

BROOKVILLE CITY COUNCIL  
REGULAR MEETING  
March 1, 2016

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on March 1, 2016 in the City Council Chambers. The Pledge of Allegiance was recited. Members Apgar, Cantrell, Duncan, Kirklin and Letner; Manager Burkholder, Finance Director Keaton, Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan, Clerk Wheeler and Public Service Director Williamson were present. Member Henry was absent.

Mayor Seagraves reminded Member Henry requested to be excused from tonight's meeting since she is out of town.

Roll Call by Clerk Wheeler.

Motion by Duncan, second by Apgar to accept the Agenda as presented. All yeas, motion carried.

Motion by Cantrell, second by Kirklin to accept the February 16, 2016 Regular Meeting Minutes as presented. All yeas, motion carried.

Member Seagraves greeted citizens in the audience.

Gail Colston requested Council approval to hold the Annual Breast Cancer 5K Walk this fall. Last year the walk had 700 walkers and raised \$20,000 for the Pink Ribbon Girls. The Breast Cancer Walk will be held the last Saturday of September on the 24th. They are planning on walking the same route as last year. The 5K will begin at the Theatre and walkers will walk down Arlington Road and East on Westbrook then down Wolf Creek and back to the Theatre. Ms. Colston expressed concern for the safety of the 700 walkers crossing the street at Arlington and Wolf Creek. She stated the Police Department has been very helpful in previous walks and asked for their help with crossing roads or the possibility of temporary road closures?

Police Chief Jerome stated he is aware the walk has grown over the years in which the Police Department can handle; he suggested Ms. Colston speak with Major Simon who handles most of the City's events then they can discuss the specific details needed for safety during the event.

Ms. Colston offered to come back to another Council Meeting if needed as the event date gets closer.

Member Cantrell suggested maybe for the first 10-15 minutes of the walk similar to a parade the Police Department could just close the road long enough for walkers to be able to cross the main intersections.

Motion by Kirklin, second by Cantrell to allow Gail Colston to hold the Annual Breast Cancer Walk on Saturday, September 24, 2016 and she is to coordinate the route with the Brookville Police Department. All yeas, motion carried.

Ms. Colston informed this year she would also like to add a 1K walk option for those who cannot walk the whole route, but yet they can still participate in the Breast Cancer Walk. Walkers interested in walking on the 1K route would be held back at the start of the Walk and then be directed through to Antwerp, Ankara, Brookside area and then back up Wolf Creek. Ms. Colston asked if adding this option to the walk would be acceptable?

Police Chief Jerome stated the 1K would be no problem since the area mentioned is a low traffic area.

Ms. Colston stated they will have volunteers and signs placed throughout the walking route of the 1K to help guide walkers.

Mayor Seagraves thanked Ms. Colston for her attendance at the meeting and congratulated her on the success and growth of her walk.

Ms. Colston described this year she is reaching out to local schools and local businesses to help spread the word on the Breast Cancer Walk.

Mayor Seagraves asked where they plan to have walkers and guests park for the event.

Ms. Colston informed some groups of people come in on school buses, some park throughout the parking area of Golden Gate Park. She added the walkers bring business and awareness to Brookville. Most walkers stop at our local restaurants, stores etc. before or after the walk. She will have updated flyers to hand out soon and will bring flyers to the City office once ready.

Sheila Stanifer, Perry Township Trustee, shared a letter from the Perry Township Board of Trustees. She asked if she could share the letter before a motion is passed regarding the 2016 Fire Protection Services Contracts with Clay and Perry Townships.

Mayor Seagraves stated Ms. Stanifer could go ahead and read the letter from her Board of Trustees.

Trustee Stanifer read the letter from Perry Township Trustees (see attached letter to minutes).

