

Brookville City Council
Regular Meeting
April 2, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on April 2, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Fowler, Schreier, Wilder and Zimmerlin; Fire Chief Fletcher, Acting City Manager/Finance Director Keaton, Law Director Stephan, and Clerk Wheeler were present. Member Letner and Police Chief Jerome were absent.

Mayor Seagraves informed Member Letner is absent tonight due to an illness.

Roll Call by Clerk Wheeler.

Law Director Stephan requested two amendments to the Agenda under his report. He requested a motion by Council to advertise for the vacancy on City Council and to set a deadline for applications to be submitted. He also requested a motion by Council to donate surplus fire department property to Jefferson Township.

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

Motion by Zimmerlin, second by Fowler to approve the Regular Council Meeting Minutes of March 19, 2019. All yeas, motion carried.

Fire Chief Fletcher presented the 2018 Fire Department Officer of the Year Awards.

Fire Chief Fletcher thanked the nominees for not only their hard work and dedication while on duty, but for their outstanding off duty performance as well.

Fire Chief Fletcher presented the 2018 Officer of the Year Award to Chad Ferguson.

Fire Chief Fletcher presented the 2018 Firefighter of the Year Award to David Schmitt.

Fire Chief Fletcher presented the 2018 EMS Provider of the Year Award to Brenton Zedeker.

Mayor Seagraves thanked the award winners and their families. He thanked the entire Fire Department for all the hard work they do.

Fire Chief Fletcher thanked his staff for the work they do. He stated he is so fortunate to have the folks he has work for him and is blessed to have the staff he has.

Joey Gooch, of the Brookville Band Association, requested Council approval for the 2019 Picnic 5K Run to be held the weekend of the Annual Community Picnic. She informed the run will be held on Saturday, July 27, 2019 from 8:00 a.m. to 10:00 a.m. She stated the route will be the same as last year.

Fire Chief Fletcher informed both he and Police Chief Jerome have received a copy of the Event Form and have no issues.

Motion by Fowler, second by Schreier to allow the Brookville Band Association to hold the Picnic 5K Run on Saturday, July 27, 2019 from 8:00 a.m. to 10:00 a.m. All yeas, motion carried.

Acting City Manager/Finance Director Keaton reported two Focus Group Meetings were recently held, one on March 28 with nine attendees and again this past Saturday with three attendees. She informed there will be another Focus Group Meeting tomorrow evening

beginning at 6:00 p.m. in the Fire Station training room. She stated if anyone is interested in attending the next meeting, to please let Clerk Wheeler know after the meeting tonight, or call her in the morning. She informed she met with the two MPA students from Wright State last Friday to recap the first Focus Group held on March 28, and they felt the meeting went very well and a lot of dialogue was shared amongst the group. She informed the two students would like to give a brief presentation to Council on the Focus Group Meetings at the April 16 Council Meeting. She stated all attendees' names will be kept confidential.

Acting City Manager/Finance Director Keaton informed City Council has a copy of a Press Release from Vectren. She informed copies have also been placed on the sign-in podium, and is also posted on our website. She described contract crews working for Vectren will soon begin replacing gas mains and service lines in Brookville as part of their multi-year pipeline replacement program. She stated streets that will be affected in 2019 include E. McKinley Street, Hay Avenue, a small portion of Maple Street near Hay Avenue, Sycamore, Main, Columbia, Walnut and Mulberry Streets. She stated gas mains will be replaced within the right-of-way, and then the service lines running directly to homes and businesses will be replaced. Any affected yards, sidewalks and streets will be restored and prior to service replacement, a Vectren representative will contact customers to provide an overview of the required work. She stated Vectren encourages everyone to exercise caution when driving through the construction zones and to keep a safe distance away from any work zones. She informed construction in Brookville is scheduled to begin in mid-April.

Acting City Manager/Finance Director Keaton reported the Hazard Mitigation pre-application was submitted on March 21. She informed the Ohio EPA will review all pre-applications and will contact us in mid-April to update us on the status of our pre-application.

Acting City Manager/Finance Director Keaton informed the electric meter was installed last Friday at our new water tower. She stated now that the electric meter is installed, we need to get our SCADA system up and running and are also waiting on the ground to dry out prior to the installation of the fence around the water tower. She stated once these items are completed, we should be able to close this project out.

