

Brookville City Council  
Regular Meeting  
June 7, 2022

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on June 7, 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, Requarth, Schreier, 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 Schreier to approve the May 17, 2022 Meeting Minutes. All yeas, motion carried.

Manager Keaton thanked the Class of 2022 and the Brookville alumni who participated in Serve Brookville last month. The students and alumni painted and place mulch throughout our parks. Manager Keaton stated she was hoping to have them stain the interior of the castle playground, but that was not possible due to the wet weather we had in May. Hopefully, we will be able to complete that project later this season.

Manager Keaton reported the Safe Routes to School Project began yesterday. The northbound lane of Johnsville-Brookville Road will be closed for the next 45 days, between Blue Pride Drive and Westbrook Road, for the installation of sidewalk. The detour route is Blue Pride Drive to Western Avenue to Westbrook Road.

Manager Keaton reported work began on our Sludge Processing Facility. Footers, concrete walls and the foundation have been poured. They are hoping to frame the building on Thursday.

Manager Keaton reported residents should soon receive a postcard from the City which provides a link to our 2021 Water Quality Report. The report is also posted on our website. We are required by the Ohio EPA to provide this information to our water customers annually. Residents can call the office if they would like a hard copy of the report.

Manager Keaton reported DMAX is moving forward with their Open House and Family Day on August 28, 2022. DMAX requested Council and staff tour the facility at 11:30 a.m., prior to them opening the doors to the public at noon.

Manager Keaton reported the C1 and C2 liquor permits for Brookville Express, at 237 Market Street are being transferred to One Minute Stop, LLC at the same address. City Council has the ability to either request a hearing on the advisability of issuing that transfer or not request a hearing. Manager Keaton stated Police Chief Jerome has indicated he does not have any concerns with the transfer and recommended that Council not request a hearing regarding the transfer.

Motion by Requarth, second by Zimmerlin to waive the right to a hearing on the transfer of the C1 and C2 liquor permits for Brookville Express, at 237 Market Street, to One Minute Stop, LLC at the same address. All yeas, motion carried.

Manager Keaton reported proposed Resolution No. 22-09 is a preliminary consent legislation for the Market Street Resurfacing project currently scheduled for Fiscal Year 2023, quarter 3. This project includes any minor roadway rehabilitation and resurfacing between Wolf Creek Street and Jefferson Street.

Member Fowler commented the agenda states the proposed Resolution is for the 2022 Market Street Resurfacing Project, and asked if this should read 2023?

Manager Keaton replied the agenda should read the 2023 Market Street Resurfacing Project.

Motion by Requarth, second by Fowler to read proposed Resolution No. 22-09. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to accept the first reading of proposed Resolution No. 22-09. All yeas, motion carried.

Member Fowler inquired if staff has reached out to McMakens about their parking lot?

Law Director Stephan stated we have done that but have not heard back from them. Law Director Stephan stated he will have the new Zoning Officer reach out to them.

Member Fowler inquired whether the tree has been removed near the bridge at Golden Gate Park?

Manager Keaton replied two trees were removed and there are quite a few more to be removed.

Member Zimmerlin inquired about the water being drained from the water tower recently?

Manager Keaton replied it was being drained for interior touch ups.

Finance Director Brandt presented the May 31, 2022 Fund Balance report.

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

Finance Director reported after some negotiation, Anthem is allowing us to renew our current dual health insurances plans with a 5% increase. The City funds 85% of the monthly health insurance premium with the employee contributing 15% of the monthly premium. There were no changes to our life insurance plan. Dental was renewed earlier in the year with a 0% increase and vision insurance was not up for renewal this year. Finance Director Brandt requested Council approve the renewal under the Anthem Blue Access 2022 HSA Option E2 health insurance plan with the RX-T8 prescription plan, which allows the City to offer dual health insurance plans, with the employee contributing 15% and the employer contributing 85% of the monthly rate. The City will contribute \$1,000 for a single employee and \$2,000 for an employee and dependent contract under the Blue Access guarantee HSA plan.

Member Fowler inquired how much the five percent increase is equal to in dollars?

