

**SPECIAL COUNCIL MEETING
OF THE BROOK PARK CITY COUNCIL
HELD ON THURSDAY, MARCH 29, 2018**

The meeting was called to order by Council President Vecchio at 8:00 p.m., who read the meeting notice. The clerk called the roll and the following Members of Council answered:

SCOTT, BURGIO, ORCUTT, STEMM, MENCINI, POINDEXTER, SALVATORE

Also in attendance were Mayor Gammella, Service Director Garner, Engineer Piatak, Finance Director Cingle, Assistant Finance Director Healy, Recreation Director Elliott and Law Director Horvath.

Motion by Mr. Mencini, supported by Mr. Poindexter, to go into Executive Session for Attorney Conferences – Pending Litigation.

ROLL CALL: AYES: Mencini, Poindexter, Salvatore, Stemm, Orcutt, Burgio, Scott
NAYS: None. The motion carried.

Motion by Mr. Mencini, supported by Mr. Stemm, to adjourn Executive Session.

ROLL CALL: AYES: Mencini, Stemm, Poindexter, Salvatore, Scott, Burgio, Orcutt
NAYS: None. The motion carried at 7:54 p.m.

Motion by Mr. Burgio, supported by Mr. Mencini, to go back to the Regular Order of Business.

ROLL CALL: AYES: Burgio, Mencini, Stemm, Poindexter, Salvatore, Scott, Orcutt
NAYS: None. The motion carried.

Council President Vecchio reconvened the Special Council meeting at 7:56 p.m.

THIRD READING OF ORDINANCES AND RESOLUTIONS:

1. ORDINANCE NO. 11017-2018, TO PROVIDE FOR THE APPROPRIATIONS OF THE CITY OF BROOK PARK, STATE OF OHIO, FOR FISCAL YEAR ENDING DECEMBER 31, 1018. Introduced by Mayor Gammella

Mr. Scott asked Mr. Cingle to go through the Capital Improvement expenditures to signify which are obligated.

Mr. Cingle responded on the proposed Capital Improvement list, those are the dollars captured that are unrestricted for 2018. Beginning in the Recreation Center the kitchen area-\$15,000, Front Desk Improvement-\$15,000 Concession/Game Room-\$15,000 and Miscellaneous Equipment/Copier Lease-\$19,000. Mechanics-Miscellaneous Tools-\$10,000. Police Department – Building Improvements – \$50,000, Detective Bureau Improvements-\$20,000, Server-\$22,000, Vehicles Lease-\$58,000. Fire Department – Fire Station No. 9 Improvements - \$150,000, Sanitation-Rear Loader lease - \$45,000, S.C.M.&R-Construction Contracts (case of an emergency)\$150,000.

Third Reading of Ordinances and Resolutions: cont.

Mr. Scott clarified all these funds are not restricted, correct?

Mr. Cingle responded these funds are not restricted; they are 'earmarked' for the purposes set forth but no contracts let or encumbrances created; this is the proposed use of these funds. Sewers & Drains – Pump Station Improvements- \$100,000, Snow Plow Blades - \$20,000, Tax, Legal and Finance - \$5,000 each, the Office of Aging Senior Van lease - \$25,000.

Mr. Orcutt questioned the Tax, Legal and Finance at \$5,000 each.

Mr. Cingle responded usually \$5,000 is placed in each department, for instance, the law department purchases law books.

Mr. Salvatore asked Mr. Cingle to go over Economic Development Fund in the amount of \$365,000.

Mr. Cingle stated on page 11 of the three-year Disbursements and Appropriations in the contracts line item - \$365,000. As discussed last evening, \$200,000 for Senior Services, \$160,000 for HMAP (Home Maintenance Assistance Program) \$50,000 would be appropriated and the remaining \$130,000 for Economic Development Grants with \$30,000 already spent to Ques Industries; leaving \$50,000 in grants and \$80,000 in HMAP.

Mr. Salvatore commented with the Recreation Fund, I would like to put the fence back in for \$1,600. In addition, with the movie projector and screen there could be great possibilities to film championship games.

Mr. Orcutt stated to Mr. Salvatore, what was the recommendation for the HMAP?

Mr. Salvatore responded to leave \$40,000 in the fund, if Council is going to revisit the legislation.