Manager Burkholder addressed the fire contract issues. He and Chief Fletcher have met with both Clay and Perry Townships. Both Chief Fletcher and Manager Burkholder are continually working on these contracts. Manager Burkholder suggested a one year contract with both Clay and Perry Townships. He would like language set in the contract to help with ongoing communication and quarterly meetings to discuss any issues particularly the funding issues so that there is ongoing dialogue among all parties. Manager Burkholder expressed concern for signing any long-term contracts in case of a need of flexibility. He would like to see first how the one year contract goes and then re-visit the length of the contract. He disagreed with Trustee Stanifer's earlier statement that if there is a disagreement on funding or services than Brookville has an option to give a 60 or 90 day notice to terminate services. He does not like that approach because it makes Brookville look like a bad guy, he does not want that and that is why he would prefer a one year contract with quarterly meetings. Similar conversations have been receptive with the Board of Trustees for Clay Township.

Member Kirklin asked when the next upcoming Township meetings would be held.

Manager Burkholder informed the next Clay Township Meeting will be held March 7<sup>th</sup> and he will present updated fire contract at that meeting. There has been consensus among other local fire departments like Verona and Phillipsburg to change some of the current service lines between the departments. The Fire Chief has done some analysis and it would be in the interest of public safety to make changes. We have already resolved these issues with New Lebanon and Brookville Fire Departments as it relates to Perry Township. The delay with the Perry Township contract is due to the decision on length of contract.

Chief Fletcher agreed with Manager Burkholder on signing a one year contract. He stated there seems to be a fundamental misunderstanding on the passage of the most recent levy. It did happen to result in an increase of revenue to the departments, however, that was solely based upon property values going up. If property values had gone down then the departments would not have seen any increase. Fire Chief Fletcher stated most certainly when he was asked for a comment by the newspaper he certainly thanked the voters for their support and said there was potential for increased revenue and that is exactly what that meant because at that time the exact property values were unknown.

Fire Chief Fletcher stated he absolutely agrees with the need for quarterly meetings to discuss the financial and operation aspects of the areas covered.

Member Duncan asked if the levy is still split 50/50 between Brookville and New Lebanon. If so, then if local farmers in Perry Township are paying a high rate of taxes as Trustee Stanifer mentioned than if their taxes are lowered than that would decrease the amount of money that both Perry Township and Brookville receive. Member Duncan stated in his opinion a one year would be better for Perry Township because if they plan on sending \$133,000 to the City of Brookville and the tax levies drop down, then Perry Township would only have half of what they expected and would they then be able to still pay the City of Brookville the same amount due of \$133,000?

Trustee Stanifer stated she does not understand why Brookville would only suggest a one year contract? She stated they are going off the history of always signing four year contracts with the City. She would really like to be able to work with everyone and keep an open dialogue. She noticed in past minutes of a possible re-district being discussed and she didn't know if that terminology was related to the contract itself since the boundary lines are being changed to give New Lebanon both sides of Amityville which makes for 41 less houses for Brookville to cover. It seems the reason for this was due to dialogue for increased revenue over the life of the contract. But in the last two years since she has been a trustee, no one has ever approached Perry Township to add a levy for any additional funds. Trustee Stanifer described a one year contract as looking tentative to the people of Perry Township.

Member Kirklin thanked Trustee Stanifer for bringing her thoughts and concerns before City Council but all of the issues pertaining to the Fire Protective Service Contract need to be discussed at a scheduled meeting specifically for dialogue related to the Fire Contract in order to help reach a timely agreement with both parties. Member Kirklin asked Manager Burkholder if a meeting between Perry Township and himself and Fire Chief Fletcher can be scheduled.

Manager Burkholder confirmed Perry Township's next Trustee meeting for March 8<sup>th</sup> with Trustee Stanifer and stated he will attend their next meeting and have a finalized proposal to submit to their Board of Trustees. The finalized contract will have the language of the proposed quarterly meetings. Manager Burkholder stated the one year contract does not direct a negative look towards Perry Township at all because it is also being offered to Clay Township as well. The negotiations between the City and the Townships have now been going on for several months now. The most productive vehicle would be to actually hold open meetings between all of the fire departments to discuss the in-depth details and funding to operate all of the Fire Departments. There will be future needs in order to keep up the high level of fire service whether it is with the New Lebanon or City of Brookville and it also applies equally to Clay and Perry Townships. Manager Burkholder advised the four quarterly meetings would make for a good open, public forum to actually discuss funding solutions.

