

Brookville City Council
Regular Meeting
May 15, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on May 1, 2018 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Cantrell, Kirklin, Letner, Schreier, Wilder and Zimmerlin; Police Chief Jerome, Fire Chief Fletcher, Law Director Stephan, City Manager Burkholder, Finance Director Keaton 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 Cantrell, second by Schreier to approve the Regular Council Meeting Minutes of May 1, 2018.

Gale Colston, of 205 North Wolf Creek Street, requested Council approval for the 9th Annual Breast Cancer Walk on September 29, 2018. She informed last year the Walk started at the High School and will do so again this year, since it worked out so well last year. She stated the route will also be the same as last year.

Police Chief Jerome stated having the event at the High School worked out great last year.

Ms. Colston informed they had approximately 1,500 walkers last year and raised approximately \$50,000 for the Pink Ribbon Girls. She informed there will be refreshments after the Walk.

Motion by Kirklin, second by Schreier to approve the 9th Annual Breast Cancer Walk on September 29, 2018 with the event being held at the High School and the same walk route as last year and provided to the Police Department. All yeas, motion carried.

Manager Burkholder reported he has done some investigating into the issues at Speedway North, and have taken some pictures. He informed he has corresponded with the attorney for Speedway. Manager Burkholder recommended Council put the issue off until after the Arlington Road Bridge is opened back up in September. He informed he will provide pictures to Council for their review of the concerns in the area.

Manager Burkholder requested Council support on the reconfiguration of the Service Department. He informed he and Service Superintendent Homan have been reviewing the age and condition of all the equipment in the Service Department. He informed the Service Department currently has two backhoes in inventory. He stated a backhoe is a useful piece of equipment, but they are very large and represent many challenges when attempting to maintain traffic near a work site. He stated a smaller piece of equipment would better serve the Service Department in many of the utility repair projects they do. He informed the Service Department recently rented a mini excavator and found it very useful. A picture of a mini excavator from Bobcat of Dayton was provided to Council Members. He reported the City recently sold one of our garbage trucks for \$22,000, so we would only be looking at a \$10,00 difference between the two pieces of equipment. He stated overall, the City will save money on self performing jobs such as curb stops, catch basins, etc.

Service Superintendent Homan informed this Spring, the Service Department rented a mini excavator for a one-week period to perform utility repairs within the City and during that week the Department replaced four fire hydrants and replaced two broken curb stop valves. He described the fire hydrants that were repaired had been out of service for years and with the mini

excavator, they were able to all be done in one week. He explained how by doing these type of projects in-house, we will save quite a bit of money. He informed the Service Department was able to use a demo excavator from Bobcat of Dayton for two days. He described during the two-day demonstration the Department was able to repair one catch basin, replace once curb stop and repair one water main break. He stated with the demo excavator, the Service Department was able to really make some ground on some of the smaller infrastructure repairs needed with this smaller piece of equipment that is much more versatile and more useful. He informed he has retrieved quotes from multiple suppliers for a similar size excavator as to what the Service Department was able to demo. Bobcat of Dayton returned the lowest bid and offered several options that other manufacturers did not, including a substantial trade in value for the existing 2002 New Holland backhoe to help offset the purchase cost. He explained the added benefit of a Bobcat machine is the proximity of Brookville Rental to the Service Department because they have numerous Bobcat implementations that the Service Department could rent if needed. He informed in addition to a mini excavator, the Service Department would benefit from a brusher cutter attachment. These attachments are a hydraulically driven mower deck attached to the end of the excavator, capable of cutting up to a two inch tree. He informed this attachment would be useful in the parks and creek banks to maintain the tree line.

Member Letner asked if the Service Department has a trailer to transport the excavator?

Service Superintendent Homan informed yes.

Member Letner asked if the entire amount of money received from the trash truck can be used or would it need to be divided among different Funds?

Finance Director Keaton advised the full amount can be used. She explained the full amount of the trash truck was receipted into the Capital Improvement Fund.

Manager Burkholder stated now with the three additional employees in the Service Department that are no longer on a trash truck in addition to improvements like an excavator, in the end there will be cost savings over time. He stated this is all part of a major re-organization in the Service Department and will also help with the development of a succession plan.

Mayor Seagraves asked the approximate delivery time?

Service Superintendent Homan informed possibly six weeks or less.

Member Cantrell asked if since the excavator is smaller, if it will be able to be kept inside?

