

Brookville City Council  
Regular Meeting  
June 16, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on June 16, 2020. The meeting was held virtually using the Cisco WebEx 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 Fowler, second by Zimmerlin to approve the Agenda as presented. All yeas, motion carried.

Motion by Schreier, second by Fowler to approve the Regular Council Meeting Minutes of June 2, 2020. All yeas, motion carried.

Manager Keaton reported the Arlington/Triggs/Upper Lewisburg-Salem Project has been completed. Brumbaugh Construction did an excellent job and it looks really nice.

Manager Keaton reported our playgrounds were opened to the public on June 10 and adult softball games resumed play on June 7. Mandatory and Recommended Best Practice guidelines are posted throughout our parks and on our website. Basketball courts remain closed as basketball games are considered a contact sport. Individuals are encouraged to maintain at least six-foot social distancing from other individuals.

Manager Keaton reported the Brookville Post Office recently relocated their mail drop-box from Mulberry Street to the edge of their parking lot with the drop-box facing the alley. In evaluating the new location, Staff has determined the alley should be designated as one-way from Mulberry Street to the City parking lot.

Mayor Letner commented this has apparently been in the works for some time. The post office stated the City was made aware of it a few years ago, but we have no record of it. Mayor Letner asked if a motion is needed for the one-way alley?

Manager Keaton replied no motion is needed, she just wanted Council to be aware of it and make sure they did not have any objections.

Member Zimmerlin inquired if we had checked with affected businesses about making the alley one-way?

Manager Keaton replied we have not checked with the businesses but there are not a lot of deliveries in that alley. It will actually be safer to make it one-way traffic only. Manager Keaton reported our Service Department will make the signage.

The consensus of Council is they are in favor of making this a one-way alley.

Manager Keaton reported she and Service Superintendent Chris Homan attended a pre-bid meeting on our 500,000-gallon water tower project for interior painting. Manager Keaton reported there will be a bid opening on June 24, 2020 and those will be presented to Council for approval the first meeting in July.

Member Zimmerlin inquired if the bid was just for the painting?

Manager Keaton replied the bid is for the painting and all of the interior work. The bid specs include the exterior painting as an alternate bid.

Manager Keaton advised while the front office has been closed due to the COVID-19 pandemic, she and Finance Director Brandt have looked at ways to make the office compliant so we can

reopen our doors to the public and allow our employees to feel safe. Currently there is no separation between the public and our front office staff. Manager Keaton advised she reached out to App Architect, whom the City approached several years ago to redesign the front office following the Clay Township incident. Manager Keaton reported she and Finance Director Brandt discussed various options on creating a barrier between the front office and the public, watched various webinars and received a lot of written documentation on what we are permitted to spend our CARES Act funds on. CARES funds can be used on capital projects to improve mitigation measures, including related construction costs. Manager Keaton reported App Architecture has provided a probable cost summary for renovating the front office at an estimated cost of \$55,300. This cost estimate will allow us to separate the lobby area from our front offices by creating three windows where we can safely interact with the public. Manager Keaton provided Council with pictures of the current front office layout, the probable cost summary, and a rendering of the proposed renovation. Manager Keaton reported the estimated funds that we may receive from HB481 funding is \$84,239.74. Manager Keaton showed three alternates to the project, which include ballistic film for the vestibule glass and ballistic panels or glass at the reception desk. It would be more cost effective to add these alternates during construction. Funds for the alternates would come from the General Fund.

Member Schreier asked if we have anything earmarked for the remaining CARES Act Funds we are allotted?

Manager Keaton replied we will use some of the remaining funds to replenish our PPE stock and disinfectant. Whatever funds are not encumbered by October 15, 2020 must be returned to the County Auditor who will return it to the State. Manager Keaton advised to use CARES Act funds the project must be completed by end of year.

Mayor Letner stated this an opportune time to update our front lobby.

Member Fowler asked if we could use the funds for anything in the Council Chambers?

Mayor Letner replied we could look into that.

