

Brookville City Council  
Regular Meeting  
September 3, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on September 3, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Crane, Schreier, Swabb, and Wilder; City Manager/Interim Finance Director Keaton, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Wheeler were present. Members Fowler and Zimmerlin were absent.

Mayor Letner informed Members Fowler and Zimmerlin have asked to be excused tonight.

Roll Call by Clerk Wheeler.

Manager Keaton/Interim Finance Director Keaton requested two amendments to tonight's Agenda. She informed students from Brookville High School would like to request approval for the Homecoming Parade and Police Chief Jerome would like to introduce his newest Police Officers.

Motion by Schreier, second by Crane to approve the Agenda as amended. All yeas, motion carried.

Motion by Swabb, second by Crane to approve the Special Council Meeting Minutes of August 29, 2019. All yeas, motion carried.

Motion by Schreier, second by Swabb to approve the Regular Council Meeting Minutes of August 20, 2019. All yeas, motion carried.

Hope Hensley, of the Brookville High School Student Council, requested approval for the 2019 Homecoming Parade on Wednesday, September 18, 2019 at 6:30 p.m. She informed the route is the same as last year and she has filled out a Community Event Form.

Mayor Letner asked if both Chiefs are ok with the parade route?

Police Chief Jerome stated yes.

Motion by Swabb, second by Wilder to approve the Homecoming Parade on Wednesday, September 18, 2019 at 6:30 p.m. All yeas, motion carried.

Police Chief Jerome introduced Taylor Arthur, the Department's newest full-time Officer. He informed she has been with us a few weeks now and came from the Clark County Sheriff's Office. He stated she has been training with Officer Miller and is progressing very well.

Police Chief Jerome introduced Blake Creager, the Department's newest part-time Officer.

Mayor Letner administered the Oath of Office to Blake Creager.

City Manager/Interim Finance Director Keaton reported the OWDA Water Tower Project was completed this week with the installation of the outdoor lighting. She informed we should be receiving the last pay requests soon so we can finalize our OWDA loan.

City Manager/Interim Finance Director Keaton informed our 2015 Freightliner refuse truck lease was paid off this month. She stated we entered into that agreement in 2014.

City Manager/Interim Finance Director Keaton informed now that FEMA has approved the public assistance for local governments, we are required to have Mutual Aid Agreements in place to reimburse the public entities that assisted us with our tornado cleanup. She requested Council

authorization to allow the City Manager to sign a Public Works Mutual Aid Contract between the City of Brookville and the City of Centerville and a Public Works Mutual Aid Contract between the City of Brookville and the City of Union. She explained both cities assisted Brookville with limb chipping.

Motion by Schreier, second by Swabb to authorize the City Manager to sign a Public Works Mutual Aid Contract between the City of Brookville and the City of Centerville and a Public Works Mutual Aid Contract between the City of Brookville and the City of Union to reimburse for assistance with tornado cleanup. All yeas, motion carried.

City Manager/Interim Finance Director Keaton informed recently Mayor Letner, Chief Fletcher, Service Superintendent Homan and herself met with the City of Dayton Department of Water Director and Deputy Director. She stated the meeting was very productive. She informed they discussed our water meters are hitting the 10 year mark and that does not necessarily mean the end of life for the meters. She informed they also discussed the recent water outages and PFAS levels in the water.

Mayor Letner added that the water meters are designed to last 20 years. He stated the pro side is when they do have to be replaced, it will be at the expense of the City of Dayton not us since it is their water. He stated the levels of PFAS have been tested and the results are within the safe normal range. He stated all in all, we can feel safe in the water we are getting. He informed they did bring up our recent water outages. He stated they do have generators to some effect however, the recent tornado damage and power outages were so extensive, the outages couldn't be helped.

City Manager/Interim Finance Director Keaton informed Dayton is looking at possibly changing their in-house software and phasing in new meters down the road. She stated she would bring more information back to Council as she receives it.

