

Brookville City Council
Regular Meeting
May 7, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on May 7, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Fowler, Schreier, Wilder and Zimmerlin; Fire Chief Fletcher, Police Chief Jerome, Acting City Manager/Finance Director Keaton, Law Director Stephan, and Clerk Wheeler were present.

Roll Call by Clerk Wheeler.

Motion by Zimmerlin, second by Fowler to approve the Agenda as presented. All yeas, motion carried.

Motion by Fowler, second by Wilder to approve the Special Council Meeting Minutes of May 1, 2019. All yeas, motion carried.

Motion by Schreier, second by Fowler to approve the Regular Council Meeting Minutes of April 16, 2019. All yeas, motion carried.

Mayor Seagraves stated he has submitted his letter of resignation as Mayor. He informed he has taken a new job with Montgomery County and can no longer have any political affiliations. He informed he had to sign a letter stating he would no longer hold a position in a public office. He stated the residents have a sound Council and Member Letner will do a great job as the Mayor. He thanked the citizens; current and past Council Members; City Staff; previous administrations including Gary Burkholder and John Wright; all former Mayors he has worked under; the businesses in Brookville; County and State agencies; the Brookville Star; all City Boards and Commissions; Brookville Theatre Board; Chamber of Commerce; Tim Hopkins, School Superintendent; Commanders of the VFW and AmVets; and his friends and family.

Mayor Letner stated Mayor Seagraves has certainly left his mark on this City and he accomplished a lot of what he wanted to do.

Dave Monnin, former Park Board President, stated David Seagraves is a good man and he has enjoyed working with him over the years and Brookville will miss him.

Motion by Schreier, second by Fowler to accept the resignation of David Seagraves as Mayor effective May 5, 2019. All yeas, motion carried.

Mayor Letner wished David Seagraves the best of luck.

Law Director Stephan administered the Oath of Office to Chuck Letner as the new Mayor.

Mayor Letner informed Council recently interviewed eight applicants for the open City Council position from Anne Kirklin. He informed Council has chosen Matthew Swabb to fill the open position.

Motion by Fowler, second by Zimmerlin to appoint Matthew Swabb to City Council with an expiring term of December 31, 2019. All yeas, motion carried.

Law Director Stephan administered the Oath of Office to Matthew Swabb.

Motion by Fowler, second by Schreier to appoint James Zimmerlin as Vice-Mayor. All yeas, motion carried.

Police Chief Jerome informed Officer Henry Edds retired from the Brookville Police Department on April 30, 2019. He informed Officer Edds has officially retired from Montgomery County and the Police Department. He informed Officer Edds began his career with the Brookville Police Department in 2002 and has had a lot of great accomplishments over the years. He described Officer Edds as a dependable, solid person and Police Officer and the community and staff love him.

Police Chief Jerome informed Officer Edds was the first Brookville Police Officer ever shot in the line of duty on October 31, 2016. He informed Officer Edds was honored in 2017 as the Officer of the Year and was also a Purple Heart recipient from the American Police Hall of Fame. He stated Officer Edds is in the room tonight by the grace of God, the quick response of his partner, Officer Frank Graci and an amazing surgeon. He stated if it weren't for those events Officer Edds wouldn't be here retiring today. Chief Jerome wished Officer Edds the best of luck and stated he will definitely be missed. He reminded tomorrow a Retirement Party will be held for Officer Edds at the fire station from 5:00 p.m. to 8:00 p.m.

Police Chief Jerome presented Officer Edds with a shadow box in honor of his retirement.

Officer Edds thanked the community, his fellow Police Officers, Chief Jerome and the Staff of the City of Brookville.

Angie Jones, of 306 Arlington Road, informed since the last Council Meeting, she has spoken with the Boy Scouts and they would be willing to build the Blessing Box. She suggested if the Blessing Box will be located at the fire station, then maybe it could be constructed to look like the fire station. She stated she would like to approach various business to donate items to get the box started. She informed she has reached out to the Optimist Club and Sorority for help to man the box.

Mayor Letner asked if only non-perishable items will be placed in the box?

Ms. Jones informed yes, items such as canned goods, blankets etc. She asked if Council is on board with the idea and if she should continue by pursuing businesses for donations?

Fire Chief Fletcher stated the box could be located at the fire station for security purposes and monitored by a camera in the west parking lot, which would be visible from Market Street.

