

**REGULAR CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
HELD ON TUESDAY, FEBRUARY 28, 2017**

The meeting was called to order by Council President Astorino, the clerk called the roll and the following Members of Council answered:

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

Also in attendance were Mayor Coyne, Law Director Horvath, Safety Director Byrnes, Finance Director Cingle.

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**APPROVAL OF MINUTES OF PRECEDING MEETINGS:**

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**DISCUSSION:**

1. OHIO CHECKBOOK PROGRAM-PER COUNCIL PRESIDENT ASTORINO.  
**In attendance: Eric Syndenberg, Public Affairs Liaison for the State Treasurer's Office. Deputy Legal Counsel. 6909 Royalton Rd., Brecksville, OH.**

Mr. Syndenberg made an informational presentation and answered questions using the State of Ohio site that was launched in 2014; the Checkbook Program provides online transparency for financial information in the State. Before this project, the State was ranked 46 out of 50 states in online transparency; since this was launched, we have been number one in the country. To date there are 617 live governmental sites in 80 cities.

Mr. Mencini asked how detailed the itemizing in the program is?

Mr. Syndenberg stated that the program shows a replicate check, or whatever is put in the system for each payment. It depends on how specific the finance director is. So far as employee payroll information, cities have the option of whether or not they want to put employee's salary here.

Mr. Scott asked who uploads this information?

Mr. Syndenberg responded the finance department sends the file to our office, through our vendor called Open Gov., who build the site for all of the entities. This just got asked if we have the personnel to do this? Once the site is built, that would link to the treasurer site and then would upload online. The manpower is in building the User Defined Report and an annual update is sufficient, though the

**Discussion: (cont.):**

Mayor and Council may have different requirements. There is no cost to join the site, the cost is through savings that our office has incurred, so the cost is on the us not on you.

Mr. Salvatore asked Mr. Syndenberg to tell the most important reason that the city should participate in this and what is required to participate in this program? Is it a contract or is it legislation?

Mr. Syndenberg replied first, the residents of the city have online access to financial information about the city; showing that them the city is being as transparent as possible. Secondly, it helps Councilmembers and the Finance Department access information more quickly. As far as signing up a simple typical Resolution needs to be passed by City Council.

Mr. Burgio asked are the cities notified if they fall behind on their scheduled update whether it's quarterly or annually?

Mr. Syndenberg replied that he is not sure of the processes for notifying entities.

Mr. Troyer asked Mr. Cingle if this was going to be doable for the city?

Mr. Cingle responded that he is all for transparency, the city's financial reports are put online monthly. Mr. Cingle thinks this is achievable and the city should continue to explore this.

Mr. Salvatore asked Law Director Horvath to investigate how this would impact public record requests. Could the city refer to that report as an answer to a public record request? Mr. Salvatore commented he would like to see the sample resolution on the next Caucus for further discussion.

Mrs. Horvath said that she will research that.

Mr. Troyer stated that he would like to wait for a report from both the law and finance directors as to how much this is going to cost, how much time it's going to take before actually taking action on a Resolution.

Mr. Astorino asked Mr. Syndenberg to send a copy of the sample resolution to share with Councilmembers and the Administration.

**Motion** by Mr. Troyer, supported by Mr. Mencini, that item number one was discussed.

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

**NAYS:** None. The motion carried.

**DISCUSSION: CONT.****2. EMPLOYEES GENERALLY-CHAPTER 153-PER COUNCIL PRESIDENT ASTORINO.**

Mr. Astorino stated two items were provided to Council; the first one is the ordinance and the second is amendments and informed Council that a request for ordinances to be drafted with the amendments has been forwarded to the law department. The documents provided is for Council's review and to provide any feedback. The first amendment is in the section for vacations that amends where the employee discusses some kind of cash out or retirement. The second amendment is so the Council Clerk can apply for up to three times their accumulation. The third amendment deals with employee anniversary dates and the fourth amendment deals with sick leave, and accumulated sick leave.

Ms. Powers said one thing that should be changed is having the sick-leave payout at the current rate of pay and not at the rate that might have been earned perhaps at a lower salary grade. The city should pay out accumulated sick time at the end of the calendar year which may save the city money.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, that item number two was discussed.

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

**NAYS:** None. The motion carried.

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**AVIATION AND ENVIRONMENTAL COMMITTEE-CHAIRWOMAN, POWERS:**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO APPROPRIATE CERTAIN PROPERTIES, LISTED BY CUYAHOGA COUNTY FISCAL OFFICER AS PERMANENT PARCEL NUMBERS 342-16-011, 342-17-001 AND 342-17-002 FOR THE PUBLIC PURPOSES OF GENERATING REVENUE TO FINANCE AND OTHERWISE MAKING VIABLE THE 'LOCAL BROWNFILED CLEANUP PROGRAM' ENACTED BY CHAPTER 942 OF THE BROOK PARK CODIFIED ORDINANCES AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne.

