

**REGULAR CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
TO BE HELD ON TUESDAY, OCTOBER 11, 2022 7:00 P.M.**

**I. ROLL CALL OF MEMBERS:**

**II. PLEDGE OF ALLEGIANCE:**

**III. APPROVAL OF MINUTES OF PRECEDING MEETINGS**

**IV. DISCUSSION:**

1. REGIONAL INCOME TAX AGENCY PRESENTATION- BRIAN THUNBERG, RITA REP. - PER COUNCIL PRESIDENT VECCHIO.
2. BREWER-GARRETT YEAR END SAVINGS REPORT- IN ATTENDANCE MATTHEW JOSEPH AND JAMES WILBANKS. (Mayor Orcutt) – Per Council President Vecchio.
3. DEPARTMENT OF LIQUOR CONTROL-BROOKPARK BISTRO LLC, DBA TBD, 16800 BROOKPARK ROAD, BROOK PARK, OH 44142, **C NEW 0975717 POSTMARK DATE: 10/11/22.- PER COUNCILMAN VECCHIO. Moved From Caucus Prior To held on OCTOBER 4, 2022.**

**V. LEGISLATIVE COMMITTEE- COUNCILWOMAN COYNE**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH THE CUYAHOGA COUNTY PUBLIC LIBRARY AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CUYAHOGA COUNTY LIBRARY, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

**VI. PLANNING COMMITTEE- COUNCILMAN TROYER**

1. REQUEST APPROVAL FOR A LOT CONSOLIDATION OF PPN: 344-14-042 AND PPN: 344-15-177 TO CREATE A NEW PARCEL "A-1A" FOR THE SPACE SHOP AT 14571 SNOW ROAD| LOCATED IN A U-3A ZONE|

2. REQUEST THE FOLLOWING APPROVALS TO OPERATE A KWIK CAR WASH AT 14831 SNOW ROAD| LOCATED IN A U-3A ZONE| AGENT: LEON SAMPAT OF LS ARCHITECTS

A. REQUEST APPROVAL FOR A CONDITIONAL USE PERMIT | PLANNING COMMISSION'S RECOMMENDATION FOR THIS PROJECT MUST BE FORWARDED TO CITY COUNCIL FOR FINAL ACTION|

B. REQUEST ASTHETIC/PROJECT APPROVAL FOR SITE AND BUILDING MODIFICATIONS

**Note:** EXECUTIVE SESSION -MATTERS TO BE KEPT CONFIDENTIAL; PURCHASE AND SALE OF PROPERTY -MAYOR ORCUTT.

## **VII. ADJOURNMENT**

**REGULAR CAUCUS MEETING  
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO  
HELD ON TUESDAY, OCTOBER 11, 2022**

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:

**MENCINI, ROBERTS, POINDEXTER, SALVATORE, TROYER, COYNE, SCOTT**

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director Cingle and Economic Development Commissioner Marnacheck.

**Note:** Due to technical difficulties, the livestream on the city's website can be heard but not viewed.

**DISCUSSION:**

**Motion** by Mr. Troyer, supported by Madam Coyne, to move to item number two under discussion.

**ROLL CALL: AYES:** Troyer, Coyne, Scott, Mencini, Roberts, Poindexter, Salvatore

**NAYS:** Unanimous.

1. BREWER-GARRETT YEAR-END SAVINGS REPORT - In attendance:  
Matthew Joseph and James Wilbanks (Mayor Orcutt).

Matthew Joseph  
6800 Eastland Road  
Middleburg Hts.

James Wilbanks  
6800 Eastland Road  
Middleburg Hts.

This presentation is available on livestream on the city's website as well as being put on a flash drive in the Council office, at a cost according to the codified ordinances.

**Motion** by Mr. Troyer, supported by Mr. Mencini, item was discussed.

**ROLL CALL: AYES:** Troyer, Mencini, Roberts, Poindexter, Salvatore, Coyne, Scott

**NAYS:** Unanimous.

**Motion** by Mr. Troyer, supported by Madam Coyne, to go back to the regular order of business.

**ROLL CALL: AYES:** Troyer, Coyne, Scott, Mencini, Poindexter, Roberts, Salvatore

**NAYS:** Unanimous.

**Discussion: cont.**

2. REGIONAL INCOME TAX AGENCY (RITA) PRESENTATION - RITA REPRESENTATIVE, BRIAN THUNBERG.

Brian Thunberg  
10107 Brecksville Rd  
Brecksville, Ohio

This presentation is available on livestream on the city's website as well being put on a flash drive in the Council office, at a cost according to the codified ordinances.

3. DEPARTMENT OF LIQUOR CONTROL - BROOKPARK BISTRO LLC, DBA TBD 16800 BROOKPARK ROAD, BROOK PARK, OHIO, 44142. **C NEW 0975717. Postmark Date: 10/11/2022.** Moved by **motion** from October 4, 2022 Caucus Prior to meeting.

Mrs. Horvath stated did a document check and site visit and speaking with the new owner this license would be for the former Touch of Gold located in the adult entertainment zone. It would be appropriate to issue this license under the Ohio Revised Code.

