

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON TUESDAY, MARCH 19, 2019**

The meeting was called to order by Council President Vecchio at 6:30 p.m., the clerk called the roll and the following Members of Council answered:

SCOTT, BURGIO, ORCUTT, STEM, MENCINI, POINDEXTER, SALVATORE

Also in attendance were Mayor Gammella, Law Director Horvath, Finance Director Cingle Assistant Finance Director Healy, Economic Development Commissioner Adams, Service Director Gardner, Recreation Director Elliott, Building Commissioner Hurst, Mayor's Executive Assistant D'Amico, Engineer Platak, Fire Chief Maund and Police Chief Dickel.

DISCUSSION:

1. 2019 BUDGET

Fire Chief Maund provided information to Council on the Fire Department capital budget requests. The department was informed by the head service mechanic that the 20-year-old frontline pumper has significant corrosion that could lead to catastrophic pump failure during fire operations; number one on the list is the replacement of the frontline pumper. Second is a new squad, the squads are continuously rotated and the department uses four squads in succession. There is a primary squad at stations one and two, medic three and medic four is in reserve, the last replacement squad was in 2016. High-temperature SVCA masks for interior fires where temperatures can reach 350 to 500 degrees, for a cost of 50 would \$3,600. Five (5) sets of turnout gear would be \$13,500 to keep routine replacement leaves firefighters two sets of complete gear that are current and after ten years the gear will not be warranted for any firefighting; gear that is exposed to high temperature and heat loses some of its ability. If five (5) sets are done every year, the department will keep on top of the expiring gear. Next is the battery-operated extraction tools would be \$28,300; the department currently has hydraulic tools that are from 2002. Now there are battery-operated tools that last much longer and are quicker to use. To replace the replacement of the current hydraulic tools the department has would be as high as \$50,000; to outfit the pumpers would be \$28,300.80. Next is 28 scuba air-pack bottles that have to be replaced every five years and have replacements for them but the actual scuba harnesses and fittings that hook up to the mask and regulate the air needs attention. There is some time left on that but wanted to get on the list as a potential exposure down the road in the amount of \$96,000 to replace 28 new scuba air-packs. A lot of the hoses are aging and need several different diameters of hosing in the range of 50' to 100'.

Questions to Fire Chief:

Mr. Mencini with the fire ambulance the last one purchased was 2016, what are the years of the other three ambulances.

Mr. Maund responded couldn't provide the years but will forward the ambulance ages to Council but guesstimated there is a 2000 and the other two are mid-2000's in operation; with the 2005 being the backup. The goal is when the department gets four of the Lifeline units, that is superior to others for our city setting. Only chassis replacements will be necessary the ambulances are made of aluminum and able to be re-boxed for a \$40,000 per unit savings; currently the department only has one of those units.

Mr. Mencini stated with item numbers three the masks and five the battery operated extraction these same requests have been coming forward for the last few years, correct?

Mr. Maund responded that could be and would have to look at past departmental budget requests. Last year, nine Tic Cameras were requested for every seated position with seven in operation and two in reserve; Tic cameras are thermal cameras allowing to see through smoke to find victims and the way out if hose line is lost.

Mr. Mencini stated the air-pack bottles are pricey.

Mr. Maund interjected the bottles are not being replaced, last year 15 bottles were replaced that were expiring and keep 60 bottles for a major fire and rotation of men; the bottles are about 45-minutes.

Mr. Mencini asked how many times the bottles are used?

Mr. Maund responded every time crews go into an IDLH (Immediate Danger to Life or Health) that could be a fire or a NASA laboratory situation that involves inhaling of bad substances. Item number seven on this list is the air-packs that the bottles hook up to and regulate the air quantity and pressure to atmospheric air.

Mr. Mencini stated with item number eight, the hoses are used when practice simulations?

Mr. Maund responded the hoses are tested every year and use it all the time for training purposes of pulling off the truck and deploying it different ways; these are the cotton-jacketed hose is what is coming to its end of life. Hoses now are lighter and different type of metal is used for better maneuverability and last longer.

Mr. Mencini asked with the \$8,700 cost how much hose would be acquired?

Questions to the Fire Chief: cont.

Mr. Maund responded that would be a significant amount of new hose and can get Council the exact number of links but can say that it is several different diameter sizes that are being replaced and used in conjunction with nozzles that were purchased last year. This is a new way of fighting fires and these hoses and nozzles can tell exactly how much gallon is permitted to put on a fire.

Mr. Stemm stated to Mr. Maund I have concerns with the new pumper and spoke about this last year and you mentioned that the front-line pumper was 20-years-old.

Mr. Maund responded one of the improvements from last year's capital is bumping the door at Station No. 2 allowing the move of the ladder-truck in front-line position. The ladder truck is a 2002 the same year as the pumper that is apparently in sad shape. The ladder truck is not in sad shape because it was never able to respond to Brook Park fires due to manpower and couldn't fit at station two, but did respond to other people's fires. By putting the ladder truck in first response at station two it brings a 2,000 gallon a minute pump, the same pump that is currently on the pumper. In essence, by bumping that door and putting that ladder truck at station two the department is able to have the same quality of fire apparatus in front-line; the back-up pumper currently is the 1994 Sutphen. The department has a third pumper that is a 1986 that is housed at the service garage and can only ride two firefighters. The pumper is an open cab that is no longer recommended to staff four firefighters due to lap belts only in the back so that pumper is only good for station number two where there are usually two men on duty.

