

**ITEMS TO BE CONSIDERED  
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING  
TO BE HELD ON TUESDAY, OCTOBER 15, 2019**

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 Mayor Gammella, Law Director Horvath, Finance Director Cingle, Recreation Director Elliott, Service Director Gardner, Police Chief Dickel, Fire Chief Maund, Safety Department personnel and Engineer Piatak.

**LEGISLATIVE COMMITTEE - CHAIRMAN, MENCINI:**

1. AN ORDINANCE ENACTING CHAPTER 163 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'TECHNOLOGY COMMISSION' AND DECLARING AN EMERGENCY. Introduced by Councilman Poindexter.

Mr. Poindexter stated meeting with several Councilmembers' there is a consensus of the proposed amendments. The first proposed amendment would be to amend the title and language in the body of legislation by deleting Technology Commission and inserting Technology and Innovation Committee.

Mr. Salvatore asked for clarification of the additional verbiage.

Mr. Poindexter continued adding innovation allows the committee to broaden their vision with technology as it's known now; innovation is new technologies. This amendment would serve the purpose for now and also broaden hopes for the future.

Mr. Salvatore clarified this would now be a committee instead of a commission?

Mr. Poindexter responded after several discussions with the law director the name doesn't really matter as much as the purpose that the committee serves. The important thing is the duties, responsibilities and power Council gives to them to do their work.

Mr. Mencini stated when saying Technology and Innovation committee most of the city's committees are a little more liberal with things brought forward to them; the recreation commission deals with items that are brought to them. With the addition of innovation will this committee create or suggest things that can be done in the city.

Mr. Poindexter responded yes to both, the purpose of the committee is that Council and the Mayor can give direction as to where the committee goes as far as

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

the city's vision. For example, the committee could be doing something with the interoffice communications and may notice somewhere else where the committee could help with. The main point is this committee is just providing recommendations and will not be implementing anything. All recommendations will be given to Council and/or the Mayor, as to what can be done. When originally working on this legislation there was a host of purpose and duty for this commission and/or committee. The proposed amendments to Section 163.02 - Purpose would give more details to the duties of this commission; the five proposed amendments would be: a) recommend minimum standards for data, audio and video technology applications to promote systems compatibility city-wide, b) research new technologies and recommend changes, additions or deletions to standards as necessary, c) research and recommend the implementation of new technologies to Council and the administration, d) ensure cost-effective procurement of information technology systems and perform other related duties as deemed necessary and appropriate by Council and/or the Mayor.

Mrs. Horvath commented this is an interesting innovative idea and wants the committee to do as much as possible. I'm cautioning when fashioning duties that there is no delegation of Council's legislative authority to the committee. The Mayor would be able to delegate tasks and have things flowing from Council to the administration to the committee, not so much from the committee to Council. You may want to make this more task orientated and advisory rather than independent.

Mr. Poindexter asked for clarification where that appears? If the committee provides recommendations then Council and/or the Mayor has the right to say yes or no or search other options. Is there something in the wording that the committee is delegated?

Mrs. Horvath responded without having the wording in front of me I'm just indicating a caution that Council and/or the administration should set policy, not the committee. While working through this just keep that in mind of what policy will be implemented, that the committee should be an advisory to Council.

Mr. Poindexter commented all the wording in the proposed amendments states recommend. The committee would advise Council and then Council would make the determination as to what route to take.

Mrs. Horvath asked is this something that will be created to give tasks to or will this be a brainstorm committee that passes ideas onto Council?

Mr. Burgio clarified the committee would be the Mayor or his designee, one Councilmember and three residents. When the committee has an idea necessary

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

or helpful with technology; what would be the process? Does the committee work through the Mayor who presents to Council or does the Councilperson on the committee present to Council?

Mr. Poindexter responded that could go either way, the Mayor has the ability to bring forward as well as the Councilmember. That Councilmember could also work with the rest of Council to work together to bring forward legislation.

Mr. Burgio asked what if the Mayor and/or Council doesn't like the committee's recommendations, what happens next.

Mr. Poindexter responded the committee moves onto the next task; Council would have the ultimate say of being in favor or not.

Mayor Gammella commented from the beginning of this it's been my understanding that this committee-commission would be to recommend and advise, like the Charter Review Commission did. This committee is definitely needed with the types of businesses that will be coming to the city and is in strong support, not just for the city but how to interact with the new entities of the city.

Mr. Poindexter read the additional proposed amendment to Section 163.04 - Compensation to read: This would cover if more meetings are needed the committee could max-out to meet weekly or bi-weekly. The committee would have to get their task, work on that task and with having weekly meetings the committee may not have the time to do the necessary research needed for that task.

Mr. Salvatore commented that under letter c) should delete 'not to exceed \$100.00 per month'. If this committee meets and brings ideas to the table then is told they won't be paid for the work done, anyone putting in time should be compensated. \$50.00 a meeting is fair for both sides and if there are three, four or five meetings and doesn't think it would be fair to the committee not to be compensated for the extra work put in.

Mr. Stemm stated in support of the technology committee and going forward this is needed. To Mr. Cingle as far as not having the safeguard of not exceeding \$100.00 per month for the three members at \$3,600.00. Is that going to be difficult to budget?

