

Brookville City Council  
Regular Meeting  
October 5, 2021

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

Roll Call by Manager Keaton.

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

Motion by Wilder, second by Fowler to approve the September 14, 2021 Special Meeting Minutes. Crane abstained, Fowler yea, Zimmerlin yea, Schreier abstained, Wilder yea, Requarth abstained, and Letner yea. Motion carried with four yeas, and three abstentions.

Motion by Zimmerlin, second by Schreier to approve the September 21, 2021 Regular Meeting Minutes. Zimmerlin yea, Schreier yea, Wilder yea, Requarth yea, Crane abstained, Fowler yea, and Letner yea. Motion carried with six yeas, and one abstention.

Mayor Letner announced the October Citizen of the Month for the City of Brookville is Gail Colston. Ms. Colston has been a citizen of Brookville for 28 years and she has beat breast cancer on two separate occasions. Ms. Colston participated in the American Cancer Society walk three different years with a group of 100 individuals that walked 15 miles from the City of Brookville to the City of Dayton. Mrs. Colston conducted the 12<sup>th</sup> annual Breast Cancer Walk on September 25, 2021. Ms. Colston, and her husband Tim, have raised over \$700,000 for the fight against breast cancer. Ms. Colston has volunteered the last 10 years with the Pink Ribbon Girls. Mayor Letner thanked Ms. Colston and stated that no one walks this road alone.

Ms. Colston thanked friends, family and the community that have supported and donated over the years. She went on to say that no one does this for recognition, but when you are recognized it's unbelievable, it's wonderful. The special part of what she does is making a difference.

Mayor Letner called on Adam Blevins to speak for the Brookville Band Fundraiser. Mr. Blevins was not present to speak.

Police Chief Jerome reported he met with Mr. Blevins since the last Council meeting. Chief Jerome stated Mr. Blevins is waiting on a signature from the school before submitting their plan. Police Chief Jerome said he is good with it; they will have a lead car, a follow car, and will begin at Brookhaven and go through the older part of town. They will crossover Arlington at one point and then take the sidewalk back on Westbrook and Flanders. Chief Jerome commented that Mr. Blevins has it mapped out to where he is comfortable, and the Police Department will monitor it. It's going to be on Saturday, October 23, 2021 and will begin at 10:00 a.m. and go for a couple hours. We will get the exact plan from Mr. Blevins.

Motion by Fowler, second by Zimmerlin to allow the Brookville Marching Band to march through Brookville on October 23, 2021 as their fundraiser as approved by Chief Jerome. All yeas, motion carried.

Manager Keaton reported that leaf pickup will begin on October 18 and will be picked up daily, beginning at one end of the city and working completely through all streets before starting the route over again. Residents are asked to place raked leaves in the street 6" away from curbs. Manager Keaton stated residents need to make sure leaves are not under, between or around parked vehicles and please do not mix yard waste with leaves as grass, sticks, brush or spent flowers clog the vacuum. Small piles of leaves can also be placed in your refuse.

Manager Keaton reported we will be holding our preconstruction meeting tomorrow morning on the Hay Avenue Reconstruction Project. She will provide an update to Council on when that project will begin.

Manager Keaton announced she recently submitted two Montgomery County Solid Waste District Incentive Grant applications. The priority one application is for 18,000 lbs. of Playsafer rubber mulch. The total grant request is \$4,320 with the District contributing \$3,024, or 70% and the City contributing \$1,296, or 30% of the grant. The second application is for one sign to be placed at the entrance of Golden Gate Park. The single-sided sign is constructed of HDPE material with a 20+ year life expectancy. The total grant request is \$2,949 with the District contributing \$2,064, or 70% and the City contributing \$885, or 30% of the grant. The grant committee will review and rank projects during October and applicants will be notified in mid-November.

Manager Keaton reported we have five Board and Commission seats whose terms expire on December 31, 2021. Manager Keaton stated she reached out to all members and four expressed an interest in continuing to sit on their current Board or Commission seats. Brett Hart, who currently sits on the Local Board of Tax Review, indicated he is not interested in continuing to sit on that Board due to work commitments. Manager Keaton stated she reached out to William Willbanks, who recently interviewed for the open Planning Commission seat, and he is interested in sitting on the Local Board of Tax Review. Manager Keaton stated it is her recommendation that Council reappoint Ryan Henderson and Kenneth Claggett to Planning Commission for three-year terms, Bonnie Cordes to Park Board for a four-year term, Chip Hills to the Zoning Board of Appeals for a five-year term, and William Willbanks to the Local Board of Appeals for a two-year term with all terms beginning January 1, 2022.

Motion by Zimmerlin, second by Wilder to appoint Ryan Henderson and Kenneth Claggett to Planning Commission for three-year terms, Bonnie Cordes to Park Board for a four-year term, Chip Hills to the Zoning Board of Appeals for a five-year term, and William Willbanks to the Local Board of Appeals for a two-year term, with all terms beginning January 1, 2022. All yeas, motion carried.

Manager Keaton announced Council Members are invited to Pak-Rite's ribbon cutting scheduled for Wednesday, October 20 at 1:00 p.m.

Manager Keaton announced that she was on the SAFER Grant website yesterday and came upon a screen that shows projects that were funded in 2021. She provided Council with a printout of the Staffing for Adequate Fire & Emergency Response grants that were awarded in Ohio. Manager Keaton stated the City has not received an update on our SAFER grant application, but she believes all projects have been awarded from the applications that were due in March.

