

Brookville City Council
Regular Meeting
January 21, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on January 21, 2020 in the Brookville Council Chambers. 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, Police Chief Jerome and Service Superintendent Homan were present.

Roll Call by Clerk Duncan.

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

Motion by Swabb, second by Zimmerlin to approve the Regular Council Meeting Minutes of January 7, 2020. All yeas, motion carried.

Shawn Cobb, of Rumpke, stated he is present tonight to propose a five-day trash and recycling route schedule, which he stated will be beneficial for both Rumpke and the City. Mr. Cobb stated the current routes are run Monday through Thursday. Mr. Cobb stated the Thursday route has 770 stops. If the truck breaks down, it creates a problem to get it finished in one day. Mr. Cobb provided a breakdown of the proposed schedule which distributes the routes over five days.

Mayor Letner commented the proposed routes are very similar to how our Service Department used to run them. Mayor Letner stated the Thursday route is a critical day with the most problems and redistributing the routes to five days a week is a good idea.

Member Schreier asked if all the stops on the proposed Friday route were pulled from the current Thursday route?

Ms. Rohrer, of Rumpke, responded they pulled about 30% from each day to create the proposed Friday route.

Mayor Letner asked when the proposed start date is?

Mr. Cobb responded they would like to begin on March 1, 2020.

Member Zimmerlin inquired whether the cost of the contract would be affected.

Mr. Cobb replied the cost will not change.

Manager Keaton stated Rumpke will mail flyers out to all property owners affected to advise them of the change.

Member Zimmerlin inquired if Saturday will be the makeup day for holiday weeks?

Mr. Cobb replied that is correct.

Motion by Zimmerlin, second by Fowler to allow Rumpke to change to a five-day service week for the City of Brookville. All yeas, motion carried.

Manager Keaton reported the Dayton Commissioners approved the 5% water rate increase at their meeting on January 8, 2020. Manager Keaton reported that Dayton is continuing to work on a Cost of Service Model for Brookville and she will keep Council updated prior to preparing our Ordinance in February.

Manager Keaton reported that Five Rivers MetroParks is launching a reforestation initiative this year with a primary focus of assisting property owners and communities in Montgomery County that were impacted by the 2019 Memorial Day tornados. Manager Keaton advised Five Rivers MetroParks is donating 300 Ohio native trees to the City of Brookville to distribute to our residents who lost trees during the tornado. Manager Keaton stated the City is excited to be able to offer these trees to our residents at no charge. The City will hand out the tree seedlings on April 18 from

10:00 a.m. until noon from a setup in the back-parking lot in Golden Gate Park. There will be a variety of tree species that will be 8-18" in size.

Member Zimmerlin stated residents should be provided with a copy of our ordinance specific to tree placement and other requirements.

Manager Keaton confirmed those picking up seedlings will be provided this information. Manager Keaton reported that Five Rivers is allowing the City to keep any undistributed seedlings, which she plans to have the Service Department plant in our parks to replace many trees we have lost over the years.

Manager Keaton reported the owners of the property at 325 Carr Drive, where IMI Norgren is located, has contracted with a commercial realtor to lease the building. The listing is on Loopnet.com.

Manager Keaton reminded Council and residents that beginning February 8, 2020, residents in the Miami Valley will have to use 10 or 11-digit dialing for local calls. The new area code, 326, will begin on March 8, 2020.

Manager Keaton advised since the last Council Meeting, the Service Department replaced a leaking fire hydrant on Terrace Park Boulevard, repaired two water valves on Bayview Avenue, and continued to sand, prime and paint our SK8 park equipment. Manager Keaton asked Service Department Superintendent Homan how many pieces of skate park equipment have been completed?

Service Department Superintendent Homan replied they have completed four pieces of equipment to date, including one that was found at the service garage that had never been installed.

Manager Keaton reported the City received a \$700 donation last week from Delta Theta Tau toward rehabbing our SK8 Park equipment. Manager Keaton reported the Service Department responded to two sewer stoppages, a water main break on JoAnna Street and a stormwater backup this past weekend.

Manager Keaton provided the following response to the request by Ms. Cheatham on what the 1.5% payroll increase boils down to:

2019 Budgeted Payroll - \$2,941,000

2019 Actual Payroll - \$2,706,588, which includes tornado cleanup costs and personnel changes in the Police Department and in the Front Office.

2020 Budgeted Payroll - \$2,950,800 (\$9,800 increase over 2019 Budgeted Payroll)

Manager Keaton requested Council authorization to purchase a 2020 Ford Police Interceptor SUV through our cooperative bid purchase program with the Ohio Department of Administrative Services at a cost of \$40,457. The new SUV will replace a 2015 SUV that will become the SRO vehicle. Manager Keaton reported the City will then sell the current SRO vehicle, a 2013 Ford Taurus. Manager Keaton advised Finance Director Brandt looked at leasing a cruiser through Ford Credit Municipal Finance. On a 3-year \$40,000 lease, we would be paying approximately \$3,300 in interest and on a 5-year lease, we would be paying approximately \$6,000 in interest. Manager Keaton stated this price includes lighting and sirens.

Police Chief Jerome commented this will rotate a car with a cage to the SRO, which the previous SRO vehicle was not equipped with, so a duty car would need to respond if a cage was needed. Police Chief Jerome stated he wishes the cost of a new vehicle was lower, but the specifications keep changing and equipment cannot just be changed over from one police cruiser to another.

Member Zimmerlin inquired whether the SRO vehicle will be re-purposed or sold?

Manager Keaton replied the SRO vehicle will be sold on GovDeals, which has been profitable in the past.

