

Brookville City Council
Regular Meeting
February 6, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on February 6, 2018 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Cantrell, Kirklin, Letner, Schreier, Wilder and Zimmerlin; City Manager Burkholder, Finance Director Keaton, Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan and Clerk Wheeler were present.

Mayor Seagraves welcomed everyone.

Roll Call by Clerk Wheeler.

Motion by Kirklin, second by Cantrell to approve the Agenda as presented. All yeas, motion carried.

Motion by Kirklin, second by Cantrell to approve the Regular Council Meeting Minutes of January 16, 2018. Member Letner abstained, Motion carried with 6 yeas and 1 abstention.

Mark Donagay, President of RTA, thanked Council for having him tonight. He introduced Nicole Miller, Community Relations Manager and Brandon Policicchio, Chief of customer and business development. He stated Mr. Policicchio is all things service related. He informed RTA has been going through some recent changes and have some more bigger changes coming in the next few weeks. He stated they are trying to reach out directly to the communities to provide information.

Mr. Policicchio informed RTA is rolling out some new programs and the first one is the county wide Paired Transit Program. He informed it will focus on transportation for those with cognitive and physical disabilities. He informed those that qualify for the program can receive door to door transportation services. He stated the ADA defines how the service is to be ran and says it needs to be within 3/4 of a mile of their fixed route services to serve the population in that are. He informed in evaluating their services over the year, they found 90% of those using the service were being covered within the County. He stated in June, they added services to then cover the remaining 10% to give more access and mobility.

Mr. Policicchio informed on February 18, 2018, RTA will roll out the RTA Connect On Demand. He provided flyers for the Program to Council Members. He stated RTA is changing the way they deliver service to the region, primarily to focus on providing better services in some areas. He stated the positive news is RTA is expanding services in the Brookville area with this program. He informed it may not look like the traditional green bus that everyone is used to but, this program allows more access for people to get where they need to go. He informed for stops that were previously along Route 40, people can now call and a ride will be dispatched to their location. He stated it will be a change to the traditional transit, but at the end of the day, it will provide more services to the citizens of Brookville and will be launched in several other areas as well. He described it was a big success when the program was launched in the Farmersville area. He stated RTA thinks this program is good for those areas that had limited services.

Mr. Policicchio informed RTA is speaking with all of their customers who do use the actual bus to give them all of the new information. He reported RTA does have a partnership with LYFT and customers can download the LYFT App and as long as the route is in RTA's route map, the ride would be free. He stated RTA is very excited for this program and really thinks it will be a success here in Brookville.

Member Zimmerlin asked the typical wait times?

Mr. Policicchio informed approximately 20 to 30 minutes depending on where the vehicle is. He stated the goal is that from the time a call is made to drop off, the total would be one hour or less. He stated the best way would be for people to schedule in advance but rides can certainly be arranged the same day as well.

Member Kirklin asked how far in advance can appointments be made?

Mr. Policicchio informed citizens can call months in advance to give reoccurring appointments to be scheduled.

Mayor Seagraves asked if handicap accessible?

Mr. Policicchio explained the customer just needs to let RTA know on the phone when they schedule a ride and they will make sure the correct vehicle is sent out. He informed LYFT does not have handicap accessible vehicles but they have other contacts.

Mayor Seagraves asked what the feedback has been so far from other areas?

Mr. Policicchio stated feedback has been very good so far.

Mr. Donagay stated he is always nervous with change. He stated with the recent rollouts in Germantown and Farmersville, he was very impressed. He stated they are actually transporting more people. He informed RTA needed to change how things were done and to really focus on the needs of the people. He informed he wants RTA to be the leader of making things happen so that people know they are getting a dependable ride and then ultimately the end game in a few years is to design transportation for individual needs and differ from their old ways.

Member Letner asked the cost?

Mr. Policicchio informed the program is free of charge. He informed a lot of these stops are based upon where people were most frequently picked up before and can easily add stops if they see the need.

Member Schreier asked if the overall trip time would be the same?

Mr. Policicchio informed in a lot of instances, it will be shorter because they won't have to wait for the traditional stops on a route, it is a more direct route. He stated their goal is not to make things more difficult for the customers but to improve the quality of transportation.

Mayor Seagraves stated when it was initially heard there would be changes to the RTA routes, there were some concerns, so it is very refreshing to hear it will only be better and stronger.

Member Letner asked if they could come back in a few months to give an update?

Mr. Policicchio stated yes, they can come back in a few months for an update.

Mayor Seagraves informed Missy Mears, Perry Township Trustee, is in the audience. He thanked her for coming.