Manager Keaton advised there is a provision in our Charter under Section 8.02 that allows us to by-pass the competitive bidding process in the case of a real and present emergency. The Charter states it must be approved and adopted by the Council by the majority vote of its members. Manager Keaton reported the President declared a national emergency concerning the COVID-19 outbreak. Using this provision would allow us to start the project sooner, without the competitive bidding process, and cut several weeks off the process so we can use funds before the deadline.

Member Fowler asked what costs would not be covered under the CARES Act and how much are we are looking to spend out of the General Fund?

Manager Keaton replied the ballistic items are not covered and these are estimated at \$11,000.

Member Zimmerlin asked if we installed the glass and panels, would we need the ballistic film as well?

Manager Keaton indicated the reason for the film is because there is so much glass in the front office. It would protect the staff from glass if there was a drive-by shooting.

Police Chief Jerome stated the school installed ballistic film on their doors. The film keeps the glass from shattering if a bullet hits it.

Mayor Letner stated the front office takes in a lot of payments for utilities and park rentals so the extra protection is warranted.

Finance Director Brandt commented that many people think the front door is the entrance to the Police Department. Some people are not favorable toward the police right now.

Member Wilder stated it makes sense to install the ballistic glass now, as the probable cost

summary shows the price would increase if it is done at a later date.

Manager Keaton requested a motion to move forward with the project.

Member Zimmerlin asked if there is a contingency on the project estimate?

Manager Keaton replied there is a 10 percent contingency, and if bids come in too high we can always throw them out. Manager Keaton advised the motion should also include a provision for Section 8.02 of the Charter to waive the competitive bidding process due to COVID-19.

Motion by Wilder, second by Schreier to authorize Manager Keaton to move forward with the renovation of the front office for the health and safety of city employees and the public, to enter into an Agreement with App Architecture to design the front office renovation and to waive the bidding requirements per Section 8.02(B)(4) of the City Charter. All yeas, motion carried.

Manager Keaton reported she received our health insurance renewal rates from Anthem and with some negotiation, Anthem is allowing us to renew our current dual health insurance plans at an overall 5% rate increase. The initial renewal came in with a 12.9% increase. Medical trends for 2020 shows on average a 12% - 15% rate increase. The City funds 85% of the monthly health insurance premium with the employee contributing 15% of the monthly premium. Our Anthem dental insurance rates came in with a 4% rate increase. Superior Dental Care came in with a 9.06% rate decrease, with a two-year rate guarantee. Superior Dental Care has a broader dental provider base. The City funds 100% of the dental insurance. There were no changes to our Life/AD&D insurance coverage, or rates, which is paid 100% by the City. Manager Keaton provided a copy of our current and renewal health, dental and life insurance plans, and rates. The proposed renewal shows an overall annual net increase of \$14,148.66, or a 3.7% increase. Manager Keaton advised an option that could be considered is to implement a spousal surcharge on those plans that insure a spouse who is currently employed and is eligible to obtain health insurance with their employer. Manager Keaton advised if we move forward with a \$50.00 per month spousal surcharge, she recommends that it begin on January 1, 2021 as many employer's health insurance renews at the beginning of a year. If a spousal surcharge is implemented effective August 1, a spouse will not be able to get on their employer's health insurance until their open enrollment period, as a spousal surcharge is not considered a qualifying event. If this option is implemented January 1, 2021, the City could potentially save \$5,950 over a seven-month period, from January through July. Manager Keaton stated the City currently provides voluntary vision insurance through Avesis. Avesis rates came in with a 5% rate increase. EyeMed came in with a 1.42% rate decrease with a four-year rate guarantee. EyeMed has a broader vision provider base.

Member Zimmerlin asked if the City uses an insurance broker and whether the City has investigated any consortium options related to health care?

Manager Keaton replied the City does use a broker and she has not investigated any health care consortiums.

Member Zimmerlin stated many entities have a provision that if a spouse has insurance available through their employer, they have to take it if the deductible is under a pre-determined threshold.

Mayor Letner asked how many employee spouses we have?