Mr. Stemm asked if the city is eligible for any grants through FEMA (Federal Emergency Management Association) for the scuba masks and emergency management equipment?

Mr. Maund responded talking to the Mayor earlier this year, the Mayor allowed for Lt. McCarthy to attend grant writing school specifically for this. A grant was written in the amount of approximately \$600,000 and the department is currently waiting for a response. The grant included a pumper with the city's share being \$29,000 if the grant was awarded; several city departments assisted with writing of this grant. The department was awarded a grant this year in the amount of \$15,000 for replacement or add to the department's Vactor that washes all the gear by pulling out all cancer causing materials; the grant awarded will be between the cost of \$15,000 and \$18,000 and should be received shortly.

Mr. Poindexter asked Mr. Maund about the battery-powered extraction tool.

Questions to the Fire Chief: cont.

Mr. Maund interjected the cutters (jaws of life) are bulky, heavy and tethered to a powerhead that supplies power to the hydraulics for opening and closing. The new technology available for the last seven years and have been well trodden. When the department responds to a traffic accident with people pinned in the car fire crews have to bring a line off the truck and hand pull the tool. With the hydraulic tool turn the power button on to start working with the same cutting force, pulling and pushing force as the hydraulic tools currently on the truck.

Mr. Poindexter stated the department has the battery-operated extraction tool and also the hydraulic extraction tool.

Mr. Maund responded there is thought that the extraction tools the department currently has should not be thrown away. The basic quote to update the current hydraulics comes to just under \$50,000. By quoting the \$28,000 that is for one set and by quoting the \$50,000 that is for all the sets on both trucks. Currently, one powerhead died so the department is down to one with 100' of hydraulic hose on the primary pumper. I was told by the people that do the certification that the hose is not generating enough hydraulic off the truck to be effective for the jaws of life.

Mr. Poindexter stated in regards to item number seven the air-packs. Is the \$196,000 for all eight air-packs, approximately \$7,000 a piece?

Mr. Maund concurred.

Mr. Poindexter asked if all the air-packs have to be replaced this year?

Mr. Maund responded no, none of them have to be replaced immediately but after so many years the brand used named Scott will not support them and the department would have to aftermarket to get parts. The company will support them for an additional five years before replacement starts; I gave that number if Council wanted to start replacing them. When replacing this lifesaving item, you want to do it all at once because every man has to be familiar because lives depend on it; if there are two different active types in the station there is a risk of human error.

Mr. Poindexter commented the fire department's entire wish list totals \$1,375,210 and looking at the proposed appropriation totals \$212,357.00. In those proposed appropriations what items are already covered?

Mr. Maund responded that is if you add the totals but fire apparatus, the pumper, can be leased over a time of 15 years and with the ambulance three to five-year lease.

Questions to the Fire Chief: cont.

Mr. Cingle commented working through the budget tonight Council will see that there are more needs than dollars to fund those needs. This year the city is doing \$6 million-dollars in roads with some of that being attributed from the City of Middleburg Hts. The breakdown for fire is the budget's proposed appropriation is \$50,000 new money and the difference is made up with the department having. A rescue squad lease for a little over \$15,000, an SUV lease little over \$43,500, Miscellaneous Equipment and Fire Station No. 9 (2) improvements leaving about \$12,000 left. So the new monies for 2019 shows \$50,000 appropriated for fire, \$50,000 for police, \$75,000 for service, \$16,000 for building and \$30,000 for recreation center. The municipal building has \$60,000 budgeted for a fire alarm system and some other dollars supposedly appropriated for postage machine lease, Brewer-Garrett change order all fall under Fund 700 - Municipal lands & Buildings with the most part going to the 2018-2019 Street Improvement Fund.

Mr. Scott asked Mr. Maund what is the top three items?

Mr. Maund responded the items are listed in priority so if the city can't afford the pumper than I suggest putting that capital into doing as much repair to the current pumper to bring it to standards. Secondly, enter into a lease for a new ambulance and thirdly the high temperature masks and proceed down the list. It's my job to advise Council and whatever is given to work with I'll make it work.

Mr. Orcutt thanked Mr. Maund for coming to Council last year to request the door opening to get the fire truck in there.

Mr. Maund commented that fire truck has gone on several runs some in our city and some not in our city.

Mr. Vecchio asked Mr. Maund if the department has an equipment rotation schedule in place?

Mr. Maund responded there is a matrix for many years but due to budgetary constraints we haven't been able to follow the matrix, every time it's not followed it must be readjusted.

Mr. Vecchio asked if there is one for the hoses and items like that?

Mr. Maund responded hoses are different due to being so long and not knowing when they will fail. Hoses don't run out of date like some equipment backed by the manufacturer, hoses fail or don't fail and are tested every year by NFPA (National Fire Protection Association) standards, so an inventory has to be created.

