

**SPECIAL CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
HELD ON SATURDAY, MARCH 5, 2016**

The meeting was called to order by Council President Astorino at 12:09 p.m., the clerk called the roll and the following Members of Council answered:

**SCOTT, BURGIO, SALVATORE, TROYER, POWERS, McCORMICK, MENCINI**

Also in attendance were Law Director Horvath and Building Commissioner Hurst.

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**Discussion:**

1. AD-HOC COMMITTEE FOR COUNCIL RULES

Mr. Astorino stated that Mr. Mencini asked for this to be placed on this agenda and since this is a special meeting discussion is limited to what appears on this agenda.

Mr. Mencini stated at the last Council meeting there was a discrepancy of the Council Rules and would like to hear your suggestions on what Council needs to do.

Mr. Scott asked Mr. Astorino why you deem an Ad-Hoc Committee is necessary due to the fact that there are only seven Council members; what determination did you have that an Ad-Hoc Committee was needed. I could see something if this was a large Council like the City of Cleveland that has 17 members. This should be an item placed on a Caucus agenda and discussed as the committee of the whole; I don't see what is advantageous about having an Ad-Hoc Committee especially when Council is currently working on the budget. Council was told that there was no rush on this Ad-Hoc Committee and would probably be discussed after budget discussions; my question is why is an Ad-Hoc Committee needed when we are Council as a Whole?

Mr. Astorino responded when Council had the Orientation meeting in December and Organizational meeting in January Council adopted a set of Council rules and during that discussion there was talking about placing the rules into ordinance format. The concept for the Ad-Hoc Committee would try to find two or three members that would do research and organizational stuff so that when their work was completed they would bring all that information forward to the committee of the whole. The research being different procedures that maybe are followed by other cities that would a best practice that this Council would want implement in Brook Park. Rather than deal with this at a Committee of the Whole meeting and all that research where it wouldn't necessarily be available this would be to have small group gather the background information and bring it forward to the committee of the whole for a presentation. It wasn't going to be

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that the Ad-Hoc Committee would be making any decisions they would just gather the information and going out on a fact-finding of sort.

Mr. Scott continued I have one other question on the Organizational meeting held on January 4<sup>th</sup> you stated that you perceived what Council is phased with is the 2014-2015 Council Rules prior to this term expired on December 31' 2015 at midnight. You also state that currently Council has no rules that are existence for City Council and this evening we are looking to adopting Rules of Council. At that time I, being a freshman first timer along with Mrs. McCormick being a first timer, if I would have had an idea that this was going to be discussed. I would have come back and stated that after this was accepted and approved I went out and asked and contacted two past law directors and contacted two past Mayors of Brook Park. They said from 1965 they have never heard of anything of this nature being...

Mr. Astorino - Councilman could I ask you to pause because I'm listening to you and don't know what this has to do with an Ad-Hoc Committee; you're talking about...

Mr. Scott - what this is because you came out on the first day and said that we should have an Ad-Hoc Committee...

Mr. Astorino – The conversation for today is supposed to be about the Ad-Hoc Committee.

Mr. Scott – Correct.

Mr. Astorino – You're talking about minutes of the Organizational meeting that's not about the Ad-Hoc committee.

Mr. Scott – You had a statement and also stated that you said at the Organizational meeting that Council was going to form an Ad-Hoc committee; you talked about having an Ad-Hoc committee at the Organizational meeting.

Mr. Astorino concurred, now you're talking about Council Rules, we're talking about an Ad-Hoc committee.

Mr. Scott – Ad-Hoc committee for what?

Mr. Astorino – To review rules to set it up for being implemented in the codified ordinances, I don't understand what the discussion that occurred at an Organizational meeting and the fact that you're a freshman Councilman. I don't understand what your question has to do with the Ad-Hoc Committee.

Mr. Scott – My question was why Council is having an Ad-Hoc Committee when it wasn't necessary to do that. You stated at the Organizational meeting that we

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do not have any Council rules because they expired and talked about having an Ad-Hoc. My question is why was it perceived that we do not have any Council Rules after December 31, 2015 when the past Council rolled over the existing rules.

Mr. Astorino – They did not, they did not just roll over the rules, please be accurate, they changed the timeframe, they changed the dates of the rules. Rule No. 1 had the dates listed and they amended the rules to change them for that term and the timeframe of 2012-2013 to 2014-2015.

Mr. Scott – All we had to do was amend it from 2014-2015 to 2016-2017.