**Motion** by Mr. Roberts, supported by Mr. Scott, that this was discussed.

**ROLL CALL: AYES:** Roberts, Scott, Coyne, Troyer, Salvatore, Poindexter, Mencini  
**NAYS:** Unanimous.

**Motion** by Mr. Poindexter, supported by Mr. Roberts, for a ten-minute recess.

**ROLL CALL: AYES:** Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

**Motion** by Mr. Poindexter, supported by Mr. Roberts, to back to regular order of business.

**ROLL CALL: AYES:** Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

**Note:** Technical difficulties have been resolved, now able to view the livestream.

**LEGISLATIVE COMMITTEE - COUNCILWOMAN COYNE:**

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH THE CUYAHOGA COUNTY PUBLIC LIBRARY AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is a 25-year lease and the same agreement the city and library have had in past years.

**Legislative Committee - Chairwoman, Coyne: cont.**

**Motion** by Mr. Poindexter, supported by Mr. Roberts, to place on the next Council agenda.

**ROLL CALL: AYES:** Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE CUYAHOGA COUNTY LIBRARY AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mayor Orcutt stated this is an MOU between the City of Brook Park and the Cuyahoga County library to have the areas from Memorial Drive, from Engle Road to the stop sign and all parking spaces to be milled and filled. The total cost of the project is \$242,168.32 with the city's responsibility being 73% or \$176,782.87 and the library responsibility being 27% or 65,385.46. This will be a ten-year agreement at zero-percent (0%) with the library picking up the initial tab and the city starting June 1, 2023 paying \$17,678.29. Exhibit B shows the three different quotes with All-Ways Construction being awarded the contract.

Mr. Troyer asked Mrs. Horvath if this is good with the bidding process?

Mrs. Horvath responded yes, it is.

Mr. Troyer stated maybe the city should use this more often, good deal.

Mr. Troyer stated Exhibit 1 reads from Memorial Drive to 6155 Engle Road, entire parking area will be done?

Mayor Orcutt concurred and stated the diagram included in the packet, shows the areas that will be completed.

**Motion** by Mr. Troyer, supported by Mr. Mencini, to place on the next Council agenda.

**ROLL CALL: AYES:** Troyer, Mencini, Roberts, Poindexter, Salvatore, Coyne, Scott  
**NAYS:** Unanimous.

**PLANNING COMMITTEE - COUNCILMAN, TROYER:**

1. REQUEST APPROVAL FOR A LOT CONSOLIDATION OF PPN 344-14-042 AND PPN 344-15-177 TO CREATE A NEW PARCEL 'A-1 A' FOR THE SPACE SHOP AT 14571 SNOW ROAD LOCATED IN A U-3A ZONE.

**Motion** by Mr. Poindexter, supported by Mr. Roberts, to have proper legislation drafted and placed on next Council agenda.

2. REQUEST THE FOLLOWING APPROVALS TO OPERATE A KWIK CAR WASH AT 14831 SNOW ROAD LOCATED IN A U-3A ZONE:

Mr. Troyer pointed out a few things by stating looking at overall map showing the darker area says 25 feet - ten (10) inches left over after the addition. There is a little less due to being amended at the zoning board to seven (7) feet - nine (9) inches leaving about 22 feet. My personal issue was with the sign and did look up and believe if approved would require the sign to go to the zoning board for approval due to being out of code.

Mr. Mencini asked what is the problem with the sign?

Mr. Troyer stated the code reads 25 feet from the front line, five (5) feet from the side lot and eight (8) feet height maximum.

Mr. Mencini stated that sign has been there for a very long time and could be grandfathered in.

Mr. Troyer stated this is a conditional use permit so this is starting over. Saying should go to zoning and in my opinion shouldn't be that tall be with the other signs on the street.

Mayor Orcutt stated not disagreeing with the Councilman when doing conditional use permit is a good time to have those discussions. Owner very cooperative with questions and don't think there will be an issue going to Board of Zoning for those variances. One of the main reasons for purchase like the sign and thought it was a bit of a staple.

Mr. Troyer stated existing pole sign to stay and be refaced, that round sign does not fit the logo.

Mr. Salvatore stated think can have the face fit the structure now.

Mr. Troyer stated sign has three code violations.

**Planning Committee - Chairman, Troyer: cont.**

**Motion** by Mr. Poindexter, supported by Mr. Roberts, to approve the conditional use permit with the stipulation the sign goes to the Board of Zoning Appeals.

**ROLL CALL: AYES:** Poindexter, Roberts, Mencini, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

B. REQUEST AESTHETIC APPROVAL FOR SITE AND BUILDING MODIFICATIONS.  
**Motion** by Mr. Poindexter, supported by Mr. Mencini, to remove 2-B from the agenda.

**ROLL CALL: AYES:** Poindexter, Mencini, Roberts, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

**Note:** Executive Session for 1. Matters to be kept confidential. 2. Purchase and sale of property - Mayor Orcutt.

**Motion** by Mr. Mencini, supported by Mr. Roberts, to go into Executive Session for Matters to be kept confidential and Purchase and Sale Property.

**ROLL CALL: AYES:** Mencini, Roberts, Poindexter, Salvatore, Troyer, Coyne, Scott  
**NAYS:** Unanimous.

**Motion** by Mr. Troyer, supported by Mr. Roberts, to go back to regular order of business.

**ROLL CALL: AYES:** Troyer, Roberts, Mencini, Poindexter, Salvatore, Coyne, Scott  
**NAYS:** Unanimous.

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

**ROLL CALL: AYES:** Mencini, Troyer, Coyne, Scott, Roberts, Poindexter, Salvatore  
**NAYS:** Unanimous.

Council President Vecchio declared this meeting adjourned at 10:07 p.m.

RESPECTFULLY SUBMITTED

  
Carol Johnson  
Clerk of Council

APPROVED November 9, 2022

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