

Brookville City Council  
Regular Meeting  
April 6, 2021

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on April 6, 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, Clerk Duncan, Fire Chief Fletcher and Police Chief Jerome were present.

Roll Call by Clerk Duncan.

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 March 2, 2021. All yeas, motion carried.

Motion by Swabb, second by Fowler to approve the Regular Council Meeting Minutes of March 16, 2021. All yeas, motion carried.

Mayor Letner recognized Corey Robinson as the April Citizen of the Month for his community service to the City of Brookville and his leadership of Cubmaster of Pack 47. Mayor Letner congratulated Mr. Robinson and thanked him for everything he does for the community.

Mr. Robinson thanked Mayor Letner for the recognition and accepted the honor on behalf of all the people who have been a positive influence on him.

Manager Keaton reported in looking back at our first Council Meeting in April of 2020, that was our first WebEx Council Meeting due to the COVID-19 pandemic. Manager Keaton stated she is pleased that we have advanced to hybrid Council Meetings that consist of in-person and WebEx live meetings for the public.

Manager Keaton reported our Annual Community Park Cleanup was a huge success! We had approximately 125 to 150 volunteers to help with cleanup and the weather cooperated. Eight trailer loads of limbs were chipped and approximately 300 bags of trash and leaves were disposed of. Manager Keaton thanked all the volunteers for their assistance as this saves the City a lot of man hours in cleaning up the parks prior to our mowing season and gets the parks ready for people to enjoy our amenities.

Manager Keaton advised the 2020 Annual Report is complete. Section 5.03 (A)(4) of the City Charter requires the Manager to submit to Council an annual report of the activities of the City and the report needs to be made available to the public no later than March 31. The report is an overview of events and information that took place last year in our Finance, Fire, Police, Service, Zoning, and Economic Development Departments. A copy of the report is posted on our website.

Manager Keaton reported a Spring Newsletter will be included in our utility bills that will be mailed out soon. The newsletter contains information on Issue 1 and Issue 2 that is on the May 4 ballot.

Manager Keaton stated she is pleased to report the City purchased a 2006 International 7400 dump truck on GovDeals last week. The purchase price was \$19,912.50 and was previously owned by the Miami County Commissioners. The purchase of the truck included a snowplow and a rear salt spreader, and the vehicle is in good condition. Manager Keaton advised we will be removing our 1997 International 7400 dump truck from snowplow duties and we will use it to haul gravel for watermain breaks during the winter.

Manager Keaton reported we sold our 2009 Pontiac G6 vehicle that was used in the Police Department for \$4,350. We purchased that vehicle in March 2009 for \$13,988.50. The lighting package that was inside the vehicle sold separately for \$131.56.

Manager Keaton advised the Miami Valley Regional Planning Commission (MVRPC) has been the designated leader of the Long-Term Community Disaster Recovery Network that is helping entities impacted by the 2019 Memorial Day tornadoes. MVRPC located a program in Dallas, Texas called RETREET. RETREET provides disaster relief to communities by leading volunteers in restoring destroyed urban forests. RETREET visited the Miami Valley region and has agreed to organize volunteers, with our assistance, to plant trees in the areas that were affected by the Memorial Day tornadoes. RETREET will begin planting trees in early Fall in Brookville. If any individuals or groups wish to volunteer to plant trees, please call or email her as she is putting a list of volunteers together for Brookville. The Dayton Foundation recently donated \$50,000 to kickoff this event in the Miami Valley region. If anyone is interested in donating funds toward the Miami Valley TREEcovery campaign, they can do so on the Dayton Foundation website. Manager Keaton advised she will continue to provide Council and our citizens with updates on this project as they become available.

Manager Keaton advised we have not received any new updates on The American Rescue Plan Act. The funds for local governments can be used for four purposes: public health costs triggered by COVID-19; revenue losses caused by COVID-19; financial assistance to households, small businesses and non-profits, aid to impacted industries, and support for essential workers; and investments in infrastructure, including water, sewer, and broadband services. Manager Keaton stated she has registered for two webinars this month to learn more information on the Act and will keep Council posted.

Manager Keaton reported the Service Department repaired a sewer line on Albert Road, removed two trees in preparation for the CDBG walking path, turned water on at BBC and BSA, removed a log jam near the WWTP, sealed colored concrete at Gruenig Park and near the street clock on Market Street adjacent to the bikeway, and patched the concrete floor in one of the Theatre storage buildings. The Service Department will begin fertilizing our parks and fields over the next week.

Finance Director Brandt presented the March 31, 2021 Fund Balance for Council review and approval.

Motion by Zimmerlin, second by Swabb to accept the March 31, 2021 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt requested Council approval to issue a check to the Treasurer of State in the amount of \$7,354.54. The State requested that we return these funds for tracking purposes. They will, in return, reimburse us the full State and local portion in one payment of \$14,709.08. This is for the FEMA Emergency Grant related to the tornado.

Motion by Swabb, second by Zimmerlin to authorize Finance Director Brandt to issue a check to the Treasurer of State for \$7,354.54 to return funds paid to the City for the FEMA Emergency Grant related to the tornado so that we can in return be reimbursed for the full state and local portion in one payment of \$14,709.08. All yeas, motion carried.