Acting City Manager/Finance Director Keaton informed she received three estimates for the roof repair at the Leiber Center and the lowest estimate was from Thrush & Sons. She informed the estimate was way below our \$50,000 bid threshold and Staff will be moving forward with this project to eliminate any future damage to the Leiber Center.

Acting City Manager/Finance Director Keaton reminded the Community Park Cleanup Day is scheduled for Saturday, April 13 from 10:00 a.m. to noon. She informed trash bags and gloves were donated by Montgomery County Solid Waste and will be available in Shelter #3.

Acting City Manager/Finance Director Keaton informed City Council has been provided a copy of the 2018 Annual Reports for the Finance, Fire, Police, Service and Economic Development and Zoning Departments.

Acting City Manager/Finance Director Keaton presented the March 31, 2019 Fund Balance.

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

Acting City Manager/Finance Director Keaton informed she recently submitted four Montgomery County Solid Waste Recycling Incentive Grants. She informed the incentive grant program for Solid Waste District members provides funding to district members to enhance, increase and promote recycling in the county, help with waste reduction, litter prevention, composting opportunities and provide end use markets of recycled materials. She informed for 2019, the total funds available will be a minimum of \$200,000. She informed actual awards will vary based upon the scoring criteria and number of applications submitted.

Acting City Manager/Finance Director Keaton informed she has provided Council with a graph that shows the incentive grant awards by jurisdictions from 1997-2018. She informed Brookville has received a total of \$268,312 from this grant program. She informed the four applications submitted were for the following:

1. End Use Markets of Recycled Materials and would include two 70-Gallon Recycled Plastic Waste Receptacles for Diamond #1 & the BBC Concession; twelve 55-Gallon Recycled Plastic Waste Receptacles w/lids and liners for the BBC Diamonds; two Recycled Plastic Bike Racks for Golden Gate Park; five Recycled Plastic Cigarette Snuffers for outside enclosed Rental Buildings; one three Sided Recycled Plastic Kiosk Message Center for Market Street, adjacent to the Bikeway; and a Recycled Plastic Picnic Table for the Fire Station. She reported the total Project Cost is \$16,595.62, we are requesting \$11,617 in grant funds with the City contributing \$4,978.62.

2. Collection of Household Hazardous Waste

She informed the City currently has three Waste Oil Burners that are used to heat three separate garage facilities. The City of Brookville currently has three storage tanks that are used to hold the used oil that residents and businesses drop off for our use in these burners. The City is in need of replacing an existing small used oil storage tank due to the amount of used oil that is dropped off to us throughout the year. She stated the City would like to purchase one Double Wall 1,000-gallon Used Oil Storage Tank. She reported the total Project Cost is \$5,185.00, we are requesting \$3,629 in grant funds with the City contributing \$1,556.

3. Expanded Curbside Collection would include 2,000 Mini Recycling Roll Carts "City of Brookville Recycles". She stated total Project Cost is \$4,728.77, we are requesting \$3,310 in grant funds with City contributing \$1,418.77. She stated this promo item will be in the front office along with other recycling promo items and hopefully these would be a daily reminder to our residents to recycle.

4. End Use Markets of Recycled Materials would be for a Ward Park Sign at the entrance off Oak Street. She stated the total Project Cost is \$2,262.60, we are requesting \$1,584 in grant funds with the City contributing \$678.60.

Acting City Manager/Finance Director Keaton informed eligible grant projects require a financial contribution to the project equal to 30% of the total project cost. On all four projects, we are requesting 70% grant funding with the City contributing 30%. All four projects total \$28,771.99, and we're requesting \$20,140 in grant funds with the City contributing \$8,631.99.

Acting City Manager/Finance Director Keaton reported the Vandalia Income Tax Department assisted 35 taxpayers on Friday, March 22 and 28 on Saturday, March 23 with their local tax returns in our City Building. Last year they assisted 70 taxpayers. She reminded the deadline for filing federal, state and local tax returns is Monday, April 15.

Fire Chief Fletcher informed he will forward out the March Operations Report soon. He reported March was a very busy month. He informed today on behalf of the school system, they burned off the overgrowth of the land lab on the school campus. He informed the Fire Department makes a training event out of this and this is something done every other year. He described what was burned off today will be studied by students as it regrows over the next 24 months. He stated this project is done in conjunction with the schools, they obtain the burn permit and the schools have always been a fantastic partner. He stated we are coming into brush fire season and this type of training helps the newer fire department employees.