Manager Keaton reported the Ohio Public Works Commission project scoring meeting is scheduled for October 20.

Manager Keaton stated she is pleased to report that we received an anonymous donation yesterday that will allow the City to have the cracks cleaned and filled on the tennis courts at Westbrook Park and to layout and paint four pickleball courts. The estimate for that project is \$8,096.

Manager Keaton reported she received word this morning from RETREET, that a tree was planted yesterday at 200 Crosswell Ave. Their hopes are to plant two more trees this week in the various areas that were affected by the 2019 Memorial Day tornado. Additional trees will be planted next Spring.

Manager Keaton reported she provided Council with a breakdown of the costs of the two projects being submitted to MVRPC. Manager Keaton requested Council adopt proposed Resolution No. 21-29, which authorizes the submittal of two Surface Transportation Resurfacing Projects through the Miami Valley Regional Planning Commission. The application is due October 7, thus the reason for declaring it an emergency.

Member Requarth asked so like Wolf Creek, is that a certain area?

Manager Keaton replied, the Wolf Creek project goes from Western Ave. to Arlington Rd. and the Market St. project goes from Wolf Creek St. to Jefferson St. Manager Keaton stated Wolf Creek was last repaved in 2009 with American Recovery and Reinvestment Act (ARRA) funds that we received. It has been a while since Market Street was last resurfaced.

Motion by Fowler, second by Schreier to read proposed Resolution No. 21-29. All yeas, motion carried.

Motion by Requarth, second by Fowler to accept the first reading, and dispense with the second and third reading and adopt proposed Resolution No. 21-29 entitled "A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR FEDERAL FAST ACT FUNDS THROUGH THE MIAMI VALLEY REGIONAL PLANNING COMMISSION, AND DECLARING IT AN EMERGENCY," All yeas, motion carried.

Member Zimmerlin asked Manager Keaton if the City had a water main break on Westbrook Road closer to Wolf Creek?

Manager Keaton replied, we had a water main break there several weeks ago. We had to patch the roadway again today as asphalt heaved around the manhole cover from the water main break. Manager Keaton stated we recently had a small break on E. Westbrook Road at Albert Road.

Member Wilder commented that she was happy to see E. Westbrook got paved today because when you pulled out, you would spin your tires at that intersection.

Manager Keaton presented the September 30, 2021 Fund Balance for Council review and approval.

Motion by Zimmerlin, second by Fowler to approve the September 30, 2021 Fund Balance as presented. All yeas, motion carried.

Member Zimmerlin asked moving into 2022, when do we anticipate we'll be doing budget presentations for the next year?

Manager Keaton replied that she spoke with Michelle before she left on vacation and Michelle sent emails out to the Department Heads to get their budget items into her soon. We usually have budget discussions in late November, or early December. We will provide a date for those discussions at the next Council Meeting.

Fire Chief Fletcher reported that they are trying to change their record management system and it has been a very busy month. Their call volume was up over 27% from a year ago. He is hanging the blame on Covid related calls. We are still successfully acquiring the PPE we need, all the restrictions, expectations are back in place as they were a year ago. A lot more folks are calling the ambulances than they were a year ago. The personnel in the Fire Department are keeping up, and we're working hard.

Chief Fletcher reported he was notified by ODOT that they will be applying the final course of asphalt on I-70 at the Preble County line. We've been getting occasional backups on the interstate. The application of final course will begin tonight, beginning at the 18-mile marker towards U.S. 127.

Police Chief Jerome reported Brookhaven asked if we would do another Coffee with a Cop and that will take place tomorrow morning at 8:00 a.m. Anyone is welcome.

Chief Jerome reported Ghostly Night Out is October 23 from 6:00-10:00 p.m. Preparations for that are looking good. We are receiving a good amount of donations; we're getting student groups and some other people that have volunteered to help. This year we're going to have a bouncy house, haunted forest, hayrides, games, and a movie. Other organizations will help with trunk-or-treat.

Police Chief Jerome stated they will be holding the Veterans Day lunch on November 11, 2021 at Rob's Restaurant. It will be from 11:30 a.m.-1:30 p.m. The school is going to do a Veteran's assembly. They are planning to do that outside, if not they will try to do it virtually. We always team up with Clay Township on the Veteran's Day lunch. Clay Township businesses always come together and fund that for the community. We will be holding a Thanksgiving lunch in the Brookville High School cafeteria on November 20 from noon to 1:30 p.m. We are teaming up with the people that ran the Feed Brookville program. Chief Jerome announced we have a donor that he talked to today that will pick up a large portion of that meal. We're expecting 200-250 people, maybe more so we may need some help there.

Police Chief Jerome reported training is going well, and we're excited about our new staff members. We have another new member of our staff starting Friday. Chief Jerome stated Mayor Letner will swear him in this week. A reminder that Officer Hanson's retirement lunch is scheduled on October 15 and will be held in the Training Roof of Fire Station 76 from 11:30 a.m. to 2:00 p.m. We're processing his replacement now and if that all works out, we're super excited about this applicant as well.

Law Director Stephan had no report.

Mayor Letner stated that he wants to thank Gail Colston again for being the Citizen of the Month; she's more than deserving and dedicated to the community.

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 21-27. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the second reading of proposed Resolution No. 21-27 entitled "A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR." All yeas, motion carried.

Member Fowler had no report for Park Board.

Member Schreier had no report for Planning Commission.

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



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Sonja M. Keaton



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Charles Letner, Mayor