Motion by Cantrell, second by Kirklin to re-appoint Kathleen Dafler to the Board of Zoning and Appeals for the next five year term. All yeas, motion carried.

Manager Burkholder reported a Fire House Update. He informed he attended the Construction Update Meeting on January 25. He informed the roofing continues contingent upon weather and the painting and ceiling grid have been started. The IT and locution coordination continue. The monument sign has been ordered. He stated the project is on schedule.

Manager Burkholder informed Market Street was dedicated on January 24th with a good turnout including lunch afterwards. He stated this road is the road to public safety and economic development. He informed the City is awaiting final cost numbers from the Montgomery County Transportation Improvement District.

Manager Burkholder reported Staff has been researching vendors to conduct a citizen survey. He stated he is also suggesting City Council consider a retreat.

Manager Burkholder informed he contacted MVRPC to move forward with our request for qualifications for our City Strategic Plan.

Manager Burkholder informed Staff coordinated and convened a Storm Water Work Session for Council which was held on January 30th with a presentation by Montgomery County Soil and Water. It was a huge success with standing room only. He informed a second Meeting will be held near the end of February and is in the planning process.

Manager Burkholder informed he attended Ohio Township Association winter conference and earned continuing education credit for certification with the Ohio Treasurer's Center for Public Investment Management.

Manager Burkholder reported he met with the Law Director, the Brookville Economic Development Coordinator and a landowner to discuss possible economic development projects.

Manager Burkholder informed he attended a MVRPC sponsor meeting to discuss and approve our Surface Transportation Program application for the paving of S. Wolf Creek in 2019. We have been recommended for funding and our application will be forwarded to the Technical Advisory Committee in February and, if approved, will be forward to the full Board of the Miami Valley Regional Planning Commission for final approval.

Manager Burkholder informed a meeting has been scheduled to discuss needed repairs for the Community Theatre.

Manager Burkholder reported he attended two Perry Township Trustee meetings to advise that the Brookville City Council had passed a motion requesting the fire levy be placed on the May primary ballot with support for the levy by the City Council. Perry Township has taken action and has placed a 1.5 mill fire/EMS levy on the May ballot. Clay Township has placed a 3.5 mill fire/EMS levy on the May ballot.

Manager Burkholder informed he met with a local business owner to discuss his flooding concerns.

Manager Burkholder informed he attended the Dayton Area Managers luncheon in Tipp City. Paul Gruner, the Montgomery County Engineer, was the guest speaker and presented on the need for bridge funding in the County and the license fee.

Manager Burkholder informed he attended the Brookville Business Breakfast with a presentation by Randy Chavalley, ODOT District 7 Deputy Director, as the guest speaker. He presented and answered questions on the Arlington Road bridge closure over I-70. The closure will begin between the dates of March 1 and March 16 of this year.

Manager Burkholder reported he spoke at the Chamber of Commerce breakfast on the need to reinvest in our community and that current capital improvement investment is consistent with past policy. He stated he also advised, if anyone has any questions or concerns regarding the bridge closing, they should contact the City for more information.

Manager Burkholder stated the equipment purchases for the Ohio Safety Grant for the new firehouse have been finalized.

Manager Burkholder reported the Wet Well Rehabilitation Project at the WWTP has commenced.

Manager Burkholder informed he delivered copy of the Power Point Presentation that was done at the recent Storm Water Work Session to Clay Township Trustees and will do the same for the next Perry Township Trustee Meeting.

Mayor Seagraves encouraged the citizens to participate in the Storm Water Work Sessions and the issues at hand. He stated it will ultimately be a decision the residents of the City, Clay and Perry Townships need to make. He stated it is a serious issue with ongoing flooding in the area. He stated an easy observation is on McKinley Street, if you park on the bridge you can see what is in that section of the creek with trees and trash and see why no water is flowing through. He stated the process of solving the problem will not happen overnight. He encouraged residents to be engaged and get the process going because ultimately the citizens will have the ultimate call to make. He suggested if people have friends or family that live along the banks, to encourage them because it is vital for them to attend and participate. He stated the fact of the matter is if you are engaged in the community and want what is best, then we need to encourage a positive relationship with the Townships and will have to work as a group on how we find a solution. He stated he wanted to be clear, Council is not making the decision, the Citizens will be.

Member Schreier asked what is the purpose of the new bridge being done? He asked if there are there a few key reasons the citizens should know as to why the bridge is being done now?

