

Brookville City Council  
Regular Meeting  
January 2, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on January 2, 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 and wished a Happy New Year. He stated there are three new Council Members to be sworn in tonight.

Law Director Stephan administered the Oath of Office to new Members Schreier, Wilder and Zimmerlin.

Mayor Seagraves congratulated the new Council Members and asked them to each say something.

Curt Schreier stated he is privileged to be a new Council Member and will do his best to the best of his ability.

Kim Wilder stated she is honored to be serving everyone and will do her best to serve Brookville for the betterment of the community.

James Zimmerlin thanked his wife for her support and stated he looks forward to serving his community and is excited to be here.

Mayor Seagraves asked for nominations to elect Vice-Mayor.

Motion by Zimmerlin, second by Wilder, to appoint Member Letner as the Vice-Mayor. All yeas, motion carried.

Mayor Seagraves congratulated Member Letner.

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

Motion by Cantrell, second by Kirklin to approve the Regular Council Meeting Minutes of December 19, 2017. All yeas, motion carried.

Mayor Seagraves informed Member Schreier has volunteered to be the Park Board Liaison. He informed with Member Schreier now in an elected position on Council, there will be an opening on Planning Commission to fill his seat.

Motion by Cantrell, second by Kirklin to re-appoint Bonnie Cordes to Park Board, Brent Boose to Planning Commission, Joe Tobias to Records Commission and Curt Schreier as Park Board Liaison. All yeas, motion carried.

Manager Burkholder informed he attended the Firehouse Update Meeting on December 27. He reported the building is closed in and installation of the steel roof has begun, but now is delayed due to weather. Drywall continues on the inside and the windows have been installed. Half of the south side concrete apparatus bay approach has been poured.

Manager Burkholder provided a Market Street Update. He informed the ribbon cutting event is tentatively scheduled for Wednesday, January 24th. He informed Staff is working on the street light proposal for the street.

Manager Burkholder informed he met with a local business owner to discuss the flooding at Wolf Creek and Westbrook. The Service Superintendent continues to meet and work with Montgomery County Soil and Water in the collection of data and discussions with affected parties.

Manager Burkholder reported he attended the Clay Township Trustee Meeting and advised them the City looks forward to working with them on the stormwater issues facing both jurisdictions. The township's designated MS4 manager is the Montgomery County Soil and Water Office. Also provided an update on the Arlington Road Bridge Project.

Manager Burkholder informed he participated in a telephone conference with the consultant on the Safe Routes to School Project.

Manager Burkholder reported Payless held a job fair on December 14 in order to fill 80 full-time positions.

Manager Burkholder informed the Council-Elect Members attended a new Council Member orientation on December 27th to prepare themselves for the transition and their first Meeting.

Manager Burkholder informed he attended the ODOT pre-construction Meeting for the Arlington Road Bridge replacement. He reminded the closure will take place in March and the detour maps will be circulated to residents and businesses to notify them as early as possible.

Manager Burkholder informed he has requested information on the RTA bus line service to Brookville. Officials from the RTA would like to present to City Council at the first Meeting in February.

Manager Burkholder stated he attended the demolition of the BP gas station on Arlington Road. He stated this has been an ongoing project for many years with violations dating back to 2005. He stated over the last two years, he and City Staff have tried to make this an actual reality since this was a priority for City Council and he thanked the School Board and Staff for working closely with us on the project as well as Giant Oil for deciding to move forward with this project. He stated having this type of re-development on that corner will be very beneficial to the City.

Manager Burkholder informed he attended the Vectren pre-construction Meeting regarding the installation of new gas lines on McKinley and Hill Streets.

Manager Burkholder requested a work session in January with Council to update and discuss the stormwater issues in Brookville.

Mayor Seagraves thanked the Service Staff for their hard work on the snow removal this past weekend and getting the roads cleaned.

Mayor Seagraves informed when the City Manager started two years ago, the old BP Station was a main priority Council wanted to see something done with. He commended the City Manager and Staff for their hard work on getting the old building down.

Mayor Seagraves requested a date be scheduled for a Work Session on Stormwater. He informed some issues have come to Council's attention and with the upcoming EPA guidelines, he suggested scheduling a work session to discuss these issues.

Member Cantrell suggested Tuesday, January 30, 2018.

Council Members agreed on scheduling a Work Session for Tuesday, January 30, 2018 at 6:30 p.m.

Member Letner asked if Vectren gave him any idea of how long the program duration would be in years, for example, will it last five or ten years?

Manager Burkholder stated they did not say, but he will find out. He informed contingent upon the weather Vectren wanted to start on Hill Street and McKinley Street as soon as possible.

Mayor Seagraves reminded trash pick up is delayed one day this week due to the New Year holiday.

Finance Director Keaton presented the December 31, 2017 Fund Balance for Council approval.

Motion by Cantrell, second by Kirklin to accept the December 31, 2017 Fund Balance as presented. All yeas, motion carried.

