

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, SEPTEMBER 10, 2024
7:00 P.M.**

I. ROLL CALL OF MEMBERS:

II. PLEDGE OF ALLEGIANCE:

III. APPROVAL OF MINUTES OF PRECEDING MEETINGS

1. REGULAR CAUCUS MEETING MINUTES HELD ON JUNE 11, 2024.

IV. DISCUSSION:

V. FINANCE COMMITTEE- COUNCILMAN SCOTT

1. AN 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 Orcutt.

VI. SAFETY COMMITTEE- COUNCILMAN TROYER

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SIGNAL SERVICE COMPANY WITHOUT PUBLIC BIDDING, TO PROVIDE FOR THE MAINTENANCE OF TRAFFIC CONTROL DEVICES, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

VII. ADJOURNMENT

**REGULAR CAUCUS MEETING
OF THE COUNCIL OF THE CITY OF BROOK PARK, OHIO
TO BE HELD ON TUESDAY, SEPTEMBER 10, 2024**

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

Also in attendance were Mayor Orcutt, Law Director Horvath, Finance Director McGann, Service Director Beyer.

APPROVAL OF MINUTES OF PRECEDING MEETINGS:

1. REGULAR CAUCUS MEETING MINUTES HELD ON JUNE 11, 2024.

Motion by Mr. Mencini, supported by Mr. Dufour, to approve as printed.

ROLL CALL: AYES: Mencini, Dufour, Roberts, Poindexter, McCorkle, Scott

NAYS: Troyer.

FINANCE COMMITTEE- COUNCILMAN SCOTT:

1. AN 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 Orcutt.

Mayor Orcutt stated the original legislation...

Mr. Troyer – Point of Order.

Mr. Scott recognized.

Mr. Troyer asked how did legislation get changed prior to being introduced?

Mayor Orcutt responded I can answer any questions, and continued the legislation was introduced on June 18th then Council took summer break. There was an update made, not known to me, that we had the update sent to Council. The human resource commissioner made updates and the revised salary schedule was sent to the Council office. Since that time, another amendment is needed with the salary schedule handout given this evening. The majority of the salaries, on the low end, for \$10.45 is inline with the state minimum wage. The other large ticket items are the Mayor's executive assistant increasing by \$2,500; Commissioner of Human Resources increase and the Clerk of Courts raising to \$5,000.00. The Assistant law director; Administrative assistant to the law director and the Assistant law director class three (3) increases. The Assistant finance Director increase from \$97,163.00 to \$100,320.00. Just a note by

Finance Committee – Chairman, Scott: cont.

Charter the city has a situation where the Assistant finance director earns more than the Finance director. The other increases are to the Director of public safety increase of \$4,000.00 - maximum, position not filled to date. The Police chief; Police captain, Fire chief and Assistant fire chief increase since they have not been adjusted in many years. The Director of Public service; Director of recreation and Income tax administrator increases; those are the significant changes to the salary schedule.

Mr. Scott clarified there were only three (3) changes being the Clerk of Courts, Assistant law director and Assistant finance director from the original?

Mayor Orcutt responded believe so, there was a different version that Mr. Troyer spoke of that had two (2) changes and added the third (3rd) recently with the handout given tonight.

Mr. Troyer stated the question was not answered and reiterated how did legislation get changed after being introduced with no Council action? There have been investigations over this type of occurrences. How did that happen that needs to be figured out.

Mr. Scott commented amendments are being made to the legislation.

Mr. Troyer interjected making amendments to make it correct but the legislation in the packet was not the legislation introduced in June. How did it get changed without Council action?

Mayor Orcutt reiterated June 18th legislation was introduced and during summer session the law director asked for increases to law department staff; those changes were made by the human resources commissioner office and sent down to Council.

Mr. Troyer reiterated the legislation introduced on June 18th is not the legislation in tonight's packet.

Mr. Poindexter stated looking at schedule number 133.03, for example, Administrative law director the maximum is \$67,405.00 and the handout sheet this evening shows maximum \$72,660.00 difference? How was that changed in committee without Council action?