Member Apgar asked if since there has not been much dialogue in the past if that is the primary reason for the proposed one year contract instead of four. He stated a one year contract makes sense to him based off a history of no dialogue among the Townships and the City.

Manager Burkholder agreed with Member Apgar. He stated he feels a short notice of cancellation would create ill will between everyone involved. The City's intent is to establish an open dialogue among all parties involved because most levies will not pass unless all fire departments and elected officials are on board. Manager Burkholder indicated the start of the next quarter would be a great time to start with an open meeting on the fire protection services with the Clay and Perry Township Trustees, himself and Fire Chief Fletcher.

Tara Rhinehart, with Perry Township, asked other than in 2010 when the last time Brookville requested a fire levy to be passed.

Chief Fletcher replied Brookville does not have any levies of its own for fire and EMS services. All of our residents are members of either Clay or Perry Township and pay to the respected levies from those Townships. Neither of the fire contracts covers the Fire Department's budget. The budget for the Fire Department only comes out of the City's General Fund which actually comes from City income tax.

Ms. Rinehart asked if the Firehouse was a levy in 2010.

Chief Fletcher stated the Firehouse was an income tax initiative and in addition to the people who live within the corporation limits they also pay income tax and a portion of that adds to the General fund in order to help aid in funding the Fire Department.

Member Cantrell stated she is in favor of a one year fire contract because it allows flexibility. She asked if a motion is needed.

Manager Burkholder requested a motion to authorize him to enter into a contract once finalized with Clay and Perry Townships and a motion to extend the current expiration dates of the fire protective services until an agreement can be reached for 2016.

Motion by Apgar second by Cantrell to authorize the City Manager to enter into a 2016 Fire Protective Services contract with Clay and Perry Townships for a 1 year contract. All yeas, motion carried.

Law Director Stephan advised a second motion is needed in order to approve the continuation of providing services until a new Fire Protective Services contract is signed for 2016.

Trustee Stanifer stated Perry Township is very willing to work with Brookville on a levy and just does not understand why Brookville is not willing to offer a four year contract.

Member Cantrell stated there is nothing negative about Brookville offering a one year contract. Most of our contracts are annual contracts and as Manager Burkholder and Chief Fletcher have explained a one year contract allows room for flexibility.

Member Cantrell asked why Trustee Stanifer is so hesitant on a one year contract.

Trustee Stanifer informed a longer contract portrays more stability to the community because they are the ones paying for the services.

Member Letner stated Brookville has been providing Fire and EMS services to Perry Township for the last 60 years, that shows stability and just because a contract is signed for one year does not mean that after a year services would stop, the contract would just be re-evaluated and re-signed.

Trustee Stanifer thanked members of Council for their time.

Motion by Cantrell, second by Apgar to extend the Fire Protective Services and EMS services to Clay Township through March 31, 2016. All yeas, motion carried.

Member Cantrell thanked Trustee Stanifer for attending the Council meeting and how nice it was to meet her.

Manager Burkholder agreed and stated tonight's communication was a great start for future relations.

Member Burkholder reported he has been working on finalizing the 2016 contract with the Brookville Baseball Club (BBC). He is also working with the Ball Diamond Manager, Ron Chandler. He met with Dave Monnin to discuss the Park Board's five-year capital improvements plan. A copy will be forwarded on to all Park Board and Council Members in the near future. A five-year capital improvements plan has also been requested from the members of the BBC in order to get a better understanding of their future goals and ideas. Manager Burkholder informed since the City owns the fields we need to coordinate the activities through the City Office and the BBC and not have them going out on their own to make their desired improvements. A coordinated plan will be established to ensure proper improvements are made and also to prioritize the improvements list and determine what needs to be done and in what order particularly pertaining to safety issues and of course within the budget. The BBC has been invited to attend the next Park Board Meeting and Ball Diamond Manager, Ron Chandler will also be in attendance.