Mr. Astorino – Correct, you're trying to draw this conversation into a discussion at the Organizational meeting and what occurred on January 4<sup>th</sup> when I did not ask to form an Ad-Hoc Committee on January 4<sup>th</sup>; I did it at a later meeting possibly a month ago. You're talking about something that happened at the beginning of January when we have to contain our conversation today, I'm trying to tell you that, but you keep trying to talk about January 4<sup>th</sup>; this is a special Caucus meeting.

Mr. Scott – We have not discussed the Ad-Hoc until today, we have not discussed any of the rules until today that's why I am bringing this up.

Mr. Astorino – It's about the formation of an Ad-Hoc Committee.

Mr. Scott – Correct and why we are having an Ad-Hoc Committee.

Mr. Astorino – I explained that and answered your first question and now you're going to the second question which is a discussion about the organizational meeting. This is a discussion about the Ad-Hoc Committee concerns about it, I'm really not sure what you're looking for and trying to tell you you're off subject and you're saying you're not but you haven't convinced me.

Mr. Mencini interjected here's the way I'm looking at what we could do here. I definitely want to hear the other questions from Mr. Troyer and Mr. Salvatore. Our Council President proposed an Ad-Hoc Committee maybe what we should do is maybe put this on a Caucus, we could do that or we could also have everybody on the Ad-Hoc. There are a lot of options we definitely have here my take is let's have that discussion and move this ahead and see what is proposed.

Mr. Salvatore stated for a point of information I understand wholeheartedly and have experience on serving on Ad-Hoc Committees. The definition is for large groups that cannot get together can't assemble but there is important information that must be researched and shared and delivered back to the committee. I served on an Ad-Hoc Committee for Southwest General Hospital when there are 40 to 50 members and it would be impossible to get everyone together in order to

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go over the data that's required to make an important decision relative to the partner agreement with University Hospital. That committee was in session for over a year and we met sometime as many as three times in the same week and went through information that was two to three inches thick from different hospitals. The purpose of the committee was to gather the information, research all the data and come forward with recommendations; that's how the merger took place. As far as an Ad-Hoc Committee for the Council rules from day one I wanted to meet as Council as a Whole and place in on an agenda. I've had several conversations with Council President Astorino and the law director so they both know how I feel about this. If anyone doesn't want to come to a Council meeting with this being the topic then don't come and I'm not trying to be funny about it. If you don't think it's important to be a part of it that's your decision to make, me personally, I think there's some trouble within our rules. Going back to what I said in the beginning let's adopt last year's rules and let's work little by little together and make the amendments that has been in place for years and has been very effective and has worked. That is to introduce the rule at a Council meeting allowing Council the opportunity to debate that rule and if the rule is like then it moves onto a Council agenda under verbal approval for a vote; if the rule isn't like then it never makes the Council agenda. I think we should meet as Council of the Whole and if you want to call it an Ad-Hoc committee of the whole that's fine so that everybody should participate in the process of making Councils' rules; these are the rules that Council is going to follow for the next two years and possibly the next seat of Council may operate under the same set of rules. These are very important rules and there are things that are going on today that weren't going on ten years ago that need to be addressed in some fashion in these rules to be able to have a professional meeting that has some type of forum or mechanism in place that can bring the meeting back to where it belongs when things get out of array. I am totally in favor of discussing these rules at a Caucus meeting in the form that has been done in the past and would certainly encourage all members to be a part of that.

Mr. Astorino stated to Mr. Salvatore for clarification this is about the Ad-Hoc Committee I can't entertain a motion to do anything with the Council Rules; this is strictly about the Ad-Hoc Committee; it's not about Council Rules. I can't entertain a motion because it's a special Caucus meeting simply about the Ad-Hoc Committee; as I said in the beginning let's confine it to the subject that's there because that's what we're required to do. I would ask the law director to comment here if I'm wrong then we can go forward.

Mrs. Horvath stated I don't think it's at all unusual to have legislative bodies or otherwise go through their rules; I think there's probably a necessity to update rules. I would note that the Civil Service Commission is currently in the process of going through their rules and updating them. There are many things that we have now that we didn't have ten years ago such as the Internet and other issues that need to be looked at and think that some of it is good and something that should be done as a normal process. If there is a committee the way the rules

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are structured now you would meet as a committee of the whole. In having the Ad-Hoc Committee I would assume that the intent is that there are a couple of people doing the research and bring that back to the committee of the whole and all discussions concerning the rules, regardless of whether it's called a Rule committee or Ad-Hoc committee would take place at a Caucus meeting as a Committee of the Whole. I'm not sure what the exact issue is but think the intent was to have everyone discuss this at a Caucus meeting and maybe the individuals in charge would say for example we're going to look at rule one through three for this meeting and focus on that. Or maybe the opposite if there are issues concerning certain rules and tackle them first. I think it would certainly be appropriate and a good thing to look at the rules and consider updating them and would note as I had a conversation with Councilman Salvatore the other day. The rules say that we follow Robert's Rules of Order 9<sup>th</sup> edition as the fallback and I think Robert's Rules of Order are either the 11<sup>th</sup> or 12<sup>th</sup> edition now. I don't see a committee meeting as any other than as a committee of the whole because that's what the Council rules state; so I would hope everyone would be involved. These are Councils' rules and if you feel that they need to be updated or changed in any way or form Council has the ability to do that.