Manager Keaton replied there are 17 spouses.

Member Zimmerlin stated the real savings is if those spouses actually took their employer's insurance.

Member Wilder asked if we know how many spouses are employed?

Manager Keaton replied we do not have a definite number on the number of working spouses. Manager Keaton stated it is possible that we are not eligible for consortium because of our size.

Member Zimmerlin commented he knows a lot of work has gone into the present quote but maybe we could investigate these other options for our next renewal.

Manager Keaton replied she has been doing this for a long time and many of the other entities she has spoken with are shocked we only had a 5 percent increase. Most of them saw an increase of 20-30 percent. Manager Keaton stated we are fortunate right now to have a lot of young employees on our insurance plan.

Member Schreier commented it could be worthwhile to explore the spousal surcharge savings, however the savings will have to be weighed against the angst created by adding a surcharge.

Member Zimmerlin asked if we are only offering an HSA insurance plan?

Manager Keaton replied we offer both an HSA and PPO. We have 21 employees under the HSA and 7 employees on the PPO plan.

Member Zimmerlin asked what the cost savings would be if we only offered an HSA plan?

Manager Keaton advised she would have to calculate that but currently it is not an option to discontinue the PPO under our police contract.

Manager Keaton requested Council approve her recommendation to renew the Anthem Blue Access 12.0 HSA Option E2 health insurance plan with the RX-T8 prescription plan and the Anthem Blue Access 12.0 Option 17 health insurance plan with the RX-T2 prescription plan, which allows the City to offer dual health insurance plans, with the employee contributing 15% and the employer contributing 85% of the monthly rate. The City will contribute \$1,000 for each single employee and \$2,000 for an employee and dependent contract under the Blue Access HSA plan; renew our dental insurance through Superior Dental Care with a two-year rate guarantee; and to renew our Life and AD&D insurance through Anthem at a monthly rate of \$17.00 per full-time employee with the dental and life insurance paid 100% by the employer and to offer EyeMed Vision as a voluntary vision plan through a Cafeteria 125 Plan.

Motion by Schreier, second by Zimmerlin to renew the Anthem Blue Access 12.0 HSA Option E2 health insurance plan with the RX-T8 prescription plan and the Anthem Blue Access 12.0 Option 17 health insurance plan with the RX-T2 prescription plan, which allows the City to offer dual health insurance plans, with the employee contributing 15% and the employer contributing 85% of the monthly rate. The City will contribute \$1,000 for each single employee and \$2,000 for an employee and dependent contract under the Blue Access HSA plan; renew our dental insurance through Superior Dental Care with a two-year rate guarantee; and to renew our Life and AD&D insurance through Anthem at a monthly rate of \$17.00 per full-time employee with the dental and life insurance paid 100% by the employer and to offer EyeMed Vision as a voluntary vision plan through a Cafeteria 125 Plan. This includes the stipulation that Manager Keaton presents further information at the next meeting. All yeas, motion carried.

Manager Keaton reported the Chamber of Commerce is continuing to move forward with the Community Picnic and has received enough pledged donations to move forward with the fireworks display.

Member Wilder asked if we have enough staff to patrol the fireworks?

Manager Keaton replied we will have enough staff. A meeting is scheduled for July 9, 2020 with Chamber and both the Police and Fire Chiefs to work out the details.

Member Schreier commented the final product for the Arlington/Triggs Road Project is done and looks great. However, he noticed at some of the sidewalk areas where they did some of the cutouts there was some new concrete on the existing sidewalks that was not cleaned up.

Manager Keaton replied she will make sure these items are addressed in the punch list.

Finance Director Brandt reported she recently sent out 43 letters to delinquent utility customers and their landlords, if applicable, who still have not paid their utility bill due on May 7, 2020. The letter stated that we would accept partial payments or that they could set up a payment plan. The letter also noted that balances would be assessed if not paid by August 1. Finance Director Brandt stated these letters were sent out in the hopes that since we are not currently shutting off water service for non-payment, these customers will pay down their balance instead of letting it build up. This should also help minimize the number of accounts that will have to be assessed. Finance Director Brandt reported subsequent to sending out the letters, she received word from the State that we can resume utility shut offs beginning July 10, 2020. Finance Director Brandt advised she plans to send out another letter advising customers that are still delinquent at the beginning of July that water service shut offs will resume.

