

Brookville City Council
Regular Meeting
February 1, 2022

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on February 1, 2022. 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, Requarth, 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 Zimmerlin, second by Wilder to adopt the Agenda as presented. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to approve the January 18, 2022 Regular Meeting Minutes. All yeas, motion carried.

Ann Stammen, President of Brookville Baseball Club (BBC), requested permission to hold the BBC Opening Day Parade on April 30, 2022, beginning on Carr Drive to Cusick Avenue to Market Street to Wolf Creek Street to Arlington Road to Upper Lewisburg Salem Road to Golden Gate Park. Ms. Stammen also requested approval of the annual Community Picnic 5K Run on July 30, 2022.

Mayor Letner asked if the Police and Fire Chiefs have reviewed these events?

Manager Keaton replied the Special Event Permits have been submitted and reviewed by both Chiefs with no issues.

Motion by Requarth, second by Fowler to approve the Brookville Baseball Club Opening Day Parade on April 30, 2022 beginning at 10:00 a.m. as presented. All yeas, motion carried.

Motion by Schreier, second by Wilder to approve the Community Picnic 5K Run on July 30, 2022 beginning at 8:00 a.m. as presented. All yeas, motion carried.

Manager Keaton reported we opened bids today for the Sludge Processing Facility. The bid opening was postponed one week as several contractors requested an extension due to trouble getting prices back from suppliers on various materials. We received four bids and the bids are currently being reviewed by our engineers.

Manager Keaton reported last week, Governor DeWine announced the first-round of body-worn camera grantees. Brookville was not included in this round. The state awarded more than \$4.7 million in grant funding to 109 law enforcement agencies for expenses associated with launching or maintaining body-worn camera programs. Of the 109 law enforcement agencies receiving grants, 49 will be creating new body-worn camera programs, and the remaining 60 agencies will be expanding or upgrading existing technology. The grant program totals \$10 million over the biennium, with remaining grants to be offered in fiscal year 2023. Manager Keaton provided Council with a list of the grantees.

Member Zimmerlin inquired whether there was any methodology regarding the selection of the grant recipients?

Manager Keaton replied she has submitted a public records request asking which Montgomery County agencies submitted grants and how it was determined who was selected.

Member Zimmerlin commented that some of the Montgomery County recipients are much better off financially than others who were not selected. We are a municipality on a major highway and we support the Ohio State Patrol and other jurisdictions. Member Zimmerlin expressed his disappointment that we were not selected.

Manager Keaton reported last October, City Council adopted Resolution No. 21-29 that authorized the submittal of two Surface Transportation Resurfacing Projects through the Miami Valley Regional Planning Commission. Last Thursday she received word from MVRPC that our Wolf Creek Street Resurfacing and our Market Street Resurfacing projects are recommended for funding. On the Wolf Creek Project, we requested federal funds totaling \$354,428 and local funds totaling \$130,607 and on the Market Street Project we requested federal funds totaling \$198,541 and local funds totaling \$25,093. The Market Street Project is scheduled for fiscal year 2023 and the Wolf Creek Project is scheduled for fiscal year 2024. There will be a Project Sponsor Zoom Meeting this Thursday and the MVRPC Board will be approving projects in March.

Manager Keaton reported the submersible pump at the WWTP was repaired. Our Service Department personnel installed the pump, and it is working great.

Manager Keaton advised two fire hydrants were installed yesterday on Walnut Street, and one was installed today on Salem Street. This completes the Walnut Waterline Replacement Project.

Manager Keaton reported the start date on the Hay Avenue Project was pushed back to February 15.

Manager Keaton gave an update on the Wolf Creek tree debris removal project, stating we received word last week that the Natural Resources Conservation Office is reviewing three bids that were submitted below the engineers estimate of \$83,975. We should learn soon who the contractor will be on that project.

Manager Keaton advised we may be declaring a Snow Emergency with the approaching winter storm. We are asking all residents to park their vehicle(s) off the street until streets are plowed and salted.

Member Zimmerlin inquired if we would be putting out a one-call regarding the snow emergency.

Manager Keaton replied the goal tomorrow morning is to put an announcement on Facebook, our website and broadcast it with a Hyper-Reach notification.

Member Wilder inquired if we would have to come up with the additional funds for the Wolf Creek Street Resurfacing and our Market Street Resurfacing projects if construction costs continue to increase?

Manager Keaton replied that is correct, we would be responsible for any costs over and above what we have been approved for.

Finance Director Brandt presented the January 31, 2022 Fund Balance for Council review and approval.

Motion by Fowler, second by Zimmerlin to accept the January 31, 2022 Fund Balance as presented. All yeas, motion carried.

Fire Chief Fletcher reported January was busier than average with 158 calls for service. The Fire Department has had more structure fire calls than usual recently. Fire Chief Fletcher reminded everyone to use caution if running space heaters as they draw a lot of electricity on a circuit. If there is ever a question, the Fire Department is always willing to respond and use a camera that can see in the walls and the ceiling. The Fire Department would much rather respond to a mid-day courtesy check than a structure fire in the middle of the night.