**Motion** by Mr. Salvatore, supported by Mr. Troyer, to have read in committee.

**ROLL CALL: AYES:** Salvatore, Troyer, Powers, Mencini, Burgio, Scott.

**NAYS:** None. The motion carried

**AVIATION AND ENVIRONMENTAL COMMITTEE-CHAIRWOMAN, POWERS:  
(CONT.):**

2. A RESOLUTION DECLARING THE CITY OF BROOK PARKS INTENTION TO APPROPRIATE CERTAIN PROPERTIES, LISTED BY CUYAHOGA COUNTY FISCAL OFFICER AS PERMANENT PARCEL NUMBERS 342-16-011, 342-17-001 AND 342-17-002 FOR THE PUBLIC PURPOSES OF GENERATING REVENUE TO FINANCE AND OTHERWISE MAKING THE VIABLE 'LOCAL BROWNFILED CLEANUP PROGRAM' ENACTED BY CHAPTER 942 OF THE CODIFIED ORDINANCES AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne.

**Motion** by Mr. Mencini, supported by Mr. Troyer, to have read in committee.

**ROLL CALL: AYES:** Mencini, Troyer, Powers, Salvatore, Burgio, Scott.

**NAYS:** None. The motion carried

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**FINANCE COMMITTEE – CO-CHAIRMAN, TROYER:**

Mr. Troyer asked for a mass motion to have items one through eight read in committee.

**Motion** by Ms. Powers, supported by Mr. Troyer, to have a mass motion on items one through eight read in committee.

**ROLL CALL: AYES:** Powers, Troyer

**NAYS:** Mencini, Salvatore, Burgio, Scott. The motion failed with a vote of 2-4.

1. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, 4.01, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY. Introduced by Councilmen D’Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to place back in Committee.

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

**NAYS:** None. The motion carried.

2. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.02, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY. Introduced by Councilmen D’Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Scott, supported by Mr. Mencini, to have read in committee.

**ROLL CALL: AYES:** Scott, Mencini, Powers, Salvatore, Troyer, Burgio, Scott.

**NAYS:** None. The motion carried

**FINANCE COMMITTEE – CO-CHAIRMAN, TROYER: (CONT.):**

3. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.04, OF THE CHARTER OF THE CITY OF BROOK PARK OHIO, AND DECLARING AN EMERGENCY.

Introduced by Councilwoman Powers.

**Motion** by Mr. Scott, supported by Mr. Mencini, to have read in committee.

**ROLL CALL: AYES:** Scott, Mencini, Powers, Salvatore, Troyer, Burgio.

**NAYS:** None. The motion carried

4. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.05 (b), OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY.

Introduced by Council Members D'Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Mencini, supported by Mr. Burgio, to have read in committee.

**ROLL CALL: AYES:** Mencini, Burgio, Powers, Salvatore, Troyer, Scott.

**NAYS:** None. The motion carried

5. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.08, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY.

Introduced by Council Members D'Amico, Patten, Higgins, Burgio, Salvatore.

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Mr. Astorino asked for clarification and stated two sponsors are still on Council and looking at this legislation there is no law director's signature approving this to legal form and correctness. In 2015 when this was introduced, why wasn't this signed by the Law Department?

Mr. Salvatore replied that he doesn't know why this wasn't signed at the time but can assure Council that this was not prepared by one of the sponsors.

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**Motion** by Mr. Scott, supported by Mr. Mencini, to have read in committee.

**ROLL CALL: AYES:** Scott, Mencini, Powers, Salvatore, Troyer, Burgio.

**NAYS:** None. The motion carried

6. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.09, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY.

Introduced by Council Members D'Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Mencini, supported by Mrs. Powers, to have read in committee.

**ROLL CALL: AYES:** Mencini, Powers, Burgio, Salvatore, Troyer, Scott.

**NAYS:** None. The motion carried

**FINANCE COMMITTEE – CO-CHAIRMAN, TROYER: (CONT.):**

7. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE XV, SECTION 15.02 (b); OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY. Introduced by Council Members D’Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Salvatore, supported by Mr. Burgio, to have read in committee.

**ROLL CALL: AYES:** Salvatore, Burgio, Scott, Mencini, Powers, Troyer.

**NAYS:** None. The motion carried

8. AN ORDINANCE PROVIDING FOR THIS SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE XVI, SECTION 16.01, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO, AND DECLARING AN EMERGENCY. Introduced by Council Members D’Amico, Patten, Higgins, Burgio, Salvatore.

