

Brookville City Council
Regular Meeting
February 15, 2022

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on February 15, 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; Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present. Manager Keaton was absent.

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 Schreier to approve the February 1, 2022 Regular Meeting Minutes as presented. All yeas, motion carried.

Mayor Letner recognized Nancy Jackson as the Citizen of the Month for the month of February. Mayor Letner read a proclamation honoring Ms. Jackson for her neighborly good deeds, stating she is truly a citizen of the people.

Ms. Jackson thanked Mayor Letner, stating she appreciates everyone who came and truly enjoys living in the City of Brookville.

Police Chief Jerome reported he received a phone call last week from VFW Post #3288 Commander Paul Griffith, who stated he read in the Brookville Star that we were denied State and Federal funding for body cameras. Commander Griffith said the VFW would like to donate the funds to purchase the body cameras. Police Chief Jerome stated he cannot tell you how many times the VFW has come to the Police Department's aid. Police Chief Jerome stated Commander Griffith came in the next day and met with him and the G-Tack representative and confirmed the VFW wanted to pay the entire amount. Storage in the cloud was not included in the quote as we already have that in place.

Police Chief Jerome advised he invited Dr. Derrick Foward, President of the Dayton Chapter of the NAACP, who he has spoken to many times regarding criminal justice reform. Police Chief Jerome stated there is no one who wants stability more. Dr. Foward wants everyone involved in law enforcement to be on the same playing field and to find solutions to the tensions and concerns between community members and the police that serve them.

Commander Paul Griffith stated it did not make sense to him that Brookville was denied grant funds to purchase body cameras when many other agencies around Brookville were funded. Commander Griffith stated he and his Officers were in agreement that the VFW should donate the money to purchase body cameras for the Brookville Police Department. Commander Griffith said he is honored to present a check for \$14,856.00 to the finest Police Department in the State of Ohio.

Dr. Foward, NAACP President, gave a short history of the NAACP, which was founded because African Americans civil rights were not being recognized. Dr. Foward stated he appreciated that Police Chief Jerome responded to the letter he sent him after the murder of George Floyd. Police Chief Jerome wrote that he wanted to be a part of the 8-point strategy that the NAACP put together and he wanted to be a part of the solution. Body cameras were one of the strategies on that list. Dr. Foward also recognized the VFW for exercising leadership by taking it upon themselves to make this a reality for the community. Dr. Foward thanked the Police Department and the VFW veterans for having the courage to serve.

Gale Colston, of the Pink Ribbon Girls, presented a plan to host an event in downtown Brookville, on Market Street, called Pink Party with a Purpose. The event would be held on September 24, 2022 from 4:00 p.m. until 10:00 p.m. The event would mirror a festival held in October in Troy, Ohio. The event would include a 5K walk on the bike path, a family area with children's games, food, and possibly a jump house in the block between Sycamore Street and Mulberry. Ms. Colston stated she will invite Brookville restaurants to provide the food, because she would like to stay local and support Brookville businesses. The second block of Market, between Mulberry and Walnut Streets, would have a band, a beer garden, and possibly corn hole tournaments. They would like to involve the community by having the different activities. Ms. Colston stated they are willing to cover the costs to have Police Officers present, and costs for snow fence, barricades and other things that are needed. They will make sure all food vendors have the proper permits, and PRG would pull the liquor permit, which they have done many times for other events. Ms. Colston stated the Pink Ribbon Ladies are experienced in putting on professional and safe events.

Member Schreier stated the block parties that were held on downtown Market Street in the past were well received by the community.

Member Zimmerlin stated he thinks it would be great to bring attention to the downtown area.

Member Zimmerlin inquired if there would be any traffic issues with the barricade on the south side of Market Street?

Police Chief Jerome replied the Police Department has done this before and will have signage up. They also place the barricades at the alleys so that people can still travel down the alleys. This will be similar to the Christmas Tree lighting and other events. Police Chief Jerome stated he has discussed the event in detail with Ms. Colston and has no issues with it. He recommended that Council approve the event.

Member Zimmerlin asked if we would communicate with the residents in the area?

Police Chief Jerome replied if Council approves the event, there will be plenty of time to communicate with area residents.

Member Fowler suggested that Ms. Colston reach out to the Chamber of Commerce as they have held several events downtown.

Ms. Colston replied she is anxious to reach out to the Chamber if Council approves the event.

Member Wilder inquired whether there will be merchandise?

Ms. Colston stated there will definitely be merchandise available for purchase.

Motion by Requarth, second by Fowler to allow the Pink Ribbon Girls to host the Pink Party with a Purpose event on Market Street on September 24, 2022 from 4:00 p.m. until 10:00 p.m. as presented. All yeas, motion carried.