Law Director Stephan stated he needs to review the idea because a few years ago the City adopted some rules on donation bins. He stated Zoning Officer Snedeker also needs to review the plan. He stated it should be approved on a staff level and then back to City Council for final approval.

Ms. Jones stated she will look into more details for a support staff to maintain the box once in place.

Member Zimmerlin stated his main concern is just having a support staff to maintain the box so the responsibility doesn't fall back on the City.

Judge James Piergies, of Montgomery County Courts, informed he wanted to come out to give Brookville an update on crime rates and the court system. He stated he can now officially report a court will remain on the western part of town. A few years ago, it was thought to consolidate the courts into one building. He stated thanks to a lot of feedback from Police Chiefs throughout the area, it has been decided to keep a court on the western side of town. He described a new building will be built in Trotwood for a courthouse and one will remain in Huber Heights. He informed the County Commissioners have decided the court buildings will be owned by the county. He informed now that that has been decided, Judges can move on to do things like speaking to the local communities.

Judge Piergies presented a statistic report of court cases filed and reported crime rates are down in Brookville. He informed over the last two years the courts have come up with a better system to improve their communication with the local Police Agencies and to be more available when needed. He stated crime rates are down as a product of more enforcement and more stringent sentencing. He stated he is very pleased with Chief Jerome and his staff. Judge Piergies indicated by having a courthouse on this side of town, a decrease in crime rates, and accessibility, Brookville is moving in the right direction and these things will give everyone a better understanding and access to what needs to be done to keep Brookville safe.

Mayor Letner thanked Judge Piergies for what he has done for Brookville.

Acting City Manager/Finance Director Keaton informed the City recently submitted a Hazard Mitigation pre-application in March for the property located at 306-312 South Wolf Creek Street. She reported she received word our pre-application was reviewed and we are now invited to develop a full Project Application. She informed as part of the project, the City is required to hold a Public Meeting with residents and City Council. She informed a letter was delivered last week to the property owner, tenants of the effected properties, and adjacent neighbors. She informed the letter was also posted on the City's Website and Facebook pages as notification.

Acting City Manager/Finance Director Keaton introduced Kevin Clouse, Mitigation Specialist and Jacob Hoover Mitigation Supervisor with the Ohio Emergency Management Agency (OEMA) to go over the requirements for the project.

Jacob Hoover, Mitigation Supervisor, provided hand-outs on the FEMA program and the Hazard Mitigation Assistance Program. He informed the number one type of project his Department does is the Hazard Mitigation Grant Program (HMGP) which is a program that purchases repetitively flooded structures in the State of Ohio. The acquisition and demolition of these properties helps communities remove the buildings and maintain the land as open green space. He informed once open green space, it must permanently remain open space and will have deed restrictions. He informed a lot of these spaces are turned into a park or similar nature. He stated the HMGP is completely voluntary and based upon an appraisal of the structure. He informed the funding for the pre-application done for Brookville was for a presidential declared disaster made last March along the Ohio River, which opened up funding for anywhere in Ohio. He informed if there are any other locations that might be eligible, a new pre-application period will be opening up soon for recent flooding events that occurred in 2019.

Mr. Hoover informed the pre-application is moving forward for the property located on South Wolf Creek and the full application will be due June 21, 2019.

Member Zimmerlin asked the turn around time once the full application is submitted?

Mr. Clouse informed within a month a decision is usually made.

Member Schreier asked how quick the funds would be available?

Mr. Hoover informed usually by the first of the year, unless unforeseen circumstances come up.

Acting City Manager/Finance Director Keaton informed the next step in this process is to form a Mitigation Grant Committee with the Mayor, a Council Member, the City Manager, the Service Superintendent, and the property owner. She stated there should only be a few meetings needed to complete the application process.

Motion by Zimmerlin, second by Fowler to appoint Mayor Letner and Member Schreier to the Mitigation Grant Committee. All yeas, motion carried.

Acting City Manager/Finance Director Keaton introduced Amber Holloway and Daniel Bolton, Wright State University Students in the Masters of Public Administration Program, to present their Capstone Project and the results of the recent Focus Groups they completed with Brookville residents.

Amber Holloway provided Council with a handout describing the Focus Group findings and primary recommendations.

Amber Holloway and Daniel Bolton presented a Power Point Presentation entitled "Moving Brookville Forward". Copy of presentation attached to Meeting Minutes.

