

Brookville City Council
Regular Meeting
December 4, 2018

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on December 4, 2018 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Kirklin, Letner, Schreier, Wilder and Zimmerlin; Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan, City Manager Burkholder, Finance Director Keaton and Clerk Wheeler were present.

Roll Call by Clerk Wheeler.

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

Motion by Schreier, second by Kirklin to approve the Regular Council Meeting Minutes of November 20, 2018 and the Special Meeting Budget Work Session Minutes of November 20, 2018. All yeas, motion carried.

Manager Burkholder reported he attended the Arlington Road post construction meeting with ODOT at Brookville Station 76. He stated it was a very productive meeting regarding how well the project was executed and the good communication among the partners.

Manager Burkholder informed two MPA students from Wright State University (WSU) have been selected to work on the City's focus group project, which will involve focus groups in the community in order to solicit citizen input on various issues. He stated the data from this project will give direction to the City on the type of questions to be asked in the subsequent citizen survey. Additionally, the WSU Council retreat students are finishing their Blue Ribbon Committee report and will present at their class next week.

Manager Burkholder informed he attended the ED/GE presentation at the County Administration Building.

Manager Burkholder stated the Christmas Tree lighting on Market Street was a huge success and well attended. He informed he recently met with the Chamber of Commerce for a post event meeting.

Manager Burkholder informed there are pay Resolutions on tonight's Agenda. He informed wages and salaries continue to go up and are a part of operating expenses. He informed possible step increases for employees are already built into next year's budget. He stated it is also important to consider the health care costs that continue to rise. He stated operating costs continue to escalate while some revenues like the net operating loss continues to decline. He informed at some point there comes a critical mass where expenses exceed revenues. He stated as long as we kick the can on the water and sewer rates, the more it exasperates the problem until it becomes catastrophic. He reminded water and sewer increases do not affect the General Fund, the Water and Sewer funds are separated and cannot be transferred into the General Fund. He informed transfers from the General Fund to other departments, projected capital improvements and operating expenses are examples from the General Fund and are all constantly rising in costs.

Finance Director Keaton presented the November 30, 2018 Fund Balance.

Motion by Kirklin, second by Schreier to approve the November 30, 2018 Fund Balance as presented. All yeas, motion carried.

Finance Director Keaton requested Council approval of the first reading of proposed Resolution No 18-27.

Motion by Kirklin, second by Zimmerlin to read proposed Resolution No. 18-27. All yeas, motion carried.

Motion by Zimmerlin, second by Kirklin to accept the first reading of Resolution No. 18-27 entitled, "A RESOLUTION TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF BROOKVILLE, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2019." All yeas, motion carried.

Fire Chief Fletcher presented the November Operations Report.

Fire Chief Fletcher reported there was a recent fire at Green Tokai. He informed his Department has worked closely with them to ensure they have emergency plans in place, which is why this instance was not as bad as it certainly could have been. He informed they did receive some assistance from our neighbors on the fire.

Fire Chief Fletcher reported he just received word the recently wrecked rescue truck is repairable, not totaled, and the insurance company has authorized repairs. He stated the collision company will make it a priority and begin work soon, it is expected to be received back early 2019. He informed the City carries replacement level coverage on fleet. He explained this could have been a significant hindrance if it would have had to have been replaced because this type of vehicle is not just readily available and would have had to have been created and could take up to a year to have been made.

Police Chief Jerome reported the Brookville Police Department handled 678 Incidents year-to-date, compared to 706 during this same time last year. Police Chief Jerome reported Citations are up a total of 49 Citations year-to-date, for a total of 526 Citations issued year-to-date. There were 163 traffic stops for November compared to 171 during November 2017.

Police Chief Jerome reported a busy December and it continues to grow with complexity. He informed the Police Department did receive a Wal-Mart grant for \$4,000 to purchase toys for the Toys for Tots Program. He informed they are done with the first round and the next round will be collecting all the boxes in our local businesses full of toys. He reported "no shave November" raised \$350 and today the Police Department purchased food and water to distribute to two local food banks. He stated his Department is doing good stuff, which he is proud of and they will keep it up.

