

Brookville City Council  
Regular Meeting  
May 4, 2021

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on May 4, 2021. 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, Schreier, Swabb, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher and Police Chief Jerome were present. Clerk Duncan was absent.

Roll Call by Manager Keaton.

Motion by Swabb, second by Fowler to approve the Agenda as presented. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to approve the Regular Council Meeting Minutes of April 20, 2021. All yeas, motion carried.

Mayor Letner recognized Vicki Mills as the May Citizen of the Month for her community service to the citizens of Brookville.

Manager Keaton stated she is pleased to announce the City received notifications on several grants that we applied for this year through Montgomery County. The two Keep Montgomery County Beautiful Grants that were applied for on behalf of the Leaf & Blossom Club and the Brookville Community Theatre were approved. The Leaf & Blossom Club was awarded a \$1,000 grant for the flower planters that will line our Downtown Business District, and the Brookville Community Theatre was awarded a \$414 grant for new landscaping at the Theatre.

Manager Keaton reported all three Montgomery County Solid Waste Recycling Grants that we submitted were approved. This year, the Solid Waste District received 34 applications and approved 30 for full, or partial funding. Two of our projects, the brush chipper and the recycled plastic benches and picnic tables received the full 70% grant funding. The waste oil tank project received 59% partial grant funding. The freight charge of \$875 was not included. Manager Keaton stated on the grant for the brush chipper, she is waiting on a proposal from the State of Ohio Department of Administrative Services before she requests Council authorization to purchase the chipper. Manager Keaton stated she should have that quote by the next Council Meeting. Manager Keaton thanked the Solid Waste Management Policy Committee for this grant opportunity.

Manager Keaton reported the City received notice from the Ohio Division of Liquor Control that all permits to sell alcoholic beverages in the City will expire on July 1, 2021. To maintain permit privileges, every permit holder must file a renewal application. The O.R.C. provides the legislative authority with the right to object to the renewal of a permit and to request a hearing. Manager Keaton advised Police Chief Jerome has no objections to any of the renewals. Manager Keaton stated if City Council does not have any objections, she needs a motion to waive the right to object to the renewals of the yearly permits to sell alcoholic beverages in the City.

Motion by Fowler, second by Zimmerlin to waive the right to object to the renewals of the yearly permits to sell alcoholic beverages in the City. All yeas, motion carried.

Manager Keaton provided Council with a one-page overview of the Miami Valley TREEcovery Campaign that kicked off last Friday on Arbor Day. All owners of tornado impacted properties, regardless of where they live along the path of the storm, can complete their tree requests now online at [www.retreet.org/mvte](http://www.retreet.org/mvte). The projected investment necessary to plant 1,000 or more large native trees in targeted neighborhoods in the Miami Valley over the next 2 years, is projected to be at least \$300,000. To make a contribution online, please visit the [Miami Valley TREEcovery Campaign Fund](#) page. Manager Keaton advised the City is looking for local volunteers to assist with the tree plantings in Brookville and requested interested persons contact her directly.

Manager Keaton recognized Chief Fletcher for earning the Ohio Fire Chiefs' credential through the Ohio Fire Chief's Association. Manager Keaton reported Chief Fletcher originally became an

Ohio Credentialed Fire Chief in May 2018. A thorough review of one's work history, education, and on-going commitment to learning is completed against a known benchmark to achieve accreditation. In 2018, Chief Fletcher became the first department Chief in Montgomery County to attain Ohio Fire Chief Accreditation. This year his status as an accredited Chief was up for review, and Chief Fletcher successfully re-credentialed in April. Currently Chief Fletcher is one of four department Chiefs in Montgomery County to be accredited by the Ohio Fire Chief's Association. Manager Keaton congratulated Chief Fletcher on this achievement.

Finance Director Brandt presented the April 30, 2021 Fund Balance for Council review and approval.

Motion by Zimmerlin, second by Swabb to accept the April 30, 2021 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading to adopt proposed Ordinance No. 2021-08 that amends Ordinance No. 2021-01. This Ordinance shall take effect immediately after passage of this Ordinance as provided in 4.07(A)(4) of the Charter of the City.

Motion by Wilder, second by Crane to read proposed Ordinance No. 2021-08. All yeas, motion carried.

Motion by Swabb, second by Schreier to accept the first reading, dispense with the second and third reading and adopt Ordinance No. 2021-08 entitled "AN ORDINANCE AMENDING ORDINANCE 2021-01 FOR THE LEVYING ASSESSMENTS FOR DELINQUENT UTILITY BILLS FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading to adopt proposed Ordinance No. 2021-09 that amends Ordinance No. 2021-02. This Ordinance shall take effect immediately after passage of this Ordinance as provided in 4.07(A)(4) of the Charter of the City.