Manager Burkholder informed the reconstruction of the bridge process was initiated and approved prior to him coming. He stated it is his understanding that the bridge was originally constructed as an agricultural bridge 60 years ago and never initially built for heavy traffic. He informed three lanes including a center turn lane seemed to make all the sense in the world given the fact we have all the undeveloped land to the north in the Industrial Park because once that area develops there will be more truck traffic. He informed ODOT will reinforce the structure under the bridge, not just cosmetically but for support and added strength. He informed the ramps will be open during closure. This project will give the type of infrastructure needed to move traffic particularly in areas where there is distribution facilities like Payless. He informed Payless is expanding and here in Brookville is the only distribution center in all of North America. They closed their California plant and moved everything here to Brookville because the City made a commitment to provide the necessary infrastructure needs, not necessarily on the bridge but with the booster pump and water tower.

Mayor Seagraves informed when the initial conversations started with ODOT they wanted to just do a simple overlay. He stated when working with ODOT, it's a one shot deal and they were going to shut the bridge down whether an overlay was done or an improvement was done. He stated the bridge is an agricultural bridge and he was not happy with the idea of just an overlay if looking at the better interest for the City over the next 50 years. He stated Council tried to use foresight when they had an opportunity to expand and to do what needed to be done to benefit the Industrial Park and the citizens. He stated Council has always been focused on wanting the abandoned BP station down and it was just a natural flow to want more than an overlay. He informed the City campaigned and ODOT came back out and surveyed the Bridge and determined there was a warranted need for improvement. He stated \$5 million is being paid for by ODOT. Mayor Seagraves informed the City asked for additional lighting on the project and lighting is not covered but there will be a pedestrian bridge on the overpass. He stated he does not want anyone walking that path in the dark and there not be any lighting. He informed there was a cost the City had to take on for the lighting but the Bridge itself is an ODOT bridge not a City Bridge and will be maintained by ODOT not the City. He stated there were some aesthetic options but since the funding was not there, they were not done. The cost for the bridge is very minimal to the City. He informed the closure was decided on as a group for the bridge to be shut down for 5 months instead of a partial closure for 18 months. He stated it was decided we need to build it right and not rush through just to get done and he understands it will be an inconvenience. He informed all four exit ramps will remain open and once the construction

begins, they have to complete in the 5 months or there is a penalty of \$10,000 they have to pay each additional day.

Member Letner stated we are taking the right approach by shutting the bridge down and the detour routes are very convenient and not that far out of the way. He informed this project will actually be minor compared to the upcoming project in 2019 on Route 49 in Clay Township. He stated the lighting done on the Bridge will be our own lighting that the City will maintain and all LED lighting. He stated the aesthetics will be beautiful, not just for safety purposes but as the gateway into our City and he is looking forward to it.

Member Schreier stated it will be great once it is all done.

Police Chief Jerome informed he recently met with ODOT and all of our ramps will soon be posted no parking. He informed a year ago, a driver came off the interstate and hit a semi parked along the ramp and died. He stated the problem out there, and that they get a lot of complaints on, is with the amount of semi traffic parking two and three wide and then the amount of trash dumped is ridiculous. He informed the Police Department has curbed a lot of that problem at Speedway North, they have written a lot of tickets and continue to enforce on Walker Court. He described the ramps in the mornings look like a truck stop with trucks parked all along the ramp. He stated the trucks are parking along the ramps so much, they are wearing out the edges of the ramps. He stated he this problem is solved, we are going to have another problem to deal with. He informed once the new signs are posted, his Department will be out enforcing because we do not want a new bridge and then have to redo the ramps.

Member Zimmerlin asked if the next Storm Water Work Session has been scheduled?

Mayor Seagraves informed the Meeting is scheduled for Tuesday, February 27th at 6:30 p.m. in the High School cafeteria.

Finance Director Keaton presented the Fund Balance of January 31, 2018.

Motion by Cantrell, second by Kirklin to accept the January 31, 2018 Fund Balance as presented. All yeas, motion carried.

Finance Director Keaton requested Council approval to transfer funds from the General Fund to the following funds as appropriated: \$150,000 into the Street M & R Fund; \$50,000 into the Park Fund; \$125,000 into the Bond Retirement Fund; and \$65,000 into the Note Retirement-NorthBrook Fund.

Motion by Schreier, second by Kirklin to allow Finance Director Keaton to transfer funds from the General Fund to the following funds as appropriated: \$150,000 into the Street M & R Fund; \$50,000 into the Park Fund; \$125,000 into the Bond Retirement Fund; and \$65,000 into the Note Retirement-NorthBrook Fund. All yeas, motion carried.

Finance Director Keaton requested Council approval on Change Order #3 for App Architecture, Inc. for additional architectural and engineering design time, as well as coordination and documentation to contractors for adding a high temperature washer to the SCBA/Compressor Room at an additional cost of \$1,975; Community/Training Room media location revisions at an additional cost of \$950.00; and Technology revisions, adding an additional server to the East Mezzanine at an additional cost of \$675.00. She informed this Change Order will increase the amount by \$3,600.00, which changes the contract price from \$305,900.00 to \$309,500.00.