Mr. Astorino stated my question is the discussion today has to be confined about the Ad-Hoc committee and it could be two or three people that meet but not making any decisions but gathering information to bring to the committee of the whole. The question for right now is the discussion now is about the Council rules and possibly placing them on the agenda. With this being a Special Caucus meeting to talk about the Ad-Hoc committee can I entertain a motion?

Mrs. Horvath responded I think it would be best to entertain a motion at another meeting and the first thing that needs to be determined is whether the Ad-Hoc committee will be formed. Or is Council going to take the rules through one by one or have specific rules that people may have issues with. The determination for today is whether Council is going to form an Ad-Hoc committee or not do that and instead let the rules be brought up one by one.

Mr. Salvatore commented possibly that may be the way to go by listening to the Council President and law director and maybe Council should break the rules down into sections. Nothing stops from anyone on this Council from gathering information and coming to a meeting prepared; Ad-Hoc committee or not. It is Councils' obligation and responsibility to come to a meeting best prepared that we can be to help make decisions based on the topic. If the rules were broken down into sections then Council would know what rules are under discussion. It's always appropriate to make a motion and a motion can be made and I'm not suggesting that a motion be made on this today because this is just the beginning but a motion can be made from a Caucus meeting to move an item to another meeting.

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Mr. Troyer stated as far as research I think the Ad-Hoc committee would help to have the research all at the same time and have everyone be prepared for the meeting. I want to clarify a few things and am talking about having an Ad-Hoc committee and it is concerning that. On January 4<sup>th</sup> Council unanimously passed the rules in their present form and I believe the law director ruled that was legal at the time. I always said and everybody would ask why don't give it three or four months to see where Council is and then make the changes that Council thinks that need to be made. Council went through every one of those changes at that meeting and discussed them so Ad-Hoc is the way to go and Council can do it that way or Council turn in a sheet listing the wanted changes into the Ad-Hoc committee. Or Council can willy-nilly it here and have a Caucus meeting where this topic would be discussed and throwing out of ideas. As long as everyone has an open mind and Council comes up with some good rules, good changes and I know everyone wants to look at the adjourning of the meeting. There are a lot of ways this can be done but I just want to stick with the rules for a while and then change them if need be; everyone has an opinion and if Council could throw them together and let everyone know what you're looking at; that could be done at a Caucus meeting also. Council did pass the rules are legal and legitimate so whether it's an Ad-Hoc committee because there's a lot of ideas but let's try to be open with whatever Council does and get some good rules; if they need to be changed.

Mrs. McCormick stated I think there is some misunderstanding about the Ad-Hoc committee and the whole process; nobody would be left out of the final decision or conversation about the rules. The purpose of the smaller committee the work can be coordinated more and it's easier to get two or three people together then it is for all seven of us. Also, more in-depth research can be done and know what the other people are doing. To just show up at a meeting I don't know that you researched the same thing that I researched so things can be coordinated better and come up with more information.

Mrs. Horvath stated I would want to be very careful that we don't run into any Sunshine Law issues or anything along that route when doing this. The Council rules as printed say that Council has to meet as a Committee of the Whole; that might be something that Council looks at changing. I've seen recent case law that has held that emails between Council members do not violate the sunshine law and certainly that's a method that might be able to be used but if you want to communicate I would be careful about making sure that you don't have anything that could be considered a meeting. If you only have three people on a committee then the majority is two people so that kind of prohibits any sort of ability to meet in person. As Mr. Mencini stated that all of Council be on the committee and meet at a Caucus as a committee of the whole to discuss these things that might be perhaps the better method; there wouldn't be a majority and two people could get together. I will find that case law I think it was the 9<sup>th</sup> Court of Appeals and might have been a school board with emails going back and forth and it was determined that emails are not meetings; so that could open up an

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avenue for sharing of research. I would just caution that we don't fall into the same issues as previously.

Mrs. McCormick commented I thought that was just for the standing committees; this is an Ad-Hoc meeting.

