

Brookville City Council
Regular Meeting
October 16, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on October 16, 2018 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Cantrell, Kirklin, Letner, Schreier, Wilder and Zimmerlin; Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan, City Manager Burkholder and Clerk Wheeler were present. Finance Director Keaton was absent.

Roll Call by Clerk Wheeler.

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

Motion by Zimmerlin, second by Schreier to approve the Regular Council Meeting Minutes of October 2, 2018. Mayor Seagraves and Member Letner abstained. Motion carried with 5 yeas and 2 abstentions.

Manager Burkholder thanked the Police and Fire Chiefs for presenting their 2019 Capital Improvement plans tonight during the Budget Work Session. He reminded there will be a Budget Work Session held prior to both Regular Meetings in November and the first Meeting in December. He stated by having a series of Budget Work Sessions, it will help for Council and the Community to absorb all the information for each Department and the overall Budget. He informed at subsequent Budget Work Sessions, there will be a focus on revenue, the need for revenue and the loss of revenue that has happened over the last few years.

Manager Burkholder reported the pedestrian bridge was installed today on Arlington Road. He thanked Council for their decision to replace the bridge. He informed the install went very well.

Manager Burkholder informed he recently attended the ED/GE Advisory Committee Meeting. He informed this group has been tasked with recommending changes to the ED/GE Program.

Manager Burkholder informed draft minutes were received today from the Council Retreat. He stated it makes for great timing as strategic planning is being discussed. He stated he is glad Council Members and Staff participated in the Retreat because he thinks it also ties into the budgeting process.

Manager Burkholder provided a Safe Routes To School (SRTS) update. He reported Staff is awaiting the final draft of the SRTS plan to be received from Toole Design.

Member Schreier asked about an update on the situation with the timing of the stop lights changes at Arlington Road and Triggs Road.

Manager Burkholder informed he spoke with ODOT yesterday and City Staff will be coordinating with Security Fence to change the timing of the light. He informed ODOT will pay for the change of the timing to be made one time.

Member Letner stated the radar detectors on top of the mast arms at the intersection are designed to detect how many vehicles are in a lane at a given time and the radar should set the timer in motion.

Further discussion on timing of light signals.

Manager Burkholder informed the updating of the traffic lights at the intersection of Arlington Road and Triggs Road was included in our recent STP Application that was submitted.

Mayor Seagraves stated the new pedestrian bridge on Arlington Road looks wonderful and was installed very smoothly, with no issues.

Member Wilder asked if the lights on Market Street are working yet?

Manager Burkholder informed they have been working.

Mayor Seagraves reminded Finance Director Keaton is absent tonight.

Fire Chief Fletcher reminded the flu shot clinic is scheduled for October 23 at the fire station. He informed the event is in partnership with the Chamber of Commerce and Reed's Pharmacy.

Mayor Seagraves stated the Fire Prevention Parade and open house went very well.

Police Chief Jerome reported the Brookville Police Department handled 555 Incidents year-to-date, compared to 605 during this same time last year. Police Chief Jerome reported Citations are up a total of 41 Citations year-to-date, for a total of 458 Citations issued year-to-date. There were 220 traffic stops for September compared to 169 during September 2017.

Police Chief Jerome reminded Ghostly Night Out is scheduled for October 27, 2018.

Police Chief Jerome informed Detective Swigart is in charge of the Neighborhood Watch Program. He explained sometimes everyone wants to have a program, but then over a period of time, the amount of people who attend the meetings decline. He informed the group at Brookhaven though has had approximately 45 people continue to show up, which is very impressive. He presented Council with an example of the new Neighborhood Watch signs that will be put up throughout the neighborhoods of Brookhaven.

Law Director Stephan informed Change Order #1 for the Fire Station #76 Contract with Brumbaugh Construction is on tonight's Agenda under New Business. He informed this contract was a Construction Manager at Risk Contract with a Guaranteed Maximum Price. He informed the guaranteed maximum price that was approved for the project was \$5,821,746. He stated we are now at the conclusion of this process and the final contract price was below the guaranteed maximum price. He reported the final price was \$5,815,013.18. He requested the change order be approved for the reduction in the contract price in the amount of \$6,732,82. He stated this will allow the final payment to be made to Brumbaugh Construction.