Member Letner stated it seems the students have done a great job. He asked if they were happy with the amount of participants who participated in the Focus Groups?

Ms. Holloway informed in a focus group situation, the conversations are guided and ideally no more than ten participants in a group at a time are needed. She stated in all three groups held, great discussions took place and they were very satisfied with the results.

Member Zimmerlin asked if they were to do it again, would there be anything they would do differently?

Mr. Bolton stated he thinks you can always do more research. He described a lot of the project was drawing the line on the scope and how far to take their recommendations. He informed they wanted their recommendations to be reasonable and feasible. He stated they only had about two months to complete the project for school, which seemed like a short timeline and he would have loved to have more time.

Member Fowler asked how aware the participants seemed on the fiscal issues the City is facing?

Ms. Holloway informed most seemed to be generally aware of financial issues and a majority had the big picture of what was happening financially. She informed the Focus Groups were held right after Payless announced the closing of the Distribution Center in Brookville and that was big news.

Member Schreier stated there is a big opportunity to share general information on the process of Economic Development. He stated it is hard because so much of Economic Development has to be kept confidential, but maybe we could try to relay more general information or that we are working with the Dayton Development Coalition.

Ms. Holloway stated that is why they listed communication and transparency first on the list of recommendations. She stated everything falls under communication and even though the information might be there, it's how it is pushed out to the public.

Mayor Letner stated communication could probably be worked on a bit. He stated he feels over the last few years the City has gone above and beyond to be transparent. He stated the information is out there, maybe it's where the information is, but it is definitely out there.

Ms. Holloway thanked Council for letting them present tonight.

Member Zimmerlin thanked the Wright State Students for the great work they did on this project.

Acting City Manager/Finance Director Keaton informed City Staff gave a presentation to the Safe Routes to School Committee on April 22, 2019 on our Safe Routes to School Application that was submitted in early March. She informed this application process is very competitive and a lot of projects were submitted. She stated we should learn by mid-June if our project is approved for funding.

Acting City Manager/Finance Director Keaton informed the City received notification that our Keep Montgomery County Beautiful Grant Application received funding approval. She explained the grant is for \$1,000 and will assist the City and the Leaf and Blossom Garden Club with the flower planters on Market and Walnut Streets.

Acting City Manager/Finance Director Keaton reported the City received notification that one of the three Montgomery County Solid Waste Recycling Grant Applications received funding approval. She informed we were awarded \$3,629 for the purchase of one waste oil tank and the waste oil tank will be located at the Service Garage to store donated used oil that we can use in our three waste oil burners. She informed the Solid Waste Management Policy Committee received 27 applications requesting \$472,810 in grant funding, with the committee approving \$298,656.

Acting City Manager/Finance Director Keaton reported during the month of April, the City received two generous donations for our Park Fund. She informed a \$5,000 donation from the Brookville Area Chamber of Commerce that was designated toward the Leiber Center roof repair, and an anonymous donation of \$10,000 was received to be designated toward the pedestrian bridge repair at Golden Gate Park. She informed parts for the project will be ordered soon.

Acting City Manager/Finance Director Keaton informed in April, a RAS pump, to replace the RAS pump in the wet well at the Wastewater Treatment Plant, was ordered. She informed the RAS pump was purchased in late 2017 as part of our Ohio Public Works Commission Project. She stated there was a one-year warranty on that pump and now that we are beyond the one-year anniversary, it is a 50% warranty, or a \$4,000 outlay to the City.

Acting City Manager/Finance Director Keaton requested Council authorization to submit a Community Development Block Grant (CDBG) application to Montgomery County and enter into subsequent contracts if funded. She described the grant application is for the demolition of the existing 2' deteriorated asphalt path in Golden Gate Park and the installation of a 610'-8' wide walking path that will connect the Brookville Community Theatre Parking lot to the main drive in Golden Gate Park. She stated this was previously awarded in 2017 to be installed in 2018, but those CDBG funds had to be redirected to the NorthBrook Water Tower Project. She informed the total project cost is \$82,229.25 and we are requesting \$57,560 in grant funding, or 70%, with the City contributing \$24,669.25, or 30% of the total cost. She informed applications are due by May 17, 2019 by 5:00 p.m.