Finance Director Brandt reported the City received a check for \$54,304.95 for the FEMA project reimbursing us for the state and local shares that were covered by our donated commodities.

Fire Chief Fletcher reported yesterday was the highest number of reported COVID-19 cases to date, yet our crews are not seeing that reflected in the field. Fire Chief Fletcher stated he is interpreting that the higher numbers are due to the availability of COVID-19 testing.

Mayor Letner asked if we are maintaining our Fire Department staffing?

Fire Chief Fletcher stated some employees that were restricted from working for us from their full-time jobs have been able to return to work, so we are not experiencing any overall staffing issues right now.

Police Chief Jerome read a letter from the Montgomery County Association of Police Chiefs condemning the actions of the Police Officers involved in the death of George Floyd. Police Chief Jerome stated this letter reflects the beliefs and policies of the Brookville Police Department. Police Chief Jerome advised he is passionate about community policing and about our community. Police Chief Jerome reported our department has helped with several area peaceful protest marches and even participated to show our support. Police Chief Jerome gave a shout out to a group called Street Souljahz, whose platform is peace. This group has done a superior job of broadcasting peace and model how these protests are supposed to work. Police Chief Jerome reported we are staying close to our jurisdiction and help our neighboring jurisdictions as needed. Police Chief Jerome thanked Montgomery County Sheriff Rob Streck for supporting our department and always sending personnel if we need assistance. Police Chief Jerome advised he received a letter from Dr. Derick L. Forward from the NAACP, who wants to meet with our department and others to work toward developing a plan to build and sustain safety and equity within communities. The desired outcome is to advance racial equity and justice within each police department. Police Chief Jerome advised he looks forward to meeting with Dr. Forward as he is proud of our organization and what we have done. Police Chief Jerome stated we have kept statistics to record race, gender and violation for 13 years. Since 2012, every entrance to the Police Department is recorded on video cameras and the holding rooms, interview rooms and lobby have audio and video. Every step of the process when someone enters the Police Department is recorded for transparency. Our Council Chambers also has video. Police Chief Jerome advised with so much support from Council and the City Manager he is proud of the fact that the Police Department is proactive, not reactive. Since 2012, a citizen satisfaction survey has been available on our Police Department's web page where citizens can voice their satisfaction or displeasure anonymously and their comments go straight to the command staff. Citizens can also report crime anonymously via the web. Police Chief Jerome advised he is proud to say we either meet or conform to all eight steps that Dr. Forward from the NAACP has outlined in his letter. Additionally, the Police Department has had forward facing cameras in all cruisers since 2000. Our Officers wear microphones that take audio and we have rear compartment audio and video in cruisers. We utilize Acuglobe GPS technology that tracks our Officers movements during their entire shift. Since 2015, we have utilized Lexipol which sets best practices for the entire nation. Lexipol is constantly updated with current case law and provides daily training bulletins on policies and procedures. Police Officer Jerome stated our Police Officers qualify for firearms three times per year, have annual CPR certification, practical

and written use of force testing and utilize OPATA electronic training. We have been front runners in bike patrol since 1994, practice community policing and have a School Resource Officer in place. Any Officer involved shooting is investigated by the Montgomery County Sheriff's Office and any Officer involved crashes are handled by the Ohio State Patrol. This ensures the investigations are non-biased and are handled by experts. Police Chief Jerome stated we have passed all three phases of the Ohio Collaborative and we are working on the fourth segment that was just released. Police Chief Jerome stated he is proud to say we even have a gratuities policy where our Officers are not allowed to accept anything for free. Police Chief Jerome stated he is proud of our high standards and while something can always be tweaked, he is confident to meet with the NAACP and any other agency and say we are a front runner in policy, procedure and transparency.