Service Superintendent Homan stated yes. He informed the backhoe is too large to be kept in any space we currently have.

Motion by Cantrell, second by Kirklin to authorize the purchase of a Bobcat Compact Excavator with attachments, for the Service Department through the State of Ohio State Term Schedule at a cost not to exceed \$51,683.10 and to trade-in the City's existing New Holland Backhoe with a trade-in value of \$20,000 for a net cost of \$31,683.10. All yeas, motion carried

Manager Burkholder provided Council with a quote for the pedestrian bridge on Arlington Road by Lee's Chicken to be repaired. He informed the vendor has not been out yet to give a definite answer on the condition of the concrete abutments, but hopefully will be out soon. He informed the bridge was built in 1987.

Mayor Seagraves informed he met with the Montgomery County Engineer and the individual who did the review of the pedestrian bridge and they both stated the bridge more than served its purpose. He informed they highly recommended that for longevity purposes, we paint the new bridge since salt was the key reason of the deterioration of the existing bridge.

Service Department Homan stated with proper maintenance there shouldn't be a reason the new bridge wouldn't last at least 30 years or more.

Member Zimmerlin asked if there is any sort of warranty?

Service Department Homan stated he would check with the manufacturer on any possible warranties. He stated at this point he has only received quotes not any sort of contract information. He informed he would also like to see if an annual washing would be helpful, or if there is good preventative maintenance the manufacturer recommends.

Manager Burkholder stated there are a few other bridges in town that need to be sand blasted and possibly repainted to help them look much nicer.

Member Wilder asked if the City will have to paint the new bridge each year?

Service Superintendent Homan stated the triple coat epoxy should have a significant life to it, but we could touch it up if needed at any point. He informed Montgomery County rated the concrete abutments on the bridge at a 1, which is good and means we don't anticipate having to replace the actual abutments.

Manager Burkholder described two styles of bridge quotes that have been received. He stated there is an urgency to have the bridge replaced based on public safety because there are a lot of people that walk that area.

Member Wilder stated currently there are a lot of people walking the area and that is even with the Arlington Road Bridge currently closed, so it will only get busier when the bridge opens back up.

Discussion on repair costs and the design choice of the pedestrian bridge.

Manager Burkholder stated Staff will get additional information on warranties and payment options to bring back at the next Council Meeting and then ask for a decision from Council.

Finance Director Keaton had no report.

Member Cantrell asked if any resumes have been received yet for the Finance Supervisor position?

Finance Director Keaton informed to date she has received eight resumes and the deadline for resume submission is May 25.

Fire Chief Fletcher reported an uptick in traffic accidents on Brookville Salem and Brookville Phillipsburg Roads. He encouraged drivers to utilize other roadways in and out of Brookville and to pay attention while driving. He stated a majority of these accidents are from an unfamiliarity of the rural intersections.

Fire Chief Fletcher thanked both Mayor Seagraves and Manager Burkholder for their recent assistance. He informed he was recently made aware of road closures on the bridge on Diamond Mill Road over Interstate 70 and the east bound ramps to I-70 from Route 49. He informed these roads would be closed for a 35 day period by ODOT for work on the bridge decks. He informed ODOT also has plans of closing down Wellbaum Road and Brookville Phillipsburg Road in the near future for bridge work. He stated his concern was if Brookville Phillipsburg Road was closed at the same time as the Arlington Road Bridge was closed, that it would add several minutes to emergency response times. He informed the Mayor and City Manager communicated with officials from ODOT and were able to receive written confirmation that both Brookville Phillipsburg Road and the Arlington Road Bridge would not be shut down at the same time.

Fire Chief Fletcher stated he has had a lot of people communicate with him over the recent failure of the Clay and Perry Townships Fire Levies. He stated he is continued to be amazed by the confusion of some people who have lived in Brookville for most of their lives. He stated through casual conversation with people, there seems to be quite a few people who have no idea there is a second fire station in Brookville on Albert Road. He stated that speaks to a lack of understanding in the community and he will continue to educate people. He stated he has received comments from citizens about those who didn't support the levies shouldn't receive fire services but when the Fire Department responds to a call, they have no idea who supported the levy and who didn't. He stated there also is not one employee of the Fire Department who operates on a value system that would determine the services they give on those two factors.