Fire Chief Fletcher suggested Ms. Colston use the same vendor packets the Chamber of Commerce uses for the Community Picnic.

Law Director Stephan advised Manager Keaton is on vacation and read her report as follows:

A huge shoutout to our Service Department for their efforts in cleaning our streets, parks, and parking lots following the recent ice and snowstorm. Thank you to the residents who cooperated by moving their vehicles off the street during the Snow Emergency. That effort allowed the city crews to clean the streets effectively.

RETREET has scheduled Saturday, April 30 as tree planting day for all communities west of I-75. This event was cancelled last September due to the pandemic. Additional information will be provided to Council and the public as soon as I receive additional information.

Work began today on the Hay Avenue Reconstruction Project. The first three weeks of this project will concentrate on S. Wolf Creek Street with the installation of storm from McKinley to Hay and water from Western to Hay. The south side of S. Wolf Creek Street will be closed to traffic during this work. Traffic will detour down Western to S. Hill Street to W. Westbrook Road. Northbound S. Wolf Creek Street will remain open.

The Montgomery County Solid Waste Policy Committee approved our grant application for rubber mulch. The total grant amount increased to \$4,850 with the Solid Waste District funding \$3,395 and the City funding \$1,455.

At the February 1 Council Meeting, I reported MVRPC recommended our Market Street Resurfacing Project for funding. When we submitted our project under the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) last Fall, funding was capped at \$200,000 for entities with a population less than 30,000. We requested federal funds totaling \$198,541 (97%) and local funds totaling \$25,093. During a recent MVRPC Zoom meeting, participants learned that projects submitted for CRRSAA funding will be recommended to the MVRPC Board for 100% funding of the construction costs submitted on applications, which means our Market Street project will receive funding totaling \$204,682. The City is responsible for preliminary engineering costs totaling \$18,952.

We opened bids for the Sludge Processing Facility on February 1. We received four bids and they have been reviewed by LJB, our engineers on this project. All four bids exceeded the Engineers Estimate of \$443,546 by 15% or more. Ohio Revised Code Section 153.12 states that no contract to which this section applies shall be entered into if the price of the contract, or if the project involves multiple contracts where the total price of all contracts for the project, is in excess of ten percent above the entire estimate.

Law Director Stephan requested a motion that Council reject the four bids that were submitted on February 1 for the Sludge Processing Facility, as all bids exceeded the Engineers Estimate by more than 10 percent, and to authorize the City Manager to rebid the Sludge Processing Facility project.

Motion by Fowler, second by Zimmerlin to reject the four bids that were submitted on February 1 for the Sludge Processing Facility, as all bids exceeded the Engineers Estimate by more than 10 percent, and to authorize the City Manager to rebid the Sludge Processing Facility project. All yeas, motion carried.

Law Director Stephan continued with Manager Keaton's report:

The WWTP uses a sludge press to process the solids produced by the plant from April to the end of October. The press is winterized and stored November through March. During the winter months, the solids are stored in the four digester tanks until Spring. Storage capacity runs out if freezing temperatures start early or continue into April. The WWTP operators struggle for months to catch up, pressing the current sludge and the sludge that was accumulated during the winter. The City needs an all-weather building that gives us the ability to press sludge all year to avoid the need for additional storage, or a larger press. The City has sufficient funds to construct a building to house our sludge press.

Member Zimmerlin inquired if it is the increased cost of supplies that are driving the cost up?

Law Director Stephan replied that is correct, material costs and lumber costs in particular, that have driven the cost up. Law Director Stephan stated we are going to try to do some of the work in-house to keep the cost down.

Member Requarth asked if we are rebidding with the original estimate or is the Engineer creating a new estimate?

Law Director Stephan replied the engineer is creating a new estimate.

Mayor Letner advised our sludge press is a portable unit. We need to keep it housed so we can operate it year-round.

Law Director Stephan requested a motion to authorize the purchase of the body cameras based on the numbers provided by Police Chief Jerome.

Motion by Crane, second by Requarth to deposit the \$14,856 donation from the VFW and use the funds to purchase body cameras for the Police Department. All yeas, motion carried.

Member Zimmerlin inquired if the School Resource Officer (SRO) will wear a body camera?

Chief Jerome replied all the Police Officers, including the SRO, will be equipped with a body camera.

Member Requarth asked how long it will take after ordering to get the body cameras and train the officers how to use them?

Police Chief Jerome advised the policy and the infrastructure in the cloud is already in place. He will work with the Law Director on the retention schedule. Police Chief Jerome stated there is a six-week lag time upon receiving the product. He plans to have them in place within two months.