Finance Director Brandt advised the City's cost should be similar to last year, if not less. We have had a lot of staff turnover, and many of our new employees are on a single plan, rather than a family plan.

Motion by Zimmerlin, second by Fowler to approve the renewal under the Anthem Blue Access 2022 HSA Option E2 health insurance plan with the RX-T8 prescription plan, which allows the City to offer dual health insurance plans, with the employee contributing 15% and the employer contributing 85% of the monthly rate. The City will contribute \$1,000 for each single employee and \$2,000 for an employee and dependent contract under the Blue Access guarantee HSA plan. All yeas, motion carried.

Finance Director Brandt reported our Commercial Property, Automobile and Liability Insurance coverage through The Ohio Plan renews on July 1 for a one-year period. The renewal premium came in at \$86,959, which is a \$6,060 increase over our expiring policy. Our risk insurance includes Property, Liability, Automobile, Equipment Breakdown, Special property, Computer, Crime, Malicious Assailant, Cyber and Terrorism coverages. Our property/equipment values increased \$1,489,401, special scheduled equipment values increased \$103,229 and computer

equipment values increased \$16,102. Finance Director Brandt requested Council approve this renewal.

Motion by Zimmerlin, second by Schreier to approve our Commercial Property, Automobile and Liability Insurance coverage through The Ohio Plan for a one-year period, beginning on July 1, 2022. All yeas, motion carried.

Fire Chief Fletcher reported the Fire Department had 194 calls for service for the month of May, compared to 170 for this same time last year. The Fire Department has responded to 829 calls for service year to date, which is up from 738 calls year to date in 2021.

Fire Chief Fletcher reported they are still struggling to get tools and equipment for the new additions to the fleet. Our fleet size allows us to continue to get by even if we have a vehicle down.

Member Zimmerlin inquired whether there have been any more personnel grant opportunities?

Fire Chief Fletcher replied he has not seen any grants to add personnel that apply to us other than the Safer Grant opportunity.

Police Chief Jerome reported the body cam training is complete and all officers are wearing their body cameras. Staff is learning to categorize each video as the cloud storage is anywhere from seven days to six months or longer depending on the type of case.

Police Chief Jerome reported he recently learned the way the Police Department has been reporting their Uniform Crime Reporting (UCR) to the FBI is obsolete, making us ineligible for many Federal and State grants. Police Chief Jerome stated we do not have the \$25,000 plus it would cost to purchase a new UCR reporting system. Our solution is to hire a part-time administrative employee that we will share with the Fire Department. This employee will enter the UCR data through another path which will not cost us anything.

Police Chief Jerome reported our local Rite Aid Pharmacy was recently robbed and a suspect is in custody.

Police Chief Jerome reported they are receiving a lot of complaints regarding trailers, RVs, boats and utility trailers parked on the roadways, which is a traffic hazard. The Police Department has contacted quite a few people, written some tickets and towed some vehicles. One hour is the maximum time for these types of vehicles to be parked on the street unattached.

Police Chief Jerome reported people are also having mulch and/or gravel delivered and dumped on the street in front of their house instead of in their driveway. This is also illegal and creates hazardous conditions for vehicles, motorcycles and bicycles.

Member Requarth reported there is a house on Albert Road that has had a pile of debris on the street in front of it for some time.

Police Chief Jerome advised the Police Department will check the area and issue a warning or citation if needed.

Member Zimmerlin commented he has seen a lot of Rite Aid robberies reported on the news recently and asked Police Chief Jerome if he thinks this is a ring?

Police Chief Jerome replied our robbery is associated with robberies in two other jurisdictions. Police Chief Jerome stated he thinks this is going to be a rough summer as there have been quite a few shootings, murders and robberies in the area. Inflation and the economy directly affects the crime rate. We are fortunate to have a very vigilant community, who are quick to report suspicious people and activity to the Police.

Member Wilder commented she had a very persistent solicitor visit her home recently and asked if solicitors have to register with the City?

Police Chief Jerome replied we do not have an ordinance that requires solicitors to register but if any citizen has an issue with solicitors, the Police Department is happy to respond.

Law Director Stephan had no report.

Mayor Letner thanked Police Chief Jerome and Manager Keaton for attending the Ride to the Wall event for him as he was out of town.