Questions to the Fire Chief: cont.

Mr. Maund continued with the last page that is an advisement that doesn't necessarily come out of the fire department because it encompasses building's outline of problems: Roof repairs at station no. 2 over the kitchen area, three new doors on station no. 2 to create a pull-through for the ladder truck instead of backing it in from the street. Before that can happen cement work would be needed in the back of station no. 2 because the sewer drags down causing an uneven approach. New lighting at station no. two because the lighting is from 1958 and inefficient and the city's new electrician mentioned the lighting could be replaced for \$1,400 for more energy efficient lighting. There are drains inside that were pitched from the middle of the fire station from front to back with tubes leading to the street. Over the years those pipes have corroded and the prior administration put in a new tube in the front of the station tying all three drains together but didn't re-pitch it so there is a collection of stagnant water.

Mr. Mencini asked Mr. Maund to explain the roof leak at station no. two.

Mr. Maund responded service crews have been trying to find the leak for patching but it's difficult with a flat roof and not sure when a roof was put on last.

Police Chief Dickel

The office furniture listed is a project started several years ago that had many parts this being the third and last phase. This would be for the captain's office, conference room, IT office and a few workstations. Laser speed detection units currently the department has two units within the department. I'd like to get two more they will be productive and bring more money into the city with more officers able identifying speeders. The laser units have an aiming device that can identify an automobile in a crowd and check that speed. With the miscellaneous capital being a new chief it is impossible to foresee everything needed; these would be for items typically around the \$1,000 range or less but a capital item. Lexipol is a company that would come in to take a look at the department's policies and procedures, rules and regulations to make sure the department is in-line with current case law. The \$25,000 is the startup cost with a continuing cost going forward. The radar upgrades are for equipment inside the police cruisers as another speed detection device but not as specific as the laser units. Two vehicles purchased last year new radar units were not purchased for those two units. Speaking with police officers it would be just as costly to take those units out of the units they're in currently in service and install in those two vehicles. The ballistic vests are a contractual item and this year is a big hit because 14 vests have to be replaced. It is my understanding the city encumbers those monies even though the department will get a grant to pay for half.

Questions to Police Chief:

Mr. Stemm congratulated Chief Dickel and stated with the laser speed detection are those removable or mounted?

Mr. Dickel responded they are hand-held battery operated units.

Mr. Stemm stated the radar upgrades are units that are calibrated by the tuning forks?

Mr. Dickel concurred.

Mr. Stemm asked for a price for those units.

Mr. Dickel guesstimated approximately \$3,000 apiece.

Mr. Stemm asked Mr. Dickel in your opinion would you prefer to have more laser units or radar units?

Mr. Dickel responded I prefer both because if an officer is stationary the laser unit can be used. If an officer is driving around the radar unit offers the opportunity to check for speeders oncoming and also going in the same direction both in front and behind the officer. The laser unit is helpful for picking out an automobile in a crowd from a stationary position.

Mr. Poindexter stated to Mr. Dickel with the Lexipol startup cost of \$25,000 do you know what the continuing cost would be?

Mr. Dickel will provide information to Council.

Mr. Poindexter asked Mr. Dickel with the bulletproof vests in the amount of \$18,500 is the city's cost before or after the grant?

Mr. Dickel responded that cost is before the grant.

Mr. Orcutt stated to Mr. Cingle what is appropriated for capital for the police department?

Mr. Cingle responded \$50,000 new money for vests, office furniture and laser speed detection units. The department also has one lease that is a little over \$43,000 for police cars and accessories. There is a second lease a little over \$46,000 and the Taser expense with half coming out of capital and half from the law enforcement fund.

Questions to Police Chief: cont.

Mr. Orcutt clarified the vehicles and Taser leases are what the city has currently and \$50,000 in new money for 2019?

Mr. Cingle concurred, when referring to new money that is monies, for example, 2019 dollars will pay for the leases and these are items above and beyond that's been committed from previous years.

Mr. Orcutt stated the ballistic vests are part of the contract and will have to be purchased.

Mr. Cingle responded yes.

Mr. Scott clarified 14 ballistic vests?

Mr. Dickel concurred.

Mr. Scott stated the laser speed units are \$3,500 apiece?

Mr. Dickel responded yes, that would include a three-year service contract.

Mr. Mencini thanked Chief Dickel for the simulation training given to him and Councilman Burgio, very impressive on how the men reacted. On that with the Lexipol does that fall under the same type of training that the officers get?

Mr. Dickel responded specifically Lexipol would look at the department's policy and procedures and rules and regulations. That would be the guiding document for the department that would determine, for example, how officers would handle a domestic situation. Whatever the situation this would be a guiding book of steps to be taken for that situation. This program comes with a computerized module that offers training to the officers for updates on any changes made and also test the officers.

Mr. Mencini asked with the laser speed detection units at \$7,000; they are used quite often?

Mr. Dickel responded on a daily basis, every shift.

Mr. Mencini asked if the radar detection units are used on a daily basis.

Mr. Dickel concurred.

Mr. Stemm stated to Mr. Dickel with the vests that is for the outer-carrier also, it's all included?

