NO. 9989-2015, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CREATIVE MICROSYSTEMS, INC. (CMI), WITHOUT PUBLIC BIDDING FOR THE PURCHASE OF SOFTWARE AND HARDWARE IN ORDER TO UPGRADE AND MODIFY THE FINANCE AND PAYROLL SYSTEM AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9989-2015 has had its First Reading.

6. ORDINANCE NO. 9990-2015, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CDW GOVERNMENT, LLC, FOR THE PURCHASE OF COMPUTERS, SOFTWARE PROGRAMS, LICENSING, SERVER AND VARIOUS COMPUTER EQUIPMENT AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9990-2015 has had its First Reading.

7. ORDINANCE NO. 9991-2015, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TCC TECHNOLOGY SOLUTIONS, WITHOUT PUBLIC BIDDING, TO PROVIDE FOR THE IT SUPPORT AND DATA BACK UP SERVICES FOR THE CITY AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated Ordinance No. 9991-2015 has had its First Reading.

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**INTRODUCTION OF RESOLUTIONS AND ORDINANCES: (SECOND READING):**

- 1. ORDINANCE NO. 9982-2015, AUTHORIZING THE SERVICE DIRECTOR TO PREPARE SPECIFICATIONS FOR THE MAINTENANCE AND PREVENTIVE MAINTENANCE OF ITS PUBLIC BUILDINGS AND FURTHER AUTHORIZING THE MAYOR TO ADVERTISE FOR BIDS AND TO ENTER INTO A CONTRACT WITH THE LOWEST AND/OR BEST BIDDER AND DECLARING AN EMERGENCY  
Introduced by Mayor Coyne

**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend the first 'Whereas' after the word maintenance to insert 'of the Heating, Ventilation, Air Conditioning (HVAC Systems'.

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Mayor Coyne stated I don't have a problem with the adding of the HVAC but it is the maintenance and preventive maintenance both so I would prefer that the preventive maintenance be left in the legislation.

Mr. Troyer withdrew his motion and Mrs. Powers withdrew her support.

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**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend the first 'Whereas' to insert the words 'of the Heating, Ventilation, Air Conditioning (HVAC) Systems' after the words preventive maintenance.

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Mr. Higgins asked Service Director Cayet if there is a problem with the amendment based on the bidding out of the maintenance i.e. emergency generators or other items, by specifying this technology would complicate the process.

Mr. Cayet responded no those would be included in the specifications.

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**ROLL CALL: AYES:** Troyer, Powers, Mencini, Burgio, D'Amico, Salvatore  
**NAYS:** Higgins. The motion carried with a vote of 6-1.

**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend Section 1, second line, after the word maintenance insert the words 'of the Heating, Ventilation, Air Conditioning (HVAC) Systems'.

**ROLL CALL: AYES:** Troyer, Powers, Burgio, Mencini, D'Amico, Salvatore  
**NAYS:** Higgins. The motion carried with a vote of 6-1. The motion carried.

Mr. Higgins stated during roll call this is unnecessary.

**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend Section 1 fifth line after the word maintenance to insert 'HVAC Systems'.

**Introduction of Resolutions and Ordinances: (Second Reading): cont.****ROLL CALL: AYES:** Troyer, Powers, Mencini, Burgio, D'Amico, Salvatore**NAYS:** Higgins. The motion carried with a vote of 6-1.

Mr. Cayet requested an amendment to the second 'Whereas' by including an 's' to the fifth bullet entry – Safety Building to read Buildings to cover the Ruple Road Fire Station and Animal Control building.

**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend the title by inserting the words Heating, Ventilation, Air Conditioning (HVAC) after the word 'maintenance'.

**ROLL CALL: AYES:** Troyer, Powers, Mencini, Burgio, D'Amico, Salvatore**NAYS:** Higgins. The motion carried with a vote of 6-1.

**Motion** by Mr. Troyer, supported by Mrs. Powers, to amend the title by inserting the words ' of the Heating, Ventilation, Air Conditioning (HVAC)' after the word preventive maintenance.

**ROLL CALL: AYES:** Troyer, Powers, Burgio, Mencini, D'Amico, Salvatore**NAYS:** Higgins. The motion carried with a vote of 6-1.

Mr. Jamison stated that Service Director Cayet requested the letter 's' to the fifth bullet entry to read 'Safety Buildings'.

**Motion** by Mr. Salvatore, supported by Mr. Higgins, to amend the second 'Whereas' by inserting the letter 's' after the word Buildings on the fifth bullet entry to read Safety Buildings'.

**ROLL CALL: AYES:** Salvatore, Higgins, Troyer, D'Amico, Powers, Burgio, Mencini**NAYS:** None. The motion carried.

Mayor Coyne stated this legislation shows due diligence because this Ordinance was introduced May 19, 2015 and was held in committee and thanked Council President Patten for bringing this legislation out of committee. This is for the maintenance of all the city buildings and by the time it passes it will take six months for a simple maintenance contract for the city buildings.

Mr. Troyer commented Council can get this passed next meeting.

Mr. Patten stated Ordinance No. 9982-2015 has had its Second Reading as amended.

2. ORDINANCE NO. 9983-2015, PROVIDING FOR A CONTRACT BETWEEN THE CUYAHOGA COUNTY GENERAL HEALTH DISTRICT AND THE CITY OF BROOK PARK, OHIO AND DECLARING AN EMERGENCY Introduced by Mayor Coyne

Mr. Patten stated that Ordinance No. 9983-2015 has had its Second Reading.

**Introduction and Resolutions: (Second Reading): cont.**

- 3. ORDINANCE NO. 9985-2015, AUTHORIZING THE CITY OF BROOK PARK TO PROVIDE A DEMOLITION GRANT FOR 18301 BROOKPARK, LLC. A CORPORATION WHOLLY OWNED BY WESTON, INC. Introduced by Mayor Coyne

Mr. Patten stated that Ordinance No. 9985-2015 has had its Second Reading.

Mr. Troyer stated isn't this company asking to get this legislation passed in a quicker fashion?

Mr. Patten responded the legislation had its Second Reading and will be on Third Reading at the next regular Council meeting.

Mr. Troyer stated to Finance Director Cingle in a voice mail I asked about the former machine company that left this property. Did the company not renew their lease and that is the reason for leaving and what was the city's revenue from the machine company.

Mr. Cingle responded I did return your phone call regarding this company and I'm not going to speak publicly to the revenue or tax revenues that this company generated with roughly nine employees.

- 4. RESOLUTION NO. 27-2015, REQUESTING THE CUYAHOGA COUNTY FISCAL OFFICER TO ADVANCE TAX REVENUES FROM THE PROCEEDS OF TAX LEVIES PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne

Mr. Patten stated Resolution No. 27-2015 has had its Second Reading.

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**THIRD READING OF RESOLUTIONS AND ORDINANCES:**

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There being no further business to come before this meeting Council President Patten declared this meeting adjourned at 9:05 p.m.

RESPECTFULLY SUBMITTED *Michelle Blazak*  
Michelle Blazak  
Clerk of Council

APPROVED *January 5, 2016*

THESE MEETING MINUTES APPROVED BY BROOK PARK CITY COUNCIL ARE A SYNOPSIS, NOT TRANSCRIBED IN THEIR ENTIRETY, ALTHOUGH ACCURATE.