Motion by Zimmerlin, second by Schreier to allow Acting City Manager/Finance Director Keaton to submit a Community Development Block Grant (CDBG) application to Montgomery County and enter into subsequent contracts if funded for the demolition of the existing 2' deteriorated asphalt path in Golden Gate Park and the installation of a 610'-8' wide walking path that will connect the Brookville Community Theatre Parking lot to the main drive in Golden Gate Park for a total project cost of \$82,229.25 and requesting \$57,560 in grant funding, or 70%, with the City contributing \$24,669.25, or 30% of the total cost. All yeas, motion carried.

Member Fowler asked if any estimates have been received yet for the project?

Acting City Manager/Finance Director Keaton informed only the Engineer's estimate completed for the initial application in 2018. She stated if funded then the Engineer would put together a bid packet and we would have to go out to bid and follow the federal guidelines because it is a federally funded project.

Acting City Manager/Finance Director Keaton informed she recently learned we could apply for another CDBG grant to demolish up to four structures in the City of Brookville and could include the property in our Hazard Mitigation Grant. If awarded, it would cover the City's 12.5% cost on the project, which would be approximately \$33,875.00 of the total project cost of

\$271,000. She informed the City does have several other projects that will be eligible for demolition next year that this funding could be used for.

Member Zimmerlin asked if we apply for the grant, then we would already know what structures we would use the money on for demolition?

Acting City Manager/Finance Director Keaton informed there are a few residential and a few commercial properties that will be eligible for demolition. She requested Council approval to submit a CDBG Application for a total project cost of \$80,000 and requesting \$64,00 in grant funding or 60%, with the City contributing \$16,000.

Motion by Schreier, second by Zimmerlin to allow Acting City Manager/Finance Director Keaton to submit a Community Development Block Grant (CDBG) application to Montgomery County to demolish up to four structures in the City of Brookville or a total project cost of \$80,000 and requesting \$64,00 in grant funding or 60%, with the City contributing \$16,000. All yeas, motion carried.

Acting City Manager/Finance Director Keaton presented the April 30, 2019 Fund Balance.

Motion by Fowler, second by Schreier to approve the April 30, 2019 Fund Balance as presented. All yeas, motion carried.

Member Zimmerlin complimented Acting City Manager/Finance Director Keaton and Service Superintendent Homan for the way they handled a recent Rumpke complaint. He described he sent an email because his trash was missed and he appreciated receiving a response back within two hours and by the next morning his trash was picked up. He stated that level of communication was refreshing to him.

Acting City Manager/Finance Director Keaton informed the City Office is logging all complaints received. She informed the incident Member Zimmerlin referenced was due to a breakdown of a Rumpke trash truck.

Member Zimmerlin stated he noticed an update was even on the City's Facebook Page that night also.

Member Wilder asked if grass assessments go on water bills or are assessed to property taxes?

Acting City Manager/Finance Director Keaton informed when the parcels are mowed, invoices go out and if not paid, the amount is assessed to property taxes.

Fire Chief Fletcher presented the April Operations Report.

Fire Chief Fletcher informed on May 2 WHIO aired an I-Team Report that focused on fire department staffing and the struggle with staffing, especially with part-time employees. He stated our Fire Department is heavily dependent on part-time personnel and run a very high call volume with a dedicated part-time staff. He informed after the Report aired, he received several inquiries from concerned residents on our current staffing and he felt it important to share with City Council. He informed in the past, the Fire Department has had as many as 46 personnel at one time and are currently at 40. He described some of the problems identified in the recent report, we do experience on a daily basis including ambulances being "browned out" which means insufficient staff for a vehicle to be in service. He stated when that happens in Brookville, we rely on mutual aid. Fire Chief Fletcher stated the Fire Department's Budget transitioned from volunteer to part-time in the mid 1990's and the important thing to remember about their budget is that to date Brookville has never funded complete staffing to include fire, the budget is built around his ability to keep two ambulances staffed. He stated the fact we choose to hire people that are trained as both Fire Fighters and EMS Providers, give us the benefit that when the ambulances are on the road, Staff is readily available to also jump on a fire truck and head to a