Questions to Police Chief: cont.

Mr. Dickel responded it would include two outer carriers and two concealed carriers.

Mr. Stemm clarified with the Lexipol there are electronic formats that officers read and take a quiz and upon passage it records that the officers are competent?

Mr. Dickel concurred.

Mr. Burgio asked Mr. Dickel what is the lifespan for the vests?

Mr. Dickel responded the vests are backed by the companies for five years, a five-year replacement.

Mr. Burgio continued some of the vests are approaching that?

Mr. Dickel responded 14 of them are either at or will be within the next few months surpass the five years.

Mr. Burgio asked for the lifespan on the laser and radar detection units.

Mr. Dickel responded for as long as the company will service those items; if the company stops servicing the units are no longer good. We have older units and looked into trading in and there is absolutely no trade-in value.

Mr. Dickel continued to page two, the video conference equipment for the jail is a communication link between Brook Park Jail booking room and the Berea Municipal Court. The equipment the department currently was piece-meal back together and has now totally failed. What that entails since it is required to have an appearance before the court for arraignment, video conferencing can no longer be done. So that ties up one, two or three officers depending on the prisoner's demeanor to personally take them to court, that could take a few hours; this equipment would save the department a lot of manpower hours. Being done by one jailer and depending on the prisoner's demeanor another officer but not nearly the amount of time going to court. The video surveillance system for the safety building and jail current systems are obsolete and gaps in the coverage. This is used for evidence in court specifically in the booking room and for questioning suspects while in the jail area. One of the gaps is not being able to see inside the building nor in the parking lot outside of the building. The department's jail intercom system is ten-years old as a temporary measure and hoping to get replacement upgrades to continue to meet jail standards as state requirements. Meaning someone in a cell has a means to communicate if there is a medical issue or flooding. With the garage floor and foundation repairs there is no exact cost without having a structural engineer coming out to look at it. Currently, there is a

Police Chief Dickel cont.

crack in the floor allowing water getting into the basement into the computer server room and an office where the guns are cleaned, stored along with ammunition. The next item is the computer server and storage the department hopes at some point to obtain body cameras; currently the cruisers have dash-cams and microphones that go with those. As the officers record more videos there becomes a requirement to have storage place. The department's retention policy currently allows for that but if there are any changes to that or add on more cameras the department will have a need to store all of that. For the body cameras it is not listed but from time to time a grant comes out that pays for all the body cameras recording equipment. If that grant comes out and that grant is awarded, then the department will get this. The next item goes hand-in-hand with the video surveillance system for the building being the monitors throughout the building to see what is going on in the jail from different points in the building, some equipment in the building was not supposed to be on 24/7 but are and have failed at times.

Mr. Vecchio stated besides from the garage, everything else is video and surveillance related, has the subject of available grants been approached?

Mr. Dickel responded the only grant that has been out for a few years in a row deals with body cameras, the rest I'm not aware of any grants for that specifically.

Mr. Stemm stated to Mr. Dickel with the video conference equipment for the jail arraignments being a time saving and cost. With the officers not traveling could that also be used for grand jury presentation with the detectives?

Mr. Dickel responded currently the grand jury is on a separate system that is functioning; that is a separate system and not related. When the grand jury is ready the officer has to be ready and that's the same with Berea Municipal Court.

Mr. Stemm stated with the server storage you mentioned RMS, that wouldn't have any impact on LEADS or Oleg usage or storage, would it?

Mr. Dickel responded I don't think so.

Mr. Mencini stated with the leak that goes to the computer room sounds like a more structural job than concrete?

Mr. Dickel responded I don't know parameters of that.

Mr. Mencini asked how often the communication items used i.e. the jail system?

Police Chief Dickel: cont.

Mr. Dickel responded the video conference equipment could happen Monday - Friday on a daily basis, it depends on prisoners in jail and able to appear by video to the court. The equipment has been used daily for weeks on end and there are times no one is in jail and the equipment is not used.

Mr. Scott asked Mr. Dickel with item number three is the department in violation of any state standards?

Mr. Dickel responded currently no, the department is in compliance and just received word that Brook Park's inspection has begun.

Mr. Dickel continued to page three, for the traffic signal overall recommendation. Over time several repairs of systems that are not directly related to signal operation have been deferred as a cost-savings measure. The department would like to do a top to bottom review of the systems in service and begin a systematic repair or replacement of anything that is not functioning. The next item on that page, every officer is issued an identification card that is done at the station that is failing and prints a line across the picture of the officer. The department currently modified the format as a quick fix but to do any repairs would cost about of near the replacement cost for a new card printer. The HVAC (Heating, Ventilation and Air Conditioning) repair for the shooting range in the basement, used for training purposes, is cold during the winter months and very hot in the summertime. With no heat and/or air there have been circumstances of frozen water in the basement causing an unsafe condition for training. Some of the ventilation fans are going to need attention there squeaking bearings, not sure if service crews can do anything so repair or replacement may be needed. The next item is four vehicles originally proposed were to lease two (2) F-150's with pursuit rated that's available, reducing rollover tenancies. Another third pursuit rated F-150 that can used for departmental roles within the police department. The 2001 SWAT (Special Weapons and Tactics) van needs to be replaced, service mechanics have recommended the vehicle not be driven. The vehicles looking to replace is a 2001 Chevy Suburban, 2003 Chevy Avalanche; both vehicles were obtained through drug forfeitures. The Avalanche turned into the department's DARE (Drug Abuse Resistance Education) vehicle and also served a second purpose of backing up the Suburban's purpose of towing a trailer that houses generators to hook up to traffic signals during power outages. The detectives have requested a high-end camera for taking pictures of evidence and replace old equipment due to technology growth and being able to present better evidence in court. The last item is a cell phone break through allowing the department to pull information from most phones for evidential information. The cost is \$40,000 for one year and the four to five year updates are very costly and my opinion it is not a good dollar spent; the department has resources that can be utilized that will do the same thing.

