

Brookville City Council
Regular Meeting
July 17, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on July 17, 2018 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Cantrell, Kirklin, Letner, Schreier, Wilder, and Zimmerlin; Finance Director Keaton, Fire Chief Fletcher, Law Director Stephan, City Manager Burkholder and Clerk Wheeler were present. Police Chief Jerome was absent.

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 Schreier to approve the Regular Council Meeting Minutes of July 3, 2018. All yeas, motion carried.

Power Point Presentation from Montgomery County Recorder, Brandon McLain on Veteran Identification Cards. Copy of Power Point Presentation attached to Minutes.

Manager Burkholder provided a Firehouse update. He informed the final punch list of to do items are being reviewed. He reminded the Grand Opening/Dedication is scheduled for Sunday, July 22, 2018.

Manager Burkholder reported he attended the ODOT Arlington Road Construction Update Meeting. He informed the Arlington Road Bridge is scheduled to reopen in August with the final completion at the end of September.

Manager Burkholder informed the City will re-advertise for the Finance Department Supervisor position.

Manager Burkholder reported a sixty-day notice has been given to the National Inspection Corporation (NIC) regarding the City's intention to contract with Montgomery County Building Department for commercial and residential inspection services.

Manager Burkholder informed construction on the Arlington Road Water Loop Project will begin at the end of July and the estimated completion is two weeks after commencement.

Manager Burkholder informed he recently met with the Mayor, Vice-Mayor, Finance Director and Law Director and had preliminary discussions regarding upcoming Budget Workshops and preliminary numbers to provide to Council. He informed Mayor Seagraves suggested the budget should be one of the major focuses of the upcoming Council Retreat.

Manager Burkholder stated there are a lot of projects going on in the City. He stated the Service Department has been very busy.

Manager Burkholder informed approval of the 2018-19 Salt Bid is before Council tonight. He informed last year we used 368 tons of salt. He informed the 2018-19 bid came in at \$85.12 per ton and we would order 400 tons to be comparable to last year.

Member Schreier asked if there is any update on the old BP Station?

Manager Burkholder informed subcontractors have recently contacted the City for building standards. He informed the project should be going out to bid soon and part of the delay in the

project was trying to find contractors to get the project started since there is currently a shortage of contractors for all of the building projects going on.

Member Cantrell asked what kind of timeline were they supposed to be under?

Law Director Stephan informed under their agreement, they should already be under construction. He stated they did do the demolition within the required timeframe and they have been working on the building plans. He informed the other issue they have had to address is a Liquor Carryout Permit. He stated he has discussed with them the possibility of the City doing a TREX Permit, which would transfer a permit under economic development to them.

Member Schreier asked if it is known yet what kind of restaurant will be inside?

Manager Burkholder stated no.

Member Wilder asked if there is any update on the Safe Routes to School Project?

Manager Burkholder informed still obtaining parent surveys. He stated once school is back in session, the school has offered to do a one call to parents to try to encourage more to take the survey and get our target number reached so that we can move onto the next stage of the project.

Member Cantrell asked if anyone can fill out the survey or if they have to live in a specific geographical area?

Manager Burkholder informed in order to fill out the online parent survey, parents need to have a student in Kindergarten through eighth grade.

Member Kirklin stated she has had residents ask her about the placement of garage sign sales. She asked if any steps have been taken to help inform residents of the guidelines for placing temporary signs throughout the City?

Manager Burkholder stated he will double check with Zoning Officer Snedeker.

Member Kirklin stated it would be helpful, if a sign is removed to contact the person and inform them why the sign was removed and then maybe next year during garage sale season, we could have some flyers with information on sign placement rules in accordance with the Ordinance.

Finance Director Keaton reported the 2019 Budget Commission Meeting will be held on Wednesday, August 29. She informed we are required to annually complete a form that indicates if the City of Brookville is waiving or requesting a hearing before the Montgomery County Budget Commission for the 2018/19 tax year. She explained the form needs to be returned to the Auditor's Office by August 3. She recommended Council waive the hearing before the Budget Commission for the 2018/19 Tax information/Budget and/or Inside Milage.

Motion by Kirklin, second by Cantrell to waive a hearing before the Montgomery County Budget Commission on August 29, 2018 for the 2018/19 tax year. All yeas, motion carried.

Fire Chief Fletcher reported the June Operations Report should be completed very soon. He informed since June is the midpoint of the year, typically a little more goes into the June Report because he audits the year so far. He reminded the Fire Station Grand Opening/Dedication is scheduled for Sunday, July 22.

Fire Chief Fletcher requested approval for the Fire Prevention Parade on Wednesday, October 3, 2018 at 6:00 p.m. with a rain date of October 4. He informed he is still working out the logistics of the parade route. He would like to have the parade end at the new fire station instead of the schools this year.

Motion by Kirklin, Schreier to approve the Fire Prevention Parade on October 3, 2018 at 6:00 p.m. with a rain date of October 4, 2018. All yeas, motion carried.