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

City Manager/Interim Finance Director Keaton reminded a majority of funds related to the tornado are coming out of the General Fund, but costs pertaining to the WWTP repairs are coming out of the Sewer Fund because we will be reimbursed by our insurance company for those repairs. She stated once we receive FEMA money, it will go back into the General Fund. She informed she has heard that FEMA is running behind because of flooding issues that occurred in February and April. She stated she has not heard anything from them yet on the paperwork we filed at the beginning of August. She stated we may end up being reimbursed from FEMA in a future year.

Motion by Schreier, second by Wilder to approve the August 31, 2019 Fund Balance as presented. All yeas, motion carried.

Fire Chief Fletcher informed Council will receive the August Operations Report later this week. He reported crews will continue with hydrant maintenance throughout September. He stated the Fire Department continues to struggle with staffing and are about four employees away from having a maximum staff. He described the Fire Department suffers from being able to keep all equipment in service and this past weekend was a good example as our second ambulance was browned out due to a lack of staff. He informed he has been working with the City Manager on where we can within the budget increase staff.

Fire Chief Fletcher reported the Tornado Relief Fund which totaled \$60,174 assisted 76 families in the community in a two month period of time. He stated the Fire Department has received numerous notes of thanks. He reminded the Fire Department was just the pass through to help distribute and the funds were received from generous donations from the community.

Fire Chief Fletcher informed Parker Hannifan donated \$10,000 and the 1998 Brookville Class President, Tara Bell raised \$20,000 through a Facebook campaign. He thanked the community and Tara Bell for their contributions. He stated a lot of people made the Relief Fund happen.

Fire Chief Fletcher thanked Police Chief Jerome for his help on the committee. He described they also received numerous gift cards for groceries and gas to hand out to anyone in need. He thanked everyone who donated. He informed there was only one application throughout the entire process that was denied and it was only denied because the applicant did not live in our community. He stated overall this was a very successful project.

Fire Chief Fletcher requested Council approval for the Fire Prevention Parade on Wednesday, October 2 at 6:30 p.m.

Motion by Schreier, second by Crane to approve the Fire Prevention Parade on Wednesday, October 2, 2019 at 6:30 p.m. All yeas, motion carried.

Police Chief Jerome reported the Brookville Police Department handled 462 Incidents year-to-date, compared to 435 during this same time last year. Police Chief Jerome reported Citations were down a total of 80 Citations year-to-date, for a total of 300 Citations issued year-to-date.

Police Chief Jerome informed he has been busy with the hiring process. He reported the Police Department has been busy with calls, very steady and numerous calls continue to be drug related, including traffic stops. He stated his staff has been working very hard and appreciate their efforts.

Police Chief Jerome stated September will be a busy month with upcoming events including the Homecoming Parade, game and dance followed by the Breast Cancer Walk and then the Fire Prevention Parade in October, leading up to Ghostly Night Out, and the Veterans Day lunch in November. He stated fall is a busy time.

Police Chief Jerome stated the tornado relief fund was a big project and he was glad it was able to help so many families.

Law Director Stephan informed proposed Resolution No. 19-18 is under New Business tonight. He explained the Resolution would appoint Sonja Keaton as Housing Officer for Community Re-investment Areas. He informed under Ohio Law, the Housing Officer manages the program and is authorized to sign documents related to the Community Re-investment areas. He stated the position has traditionally been held by the City Manager. He requested the Resolution be declared an emergency because we need the City Manager to take immediate action related to pending applications.

Motion by Wilder, second by Schreier to read proposed Resolution No. 19-18. All yeas, motion carried.

Motion by Schreier, second by Crane to accept the first reading, dispense with the second and third readings and adopt Resolution No. 19-18 entitled, "A RESOLUTION APPOINTING SONJA M. KEATON TO SERVE AS HOUSING OFFICER OF THE CITY OF BROOKVILLE, OHIO, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Mayor Letner informed September 11 is the next blood drive sponsored by Community United Methodist Church scheduled at Brookhaven from 12:30-6:30 p.m. He stated there is always a need for blood and encouraged everyone to donate.