Mr. Orcutt asked Mr. Cingle for an average of how many grants the city has been giving out per year?

Mr. Cingle responded going through the detailed expense transaction report; in 2016, there were two grants issued; one for \$50,000 and one for \$49,600. In 2017, there was \$75,000 issued, one for \$50,000 and one for \$25,000.

Mass Motion by Mr. Scott, supported by Mr. Salvatore, to place the proposed Capital Improvement unrestricted funds from Fund 401 to Fund 545 – 2018 Street Repairs.

Third Reading of Ordinances and Resolutions: cont.

Mr. Scott stated so Council can re-evaluate the requests made by department heads.

Mr. Salvatore asked Mr. Cingle for a total amount of the monies being transferred?

Mr. Cingle responded \$720,000, and commented it's just not as easy as moving those monies. They must be transferred over and suggested to not appropriate those monies. Those monies will have to be transferred over and then transferred back that's a lot of different transfers. It would just be as easy to not appropriate those dollars, come back next week to discuss the Capital Improvement Budget. For Council to decide how much monies should be allocated to each department, to roads and talk strictly Capital Improvement. To make all these transfers back and forth it's going to be cumbersome from a record-keeping standpoint.

Mr. Salvatore clarified that number doesn't include Economic Development.

Mr. Cingle responded no.

Mr. Salvatore stated Economic Development would have to be included to reduce from \$388,500 to \$270,000. Council already committed \$200,000 for the senior services, \$30,000 for grants and \$40,000 for HMAP.

Mr. Vecchio stated there's an additional \$110,000 for the change order request for the Community Center.

Mr. Cingle commented that has already been approved in the General Government & Lands & Buildings in the infrastructure improvements and reserves. The easiest thing to do this evening if Council wants to reduce the Economic Development Fund contract line to \$270,000. A motion would be needed to reduce that contract line by \$95,000. The other suggestion would be is rather than transferring those dollars from Capital to Fund 545 don't appropriate them. Have another meeting to determine the appropriations Council wants to approve so that a change Ordinance can be submitted. Once the budget is passed, the document needs to be sent to the county for approval of the Certificate of Estimated Resources. The county looks at all the funds to make sure there are enough resources available to pay the opposed appropriations. When we start making all these different transfers there is more record keeping involved.

Mr. Salvatore asked where would the monies show up?

Mr. Cingle responded they just won't be appropriated, the appropriation would be reduced by \$729,000 and at a later date those dollars can be appropriated. The Economic Development Fund monies would be reduced by \$95,000.

Third Reading of Ordinances and Resolutions: cont.

Mr. Salvatore asked why only the \$95,000, what about the other \$23,500?

Mr. Cingle stated there are committed expenses such as Special Service some monies have been spent this year; there was an appraisal done and there is a contract with the municipal advisor. In travel & education there is a GIS (Geographic Mapping Services) fee charged annually out of that fund. On page 11 – Economic Development Fund for 2017 under Travel & Education there was \$3,395 spent.

Mr. Salvatore stated that number is pretty much in line for the last three years.

Mr. Cingle concurred.

Mr. Salvatore commented so we would reduce that by 95,000, adding that to the 729,000; \$824,000, does that sound right?

Mr. Scott commented we're not appropriating the \$729,000...

Mr. Salvatore interjected can we add the Economic Development Fund change to that motion and do it all at once, or separate?

Mr. Vecchio stated if it's going to be simpler for the Finance Director it be put together.

Mr. Cingle commented as far as the motion by Council to do it all at once, it doesn't make a difference to Mr. Healy or myself. What Council is looking to do is reduce the Economic Development Contract line by \$95,000 and in Capital; again, I would suggest not appropriating the \$729,000 and just appropriate at a later date.

Mr. Poindexter stated for clarification we're proposing not fulfilling any of the departmental requests and put those monies into the Roads Program, is that correct?

Mr. Vecchio responded the request is to not fulfill those at the moment for time to review the departmental requests.

Mr. Poindexter asked, in the meantime, it will go to the Roads Program?

Mr. Vecchio responded the fund that everything would be moved into, my understanding, would go into Fund 545.

Mr. Poindexter stated when those monies are moved into Fund 545, then what?

Third Reading of Ordinances and Resolutions: cont.

Mr. Vecchio responded at that time review each departmental request and appropriate monies from Fund 545 to that departmental fund.