Law Director Stephan reported Council recently passed Ordinance 2018-07, which provided regulations for Small Cell Facilities and wireless support structures in the City of Brookville. He informed he recently attended a seminar presented by the Ohio Municipal League and the City of Dublin on Small Cell Facilities. He informed one of the concepts presented at the seminar was granting the City Manager authority to administratively add design standards without having to have additional Council action in the future to address any changing needs. He stated cities have worked hard to try to prepare for Small Cell Facilities, but expect issues to arise that were not foreseen and this process would allow a City Manager to adopt additional standards. He informed any additional standards would have to be in conformity with the Ordinance already adopted. He informed most cities are looking to develop additional standards that would allow the cities to control what is happening and with administrative control, responses can happen more quickly. He requested proposed Ordinance No. 2018-07 be passed as an emergency because there is a deadline of August 1, 2018.

Member Zimmerlin asked what potential design issues were discussed?

Law Director Stephan informed a lot of issues were discussed. For example, mandating landscaping around boxes installed or the size and location of poles. He stated he would like to develop a handbook for pole design and other information to use when an application is received. He stated this Ordinance gives us additional flexibility to address issues more rapidly without coming back to Council on a design issue. He stated it is hard to predict how this will roll out, it has been predicted to roll out in urban areas first. He described it is being looked at to have 5G for these facilities, which would be good to have in a community from an economic development standpoint for a stronger network and 5G capability. He stated exactly how this whole process will be implemented will probably be a work in progress.

Member Cantrell asked if there is any anticipation on the size of these towers?

Manager Burkholder informed there have been discussions, but it's still hard to tell. He stated there have been a lot of discussions between municipalities and companies on what is aesthetically pleasing. He informed testing is still being done on how this will roll out and as of now, the underground model is not working so well in the early testing. He described there is a lot of other communities involved in this as well as the Dayton area Mayors and Managers and the Ohio Municipal League are helping local cities get through this and how this could impact the various communities.

Mayor Seagraves stated most importantly, we need to have something on file rather than nothing at all to keep from being blind sided.

Member Schreier asked are state and federal laws continually updating their regulations?

Law Director Stephan advised the State of Ohio adopted a new wireless small cell facilities statute which goes into effect August 1, 2018. We have already passed an Ordinance that had a lot of standards and mirrored the City of Kettering's draft. He stated if we encounter any issue that is too difficult, we would probably obtain outside assistance for legal or design if needed.

Motion by Kirklin, second by Cantrell to read proposed Ordinance No. 2018-11. All yeas, motion carried.

Motion by Schreier, second by Cantrell to accept the first reading, dispense with the second and third readings and adopt Ordinance No. 2018-11 entitled, "AN ORDINANCE AMENDING CHAPTER 949 OF THE CODE OF ORDINANCES FOR SMALL CELL FACILITIES AND WIRELESS SUPPORT STRUCTURES IN THE CITY OF BROOKVILLE, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Mayor Seagraves wished Fire Chief Fletcher and Staff a great day on Sunday for the Fire Station Grand Opening/Dedication.

Mayor Seagraves reminded the Annual Community Picnic is coming up the last weekend in July.

In Old Business,

Motion by Kirklin, second by Zimmerlin to read proposed Ordinance No. 2018-10. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to accept the third reading and adopt Ordinance 2018-10 entitled, "AN ORDINANCE ADOPTING THE 2017 OHIO FIRE CODE FOR THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Manager Burkholder reported Staff is still trying to coordinate a date with Council Members to schedule a Council Retreat.

In New Business,

Motion by Kirklin, second by Cantrell to read proposed Resolution No. 18-07. All yeas, motion carried.

Motion by Schreier, second by Cantrell to accept the first reading of proposed Resolution No. 18-07 entitled, "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE FINAL AGREEMENT WITH ODOT FOR THE 2019 STP PROJECT AT WOLF CREEK STREET." All yeas, motion carried.

Motion by Cantrell, second by Kirklin to approve the 2018-19 Salt Bid for the purchase of 400 tons of salt in the amount of \$85.12 per ton from Compass Minerals America Inc. All yeas, motion carried.

Bonnie Cordes, of the Brookville Park Board reported Park Board Members have been working on a new project.

Dave Monnin, of the Brookville Park Board, informed Park Board Members have had recent communication with the Jack and Ruthann Strausburg Foundation concerning the funding of a grove to be established near the pond and Wolf Creek. He informed Park Board also received and reviewed an estimate for the project from ARO Landscaping with the Trustees of the Strausburg Memorial Fund. He informed a copy of the cost estimate and blueprint for the project was provided to the City Manager earlier today and Council Members have also been given a copy.

Mayor Seagraves asked for a timeline on the project?

Mr. Monnin informed the project would begin after the installation of the walkway from the Theatre to the driveway near Shelter #3, which is to be completed later this year. He stated should the installation of the walkway by the City be delayed, the project for the grove could still be completed before the walkway. He informed the grant from the foundation can only be used for this project and is not associated with any other project current or future at Golden Gate Park.

Manager Burkholder informed the two projects should tie in very nicely together.


Mr. Monnin explained the grove project will be handicap accessible and be a very nice addition to the park for weddings, pictures etc. He stated Park Board is very excited about this enhancement to our parks and it has been a dream for a long time. He sincerely thanked the Jack and Ruthann Strausburg Foundation for this grant and support.

Mayor Seagraves thanked Park Board for their hard work and dedication.

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



Meghan Wheeler, Clerk of Council



David E. Seagraves, Mayor