Finance Director Brandt reported the City of Vandalia prepared City income tax returns for 22 of our citizens on Friday, March 26 and five citizens on Saturday, March 27. This was down from previous years, but this may be due to the tax return due date being extended until May 17, 2021.

Fire Chief Fletcher presented the March Operations Report, which showed March was a busy month, especially with calls resulting from open burns. Ohio Department of Natural Resource regulations bans burning from 6:00 a.m. – 6:00 p.m. in the months of March, April, May, September and October. These months tend to be dry and have more daytime winds than others.

Mayor Letner commented a lot of trees were lost in 2019, and there is no wind break now.

Fire Chief Fletcher reported the recent test of our weather warning sirens showed one of the sirens is not operating correctly. It is in the process of being repaired. Fire Chief Fletcher thanked the

public for letting him know the siren was not operating as the Fire Department cannot be everywhere at once. This was a good example of “if you see something, say something.”

Police Chief Jerome advised reportable incidents, traffic stops and citations were up in the month of March. Police Chief Jerome stated traffic stops and citations were curbed during the heavy COVID months, and drivers apparently still think they can do whatever they want. Police Chief Jerome reported he expects tickets to skyrocket once the bill expires that extended the expiration dates of driver licenses and vehicle registrations.

Police Chief Jerome reported dispatch fees are up for the month of March, totaling \$7,757 just for the Police Department. We pay per call for dispatching services, and each of the 254 traffic stops in March count as a call. Each traffic stop costs \$14.42 in dispatching services. Police Chief Jerome stated reportable incidents are also up. The department made 18 arrests in 18 days. Nine of these arrests were warrants resulting from people not following their court responsibilities, four were drug related and 3 were domestic violence arrests. This is the time of year when calls go up and this year is no different.

Fire Chief Fletcher stated his dispatch fees were up as well due to increased calls. His dispatching costs were \$3,500. Fire Chief Fletcher commented if on a busy month our dispatch calls total \$10,000 in fees, this would total \$120,000 per year. We could not come close to even equipping our own dispatch center for under \$120,000 per year.

Member Fowler asked if the citations compensate for that?

Police Chief Jerome replied the Police Department receives very little return in fines.

Police Chief Jerome reported the Police Department is also in training season with range qualifying and other re-certifications.

Police Chief Jerome reported Officers have stopped several golf carts and advised them of the new ordinance. The Police Department has also published a flyer about the new golf cart ordinance to get the word out to our citizens. The flyer was published in the Spring Newsletter and is posted on the Police Department and City of Brookville Facebook page.

Law Director Stephan reported Planning Commission received a proposal for a development for a store-n-lock facility at 201 Sycamore Street. Planning Commission requested that Staff prepare proposed Ordinance No. 2021-03 to commence the re-zoning process to consider this proposal. Ordinance No. 2021-03 would change the zoning classification from OR (PD) Office Residential Planned Development Overlay District to I-1 (PD) Light Industrial Planned Development Overlay District. The I-1 zoning category is where we have allowed other storage facilities in Brookville and it is the zoning category that is consistent with the zoning on the rest of this side of Sycamore Street and this area.

Motion by Fowler, second by Swabb to read proposed Ordinance No. 2021-03. All yeas, motion carried.

Motion by Fowler, second by Swabb to accept the first reading of proposed Ordinance No. 2021-03 entitled “AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF THE PROPERTY LOCATED AT 201 SYCAMORE STREET IN THE CITY OF BROOKVILLE FROM ITS PRESENT CLASSIFICATION OF OR (PD) OFFICE RESIDENTIAL PLANNED DEVELOPMENT OVERLAY DISTRICT TO THE NEW CLASSIFICATION OF I-1 (PD) LIGHT INDUSTRIAL PLANNED DEVELOPMENT OVERLAY DISTRICT.” All yeas, motion carried.

Law Director Stephan noted there will be a Public Hearing for proposed Ordinance 2021-03 on May 4, 2021 at 8:00 p.m.

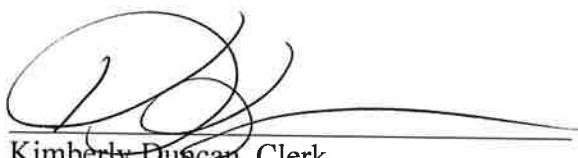
Mayor Letner thanked Corey Robinson for being his Citizen of the Month, stating he is an outstanding gentleman and is very deserving. Mayor Letner encouraged everyone to keep the nominations coming.

Mayor Letner commented the City pays for street lights whether they are lit or not. He encouraged everyone to report street light outages to the City office.

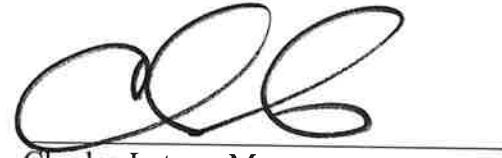
Member Fowler, Park Board Liaison, had no report.

Member Schreier, Planning Commission Liaison, reported the Planning Commission heard a presentation from DDC Management for 69 homes at the corner of Upper Lewisburg Salem and Albert Road. This was an information sharing session with Planning Commission, with several public comments.

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

A handwritten signature in black ink, appearing to read 'KD' followed by a stylized surname.

Kimberly Duncan, Clerk

A handwritten signature in black ink, appearing to read 'CL' followed by a stylized surname.

Charles Letner, Mayor