Fire Chief Fletcher stated for Brookville the Fire Levy isn't critical at this point, but makes it very difficult to pay everyday bills and save money for large purchases that will be needed in the future, like a fire truck or ambulance. He stated it puts us in a position that when a large purchase is needed, we will have to look into financing compared to having the money saved to pay for the item. He stated he cannot speak for the needs of Verona, Phillipsburg or New Lebanon but the Verona and Phillipsburg Chiefs have expressed their extreme concern for what would happen with the failure of the fire levy.

Member Zimmerlin stated he was contacted by Brian Smith who was very thankful to the Police and Fire Departments who responded to a call today for his daughter.

Mayor Seagraves congratulated Chief Jerome and his Staff for a fantastic job at the Officer Down Memorial Walk last weekend. He stated it was truly a great event with approximately 300 participants.

Police Chief Jerome reported the 4th Annual Officer Down Memorial 5K was held last Saturday. He thanked the VFW for their support and the use of their facility. He informed all the money received is donated to the Montgomery County Fallen Officers Memorial. He stated this event is not just our local area participating, but the entire county. He informed there was also a candlelight vigil and ceremony held after the 5K.

Police Chief Jerome reported the Brookville Police Department handled 191 Reportable Incidents year-to-date, compared to 278 during this same time last year. Police Chief Jerome reported Citations are up a total of 8 Citations year-to-date, for a total of 171 Citations issued year-to-date. There were 179 traffic stops for April compared to 167 during April 2017.

Police Chief Jerome stated in all the years he has worked in Brookville, Golden Gate Park has never looked so good with absolutely no weeds. He informed he hears compliments all the time while he is at the park about how great the park looks and how there are no weeds in the park. He complimented Service Superintendent Homan and his Staff.

Police Chief Jerome reported there was an unfortunate incident last week that involved a student being struck by a car while crossing the street to the Library. He informed injuries were not life threatening, the student was banged up pretty good but is now recovering. He encouraged students to use the crosswalks and stated the Police Department continues to monitor the area and the traffic.

Police Chief Jerome informed Coffee with a Cop is scheduled for tomorrow morning at Brookhaven at 8:00 a.m.

Member Wilder stated she received a complaint from a resident stating cars are entering Interstate 70 going east bound and then using the median to cut across Interstate 70 to go west bound since the Arlington Road Bridge is closed.

Police Chief Jerome informed the Ohio State Patrol is handling that area.

Mayor Seagraves stated he is worried there is going to be a serious accident because of drivers doing that.

Police Chief Jerome stated once the Bridge is completed, having both sides on the north and south be so much wider, is going to be such huge benefit to us.

Mayor Seagraves reminded Memorial Day is coming up and school will be out for the summer very soon. He reminded safety, safety, safety.

Law Director Stephan advised proposed Ordinance No. 2018-09 is before Council tonight to provide regulations for use of public right-of-ways in the City of Brookville. He informed this Ordinance is a broader Ordinance that provides a right-of-way permit process for all utility providers and will help the City with ongoing management and regulations of the right-of-ways.

Motion by Cantrell, second by Kirklin to read proposed Ordinance No. 2018-09. All yeas, motion carried.

Member Cantrell asked what did we do before now?

Law Director Stephan informed we have some of it already in place. He informed we have a chapter that deals with street excavation and a requirement for a permit and we also have some subdivision regulations that state utilities should be underground. He stated this is a broader Ordinance that encompasses all of it and creates a permit process with a fee to help offset some of the costs the City incurs with monitoring and management. He informed this Ordinance also includes a certificate of registration process that would give us information from the utilities. He stated if the small cell towers take off, we could have a lot of new utility providers come into the community and we want to make sure we have the adequate information needed on the companies that are working in the right-of-ways.

Mayor Seagraves stated he knows Tipp City just passed the same type of Ordinance.

Manager Burkholder stated many other Townships and Cities have done something similar as a way to help ensure the quality of work being done in the right-of-ways.

Law Director Stephan stated he would like Council to review the Ordinance, but he may request at a later date to dispense with the second or third reading.

Motion by Cantrell, second by Kirklin to accept the first reading of proposed Ordinance No. 2018-09 entitled, "AN ORDINANCE ESTABLISHING REGULATIONS FOR PUBLIC RIGHT-OF-WAYS IN THE CITY OF BROOKVILLE." All yeas, motion carried.

Mayor Seagraves had no report.

In Old Business,

Motion by Kirklin, second by Cantrell to read proposed Resolution No. 18-04. All yeas, motion carried.