Manager Burkholder reported he recently attended the I-70/75 breakfast at Sinclair Community College with Zoning Officer Snedeker. Jeff Hoagland, the CEO for the Dayton Development Corporation, was the guest speaker. Mr. Hoagland gave a brief update on the region, jobs and economic development. Manager Burkholder described the event to be very enlightening and help give our City ideas for economic development.

Manager Burkholder informed of a book, "Leading Economic development" by Daniel M. Johnson, it is an excellent read and lays the conceptional and operational foundation for economic development. It emphasizes the importance of a comprehensive and collaborative approach. A copy can be ordered by Clerk Wheeler for any Member of Council that is interested.

Manager Burkholder stated at the request of Councilman Apgar, he is working on a rough draft of the capital improvements plan for the next three to five years and he will provide copies to everyone prior to the next Visioning Work Session Meeting. The next Visioning Work Session Meeting will be held on March 24<sup>th</sup> from 6:30 to 8:30 p.m. and the specific topic will be regarding the need of a new fire station. Manager Burkholder and Fire Chief Fletcher are currently working on their presentation for the Work Session Meeting to include the need for a new fire house as well as funding options. A new fire station was one of the top items discussed among Council Members at the last Visioning Work Session Meeting.

Manager Burkholder reported he recently met with QBase, an IT company. He received an assessment and recommendations for all City departments. In the short term, they will make a recommendation for wireless internet service in City Hall for the Council members and the general public in the Council Chambers. The reports will serve as the foundation to move forward to upgrade and benefit the City in the future.

Manager Burkholder informed he received a phone call from the Ohio Department Of Transportation regarding the walkway on the I-70 Bridge at Arlington Road. They are requesting the sidewalk to be moved from the West to the East side of the bridge. He will present further details to Council from ODOT as they come in.

Manager Burkholder presented a list of letters and pictures of violations sent out for the month of February.

Member Duncan commented on Zoning Officer Snedeker's report that stated he has received 57 requests from the Dayton Development Coalition for prospects of people wanting to move into our City and if we ever receive any feedback on why or why not someone chose to move to Brookville.

Manager Burkholder stated he would check with Zoning Officer Snedeker on the details of this process. He informed he had asked Zoning Officer Snedeker to put together the monthly list of violations to present to Council in order to give them a better understanding of how many notice of violation letters are actually sent out.

Member Apgar questioned on an email received regarding Community Facility Program and if Manager Burkholder has checked into the program yet.

Manager Burkholder replied he is in the process of researching the program from Representative Rezabek's office.

Member Cantrell stated this was discussed at the last meeting.

Finance Director Keaton reported on the February Fund Balance.

Motion by Duncan, second by Apgar to approve the February Fund Balance. All yeas, motion carried.

Member Cantrell asked why our EMS billings are down when our EMS calls are up.

Finance Director Keaton advised it can take 30-90 days after an EMS run before we start seeing any money come in as a result of the EMS transport.

Finance Director Keaton requested Council accept the second reading and amend the title of proposed Resolution No. 16-03 to add "AND DECLARING IT AN EMERGENCY" and to add Section III to read as follows: "This Resolution is passed as an emergency measure for the protection and preservation of the peace, health, safety and general welfare of the inhabitants of the City, the emergency is to provide for the usual daily operations of the Fire Department of the City, and to afford a continuation of orderly management of the Fire Department. This Resolution shall take effect immediately upon passage by two-thirds of the members of Council of the City of Brookville, Ohio."

Motion by Kirklin, second by Apgar to read Proposed Resolution No. 16-03 as amended. All yeas motion carried.

