

**ITEMS TO BE CONSIDERED  
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING  
TO BE HELD ON TUESDAY, AUGUST 21, 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, Service Director Gardner, Building Commissioner Hurst, Executive Assistant to the Mayor D'Amico, Recreation Director Elliott and Mayor Gammella.

Council President Vecchio welcomed everyone to the new Council Chambers, an exceptional job was done.

**DISCUSSION:**

1. A RESOLUTION DECLARING SEPTEMBER AS NATIONAL SUICIDE PREVENTION AWARENESS MONTH IN THE CITY OF BROOK PARK AND DECLARING AN EMERGENCY. Introduced by Council President Vecchio

Mr. Mencini this is a great piece and should be moved ahead, we've all dealt with it.

Mr. Stemm concurred with Mr. Mencini behavior health is an important issue in this country and we're finally starting to understand.

Mr. Salvatore asked Mr. Vecchio for co-sponsorship, by a raise of hands Council as a Whole and Mayor Gammella.

**Motion** by Mr. Salvatore, supported by Mr. Stemm, to place on the August 28<sup>th</sup> Council agenda under First Reading.

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

Mr. Vecchio assigned the legislation to the Safety Committee.

2. AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORATE OF AN AMENDMENT TO ARTICLE IV, SECTION 4.01, OF THE CHARTER OF THE CITY OF BROOK PARK, OHIO AND DECLARING AN EMERGENCY. Introduced by Councilmembers D'Amico, Patten, Higgins, Burgio and Salvatore

Mr. Salvatore stated in discussions with the law department and Board of Elections this legislation is too old to be reconsidered and a new piece will be forthcoming.

**Discussion: cont.**

**Motion** by Mr. Salvatore, supported by Mr. Scott, that legislation was Read in Committee.

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

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

3. APPROPRIATION OF \$2,000 FOR FINAL PAYMENT TO THE REYNOLDS FOR LIVESTREAMING OF MEETINGS AND PAYMENT TO BOXCAST THROUGH DECEMBER, 2018.

Mr. Vecchio stated this is the final payment for the Reynolds for livestreaming that also includes the transferring of meetings for the past three years and payment to BoxCast through December, 2018.

Mr. Salvatore asked if this includes the meeting when the Reynolds were asked not to come?

Mr. Vecchio responded no, it does not.

Mr. Salvatore, as one Councilman, thinks the Reynolds should be paid for that meeting and increase the invoice by \$100.00 to be paid for that meeting.

**Motion** by Mr. Salvatore, supported by Mr. Mencini, to increase the portion to the Reynolds to \$1,130 raising the appropriation to \$2,100 to include the payments to BoxCast through December, 2018.

Mr. Poindexter commented he has no problem for work that was done but is not in support of paying for work that wasn't done and will not support the change.

Mr. Mencini is in support because there were a lot of hours put in with long meetings and the Reynolds were always here to set up the service and did the work. The service, overall, was pretty good and most complaints were static at the old building. If not mistaken, the city looked into Baldwin-Wallace and the high schools and the Reynolds chose to step forward to do this, from now on the clerk will be doing this.

Mr. Salvatore followed-up when that amount was renegotiated and decreased to per night, instead of per meeting. If they were told not to come whether an hour-long meeting or 15 minutes. Council made an agreement and is in support.

The clerk called the **motion** by Mr. Salvatore, supported by Mr. Scott, to amend the appropriation to \$2,100 with \$1,130 paid to the Reynolds and remaining payments to BoxCast through the end of the year.

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

**NAYS:** Poindexter. The motion carried with a vote of 6-1.

**Discussion: cont.**

**Motion** by Mr. Salvatore, supported by Mr. Scott, to place on the Council agenda immediately following under Verbal Approval.

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

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

**LEGISLATIVE COMMITTEE - CHAIRMAN, MENCINI:**

1. AN ORDINANCE AMENDING SECTION 101.08 (d) OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'CHARGES FOR SERVICE REQUESTS; COPIES OF CITY RECORDS AND DECLARING AN EMERGENCY. Introduced by Council President Vecchio

Mr. Vecchio asked the clerk to poll other clerks from other cities and received eight or nine responses. Looking at what everyone charges accordingly the city is in the middle. Previous charges for our public records requests have not changed and different departments with the least copiers and scanners. Added to this is the city would be charged for additional records requests passed out to Councilmembers and other departments for the same items. The city incurs an annual total bill of \$2,000 for scanners and copiers not including paper and records requests have not changed since 2010.

Mr. Salvatore would feel comfortable to have the amounts certified by the clerk to not pass something prematurely, maybe by working with the law department.

Mr. Vecchio noted this legislation went through the law department.

Mr. Salvatore requested the law department and clerk work together to verify these changes.

Mr. Poindexter asked Mr. Vecchio how can the city charge for an email transmission of a document?

Mr. Vecchio responded the scanner/copier of documents not currently housed electronically have to be scanned in; using the scanner and toner for those pages to go through for electronic scanning, so the charge is for per page scanning.

Mr. Poindexter continued the city is already paying the cost of the person to scan and has already purchased the equipment so there's no cost for that scan.

Mr. Vecchio stated there's no cost to the employee but there is a cost incurred to the city for the piece of equipment is chargeable, per the Secretary of State.

Mr. Poindexter doesn't see where that is written in the rule.

**Legislative Committee - Chairman, Mencini. cont.**

Mr. Vecchio stated Council can make changes, we took these costs from other cities and broke them down; this is something that has not been done for eight years. There are a lot of copies made from different departments for the same records requests and the city is probably in the range of 30,000 yearly for paper, the Council office has spent over \$5,000 in paper costs.

Mr. Poindexter stated there is no cost for paper for scanning of documents.

Mr. Vecchio stated that cost incurred is for the toner and the scanning use of the toner charged for the lease of the equipment.

Mr. Poindexter commented scanning doesn't use any toner.

Mr. Vecchio responded the document needs to be scanned using the equipment.

Mr. Poindexter would like to see more discussion on this topic.

Mr. Mencini stated looking at what other cities charge there is a time when changes have to be made, even if it's tough, but has to be done and Brook Park is in the middle for those costs.

**Motion** by Mr. Salvatore, supported by Mr. Poindexter, to place on the next Caucus Prior to.

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

Mr. Salvatore reiterated that the clerk and law department will get together to certify these changes.

Mrs. Horvath concurred.

Mr. Vecchio concurred that this will appear on the August 28<sup>th</sup> Caucus Prior to agenda.

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

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

Council President Vecchio declared this meeting adjourned at 7:50 p.m.

RESPECTFULLY SUBMITTED *Michelle Blazak*  
Michelle Blazak  
Clerk of Council

APPROVED *August 28, 2018*

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

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