Mr. Orcutt commented Council is going to hold-off on divvying up those monies because it's been less than a day since the departments heads were at a meeting. Then as Councilman Salvatore stated we can have meetings to take care of those items as soon as possible.

Mr. Stemm clarified the motion was to transfer the monies into the Street Program and on recommendation by the Finance Director to not appropriate these monies to the capital.

Mr. Vecchio stated correct, and if that is being changed, that motion would have to be rescinded and another motion made.

Mr. Scott **rescinded his motion** to place into Fund 545; Mr. Salvatore **rescinded his second**.

Motion by Mr. Scott, supported by Mr. Salvatore, to place \$729,000 unrestricted funds not to be appropriated at this time.

Mr. Cingle stated it doesn't matter if it's made with one or two motions but might be simpler to start with the Economic Development Contract line item and reduce it by \$95,000. The Capital Improvement expenditures, my understanding, is not appropriate \$729,000 unrestricted funds.

Mr. Vecchio clarified that total between the \$729,000 and \$95,000 would total \$824,000.

Mr. Poindexter asked if those monies could be left in the Capital Improvements and not approve the expenses; then move from that fund already appropriated at a later date.

Mr. Cingle responded if you leave the monies appropriated some of those monies could be spent. Not all of them, obviously, some will need Council action, for example, the Pump Station in the amount of \$100,000. Council could direct me not to process any purchase orders related to the unrestricted funds; Council could re-appropriate the monies later if Council desires.

Mr. Poindexter clarified in essence, Council could pass the budget as is, with direction to not approve the Capital Improvement expenditures that are unrestricted; then direct the Finance Director to not use those funds.

Third Reading of Ordinances and Resolutions: cont.

Mr. Vecchio stated any monies sitting in Fund 401 that's appropriated the department heads could spend. Therefore, by making the motion it prohibits that from happening. Council will then have the chance to come back and look over, meet and disburse accordingly.

Mr. Mencini stated to Mr. Cingle what is the best way to do this, it seems like we're dragging along.

Mr. Cingle responded if Council is not clear on how they want to appropriate the monies, moving forward, if that's the consensus of City Council. I think the cleanest way is to not appropriate those dollars tonight, take them out of this budget. Pass the budget and then come back and have discussions strictly on Capital Improvements and the Economic Development Fund. We have done that in the past with what I call the Operating Budget and then come back pass the Capital budget later. If Council's not clear and there's a consensus on how to spend these unrestricted dollars not appropriating would be the prudent thing to do tonight.

Mr. Poindexter feels more comfortable with that suggestion, would hate to lock that money up in one fund or the other without having the time to think about it; I'd rather not appropriate those monies.

Mr. Salvatore clarified that's the motion on the table.

Mayor Gammella stated Council, I think the budget should be passed as is.

Mr. Stemm clarified the motion is just for capital?

Mr. Vecchio responded correct.

Mr. Scott stated the motion is to take \$95,000 from the Economic Development Fund, correct?

Mr. Vecchio concurred.

Mr. Salvatore commented and reduce that fund.

Mr. Vecchio stated reducing the Economic Development Fund by \$95,000 along with \$729,000 in Capital.

The clerk called the roll on the motion by Mr. Scott, supported by Mr. Salvatore, to to reduce the Economic Development Fund 243 by \$95,000.

Third Reading of Ordinances and Resolutions: cont.**ROLL CALL: AYES:** Scott, Salvatore, Mencini, Stemm, Orcutt, Burgio**NAYS:** Poindexter. The motion carried with a vote of 6-1.

Motion by Mr. Scott, supported Mr. Burgio, to take \$729,000 unrestricted fund to leave unappropriated in Fund 401 – Capital Improvements Fund.

ROLL CALL: AYES: Scott, Burgio, Orcutt, Stemm, Mencini, Poindexter, Salvatore**NAYS:** None. The motion carried.

Mr. Vecchio recapped that \$729,000 will not be appropriated in Fund 401 and \$95,000 will be reduced from Fund 243 – Economic Development Fund.