Fire Chief Fletcher agreed that Lexipol is an invaluable resource for current policy and procedure at both the State and Federal level and keeps our employees trained to the highest standard. It is also helpful if an employee violates policy as there is a record that they acknowledged and confirmed awareness of a policy.

Member Zimmerlin commented he had an opportunity to watch the NAACP press conference where they announced they were reaching out to all the Police Chiefs. Member Zimmerlin stated he would be interested in the feedback and key takeaways Police Chief Jerome has after he meets with them. There may be some information that we can use and the opportunity to educate Council. Police Chief Jerome stated he marched with Dr. Forward in a recent peaceful protest and said he is a standup guy with the same goal of peace. Police Chief Jerome commented that none of us want civil unrest and the goal during these events is to protect peaceful protesters from outside groups. Police Chief Jerome stated he feels Montgomery County is setting the example for other counties.

Law Director Stephan advised at the June 11, 2020 meeting, Planning Commission approved Meadow Glen Subdivision-A Record Plan, which is for four new multi-family buildings with four units in each building. The record plan will replat 19.302 acres on Meadow Glen Avenue, with the new development on new Lot 2660. Law Director Stephan advised Bruns Development has already submitted plans to Montgomery County for these units and requested Council approval of Meadow Glen Subdivision-A Record Plan.

Motion by Zimmerlin, second by Fowler to approve Meadow Glen Subdivision-A Record Plan as approved by Planning Commission. All yeas, motion carried.

Law Director Stephan stated Planning Commission also reviewed an exchange of small parcels of land between McMaken, Inc. and M & L Family Investments, LLC. The parcel exchange squares up each lot and makes each lot more useable. Law Director Stephan requested Council approval of the Plat of Survey-McMaken, Inc. and M & L Family Investments, LLC. Law Director Stephan advised that after the parcel exchange, the McMaken Inc. Record Plan and M&L Family Investments Record Plan will be filed to combine the exchanged parcel with their existing lot to create a new city lot. Law Director Stephan requested Council approval for the record plan as approved by Planning Commission. Law Director Stephan advised the parcel exchange also creates McMaken, Inc. Subdivision Record Plan and M & L Family Investments, LLC Subdivision Record Plan, and requested Council approval for the record plans as recommended by Planning Commission.

Motion by Zimmerlin, second by Fowler to approve Plat of Survey-McMaken, Inc. and M & L Family Investments, LLC as approved by Planning Commission. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to approve the McMaken, Inc. Subdivision Record Plan as approved by Planning Commission. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to approve the M & L Family Investments, LLC Subdivision Record Plan as approved by Planning Commission. All yeas, motion carried.

Member Zimmerlin asked if M & L Family Investments, LLC is planning to develop the lot?

Law Director Stephan replied they do not have an end user at this time. They asked Planning Commission for recommendations for retail or restaurant establishments at the last meeting. Law Director Stephan advised the parcel exchange will definitely make the lot more usable and appealing.

Mayor Letner wished everyone a safe and happy Fourth of July holiday. Mayor Letner commented that while 2019 going into 2020 has been a trying time, we have stayed the course and held our heads up high. Mayor Letner stated everyone has done a terrific job and he appreciates their service.

Manager Keaton presented a continuation of the 2020 Revenue Presentation which recommended asking for a street and park levy to generate funds for much needed improvements.

Member Schreier commented we could ask for the 5.5 mills for street repair and then pay for the park repairs from the General Fund.

Manager Keaton replied on the first budget presentation she presented a list of the different types of levies and the terms we could use. Manager Keaton stressed that our streets need to be addressed. Manager Keaton advised we should strive to get back on the program of annual street repairs.

Member Zimmerlin agreed this is necessary. The City must make capital improvements, we cannot be idle forever.

Member Schreier agreed that we cannot hold off like we did with water and sewer and then hit everyone with a large increase. We have pushed off street repairs and it is time to make it a priority.

Member Fowler stated we need both levies but we cannot ask for both at the same time.