Finance Director Keaton requested Council approval for the City's Membership with the Miami Valley Regional Planning Commission (MVRPC) for 2018, and to appoint Mayor Seagraves as Member and Manager Burkholder as Alternate to the MVRPC Board; and Manager Burkholder as Member and Mayor Seagraves as Alternate to the Technical Advisory Committee for 2018. She informed the dues are \$2,706.64 and are based on the 2010 census population figures and are computed at forty-six cents per capita. She provided Council Members with a copy of the 2016 Benefits Report for the City of Brookville. She stated the report shows Brookville received a \$17,766 or 556% return on investment.

Mayor Seagraves informed this organization is very well attended and competitive and you have to be engaged, which we have done are due diligence and are well entrenched with the MVRPC and have seen great benefits from this investment. He stated he feels it is very worthy to continue our membership.

Motion by Cantrell, second by Schreier to approve the City's Membership with the Miami Valley Regional Planning Commission (MVRPC) for 2018 for dues in the amount of \$2,706.64 and to appoint Mayor Seagraves as Member and Manager Burkholder as Alternate to the MVRPC Board; and Manager Burkholder as Member and Mayor Seagraves as Alternate to the Technical Advisory Committee for 2018. All yeas, motion carried.

Finance Director Keaton requested Council select two of its Members to sit on the Volunteer Firefighters' Dependents Fund for 2018. She informed this Board never meets unless one of our firefighters are injured or killed in the line of duty. She informed in past years Members Letner and Duncan have sat on this Board. She informed Member Letner has volunteered to continue to serve this Board.

Member Kirklin volunteered.

Motion by Schreier, second Cantrell to nominate Members Letner and Kirklin to the Board for the Firefighters' Dependents Fund for 2018. Motion carried with 5 yeas, 2 abstentions. Members Letner and Kirklin abstained.

Fire Chief Fletcher presented the December Operations Report.

Fire Chief Fletcher reported his crews are dealing with the severe cold temperatures. He informed fire trucks are grounded to the station unless a fire call is received. He stated there is no training during this kind of cold weather because they have to ensure the hoses stay warm and do not freeze. He stated this is the coldest stretch he can remember in years. He informed if anyone sees a fire hydrant covered in snow, and they clear it off, it would be very appreciated by the Fire Department.

Police Chief Jerome reported the Brookville Police Department handled 748 Reportable Incidents year-to-date, compared to 667 during this same time last year. Chief Jerome reported Citations were up a total of 77 Citations year-to-date, for a total of 501 Citations issued year-to-date. He reported 210 Traffic Stops year-to-date.

Police Chief Jerome informed his Department is still compiling numbers for their Annual Report and will have completed soon. He informed he does have the final number of 130 pounds of prescription medications collected from their Prescription Drug Collection Program. He stated the Police Department encourages residents to turn in their unused prescription drugs for the Police Department to dispose of properly.

Police Chief Jerome commended his Staff on keeping the Police Cruisers clean. He stated the cruisers are a professional billboard and his Officers have kept the fleet spotless and he is very proud of them.

Law Director Stephan had no report.

Mayor Seagraves reminded his Annual Prayer Breakfast is January 11, 2018 at 7:30 a.m.

In Old Business,

Motion by Kirklin, second by Cantrell to read proposed Resolution Nos. 17-45; 17-46; 17-47; 17-48 and 17-49. All yeas, motion carried.

Motion by Cantrell, second by Schreier to accept the third reading and adopt Resolution No. 17-45 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE CITY MANAGER"; Resolution No. 17-46 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FINANCE"; Resolution No. 17-47 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FIRE"; Resolution No. 17-48 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF POLICE"; Resolution No. 17-49 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF LAW"; All yeas, motion carried.

There was no New Business.

Dave Monnin, President of the Brookville Park Board, welcomed new Council Members.

Member Letner asked Mr. Monnin how the bathrooms at the park are holding up in the cold?

Mr. Monnin stated they are doing fine and the Park Caretaker does a good job at keeping them maintained.

Mayor Seagraves welcomed members of the audience. He stated if anyone would like to speak to please identify themselves with their name and address.

Bruce Garber, of 434 Sycamore Street, stated there was a recent article in the Brookville Star that quoted the City Manager saying City employees receive a step increase each year if approved by their supervisor. Mr. Garber stated that is only true if the employee hasn't already reached the top step. He asked how many employees in the Service Department have reached the top step?

Manager Burkholder stated what he had said at the prior Meeting in addition to what was quoted in the paper was that not everyone gets a step increase if they are already topped out, only eligible employees receive a step increase based upon an evaluation.

Mr. Garber stated he isn't sure if Manager Burkholder was misquoted in the paper.

Manager Burkholder stated at the last Meeting he explained the procedure of step increase when a comment was made about City employees not receiving step increases or a raise above the 3%. He stated some employees are eligible for a step increase on top of the 3%.

Mr. Garber stated the article in the Brookville Star was misleading.

Manager Burkholder stated he clarified the details regarding step increases at the last Meeting.

Mr. Garber stated because the 3% increase to all City employees is a percentage, the amount each employee receives is different. He stated the Department Heads receive more than their employees because they make more, which would be like a bonus to them.

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



Meghan Wheeler, Clerk



David E. Seagraves, Mayor