

**ITEMS TO BE CONSIDERED  
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING  
TO BE HELD ON TUESDAY, APRIL 17, 2018**

The meeting was called to order by Council President Vecchio at 7:00 p.m., the clerk called the roll and the following Members of Council answered:

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

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

**DISCUSSION:**

1. DIVISION OF LIQUOR CONTROL - **C TRFO FROM PERMIT NO. 3274888 FOR A D1, D2, D3 AND D3A TO GOODWIN FOOD & SPIRITS, LLC LOCATED AT 13311 BROOKPARK ROAD, BROOK PARK, OH 44142 FROM 1981 - 13311 BROOKPARK, LLC, DBA AMBERS CABARET, PERMIT NO. 6548557 LOCATED AT 13311 BROOKPARK ROAD, BROOK PARK, OH 44142 FOR A D1, D2, D3 AND D3A. Postmark Date 04/27/2018 - Note:** Moved by **motion** from the April 10, 2018 Caucus agenda.

Mrs. Horvath after further research with records on file with the Secretary of State and docket checks and spoke with Ms. Fry who will be taking this business over thus the reason for the license transfer. Speaking with Ms. Fry I am confident she will run this particular business in a professional manner as possible. Ms. Horvath thanked Council for giving her time to reach out to Police Chief Foster to see if there were any issues Council should be aware of; to date there are no issues.

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

**ROLL CALL: AYES:** Salvatore, Mencini, Poindexter, Stemm, Orcutt, Burgio, Scott

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

2. HOME FIX PROGRAM (Councilman Scott)

Mr. Scott stated this is a program that the Western Reserve Academy of Aging offers to eligible older adults in a five-county region for emergency repairs or home modifications. This program is funded by the Ohio Development Services Agency, Housing Assistance Grant Program, Home Depot Foundation and Huntington Bank. This is a free program for anyone over 60 and meets the five requirements to be eligible for assistance for several home repairs outside and

**Discussion: cont.**

inside except roofs or windows. This is not a city program but all Councilmembers have been provided the information and application for this program.

Mr. Mencini commented very good program and Council will be getting calls from interested residents.

Mr. Salvatore thanked Mr. Scott for bringing this forward and asked if there is any way to track this program to see how many residents use it?

Mr. Scott responded no, it's through the Western Reserve but this will help the city's HMAP (Home Maintenance Assistance Program).

Mr. Poindexter asked how many people are helped on an annual basis?

Mr. Scott responded Mr. Scott responded qualifying individuals are chosen by a Selection Committee from whoever applies.

Mr. Vecchio asked if there is a list of contractors they use or how is the criteria known relevant to those contractors being certified.

Mr. Scott responded this is the Western Reserve Program.

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

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

3. CAPITAL IMPROVEMENT AND ECONOMIC DEVELOPMENT FUND  
APPROPRIATIONS **Note:** Moved by motion from the April 10, 2018 Caucus agenda.

Mr. Stemm stated Mayor provided a breakdown of the police vehicle leases, copies have been provided.

Mr. Vecchio stated there are three vehicles, one Explorer, one Taurus and one F-150. Vehicles plus option on a three-year lease payments total \$149,611, \$49,870 a year for all three?

Mr. Stemm concurred.

Mr. Vecchio continued the original from the last amount was \$58,000 quoted for five vehicles for lease.

**Discussion: cont.**

Mr. Stemm commented under the proposed capital expenditures listed at \$58,000.

Mr. Vecchio stated when looking up the total of \$260,000 for five vehicles the amount came to \$52,000.

Mr. Stemm stated under Police Chief Foster's wish list, I have \$58,000 for the five vehicles of three Explorers, one Ford F-150 and one Taurus.

Mr. Cingle stated I didn't put this schedule together by looking it is to purchase three Explorers for \$102,006, purchase one Taurus at \$32,995 and purchase of one F-150 at \$42,900 totaling \$177,901. Working down the vehicles plus the options are \$149,611 plus the change order and wraps is \$14,700 equaling about \$165,000. I thought at one point we discussed leasing two Explorers and one F-150 and information to Mr. Scott of what I thought the lease payment would be for that.

Mr. Salvatore asked Mr. Cingle how do we go from \$58,000 last week to \$177,000 this week?

Mr. Cingle responded that's the \$177,000 is to purchase the vehicles, the \$58,000 was annually for a three year lease. The \$177,901 wouldn't cover the lease payment would be over \$60,000 for three years. The \$58,000 would be short if we did all five vehicles.

Mr. Scott responded three vehicles was \$38,500, four vehicles were approximately \$50,000 and two vehicles were approximately \$27,000.

Mr. Vecchio clarified what three vehicles for \$38,500.

Mr. Scott responded two Explorers and one F-150, the truck price is high due to state pricing not in yet.

Mr. Salvatore asked these vehicles would be scoped out to the department needs?

Mr. Cingle responded I would say they are.

Mr. Stemm asked if Mr. Scott has information on a five-year lease?

Mr. Scott commented these numbers are for a three-year lease.

Mr. Stemm commented it would be cost-effective for the city to lease the vehicles.

**Discussion: cont.**

Mr. Vecchio clarified a three-year breakdown for three vehicles per year would be \$38,500. Mr. Cingle you said approximately \$60,000 for five vehicles.

Mr. Cingle responded if we did all five at \$177,901 to purchase them the lease payment divided by three the interest would be over \$60,000 a year. When saying lease the city owns the vehicles once the final lease payment is made.

Mr. Salvatore recommended consideration of two police vehicles and one F-150 truck and move \$19,5000 into the Roads Program. At the end of the year, fourth quarter, there is a windfall of money then possibly purchase another police vehicle or two at that time. That way these vehicles won't be coming out of their leases all at the same time, they will staggered.

