

BROOKVILLE CITY COUNCIL  
REGULAR MEETING  
December 1, 2015

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on December 1, 2015 in the City Council Chambers. The Pledge of Allegiance was recited. Members Apgar, Cantrell, Duncan, Garber, Kirklin and Letner; Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan, Manager Burkholder, Assistant Manager/Finance Director/Clerk Keaton and Administrative Assistant Meghan Wheeler were present.

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

Motion by Kirklin, second by Cantrell to accept the November 17, 2015 Regular Meeting Minutes as presented. All yeas, motion carried.

Manager Burkholder requested an Executive Session on a Personnel and Real Estate Matter.

Assistant Manager/Finance Director Keaton requested Council approval for the November 30, 2015 Fund Balance.

Motion by Duncan, second by Cantrell to approve the November 30, 2015 Fund Balance as presented. All yeas, motion carried.

Assistant Manager/Finance Director Keaton reported there are four Board and Commission seats set to expire on December 31, 2015. The four individuals are interested in serving additional terms. Assistant Manager/Finance Director Keaton requested Council approval to reappoint Kenneth Claggett and Ryan Henderson to Planning Commission for a three-year term, Gary Kirchhofer to the Zoning Board of Appeals for a five-year term and David Monnin to Park Board for a four-year term.

Motion by Apgar, second by Cantrell to reappoint Kenneth Claggett and Ryan Henderson to Planning Commission for three-year terms, Gary Kirchhofer to the Zoning Board of Appeals for a five-year term and David Monnin to Park Board for a four-year term. All yeas, motion carried.

Assistant Manager/Finance Director Keaton stated the Great Ohio Bicycle Adventure (GOBA) formally announced their 28<sup>th</sup> Annual Tour for 2016, which includes an overnight stay in Brookville on Wednesday, June 22, 2016. We have two volunteer Town Coordinators, Erich Haupt and Shawn Landis, who will coordinate the overnight stay in Brookville.

Assistant Manager/Finance Director Keaton reported Council received a copy of an email from Life Line Screening that provides the results from their Life Line Screening event held at the Christina Leiber Center in July 2015.

Assistant Manager/Finance Director Keaton reported Council has a copy of the Brookville Historical Society Financial Report from October 2014 through September 2015. In 2015, we provided the Brookville Historical Society with a \$5,000 grant for their operating expenses. In 2014 we provided a grant for \$4,500, in 2012 and 2013 we provided a grant for \$4,000 for each year. She would like to include an amount in the 2016 budget for the Brookville Historical Society. A formal request for these funds will be made to Council in January 2016.

Member Duncan asked if the Historical Society is still active and the type of income they receive.

Assistant Manager/Finance Director Keaton replied there are members of the Historical Society. Gerald Peters, Carolyn Haney and Todd Clemons are a few members and the organization mainly runs on donations.

Member Cantrell stated she would like to meet with members of the Brookville Historical Society. She believes it is very important to keep this group alive, and to assist their organization in anyway needed.

Assistant Manager/Finance Director Keaton will contact members of the Brookville Historical Society to request they attend a future Council meeting.

Motion by Cantrell, second by Kirklin to include a grant in the amount of \$5,000 for the Brookville Historical Society in the 2016 Budget. All yeas, motion carried.

Member Duncan requested that Council Members receive copies of the Planning Commission Agenda from now on.

Assistant Manager/Finance Director Keaton stated we can do that.

Fire Chief Fletcher presented the Operations report for November 2015. Fire Department personnel responded to 121 EMS and 20 Fire incidents during November, which are 23 less incidents than November 2014. There have been 1,674 incidents for the year, which are 112 more incidents than year-to-date through November 2014. There were zero fire incidents with a dollar loss during November, which is always a positive thing to report.

Member Duncan asked how transporting to the new Good Samaritan North Emergency Room has been going and if there has been a decrease in our mutual aid calls?

