

Brookville City Council
Regular Meeting
November 5, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on November 5, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Schreier, Swabb, Wilder and Zimmerlin; City Manager/Interim Finance Director Keaton, Law Director Stephan, Clerk Wheeler, Fire Chief Fletcher, Police Chief Jerome and Service Superintendent Homan were present.

Roll Call by Clerk Wheeler.

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

Motion by Zimmerlin, second by Fowler to approve the Special Meeting Minutes of October 22, 2019. All yeas, motion carried.

Motion by Schreier, second by Fowler to approve the Regular Council Meeting Minutes of October 15, 2019. All yeas, motion carried.

City Manager/Interim Finance Director Keaton reported construction trailers and earth moving equipment arrived on the GM site two weeks ago. She informed building permits have been submitted to Montgomery County and they are currently being reviewed. She informed five trees were transplanted from the DMAX entrance site, one replaced a dead tree on W. Campus Blvd and one on Collective Way and the other three were planted in Golden Gate Park.

City Manager/Interim Finance Director Keaton informed we had an exploratory call and meeting with FEMA for our public assistance costs associated with the Memorial Day tornado.

City Manager/Interim Finance Director Keaton reported she and Service Superintendent Homan recently had a followup meeting with our Natural Resources Conservation Service Representative on our request to remove the fallen trees that are within 50' of either side of Wolf Creek adjacent to our WWTP. She informed she just received a letter yesterday that there is currently no funding in place for the program and if it were to become available, they would notify us.

City Manager/Interim Finance Director Keaton informed she received our Amortization Schedule from the Ohio Water Development Authority on our 200,000-Gallon Elevated Tank Project. She informed the total amount financed was \$911,778.84 and our approved maximum loan amount was \$1,007,487.30. She reported our project finished \$95,708 below the approved amount.

City Manager/Interim Finance Director Keaton reported the Chase Electric repair estimate for the Wastewater Treatment Plant has been revised from \$10,304 up to \$44,000 due to extensive damage found in the Pre-treatment room once work began.

City Manager/Interim Finance Director Keaton informed over the last two weeks, the Service Department has completed street patching and crack sealed the parking lot on Walnut Street. She informed there is additional crack sealing to complete within the next couple of weeks.

City Manager/Interim Finance Director Keaton requested Council authorization to close the Fire Station Bond Premium account with Star Ohio.

Motion by Swabb, second by Schreier to close out the Fire Station Bond Premium account with Star Ohio. All yeas, motion carried.

City Manager/Interim Finance Director Keaton presented the October 31, 2019 Fund Balance.

Member Fowler asked what will the affects be of the IMI closure?

City Manager/Interim Finance Director Keaton informed between the loss of IMI and Payless, we are looking at a loss of approximately \$325,000 in withholding tax, which will be a major hit. She stated next year will have to be a quiet year, and we will just try to maintain services.

Member Zimmerlin asked if there has been any communication with IMI?

City Manager/Interim Finance Director Keaton informed City Staff is working with the property owner on detailed information on the building that we can promote to site seekers.

Member Zimmerlin asked if there is any possibility IMI would stay?

City Manager/Interim Finance Director Keaton informed no, they actually purchased another location in 2018 near Chicago, plus their home office is located in Colorado. She informed the lease on their building here in Brookville is also up in June.

Mayor Letner informed there was no prior communication on what was happening, he received a letter in the mail dated October 24 that stated they would be closing the facility. He stated the letter was the first inkling something was going to happen. He stated this is all over their lease and was just a business decision.

Motion by Swabb, second by Fowler to approve the October 31, 2019 Fund Balance as presented. All yeas, motion carried.

City Manager/Interim Finance Director Keaton requested Council adopt proposed Resolution No. 19-22, which appoints Michelle Brandt as Finance Director for the City of Brookville effective November 6, 2019 and establishes her compensation.

Motion by Zimmerlin, second by Swabb to read proposed Resolution No. 19-22. All yeas, motion carried.

Motion by Crane, second by Fowler to accept the first reading, dispense with the second and third reading and adopt Resolution No. 19-22 entitled, "A RESOLUTION NAMING MICHELLE BRANDT DIRECTOR OF FINANCE AND ESTABLISHING THE COMPENSATION FOR THIS POSITION, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Mayor Letner administered the Oath of Office to Michelle Brandt.

City Manager/Interim Finance Director Keaton informed Park Bard will hold a Special Work Session on Tuesday, November 12 at 6:30 p.m. to discuss plans for the Christmas in the Park Event.

Fire Chief Fletcher presented the October Operations Report.

Police Chief Jerome reported the Brookville Police Department handled 575 Incidents year-to-date, compared to 606 during this same time last year. Police Chief Jerome reported Citations were down a total of 106 Citations year-to-date, for a total of 379 Citations issued year-to-date. There were 167 Traffic Stops for October compared to 159 during October 2018.

Police Chief Jerome reported Ghostly Night Out worked out very well having it inside due to bad weather. He thanked the school for allowing them the use of their facilities. He stated Trick-or-Treat also went well, it was cold, but still a good turnout.

Police Chief Jerome described the drive thru at the firehouse on Trick-or-Treat went great for being a first time event. He informed his crews also attended the Optimist Pumpkin Walk last weekend.

Police Chief Jerome reminded the Veterans Day Assembly at the High School and lunch following at Rob's Restaurant is scheduled for Monday, November 11. He stated they usually feed several hundred Veterans during this lunch.

Police Chief Jerome informed the Rotary Club's Breakfast with Santa will be Saturday, December 7.

Police Chief Jerome reported his Department is finally back to full staff.

Law Director Stephan had no report.

Mayor Letner stated he thought Ghostly Night Out was a fun night with a great turnout.

Mayor Letner reminded the Annual Chamber Dinner is scheduled for Friday, November 8.

There was no Old Business.

In New Business,

City Manager/Interim Finance Director Keaton informed proposed Resolution No. 19-23 amends the 2019 Appropriations and Estimated Resources.

Motion by Wilder, second by Schreier to read proposed Resolution No. 19-23. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the first reading, dispense with the second and third reading and adopt Resolution No. 19-23 entitled, "A RESOLUTION AMENDING THE 2019 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.

Motion by Swabb, second by Zimmerlin to read proposed Ordinance No. 2019-06. All yeas, motion carried.

Motion by Zimmerlin, second by Swabb to accept the first reading, dispense with the second and third reading and adopt Ordinance No. 2019-06 entitled, "AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

JD Fowler, Park Board Liaison, reported the Cub Scouts recently planted a few trees at Westbrook Park. He informed overall they planted 18 various trees throughout the City.

Member Schreier reported the Planning Commission recently had a Meeting on October 17. He informed they approved a request for a variance for a detached garage on Charlie Court. He explained 765 square feet is what is allowed for a garage and the proposed variance was for an 864 square foot detached garage. He stated Planning Commission took into consideration the possible site lines and the size of the lot and then approved the request.

City Manager/Interim Finance Director Keaton requested Council schedule a Budget Work Session on either Monday, November 25 or Tuesday, November 26.

Council Members all agreed to schedule a Budget Work Session on Tuesday, November 26, 2019 at 6:00 p.m.

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



Meghan Wheeler, Clerk



Charles Letner, Mayor