Mr. Stemm concurred with Mr. Salvatore's recommendation.

**Motion** by Mr. Salvatore, supported by Mr. Stemm, to propose two Explorers and one F-150 truck.

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Mr. Burgio commented it makes sense to stagger the vehicles.

Mr. Mencini stated to Mr. Cingle last year the city leased vehicles, correct?

Mr. Cingle responded the last two purchases have been done through leases.

Mr. Vecchio stated to Mr. Cingle the total for two Explorers and one F-150 truck would be \$38,500.

Mr. Cingle responded to round it to \$40,000, once the final costs are confirmed and financing a recap for the police would be \$40,000 to lease the vehicles, \$22,000 for the server and \$18,000 for the bulletproof vests and vest carrier, totaling \$80,000. The original proposed appropriation was \$150,000 so \$70,000 would be moved into the Roads Program.

Mr. Orcutt commented that the city purchased several cars the last few years and talking about staggering vehicles. Could one Explorer and one F-150 truck be purchased now and then stagger the second Explorer possibly five months down the road.

Mr. Poindexter would like to see the \$40,000 appropriation to purchase the three vehicles.

**Discussion: cont.**

Mr. Stemm clarified with Mr. Poindexter that would be without appropriating any monies to Fund 545 – Roads Program.

Mr. Poindexter responded that would be what is currently being worked on with \$40,000 for the police vehicles with the remainder monies staying in Capital. Mayor Gammella commented the Police Department asked for \$150,000 and really, really cut a lot of things to get to that \$150,000. I think the police department needs those vehicles and think to cut \$70,000 out of that cut budget is a big mistake. Safety is a primary issue in this city and those cars are needed for the police department.

The clerk called the roll on the **motion** by Mr. Salvatore, supported by Mr. Stemm, to propose two Explorers and one F-150 truck and move the remaining \$70,000 to Fund 545-Roads Program.

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

Mr. Mencini requested to hear Mr. Salvatore's proposed plan for the safety buildings sometime during this Caucus Prior to meeting.

Mr. Vecchio responded that currently the Capital Budget is being discussed with the Economic Development Fund.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to go out of the Regular Business from item number three to item number four on the agenda.

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

4. AN ORDINANCE AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS, SPECIFICATIONS AND BID DOCUMENTS AND THE MAYOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR THE SMITH ROAD RESURFACING PROJECT (SNOW TO ELM) AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella

Mayor Gammella stated Smith Road is in need of work and this project will cover the stretch of roadway from Snow Road to Elm Road and the city will receive assistance of funding in the area of approximately \$560,000.

Mr. Piatak stated conversations with NOACA (Northeast Ohio Areawide Coordinating Agency) and ODOT (Ohio Department of Transportation) this legislation allows the city to take it from conceptual to a design-bid phase and providing submittals to NOACA for approval.

Mr. Burgio clarified this is the same project that has been discussed and if approved would this occur in 2018 or 2019?

Mr. Piatak responded this is the same project as discussed with the intent of selling the construction in early 2019 to secure the best funding and pricing from contractors.

Mr. Burgio asked if the city has already qualified for this project.

Mr. Piatak responded the funding is from an old 'earmark' from Aerospace Parkway project that Council approved to apply for those funds to be directed towards this project. That legislation was approved and application submitted and is in the process of funding from NOACA, with all indications this project will move forward.

Mr. Salvatore asked Mr. Piatak if the \$560,953 is the total cost of the project or the grant contribution?

Mr. Piatak responded that's the money available through the federal 'earmark' that was left over from Aerospace Parkway. The overall project is estimated at \$1.6 million-dollars.

**Motion** by Mr. Salvatore, supported by Mr. Burgio, to place on the Council agenda immediately following.

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

Mr. Vecchio stated this will appear under M-4 as Ordinance No. 11021-2018.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to recess the Caucus Prior to meeting.

**ROLL CALL: AYES:** Salvatore, Mencini, Poindexter, Stemm, Orcutt, Burgio, Scott  
**NAYS:** None. The motion carried to recess and resume after the Council meeting.

**Motion** by Mr. Mencini, supported by Mr. Salvatore, to adjourn the Caucus Prior.

**ROLL CALL: AYES:** Mencini, Salvatore, Poindexter, Stemm, Orcutt, Burgio, Scott  
**NAYS:** None. The motion carried at 7:35 p.m.

**Note:** The Caucus Prior to meeting was resumed by **motion** prior to adjournment of the Regular Council meeting.

**Motion** by Mr. Mencini, supported by Mr. Stemm, to go back to the Regular Order of Business to item II – Legislative Committee.

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

**LEGISLATIVE COMMITTEE - CHAIRMAN, MENCINI:**

1. A RESOLUTION AUTHORIZING AND DIRECTING THE PLACEMENT OF A 'VETERAN/PURPLE HEART' PARKING SPACE IN ALL MUNICIPAL PARKING LOTS AND DECLARING AN EMERGENCY. Introduced by Councilman Mencini

Mr. Mencini stated new legislation will be coming forward for 'Veteran' parking spaces in all municipal parking lots.

**Motion** by Mr. Salvatore, supported by Mr. Scott, to have Read in Committee.

**ROLL CALL: AYES:** Salvatore, Scott, Burgio, 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. Burgio, to adjourn.

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

Council President Vecchio declared this meeting adjourned at 10:45 p.m.

RESPECTFULLY SUBMITTED Michelle Blazak  
Michelle Blazak  
Clerk of Council

APPROVED June 5, 2018

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

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