Motion by Schreier, second by Kirklin to accept the third reading and adopt Resolution No. 18-04 entitled, "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME HOURLY CITY EMPLOYEES." All yeas, motion carried.

Manager Burkholder reported he attempted to contact the University of Dayton for a quote on the community survey, he left a message and is awaiting a return call.

Manager Burkholder stated Council may need to have further discussions how Council will pay for the Council retreat, Community Survey and Strategic Plan, with the recent expenses to the

General Fund. He informed the failure of the recent Fire Levies was approximately a \$450,000 hit and if you add in the Income Tax Credit Reduction, which was repealed, that is over \$1,000,000 of a diminished cash flow to the City. He stated the failure of the Fire Levies will have an impact on the City. He stated Council will need to decide on what will be funded in 2019 and what will not. He stated there will be some infrastructure cuts and other possible areas of cuts to be discussed. He stated there is a great concern for needed infrastructure improvements throughout the City including Arlington Road, which is the main thoroughfare for the City. He stated the City has to have a plan for proper funding on these type of needed projects or future generations will inherit a crumbling infrastructure. Manager Burkholder stated City Council made a responsible decision to raise the Water and Sewer Rates. He stated we are not the only community to have recently done that in order to help pay for WWTP improvements. He stated unplanned, unexpected expenditures will definitely have an impact on all Departments and he wants Council to be fully informed as we head into the budgeting work sessions for the next year, so they have plenty of time to ask any questions and be prepared to make those tough decisions. Manager Burkholder stated it will also be important to try to educate the community so people realize if you don't reinvest in your community then in 10-15 years from now, when people don't want to live here or come to community events they know its because we do not have the infrastructure or the amenities.

In New Business,

Manager Burkholder informed Civic Clerk would be an additional platform purchased and added to our existing website and would be the software needed to enable us to post the audios and videos of Meetings to our City's website. He informed Staff has been researching and working with our IT Company on upgrading the wiring for microphones, speakers and the improvement of the audio recorder in the Council Chambers. He stated the current system in the Council Chambers is very outdated and the current audio recorder has frequent issues with the battery and does not always capture the best sound quality when people are speaking, especially from the back of the room. He stated another area in need of an upgrade is the current visual system in the Council Chambers for power point type presentations. He reminded a resident even complained at a recent Council Meeting about the poor visual presentation in the room. He stated with these enhancements, there will be a price tag, but we need to ensure each enhancement is done correctly and professionally. He informed quotes are being obtained for these various enhancement projects.

Manager Burkholder informed the front office is currently down two employees right now, and it may possibly be a long term situation. He informed the automated system on the phones have been a tremendous saver right now with the limited staff in the front office.

Mayor Seagraves stated it is not that we don't want to have the personal touch by not having a live person answer the phone, we just can't right now under the current circumstances.

Member Zimmerlin asked if Civic Clerk would help stream line the process or help save time by not having such detailed minutes?

Manager Burkholder informed Civic Clerk will give more access to audios and even videos of Meetings to where minutes could be less descriptive and give more of a summary of what happened at the Meetings.

Discussion on Civic Clerk including a brief overview of the program by Clerk Wheeler.

In New Business,

Member Wilder asked if there was a timeline on repaving where the water main breaks were?

Service Superintendent Homan informed prep work will start this week and then hopefully next week asphalt will be put down.

Mayor Seagraves encouraged Council Members to take a look at the Arlington Road situation. He stated the semis have destroyed Arlington Road. He stated he fears the base of the road is not adequate and the repairs for that road will be costly. He suggested if Council Members aren't aware of the condition of the road, they reach out to the City Manager or Service Superintendent to review the area with them and to see for themselves the shape of the road.

Service Superintendent Homan informed the asphalt is not what it should be. He stated it looks like a realignment was done several years ago at Arlington Road and Upper Lewisburg Salem Road and only six inches of asphalt was put down, which is only the equivalent of a heavy duty parking lot. He informed there are other areas of Arlington Road done similarly.

Mayor Seagraves stated these are the type of problems that will cost the City a lot of money to have fixed.

Kevin O' Boyle, Editor of the Brookville Star, informed this week in the Brookville Star in honor of National Police Week, there is a four page spread honoring local Law Enforcement including head shots of all the Officers and pictures from the Officer Down Memorial 5K. He presented Police Chief Jerome with copies the Brookville Star and a signed print of the artwork featured on page six of the paper for all of his Officers.

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



Meghan Wheeler, Clerk



David E. Seagraves, Mayor