Manager Keaton advised she put it out there because our General Fund is going to take at least a two-year hit from COVID-19. Manager Keaton stated Council has a list of items that COVID-19 will affect in our budget which she will update for them monthly. Income tax revenue alone is currently down \$359,000 in 2020.

Member Zimmerlin stated he would support a levy that was a lower term so we can prove to the citizens that we will do what we say. Then we could go back to them and ask for a renewal to continue the program. Member Zimmerlin stated if we have the funds to cover it, we need to upgrade some of our water mains so we do not get into a situation like other entities have where we have to take on a large amount of debt to make repairs.

Member Schreier commented we can use some of the funds generated from our stormwater surcharge to make these repairs.

Manager Keaton advised the Street Fund' can be used to upgrade street, sidewalks and curbs. Curbs and sidewalks are initially funded by the City and then assessed to property owners. Member Schrier commented most people would be favorable to a park levy and splitting the two feels like a better chance of passing them individually than together.

Member Zimmerlin stated we would be foolish if we did not start looking at our water mains and be proactive in upgrading them as some of our pipes are 50-70 years old.

Mayor Letner agreed we have to start at the bottom and work our way up. Some of the water mains in Terrace Park are the original pipes.

Manager Keaton advised if we could put matching dollars toward OPWC grants we have a better chance of getting funding.

Mayor Fowler stated his only concern is that we are asking for a lot. The proposed amount of \$153 per year is a lot for some people.

Mayor Letner commented Council has kicked the can to the curb too many times, stating we will take some flack for it but there comes a point when the work just has to be done. Mayor Letner stated it is a bitter pill to swallow.

Member Fowler stated we a levy to need to pass so maybe we need to ask for a lesser amount.

Mayor Letner stated Manager Keaton has proposed generating \$500,000 and our annual cost is projected at \$250,000.

Manager Keaton advised we could ask for a lesser millage over a period of ten years.

Member Zimmerlin commented we need to advise our citizens this is a priority from Council. We need to address and communicate that we will have problems down the road if they choose not to vote for it.

Mayor Letner stated no matter where you drive in the City you will find streets that need repair.

Member Crane agreed that we need to be careful with the amount we ask for because we do need this to pass in some capacity. Member Crane stated his opinion is the lower the amount, the greater the chance of passing a levy.

Manager Keaton indicated we currently need at least \$350,000-\$400,000 per year for ten years for street resurfacing.

Member Zimmerlin commented the costs for the Maple Street water line repairs was \$200,000.

Member Zimmerlin stated whatever Council decides to ask for on an annual basis needs to actually accomplish something.

Member Fowler asked what the deadline is to have this on the ballot?

Manager Keaton provided a Levy Process Guide which explains the process and stated the deadline to file is August 5, 2020 for it to be on November 3, 2020 ballot. Manager Keaton stated the first step is passing a Resolution that requests the Auditor certifies the amount of millage needed to generate a specific amount within a specific time frame. The other option is a Resolution that defines a specific millage for a certain time frame, and the Auditor will certify the estimated revenue that would result.

Member Zimmerlin stated having a specific plan in place and a targeted area will incentivize people to vote for it.

Member Schreier said we need to identify where the money will be allocated across the City as it will help citizens visualize the results of where the money will be spent.

Member Crane agreed Council needs to have a plan going forward indicating which streets we are targeting and where the dollars will be spent.

Member Zimmerlin commented some of the things we have done, such as the water tower and the bridge project attracted GM and will continue to attract future developers. Member Zimmerlin stated upgrading water lines and resurfacing streets will improve property values and also attract future developers.

Member Schreier agreed potential new residents look at the whole package.

Manager Keaton advised if Council wants to move forward, we will need a motion to direct staff to prepare a Resolution for certification by the County Auditor.

Member Zimmerlin commented he would love to give the public an opportunity to comment.

Manager Keaton stated we could hold a meeting at the Leiber Center, which has the capacity for more people. Manager Keaton indicated she has also been in touch with Tim Hopkins regarding using the school. Their board plans to start meeting in person next month so there is a possibility we could possibly use their facility.