Mr. Astorino stated to Law Director Horvath under rule no. 8 third last paragraph pertains to officers and employees of the Council. There is a paragraph that deals with the Council President that says he shall appoint all standing committees chairman and all select committees as may be authorized by Council from time to time.

Mrs. Horvath responded you certainly can appoint as many committees as you wish. The issue I'm concerned about is under the sunshine law you have to have open meetings.

Mr. Astorino stated if there are only two or three members on the committee and they're not going to make any decisions; just gathering facts and such. They still would have to have a public meeting because there is not a quorum of voting members and they're not making any motions.

Mrs. Horvath commented I still see that there is a discrepancy about that and the idea that all your committees meet as a committee of the whole. I will look into that further and by next Tuesday I can give you a definitive opinion on it. I just tossed that out there based on considerations we've had this past year and think it's a great idea for everyone to review the rules and have something that is workable for everyone to be in agreement.

Mr. Mencini stated it was my intent to get to audience participation because we all saw last Tuesday how the public felt and the public always come first. My bearings on this was to get some type of resolution as to how this will work out there and work here. What I wanted to do also was open up dialogue so that everyone on Council would have some type of input on it.

Mr. Astorino stated it's not what is on the agenda because as I've said and really caution all Council members to not stretch the discussion about something than the Ad-Hoc committee because that is a violation.

Mr. Salvatore stated it would be appropriate at any time that anyone sitting up here including the chairman can introduce a rule and have it asked to be put on a Caucus agenda for discussion.

Mr. Astorino – Councilman, I'm going to call you out of order, I just said we can only talk about the Ad-Hoc committee. This is a special Caucus meeting to deal with the Ad-Hoc committee and the budget; we cannot talk about anything else. If we do then we are in violation of the sunshine laws.

## DISCUSSION: CONT.

Mr. Salvatore – Point of order.

Mr. Astorino – what's your point?

Mr. Salvatore – My point is other people have talked outside of this agenda and I'm the only one you said can't speak.

Mr. Astorino – I warned Council Members Troyer and Mencini and Scott so you just said I only warned you about it.

Mr. Salvatore – You didn't stop them.

Mr. Astorino – You may feel persecuted but you're not being persecuted here; you're being cautioned that we're outside the scope of the meeting and we can't call special Caucus meetings about certain subjects and bring other items up for discussion.

**Motion** by Mr. Salvatore, supported by Mr. Scott, that item number one was discussed.

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Mr. Troyer stated I'd like to delay the motion.

Mr. Astorino commented you can't delay the motion.

Mr. Troyer continued I would like to ask everyone to vote no on the motion because Councilman Burgio and I still have some comments to make on this issue.

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**ROLL CALL: AYES:** Salvatore, Scott, Burgio, Mencini

**NAYS:** Troyer, Powers, McCormick. The motion carried with a vote of 4-3.

## 2. 2016 BUDGET

Mr. Astorino stated as an introduction into this subject information has been provided by the Mayor's office and the Administration and last Saturday the Mayor gave a presentation on the capital and this upcoming Tuesday the operating budget will be discussed. Council has had this information for a while and this gives Council the ability to discuss any concerns or entertain with this year's budget. I've gone through this budget and there is at least 85% that I'm good with and the other 10% or 15% I may have some questions on and maybe good on that. I think the Administration has done a nice job and making a presentation of the budget and think there are some things that need to be

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changed and some things that Council may want to have added. The list that was provided with the agenda is documents that have been given to Council and we don't have to go through all 13 items unless that's what Council wants to do.

Mr. Troyer stated one of the problems I have and think there are probably plans to cure that is the structural deficit. The past two years Council has been told how bad the structural deficit is and believe that has to be taken out of the General Fund. I also think that the capital needs to be looked at because a lot of the appropriations for capital are just put there and don't know exactly what was being purchased or what the exact costs were; it was kind of a general topic. After Council is presented with the general budget this upcoming Tuesday it then becomes Council's budget, it's not the Mayor's budget anymore. Not knowing exactly where monies are going to be spent and just having generalities given to Council is not the way to appropriate the residents' money; I'm very concerned about that.

Mr. Mencini stated with number nine the water break analysis is this going to City Hall or the Cleveland Water Department?

Mr. Astorino stated that is documentation that Council has received and in my conversation with the city engineer if we want an analysis done the Mayor is notified to contact Cleveland Water Department to do the analysis.

Mr. Mencini stated with recent documentation I noticed that the one on Cynthia and Fayette was not listed. Do we make a request to the engineer to get an analysis from the water department?

Mr. Astorino stated my question to the city engineer how is a water break analysis obtained. If you think a street needs to be done one of the things you need to know is that would be added to the bill.