fire if needed. He stated our vulnerability is that personnel is staffed to keep two ambulances on the road and when both are on the road, then we have to depend on the recall of off-duty personnel and mutual aid. He stated this is nothing new and is not a sales pitch for more revenue, it is simply a comparison to others in the WHIO Report and a reality of how our Fire Department is staffed. He stated he has no way of knowing how many off-duty personnel will respond to a recall. He stated what we do have is a staff in service with the primary intention to get two ambulances out the door. He informed he reviewed the amount of times over the last five weeks where we had our 2nd ambulance "browned out" due to a lack of part-time staffing. He described it was "browned out" as little as 1.5 hours and as much as 12 hours in a 24 hour period. He stated again when this happens, we rely on our neighboring communities and they also rely on us as a part of our usual mutual aid procedure. He stated this is not a pitch to hire full-time personnel, he has always been an advocate on the importance of having the right balance of personnel to meet our needs. He stated the moment we hire full-time personnel, the less money that will be available to provide for ambulance and fire trucks and pay all the bills associated with a Fire Department. He stated it is a big decision because it is a big strain on the budget.

Fire Chief Fletcher informed the other report WHIO recently did was on Insurance Services Office (ISO). He reminded Brookville completed an ISO evaluation in 2014. The evaluation thoroughly went through our fire department operations, water system, and dispatch operations. He informed we received a tremendous improvement in our ISO rating and went from a 9 to a 4 in non-hydrant areas and a 6 to a 4 in hydrant areas. He described the report explained that the closer an ISO rating is to 1, the lower amount paid in insurance costs. He stated Brookville cannot score better than a 4 without making big improvements in staffing, having additional fire equipment made available for increased staffing and improvements to our water system, which all come with a large price tag. He stated in the report, ISO was brought up as a potential way to save money on insurance rates. He stated we have no control over that and just because a Fire Department does get a lower ISO rating, it does not mean residents will see a difference in the amount they pay. He stated he thinks this was a hollow promise and wouldn't want any misrepresentation.

Fire Chief Fletcher stated he would like to address some recent rumors on social media about efforts to eliminate volunteer service. He stated he knows no Fire Department that has intentionally changed from volunteers to part-time staffs just to eliminate volunteers. He stated it comes down to people not having the time to volunteer, or taking a tremendous amount of training and being able to run a tremendous amount of calls in their spare time. He stated if there were enough volunteers to run a Fire Department then more Departments would do it to free up money in the General Fund.

Fire Chief Fletcher reported recently during a routine smoke detector installation, a resident complained to his crew about how Brookville could build a new firehouse facility like we did with only part-time personnel. He stated he invited the individual in to have a conversation and explain even though the Fire Department personnel may have a part-time status, that doesn't matter or change the fact that they are on duty 12-36 hours at a time, 24 hours a day, 7 days a week. He explained the facility was built to meet the needs of the Department and last for the next 50-70 years. He stated the WHIO I-Team Reports were listed as an ongoing investigation, so we may see these topics again. He stated as Mayor Letner stated earlier in the Meeting, we have done our best to be transparent and explain, but sometimes we are met with folks who already have their minds made up and our explanation doesn't matter.

Police Chief Jerome reported the Brookville Police Department handled 145 Incidents year-to-date, compared to 167 during this same time last year. Police Chief Jerome reported Citations were up a total of 45 Citations year-to-date, for a total of 225 Citations issued year-to-date. There were 159 traffic stops for April compared to 179 during April 2018.

Police Chief Jerome reminded tomorrow is Officer Henry Edds Retirement party in the training room at the firehouse from 5:00 to 8:00 p.m.

Police Chief Jerome informed the Officer Down Memorial 5K is scheduled for this Saturday, May 11 starting at 6:00 p.m. including a candlelight vigil held after the walk.

Police Chief Jerome stated he has always been very proud of our schools. He informed US News and World Report recently did a report on the best schools in the nation. He informed Brookville Local Schools ranked 47 out of 736 high schools in Ohio and 1,400 out of 23,000 nationally.

Police Chief Jerome stated the Police Department has been working hard. He stated crime was down 38% in 2018. He stated the Police Department is also in the competitive market for part-time officers. He informed everyone is hiring full-time right now and it seems every time we hire a part-time officer, they get hired full-time somewhere else.

Law Director Stephan had no report.

Mayor Letner stated he is glad to be here. He stated he has big shoes to fill as David Seagraves served the City on Council for 34 years, but he is definitely up to the task. He stated if anyone needs anything from him or Council, to please let him know. He informed there will be one more additional selection of a new Council Member by the end of the month. He stated both new Council Members will be a valuable asset. He thanked everyone for their support.