Manager Burkholder informed there were a few changes in the media room for an overhead projector and there was some extra architectural time needed when deciding the placement of the monitor.

Fire Chief Fletcher informed a grant was received for the extractor, which cleans their gear and the high temperature washer is a new approach on cleaning their breathing apparatus. He informed over the years, they have done a horrible job at cleaning their breathing equipment and have learned that when the carcinogens dry and are left on their equipment then that is the first thing they breathe in the next time. He stated the high temperature washer will allow for the proper cleaning of their breathing apparatus. He informed Fire Services have learned a tremendous amount about cancer over the last few years and Ohio has recently recognized Cancer as a true job related threat to Fire Fighters and are trying to take steps in controlling those exposures better than ever before. He stated with that, that was the reason for the high temperature washing machine which also require a slight design change than originally planned for. He stated this is something they were not aware of two years ago.

Motion by Cantrell, second by Letner to approve Change Order #3 for App Architecture, Inc. for additional architectural and engineering design time, as well as coordination and documentation to contractors for adding a high temperature washer to the SCBA/Compressor Room at an additional cost of \$1,975; Community/Training Room media location revisions at an additional cost of \$950.00; and Technology revisions, adding an additional server to the East Mezzanine at an additional cost of \$675.00; which changes the total contract price \$305,900.00 to \$309,500.00. All yeas, motion carried.

Finance Director Keaton requested approval for the City Wide Garage Sales and Schedule for June 2018.

Member Zimmerlin asked if the bridge being closed would cause any issues with the garage sales?

Finance Director Keaton stated it shouldn't.

Motion by Kirklin, second by Schreier to approve the City Wide Garage Sales and Schedule for June 2018. All yeas, motion carried.

Finance Director Keaton informed the City of Vandalia Income Tax Department will once again have representatives at our City Building to assist our residents with the preparation of their local income tax returns, at no charge. She informed the representatives will be at the City Building on Friday, March 23, 2018 from 8:00 a.m. to 4:00 p.m and again on Saturday, March 24 from 8:00 a.m. to noon.

Finance Director Keaton reported the Annual Community Park Cleanup Day is scheduled for Saturday, April 14, 2018 from 10:00 a.m. to noon.

Finance Director Keaton requested Council authorization to allow her to issue a check this month to Vectren totaling \$6,630.95. She informed due to the harsh temperatures that we have experienced in late December and early January, our Vectored bills were much higher then what we are used to seeing. She informed we also received our second gas bill for the new Fire Station since the gas was hooked up and the bill is substantial due to keeping the temperatures warm enough to draw the moisture out of the concrete in the building.

Motion by Cantrell, second by Zimmerlin to authorize the Finance Director to issue a check this month to Vectren totaling \$6,630.95. All yeas, motion carried.

Finance Director Keaton reported both Clay and Perry Townships have prepared their required legislation to place their Fire/EMS levies on the May 8, 2018 ballot. She informed in contacting the Montgomery County Auditor's Office, they indicated that Clay Township's 3.5 mil continuous levy would generate approximately \$660,000 and after Auditor and Treasurer fees, Clay Township would receive approximately \$627,000. She reported with our Fire/EMS Contract with Clay Township, we would received approximately \$376,200, which is 60% of the proceeds they received.

Finance Director Keaton informed with Perry Township's 1.5 mill continuous levy it would generate approximately \$164,639 and after Auditor and Treasurer fees, Perry Township would receive approximately \$156,407 and with our Fire/EMS Contract with Perry Township, we would receive approximately \$78,204.

Finance Director Keaton informed the approximate total dollar amount that we would receive from these two levies would be \$454,403. She stated we have been receipting 75% of the proceeds from the Fire/EMS levies in the General Fund for the Fire Department Operating Budget (i.e. Payroll, Benefits, Contractual Services and Supplies, and Materials) and 25% into the Fire Capital Improvement Fund (i.e. Medics, Fire Engines, Vehicles, Fire Fighting Gear, Radios, Fire Hose). She stated if these levies pass, the City would receipt approximately \$340,802 in the General Fund and \$113,601 in the Fire Capital Improvement Fund.

Finance Director Keaton reported the Fire Department Operating Budget for 2018 totals \$1,032,000, an increase of \$78,531 over 2017 expenditures. She stated at this point in time, we do not know what the annual heating, air and electric costs will be at the new Fire Station.

