

Brookville City Council
Regular Meeting
March 21, 2023

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on March 21, 2023. The meeting was held in the City Council Chambers and virtually using the Cisco Webex application. The Pledge of Allegiance was recited. Members Crane, Fowler, Requarth, Schreier, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present.

Roll Call by Clerk Duncan.

Motion by Requarth, second by Fowler to adopt the Agenda as presented. All yeas, motion carried.

Motion by Fowler, second by Schreier to approve the March 7, 2023 Regular Meeting Minutes. All yeas, motion carried.

Ann Stammen, President of Brookville Baseball Club, requested permission to hold the BBC Opening Day Parade on April 29, 2023, beginning at 9:00 a.m. and the Brookville Community Picnic 5K run on July 29, 2023, beginning at 8:00 a.m. Ms. Stammen stated the parade routes and details of the events are contained in the Special Event Permit applications that she submitted.

Motion by Requarth, second by Fowler to approve the BBC Opening Day Parade on April 29, 2023, beginning at 9:00 a.m. and the Brookville Community Picnic 5K run on July 29, 2023, beginning at 8:00 a.m. as submitted. All yeas, motion carried.

Adam Schwiebert, Government Relations Director of the Dayton Metro Library, gave a short presentation about the library and current programs. Mr. Schwiebert reported the Brookville circulation for the month of February was over 8,000 items, not including e-books. The library has received a state grant to expand their Homework Help Program from four locations to ten locations. The locations have not been determined at this time. The program is free for any subject and is open to any K-12 student from 3-6 p.m. The library also has a Jobs Now workforce program that is free for all patrons, which provides everything from help with a job resume' to small business development. Mr. Schwiebert stated the Dayton Metro library is proud to serve the Brookville community and strives to build strong relationships with the communities they serve.

Manager Keaton reported last August, the Brookville Fire Department was awarded a FEMA Assistance to Firefighters Grant totaling \$180,761.90 for the replacement of our Self-Contained Breathing Apparatus. Manager Keaton requested Council authorization to purchase Scott Safety SCBA equipment through the H-GACBuy Cooperative Purchasing Program at a cost of \$228,923.98, with \$48,162.08 of that purchase being paid out of the Fire Capital Improvement Fund. H-GACBuy is a nationwide government procurement service to make the governmental procurement process more efficient. All contracts have been awarded by a public competitive procurement process.

Fire Chief Fletcher advised that all fire protective gear has a life span, which they try to purchase on a rotation, so they don't have a huge expenditure for protective gear at any one time. Breathing apparatus is not something they can just replace a few of each year. This grant will purchase 28 new sets of breathing apparatus. Fire Chief Fletcher advised the market for used fire protective gear is currently flooded. Since there is not much resale value, we will retain our old equipment for training purposes.

Motion by Requarth, second by Fowler to authorize Manager Keaton to purchase Scott Safety SCBA equipment through the H-GACBuy Cooperative Purchasing Program at a cost of \$228,923.98, with \$48,162.08 of that purchase being paid out of the Fire Capital Improvement Fund. All yeas, motion carried.

Manager Keaton reported there is currently an open seat on Planning Commission due to the passing of Don Cordes. Manager Keaton requested Council authorization to allow Clerk Duncan to post the Planning Commission open seat to fill his unexpired term, which runs through December 31, 2023.

Motion by Schreier, second by Wilder to authorize Clerk Duncan to post the Planning Commission open seat to fill the unexpired term of Don Cordes, which runs through December 31, 2023. All yeas, motion carried.

Manager Keaton advised last year, Ohio received \$1.4 billion from the Infrastructure Investment and Jobs Act that was signed into law in November 2021 for water and wastewater projects that will be spread out over a five-year period. This funding process begins with a nomination, where a municipality nominates a project. The nomination period for water projects was last month. Manager Keaton advised she nominated the City for the N. Wolf Creek Street Waterline Replacement Project. This project replaces the existing 4" and 6" waterline with an 8" waterline from Western Avenue to Arlington Road. Manager Keaton requested a loan date of December 2023 in hopes this project is funded and completed prior to the roadway being resurfaced in 2024. The estimated construction loan amount is \$1,492,271. Brookville is considered a disadvantaged community and we are eligible for a Hardship 1% interest rate, or Small Community interest rate. Manager Keaton stated if our project is approved for funding, she will be back to Council with legislation that authorizes the City to enter into a Loan Agreement with Ohio EPA/OWDA.

