

Brookville City Council  
Regular Meeting  
August 18, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 18, 2020. The meeting was held virtually using the Zoom web application. The Pledge of Allegiance was recited. Members Crane, Fowler, Schreier, Swabb, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Law Director Stephan, Clerk Duncan, Fire Chief Fletcher and Police Chief Jerome were present.

Roll Call by Clerk Duncan.

Motion by Swabb, second by Fowler to approve the Agenda as presented. All yeas, motion carried.

Motion by Fowler, second by Wilder to approve the Regular Council Meeting Minutes of August 4, 2020. All yeas, motion carried.

Manager Keaton gave an update on our Water Tank Project, stating over the last two weeks the exterior of the tank was high-pressure washed and the exterior received a spot prime coat application. The tank was drained and the contractor is currently performing all interior work. The projected completion date is September 15, 2020.

Manager Keaton advised last June, City Council approved a Resolution authorizing the City Manager to enter into contracts without competitive bidding to provide emergency repairs at the Wastewater Treatment Plant following the Memorial Day Tornado. Manager Keaton advised last August, she reported to Council that the City received a proposal from Thrush & Son for \$133,021. At that time, there were several supplementals that would be reviewed and approved later. Supplementals were recently submitted by Thrush & Son and were reviewed and approved by Frontier Adjusters. The revised amount for Thrush & Son totals \$182,073.04. The City will be reimbursed the additional amount from our insurance carrier. This should complete all repairs at our Wastewater Treatment Plant related to that tornado.

Manager Keaton reported she and Law Director Stephan recently participated in a webinar on a new Montgomery County Land Bank Demolition Program. The goal of the Blight Abatement/Demo 2.0 Program is to assist communities with blight, stabilize property values and prevent future foreclosures. The program is designed to offer equitable distribution of limited funding to all communities of Montgomery County who can demonstrate need or have a strategic plan. The amount of Land Bank funding allocated to Brookville is \$13,363. The funding requires a 1:1 community match and can be used for demolition of residential or commercial properties. Manager Keaton advised in speaking with a representative from Montgomery County Land Bank, the City could use funds from our Land Reutilization Fund, that was established in 2015 and currently has a balance of just over \$39,000, for our matching funds. To be eligible to participate, a Memorandum of Understanding and a Blight Abatement/Demolition 2.0 Program Agreement must be in place with the Land Bank by September 30, 2020. Manager Keaton requested Council authorization to sign the Memorandum of Understanding and the Blight Abatement/Demolition 2.0 Program Agreement.

Member Zimmerlin inquired whether the City has any properties we might look at for this program?

Manager Keaton replied she has one commercial property and one residential property in mind that we could use the funds for.

Member Schreier inquired what the typical cost has been for a demolition in the past?

Manager Keaton estimated the cost to be \$10,000 to \$12,000 dollars, stating it depends upon the size of the structure, and whether additional reports are required to make sure it is clean. Manager Keaton advised it would depend on the size of the structure and if any of the Service Department can do any portion of it.

Member Zimmerlin inquired if the current funding would cover the potential projects she has in mind?

Manager Keaton replied there are definitely enough funds to cover one project, maybe two, depending upon the variables.

Member Schreier asked if we have run into any asbestos mitigation in the past?

Manager Keaton replied we have not gone down that road with the ones we are currently looking at.

Motion by Zimmerlin, second by Fowler to authorize Manager Keaton to sign the Memorandum of Understanding and the Blight Abatement/Demolition 2.0 Program Agreement. All yeas, motion carried.

Manager Keaton reported the Montgomery County Auditor currently has our two levies listed under C05 and L54 taxing district parcels on their website that property owners can view what the two levies would cost them based on current effective tax rates and current values. The website address is <https://www.mcrealestate.org/search/commonsearch.aspx?mode=address>. Manager Keaton instructed once you get to the Montgomery County Auditor's home page, select the Real Estate tab, then the Property Search tab and type in your address. Once your property displays, select the New Levies tab on the left.

Manager Keaton reported over the last two weeks, Service Department employees completed installation of parking blocks in Westbrook Park, poured concrete pads and mounted five benches in Westbrook Park and one bench on Market Street near the Message Board. They trimmed brush from alleys and the exit drive in Golden Gate Park and flail mowed the dead end of Triggs Road and Johnsville-Brookville Road. Manager Keaton advised they continue to mow our parks on a regular basis and sprayed the BBC ball diamonds as BBC is looking to hold a mini Fall league in September.

Member Fowler commented the new benches at Westbrook Park look fantastic and are already getting a lot of use.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 20-16, which amends the 2020 Appropriations and Estimated Resources. This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City.

Mayor Letner requested Finance Director Brandt explain the Resolution line by line so that Council knows what she is requesting.

Finance Director Brandt advised a lot of it has to do with the CARES Act money that we have received from the Coronavirus Fund or the CARES Act Fund. The FEMA fund is to finalize the last payment from the paving. The increase in the Water Fund revenues is due to new water tap permits that we were not expecting this year. The increase in the Sewer Fund is due to new sewer tap permits and the increase from the insurance on the WWTP. Finance Director Brandt stated the expenses are allocating how we plan to spend the CARES Act funds.