Motion by Zimmerlin, second by Swabb to read proposed Ordinance No. 2021-09. All yeas, motion carried.

Motion by Swabb, second by Schreier to accept the first reading, dispense with the second and third reading and adopt Ordinance No. 2021-09 entitled "AN ORDINANCE AMENDING ORDINANCE 2021-02 FOR THE LEVYING OF ASSESSMENTS FOR THE CUTTING AND REMOVAL OF WEEDS, VINES, GRASS AND/OR OTHER VEGETATION DURING THE YEAR 2020 FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Fire Chief Fletcher reported April was an odd month, stating had it not been for several incidents where we helped our neighbors, it could have been one of the least active months in a long time. Crews handled 127 calls for service, and there were no dollar loss fires in the Brookville Fire District during the month. COVID-19 related calls continue to decline, and influenza calls were almost non-existent. We received EMS mutual aid on five incidents, all due to insufficient available personnel to respond with two ambulances to simultaneous calls.

Fire Chief Fletcher reported our personnel responded to 108 EMS and 21 Fire incidents during April. This was 21 less EMS/Rescue calls and 10 less Fire/Service calls than one year ago. Amazingly there was just one vehicle crash response in our district for the entire month. Fire Chief Fletcher commented April was about as opposite as we can get from the activity we experienced in March.

Fire Chief Fletcher reported personnel recently began familiarization training at the DMAX Brookville facility, touring the facility and reviewing Fire and EMS preplanning for emergencies at this state-of-the-art manufacturing facility. Fire Chief Fletcher reported Fire Department

personnel are also training in apparatus driver/operator evaluations and annual EMS Operating Protocol training. Hydrant preventative maintenance will begin in May.

Fire Chief Fletcher advised he hopes to see a return to some of our community activities. In addition to being scheduled to participate in a couple parades, fire crews expect to visit with first grade classes at Westbrook Park and provide First Aid/CPR/AED training to area workers.

Fire Chief Fletcher reported that all four warning sirens were successfully tested this week. Our weather warning sirens are tested monthly, on the first Monday of the month, at noon. We deviate from this schedule only when there is a statewide test, or in the case of threatening weather. If threatening weather is occurring in our area at the normally scheduled test time, we do not test the sirens to avoid causing undue panic. Fire Chief Fletcher stated a concerned citizen contacted him because it was raining at the time the sirens were tested, and questioned policy. Fire Chief Fletcher advised the test would only be cancelled if there was a severe weather potential, not just a rain event. Fire Chief Fletcher also reminded everyone that the weather warning sirens are to warn people who are outdoors when there is a threat of a tornado. Those indoors should rely on a weather alert radio, cellular weather applications or the media to alert them of threatening weather.

Police Chief Jerome advised reportable incidents were up for the month of April. Citations and traffic stops continue to be up as our Officers continue to get a handle on excessive speeds and registration violations.

Police Chief Jerome reported he spoke with Karen Osswald and Tim Hopkins regarding a Community Thanksgiving Dinner at the Board of Education building. Both are in favor of supporting the event.

Police Chief Jerome advised he is planning to resume the Ghostly Night Out event and holding Citizens Police Academy in the fall.

Police Chief Jerome reported the Police Department received the Lexipol Connect Gold Standard Award. The criteria for agencies to receive the award is greater than 80% in policies issued, greater than 80% in policies acknowledged, less than 10% in updates pending and greater than 80% in both Daily Bulletin Trainings issued and Daily Bulletin Trainings taken.

Mayor Letner opened the Public Hearing to consider Ordinance No. 2021-03, which amends the zoning classification of 201 Sycamore Street from OR (PD) to I-1 (PD).

Manager Keaton announced a Legal Notice was published in the April 21 and April 28, 2021 editions of the Brookville Star. Certified letters were mailed out to nine property owners that are adjacent to 201 Sycamore Street. Eight of the nine property owners received their letters. One property owner has not signed for his letter at the Post Office. We have not received that certified card back to date.

Manager Keaton reported Clerk of Council Kim Duncan received one phone call on April 13, 2021 from the resident of 304 Hay Avenue regarding what could eventually go on the empty lot. The call was transferred to Zoning Officer Snedeker. The owner of the apartments at 115-119 Sycamore Street came into the office on April 14 with questions on the proposed rezoning. Clerk Duncan also received an email requesting a copy of proposed Ordinance No. 2021-03.

Law Director Stephan announced this Public Hearing is to consider the proposed rezoning of the property at 201 Sycamore St. from its present zoning classification of Office Residential Planned Development Overlay District to a new classification of Light Industrial Planned Development Overlay District. Law Director Stephan displayed a map of the area with the property at 201 Sycamore Street outlined in green.