Motion by Schreier, second by Zimmerlin to purchase a 2020 Ford Police Interceptor SUV through our cooperative bid purchase program with the Ohio Department of Administrative Services at a cost of \$40,457. All yeas, motion carried.

Manager Keaton requested Council accept the second reading, dispense with the third reading and adopt proposed Resolution No. 19-30, which was tabled at the last meeting.

Motion by Fowler, second by Schreier to read proposed Resolution No. 19-30. All yeas, motion carried.

Motion by second by Fowler, second by Zimmerlin to accept the second reading, dispense with the third reading and adopt Resolution No. 19-30 entitled, "A RESOLUTION APPOINTING KIMBERLY DUNCAN CLERK OF COUNCIL AND ESTABLISHING THE COMPENSATION FOR THIS POSITION." All yeas, motion carried.

Finance Director Brandt reported the City of Vandalia Income Tax Department will once again have representatives at our City Building to assist our residents with the preparation of their local income tax returns, at no charge. The representatives will be here on Friday, March 27 from 8:00 a.m. to 4:30 p.m. and again on Saturday, March 28 from 8:00 a.m. to noon.

Finance Director Brandt advised she was recently contacted by our auditors, Wilson, Shannon & Snow, and they plan to begin work on the 2019 audit on March 2.

Fire Chief Fletcher reported the Fire Department has been busy during the recent cold snap, with a recent fire in Brookville and numerous mutual aid calls to other departments. Fire Chief Fletcher advised our mechanic currently has our primary fire engine torn down for repairs, but it should be back in service this week.

Fire Chief Fletcher stated there is a need to review our Ordinance regarding the minimum width of an alley. The current minimum of ten feet is not adequate for an aerial device to drop outriggers. Fire Chief Fletcher stated we will need to address it in the near future and make it fair and equitable for all involved.

Mayor Letner commended the Fire Department for the superb job during the recent cold weather.

Police Chief Jerome also commended the Fire Department for their professionalism during a recent call to his mother's home, which was filled with smoke. The call turned out to be a furnace issue rather than a fire.

Police Chief Jerome reported the Police Department is continuing to prepare the annual report, finding the need to double and triple check some of the numbers. Police Chief Jerome reported last year was tough between staffing issues and the tornado response.

Law Director Stephan reported that the City has an Economic Development (TRES) Transfer Form for the BP Station project at 801 Arlington Road to transfer a C-1 and C-2 liquor permit for this project. Law Director Stephan stated City Council had previously approved and waived the hearing on a transfer of a permit for this project. Law Director Stephan requested Council approve this TRES transfer and authorize endorsement of the TRES transfer form.

Motion by Schreier, second by Fowler to approve and endorse the TRES transfer for the BP Station at 801 Arlington Road. All yeas, motion carried.

Mayor Letner advised there was a good turnout for the Mayor's Prayer Breakfast and thanked those that attended.

Mayor Letner announced the Feed Brookville organizers are honoring the city workers at the luncheon on January 25, 2020 and encouraged all city staff to attend.

Motion by Zimmerlin, second by Wilder to read proposed Ordinance No. 2019-08. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the third reading and adopt Ordinance No. 2019-08 entitled "AN ORDINANCE AMENDING THE CODE OF ORDINANCES PART 9, TITLE 3, SECTION 931.20 (a) FIXING THE RATES AND CHARGES TO ALL WATER CUSTOMERS AND SECTION 931.22 (a) FIXING THE FIRE LINE SERVICE CHARGES IN THE CITY OF BROOKVILLE, OHIO. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to read proposed Resolution Nos. 19-28; 19-29; 19-31; 19-32; 19-33; 19-34; and 19-35. All yeas, motion carried.

Motion by Zimmerlin, second by Swabb to accept the third reading and adopt Resolution No. 19-28 entitled, "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME HOURLY EMPLOYEES." Resolution No. 19-29 entitled, "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR PART-TIME HOURLY EMPLOYEES." Resolution No. 19-31 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE CITY MANAGER." Resolution No. 19-32 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FINANCE." Resolution No. 19-33 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FIRE." Resolution No. 19-34 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF POLICE." Resolution No. 19-35 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF LAW." All yeas, motion carried.

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 20-01. All yeas, motion carried.

Law Director Stephan reported that Resolution No. 20-01 is the annual resolution that is required to permit the City Manager to dispose of surplus property. In this year's resolution, language has been added to permit the City Manager to donate the surplus property to a government entity or to a non-profit organization.

Motion by Zimmerlin, second by Wilder to accept the first reading of proposed Resolution No. 20-01 entitled "A RESOLUTION AUTHORIZING THE CITY MANGER TO DISPOSE OF SURPLUS PROPERTY EITHER AT A PUBLIC AUCTION, A PRIVATE SALE OR BY INTERNET AUCTION OR BY DONATION TO A GOVERNMENT ENTITY, OR TO A NON-PROFIT ORGANIZATION." All yeas, motion carried.


Member Fowler, Park Board Liaison, reported Park Board rehashed the Christmas in the Park event at the last meeting. The annual Park Clean-up was set for March 28, 2020.

Member Schreier, Planning Commission Liaison reported Planning Commission approved an oversized garage at 241 Charlie Court and a Special Use Permit in R1-B zoning for a proposed daycare and latchkey facility, subject to site plan approval by Planning Commission.

Motion by Zimmerlin, second by Fowler to go into Executive Session per ORC 121.22(G)(5) matters required to be kept confidential by federal law or regulations or state statutes. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to go back into Regular Session.

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



Kimberly Duncan, Clerk

Charles Letner, Mayor