

Brookville City Council
Regular Meeting
August 20, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 20, 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, Police Chief Jerome and Clerk Wheeler were present. Fire Chief Fletcher was absent.

Roll Call by Clerk Wheeler.

Law Director Stephan requested an Executive Session per ORC 121.22(G)(8) to consider confidential information of an applicant for economic development assistance be added to tonight's Agenda.

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

Motion by Zimmerlin, second by Fowler to approve the Regular Council Meeting Minutes of August 6, 2019. All yeas, motion carried.

City Manager/Interim Finance Director Keaton informed we will be submitting our Ohio Public Works Commission application on Wednesday. She informed this application is for Hay Avenue Roadway Improvements, Phase I, which runs from Wolf Creek Street to Maple Street. Phase I consists of 550' of street reconstruction that includes the installation of approximately 1,000' of new storm sewer, 550' of water main, 555' of curb and gutter and 1,100' of sidewalk. She informed these improvements will improve the drainage on Hay Avenue and also increase the life of the proposed pavement. She explained the Engineer's construction estimate for this project is \$521,223 which broken down is \$132,885 for Stormwater; \$88,585 for Water; and \$299,753 for Roadway. She informed this will be a 50% grant/50% loan application and we should know sometime in November if the project is awarded.

City Manager/Interim Finance Director Keaton reminded the Montgomery County Auditor's Office will be at the Brookville Branch Library on Saturday, August 24 from 1-4 p.m. to assist residents, whose homes were damaged or destroyed as a result of the Memorial Day tornado, with completing an application for property tax reduction.

City Manager/Interim Finance Director Keaton reported to date she has received nine resumes for the Finance Director position. She stated the posting ends this Friday and interviews will be scheduled soon.

City Manager/Interim Finance Director Keaton informed the two plaques were installed last week on the pedestrian bridge at Golden Gate Park in recognition of the generous donation received earlier in the year to ensure the bridge was repaired.

City Manager/Interim Finance Director Keaton informed she received two more proposals on repairs for the WWTP over the last few days. She informed one proposal received was from Thrush and Son that totaled approximately \$133,000 for a roof, siding, gutter, down spouts, windows, overhead door, chain link fence and privacy fence at the WWTP. She stated we also need to replace the chain link fence around the lift station on Heckathorn Road because it was in the path of the tornado as well. She informed the other estimate received was for the repairs needed to our backhoe for a total of \$7,546. She stated she is still waiting approval from the insurance company before moving forward. She informed the last major quote she is still waiting on is the quote for the air handler, which will be costly.

Mayor Letner informed Fire Chief Fletcher has been excused tonight.

Police Chief Jerome reported the Brookville Police Department handled 437 Incidents year-to-date, compared to 401 during this same time last year. Police Chief Jerome reported Citations were down a total of 69 Citations year-to-date, for a total of 286 Citations issued year-to-date. There were 90 traffic stops for July compared to 190 during July 2018.

Police Chief Jerome informed police exams were completed and he is now working on background checks for a few candidates.

Police Chief Jerome informed school has started off to a great start.

Police Chief Jerome reminded this Saturday, August 24 is the Brookville Soccer Parade.

Police Chief Jerome reported as of August 13 the Tornado Relief Assistance Fund has helped 51 families in excess of \$40,000 dispensed so far. He informed additional applications have been approved since then and they continue to receive and verify applications.

Mayor Letner asked if a final date for the program has been determined yet?

Police Chief Jerome stated they initially thought it would be the end of August, but that's not final. He stated the goal is to run out of money and the word has finally really gotten out and people are turning in applications. He stated he thinks with the amount of people that have learned of the application process, they will eventually run out of money.

Law Director Stephan requested Council authorize the City Manager to execute an easement on the corner of Arlington and Upper Lewisburg Salem Road as part of the Arlington Road/Triggs STP Project. He explained the City will dedicate a small portion of park ground at the corner back to itself and it will be dedicated for highway purpose. He stated this was requested by ODOT and we need authority for the City Manager to execute the document and then it will be filed with the Montgomery County Recorder.

Mayor Letner asked if this is part of the intersection enhancement project?

Law Director Stephan stated yes.

Motion by Zimmerlin, second by Fowler to authorize the City Manager to execute an easement on the corner of Arlington and Upper Lewisburg Salem Road as part of the Arlington Road/Triggs STP Project. All yeas, motion carried.

Mayor Letner wished everyone a Happy Labor Day and for everyone to get out and enjoy themselves, it's been an eventful 2019.

In Old Business,

Motion by Zimmerlin, second by Fowler to read proposed Resolution No. 19-14. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the third reading and adopt Resolution No. 19-14 entitled, "A RESOLUTION AUTHORIZING THE CITY OF BROOKVILLE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT PROGRAM AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAMS AND TO EXECUTE CONTRACTS AS REQUIRED." All yeas, motion carried.