Questions to Police Chief Dickel:

Mr. Scott stated to Mr. Cingle last year didn't Council appropriate monies for an F-150 to replace the SWAT van?

Mr. Dickel responded not sure because he was not involved in that. The three vehicles the department received were under a grant and not sure if that played into that.

Mr. Scott commented thought it was for one F-150 to replace the SWAT van and two cars.

Mr. Cingle commented he remembers talking about that and would defer to the Mayor to see if there is a reason.

Mayor Gammella commented didn't recall that but will look into it.

Mr. Mencini clarified to Mr. Cingle of discussions of two or three vehicles and a truck.

Mr. Cingle remembers conversations and will have to check 2018 notes.

Mr. Mencini asked Chief Dickel if the lack of heat in the range also pertains to other areas of the building?

Mr. Dickel responded there are several HVAC systems in the building and this one is specifically for that room.

Mr. Mencini commented the traffic signal upgrade is something that will have to be looked at, sooner or later, as a community along with the Administration and Council.

Mr. Orcutt thanked Chief Dickel for the tour last Friday when the shooting range was 30 degrees. How often is the shooting range scheduled yearly?

Mr. Dickel responded there are approximately six training sessions a year with most of them taking place in the range, it being the only place allowed for shooting in the city. There are maybe one or two outdoor sessions if a range becomes available.

Mr. Orcutt asked if the officers are still working with lead-grain?

Mr. Dickel responded the bullet configuration used on the range has changed to what is called Winclean that has less lead but gives the same performance for training.

Questions to Police Chief Dickel: cont.

Mr. Orcutt clarified there is use of lead?

Mr. Dickel responded there is some.

Mr. Orcutt stated he thinks that would be a top priority for the police officers to be working in an area with ventilation when training.

Mr. Burgio asked if Sgt. Stopiak is still in charge of the traffic signals?

Mr. Dickel responded yes.

Mr. Burgio thanked Mr. Dickel for the invite of the training session that reaffirmed how much pressure police officers are under; any money spent for educational purposes is an investment in both performance and safety.

Motion by Mr. Salvatore, supported by Mencini, to move the following Finance Committee items one through six to the Council agenda immediately following.

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

NAYS: None.

ABSTENTION: Stemm. The motion carried with a vote of 6 and one abstention.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE TEAMSTERS UNION LOCAL 436 AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.
2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE FRATERNAL ORDER OF POLICE LODGE NO. 15 (PATROL OFFICERS) AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.
3. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION (CITY OF BROOK PARK POLICE SERGEANTS AND LIEUTENANTS) AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.
4. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BROOK PARK FIREFIGHTERS ASSOCIATION, LOCAL 1141, INTERNATIONAL ASSOCIATION OF FIREFIGHTERS, AFL-CIO-CLC AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

Finance Committee - Chairman, Scott: cont.

- 5. ORDINANCE AMENDING CERTAIN SECTIONS OF THE ADMINISTRATIVE CODE TO PROVIDE ADJUSTMENTS IN COMPENSATION FOR EMPLOYEES OF THE CITY, OTHER THAN ELECTED OFFICIALS OR THOSE COVERED UNDER NEGOTIATED LABOR CONTRACTS AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

- 6. A RESOLUTION ACCEPTING THE RECOMMENDATIONS AND APPROVING THE MINUTES OF THE HOUSING COUNCIL ON THE CITY OF BROOK PARK'S COMMUNITY REINVESTMENT AREA (CRA) AGREEMENTS AND DECLARING AN EMERGENCY. Introduced by Mayor Gammella.

Motion by Mr. Salvatore, supported by Mr. Orcutt, to recess the Caucus Prior to meeting and move to the Regular Council meeting.

ROLL CALL: AYES: Salvatore, Orcutt, Burgio, Scott, Poindexter, Mencini, Stemm
NAYS: None. The motion carried at 7:50 p.m.

Discussion of 2019 Budget: cont.

Building Commissioner Hurst

Mr. Hurst has two capital requests for an archive file system and blueprint scanner. The archive system is software for the department's software to go as paperless as possible; this software is needed desperately to do that. Currently, all building permits and contractors' registrations is printed off and stored according to records retention requirements. This archive system will allow everything to be read electronically and email permits and so forth to people, streamlining the department and eliminates storage of paper. The scanner is a blueprint scanner for blueprints the department receives and requires a lot of storage for contractors' blueprints for a minimum of five-years. Public buildings are permanent records and this will allow to be stored on a hard drive.