In Old Business,

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 19-07. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to accept the third reading and adopt Resolution No. 19-07 entitled, "A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE REVIEW COUNCIL FINDING THAT THE ENTERPRISE ZONE AGREEMENT OF GREEN TOKAI CO. LTD DATED MARCH 25, 2016 IS IN COMPLIANCE AND THAT THE ENTERPRISE ZONE AGREEMENT BE CONTINUED." All yeas, motion carried.

Motion by Schreier, second by Fowler to read proposed Ordinance No. 2019-04. All yeas, motion carried.

Motion by Wilder, second by Fowler, to accept the second reading of proposed Ordinance No. 2019-04 entitled, "AN ORDINANCE LEVYING ASSESSMENTS FOR DELINQUENT UTILITY BILLS FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Mayor Letner reminded proposed Ordinance No. 2019-02 was tabled at the April 16, 2019 Council Meeting. He stated the Ordinance is under review and Council is considering changing the amount initially drafted. He stated the water and sewer increase just went into effect and was probably substantial for a lot of people in the community. He stated since this Ordinance wouldn't go into effect until October, there isn't a huge rush to approve and Council would like to do its due diligence.

Member Schreier stated Council would also like to have a full Council before making any final decisions.

In New Business,

Mayor Letner stated due to some scheduling conflicts, Council would like to reschedule the Regularly scheduled May 21 City Council Meeting to Tuesday, May 28.

Motion by Schreier, second by Fowler to reschedule the Tuesday, May 21, 2019 Regular City Council Meeting to Tuesday, May 28, 2019 at 7:30 p.m. All yeas, motion carried.

Member Fowler reported Park Board has an upcoming Meeting on May 14. He informed shingles have been received for some of the open air shelters that need repair.

Mayor Letner stated no progress has been made on the pedestrian bridge as of right now. He informed during the breaks from rain, a lot of mowing has been done.

Service Superintendent Homan informed the materials were picked up and are in place to start the work on the pedestrian bridge, just waiting for less rain and for the creek to be lower.

Member Schreier reported there was no April Meeting and the next Meeting is scheduled for May 16.

Bruce Garber, of 434 Sycamore Street, congratulated Mayor Letner and Member Swabb. He stated it takes a lot of time and effort to serve on Council and he thanked them for taking the time. He thanked Service Superintendent Homan and the Service Department for painting the curb yellow at Market Street near Old Hickory because it seems to have fixed the traffic problem.

Mr. Garber suggested the City should go back to the old policy of free limb pick up for the first 10 minutes.

Mr. Garber suggested the Storm Water Fund should not be permanent, instead it should only be implemented for a few years, similar to a non-permanent levy.

Kim Cheatham, of 565 Adrian Court, congratulated Mayor Letner and Acting City Manager/ Finance Director Keaton. She thanked Council for a less confrontational environment compared to the last two years since she has been coming to Council Meetings. She also thanked Police Chief Jerome and the School Resource Officer (SRO). She stated she just heard of another school shooting today where there was not an SRO. She stated it is comforting to know our school has one.

Ms. Cheatham asked if anyone from the City has had any dialogue with Green Tokai? She stated since Marysville is shutting down their 2nd shift of Honda she was concerned that may impact Green Tokai and our revenue.

Tonya McKown, of 226 South Wolf Creek Street, asked about the drone study on Wolf Creek and if any results are available yet?

Service Superintendent Homan informed flying was finished up last week, but the final report has not been compiled yet. He informed it is expected to take a few weeks before the report is finished.

Ms. McKown asked why don't we have full-time Fire Department employees?

Fire Chief Fletcher informed because of finances, it is a very expensive endeavor to carry full-time employees.

Ms. McKown asked if it is true that Chief Fletcher is also employed full-time with the City of Englewood?

Fire Chief Fletcher stated no. He informed he was the full-time Assistant Fire Chief in Englewood until he came to Brookville in 2011. He stated he gave up his full-time position in Englewood when he came to Brookville and once he became full-time Chief for Brookville in

2012, he became the part-time Assistant Fire Chief for Englewood and the two have been able to share resources.

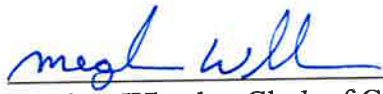
Member Zimmerlin stated most fire fighters work multiple departments.