Mayor Orcutt reiterated the legislation introduced did not include those three (3) items. In between that time would like to increase two (2) positions and that was the information sent to the Council office, not as a replacement. The updated schedule was put in the packet I'm sure with no malicious action from the Clerk of

Finance Committee – Chairman, Scott: cont.

Council. Furthermore, during summer recess an addition which was with the Clerk of Court's (position) and that is the update brought, in person, tonight and asking for amendments.

Mr. Troyer stated that needs to be looked into; that should not happen and is improper. Continuing looking over the schedule it was changed and there should have been a separate piece to be able to look at and now there are other amendments didn't know anything about. The top people are earning all the money and lower positions were raised to minimum wage but there are no increases at the higher end. What I don't have is the actual salaries of all these positions currently? Requested from the finance director the current actual salaries for positions.

Mr. Poindexter also requested the current salaries and questioned if everyone is at maximum or is this an incentive to be bumped up to the maximum?

Mayor Orcutt responded some positions are at the top of the scale and this allows for a cost-of-living increase.

Mr. Poindexter asked Mayor Orcutt do you anticipate bumping these employees to the maximum?

Mayor Orcutt responded the administration is moving people up to the same cost-of-living increase that union employees receive.

Mr. Poindexter clarified three and a quarter (3 ¼%) percent.

Mayor Orcutt responded where applicable and will say that employees working in the administration are being sought out from other communities. Almost everyone, working in the administration took considerable pay decreases and are being offered higher wages from other communities in their respective roles.

Mr. Poindexter stated having the salary schedule in front of Council should consider the Boards and Commissions to the \$1,800.00 maximum, instead of having the variation. On a personal note, would like to see the minimum of \$10.45 be increased to \$11.00. Anyone working for the city and does a good job should be making more than the bare minimum by law; start putting a value on all labor. Furthermore, as Council President Salvatore brought to our attention prior to the meeting, the Assistant Clerk of Council should be adjusted with the maximum only being \$17.87. As everyone knows the Assistant Clerk of Council is very valuable and would consider increasing that position.

Finance Committee – Chairman, Scott: cont.

Mayor Orcutt stated good remarks and agree with all of them except for the minimum of \$10.45 being bumped up. Don't know of anyone making \$10.45 an hour or if there is a bunch of people making that amount. There may be, especially part-timers, which can only make a certain amount of money due to other circumstances. That is sometimes necessary to be able to pay them at a lower rate and think the high-end has been increased to \$15.96, from \$12.00 an hour a few years ago.

Mr. Troyer stated missed one with the safety director raising that up, just had one (1) leave and now increasing the salary. Would like to eliminate that (amount) to zero (\$0) or decrease (the salary) to \$40,000.00 or \$50,000.00. Use that extra money to give the police and fire chiefs and police captain and assistant fire chief more money.

Mayor Orcutt rebutted remarks from Mr. Troyer taking the safety director position part-time and take the minimum scale and lower to \$50,000.00, to be able to pay someone part-time. That position is very important as well as the fire and police chiefs. The safety director position is unique and one (1) that things can be juggled going on and many tasks in the future. Definitely, do not want to eliminate the position, that's for sure. Just a suggestion instead of eliminating the position completely and lower the salary to \$50,000.00.

Motion by Mr. Dufour, supported by Mr. Roberts, to amend the handout provided this evening.

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

Motion by Mr. Troyer supported by Mr. Roberts to amend 139.01(b) – Director of public safety lowering the minimum -\$77,000.00 to \$50,000.00.

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

Motion by Mr. Troyer, supported by Mr. Poindexter, to change the police and fire chief's maximum from \$120,000.00 to \$130,000.00, on the handout.

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

Motion by Mr. Poindexter, supported by Mr. Dufour, to amend the minimum from \$1,200.00 to \$1,800.00 for boards & commissions line items; 147.01g – Parks & Playgrounds; 149.03 – Civil Service; 163.04 – Technology & Innovation; 1101.06 – Planning commission and 1105.02 Board of Zoning.

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

Finance Committee – Chairman, Scott: cont.

Motion by Mr. Poindexter, supported by Mr. Troyer, to amend 121.08b – Part-time Assistant Clerk of Council from \$17.87 to \$22.00 an hour.

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

NAYS: Unanimous.