Law Director Stephan then displayed the zoning map for this area. Law Director Stephan stated the surrounding properties on the east side of Sycamore Street are zoned I-1 Light Industrial. This property at 201 Sycamore Street was formerly zoned I-1 Light Industrial and was rezoned to its

current classification of Office Residential Planned Development Overlay District for a proposed multi-family housing project that was not developed.

Law Director Stephan stated the application for rezoning in this Public Hearing was filed by the property owner, Thomas McCoy. The proposed planned development project for the property is to construct a store and lock facility on the property. A preliminary plan for the store and lock facility is depicted on the next document displayed. There are existing storage units at the east end of this property up against the bike path.

Law Director Stephan announced we will now proceed with public comments on the project. Anyone who wishes to participate in the public hearing will be sworn in. You will need to state your name and address, and that you have been sworn in.

Law Director Stephan advised first the applicant, Thomas McCoy, as the proponent for the proposed rezoning, will present testimony.

Law Director Stephan administered the Oath of Witness to Mr. McCoy.

Mr. McCoy stated he would like to expand on the existing storage units on the property. He will start by adding one 8-unit structure and move forward once those are rented out. Mr. McCoy stated he will add screening on Sycamore Street. Mr. McCoy advised he has a 4-year contract with the current tenant, Smokehouse Flavors.

There were no other citizen comments.

Mayor Letner called for a motion to close the Public Hearing and go back into Regular Session.

Motion by Wilder, second by Swabb to close the Public Hearing and go back into Regular Session. All yeas, motion carried.

Police Chief Jerome thanked Manager Keaton and Council for supporting the contract with Lexipol, who continually updates our policies and procedures and keeps our Officers up to date on training issues.

Police Chief Jerome reported last week our School Resource Officer was a prom chaperone. Police Chief Jerome stated many students have made poor choices over the years on prom night, however, he is proud to report that Brookville students made good choices and we had no incidents.

Police Chief Jerome reported last night he briefly attended the dedication for the Blessing Box constructed by Cub Scout Pack 47 and installed at First United Methodist Church. Police Chief Jerome stated this is a great addition to the community and thanked all those responsible for this project.

Police Chief Jerome announced the Rolling to Remember motorcycle group, formally known as Rolling Thunder and Ride to the Wall, will be stopping in Brookville on May 26 at approximately 2:00 p.m. Council is invited to attend this event.

Police Chief Jerome advised the Senior Parade will also be held on May 26 at 6:30 p.m. Council is also invited to attend this event.

Police Chief Jerome reported he and Administrative Assistant Alexa Staas attended a groundbreaking this week at the Wild Hearts African Farm in Lewisburg, Ohio. Police Chief Jerome advised he wanted to show his support as they have always supported our Ghostly Night Out event and brought their animals for the children to enjoy.

Police Chief Jerome thanked the administrators of the 45309 Neighbors Helping Neighbors Facebook page for removing posts containing false information that caused undue panic, false accusations and threats of taking matters into their own hands. This site was designed to help citizens with information and coordinate resources. Police Chief Jerome encouraged citizens to

call the police to report suspicious activity or if they want to know if they should be concerned about something in their neighborhood, rather than speculating on Facebook.

Police Chief Jerome reported a 3-year-old child was found this week, walking down Westbrook Road, wearing only a shirt. A citizen brought her to the Police Department, where staff cleaned her up and clothed her. Children's Services were contacted, and an arrest was made the next day.

Mayor Letner congratulated Police Chief Jerome on receiving the Lexipol Gold Certificate, stating this is money well-spent.

Law Director Stephan reported the sale of the old firehouse at Main and Mulberry is complete and J.B. Wright Ventures, LLC has started work on the project.

Mayor Letner commented the old safe that was left in that firehouse was opened by a professional and there was nothing but mold and wood filing drawers inside.

Mayor Letner thanked Vicki Mills for accepting the Citizen of the Month award, stating her and her family's heritage here in town dates itself way back.

Mayor Letner reported the Blessing Box at First United Methodist is fully stocked and will be a great community resource. Mayor Letner encouraged citizens to donate.

Mayor Letner stated he is optimistic about the levies on the ballot tonight and thanked all the citizens no matter how they voted, stating our citizens are head and shoulders above everyone else. Mayor Letner thanked Council, staff and volunteers who passed out levy doorhangers and spoke with citizens regarding the levy.

Member Fowler, Park Board Liaison, had no report.

Member Schreier, Planning Commission Liaison, had no report.

State Representative Rodney Creech, of 5062 Bantas Creek Road, West Alexandria, Ohio stated his goal is constituent services and encouraged citizens to contact him if they have any concerns. Representative Creech stated he is working hard to get everything opened back up for the residents of Ohio.

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

  
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Sonja M. Keaton, City Manager  
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Charles Letner, Mayor