Mr. Cingle responded yes, because the number of meetings will not be known. This would be better as a straight salary or amount for them to be paid that can be adjusted accordingly.

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

Mr. Stemm commented maybe this should be capped at \$100.00 per month, similar to the commissions.

Mr. Vecchio concurred to make this uniform across the board.

Mr. Salvatore clarified with this committee only meeting quarterly and at the call of the Mayor. Not sure a monthly compensation is needed for people that meet every three months. The \$100.00 per month would not fall in line with the other boards and/or commission that do meet on a monthly basis.

Mr. Poindexter suggested adding a line to read 'not more than two meetings a month. Can meet quarterly or at the call of the Mayor but not more than twice a month.

Mr. Mencini stated the committee should be on some type of schedule and one word that caught my eye is research. Research takes a lot of time and the committee is going to want to speak with other members that might come up with ideas and want to meet.

Mr. Orcutt stated this can bring a positive outlook for things that are done for the city; since experts will be looking at this before bringing forth to Council. My question is will the Mayor be the only one allowed to call for a meeting?

Mr. Poindexter responded the way the legislation is written, yes.

Mr. Orcutt commented that's good because Council would have to approve those dollars. This will help the city and still think, from last meeting, that starting January 1<sup>st</sup> the tech-advisory board should be given a small project to see how this works for three months. The committee could be paid the decided compensation to work on a project, for example, to look at the natural gas and KW (kilowatt) use of the recreation center. For comparison of pre-construction to post-construction, or looking at cameras for the parks powered by solar. Give the project to the committee in January and a completion date of March.

Mr. Stemm stated to Mr. Cingle can this be capped at \$5,100.00 for the committee, that would ten meetings a year for the three members.

Mr. Cingle responded there can be a cap of whatever amount Council would like, I would use 'not to exceed' for the budget.

Mr. Salvatore concurs with Mr. Orcutt's idea of giving the committee a project and see where it goes. The most important thing is to create income for the city and the way to do this, without a tax increase, is to see the amount of jobs for the

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

community. The economic development commissioner's responsibility is to find the businesses that has a lot of assets to offer and bring them to Brook Park.

Mr. Scott stated with the three residents having technology experience, is there some benchmarks or something that these members have to master?

Mr. Poindexter responded that would be Council's decision. My idea is to get a list of candidates to serve on the committee and provide resumes to the Mayor. The Mayor selects his choice with Council's approval based on the qualifications.

Mr. Burgio stated the quorum would consist of three members in order to meet?

Mr. Poindexter responded yes, a majority.

Mr. Burgio continued with the Mayor calling the meeting the Mayor or his designee would have to be in attendance. Mr. Burgio agrees with Mr. Orcutt's idea of giving them a task that is not overwhelming because it will take a while for the committee members to learn about each other's ideas and/or directions.

Mr. Poindexter commented once the committee is formed the tasks can be small or large; the main thing right now is to get the committee formed and provide a task.

Mr. Mencini stated the speakers last week were very diverse and thinks the people chosen will be able to handle any project given to them.

Mr. Poindexter asked for a consensus for compensation at \$100.00 a month.

Mr. Orcutt agrees with Mr. Cingle's suggestions for compensation.

Mr. Salvatore asked for clarification on Mr. Cingle's suggestions.

Mr. Cingle stated Council will set the compensation my only recommendation would be to have a 'not to exceed' amount, for budgeting purposes.

**Motion** by Mr. Poindexter, supported by Mr. Mencini, to amend language in the title and body of legislation where necessary by deleting Technology Commission and inserting Technology and Innovation Committee.

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

**Motion** by Mr. Poindexter, supported by Mr. Mencini, to amend Section 163.02 - Purpose by inserting a) recommend minimum standards for data, audio and video

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

technology applications to promote systems compatibility city-wide, b) research new technologies and recommend changes, additions or deletions to standards as necessary, c) research and recommend the implementation of new technologies to Council and the administration, d) ensure cost-effective procurement of information technology systems and perform other related duties as deemed necessary and appropriate by Council and/or the Mayor.

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

**Motion** by Mr. Poindexter, supported by Mr. Stemm, to amend by adding Section 163.04 - Compensation to read a) The Mayor or his designee will receive no compensation for serving on the committee; b) the Council representative will receive no compensation for serving on the committee; c) each resident committee member will receive \$50.00 per meeting for serving on this committee, not to exceed \$100.00 per month, per member.

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

**Motion** by Mr. Poindexter, supported by Mr. Mencini, to place on the Council agenda immediately following under first reading.

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

Mr. Vecchio stated that will appear under M-10 as Ordinance No. 11129-2019.

- 2. AN ORDINANCE REPEALING SECTION 509.13 OF THE BROOK PARK CODIFIED ORDINANCES ENTITLED 'SALE OF CIGARETTES, CIGARS, TOBACCO TO MINORS; PROHIBITIONS' AND DECLARING AN EMERGENCY. Introduced by Councilman Scott.

Mr. Scott stated this would repeal existing legislation on the books.

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

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

Mr. Vecchio stated this will appear under M-11 as Ordinance No. 11130-2019.

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

**ROLL CALL: AYES:** Stemm, Mencini, Poindexter, Salvatore, Scott, Burgio, Orcutt  
**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 *November 6, 2019*

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

2,263 words