Motion by Duncan, second by Apgar to accept the second reading and dispense with the third reading of Proposed Resolution No. 16-03 entitled, "A RESOLUTION REAPPOINTING MR. RONALD FLETCHER DIRECTOR OF FIRE FOR THE CITY OF BROOKVILLE, OHIO, AND ESTABLISHING HIS ANNUAL SALARY AND EMPLOYMENT BENEFITS, AND DECLARING IT AN EMERGENCY." ALL YEAS, MOTION CARRIED.

Finance Director Keaton requested Council approval to renew a one-year contract with the Board of County Commissioners for the boarding and disposal of cats delivered to the Animal Resource Center by City employees and residents. The fee will remain the same as charged in 2014 and 2015 (\$60.00) with the exception that the \$15.00 adoption credit has been eliminated. The City has the option of implementing a co-payment in this contract that will require residents to pay co-pay for each stray cat presented to the Animal Resource Center. If we implement co-pay, the amount chosen will be deducted from the \$60.00 charge. The cities of Kettering, Huber Heights and West Carrollton have implemented co-pays within their contracts.

Member Kirklin stated regardless of what other communities may be doing, she feels if a citizen is willing to take it upon themselves to take a cat to the Animal Resource Center then she is not in favor of charging them co-pay.

Member Cantrell agreed with Member Kirklin.

Member Letner asked if we have had any luck with the Brookville Animal Hospital and their help with the spay and neuter program?

Finance Director Keaton informed it has picked up for 2016, so far for the year they have had three cats that have been spayed or neutered. She has not received the bills for 2016 from Montgomery County yet, it takes them a while to mail out bills. The last bill she received was from November of 2015.

Member Letner asked how many cats the last bill received were for.

Finance Director Keaton replied the last bill received from Montgomery County for November 2015 was for only six cats. Their billing system seems to be on a delay.

Member Cantrell stated she would rather see people take advantage of the stray cat program then see the program fade because people do not want to pay co-pay.

Motion by Cantrell, second by Apgar to renew a one-year contract with the Board of County Commissioners for the boarding and disposal of cats delivered to the Animal Resource Center by City employees and residents with no co-pay. All yeas, motion carried.

Finance Director Keaton requested Council approval to allow the City Manager to enter into an Agreement with the Board of County Commissioners for the Montgomery County Community Development Block Grant Program for the Sidewalk-Ramp Improvement

Project that was submitted and approved in 2015. The City was awarded a \$40,000 grant to continue our ADA ramp installation Program, with the City contributing \$40,000.

Motion by Apgar, second by Kirklin to allow the City Manager to enter into an Agreement with the Board of County Commissioners for the Montgomery County Community Development Block Grant Program for the Sidewalk-Ramp Improvement Project that was submitted and approved in 2015. All yeas, motion carried.

Member Letner questioned how many ramps the program completed last year?

Finance Director Keaton answered approximately 80 ramps were done in 2015.

Mayor Seagraves stated it would be nice if the City could work with the same contractor as we had last year.

Finance Director Keaton informed the contractor last year did a very nice job and hopefully she will have the paperwork together to go out for bid by April in order for the project to be able to begin earlier this year than last.

Finance Director Keaton reported on information received from the City of Dayton that the Source Water Surcharge, otherwise known as the Wellfield Charge, will increase from \$0.60 per 1,000 c.f. to \$1.00 per 1,000 c.f., which will be reflected on our next water bill from the City of Dayton. In 2015 our Wellfield Charge totaled \$11,800. With the increase, based on our 2015 water consumption, the Wellfield Charge will be approximately \$19,667, a \$7,867 annual increase.

Member Cantrell stated when does it end, everything is always increasing but wages are staying the same.

Finance Director Keaton informed the Auditors will be here the week of March 7<sup>th</sup> to work on our 2015 audit.

Service Director Williamson informed he initiated the development of a Safety Program for the Service Department. The program will include a training plan, inventory of PPE (personal protective equipment) and placing first aid kits in all of our City vehicles and the garage.

Service Director Williamson reported on the Foothill property and that the interior was recently deodorized and disinfected.