Fire Chief Fletcher encouraged everyone to use caution using generators with the cold weather approaching. This causes an uptick in carbon monoxide related calls. Fire Chief Fletcher reported the Fire Department has given out their entire supply of 50 carbon monoxide detectors in the last 24 hours. We are working with our partners to get more carbon monoxide detectors for our program.

Fire Chief Fletcher advised the Fire Department is prepped and ready for the approaching winter weather.

Member Requarth inquired whether our fire equipment has chains to get through the snow?

Fire Chief Fletcher replied all of our equipment either has chains or is four-wheel drive so they can do whatever it takes to get to people in town and in the townships.

Police Chief Jerome reported the Police Department is also ready for the storm and has contingency plans in place if the storm is severe. We have coordinated with the school to be ready to provide emergency shelter and feed people if necessary. The Police Department has taken a lot of calls regarding the new snow ordinance and given suggestions regarding where people can park to get their vehicle off the street. Our goal is to give people parking solutions so the snow can be cleared, not to ticket or tow vehicles.

Police Chief Jerome advised training is in full swing during the winter months. The new full-time Officers are beginning their de-escalation training and the Police Department attended the first of three Crisis Intervention Training at the Fire House. The remaining classes will be held in February and March. Our Officers are also completing their required annual training online.

Police Chief Jerome and Captain Morgan gave a presentation on the new GPS tracking system offered by Verizon Reveal that has been hard-wired into each of our police vehicles cruisers. The system shows every vehicle's patrol pattern, location and speed, and how often the vehicle is idle. The system is a valuable tool for exonerating false claims, helps with investigations and keeps employees accountable. The Officers can also track their own patrol patterns and see where their patrol partners are at all times. Police Chief Jerome stated this GPS tracking system helps us to be transparent and to determine any patrol deficiencies we may have.

Law Director/Development Specialist Stephan reported Taywood Enterprises, Inc. has submitted a zoning application for Meadows of Brookville, Section Nine, Final Record Plan. Council has been provided a copy of the record plan. This subdivision record plan will establish nine lots along Litten Court. The plan is consistent with the Preliminary Subdivision plan approved by Planning Commission and City Council in 2021. Planning Commission approved this Meadows of Brookville Section Nine Final Record Plan at its January 20, 2022 meeting. It is requested that City Council approve this final subdivision record plan for Meadows of Brookville, Section Nine.

Motion by Fowler, second by Wilder to approve the Meadows of Brookville, Section Nine Final Record Plan. All yeas, motion carried.

Member Zimmerlin inquired how the street names are determined?

Law Director/Development Specialist Stephan stated the street names are set by the developer when the original plat is developed. We do check with Montgomery County to make sure street names are not duplicated in other developments.

Mayor Letner reminded everyone that addresses within the city are all three digits. We have had a problem on Westbrook Road with packages not being delivered due to confusion with the addresses. Mayor Letner advised Manager Keaton has been working with Google maps and the post office to get the situation resolved.

Fire Chief Fletcher replied he has also been working with Montgomery County to get the address issues resolved for our dispatchers.

Mayor Letner advised that he has postponed the Citizen of the Month recognition until the next meeting.

Motion by Zimmerlin, second by Requarth to read proposed Resolution No. 22-02. All yeas, motion carried.

Motion by Requarth, second by Wilder to accept the third reading and adopt Resolution No. 22-02 entitled "A RESOLUTION AUTHORIZING THE CITY MANAGER TO DISPOSE OF SURPLUS PROPERTY EITHER AT A PUBLIC AUCTION, A PRIVATE SALE, BY INTERNET AUCTION OR BY DONATION TO A GOVERNMENT ENTITY, OR TO A NON-PROFIT ORGANIZATION." All yeas, motion carried.

Member Fowler, Park Board Liaison, had no report.

Member Schreier, Planning Commission Liaison, reported in addition to the Meadows of Brookville Final Record Plan that was approved tonight, Planning Commission also approved a Site Plan for 433 N. Wolf Creek Street for a retail business. There were some small variances with the Site Plan that were approved as submitted.

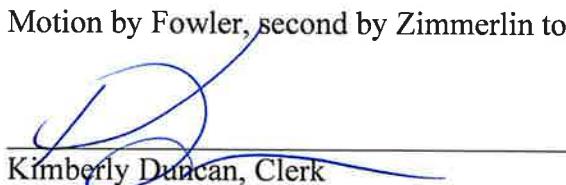
Member Zimmerlin asked if they had purchased that property yet?

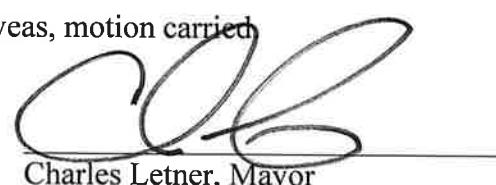
Law Director/Development Specialist Stephan replied not to his knowledge. We have received some construction drawings from the engineering firm, but he does not believe the purchase is complete.

Member Fowler inquired if they inquired about a sign as well?

Law Director/Development Specialist Stephan replied there were discussions about a sign, but they have not applied for it at this time. They will need to have a sign that is consistent with General Business District.

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


Kimberly Duncan, Clerk


Charles Letner, Mayor