

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO THE COUNCIL MEETING
TO BE HELD ON WEDNESDAY, NOVEMBER 5, 2025
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. APPROVAL OF MINUTES OF PRECEDING MEETINGS

IV. DISCUSSION:

V. FINANCE COMMITTEE- COUNCILMAN SCOTT

1. AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ACCEPT THE CONTRACT TERMS AND CONDITIONS WITH WEB-BASED ARBITERPAY (ARBITERSPORTS LLC); AUTHORIZING AN ADMINISTRATOR FOR SAID PROGRAMS FOR THE PURPOSE OF SCHEDULING AND PAYING REFEREES FOR YOUTH SPORTS PROGRAMS; AUTHORIZING AN AMOUNT NOT TO EXCEED \$30,000.00 FOR SAID SERVICE FOR THE PERIOD COVERING THE CALENDAR YEAR OF 2026, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.
2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE FLOCK GROUP, INC., AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VI. RECREATION COMMITTEE- COUNCILMAN McCORKLE

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH U.S. NAVY OF A BASEBALL FIELD LOCATED AT 5572 SMITH ROAD AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VII. SERVICE COMMITTEE- COUNCILMAN ROBERTS

1. AN ORDINANCE AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS AND SPECIFICATIONS FOR THE SR 237 RESURFACING PROJECT (PID 124042) AND DECLARING AND EMERGENCY. Introduced by Mayor Orcutt.

VIII. ADJOURNMENT

**ITEMS TO BE CONSIDERED
AT THE CAUCUS PRIOR TO COUNCIL MEETING
HELD ON TUESDAY, NOVEMBER 5, 2025**

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

TROYER, MENCINI, ROBERTS, SCOTT, DUFOUR, McCORKLE, POINDEXTER

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Recreation Director Wetmore, City Engineer Piatak and Service Director Beyer.

FINANCE COMMITTEE - CHAIRMAN, SCOTT:

1. AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ACCEPT THE CONTRACT TERMS AND CONDITIONS WITH WEB-BASED ARBITERPAY (ARBITERSPORTS, LLC); AUTHORIZING AN ADMINISTRATOR FOR SAID PROGRAMS FOR THE PURCHASE OF SCHEDULING AND PAYING REFEREES FOR YOUTH SPORTS PROGRAMS; AUTHORIZING AN AMOUNT NOT OT EXCEED \$30,000.00 FOR SAID SERVICE FOR THE PERIOD COVERING THE CALENDAR YEAR OF 2026 AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this will help with efficiency of the recreation center staff and paying referees through an automated system. Currently, the city is cutting checks and this will help with attracting new referees.

Mr. Wetmore stated currently the process for paying an official to be paid is have them fill out independent worker's acknowledgement form through the Ohio Employees' Retirement System (OPERS) that states the individual is not an employees of the city and doesn't collect benefits. Recreation center staff verifies that the individual worked that game and then sent over to the Finance Department for verification of the forms and payment, cumbersome process. This will allow funds to be placed into the account for arbiter pay for a small processing fee with working officials given 1099 tax form at the end of the year.

Mr. Mencini stated two (2) words that are important are efficiency and streamlining, makes it easier to get referees in the city.

Mr. Wetmore responded concurred and stated the city has a more rigorous process that can be a deterrent to officials.

Mr. Troyer stated this was in front of Council before and not passed; not currently in the program?

Finance Committee - Chairman, Scott: cont.

Mayor Orcutt commented was before Council in either 2022 or 2023 with motion discussed and proceed with past practice.

Mr. Troyer continued asking for an explanation of the pricing min-max-new on the last page?

Mr. Wetmore responded if an official makes \$7,499 or under the processing fee for that payment would be \$1.93; between \$75.00 and & \$149.99 would be \$248.00.

Mr. Dufour mentioned the website provides a new payroll agreement dated August 15, 2024 want to make sure law department is aware. What are the security practices in place for using this?

Mr. Wetmore responded how this would work is working officials would go through their assigner who then would assign games through the city.

Mr. Poindexter asked how many transactions are done per year?

Mr. McGann responded don't have the exact number but the city spent last year approximately \$28,000.00 throughout the year.

Mr. Poindexter continued will \$30,000.00 be enough to cover the fees and payroll?

Mr. McGann responded should cover it.

Mr. Poindexter continued the full \$30,000.00 will be loaded into an account and then draw from there?

Mr. McGann responded what the city will do is put \$5,000.00 to \$10,000.00 at the start of season to be drawn from. All authorizations for payment will come through the finance department with concurrence of the recreation department. Will monitor throughout the season if more funds are necessary without putting \$5,000.00 to \$10,000.00 at a time.

Mr. Poindexter stated this is a one-year contract if works well will turn into a longer contract?

Mr. Wetmore responded believe arbiter pay does longer contracts with the city entertaining that.

Mr. Scott stated currently the umpires and referees submit their time?

Finance Committee - Chairman, Scott: cont.

Mr. Wetmore responded the umpire do not submit time the recreation staff has them sign in to make sure they are present for the games.

Mr. Scott clarified currently the city issues checks?

Mr. Wetmore concurred.

Mr. Scott continued what is the wait for referees to receive checks?

Mr. Wetmore responded arbiter is directly deposited in their accounts, not a physical (paper) check.

Mr. Troyer asked Madam Horvath since legislation mentions exhibit A that is not correct, should Council wait until correct exhibit A is received?

Madam Horvath responded at time legislation was drafted and believe the attached exhibit A was the current version don't see any reason why Council, at a later date, amend and accept a different pay-order agreement.

Mr. Troyer asked if this time sensitive?