**Motion** by Mr. Mencini, supported by Mr. Scott, to have read in committee.

**ROLL CALL: AYES:** Mencini, Scott, Burgio, Powers, Salvatore, Troyer.

**NAYS:** None. The motion carried

9. ORDINANCE NO. 10026 – 2016, AMENDING SECTION 121.01 (a) AND (b) OF THE BROOK PARK CODIFIED ORDINANCES, RELATING TO THE PRESIDENT OF COUNCIL AND MEMBERS OF COUNCIL AND DECLARING AN EMERGENCY. Introduced by Councilman Troyer.

Mr. Astorino asked about Section 4 of the legislation stating that the standard language regarding the vote of at least five people isn’t included. Mr. Astorino continued that according to the Council Rules the fund should be included as to where the monies are being taken from; not just out of the General Fund.

Mr. Salvatore asked Law Director Horvath to take a look at those recommendations.

Ms. Horvath concurred and was curious about some of the history of the legislation; will have a discussion with the clerk.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to place back in committee.

**ROLL CALL: AYES:** Salvatore, Mencini, Burgio, Scott, Powers, Troyer.

**NAYS:** None. The motion carried

**FINANCE COMMITTEE – CO-CHAIRMAN, TROYER: (CONT.):**

10. ORDINANCE NO. 10068 – 2017, AMENDING SECTION 1809.01 (h) (i) OF THE BROOK PARK CODIFIED ORDINANCES RETURN AND PAYMENT OF TAX AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne.

Mr. Astorino stated after the first reading there was some discussions about when this was originally drafted and it didn't speak about letter 'h' in the first section.

Ms. Horvath explained that it was Council's desire to move forward and list everything under letter 'h', this is the amended version.

The clerk provided a memo between her and the law department clerk saying that on February 14th Council President Astorino suggested amendments to this legislation; the legislation was then put back in committee until a revised copy is received from the Law Department.

Mr. Astorino stated when posted it will be in the format as it existed at the last Council meeting, not in the format that you see tonight.

Ms. Horvath commented the legislation will go to second reading as amended.

**Motion** by Mr. Salvatore, supported by Mr. Scott, to put on the next Council agenda under second reading.

**ROLL CALL: AYES:** Salvatore, Scott, Burgio, Mencini, Powers, Troyer.

**NAYS:** None. The motion carried.

11. AN ORDINANCE AMENDING CHAPTER 131.01 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'SALARY'. Introduced by Councilman Troyer.

**Motion** by Mr. Scott, supported by Mr. Burgio, to have read in committee.

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

**NAYS:** Troyer, Powers. The motion carried with a vote of 4-2.

12. AN ORDINANCE AMENDING CHAPTER 137.01 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'SALARY OF THE FINANCE/TAXATION DIRECTOR.' Introduced by Councilman Troyer.

**Motion** by Ms. Powers, supported by Mr. Mencini, to have read in committee.

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

**NAYS:** Troyer. The motion carried.

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**RECREATION COMMITTEE – CHAIRMAN, MENCINI:**

- 1. A RESOLUTION REQUESTING THE MAYOR TO FILL THE SWIMMING POOL INSIDE THE JOHN A. POLOYNE COMMUNITY CENTER WITH WATER, AND DECLARING AN EMERGENCY. Introduced by Councilwoman Powers.

**Motion** by Mr. Troyer, supported by Mr. Scott, to have read in committee.

**ROLL CALL: AYES:** Troyer, Scott, Mencini, Burgio, Powers.

**NAYS:** Salvatore. The motion carried with a vote of 5-1.

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**SAFETY COMMITTEE – CHAIRMAN, SALVATORE:**

- 1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE CITY OF CLEVELAND FOR MUTUAL AID AND ASSISTANCE IN EMERGENCY FIRE PROTECTION SERVICES AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne.

**Motion** by Mr. Troyer, supported by Mrs. Powers, to have read in committee.

**ROLL CALL: AYES:** Troyer, Powers, Scott, Mencini, Burgio, Salvatore.

**NAYS:** None. The motion carried

- 2. AN ORDINANCE NO. 9903 – 2014, AMENDING SECTION 143.02 (a) OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED COMPOSITION; EXECUTIVE HEAD, AND DECLARING AN EMERGENCY. Introduced by Mayor Coyne.

**Motion** by Mr. Burgio, supported by Mr. Troyer, to have read in committee.

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Mr. Astorino stated the legislation has a number, therefore, it has to go to the Council floor.

**Motion** by Mr. Burgio, support by Mr. Troyer, withdrawn.

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**Motion** by Mr. Troyer, supported by Mr. Scott, to place on the next Council agenda.

**ROLL CALL: AYES:** Troyer, Scott, Powers, Mencini, Burgio, Salvatore.

**NAYS:** None. The motion carried

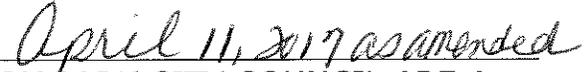
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There being no further business to come before this meeting Council President Astorino declared this meeting adjourned at 8:20 PM.

RESPECTYULLY 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.