Questions to Building Commissioner Hurst:

Mr. Orcutt stated to Mr. Cingle with the amount appropriated in the 2019 Mayor's budget how much of this is going towards the building department?

Mr. Cingle responded \$16,000 for the archive and system scanner.

Service Director Gardner:

Mr. Gardner stated on page one, the fuel use reporting system; the system the department currently has is 25-years-old and parts are no longer available. Item two is the belt sander & grinder are tools the welder and mechanics could use to expedite and more efficient when doing repairs to some vehicles. Item number

Service Director Gardner, cont.:

three are for three (3) doors with frames & hardware sets; the doors are rusted beyond repair and hard to open and close and hard to make sure they are closed; for the employee entrance, mechanics man-door entrance and one in the shop entrance. Item number four is the salt dome roof that is the original roof on the salt dome. When facing west and south the shingles are virtually non-existent and there's probably 30-vents on that roof with some blowing off, also water is getting in there that is kind of a no-no on the salt. The quote listed in the amount of \$38,500 is a good quote. Miscellaneous items are trimmers & edger's; for use at both the service and recreation departments. Items placed on capital last year was for a rear-loader rubbish truck is due to be in service. To upgrade one of the department's older trucks a request was put in for another rear-loader rubbish truck. The side-loader automated trucks when first put in service approximately eight years ago and think included in the legislation those trucks were to start being rotated out with one truck after seven years, eight years and nine years so by year ten the department would have three new trucks to continue the program.

Questions to Service Director Gardner:

Mr. Scott stated to Mr. Gardner on the rear-loader what is the leasing range on that?

Mr. Gardner responded seven years.

Mr. Healy commented currently the city is looking at trying to get five-year lease with a first year in advance to help with the replacement schedule; a lot of times it's up to the institution how long specific equipment will be leased.

Mr. Orcutt asked Mr. Cingle with the 2019 budget how much monies are appropriated for new purchases?

Mr. Cingle responded \$75,000 with \$23,000 appropriated for plow blades and \$60,000 for the rear-loader lease.

Mr. Mencini stated to Mr. Gardner with the belt sander & grinder were they brought over from the old shop?

Mr. Gardner responded most likely the grinder and it's my understanding there was no belt sander.

Mr. Mencini stated with the doors there is nothing with the main or side doors at the back garage.

Mr. Gardner responded the back garage mechanic's entry door and office door that leads to the shop and the employee entry door.

Questions to Service Director Gardner: cont.

Mr. Mencini clarified with the salt roof dome the problems are occurring at the top of the dome?

Mr. Gardner responded the whole west side of the dome all the shingles are curled up; the dome was built in 1994.

Mr. Mencini commented he was always told by the county salt being what it is the life span of domes.

Mr. Mencini asked with the rear-loader rubbish truck will be used as a multi-use vehicle?

Mr. Gardner responded every resident is afforded 12 bulk stops and two special stops and the six vehicles currently run hard for bulk Mondays.

Mr. Mencini commented when those trucks travel there is a lot of weight with the rubbish.

Mr. Burgio asked Mr. Gardner how many trimmers and edger's' is the department looking at to replace?

Mr. Gardner responded probably around ten, every crew needs to have a set, the department currently has ten and while they are commercial grade they are used every day all summer long.

Mr. Burgio stated that is approximately \$300.00 apiece and doesn't sound like a bad price for commercial grade.

Mr. Gardner responded they are steel-quality trimmers and the time it takes to work on them isn't worth the effort. The department is also looking at two sidewalk edge trimmers, currently have two but they are worn out. Mr. Gardner continued with page three with the replacement of a plow/salt truck that can be put off for now. The department still has some '86's in service on the front line that goes out every time it snows and need to look at upgrading in the future. Mr. Gardner continued with page four stating that the sign posts brackets, safety cones and barricades that are used for parades and closing of streets are used a lot. All the posts have to be changed due to getting run over in the wintertime and would also account for some signage that needs to be replaced. Flag poles and brackets for city flags the weather does not afford getting a year out of the flags, possibly six months. Banners, replacements hardware and Christmas decorations is working with the Mayor on how to decorate for the seasons. With the different hand tools every hand tool averages \$100.00 plus. Tools & equipment tools and saw blades for trees and tree lawns. Concrete tools and

Service Director Gardner: cont.

equipment consists of concrete saw blades drills, bits and portable saw. On page five first item is pump station auto emergency dialers are for callouts and have changed from hard-lines to a cellular setup. One pump station was changed this past summer and the city is notified of pump failures, backup in water, water in the wells and other different notifications that are provided to the dispatchers who notify service crews. Pump station control panels, motors and starters is a result from flooding in 2007 that burned all the equipment; makeshift equipment has been made that's been working. Coming into office last year I looked for quotes for panels to be aboveground, underground looks nicer but is not very conducive to the water environment. There are 11 stations in the city to be done averaging \$30,000 a station and systematically the department would like to do two or three a year. When the original equipment was put in and there was telemetry reading panels at the old treatment plant with automated pump turn-ons, crews didn't have to go to each station. Now crews have to go to the stations on a daily basis to verify the pump and record manually all the hours the pumps run due to EPA (Environmental Protection Agency) and Sewer District wanting to know what is being pumped, where it's being pumped, how often and over what kinds of events. The last item is pumps and controllers for two specific stations to keep them up and running due to the age of the pumps currently there.