Mrs. McCormick stated one of the funds that stuck out was the Economic Development Fund showing a transfer of \$500,000. The 2016 beginning balance was about \$1.2 million dollars with an additional \$500,000 being put into the fund bringing the total to \$1.9 million dollars and some change. Council hasn't been presented a plan as to what is going to do with those monies and I would like to see a breakdown on what those monies are going to be spent on; I'm not opposed to Economic Development but would like to see the plan.

Mr. Salvatore stated he has no questions and is still meeting with Finance Director Cingle on some matters.

Mr. Burgio stated I spoke with Finance Director Cingle the other day requesting information and am waiting for that information from him.

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Mr. Scott stated I will be meeting with Finance Director Cingle to get a few questions answered.

Mr. Troyer stated some of the issues I see are only having three roads done and there are a lot of reasons to do roads that have been talked about and how to increase the property values. Nothing increases property value of all the houses, not just the ones that need to be fixed up, is a new road because it makes the neighborhood look good. I think there is a way of doing more roads and should have a better plan to do substantially more roads.

Mr. Mencini concurred, my only concern with that is there are a lot of streets that need to be done where are the funds going to come from.

Mr. Astorino stated to Council Members on page nine of the 3 years Disbursements and Appropriations the question I have is there is an ordinance on the books establishing the tax split of the income taxes. Currently that ordinance reads 80% towards the General Fund and 20% towards the Capital Improvements. On page nine that deals with Fund 880 – Transfers & Refunds there is two transfers that are coming out of the General Fund of \$620,000 going to the Snow Road Resurfacing Fund and \$1.41 million dollars being transferred from the General Fund to 2016 Streets Improvement Fund. My view and would ask if any Council members see this any different is monies are being taken out of the General Fund that is basically altering the 80%-20% split that Council has authorized. This would take \$2 million dollars out of the General Fund and place into Capital Improvement that does two things. One is it changes the tax split probably closer to a 70%-30% split and the other thing this will do is decrease the reserves in the General Fund and still be in compliance with the Fund Balance Reserve Policy but the less money in the General Fund, from what I've heard from the Finance Director, would have an impact on the bond ratings and such. So if Council is looking at doing more streets and wants to get a good bond rating I'd be reluctant to transfer money out of the General Fund for Capital Improvements when, as everyone knows, over the last several years there was an employee buyout that reduced a lot of the monies that are being spent on the General Fund. The operating budget has been decreased and at the beginning of last year several employees were laid-off and cut payroll that basically reduced the expenses by \$1.5 to \$2 million dollars and only three streets are going to get done. I would like Council to give some consideration to keeping that money in the General Fund and maybe Council Members Scott, Burgio and Salvatore when meeting with the Finance Director ask if it would be possible for the City of Brook Park to possibly go out for bonds to do the streets. Paying cash three streets can get done but there have been enough monies eliminated out of the operating budget and instead of spending \$2 million dollars...One of the forms passed out last year showed a \$10 million dollar bond over 15 years the Finance Director indicated it would cost the city a little over \$800,000 a year. Three streets are not going to fix the problems that Brook Park is having; it's a start and is better than the one street being done last year and it's better than the no

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streets done the year before but three streets will not have a major impact and it's not going to jumpstart the way I think they should. These are the types of discussions I thought we could have today and get some feedback on what Council's feelings are on that.

Mr. Troyer stated along those lines another thing to notice that the bill to pay the bonds and leases has gone down this year by \$176,000; last year the city paid off a sewer bond for Aerospace Parkway. That's why the costs coming out of the Capital Improvement I think was \$676,000 versus the \$844,000 that it was; so there is that much more leeway to go out and borrow the money to do these streets. Basically there is over \$2 million dollars in the General Fund that is going to Capital Improvement and less than \$1 million dollars of that could be used to bond out and still have \$1 million dollars left and maybe get eight to ten streets or maybe more depending on the length of the streets. Obviously all the streets wouldn't be done at one time but as many as can possibly be find contractors for those streets could probably get done this year. It could be done that way and Council can figure out ways to do some other things. I would like to know what streets they are but Council has the street rating system so it should be pretty clear. This can be done and I think most of the people's minds and are constantly talked about are the streets and property values; good streets raise the property values and don't think anyone can deny that. Let's get some streets done and slowly do some of the other items and I think that a lot more than three streets can be done this year.

Mrs. Powers stated with streets getting done I hear there are a lot of grants available out there and before Council borrows money or putting more money in I would like to know how the city is going to pursue those grants. Also, how will the street repairs be managed because other cities seem to be able to get their streets done a lot faster with lot less money; those are two things I would like to see addressed before a decision is made to put more monies in this budget for streets.