Finance Director Brandt stated we can continue an online option for citizens to join the meeting and comment.

Member Fowler asked if we could post the budget presentations on Facebook?

Manager Keaton stated the first presentation is already online and the second will be posted tomorrow.

Law Director Stephan advised Council will need to pass two Resolutions. Council has the ability to dispense with some of the readings. Law Director Stephan stated Council cannot declare it an emergency but under the Charter putting a question on the ballot becomes effective immediately upon passage. The initial Resolutions will ask the Auditor to certify a specific levy amount for a specific purpose. Law Director Stephan stated there is time to have public comment if we have a venue large enough for the public to attend.

Member Zimmerlin stated he would feel comfortable voting at the next meeting if we get some public input.

Member Fowler asked if we are just focusing on streets right now or focusing on both streets and parks?

Mayor Letner replied we can leave it open and entertain the thought of both. Mayor Letner stated we can prepare two Resolutions, one for streets and one for parks.

Member Fowler asked if we could put a survey on Facebook to gather community feedback and concerns and find out if there is an appetite to pass a levy?

Manager Keaton replied staff could put together a survey. Manager Keaton stated she would also like to start publishing an online newsletter as many residents indicated in the Wright State survey that they would like to see the city newsletter come back. Manager Keaton stated we will have time between now and November to really get the information out.

Member Zimmerlin inquired whether \$500,000 is sufficient to resurface 1.75 miles annually as suggested by Manager Keaton.

Manager Keaton replied engineer's estimates are \$375,000 - \$400,000 so that should be sufficient and will leave an extra \$100,000 for crack sealing or maintaining other roads.

Member Fowler inquired if we could also get any grants monies toward street resurfacing?

Manager Keaton replied most grants apply only to total street reconstruction.

Motion by Fowler, second by Zimmerlin to direct staff to prepare a Resolution requesting the County Auditor to certify the millage needed to generate \$500,000 for street resurfacing. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to direct staff to prepare a Resolution requesting the County Auditor to certify the millage needed to generate \$125,000 for the Park Fund. All yeas, motion carried.

Motion Schreier, second by Swabb to read Resolution No. 20-10. All yeas, motion carried.

Motion by second by to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-10 entitled "A RESOLUTION AUTHORIZING THE CITY OF BROOKVILLE TO REQUEST ITS SHARE OF FUNDS FROM THE CORONAVIRUS AID,

RELIEF, AND ECONOMIC SECURITY ACT, FROM THE MONTGOMERY COUNTY CORONAVIRUS RELIEF DISTRIBUTION FUND PURSUANT TO HB481, AFFIRMING THAT ALL FUNDS RECEIVED FROM THE MONTGOMERY COUNTY CORONAVIRUS RELIEF DISTRIBUTION FUND SHALL BE EXPENDED ONLY TO COVER COSTS OF THE CITY CONSISTENT WITH THE REQUIREMENTS OF SECTION 5001 OF THE CARES ACT AS DESCRIBED IN 42 U.S.C.601 (d), AND DECLARING IT AN EMERGENCY." All yeas, motion carried.



Member Fowler, Park Board Liaison, reported plans for the Christmas in the Park event are moving forward. There will be no children's play as the Community Theatre has cancelled the entire season.

Manager Keaton commented Park Board is also looking at a duel option, such as a drive-thru light show, just in case the coronavirus resurges.

Member Schreier, Planning Commission Liaison, stated much of action taken by Planning Commission was covered tonight. There was an amendment to Special Use Permit SU 19-03 to allow several cars to be displayed for sale on their lot. Planning Commission also approved the site plan for the proposed daycare at 533 Western Avenue.

Law Director Stephan advised Planning Commission also approved Special Use Permit 20-03 and a Variance Request for Brookville Full Gospel Church at 235 S. Wolf Creek Street. The variance approved a lighting plan installed by Chase Electric to allow 25-foot light poles with LED lighting.

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

  
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Kimberly Duncan, Clerk  
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Charles Letner, Mayor