Finance Director Brandt requested Council authorization to transfer \$74,255 to the Note Retirement Fund and \$368,000 to the Bond Retirement Fund as appropriated.

Motion by Schreier, second by Fowler to authorize the transfer of \$74,255 to the Note Retirement Fund and \$368,000 to the Bond Retirement Fund as appropriated. All yeas, motion carried.

Finance Director Brandt requested Council authorization for the payment of \$6,437.31 to the Montgomery County Treasurer for the first half of Property Taxes.

Motion by Fowler, second by Zimmerlin to authorize the payment of \$6,437.31 to the Montgomery County Treasurer for the first half of Property Taxes. All yeas, motion carried.

Finance Director Brandt reported the City of Vandalia will be at the Brookville City Offices to help with the preparation of income tax returns on April 1, 2022 from 8:00 a.m. until 4:30 p.m. and April 2 from 8:00 a.m. until noon.

Fire Chief Fletcher reported his application for Ohio EMA Incident Management Training to be hosted by the Brookville Fire Department has been approved. Fire Chief Fletcher encouraged City management, including elected officials, to attend the training so everyone is trained on their role in the event of a disaster in our community.

Fire Chief Fletcher advised the ladder truck is ready to go out to be marked and the engine is in the process of being marked. He hopes to have them available for Council to inspect prior to the second Council meeting in March.

Fire Chief Fletcher stated he is pleased to see that Pak-Rite Industries is operating and encouraged Council to take a tour if they get the opportunity. They are providing us with a safe location in their parking lot to set up cones for a driver training course for our firefighters to learn to operate and maneuver our large fire apparatus. The asphalt in this location was constructed for heavy equipment to drive on.

Police Chief Jerome reported the 2021 Officer of the Year is Zach Snell and the 2021 Peer Nominated Officer of the Year is Tim Beaver. There will be a formal presentation of their awards at the March 15, 2022 Council Meeting.

Police Chief Jerome stated words cannot describe how fortunate we are to get the body cameras and thanked the VFW Post #3288 for their generous donation. He also thanked Dr. Foward of the NAACP for attending tonight's meeting.

Police Chief Jerome reported today is National School Resource Officer Day (SRO) and SRO Zach Snell was recognized on our website. The SRO program is a real asset to our community.

Police Chief Jerome advised to cooperate with the Ohio Collaborative, we will add a few policies from Lexipol when we implement the body cameras. The Brookville Police Department is one of 10 out of 27 agencies in Montgomery County that have completed the Ohio Collaborative process.

Police Chief Jerome reported he received a check in the amount of \$4,941.60 from the Attorney General's Office to offset the costs of Continued Professional Training (CPT).

Police Chief Jerome reported the recent snow emergency was well handled. No vehicles were towed and no tickets issued. Service Department Superintendent Homan advised him it was the best the Service Department had ever seen as far as having the streets cleared of vehicles. Police Chief Jerome commended Council for passing the snow ordinance. Police Chief Jerome stated they received a lot of calls and worked with residents to find them places to park their vehicles.

Member Zimmerlin commented kudos to the residents for finding creative solutions to park their vehicles and clear the streets.

Law Director Stephan reported at the February 17 Planning Commission Meeting, there will be a Pre-Application Conference for a Preliminary Development Plan for the 18 acres at Upper Lewisburg Salem Road and Albert Road. The Plan is available on our website in the Planning Commission packet, along with a memorandum which explains the status of the zoning, the process and provides some comments about this plan. This is an R-1B single family housing project that fits the current zoning. Law Director Stephan encouraged Council to review the plan. No formal action will be taken Thursday night as this is a Pre-Application Conference. There will be Public Hearings before Planning Commission and Council coming up in the next two months.

Mayor Letner thanked Nancy Jackson for being the February Citizen of the Month.

Mayor Letner commended the Service Department for the great job clearing the snow and the citizens for getting their vehicles off the streets during the recent snow event.

Mayor Letner thanked VFW Post #3288 for their generous donation for the body cameras, stating they will make our Police Officers' jobs much easier and safer.

Motion by Zimmerlin, second by Fowler to read proposed Ordinance No. 2022-01. All yeas, motion carried.

Motion by Requarth, second by Fowler to accept the first reading of proposed Ordinance No. 2022-01. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to read proposed Ordinance No. 2022-02. All yeas, motion carried.

Motion by Schreier, second by Fowler to accept the first reading of proposed Ordinance No. 2022-02. All yeas, motion carried.

Member Fowler, Park Board Liaison, reported new Park Board President Adam Blevins did a great job chairing his first meeting.

Member Schreier, Planning Commission Liaison, had no report.

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



Kimberly Duncan, Clerk



Charles Letner, Mayor