

Brookville City Council
Regular Meeting
September 5, 2023

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on September 5, 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, Kristof, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Fire Chief Fletcher, Law Director Stephan, Police Chief Jerome and Clerk Duncan were present. Members Fowler and Schreier were absent.

Roll Call by Clerk Duncan.

Motion by Zimmerlin, second by Kristof to adopt the Agenda as presented. All yeas, motion carried.

Motion by Wilder, second by Kristof to approve the August 15, 2023 Special Meeting Minutes. Crane yea, Zimmerlin abstained, Wilder yea, Kristof yea, Letner yea. Motion carried with four yeas and one abstention.

Motion by Zimmerlin, second by Kristof to approve the August 15, 2023 Regular Meeting Minutes. All yeas, motion carried.

Mayor Letner presented a proclamation recognizing Constitution Week to the Daughters of the American Revolution.

Frances McGee-Cromartie, of 1325 Princeton Drive, Dayton, Ohio thanked Mayor Letner and presented him with a challenge coin from the Daughters of the American Revolution.

Mayor Letner recognized Brookville Roadster as the business of the month.

Kenny Gollahan, of Brookville Roadster, gave a short presentation about the business, which has been in Brookville for 51 years. Brookville Roadster is the industry leader in reproduction of 1928-1932 Ford replacement parts. The company sets the standards for today's street rod industry. They have been featured on national television and have received several industry awards. They manufacture seven different all steel 1928-1932 roadster, roadster pickup and coupe bodies and replacement parts. Mr. Gollahan thanked Mayor Letner for the recognition and invited Council and the community to tour the facility to learn more about their operation.

Manager Keaton requested Council approval for the 2023 Brookville High School Homecoming Parade on September 20, 2023. Line-up will begin at 5:30 p.m. with the parade beginning at 6:30 p.m. The parade route will be Carr Drive to Cusick Avenue to Market Street to Wolf Creek Street to Western Avenue to the school on Blue Pride Drive. The Fire Chief and Police Chief have reviewed and approved the parade request.

Motion by Zimmerlin, second by Wilder to approve the Brookville High School Homecoming Parade on September 20, 2023 as presented. All yeas, motion carried.

Manager Keaton reported we sold the 2018 Bobcat Mini Excavator on GovDeals last week for \$40,500. The buyer has defaulted and we reached out to the second highest bidder, who purchased another excavator in the meantime. Manager Keaton stated she re-listed the excavator on GovDeals for another two weeks.

Manager Keaton reported we also sold 14 Picnic Tables for \$623 and 2 Basketball Backboards with Rims for \$1 on GovDeals.

Manager Keaton reported she recently attended a natural gas aggregation meeting at Miami Valley Communications Council (MVCC) where Palmer Energy gave a brief presentation to MVCC communities on why they recommend not accepting the Archer Energy proposal and to reissue a natural gas RFP in late November. Their recommendation was based on several items, Archer Energy was the sole responding supplier with rates in the low to mid \$6 per MCF depending on term length and they were concerned with locking in at that rate for two winters, one supplier made specific offers of different terms, and underground gas storage levels are up with total storage heading into winter expecting to be near record levels. Manager Keaton reported the communities in attendance voted to issue an RFP in November, with responses due in January of 2024 in hopes of entering into a contract in May of 2024.

Manager Keaton reported the Meadows of Brookville subdivision is completely built out and the final coat of asphalt has been applied to Brooke Parke and Litton Court.

Manager Keaton reported grinding for the Market Street Resurfacing Project was completed today. Tomorrow they will patch the bad areas. Paving will take place on Thursday, followed by striping.

Manager Keaton requested to table the last two items on her report until a full Council is present.

Manager Keaton stated it is with a heavy heart that she is announcing her retirement as City Manager for the City of Brookville, effective February 9, 2024. Manager Keaton stated later this month, she will begin her 31st year with the City of Brookville, where she has served in several different capacities. She is pleased to report she has seen several different projects come to fruition over the last 30 years.

Mayor Letner thanked Manager Keaton for her service, stating they have worked well together over the years and he could not ask for anyone better. Mayor Letner stated Manager Keaton has been a huge asset to the city, in her thinking, her mannerisms and the pride she takes in everything she does.

Finance Director Brandt presented the August 31, 2023 Fund Balance report for Council review and approval.

Motion by Kristof, second by Zimmerlin to accept the August 31, 2023 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt requested Council's authorization to transfer \$150,000 to the Street M&R Fund from the General Fund, which is a portion of the total amount appropriated and \$180,761.90 to the Fire Capital Improvement Fund from the FEMA Fund, which is the total amount appropriated.

Motion by Zimmerlin, second by Kristof to authorize the transfer of \$150,000 to the Street M&R Fund from the General Fund and \$180,761.90 to the Fire Capital Improvement Fund from the FEMA Fund, as appropriated. All yeas, motion carried.