Mr. Scott stated the reason I'm doing this the way I did is I had a conversation last night with the Fire Chief Maund and his proposals for \$150,000 included the door, also, he had all kinds of different bells and whistles on that. If he would have appropriated I told him that I would feel more comfortable if he would have come up with just what he wanted such as the door, that's the type of stuff I was talking about. Today, I talked to the Service Department Maintenance Supervisor and there's information received that I didn't have until the report received last night. So there were questions that I had and that was my main reason for doing this, I think instead of us trying to jump into something we step back a little bit. How much of this is really time-sensitive and that's the reasons for what I did.

Mr. Mencini stated this came a little late but we all know the money isn't there. The streets is going to be tough with this \$800,000. It will get us a street but doesn't solve our big problems and the Mayor stated \$45 million-dollars, he's probably right. I do know we have to watch our monies, these items came late, and there are items that we could look at. I'm pretty sure that we did the right thing again the money is very, very tight and we have to be smart with our funds. Streets are a big topic but there are other issues, we're short on police, fire and service personnel.

Mr. Orcutt clarified I didn't make that vote for us to take \$800,000 and put it into the Streets Program. I know what we're going to give it to the people that need it. Mr. Garner, for example, needs \$100,000. I did this so that we can take some time and breathe and see what is exactly needed. Mayor, we'll be supporting all this stuff I did that to not put \$800,000 in the Streets Program.

Mr. Vecchio stated in defense of the actions I'm seeing this evening is the fact that with getting the wish lists of the departments and seeing those were reduced. Council received a wish list two days ago and spoke with department heads yesterday. To learn that there were some cuts in their items, so the itemization of these items would have helped for everybody to have a little bit earlier.

Third Reading of Ordinances and Resolutions: cont.

Obviously, defending everybody, the Mayor, myself and some Councilmembers are new and things received late and caused possibly some of these issues. These are things that we need to work through and seeing this idea of holding back on these appropriations to take a comprehensive look, is a good idea.

Mr. Poindexter stated I didn't view the list the department heads came yesterday as a wish-list. The wish-list was what was submitted to the Mayor weeks ago and that wish list was cut in half. That list the department heads gave Council, in my opinion, is what is necessary for them to do their jobs efficiently and best of their abilities. As you can see from the budget there is not money to go everywhere; we have to give each area a little bit of money. The Roads Program has more money than any one department, which isn't a lot in any department. I don't view it as a wish list; I view it as the tools to do the job. We expect them to service our city at a high level they need to get the tools. The bare minimum requesting, for example, the fire department they need to use that ladder truck. They can't even use it on our house fires, as explained, because of the situation they are in, let's give them the tools and let them use it. I hope going forward when we talk about appropriating these monies we really try to give it to the departments that requested it.

Third Reading of Ordinances and Resolutions: cont.

Mr. Scott stated I'm not arguing with you, we did get the wish list the other day. After looking at this like Mr. Salvatore said, Mr. Elliott removed the movie projector screen and also the portable fence. There may be a way to put that back in there, that's what this is about, taking these wish lists look at them and work off of. This is about taking a look at what we have and evaluate it to see if Mr. Elliott can get that movie projector and portable fence after Council looks at this. If there are items that are time-restrictive have the department heads tell us and we'll take a look at them and move on them. Will these funds be given out? Sure, they'll be given out. Will \$800,000 go into Roads, no but there may be something in here we can finagle, tweak and give them something extra that isn't on their original appropriation lists.

Motion by Mr. Salvatore, supported by Mr. Burgio, to suspend with Council Rule 12(j) so the budget can be passed this evening with amendments made.

ROLL CALL: AYES: Salvatore, Burgio, Scott, Orcutt, Stemm, Mencini, Poindexter
NAYS: None. The motion carried.

Motion by Mr. Salvatore, supported by Mr. Burgio, to adopt as amended.

ROLL CALL: AYES: Salvatore, Burgio, Scott, Orcutt, Stemm, Mencini, Poindexter
NAYS: None. The motion carried.

There being no further business to come before this meeting a **motion** by Mr. Salvatore, supported by Mr. Orcutt, to adjourn.

ROLL CALL: AYES: Salvatore, Orcutt, Scott, Burgio, Stemm, Mencini, Poindexter
NAYS: None. The motion carried.

Council President Vecchio declared this meeting adjourned at 8:40 p.m.

RESPECTFULLY SUBMITTED Michelle Blazak
Michelle Blazak
Clerk of Council

APPROVED May 1, 2018

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