Motion by Fowler, second by Zimmerlin to read proposed Resolution No. 20-16. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to accept the first reading, dispense with the second and third reading and adopt Resolution 20-16 entitled "A RESOLUTION AMENDING THE 2020 APPROPRIATIONS, AS SET FORTH BELOW, PURSUANT TO SECTION 5705.40 OF THE OHIO REVISED CODE, AND SECTION 12.35 OF THE OHIO ADMINISTRATIVE CODE AND APPROVING THE AMENDMENT TO THE CERTIFICATE OF ESTIMATED RESOURCES, AS SET FORTH BELOW. All yeas, motion carried.

Fire Chief Fletcher advised the Fire Department performed thorough fire safety inspections in each of the school buildings to make sure they are ready for school to resume tomorrow. Fire Chief Fletcher reported our primary inspector is very experienced and was amazed at the lack of fire code violations. This proves what a quality school system we have, and what a fantastic relationship we have with school administration.

Fire Chief Fletcher reported the Fire Prevention Parade and activities will not be held this year due to COVID-19 restrictions. The annual open house in October has also been cancelled.

Fire Chief Fletcher reported the pumper is still staged at W. Upper Lewisburg Salem Road and Arlington Road as a contingency plan while our main water storage tank is offline. Fire Chief Fletcher stated while he is confident the new water storage tower will take care of our needs, there have been several instances recently where Dayton water has also been offline, he wants to be sure we are ready if needed. The water the pumper is taking on is being recycled back into the pond.

Fire Chief Fletcher stated he would like to clarify that the City did not install two new tornado sirens. We received and installed two new ones over two years ago, courtesy of grant funds, so we have had four sirens in place for several years. Fire Chief Fletcher reported the recent change was that we moved the two older sirens in the center of town to their planned locations at the corners of the City, so we now have a siren at each corner.

Fire Chief Fletcher reported beginning tonight, we will likely see interstate traffic backing up as ODOT is completing a major reconstruction project in Preble County between State Route 503 and Preble County Line Road. Fire Chief Fletcher advised all to use caution from 9:00 p.m. until 9:00 a.m. while construction crews are working.

Mayor Letner asked why ODOT has not installed any detour signs to re-direct traffic during this project?

Fire Chief Fletcher advised there are some detour signs in Preble County, but none in Montgomery County. Fire Chief Fletcher stated ODOT may add signage in Montgomery County later, but he is not certain of their plan.

Police Chief Jerome reported the Police Department has had the speed trailer out daily as a deterrent. The midnight crews have been moving it to different locations each night.

Police Chief Jerome advised school resumes tomorrow and the Police Department is prepared for heavy traffic as more parents transport their children rather than have them ride the bus. Some parents have chosen to home school their children so it may balance out. Police Chief Jerome reported the school has made some changes to the drop-off and pick-up areas, and the Police Department will be there to ensure everything goes smoothly.

Police Chief Jerome reported he has completed all 30 modules of the IMPACT training, and his Officers should be done with all the modules soon.

Police Chief Jerome advised Officers were ready today to assist the Service Department with traffic while they re-painted all the crosswalks, but the painting had to be postponed due to rain. The Service Department should be able to get it done by the end of the week if the weather cooperates.

Law Director Stephan had no report.

Mayor Letner advised Barton Malow and other volunteers got a great start on painting the exterior and some of the interior fence at the Golden Gate Castle playground. Mayor Letner reported there is still some painting to do, and Barton Malow has generously volunteered to come back and finish on Saturday, August 22. Mayor Letner encouraged everyone to attend and get this project finished up. Mayor Letner thanked Barton Malow for their time as it is a great savings to the City.

Mayor Letner reported he was out with the Service Department on Thursday, August 6, 2020, while they had their hands full with several water main breaks. The City of Dayton sent a crew out

to help but by the time they arrived we only needed them to help us out with a load of gravel they brought. Mayor Letner stated the City of Dayton was very impressed with our Service Department.

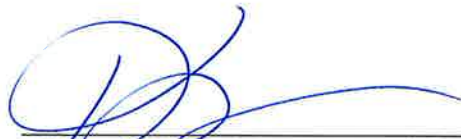
Motion by Schreier, second by Fowler to read Resolution 20-15. All yeas, motion carried.

Motion by Swabb, second by Fowler accept the third reading and adopt Resolution No. 20-15 entitled "A RESOLUTION ADOPTING THE GENERAL FUND CARRYOVER POLICY FOR THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Member Fowler reported Park Board held a Work Session to discuss the 2020 Christmas in the Park Event. It is still in the early planning stages until they learn exactly what COVID-19 restrictions are in place as it draws near.

Member Schreier had no report.

Motion by Fowler, second by Zimmerlin to adjourn. All yeas, motion carried.

  
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Kimberly Duncan, Clerk  
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Charles Letner, Mayor