Chief Fletcher stated they continue to enjoy quick turnaround times and have no issues or complaints with the new Emergency Room. He informed the impact on mutual aid has actually been the addition of the third ambulance. Recently, an ambulance that needed service was down for about one week and that normally would have really hurt but since the addition of the third ambulance it was not a hardship. The addition of the third ambulance has really helped slash the need for mutual aid. The new Emergency Room should also begin to help lower the need for mutual aid. Geography markers are also in place to help minimize transport times.

Member Garber inquired if Chief Fletcher routinely follows up on fire code violations.

Chief Fletcher reported that historically it does not do any good to identify a fire code violation and then not follow up. The Fire Department on a regular basis inspects every business in the City at least one time per year, some businesses by code are inspected twice per year, not including any violation follow ups that may be needed. Most violations identified require a thirty-day follow up unless it is an immediate threat to life or health, in that case it must be corrected immediately or within a determined amount of time. Brookville is typically a very fire safe community and doesn't usually run into many life or health violations, or business owners not willing to cooperate.

Police Chief Jerome reported the Brookville Police Department handled 563 Reportable Incidents year-to-date compared to 613 at this time last year. Citations are down by 56 compared to this time last year for a total of 451 year-to-date. Police Chief Jerome reported the Brookville Police Department made 99 Traffic Stops during the month of October, compared to 131 Traffic Stops during the same time period last year.

Police Chief Jerome informed he made an appearance at Brookville High School to meet senior citizens for lunch. Other upcoming events include the Community Tree Lighting at 6:00 p.m. on December 2 on Market Street. Saturday, December 5 will be Breakfast with Santa at the Brookville Elementary sponsored by the Rotary. On December 11 Police Chief Jerome will deliver the opening remarks at the 3<sup>rd</sup> Annual Holiday Party for active duty Army personnel.

Police Chief Jerome reported on their annual toy drive. This year the Police Department is working with the School and will be doing both Toys-for-Tots and a local toy drive. They are asking local businesses to split their donations between Toys-for-Tots and the Community Toy Drive. So far, they have around twenty families to be included in the local drive and children's Christmas wish lists. Our local businesses have been wonderful with

their donations and currently there are two huge boxes in the lobby of the Police Department completely full of toys. The Chamber of Commerce is helping out by taking care of all the funds donated.

Police Chief Jerome presented information to members of Council as requested on the new printers they would like to purchase for the Police Cruisers. The printers use thermal technology and are wireless. A very informative video can be found on UTUBE.

Law Director Stephan had no report.

Mayor Seagraves reminded everyone of the Community Tree Lighting December 2 at 6:00 p.m.

Motion by Duncan, second by Apgar to read proposed Resolution Nos. 15-17, 15-18 and 15-19. All yeas, motion carried.

Motion by Duncan, second by Apgar to accept the second reading of proposed Resolution Nos. 15-17, 15-18 and 15-19. All yeas, motion carried.

Member Duncan expressed his gratitude to Joe Hamiel for obtaining his Wastewater III license.

Motion by Kirklin, second by Apgar to read proposed Resolution No. 15-20. All yeas, motion carried.

Motion by Kirklin, second by Duncan to accept the third reading and adopt Resolution No. 15-20 entitled "A RESOLUTION NAMING JOHN R. WILLIAMSON DIRECTOR OF PUBLIC SERVICE AND ESTABLISHING THE COMPENSATION FOR THIS POSITION, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

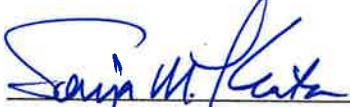
There was no Old Business.

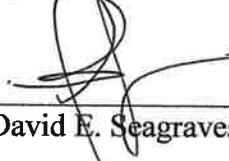
There was no New Business.

Motion by Duncan, second by Kirklin to go into Executive Session on a Personnel Matter and a Real Estate Matter as requested by Manager Burkholder. All yeas, motion carried.

Mayor Seagraves called Council back into Regular Session.

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

  
Sonja M. Keaton, Clerk

  
David E. Seagraves, Mayor