Mr. Astorino stated one other subject I would like to get some feedback from Council that deals with the Office of Aging and the Recreation Department. Taking a look at page eight of the Appropriations sheet under Office of Aging one of the things this sheet provides is the history of 2013, 2014 and 2015 and what the current appropriations for 2016. For the Office of Aging back in 2013 the city spent \$120,000 and some change for that department and this year it's proposed to be budgeted for \$26,000 and some change; this is a pretty drastic reduction to that department. One of the thoughts I had in addition as I mentioned with the Recreation Department I attended a Recreation Commission Advisory meeting the other day and in just hearing from that meeting and also some of the Council meetings that the Recreation Director no longer attends because she is busy at the Recreation Center because of reductions. I was wondering and throwing out suggestions for Councils' consideration is maybe funding needs to be provided to bring on board, possibly a Deputy Director of Recreation, spending half the time

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would be spent with the Office of Aging and the other half of the time would be spent with the Recreation Center to assist with programs. This would provide some supervision and leadership for the Office of Aging and assist with programs at the Recreation Center. From attending that one meeting it sounds like the center is very busy and has their hands full and may need some help and over the last few years there have been reductions for personnel and need to see if some of these programs are too understaffed. My suggestion is to give some consideration to that and the reason I'm bringing this forward right now is because this is how I operate; throw the ideas out there and either be told that I'm wrong or to change something. I'm not wedded to the idea but think it's something that needs to be considered because from looking at the numbers it looks like the Office of Aging is pretty much non-existent and think that Council needs to make a commitment back to the Office of Aging and also make a commitment so that the city's programs at the Recreation Center run efficiently and well and not overworking the two full-time staff members; being the Recreation Director and Deputy Director of Recreation.

Mrs. Powers stated I am familiar with Office of Aging in other communities and there is federal monies available for Office of Aging and think those monies should be taken advantage of. Other communities offer their seniors daily activities Monday through Friday where in Brook Park the seniors are offered one program for a couple of hours on Tuesdays. I don't know if the transportation comes through the Office of Aging or through the city but in other communities the transportation comes through the Office of Aging. In addition to other communities providing activities and an open place to meet five days a week they also have a schedule for different bus trips for activities. Obviously, by the looks of this more monies are needed and another person and also look at where the monies come from other than the city's budget; because there are grant and federal monies available out there for this program.

Mr. Astorino stated on other reason I wanted to bring this up is at the last meeting Mr. Peterlin spoke about going to Fairview, and I recently went to a Fairview budget meeting to see how they run theirs and as they were going through the budget the individual in charge of the senior program talking about different programs offered. When Mr. Peterlin was talking about what is done at Fairview it reminded me of the meeting I attended and was impressed by some of the programs that Fairview offers. I really think that if there is a full-time person that has a background in that area and doing those things the programs will start to thrive instead of what I think that our programs are dwindling down. So maybe Council can say that the Office of Aging department needs to have the senior programs thrive in Brook Park and the way to do that is commit a person to the department. To Mrs. Powers if Council puts someone in this position that person would do the searching for the grants to help that program expand. The monies are available and the question is if nobody is minding the office nobody is looking for that money; that is my thought and what I wanted to throw out to Council in this work session and have Council throw out some ideas such as

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Councilman Troyer mentioning the roads. This way Council can look at this and make this a good budget because as I stated in looking at this budget I agree with probably 85% to 90% of the budget; there are just some things I think that Council needs to expand on and possibly take a look at.

Mrs. Powers stated one other thing is if Council would advertise for a qualified person for this position I know through other cities Office of Aging departments there is a wide pool of people that have experience with senior centers and the Office of Aging.

Mr. Burgio stated I think we all agree that there should be more roads done but it's a balancing act in trying to make sure that the city's reserves aren't gone into and agree that I would like to see more roads done if that is possible; that's why I want to meet with the Finance Director.

Mr. Troyer commented it's possible.

Mr. Burgio continued to Mr. Astorino the last point about the Recreation Center is well taken and I'm sure the staff has their hands full with fewer personnel. I'm curious to know if Fairview Park funds it through taxes because that city's taxes are higher than Brook Park. Does some of it come from possibly an extra tax because I know Middleburg Hts. is kind of built into theirs and it's a little bit different than ours; so I'd be curious to see how they're doing it and operating.