Service Director Williamson informed with the help from Montgomery County Environmental Services, the Service Department located a subsurface leak at Hill Street just North of Western Avenue.

Service Director Williamson reported on the list of water main breaks to date. He is now adding main break locations to the City GIS map in order to keep better track of breaks.

Service Director Williamson stated the components for the UV disinfection system at the Wastewater Treatment Plant have been ordered. We will soon have all new bulbs which will give the baseline for performance and help to improve monitoring in the future.

Service Director Williamson described the start of a new asset management program to help identify components of processes and to develop a maintenance plan.

Service Director Williamson reported the Service Department has completed the installation of the fence for Diamond #1 at Golden Gate Park and the outfield was adjusted to match softball requirements at 310 feet. He is also currently soliciting proposals for the renovation of Shelter #2 at Golden Gate Park.

Service Director Williamson informed he attended a seminar sponsored by MVRPC on the Emerald Ash Borer. It was very informative.

Service Director Williamson stated the Service Department applied salt for ice control on 2/25/16 and they have been performing various alley restorations throughout the City. He recently received a proposal to correct the catch basin at the Dollar General store, so that project will be moving forward soon.

Member Kirklin thanked Service Director Williamson for his recent help in the Terrace Park area.

Service Director Williamson described two large dead catfish on the side of a road back in Terrace Park that needed removed.

Member Duncan asked the time frame for putting the Foothill home on the market?

Service Director Williamson advised there is still a substantial amount of work to be done on the Foothill home but hopefully by late spring the home will be ready for sale.

Manager Burkholder stated with warmer weather coming it will speed up the process of the work that is still needed to be done.

Member Kirklin indicated it would be nice once the home is finished for Council Members to be able to walk through to see the finished product.

Manager Burkholder stated once the home is finished the City will be holding an open house for Council, the Media and anyone else in the community to have a walk through.

Member Letner asked if the City is responsible for the removal of the concrete at the home now.

Manager Burkholder stated the Service Department will be removing the chunks of cement from the property that have already been torn up.

Service Director Williamson agreed, the Service Department will be removing the old cement pieces that are removed from the ground.

Member Letner asked if the City has any sort of check valve system for the homes that are near the creek that are at risk of water backing up into their basements.

Service Director Williamson stated to his knowledge, there is nothing provided by the City for these homes at risk of flood, but the homeowners can certainly do something on their own pertaining to flood risks.

Fire Chief Fletcher thanked Mayor and members of Council for the passage of Resolution No. 16-03 to allow him to continue on as Fire Chief. He truly enjoys his job and hopes to continue with the Brookville Fire Department for many years to come.

Fire Chief Fletcher reported the February 2016 Operations Report. He stated there has been an increase in activity for the first two months of the year. As he researched into the calls so far for the year it seems most of the increased calls have come from Brookhaven. He would like to inform everyone that just because the EMS calls at Brookhaven are increased it is not a bad thing. Brookhaven is a successful business that employs many in our City and EMS calls from there are not frivolous, in most cases they are immediate medical emergencies. There is also a high rate of return as far as billing associated with Brookhaven and as levies were discussed earlier in the meeting, the levy support pays for the Fire Department to exist in the first place, and the actual fire levies are based upon being paid by property owners only. Chief Fletcher described in the big scheme of things, calls at Brookhaven may be up but that is only a segment of calls received and to remember there are two things that affect the billing EMS returns: 1.) the amount of time it takes to process and send out bills and 2.) Not everyone is a prompt payer. Sometimes we see EMS revenue from twelve months ago. There is very little correlation with EMS calls being up one month and see the revenue from it the next month, especially when dealing with private insurance companies and public payers like Medicare and Medicaid.

Fire Chief Fletcher informed the Fire Department also continues to work with the Police Department on active shooter training. He stated the average active shooter incident in our Nation is now once a week.

Police Chief Jerome reported the Brookville Police Department handled 96 Reportable Incidents year-to-date, compared to 81 during this same time last year. Police Chief Jerome reported Citations are up a total of nine Citations year-to-date, for a total of 76 Citations issued year-to-date. Traffic Stops were up to 145 stops for February compared to 116 during this time last year.