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

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

In New Business,

Motion by Zimmerlin, second by Fowler to read proposed Resolution No. 19-16. 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. 19-16, which amends the 2019 Appropriations and Estimated Resources. 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 Zimmerlin, second by Schreier to accept the first reading, dispense with the second and third reading and adopt Resolution No. 19-16 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.

Member Fowler, Park Board Liaison reported Park Board has been working to schedule a community work day in the park to work on the open air shelters and are currently reaching out to the various service groups for help.

Bonnie Cordes, Park Board President, informed they have decided on scheduling the work day for Saturday, October 5 with a rain date of Saturday, October 12.

Mayor Letner stated after seeing the plaques mounted on the pedestrian bridge and how the project turned out, the Service Department went above and beyond with the work on that bridge. He stated it is simply amazing what ingenuity and farm boy technology will do. He thanked the donor who contributed such a thoughtful donation to make the bridge possible. He stated the pedestrian bridge is just the start, we will take off from there and continue to add to the grove area.

Member Schreier reported a Special Use Permit was approved at the last Planning Commission Meeting for a premium pre-owned vehicle sales location at 464 N. Wolf Creek Street. He explained Randy Miller and Shawn Landis will be leasing a portion of the north end of the building from Allstate to conduct vehicle sales, primarily web based and no more than 10 vehicles will be on the lot at one time. He informed the location is currently zoned General Business (GB) and required a Special Use.

Mayor Letner informed after talking with those gentleman at the Planning Commission Meeting, it is an entrepreneurial type deal and will be mostly internet based. He wished them luck and thinks they can really do it.

Mayor Letner thanked everyone for attending.

Motion by Zimmerlin, second by Fowler to enter into Executive Session per ORC 121.22 (G)(8) to consider the confidential information of an applicant for economic development assistance and that the information is directly related to the economic development request for assistance under 37.35.67 to 37.35.70 of the ORC and Council finds the Executive Session is necessary to protect the interest of the applicant. All yeas, motion carried.

Motion by Zimmerlin, second by Crane to enter back into Regular Session. All yeas, motion carried.

Motion by Fowler, second by Swabb to allow the City Manager to approve certain agreements for Project Nora. All yeas, motion carried.

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



Meghan Wheeler, Clerk



Charles Letner, Mayor

Brookville City Council
Special Meeting
August 29, 2019

The Special Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 29, 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, and Clerk Wheeler were present. Fire Chief Fletcher and Police Chief Jerome were absent.

Roll Call by Clerk Wheeler.

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

In New Business,

Law Director Stephan requested Council approval of the Brookville Retail and Industrial Campus Section Two, Record Plan. He informed this subdivision record plan will re-plat 74.54 acres in the Brookville Retail and Industrial Campus as Lot 2652 of the City of Brookville. He informed this property is currently part of Lot 2173, and the re-plat is necessary to establish the 74.54 acres as a separate City lot and create a lot number that would be transferable through the Montgomery County Recorder. He advised Planning Commission held a Special Meeting last night and approved this Record Plan.

Member Schreier informed Planning Commission reviewed the same material last night and it seemed pretty straight forward.

Mayor Letner stated it passed at Planning Commission unanimously.

Motion by Swabb, second by Fowler to approve the Brookville Retail and Industrial Campus Section Two, Record Plan. All yeas, motion carried.

Law Director Stephan advised proposed Ordinance No. 2019-05 will re-zone a portion of the new Lot 2652 from its current zoning classification of HS (Highway Service District) to its new zoning classification of I-2 (General Industrial District). He stated as a result of this Ordinance, all of Lot 2652 will be zoned I-2.

Motion by Zimmerlin, second by Crane to read proposed Ordinance No. 2019-05. All yeas, motion carried.

Motion by Schreier, second by Wilder to accept the first reading of proposed Ordinance No. 2019-05 entitled, "AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF PART OF LOT 2652, FORMERLY PART OF LOT 2173, OF THE CITY OF BROOKVILLE FROM ITS PRESENT CLASSIFICATION OF (HS) HIGHWAY SERVICE DISTRICT TO THE NEW CLASSIFICATION OF (I-2) GENERAL INDUSTRIAL DISTRICT." All yeas, motion carried.

Law Director Stephan provided two proposed dates for a Public Hearing to be scheduled on proposed Ordinance No. 2019-05. He informed a Public Hearing could be held on Monday September 16 followed by a Special Planning Commission Meeting and then Council would hold their regularly scheduled meeting the next night on Tuesday, September 17. He informed the other option would be to hold the Public Hearing on Tuesday, September 17 at 6:30 p.m. followed by a Special Planning Commission Meeting and then Council's Regular Meeting at 7:30 p.m.

Council Members agreed Tuesday, September 17 would work best.

Motion by Crane, second by Swabb to schedule the Public Hearing for proposed Ordinance No. 2019-05 on Tuesday, September 17, 2019 at 6:30 p.m. All yeas, motion carried.

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



Meghan Wheeler, Clerk



Charles Letner, Mayor