Finance Director Brandt reported proposed Resolution No. 23-26 is under New Business tonight. It is an annual resolution that accepts the amounts and rates as determined by the Montgomery County Budget Commission. The adoption of this Resolution is a formal approval of the rates and yields for the inside millage for the City and is required by the County Auditor in order to collect real estate tax. The Resolution needs to be filed by November 1, 2023.

Finance Director Brandt requested Council accept the first reading, dispense with the second and third reading to adopt proposed Resolution No. 23-25, which amends the 2023 Appropriations and Estimated Resources. This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City.

Motion by Zimmerlin, second by Kristof to read proposed Resolution No. 23-25. All yeas, motion carried.

Motion by Kristof, second by Zimmerlin to accept the first reading, dispense with the second and third reading and adopt Resolution No. 23-25 entitled "A RESOLUTION AMENDING THE 2023 APPROPRIATIONS, AS SET FORTH BELOW, PURSUANT TO SECTION 5705.40 OF THE OHIO REVISED CODE, AND SECTION 12.35 OF THE OHIO ADMINISTRATIVE CODE AND APPROVING THE AMENDMENT TO THE CERTIFICATE OF ESTIMATED RESOURCES, AS SET FORTH BELOW." All yeas, motion carried.

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 23-26. All yeas, motion carried.

Motion by Kristof, second by Wilder to accept the first reading of proposed Resolution No. 23-26. All yeas, motion carried.

Fire Chief Fletcher reported August was the busiest month of the year, with 186 calls for service. The Fire Department is still 61 calls below the number of calls at this time last year.

Fire Chief Fletcher reported the SCBA breathing apparatus equipment has been placed in service, and presented one of the SCBAs for Council inspection.

Fire Chief Fletcher reported the Fire Department is busy getting ready for fire prevention month in October. Fire Chief Fletcher requested Council approval to host an Open House on October 8, from 1:00 p.m. until 4:00 p.m. at Fire Station 76. There will be activities, a car show and food trucks at the event.

Motion by Kristof, second by Zimmerlin allow the Brookville Fire Department to host an Open House on October 8, 2023 from 1:00 p.m. until 4:00 p.m. at Fire Station 76. All yeas, motion carried.

Police Chief Jerome reported the Police Department will be present for the Homecoming Parade on September 20 and the Homecoming Dance on September 23, 2023.

Police Chief Jerome reported the Police Department is busy planning for the Ghostly Night Out event, which will be held at Golden Gate Park on October 21, 2023.

Law Director Stephan reported as part of the Hay Avenue Reconstruction Project, Phase II, the City is proposing to widen the right of way along Hay Avenue and Sycamore Street. Law Director Stephan presented a Record Plan for the Hay Avenue and Sycamore Street Plat, which will establish a new right of way along Hay Avenue and Sycamore Street. Planning Commission approved this Record Plan for the Hay Avenue & Sycamore Street Plat at the August 17, 2023 Planning Commission Meeting.

Motion by Zimmerlin, second by Wilder to approve the Hay Avenue and Sycamore Street Plat Record Plan. All yeas, motion carried.

Mayor Letner requested a motion to set Beggars Night as October 31, 2023 from 6:00 p.m. until 7:30 p.m.

Motion by Zimmerlin, second by Wilder to set Beggars Night in the City of Brookville on October 31, 2023 from 6:00 p.m. until 7:30 p.m.

Mayor Letner reported he recently participated in the Pink Ribbon Girls 5K Walk and was impressed by the Fire Department members that walked in full turn-out gear. Mayor Letner also thanked Gale Colston for everything she has done over the years to make the event a success.

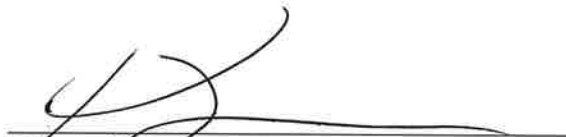
There was no Old Business.

Adam Blevins, Park Board President, commented the new grove at Golden Gate Park, constructed with funds donated by Jack McMaken, is complete. The Cub Scouts are planning to construct an amphitheater in Golden Gate Park. Park Board is beginning to plan for the annual Christmas in the Park event.

Adam Blevins, 260 Doyle, presented a request, on behalf of the Brookville Band Association, for the third annual Brookville Band March-a-thon on September 30, 2023 from 10:00 a.m. until 2:00 p.m. Mr. Blevins provided a map indicating the route the band will take.

Motion by Zimmerlin, second by Kristof to approve the Brookville Band March-a-thon on September 30, 2023 from 10:00 a.m. until 2:00 p.m. as presented. All yeas, motion carried.

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


Kimberly Duncan, Clerk
Charles Letner, Mayor