Finance Director Keaton provided Council Members with a breakdown from the Auditor's office on taxable home values and what it would cost homeowners.

Manager Burkholder informed he shared some of this information yesterday at the Clay Township Meeting and plans to do so at the next Perry Township Trustee Meeting. He informed at the Trustee Meeting he attended there were some excellent question of if the levies passes, what will the money be used for. He informed with the new firehouse being much larger, it will increase operating expenses. He stated we have to plan ahead for things and can't just decide at the last minute to make a large purchase like a new fire truck etc.

Member Cantrell asked if the extra money could go into a fund for capital improvements?

Manager Burkholder informed you can designate funds to the Capital Improvement Fund as the Finance Director has eluded to.

Member Schreier asked what is the total currently being received from both Clay and Perry Townships?

Finance Director Keaton informed the report she had at the last Meeting that was discussed was only for Clay Township. She informed in 2017, the City receipted into the General Fund a total of \$382,000 and in the Fire Capital Improvement fund was \$127,333.

Member Cantrell asked if those numbers are from both Townships?

Finance Director Keaton stated yes.

Fire Chief Fletcher informed on the current split of operations and capital improvements, in a normal year where capital improvement numbers are not so high due to the fire station project, they are able to meet their needs and typically by the time a new ambulance scheduled to be needed, they have saved enough money. He informed they have never had enough money saved to purchase a new fire truck. He informed the cost of a new ambulance is approximately \$225,000 and a new fire truck is \$650,000. He stated with the current split they can save for ambulances but not fire trucks. He informed the last fire truck purchased was in 2006.

Member Cantrell asked if the levies pass though, Council could change the current way funds are split?

Finance Director Keaton informed yes.

Member Cantrell stated as government regulations change, that can make for an unknown to local governments and additional funding that could be needed to cover the costs of some of the regulation changes. She asked if the City has applied for any grants for some of the needed changes to help with carcinogens?

Fire Chief Fletcher informed the extractor was purchased with a grant, which saved \$8,000.

Member Cantrell stated it's a scary thought for municipalities and Fire Fighters with what is being learned about on carcinogens.

Fire Chief Fletcher stated two things the Brookville Fire Department seems to be know for is good response times, but also if you go through the roster, so many previous members have died of cancer. He stated he can't say they were all fire fighter related cancers but the numbers are high. He stated they will do what it takes to protect personal including recent changes of training practices. He stated all Fire Departments will have to change some of their procedures including coming off breathing equipment too soon after a fire. He stated it changes the level of how they do business in all aspects of what they do.

Member Cantrell stated she does not need copies of the finance report in paper anymore, the electronic copies sent out are good enough.

Fire Chief Fletcher reported the January Operations Report.

Fire Chief Fletcher reported the first six days of February have been very busy already.

Fire Chief Fletcher informed the warning sirens are up, permits are being acquired and should be hooked to electric this week. He informed crews are repairing some old electric at the corner of the Mosier lift station, which is where one of the sirens will be located, but the sirens should all be online by next week.

Fire Chief Fletcher stated he is happy to report, the ambulance that left town last September is now back. He reminded the ambulance had a terminal motor issue but was still considered to be a young ambulance. He informed we chose the route of refurbishing because the model was still in good condition. He reported a \$61,000 in savings compared to purchasing a brand new ambulance. He informed with the next ambulance up for replacement, we wouldn't see as much savings because it would 12 to 13 years old instead of 5 years old. He described the refurbished ambulance is now practically a brand new ambulance.

Fire Chief Fletcher thanked Member Zimmerlin for taking the time to tour the existing firehouse and the new firehouse. He stated he hears some of the rumors that go around on the new fire station and is disappointed in some of the inaccuracies and appreciated Mr. Zimmerlin's effort in wanting to be able to look at what we have and see what is being built and giving him the opportunity to explain their operations.

Member Zimmerlin thanked Chief Fletcher for taking the time on a Friday evening to show him everything.

Police Chief Jerome stated 2018 has been a busy year so far.

Police Chief Jerome reported the Brookville Police Department handled 43 Reportable Incidents year-to-date, compared to 54 during this same time last year. Chief Jerome reported Citations were down a total of 10 Citations year-to-date, for a total of 36 Citations issued year-to-date. He reported 191 Traffic Stops year-to-date for 2018.

Police Chief Jerome informed January has not started off great crime wise. He reported they have had a few stolen vehicles. He informed a stolen car came off of I-70, the driver tried to bail and ended up hitting one of our cruisers. He reported there have been two stabbings on Market Street, both in custody and on bond in jail. He thanked Judge Piergies in New Lebanon Court for the great work he is doing and placing these people on large bonds.