In Old Business,

Motion by Swabb, second by Schreier to read proposed Resolution No. 19-15. All yeas, motion carried.

Motion by Swabb, second by Schreier to accept the third reading and adopt Resolution No. 19-15 entitled, "A RESOLUTION TO RENEW THE MUNICIPAL BRIDGE INSPECTION PROGRAM FOR 2020, 2021 AND 2022." All yeas, motion carried.

Mayor Letner informed as previously requested Member Swabb attempted to obtain drone footage of Wolf Creek from McKinley to Westbrook but unfortunately, there were too many leaves in the way to see anything.

Member Swabb stated he will try again once the leaves fall.

In New Business,

Mayor Letner informed an Event Form has been filled out to request to hold a Block Party on Columbia Street on Saturday, September 7 from 4:00 to 10:00 p.m.

City Manager/Interim Finance Director Keaton informed this group has done this event annually for several years now.

Motion by Schreier, second by Wilder to approve the Columbia Street Block Party. All yeas, motion carried.

Motion by Wilder, second by Crane to read proposed Resolution No. 19-17. All yeas, motion carried.

City Manager/Interim Finance Director Keaton requested Council accept the first reading and dispense with the second and third reading and adopt proposed Resolution No. 19-17, which amends the 2019 Appropriations. She stated the Resolution shall take effect immediately after passage as provided in 4.07(A)(1) of the Charter of the City.

Motion by Schreier, second by Swabb to accept the first reading, dispense with the second and third reading and adopt Resolution No. 19-17 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." All yeas, motion carried.

Bonnie Cordes, Park Board President, informed Park Board has decided on scheduling a work day in the park for Saturday, October 5, 2019 from 10:00 a.m. to 2:00 p.m. with a rain date of Saturday, October 12. She informed the Delta Theta Tau Sorority will be providing hotdogs for lunch to the workers. She informed the various service groups will be there to work on the open air shelter buildings.

Mayor Letner informed he has been approached about some extra activities going on at night at the soccer field. He stated he plans to speak with the City Manager and Service Superintendent about posting signs that state the park closes at dark. He informed he did speak with Police Chief Jerome about running cruisers through the park more frequently.

Ms. Cordes informed she was approached by a young man who has done some research on skate parks and brought to her attention some work that needs to be done on our skate park and one issue is since the BMX Track is gone, a lot of kids are now riding their bikes at the Skate Park even though there is a sign posted that says no bikes allowed. She stated there is a lot of work needed at the Skate Park including cracks that need repaired and the young man would like to possibly organize a group and he has ideas of work to be done. She informed the topic will be discussed at the next Park Board Meeting.

Mayor Letner stated it has been a while since the skate park was upgraded in anyway.

President Cordes stated the Skate Park is in bad shape and she is concerned about possible dangers.

Member Schreier reported Planning Commission held a Special Meeting on August 28, 2019 and unanimously voted for the re-platting of 74.54 acres of land of the current Lot 2173 into the new Lot 2652. He informed this was also part of the Special Council Meeting held on August 29.

Mayor Letner stated this approval had to do with Project Nora.

Mayor Letner thanked everyone for attending.

Kim Cheatham, of 565 Adrian Court, stated there is a lot of activity in the middle of the night at the area near the basketball and tennis courts at the soccer park. She stated some areas of the park have gates that could be closed, but that area has nothing and she wanted to make sure that area was being included because there is no signage currently there.

Mayor Letner stated Staff will look into adding signage and he did speak with Chief Jerome to increase patrol in the area.

Ms. Cheatham stated there is a lot of activity going on during all hours of the night.

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



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Meghan Wheeler, Clerk



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Charles Letner, Mayor