Law Director Stephan advised Council needs to schedule interviews with applicants for the open Council position. He informed the vacancy does need to be filled within 60 days of the resignation. He informed there are seven applicants to be interviewed and Council will need to hold a Special Meeting to conduct the interviews.

Motion by Kirklin, second by Schreier to hold a Special Council Meeting on Thursday, December 13, 2018 at 6:00 p.m. to hold interviews with applicants. All yeas, motion carried.

Mayor Seagraves thanked the Chamber of Commerce for the recent Christmas tree lighting. He stated it was a great turnout and a great event.

Mayor Seagraves reminded the first Council Meeting in January will fall on Tuesday, January 1, which is New Year's Day.

Motion by Kirklin, second by Zimmerlin to reschedule the regular January 1, 2019 Council Meeting to Wednesday, January 2, 2019. All yeas, motion carried.

In Old Business,

Motion by Kirklin, second by Zimmerlin to read proposed Resolution No. 18-17. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to accept the second reading of proposed Resolution No. 18-17 entitled, "A RESOLUTION AUTHORIZING THE REQUEST FOR AN ADVANCE OF TAXES COLLECTED IN 2019 FOR TAX YEAR 2018." All yeas, motion carried.

In New Business,

Motion by Kirklin, second by Schreier to read proposed Resolution Nos. 18-19; 18-20; 18-21; 18-22; 18-23; 18-24; 18-25; and 18-26. All yeas, motion carried.

Motion by Schreier, second by Kirklin to accept the first reading of proposed Resolution No. 18-19 entitled, "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME HOURLY CITY EMPLOYEES." Resolution No. 18-20 entitled, "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR SEASONAL AND/OR TEMPORARY, PERMANENT PART-TIME AND CONSTRUCTION INSPECTOR HOURLY CITY EMPLOYEES." Resolution No. 18-21 "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE CLERK OF COUNCIL." Resolution No. 18-22 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE CITY MANAGER." Resolution No. 18-23 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FINANCE." Resolution No. 18-24 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF FIRE." Resolution No. 18-25 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF POLICE." Resolution No. 18-26 entitled, "A RESOLUTION ESTABLISHING THE COMPENSATION OF THE DIRECTOR OF LAW." All yeas, motion carried.

Manager Burkholder informed a sump pump was not part of the original Water Tower Contract, but once under construction, there was water settling in the bottom of the tank and after consulting with Dayton Water, they recommended a sump pump. He informed Dayton uses sump pumps in all their tanks to help if there would be any leaking. He informed the installation of a sump pump would be an addition to the original contract, but would be within the limit of the contingency amount. He informed the price to add would be \$3,100 and add six working days. He informed the tank is now operational. He recommended Council approve Change Order #3 on the recommendation by Dayton since they are our partners in water supply and if there is ever a problem in the future, this could save on the problem.

Motion by Schreier, second by Kirklin to approve Change Order #3 on the Water Tower Project for the addition of a sump pump in the amount of \$3,100 and to add six working days to the project. All yeas, motion carried.

Member Kirklin, Park Board Liaison reported decorating for the Christmas in the Park Event began on December 1. She stated a great turnout of people were there to help decorate. She reminded the Christmas Event starts at 6:00 p.m. on Friday, December 7, 2018.

Bonnie Cordes, of the Brookville Park Board, informed they have received great community support so far from various service groups who have helped decorate the different buildings in the park.

Member Schreier, Planning Commission Member reported at the last Planning Commission Meeting a variance was requested by Tom McCoy for the property at 300 E. Westbrook Road. He informed the variance was not approved. Planning Commission Members also discussed ideas for parking, signage and downtown revitalization.

Mayor Seagraves thanked audience members for attending tonight's Meeting.

Mike Petro, of the All American Store, stated he was here last month with issues of parking on Market Street. He stated he appreciated the recent article in the Brookville Star. He stated he has heard from others that this topic has been complained about for many years and the City at one time looked into plans for making Market street a one way street. He asked if that was true? He stated he has not seen one Council Member or Staff Member stop by his business or any other business on Market Street to evaluate the status of the parking issues. He stated that is concerning to him.