Mr. Wetmore responded the first games will be play the month of January, 2026.

Motion by Mr. Poindexter, supported by Mr. Mencini, to place under letter M on the Council agenda.

ROLL CALL: AYES: Poindexter, Mencini, McCorkle, Scott, Troyer, Roberts, Dufour
NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-1 as Ordinance No. 11504-2025.

2. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH THE FLOCK GROUP, INC. AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W. **(License plate cameras)**

Mayor Orcutt stated is time-sensitive and needs to be passed by end of the year. This is for 10 new flock (license plate) cameras to be installed throughout the city, last year the city installed ten. Section two (2) shows the amount for equipment being \$25,750.00 with an annual charge of \$24,000.00. The city currently pays a fee of approximately \$30,000.00 so the \$24,000.00 will be in addition to that.

Mr. Troyer stated the Flock safety order form reads eight (8) cameras.

Mayor Orcutt concurred the grant is for eight cameras.

Finance Committee - Chairman, Scott: cont.

Mr. Troyer asked will this process go to dispatch or police?

Mayor Orcutt responded the process is information is provided to Flock and all cameras are connected. For example, a stolen vehicle out of Arizona is put into the system and when the license plate reads that provides a signal that is notified through dispatch. Also, will be able put certain times and dates into the system to look for a license plate at a certain time.

Mr. Mencini clarified with the grant does legislation have to be passed first (1st).

Mayor Orcutt concurred and stated once given then the city can provide for reimbursement.

Mr. Poindexter asked are these actual cameras that record intersection patterns or strictly license plate readers?

Mayor Orcutt responded believe the city is just doing license plates.

Mr. Poindexter continued so they're not like traffic cameras; strictly flag-in-place.

Mayor Orcutt responded Police Chief Powers and Sargent Stopiak are working on a new system so the city can see at a further distance.

Mr. Salvatore commented goes directly to the (license) plate so if there is some type of crime committed that is tied to that plate number a pre-programmed signal goes out.

Mr. Troyer asked what is the vehicle fingerprint.

Mayor Orcutt responded the fingerprint is the license plate number.

Motion by Mr. Dufour, supported by Mr. McCorkle, to place under letter M on the Council agenda.

ROLL CALL: AYES: Dufour, McCorkle, Scott, Mencini, Poindexter, Roberts, Troyer
NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-2 as Ordinance No. 11505-2025.

RECREATION COMMITTEE - CHAIRMAN, McCORKLE:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A LEASE AGREEMENT WITH U.S. NAVY OF A BASEBALL FIELD LOCATED AT 5572 SMITH ROAD AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt & C/W.

Mayor Orcutt stated this legislation was passed previously with exhibit A being a generic lease between the city and U.S. Navy for the baseball located near Wedo Park Marine field. This lease was cancelled by the government so that Marines could stay when the Republicans National Convention was held by the city. The recreation director and I have been working with the Marines for this field to be leased by the city at no cost with the maintaining the baseball field.

Mr. Roberts stated glad to have this baseball field back to the city.

Mr. Poindexter asked is this indefinite?

Mayor Orcutt responded either the city or Marines can end this at any time. To the residents be patient it will take some time for city personnel to get the ball field back into correct order.

Mr. Mencini stated will be a nice site when all done.

Mr. Salvatore stated am excited about this, will this be for children only?

Mayor Orcutt concurred, the game plan is to regain access to the field and are working at putting swings back there.

Motion by Mr. Roberts, supported by Mr. Mencini, to place on Council agenda under letter M.

ROLL CALL: AYES: Roberts, Mencini, McCorkle, Scott, Troyer, Dufour, Poindexter
NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-3 as Ordinance No. 11506-2025.

SERVICE COMMITTEE - CHAIRMAN, ROBERTS:

1. AN ORDINANCE AUTHORIZING THE CONSULTING ENGINEER TO PREPARE PLANS AND SPECIFICATIONS FOR THE SR. 237 RESURFACING PROJECT (PID 124042) AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt and C/W.

Mayor Orcutt stated this is for a project on (State) Route 237 with monies coming from State Highway Improvement Fund 241.

Service Committee - Chairman, Roberts: cont.

Mr. Piatak stated this is for State Route 237 resurfacing project that the city has been working on, for quite some time, with both Ohio Department of Transportation (ODOT) and Northeast Ohio Areawide Coordinating Agency (NOACA). Overall project length is 3,860 feet and will start north of Sheldon Road intersection and stop south of Eastland Road intersection. This project will be a mill and fill project with partial full-depth asphalt pavement repairs; also included is ODOT has agreed to replace the wearing surface on the bridge over I-X Center Drive, will be a concrete overlay at 100% state costs. NOACA has agreed to pay 80% of the improvement costs up to \$900,000.00; currently project is estimated at \$2.1 million-dollars. Working to get plans done in 2026 might be pushed to 2027 but hoping to coordinate this project with the Eastland to Brookpark Roads that ODOT is paying for cost-efficiency and bring construction costs down.

Motion by Mr. Troyer, supported by Mr. Poindexter, to place on Council agenda under M-4.

ROLL CALL: AYES: Troyer, Poindexter, Dufour, Roberts, Scott, McCorkle, Mencini
NAYS: Unanimous.

Mr. Salvatore stated that will appear under M-4 as Ordinance No. 11507-2025.

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

ROLL CALL: AYES: Mencini, Roberts, Troyer, Dufour, Poindexter, McCorkle, Scott
NAYS: Unanimous.

Council President Salvatore declared this meeting adjourned at 7:40 p.m.

RESPECTFULLY SUBMITTED 
Carol Johnson
Clerk of Council

APPROVED December 2, 2025

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