Questions to Service Director Gardner: cont.

Mr. Mencini asked with the pumps and controls if that something service crews could install?

Mr. Garner responded yes, but as it's packaged up there is a lot of underground boring that needs to be done; the quotes were received from South Shore. The flag-pumps for Fry Road and Richard Drive are \$25,000; the storm pump is \$7,200.00, the boring is \$10,000 and has to be done by an outside party.

Mr. Mencini commented with the EPA and some of this stuff not getting done could cause problems for the city?

Mr. Gardner responded yes, but hasn't been approached yet. Service crews are documenting and inspectors come every year to go through the stations. There is an onsite form that is filled out every day that tells readings, hour meters, fuel levels and tanks all have to be inspected by the state. At this time, the city is running but not very efficiently. Mr. Gardner continued with page six with light poles specifically on Aerospace Parkway installed in 2001 or 2002 and being square-steel poles that sit on the road edge and susceptible to salt. The past couple of years the previous Administration installed 10 to 13 poles in the capital to switch them out to fiberglass. With the 80 or 90 poles out there it will take time to replace 10 at a time.

Questions to Service Director Gardner: cont.

Mr. Cingle asked Mr. Gardner for the cost of the lights for Aerospace Parkway?

Mr. Gardner responded \$30,000.

Mr. Cingle continued we can talk tomorrow there may be a solution to take out of capital and put in another area.

Mr. Gardner stated the light poles on Snow Road - I-71 those poles were given to the city and involves approximately 17 poles with cobra-heads. In 2012 the city did a street light project and that company set five new poles, due to five being rusted beyond repair and now the rest of those poles need to be changed out due to becoming a risk. Because they rust out at the bottom of the base and with the substantial winds recently the City of Cleveland lost eight of the same kinds of poles on Aerospace. On page six with the generator, there was discussion of putting that in repair and maintenance. One thing needed and not on the list is a new mower for the parks, playgrounds and ballfields along with a field groomer.

Questions: cont.

Mr. Poindexter asked Mayor Gammella with the light poles can that be addressed if the city moves forward with the lighting upgrades?

Mayor Gammella responded no, the way that project is designed is not changing the poles only the lights themselves. There is are big problems with those lights on Aerospace Parkway they are just falling down, that's the city's Opportunity Zone and want to make it look good.

Mr. Mencini stated on these poles on Route 237 and Snow Road the city owns them and there is no assistance from the county?

Mr. Gardner responded no, all those metal poles were given to the city a long time ago on Route 237 from Brookpark to Sheldon Roads, Aerospace Parkway, Snow Road and I-71 and some individual ones along the parks, playgrounds and ballfields. Any square-headed light on a ballfield that lights an area in the park belongs to the city.

Economic Development Commissioner Adams

Mr. Adams stated the department has no capital requirements other than what the discussions were for the snow removal and grass cutting programs for the upcoming year. In Fund 243 there was a request for \$30,000 in Professional Services to be used for possible two specialists to deal with the Ford Motor property when the new buyer comes forward; that may involve a tiff or brownfield situation. Also, \$500.00 for travel & education, \$493,011.28 for contracts based upon future needs for the snow removal and grass cutting programs along with

Economic Development Commissioner Adams: cont.

any future contracts that may come forward. Mr. Adams continued with Fund 325 - Community Development shows salaries, education and office supplies.

Questions to Economic Development Commissioner Adams:

Mr. Orcutt stated to Mr. Adams the \$30,000 are monies being used for future development grant money?

Mr. Adams responded no, those monies will be used to pay some fees to firms that may be required with mediation before sale of properties.

Mr. Orcutt stated to Mr. Cingle how much did the grass cutting and snow removal programs increase from last year.

Mr. Cingle responded the breakdown of the \$493,011.28 is Senior Services - \$250,000 last year roughly \$200,000 for both services. The BJAAM professional services is \$148,011 which the city is a pass through and will get monies from the state to be paid to BJAAM. Economic Development grants has a proposed \$80,000 and \$15,000 for real estate taxes.