Fire Chief Fletcher informed if successful with the Solid Waste Recycling Incentive Grant, the Fire Association would cover the City's cost for the recycled picnic table at the Fire Station.

Fire Chief Fletcher stated there are several benefits of the project with Vectren. He informed Vectren is relocating gas meters in basements to outdoors and installing valves that prevent free flow of gas. He stated this is a very beneficial and worthwhile project Vectren has embarked on and Vectren has always been very easy for Staff to work with and always notifies the City of where they are working and what they will be doing.

Mayor Seagraves informed Police Chief Jerome is absent, but did provide a report.

Law Director Stephan informed City Council has a vacancy since Member Kirklin's resignation at the last Council Meeting. He requested a motion by Council to advertise for the vacancy with a deadline to apply. He informed pursuant to the City Charter, the vacancy needs to be filled within 60 days. He suggested a deadline for resumes to be submitted of no later than the end of April because Council will need time to interview and make a selection.

Motion by Zimmerlin, second by Schreier to advertise for the vacancy on City Council with a deadline to apply of April 30, 2019. All yeas, motion carried.

Law Director Stephan informed Staff and the Fire Department would like to donate five murphy beds that are no longer needed at our fire station to the Jefferson Township Fire Department.

Fire Chief Fletcher informed the Brookville Fire Department has a long history of donating to fire departments in need. He informed he was approached last year by the Jefferson Township Administrator about the murphy beds at Station #1 and if they would be used in our new fire station. He explained Jefferson Township currently has personnel sleeping on the floor on air mattresses or sleeping bags. He informed murphy beds were not a part of the design chosen for our new fire station and Jefferson Township certainly qualifies as a department in need. He stated he does not think the five murphy beds would bring in much money in a public auction and instead the City could take the opportunity to do a good thing.

Motion by Zimmerlin, second by Fowler to allow the Fire Department to dispense of surplus property by donating five murphy beds to the Jefferson Township Fire Department. All yeas, motion carried.

Law Director informed proposed Resolution No. 19-07 is listed under New Business tonight and is a Resolution that would accept the recommendation of the Tax Incentive Review Council finding the Enterprise Zone Agreement of Green Tokai Co. Ltd. dated March 25, 2016 is in compliance and that the Enterprise Zone be continued. He informed every year by law we are required to have a Tax Incentive Review Committee Meeting to review certain incentives. He stated the committee recently met at the Montgomery County Auditor's Office and the committee approved the continuance of the exemption. He informed this is for the expanded area of the old Parker Hanifan building that Green Tokai constructed a few years ago and is used for logistics. Law Director Stephan requested Council approve proposed Resolution No. 19-07.

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 19-07. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the first reading of proposed Resolution No. 19-07 entitled, "A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL FINDING THAT THE ENTERPRISE ZONE AGREEMENT OF GREEN TOKAI CO. LTD DATED MARCH 25, 2016 IS IN COMPLIANCE AND THAT THE ENTERPRISE ZONE AGREEMENT BE CONTINUED." All yeas, motion carried.

Law Director Stephan informed the McCoy Home Subdivision Plat would divide an existing lot on Westbrook Road. He stated all lots would meet the legal requirements of R-1A zoning and was reviewed and approved at the last Planning Commission Meeting.

Member Schreier informed Mr. McCoy previously came to a Planning Commission Meeting wanting to have the lot split on an appeal, but there was a three foot shortage on the frontage. He informed Mr. McCoy's neighbors were at the meeting and afterwards they all came together to make this arrangement work out for everyone. He stated the smaller lots are being added to other adjacent properties and by re-platting it seems to be a win win for everyone and now Mr. McCoy will meet the three foot frontage requirement.

Motion by Zimmerlin, second by Schreier to approve the McCoy Homes Subdivision Record Plan located at 300 E. Westbrook Road. All yeas, motion carried.

Mayor Seagraves had no report.

In Old Business,

Motion by Zimmerlin, second by Wilder to read proposed Ordinance No. 2019-03. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to accept the second reading of proposed Ordinance No. 2019-03 entitled, "AN ORDINANCE LEVYING ASSESSMENTS FOR THE CUTTING AND REMOVAL OF WEEDS, VINES, GRASS AND/OR VEGETATION DURING THE YEAR 2018 FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Mayor Seagraves informed Member Zimmerlin has requested Council table proposed Ordinance No. 2019-02 until Member Letner is back.