Police Chief Jerome informed his crews are preparing for the upcoming bridge closure.

Police Chief Jerome reported his Department will give an Opioid Awareness Presentation at the school this Friday. He stated this information is very important to get in front of the students. He reported so far for 2018, we have had no overdoses.

Police Chief Jerome reported he had some sad news, as last Sunday he was called to a sad situation. He informed a 16 year old student unexpectedly died accidentally at home. He stated it is a very sad, unfortunate event. He has met with the family every day since it happened. He informed the viewing will be held this Friday at Gilbert Fellers Funeral Home and then the funeral on Saturday that will lead to Pleasant Hill Cemetery. He stated he has already reached out to acting Perry Township Police Chief Streck and we will provide support because they expect the turn out to be quite large for the viewing and funeral. Chief Jerome stated it is a very sad situation and his thoughts and prayers are with this loved young lady's family and friends.

Police Chief Jerome reported in January his Department has completed their Officer of Year Presentation, their Annual report, Employee Evaluations, Department Inventory and Capital Improvement purchases. He explained the Police Department's Capital Improvement purchases are a little different from everyone else because their large purchase is a new cruiser and it has to be ordered at the beginning of the year to ensure it is received as quickly as possible. He described he had an assignment to do that woke him up to the fact that the Police Department needs a strategic plan. He informed they have now started their Strategic Plan and scenario planning for the Police Department. He stated they have always had a capital improvement plan but with that they are working on a draft Strategic Plan, using internal and external stake holders for input, critical thinking. He informed he sent out a four page survey email to his Staff to complete by the end of February and then the Command Staff will review. He stated the survey will help to identify long term goals, their strengths and their weaknesses, he wants to make sure they aren't negligent somewhere, and look to find ways to do things better. He stated he is hoping to wrap-up their Strategic Plan by the end of March.

Law Director Stephan advised the Fire Station Bond Ordinance provided that bond proceeds were to be used for "paying the costs of improving the City's public safety facilities by constructing a new fire station, acquiring related interests in real property and otherwise improving the same, together with all necessary and related appurtenances thereto." Our bond counsel, Allison M. Binkley, Esq., has recommended that City Council specifically approve expending any bond proceeds for equipment or furnishings. It is requested that City Council would approve a motion authorizing expenditure of fire station bond proceeds for Locution Alerting, Locution PC Station, and Station Alerting equipment for the new fire station. The total cost of this equipment is \$60,472.53.

Motion by Kirklin, second by Schreier to authorize the expenditure of fire station bond proceeds for Locution Alerting, Locution PC Station, and Station Alerting equipment for the new fire station for a total amount for equipment of \$60,472.53. All yeas, motion carried.

Mayor Seagraves had no report. He stated on behalf of City Council, he wanted thank all of the Police, Fire and Service crews for working out in the cold weather and for all their hard work.

In Old Business,

Motion by Cantrell, second by Kirklin to read proposed Resolution No. 18-01. All yeas, motion carried.

Motion by Schreier, second by Cantrell to accept the second reading of proposed Resolution No. 18-01 entitled, "A RESOLUTION AUTHORIZING THE CITY MANAGER TO DISPOSE OF SURPLUS PROPERTY EITHER AT A PUBLIC AUCTION, PRIVATE SALE, OR BY INTERNET AUCTION." All yeas, motion carried.

Motion by Kirklin, second by Cantrell to read proposed Ordinance No. 2018-01. All yeas, motion carried.

Motion by Cantrell, second by Kirklin to accept the second reading of proposed Ordinance No. Ordinance No. 2018-01 entitled, "AN ORDINANCE LEVYING ASSESSMENTS FOR THE CUTTING AND REMOVAL OF WEEDS, VINES, GRASS AND OR OTHER VEGETATION DURING THE YEAR 2017 FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE." All yeas, motion carried.

Motion by Cantrell, second by Kirklin to read proposed Ordinance No. 2018-02. All yeas, motion carried.

Motion by Letner, second by Cantrell to accept the second reading of proposed Ordinance No. 2018-02 entitled, "AN ORDINANCE LEVYING ASSESSMENTS OF DELINQUENT UTILITY BILLS IN THE CITY OF BROOKVILLE." All yeas, motion carried.

Motion by Cantrell, second by Schreier to read proposed Ordinance No. 2018-03. All yeas, motion carried.

Motion by Cantrell, second by Schreier to accept the second reading of proposed Ordinance No. 2018-03 entitled, "AN ORDINANCE LEVYING ASSESSMENTS FOR THE CONSTRUCTION OF SIDEWALKS, CURBS AND GUTTERS IN THE CITY OF BROOKVILLE." Motion carried with 6 yeas and 1 nay. Member Kirklin voted nay.