Motion by Cantrell, second by Kirklin to approve Change Order #1 for the Fire Station 76 Construction Contract with Brumbaugh Construction, Inc. reducing the contract sum from \$5,821,746 to \$5,815,013.18. All yeas, motion carried.

Member Wilder asked for an update on the vacant property on Vine Street.

Law Director Stephan advised he has filed suit in Common Pleas Court and emailed Jessica with an update on the process.

Member Wilder asked an approximate time period?

Law Director Stephan informed the process takes approximately 60 days. He stated the time period will be dependent on all the responses from all parties involved and if anyone is going to contest it.

Mayor Seagraves had no report.

In Old Business,

Motion by Kirklin, second by Zimmerlin to read proposed Resolution No. 18-13. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to accept the third reading and adopt Resolution No. 18-13 entitled, "A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR." All yeas, motion carried.

In New Business,

Mayor Seagraves informed last year on the day after Thanksgiving, the front office did a survey on the neighboring communities that are open the day after Thanksgiving.

Manager Burkholder informed Staff has questioned if the day after Thanksgiving could be a holiday, either an additional holiday or switched for another holiday already given. For example, Good Friday. A comparison chart of the holidays observed by neighboring communities was provided to Council Members.

Manager Burkholder informed New Year's day this year falls on the first Council Meeting in January 2019 and needs to be rescheduled.

Mayor Seagraves suggested Council think about these items and come back with a decision at the next Council Meeting.

Member Schreier, Park Board Liaison, informed Park Board had their last Regular Meeting on October 9 and also a Special Work Session prior to the Regular Meeting for planning of the Christmas in the Park Event. He reported plans are coming along for the upcoming Christmas in the Park Event. He informed the Caretaker's cabin inside Golden Gate Park will be decorated this year as part of the event and tours of the inside the cabin will also be offered during the evening. He informed the City has been awarded a \$1,500 Walmart Grant to help towards the Christmas in the Park Event. He reported a Boy Scout sign for Troop 47 was approved to be placed in front of the Boy Scout Shelter inside the park. He informed Park Board Members also discussed adding a security deposit for shelter rentals; needed repairs to the tennis courts at Golden Gate Park; heat has been installed inside Shelter #3; and work on the Grove Project has started.

Mayor Seagraves informed last month's Planning Commission was brief and another Meeting is scheduled for this week on October 18th. He informed Ritter Plumbing is working hard on their new area on Westbrook Road that was approved at the September Planning Commission Meeting.

Mike Duncan, of 879 Dorothy Lane, asked if a left turn arrow could be considered on Triggs Road and Arlington Road?

Manager Burkholder stated he will look into it.

Justin Morrel, of 315 S. Wolf Creek, stated he recently received a copy of the City's limb policy. He explained on May 25, 2018 and June 15, 2018 he contacted the City to remove some limbs from his property. He stated after that he received a bill of \$10 for each incident and when he called the office to inquire about the bills, he was told the City Manager decided to start charging for these services. He asked if this was true and if so, when did the policy change take effect? He stated when he did not pay the bills for limb pickup, the charges were then added to his water bill. He asked how that is able to even be done?

Manager Burkholder informed it will be verified if it was an administrative or legislative action. He explained the policy is \$10 for the first ten minutes and then \$1 for each additional minute. He informed if a bill for limbs is not paid, it can be added to a utility bill as an additional charge. He stated the limb policy had to be revised to include a minimum charge because there was so much abuse by people cutting down whole trees or very large portions of a tree, and also contractors just dropping limbs off on our streets to be picked up and it was taking our Service Department an incredible amount of time to pick up. He informed residents can put small amounts of limbs or brush in their regular trash cans or limbs can be bundled if 2 feet wide by 4 feet long and placed next to trash can for Rumpke to pick up. He informed information on the limb policy can be found on the City's website and flyers were just mailed out with the utility bills explaining the policy. He stated it is not just the time to pick up limbs that has to be calculated, but also the equipment and the manpower, which is why a flat fee was established to help cover costs.


Mayor Seagraves informed Staff will look into Mr. Morrel's questions and get back to him with more information.

Motion by Kirklin, second by Schreier to enter into Executive Session per ORC 121.22 (G)(6) to discuss details relative to the security arrangements and emergency response protocols for a public body and per ORC 121.22 (G)(1) to consider the employment and compensation of a public employee. All yeas, motion carried.

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



Meghan Wheeler, Clerk of Council



David Seagraves, Mayor