Manager Keaton advised Council has a copy of the May 2, 2023, Ballot Issues. The City's electric aggregation question is Issue #13 and the natural gas aggregation question is Issue #14. A reminder the City will be holding an information meeting on electric and natural gas aggregation for our citizens and small business owners on Tuesday, April 4, from 6:30 to 7:30 p.m. in the Council Chambers. The meeting will also be broadcast live via WebEx for those citizens and business owners who are not able to attend this meeting in person. The live meeting can be accessed through the City's website and the recorded meeting will be posted on the city's website for viewing anytime.

Manager Keaton reminded everyone our Annual Community Park Cleanup Day is this Saturday from 10 a.m. to noon with a rain date of April 1, and the Children's Easter Egg Hunt is Saturday, April 8 at 9:00 a.m. at Golden Gate Park.

Manager Keaton reported all but one lot in the Meadows of Brookville Subdivision have sold. Construction of new homes in Hunters Run, Section 2 continues. To date, 16 homes and/or lots have been sold. Manager Keaton reported the former car wash on Market Street is getting a facelift.

Manager Keaton reported the City recently purchased the parcel that formerly housed the LCNB Drive-Thru on Hay Avenue through a tax lien sale. Future plans are to construct a city parking lot on that parcel.

Manager Keaton advised the first Council Meeting in July falls on July 4, so that meeting will need to be rescheduled.

The consensus is discuss rescheduling the July 4 Council meeting at the next meeting.

Manager Keaton shared with Council that 2024 will be the City of Brookville's 150 birthday and stated we should do something to commemorate this special birthday.

Manager Keaton gave a shout out to the Service Department for working diligently for the last two weeks clearing the banks of the creek at Golden Gate Park. Manager Keaton stated you can now actually see the park from Arlington Road.

Member Fowler asked about cleaning up the fence row along Arlington Road at the site of a recent fatal accident?

Manager Keaton replied the owner is waiting on materials to finish installing the fence.

Member Fowler inquired if we have any statistics regarding how many new residents our new home developments have attracted?

Manager Keaton replied most of the new residents in the Meadows of Brookville were already in our school district. We would have to send out a survey to gather this information because the builder pulls the building permits rather than the property owner.

Finance Director Brandt advised the assessment totals on proposed Ordinance No. 2023-06 have been updated to reflect the current amount due as some customers have paid off their balance due.

Finance Director Brandt reported the City of Piqua recently published the 2023 Water and Sewer Rate Survey, which shows Brookville's rates compared with 68 water jurisdictions and 65 sewer jurisdictions.

Mayor Letner commented the survey reflects we have been able to keep our sewer rates low because we process our own sewage. We do not have as much control over water as we are supplied by the City of Dayton.

Finance Director Brandt replied Brookville ranked 36th lowest out of 65 for combined water and sewer costs.

Fire Chief Fletcher advised this week is Spring Severe Weather Awareness Week. There will be a statewide weather warning siren test at 9:50 a.m. on March 29, 2023. The test will not be performed if there is severe weather in the area.

Police Chief Jerome reported the Police Department will be participating in the Whole Child Event at Brookville High School tomorrow evening.

Police Chief Jerome reported Officer Wilson has been busy distributing bike helmets to kids riding with no helmet. Officer Wilson contacted Children's Medical Center who agreed to purchase an additional 72 bike helmets for us to distribute.

Police Chief Jerome reported the Police Department will be participating in the DEA National Drug Take-Back Day on April 22, 2023. Police Chief Jerome reported the Police Department collected 180 pounds of prescription drugs in 2022 versus 129 pounds in 2021. Police Chief Jerome reported last year our drug overdoses were down 82%, which could be partially attributed to our drug collection box.

Police Chief Jerome reported the Perry Township Police Department will be holding a Special Meeting on Thursday, March 23, 2023. We will have an officer present in order to ensure an orderly meeting.

Police Chief Jerome commented that the study rooms that the Brookville Library provide for the students are a wonderful free resource for our community, with dry erase boards, markers and laptops available. Police Chief Jerome stated Damian Kristof and his library staff do a terrific job.

Law Director Stephan reported proposed Ordinance No. 2023-05 establishes the zoning classifications for the property located on Brookville Phillipsburg Road and Upper Lewisburg Salem Roads that was recently annexed to the City of Brookville. At the Planning Commission meeting on March 16, 2023, Planning Commission made a final recommendation to City Council to adopt proposed Ordinance 2023-05. Law Director Stephan requested City Council approve the second reading of proposed Ordinance No. 2023-05 upon the recommendation of Planning Commission.