In New Business,

Motion by Letner, second by Cantrell to read proposed Ordinance No. 2018-04. All yeas, motion carried.

Member Wilder asked what is the difference between Ordinance No. 2018-03 and Ordinance No. 2018-04?

Member Letner explained the Ordinances are both for the same thing, just different sections of town.

Mayor Seagraves informed when a area of town is designated for work, there has to be approval for each area.

Motion by Letner, second by Cantrell to accept the first reading of proposed Ordinance No. 2018-04 entitled, "AN ORDINANCE LEVYING SPECIAL ASSESSMENTS FOR THE CONSTRUCTION OF CURBS AND GUTTERS IN THE CITY OF BROOKVILLE." Motion carried with 6 yeas and 1 abstention. Member Kirklin abstained.

Manager Burkholder informed he received a request from Member Zimmerlin on the possibility of doing a Citizen Survey. He reported Staff has kicked off with doing research. He informed there is a lot of information out there, Staff has checked around with other communities for suggestions. He suggested doing this type of project with three different components. For the first part, he is recommending a Council Retreat. He informed the City of Tipp City does a Council Retreat every few years with a facilitator for a nominal charge. He stated the retreat is a great opportunity for Council Members with the help of a facilitator to talk about what they want to see going forward for the City and helps to set the ground work of where the elected Officials

stand with on the kinds of projects they would like to see happen. He informed we could then follow up the Retreat with a citizen survey to see the Citizen's ideas or opinions on where they would like to see the City be in the next five years. After the Citizen Survey, then finish the project off with a City Strategic Plan, which would plan out how we want to use areas of land, and where we would like to see growth, development or zoning changes. He informed a Strategic Plan has been discussed among Planning Commission Members over the last several months.

Manager Burkholder suggested Council think about it and then in the near future set a date to hold a Council Retreat.

Manager Burkholder informed Planning Commission would like to move forward with the Strategic Plan with the Miami Valley Regional Planning Commission (MVRPC). He informed the City needs to put together an RFQ and finalize it, and then apply to Montgomery County LandBank for funding of the Strategic Plan. He stated those would be the three components for the project.

Mayor Seagraves stated two Council Members have voiced thoughts on doing some type of Citizen Survey.

Member Zimmerlin stated he thinks a Citizen Survey would present a great opportunity for feedback outside of Council Meetings on what they would like to see in their community and even rate the quality of services in the community. He stated it would also help with the short and long term planning process for the City. He stated he is not sure of associated costs with the various companies, but he knows with the Urban Development Department at Wright State University, the cost is around \$11,000. He stated that may be a cost many citizens may not be happy with, but it would be a wonderful opportunity to really get some good quality feedback.

Member Cantrell informed she has been doing some research and thinks a Citizen Survey is a great idea and is long over due. She stated resident do not always come to Council Meetings to voice their concerns. She stated the City of Pique had an excellent survey done as well as the City of Sharonville. She has looked into the company that has done surveys for other local communities called the National Citizen Survey Company (NCS).

Video presented from the NCS with information on Citizen Surveys.

Mayor Seagraves suggested Council review all the material handed out and discuss again at the next Council Meeting.

Member Zimmerlin thanked Staff for putting together all of the information on Citizen Surveys.

Manager Burkholder informed Staff will continue to put information together and research prices.

Member Kirklin stated the next time Council discusses ideas of doing a Survey, they need to come prepared with what they want to the next steps to be, how they want to really approach the topic and what will we do with this valuable information once received.

Member Cantrell stated Council will see once they do some of their own research, that other cities have done multiple years of surveys. She stated it would be nice to check with some of those communities to see exactly what they did, some of the concerns brought up during the surveys and how to address some of the issues brought up.

Member Kirklin stated she would be interested in pricing and that might help to determine the next steps and trending overtime. She stated a survey is not a one hit thing. Any survey is a single moment in time and the value comes in the trending data.

Member Zimmerlin agreed and stated the first survey done will be starting point and most communities do them every few years.

Member Cantrell stated she is concerned because of the amount of elderly residents who may not have access to the web. She stated there are also “Cord Cutters” who do not have landline phones. She stated we may have to do a combination of mail, phone and online surveys. She informed she has seen other communities use several different methods.

Manager Burkholder stated it is all about the methodology to make sure we have a representative sample so that the data received back is reflective of the overall sentiment of the community. He stated it is worth the money spent to collect data. He suggested we can always learn from our neighboring communities. He stated we will have a lot of support and resources to help us just in the Miami Valley.