Mr. Astorino stated my suggestion is when you meet with the Finance Director ask him because he is trying to help out in Fairview Park and is probably aware of both. The other thing I ask you to keep in mind is the amount of taxes receives far exceeds what Fairview Park; even if they have something extra. The City of Brook Park has more resources here it's just a question of where those resources are put and what I'm trying to say is that Council needs to focus back on the Office of Aging and Recreation. I went to the Recreation Commission meeting and listened to the things they were saying and were very impressed in how enthusiastic the city's Recreation Director is about the programs but I think she needs help and think that's our job.

Mr. Burgio commented that's a good point and besides the roads we hear that from our constituents and I hear a lot of people say they really like the Recreation Center and want it to be more than what it is. It's the piece of the pie as to how much is divvied up and that is what Council's challenge is and will ask those questions.

Mr. Mencini concurred with all members who spoke about the Recreation Center and Office of Aging is so important and could that be built back up again; absolutely. I also think the Animal Shelter could use a little help as well as the Building Departments. All of us are hearing the same complaints about the streets, housing and recreation and think they have to be built back up again.

## DISCUSSION: CONT.

Housing comes from the Building Department and the city has great services, safety services that do a great job as well as a great service garage. We want Brook Park to be the best when compared to another city. Look at Brook Park and think that's the key and that's what we have to do but as Councilman Burgio asked how are we going to do that with the funds the city has or doesn't have. What can be done for this city to get those funds to make the city good again; the seniors are very important, the youth is important and have to stay on top of the streets and housing.

Mr. Salvatore stated I do agree with you as far as the Recreation Center needing some additional manpower, I've spent some time there, and can see that some days the staff is overwhelmed with all that is going on and not enough staff. I really believe the proper way to do it would be to sit down with the director and see what her needs are and what she recommends for staffing. Will one full-time person do this with benefits or should a cost analysis be done to look at maybe three part-timers, we might get 60 hours of work for 40 hours of pay, based on benefits. These are some things that Council definitely should be looking into this in the area of putting some more people over there that can fill the slots of the Office of Aging and somebody running the programs on a daily basis. On a Saturday you can hardly get into the Recreation Center because it is so packed and definitely need some help there and think that has merit.

Mr. Astorino stated building on your comments and one of the things and I'm going to ask Council Members maybe one of the things that should be developed from this meeting and maybe one of the things that should be developed from this meeting. Is to ask the Mayor, since he's going to be going over the operating budget at Tuesday's meeting to maybe have the Recreation Director her to ask her those questions as Council is going through the operating budget because the other directors will be here and I know she's been busy but I think we need to clear this up because we're in a two to three timeframe and need to have those answers.

Mr. Troyer stated on that topic I concur with the senior member of Council and Rick and our Council President you're both right we should have the directors' here to tell what is needed in their departments; they know their departments best. How can Council appropriate any monies for the departments if they don't come here and tell us what they need and it should be every department does that. Not just Council asks questions based on what we're told they should come and tell us what they need. If Council gets that from the Recreation Director, Service Director, Building Commissioner and from every department as to what is needed and why. That would help Council out to have all departments come and make their case of their needs.

Mr. Salvatore stated I think the directors submit their budgets to the Mayor who then brings it to Council but I have taken time to talk to most of the directors', one

## DISCUSSION: CONT.

on one, by scheduling appointments. Most of the directors' are eager to talk to Council to tell them what is needed and share their thoughts.

Mr. Troyer responded I agree and disagree then you have some people getting inside information with seven or eight people talking to the director to get information; when that director can come to a meeting and address Council at one time; the residents would know the information that Council gets so a decision can be made off that. This would be an open forum so that everyone can hear and the public knows how the decision is being made; right now it's filtered and I would like to hear from the directors themselves.

Mrs. Powers concurred when taking all of the directors and Council it's not only that we take time in our day to meet with these people the directors have to make time in their day to meet with seven or eight different people; so to me it makes sense to have the directors come to Council all at once. Having meetings one on one with person and then another person not the same things get discussed.

Mrs. McCormick asked do the Council rules allow for requesting their attendance at a meeting by a majority vote to require a department head or commissioner.

Mr. Salvatore stated the rules do provide for any Council member to request a director to appear before Council. With exception of the Recreation Director, who was excused from the meetings, most of the other directors' are here including the Building Commissioner every Tuesday to answer any questions; Council has the right to go out of the Regular Order of Business to allow the Building Commissioner to speak so those things can be accomplished. I think the directors are more than willing to work with Council and think Mr. Astorino bringing up the Recreation Center is a good start.

Mr. Astorino stated should Council do that with the Recreation Director and also wondering because a lot of the Capital Improvements listed are for the Police and Fire Departments. Possibly since Council is going over the operations for Tuesday should Council request the Recreation Director and Police and Fire Chiefs be in attendance.