Police Chief Jerome informed the Police Department's administrative assistant Elizabeth (Liz) Adams will be leaving Brookville to accept a full-time position with the City of Moraine Police Department. A replacement for Elizabeth (Liz) has been hired, Alexa Staas, and will begin training soon.

Police Chief Jerome reported as of February 9<sup>th</sup> Joshua Hirtzinger has been hired as part-time police officer and is currently in the training process. We need to still add a few more part-time officers to our Police Department. Unfortunately, it has been hard to find applicants to meet our strenuous requirements such as background and polygraph requirements.

Law Director Stephan reported Brookville Industrial Park, Section Two Subdivision Plat is submitted to City Council for approval. Planning Commission approved this subdivision plat at its February 18, 2016 meeting. Green Tokai Co. Ltd. has acquired 23.433 acres from Parker-Hannifan Corporation. Green Tokai plans to operate a logistics facility at the building located at 80 Parker Avenue, and to expand that building to create additional space for this logistics facility. As a part of this project, the City of Brookville will be constructing an extension of Parker Avenue to the north boundary of this 23.433 acre parcel. Law Director Stephan informed the Brookville Industrial Park, Section Two Subdivision Plat will dedicate right of way for the Parker Avenue extension, and subdivides the 23.433 acre parcel into two new lots on each side of Parker Avenue. The subdivision plat meets all legal requirements for this zoning district and complies with the City of Brookville Subdivision regulations.

Motion by Cantrell, second by Kirklin to allow Law Director Stephan to approve the Brookville Industrial Park, Section Two Subdivision Plat. All yeas, motion carried.

Law Director Stephan reported Council recently approved a TREX permit transfer for the Liquor permit at the OM Oil service station. The TREX form was executed and filed with the Division of Liquor Control and is now pending. The Division of Liquor Control has sent us the standard notice of whether the City would like to waive a hearing.

Law Director Stephan requested Council approval to waive a hearing with the Division of Liquor Control on the OM Oil Service Station.

Motion by Apgar, second by Duncan to waive a hearing with the Division of Liquor Control on the OM Oil Service Station. All yeas, motion carried.

Law Director Stephan informed at the last Planning Commission Meeting there was a request by Zoning Officer Snedeker to allow for a Little Library to be placed somewhere in Brookville. A little library is a small birdhouse like building full of books for the public to take a book or leave a book. Little Libraries are typically located in parks or places throughout town that are of high walking traffic. Law Director Stephan stated Planning Commission authorized the placement of a Little Library at Powell Park.

Member Cantrell described Little Libraries are very interesting and if you look it up online, examples of a Little Library can be found. She informed the topic has also come up in our schools. High school Art students are currently painting ceiling tiles in certain hallways of the high school and the idea has come up of the Art students doing projects throughout the City like painting murals on old buildings or directional signs to certain places in order to help lead people to places like the Little Library etc.

Member Apgar asked if the Little Library was approved by Park Board.

Member Cantrell stated it came before Planning Commission.

Mayor Seagraves asked Dave Monnin, President of Park Board, if the Little Library idea has come before the Board in a meeting yet?

Mr. Monnin replied, the Little Library idea has not come before members of Park Board.

Member Apgar stated the Little Library needs to be approved by Park Board in addition to the Planning Commission.

Member Cantrell stated a permit and approval has been given for the upcoming event, Brews, Grapes & Blues on April 16<sup>th</sup> at the Brookville Event Center in order to benefit the Brookville Handivan. The event will offer beer and wine tasting.

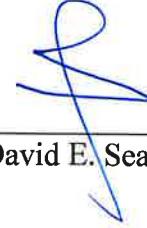
There was no Old Business.

There was no New Business

Motion by Duncan, second by Apgar to adjourn. All yeas, motion carried.



Meghan L. Wheeler, Clerk



David E. Seagraves, Mayor