Mr. Mencini stated salaries and negotiations are tough and want to pay employees well and some cities or businesses hire a company look at salary adjustments. This city has good workers and want to take care of them and am good with this, did have some hesitancy, but definitely will be looking at salaries going forward.

Motion by Mr. Mencini supported by Mr. Dufour, to place on next Council agenda.

Mr. Poindexter reiterated will need requested information to be able to vote going forward.

Mr. Troyer concurred.

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

NAYS: Unanimous.

SAFETY COMMITTEE- COUNCILMAN TROYER:

1. AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH SIGNAL SERVICE COMPANY WITHOUT PUBLIC BIDDING, TO PROVIDE FOR THE MAINTENANCE OF TRAFFIC CONTROL DEVICES, AND DECLARING AN EMERGENCY. Introduced by Mayor Orcutt.

Mr. Troyer draw attention to the second (2nd) Whereas talks about highly specialized requiring the exercise of peculiar skill and aptitude that said contract is properly deemed excepted from the bidding requirements. This is a good company that the city has been using for years and probably want to stay with them. The problem is that Whereas is not true there are companies, just as good, and have this particular skill. I cannot, in good conscience, vote for this and would like Council's consideration on removing. To Mr. McGann, does this need to be increased due to being introduced on June 18th; prior to the tornado?

Mr. McGann responded will have to be amended for increases due to the tornado the increase would be \$180,000.00.

Motion by Mr. Dufour, supported by Mr. Poindexter, to amend section two (2) changing \$120,000.00 to \$180,000.00.

ROLL CALL: AYES: Dufour, Poindexter, Troyer

NAYS: Mencini, McCorkle, Roberts, Scott. **Failed.**

Safety Committee – Chairman, Troyer: cont.

Mayor Orcutt stated for the resident's knowledge the company, Signal Service, the city has used for many years have done great work. Before being on Council there were questions on who and why this company is used. It comes down to the 24-hour service and coverage that's why this company has been used for years. Would ask Council to reconsider that amendment of \$180,000.00 and explained why it's more than the normal of \$50,000.00 yearly. The \$120,000.00 seen in the legislation introduced on June 18th was due to two (2) traffic poles damaged with car accidents; that money will be recouped back to the city through insurance, once installed. The increase of \$180,000.00, if reconsidered, approximately \$140,000.00 will be going for the traffic pole at Zaremba Drive and West 130th Street that was bent from the tornado and two traffic boxes along West 130th Street that were about \$15,000.00, that's the reason for the \$180,000.00, would appreciate reconsideration of that amendment. Would also request this be placed back in committee until the final quotes are received for repairs, to be attached.

Mr. Troyer stated the problem with the second Whereas is state law requires any amount over \$50,000.00 go out to bid. Because of the emergency situation the city is in would have no problem passing this at \$180,000.00. Would request when this comes out of committee the law department come up with different wording for the \$180,000.00, or whatever amount this ends up being, in order to pay this company.

Mr. Mencini \$50,000.00 correct this is a good company and have no issues with them. May go with a different company and doesn't work out.

Mr. Troyer commented the point is the Whereas is not true; not that's it's not a good company.

Mr. Scott clarified the traffic pole and two (2) boxes will be reimbursed through insurance.

Mayor Orcutt responded those were for two (2) light poles that were damaged prior to the tornado at \$120,000.00; and taken care of through insurance. The city's hope is to get emergency monies from the state and if the city reaches the FEMA threshold of \$2 million-dollars to get reimbursed for the traffic bent traffic arm on Zaremba Drive in the amount of \$60,000.00.

Motion by Mr. Roberts, supported by Mr. Dufour, to place back in committee.
ROLL CALL: AYES: Roberts, Dufour, Troyer, Poindexter, Mencini, McCorkle, Scott
NAYS: Unanimous.

Motion by Mr. Troyer, supported by Mr. Mencini, to have legislation drafted that flags only be purchased in America.

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

NAYS: Unanimous.

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, Dufour, Poindexter, McCorkle, Scott, Troyer

NAYS: Unanimous.

Council President Salvatore declared this meeting adjourned at 7:48 p.m.

RESPECTFULLY SUBMITTED



Carol Johnson
Clerk of Council

APPROVED November 12, 2024

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