Motion by Fowler, second by Schreier to read proposed Ordinance No. 2023-05. All yeas, motion carried.

Motion by Requarth, second by Fowler to accept the second reading of proposed Ordinance No. 2023-05. All yeas, motion carried.

Law Director Stephan reported the subdivision record plan entitled Duncan Plat is before City Council for approval as a minor subdivision. The record plan will combine Lot 502, Pt. Lot 503, Part Lot 563 and part of a vacated alley into a single new lot. By combining this property into a single lot, the primary residence, garage and storage shed will now all be located on a single city lot. Planning Commission approved this subdivision record plan at its March 16, 2023 meeting. Law Director Stephan requested that City Council approve the Duncan Plat as presented.

Motion by Schreier, second by Fowler to approve the Duncan Plat as presented. All yeas, motion carried.

Mayor Letner thanked the Optimist Club for inviting him to their dinner last week. Mayor Letner stated he was pleased to hear their membership has increased at a time when other service clubs have been struggling to keep their numbers up.

Mayor Letner reported he would like to start recognizing some businesses, rather than a Citizen of the Month. This will be a good opportunity for Council and residents to learn the impact the businesses have on the city.

Motion by Fowler, second by Wilder to read proposed Ordinance No. 2023-06. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the third reading and adopt Ordinance No. 2023-06 entitled "AN ORDINANCE LEVYING ASSESSMENTS FOR DELINQUENT UTILITY BILLS FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Motion by Wilder, second by Fowler to read proposed Ordinance No. 2023-07. All yeas, motion carried.

Motion by Requarth, second by Schreier to accept the third reading and adopt Ordinance No. 2023-07 entitled "AN ORDINANCE LEVYING ASSESSMENTS FOR THE CUTTING AND REMOVAL OF WEEDS, VINES, GRASS AND/OR OTHER VEGETATION DURING THE YEAR 2022 FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO. All yeas, motion carried.

Member Requarth inquired about getting the windows boarded up at vacant the Brookville Lube building on the corner of Wolf Creek and Western Avenue? Member Requarth stated he is concerned about kids trying to get into the building and getting hurt.

Manager Keaton replied she will have the Service Department take care of that.

Motion by Fowler, second by Schreier to read proposed Resolution No. 23-08. All yeas, motion carried.

Manager Keaton commented proposed Resolution No. 23-08 is preliminary consent legislation for the Wolf Creek Street Resurfacing project currently scheduled for Fiscal Year 2024. This project will resurface Wolf Creek Street from Arlington Road to Western Avenue. Funding will be 80% Federal funding and 20% City Funding.

Member Requarth inquired if that is why we want to get the water line replaced before the street is resurfaced?

Manager Keaton replied that is correct.

Motion by Requarth, second by Fowler to accept the first reading of proposed Resolution No. 23-08. All yeas, motion carried.


Member Fowler, Park Liaison, reported the parks are extremely busy right now. Between the baseball and soccer fields, there are nearly 600 kids at the parks on weekdays. Adult Softball Leagues start the first week in May. Park Clean-Up is this Saturday, weather permitting, and the Optimist Easter Egg Hunt is at 9:00 a.m. on April 8. Park Board discussed and approved allowing the Chamber of Commerce to hold a lawn tractor pull at the Community Picnic. Troop 47 is hosting a Gaga Ball clinic on May 8 for grades K-5.

Member Schrier reported at the last Planning Commission meeting, proposed Ordinance No. 2023-05 was recommended to City Council. An extension was approved for a portable on-demand storage unit for a home that had extensive water damage. Planning Commission also approved a permit for the Cali-OH mobile food truck to hold a once a month midnight snack event in front of What's The Scoop on Market Street and the Duncan Record Plat.

Damian Kristof, of Brookville Library, invited everyone to the Famous Women of Brookville event on March 28. He also stated he will be submitting a Special Event Application for the Community Event they are hosting on June 17.

Bonnie Cordes, of 760 Kimmel Trail, thanked the Brookville Rescue Squad and the residents of Brookville for their care, support and concern during her husband's illness and passing. Ms. Cordes stated the whole community has gone above and beyond in their care and concern for her, and she is extremely grateful.

Motion by Fowler, second by Wilder to adjourn. All yeas, motion carried.



Kimberly Duncan, Clerk

Charles Letner, Mayor