All Members agreed.

Motion by Zimmerlin, second by Fowler to table proposed Ordinance No. 2019-02 entitled, "AN ORDINANCE ESTABLISHING A STORM WATER MANAGEMENT UTILITY IN THE CITY OF BROOKVILLE, OHIO". All yeas, motion carried

Mayor Seagraves stated New Business was covered in Law Director Stephan's report.

Bonnie Cordes, Park Board President, informed a silent auction was held at the Leiber Center in Golden Gate Park last weekend to benefit Brookville resident Rachel Hubbs and her family. She informed Mrs. Hubbs was diagnosed with brain cancer and she and her family are in great need. She informed the event raised \$6,100 and there was a great turnout. She informed Wendy's will be donating a percentage of their sales on Monday, April 8 and the Brookville Grille will be donating a percentage of their sales on Wednesday, April 10 to the Hubbs family. She stated the event was truly impressive and the community really came together.

Ms. Cordes reported a dog adoption event has been planned for Sunday, April 14, 2019. She described the FAA from three different schools have organized a dog adoption event and will include a dog walk, and other activities still to be determined. She encouraged everyone to attend.

Ms. Cordes reported the recent water damage done to the Grove area at Golden Gate Park has been repaired thanks to ARO Landscaping. She thanked ARO Landscaping for their help. She informed the Service Department has offered to do the needed repair work on the open air shelters at Golden Gate Park. She informed the Park Board is working on getting donations from various groups to help pay for the needed repairs to the buildings.

Mayor Seagraves informed a spaghetti dinner and Monte Carlo event will be held at the VFW to benefit David Rhodes on Friday, April 5.

Ms. Cordes stated the silent auction for the Hubbs family was greatly organized and so many people volunteered to help.

Mayor Seagraves thanked Wendy's and the Brookville Grille for their generosity. He stated Brookville is a very loving and caring community.

Member Schreier, Planning Commission Member, informed of the recycling grants included a three sided sign for the downtown area. He informed Zoning Officer Snedeker reached out to various organizations for more information. He described the inside of the sign would be a map listing restaurants, shops, and things to do and would be located on Market Street by Old Hickory, near the bike path. He informed this would be the first sign and then hopefully another sign could be placed on the opposite of Market Street. He informed ideas have been discussed on where to strategically place these signs to help direct people to the different downtown businesses. He informed Zoning Officer Snedeker is working with MVRPC on possible signage and they are also helping with the design.

Member Zimmerlin suggested having a sign in Golden Gate Park because it gets a lot of visitors.

Member Schreier informed Planning Commission Members also discussed having signs on new Market Street near the fire station and eventually on Arlington Road.

Member Schreier informed work is being done on the lights downtown and two sample LED lights have been put in. He informed the curb has been painted yellow on the corner of Sycamore and Market Street near Old Hickory to help with traffic.

Kevin O'Boyle, of 436 Heather Street in Englewood, informed two other businesses also helped with the fundraising event for Rachel Hubbs. He informed K's Restaurant and Waffle House also donated a portion of their sales from Saturday, March 30 to the family. He stated Mrs. Hubbs is a very positive and uplifting person.

Jill Jenkins, 222 South Wolf Creek Street, asked if there has been any further discussion on the results of the drone study?

Service Superintendent Homan informed the original date to fly the drones was rained out and a rescheduled date is coming up soon in April.

Ms. Jenkins asked if there are a lot of baseball tournaments in the park like there used to be?

Acting City Manager/Finance Director Keaton informed not as much as in years past. She informed the BBC did not even have their select tournament last year.

Ms. Jenkins asked if the shelter torn down in Golden Gate Park will be replaced?

Acting City Manager/Finance Director Keaton stated not at this time, there is no funding.

Mayor Seagraves informed the building torn down was beyond repair and had to be torn down. He stated with current funding the way it is, it cannot be justified to be rebuilt at this time.

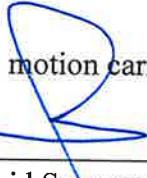
Member Zimmerlin asked about appointing a Park Board Liaison?

Motion by Zimmerlin, second by Schreier to appoint JD Fowler as Park Board Liaison. All yeas, motion carried.

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



Meghan Wheeler, Clerk of Council



David Seagraves, Mayor