Mrs. Powers stated should a memo be sent to have the directors that are usually here to be in attendance to let Council what their needs and requirements are.

Mr. Troyer concurred and stated invite the directors' here to give a presentation on the departmental needs, first hand, and then Council can ask questions, first hand, on what they are asking for; Council gets the information directly. This would speed up the process for Council because the information is given and questions are asked and it's done.

Mr. Astorino stated this Mayor and previous Mayor have stated that he meets with the directors' and this appropriation and capital improvement list is what they

## DISCUSSION: CONT.

are asking for; so that process has already been accomplished. The directors' work through the Mayor and then the Mayor presents what the annual estimate is. So when Council is going over the operations this coming Tuesday if the directors are here and there are questions about the presentation they will be here to answer those questions. What Council needs to do is maybe make a request for the directors to be in attendance at Tuesday's meeting they could answer any questions on the operations budget and capital requests made. If they don't answer the questions then Council can make the decisions based on the non-answer.

Mr. Troyer commented which is what I'm getting now.

Mr. Mencini stated I see both ends of this and see that it wouldn't hurt to have the directors here one time to answer Councils' questions and the public can see on the departmental needs. The other end is I personally think it doesn't hurt to go over to the departments, like the Animal Shelter, and does it need some work, absolutely. I've also been to the service garage and did the ride along with both the police and fire and when they talk about a few things and letting Council see the problems then you can identify a little bit more on what is needed. Having them here for the budget might be a good thing.

Mr. Astorino stated to build on that comment I would like to point out that this does happen. There is a certain process the city administration has for Council to have access to the directors' and such and it's not always handled in a needed manner. There are times that I've made requests to speak with people and it's delayed and it's restricted to a specific subject; so having them here at the meeting gives Council the open and same access. It would be nice in a perfect world that Council would be allowed to speak with the directors and people over there but that doesn't happen in this city, this town has to go through the administration and make the request and the request is not always a responsive request. It's nice if you can speak with the directors and maybe you could share that information with your colleagues and the one on one is nice to get a better understanding. I think it's also nice to have someone else ask a question that maybe you didn't think about and get that question answered. That why it should be done as a committee of the whole to have the directors here at the same time.

Mr. Mencini stated I don't deny having them here would be great but maybe that is something that this Council as a Whole has to start pushing that if a Council Member wants to go over there this Council has to push for each other to get that taken care of.

**Motion** by Mrs. McCormick, supported Mr. Troyer, to have the Recreation Director, Police and Fire Chiefs to be in attendance at the March 8<sup>th</sup> meeting.

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## DISCUSSION: CONT.

Mr. Salvatore stated that may be short notice because they won't get the notice until Monday and be prepared by Tuesday. I think if you want to have them here push it back a week or have a special meeting later in the week.

Mrs. Powers commented it's kind of urgent to get the directors and chiefs here because look at the calendar the budget is being done last minute as usual; so if they can make it Tuesday they should come and if not then have them the following week.

Mr. Burgio stated it's unfair to give them such short notice but am open to have them at a later date; especially with the police and fire chiefs. Mr. Burgio stated to the clerk if Council requests a director to be in attendance does that go through the Mayor's office.

The clerk concurred.

Mr. Salvatore stated a motion is not necessary.

The clerk responded a motion is not needed but the motion is on the floor already.

Mr. Salvatore stated if the motion doesn't pass the request can still be made.

The clerk concurred.

Mr. Troyer stated should the motion be at their earliest convenience.

Mr. Astorino stated keep it at Tuesday and if the directors' can't make it then deal with it after the meeting. I really think the Recreation Director will be here as well as the police and fire chiefs; their capital improvement and operational budget is already prepared and had those discussions with the Mayor. So it's not like they have research to do the work is already done and as far as scheduling unless there is a conflict they can be in attendance. Its budget time and I think that a department head or director would be at a meeting unless there is an extreme conflict. If the answer is no then Council can deal with the rescheduling.

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**ROLL CALL: AYES:** McCormick, Troyer, Powers, Mencini, Scott, Burgio  
**NAYS:** Salvatore. The motion carried 6-1.

Mr. Troyer asked Building Commissioner if he can be in attendance on Tuesday.

Mr. Hurst responded I will be here but am not the department head.  
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DISCUSSION: CONT.

There being no further business to come before this meeting Council President Astorino declared this meeting adjourned at 1:37 p.m.

RESPECTFULLY SUBMITTED   
Michelle Blazak  
Clerk of Council

APPROVED 

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