Mayor Letner thanked the Corvette Club for inviting him to judge some vehicles at the recent car show at Reichard Chevrolet.

Mayor Letner reported Council needs to schedule a Special Council Meeting for Tuesday, July 5, to hold a Public Hearing regarding Manager Keaton retiring and seeking re-employment with the City of Brookville.

Motion by Fowler, second by Zimmerlin to hold a Special Council Meeting for Tuesday, July 5, 2022 at 7:00 p.m. for the purpose of holding a Public Hearing regarding Manager Keaton retiring and seeking re-employment with the City of Brookville. All yeas, motion carried.

Motion by Wilder, second by Crane to read proposed Ordinance No. 2022-03. All yeas, motion carried.

Motion by Schreier, second by Wilder to accept the third reading and adopt Ordinance No. 2022-03 entitled "AN ORDINANCE REAFFIRMING THE BAN ON POSSESSING, SELLING, OR DISCHARGING FIREWORKS IN THE CITY OF BROOKVILLE, AS SET FORTH IN SECTION 1519.04 OF THE CODE OF ORDINANCES OF THE CITY OF BROOKVILLE, PURSUANT TO OHIO REVISED CODE SECTION 3743.45." Schreier yea, Wilder yea, Requarth yea, Crane yea, Fowler nay, Zimmerlin nay, Letner yea. Motion passed with five yeas and two nays.

Motion by Zimmerlin, second by Fowler to read proposed Resolution No. 22-08. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to accept the third reading and adopt Resolution No. 2022-08 entitled "A RESOLUTION APPROVING PARTICIPATION IN REGION 8 GOVERNANCE STRUCTURE UNDER THE ONEOHIO MEMORANDUM OF UNDERSTANDING." All yeas, motion carried.

Member Requarth commented the McMakens parking lot is in bad shape, however, we need to seriously consider our own streets and maintenance going forward. If we are asking others to fix their parking lots, we need to consider our own property. Council needs to get a plan together before we get to the next budget. We need to look outside the box or figure out what we are going to cut so that we can fix our own streets. We are responsible for safe passage on our roadways and the longer they are let go, the more expensive they will be to fix.

Mayor Letner stated we have been saying this for three years. We put levies on the ballot and they were voted down.

Member Zimmerlin commented he will not support another levy after the recent levy failures. The only way we are going to generate revenue is through development.

Member Requarth stated it is the responsibility of Council to figure out how to pay for the street repairs.

it is below the foundation on the steps on the one side, which will eventually erode that side of the steps out. The other side, about a foot wide, is six to eight inches above the other part. Mr. Wright stated he wants it to be filled in the correct way and he would like the foundation of the grade to be there. To be frank, it is probably four or five hours of work but he does not want to do it himself after a long day of work.

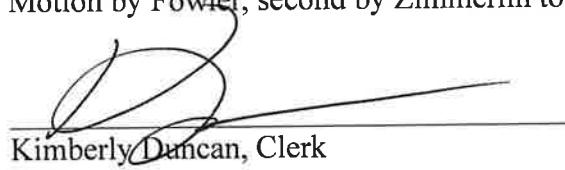
Manager Keaton replied she will have Brumbaugh Construction come back out as they have to maintain that and the grass has to grow before they are released from their bond. Manager Keaton asked if he is referring to the side on the left if facing the house?

Mr. Wright replied it is actually the one on the right. That is the one that is underneath the foundation. The one on the left is just like a foot that should have been shoveled out with a spade shovel. Mr. Wright commented the hydroseed is doing better than he thought it would do and it looks good.

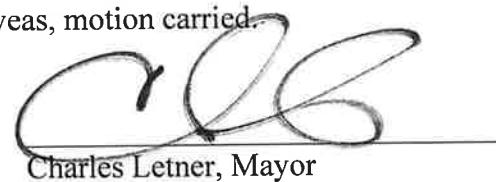
Manager Keaton replied she will contact Brumbaugh to come back out.

Member Requarth asked if they could also check the corner of Maple and Hay, as he noticed it may need more dirt where it has washed out.

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



Kimberly Duncan, Clerk



Charles Letner, Mayor