Recreation Director Elliott:

Mr. Elliott stated the first item is the fire alarm system upgrade would be for Council (offices and dais) city hall and recreation department. Fire Inspector Bennett came through and assisted with the estimates and proposals. The current system is unreliable and inconsistent, parts are becoming obsolete and sends failing notices and needs to be replaced. The next item is the men and women locker rooms safety doors leading to the steam room, sauna and whirlpool areas. Last year the Board of Health informed us last year that once those areas are opened those doors should be upgraded due to not meeting ADA requirements; the Board of Health was notified that those doors would be included in capital improvements. The waterpark lawn furniture has a lot of wear-and-tear and has not been replaced in a very long time; the price not only includes lawn chairs, round tables, umbrellas, etc., a lawn chair for the waterpark is approximately \$100.0 each; these are not chairs that can be repaired and need to be replaced. Looking ahead is a zip-line for Kennedy Park in trying to improve the park every year. The next item is laptop computers that are priced out for three units and also one-unit price of \$1,600. This would be used by staff members for different activities i.e. movies or outside at the parks. The ballfield fencing entails Kennedy, Plant Lane, Hufsey and American Legion. A question asked daily or weekly is to have benches throughout the building especially for elderly people walking to the main or mini gym. As discussed previously, the department would like to finish off the game room equipment. The Mezzanine-Cardio area is in the gymnasium above the scoreboard there is a half-moon area and the biggest part of the cost would be the welding and new railings to put some cardio equipment up there, to

Recreation Director Elliott:

give more space in the cardio rooms. A new floor was replaced in the boxing room to make that a shared area for stretching. There is a need for more round tables because the center is renting out to residents more on a weekly basis, which is a great thing and should be purchased on a yearly basis. The Christmas decorations have been band-aided with service crews help but would be nice to have newer attractions. Following the construction upgrades high dusting is needed in the gymnasium ductwork. The lower door in the basement by the back stairwell needs some attention with framework replacement that Fire Inspector Bennett informed me of. There are also some issues with the removable mullion in the doors of the gymnasium due to being bumped and falling down.

Questions to Recreation Director Elliott:

Mr. Poindexter stated the center's total wish list is approximately \$166,000 and the proposed appropriation is about \$30,000.

Mr. Elliott responded the department will work with that amount but think it's important to bring to Council's attention; if it's not done this year possibly next year.

Mr. Poindexter clarified he'd like to keep the focus on this year to see what items are getting crossed off the list.

Mr. Elliott stated Mr. Cingle has identified to take the fire alarm system away from the center's budget. Based on the amount of money the department has the doors for the steam and sauna rooms or the Board of Health will shut that area down. Some lawn furniture will need to be purchased this year and some fencing and the recreation doors and downstairs door.

Mr. Stemm stated to Mr. Elliott I like the fun things and think the fire alarm system is most important and hopefully that can be moved to another fund.

Mr. Cingle commented the fire alarm system will come out of the capital improvement budget under Fund 700 - Federal Government Lands & Buildings.

Mr. Stemm asked if the fire inspector say if this is in violation.

Mr. Elliott responded Inspector Bennett is the one that made the recommendation.

Mr. Stemm asked if there is a timeframe to get that done?

Mr. Elliott responded bids have already come in and once the budget is addressed the process will begin.

Questions to Recreation Director Elliott: cont.

Mr. Vecchio stated to Mr. Cingle shouldn't the doors come out of Fund 700 also?

Mr. Cingle responded yes, they could.

Mr. Mencini asked if the fire alarm has been tested.

Mr. Elliott responded yes.

Mr. Mencini stated with the door hardware, ballfield and Christmas decorations maybe something could be done in conjunction with the service department. On the computer would that also be replacement for the front desk?

Mr. Elliott responded no, this one is a laptop primarily to help the staff with outdoor events to be more mobile.

Mr. Orcutt stated to Mr. Elliott we have canvassed this department and want to say for all departments I like how you identified that downstairs door that has rotted out from the bottom. With so much infiltration from the outside there is a lot of energy being lost, think that is a key component. A few years ago I heard about a water leak at the outdoor water park; has that leak been repaired.

Mr. Elliott responded the best answer is the service director and I are very much aware of that leak and it is addressed every year by testing lines and the preliminary work in the spring. That has been an ongoing problem that is addressed each year and am not sure what needs to be done to correct that problem.

Mr. Orcutt commented that is something that should be looked at in the future for a hydrostatic pressure test on the system to identify the problem.

Mr. Gardner commented the pool is designed against static-testing. Around the gutter of the pool, every two-feet, there is a ¼" hole and it's the return line from the filter. That's all open and went to the City of Mayfield who have a pool built by the same people and experiencing the same problems. They made 100's of plugs for those little holes and borrowed some and did that. There are so many lines that there is a collection that can fill this table due to little broken plastic underneath the concrete. The very first day, one of the cannons didn't work and crews cut into the gutter now that line empties into the gutter and doesn't run a cannon anymore; these are things that should have been addressed at that time and were not; crews have dye-tested, used argon gas, caulked and painted the pools to try and find the problem. The day of opening of the waterpark that pipe sat underwater and the rush was to get the waterpark open in August 6th.

Questions to Recreation Director Elliott: cont.

Mr. Orcutt thanked Mr. Gardner for the explanation and commented these are things the city needs to be conscientious of when putting out extra monies for chemicals and water.

Mr. Vecchio stated to Council a special meeting needs to be called the budget needs to be passed by March 31st.

Council called a Special Caucus and Special Council meetings for Tuesday, March 26th at 6:30 p.m.

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

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

Council President Vecchio declared this meeting adjourned at 9:36 p.m.

RESPECTFULLY SUBMITTED Michelle Blazek

APPROVED April 2, 2019

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

8,609 words