Mayor Seagraves stated he was invited to the last Planning Commission and didn't come. He stated downtown was a topic at the last Planning Commission Meeting.

Mr. Petro stated he was not aware that he had received an open invitation.

Member Letner stated no engineer estimate has been done to make Market Street a one way street or for angled parking.

Mr. Petro stated two different people have told him that.

Member Letner informed he has gone downtown to observe, he doesn't have to go into Mr. Petro's store to check out parking issues. He stated he has had two businesses himself in downtown and there was a time when parking had to be limited to two or three hours at a time. He stated if that needs to be discussed again, the Police Chief and City Manager will have to look into that and decide.

Mr. Petro asked is there going to be a plan that can be implemented for the downtown area?

Manager Burkholder invited Mr. Petro or any business owner to a Planning Commission Meeting. He stated ultimately everything down to cost, there is a cost for engineers and to create a plan. He stated a strategic plan has been discussed but again there is cost associated. He informed an average Strategic Plan is not a quick overnight project, it is very time consuming and cost between \$75,000 to \$100,000. He stated as discussed in the Budget Meeting earlier tonight, capital improvements and planning will be affected by the lack of revenue. He stated he did go downtown to observe the lighting at night a few different times. He informed Staff has checked a few different times of day to observe when is the worst. He asked Mr. Petro if there was time frame he considered to be the worst time?

Mr. Petro stated Saturday mornings and weekdays after 4:00 p.m. He stated he was just wondering if there were any plans on the books for Market Street, he would like to see something move forward with these issues and eventually something be implemented. He stated if there are budgetary issues he could understand.

Law Director Stephan advised there was some engineering and improvements done to sidewalks and facades along Market Street as part of a Community Development Block Grant. He stated those dates can be provided but to his knowledge a study has never been done on angled parking along Market Street.

Police Chief Jerome informed he has monitored the situation since Mr. Petro was here last time and so has Zoning Officer Snedeker. He informed not once time has he seen no parking available. Chief Jerome advised in the 3:00 to 6:00 p.m. timeframe Mr. Petro had previously mentioned, there aren't even very many businesses actually open. He stated the recent Christmas tree lighting was a big event on Market Street and even during that it did not seem anyone had trouble parking. He stated he doesn't agree with Mr. Petro's past comment of not letting his wife walk down Market Street because it's unsafe. He informed there has not been any increase in crime on Market Street. He stated he is unsure how the new restaurant business will affect Market Street once it opens. He suggested Officers and Staff can continue to monitor the

situation. He stated if you visit other downtown areas, sometimes you just have to walk a block or two to get where you want.

Member Zimmerlin stated a good test was the tree lighting. He informed he was running a little late and found a spot right a way.

Member Schreier stated everyone's consensus seems to be how important downtown is and the idea of signing is also important. He suggested trying to monitor the lumens to see how much light there really is. He stated it would be good to have a future plan. He informed a good engineer on Planning Commission said that angled parking along Market Street would be very hard to do.

Member Wilder asked about parking at the old fire station, she stated it still says emergency personnel only.

Law Director Stephan informed taking those emergency only signs down and allowing parking in the lot could be temporary solution while we decide what to do with the building.

CJ Boomershine, of 212 Osage, stated with amount of recent new businesses opening along Market Street it could be the cause of the no parking issues. She stated she was at the tree lighting and noticed people would park and then spend time visiting all the different businesses. She stated she has noticed in other communities signs that really do help and could be an inexpensive way to help direct people.

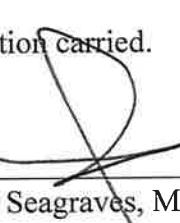
Motion by Kirklin, second by Zimmerlin to enter into Executive Session per ORC 121.22 (G)(6) to discuss details relative to the security arrangements for a public body or public office. All yeas, motion carried.

Mayor Seagraves called Council back into Regular Session.

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



Meghan Wheeler, Clerk of Council



David Seagraves, Mayor