Mayor Seagraves stated the City of Kettering used the research they obtained and tied it in to their Council Retreat. He stated he thinks the Council Retreat and Citizen Survey is a great idea.

Manager Burkholder informed there is a book called “Leading Change” that is a great read. He stated all of this being discussed will help the City lead change into the future. He stated the City of Brookville is rapidly changing but some changes will depend on the sentiments and thought of the residents. He stated we aren’t just building the City for those that live here today but the future generations as well. He stated we do have to balance it out though and consider the thoughts of those that have lived here their whole lives as well as those who have recently moved here and may move here in the future. He stated all in the Citizen Survey and Council Retreat are great ideas .

Mayor Seagraves encouraged Council to think over all of the information discussed tonight and bring back thoughts to the next couple of Meetings.

Dave Monnin, President of the Brookville Park Board, reported there was a meeting today at the Community Theatre. He stated a lot of people do not realize the Theatre is a part of the parks and is in need of dire repair. He stated the Theatre is an asset to our community, a lot of communities do not have anything like it. He described leaks inside the building, the brick needs sandblasted and the sealant on the roof needs replaced. He stated what you see on the outside may not look bad, but it’s what’s between the walls that really matter. He requested Council support when the time comes to make repairs. He stated he would hate to see the building fall apart.

Mr. Monnin informed a grant was received for a path to go from the Theatre parking lot to the entrance lane of Golden Gate Park. He stated that will definitely be exciting to have.

Mr. Monnin stated at the Storm Water Meeting last week, it was brought up the need for cleanup in Wolf Creek. He informed Park Board would like to include the area in cleanup.

Member Kirklin stated people forget the engagement the Theatre provides for students. She stated the Theatre touches the lives of the folks here in many ways.

Mr. Monnin stated it used be an old barn with dirt floors, it has come a long way.

Member Kirklin stated the Theatre is the reason why some very talented folks come here to direct.

Kim Cheatham, of 565 Adriene Court, asked for an update on the Safe Routes to School Program around Johnsville Brookville Road.

Manager Burkholder informed a committee has been formed and now needs to have a first Meeting. He informed it does have to be observed how many kids are using the area. He

informed Staff has been working with the schools, and the State on the Project. He informed the funding deadline is once a year and applications are due by March 1, which would very soon for us to make. He informed the State has assigned us a consultant to work with and we have been in contact with the consultant. He stated once applied for, funding can take up to 3-4 years.

Mayor Seagraves stated the project will take a lot of coordination because it will involve the City, the Township and those five homeowners along that road. He stated it's all about taking care of the kids, but there is a long process that includes the school and the process has now been started. He informed schools had to provide us with certain information first to see if we could even qualify and we did.

Ms. Cheatham stated she just doesn't want to see the focus lost on this project.

Manager Burkholder stated the City has had great cooperation with the schools, they had applied for funding in the past but the program is actually for sidewalks in the City to the school just not on school property.

Ms. Cheatham stated it hasn't been brought up in a while and she was worried it had fallen off the radar.

Manager Burkholder stated it definitely has not fallen off the radar, there is just a lot involved in the application process including a parent survey and a field observation of children walking to school.

Ms. Cheatham asked what the City of Dayton raised Brookville's water rate to?

Finance Director Keaton stated she will get the exact number.

Member Letner stated he thought it was less than 1%.

Ms. Cheatham asked if that money will be earmarked for water and sewer?

Mayor Seagraves stated that money has to be spent on water, it cannot be spent anywhere else.

Ms. Cheatham stated that needs to be explained to the residents as well as what Dayton raised their rate to.

Manager Burkholder informed the City has to cover operational costs and there were a few years in the past where the City actually lost money on the operational side and were paying the City of Dayton more money than we were charging the residents. He informed on the Capital Improvement Plan it shows some of the things needed and are examples of what the additional rates can help go towards for instance, the sludge press. He agreed the City does need to get more detailed numbers out to help better explain. He informed the dedicated funds can't be used for anything else and those funds have been historically low and with the increases the City is just trying to catch up.

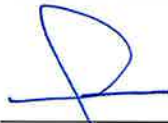
Ms. Cheatham stated she just wants the City to be more transparent to citizens.

Mayor Seagraves stated Council has nothing to hide. He informed Ohio has implemented new storm water requirements on the larger cities and Brookville will be involved in round two. He stated Council will have to address the citizens are how to handle the issues because there is no funding for storm water so the citizens will have to be engaged and everyone will have to be more open to how, why or where funds are available from. He stated this will be required from the Ohio EPA and we will not have a choice.

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



Meghan Wheeler, Clerk



David E. Seagraves, Mayor