Mayor Letner stated it has been a good fit for Brookville and Chief Fletcher.

Member Zimmerlin stated a lot of communities are really struggling to find part-time staff.

Mayor Seagraves thanked everyone for coming tonight.

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



Meghan Wheeler, Clerk of Council



Charles Letner, Mayor

Moving Brookville Forward



Engaging Residents Through Focus Groups

Daniel Bolton & Amber Holloway
Wright State University – Spring 2019

Please Contact: Bolton.13@wright.edu or Holloway.38@wright.edu with any questions.

Project Scope

- City of Brookville requested assistance to engage citizens to inform future decision making
- Conducted three focus groups and performed research on the use of focus groups and successful levy campaigns
- Goals:
 - Generate community buy-in
 - Better understand the services that residents find valuable
 - Identify areas of improvement for the City

Research Duty

Engage residents to establish baseline information, and to better understand community needs.

Community Introduction

- Brookville is located in northwestern Montgomery County, Ohio
- Population: 5,884 (2010 Census)
- Prides itself on recreation spaces, small town amenities and geographic location
- Main revenue source: Income Tax of 2.0%

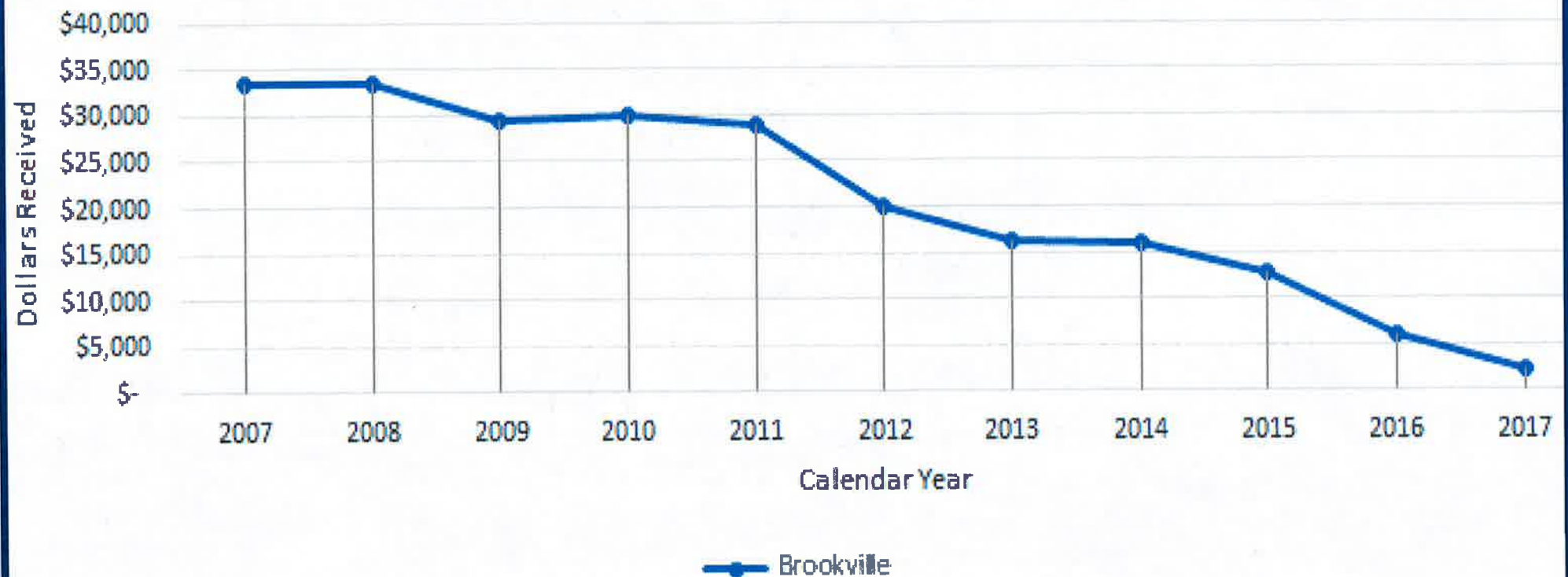
Declining Revenues

City is experiencing decline in revenues due to:

- Cuts on funding from the State of Ohio to local governments
- Loss of economic development projects
- Difficulty in passing levies
- Repeal of an income tax credit reduction ordinance

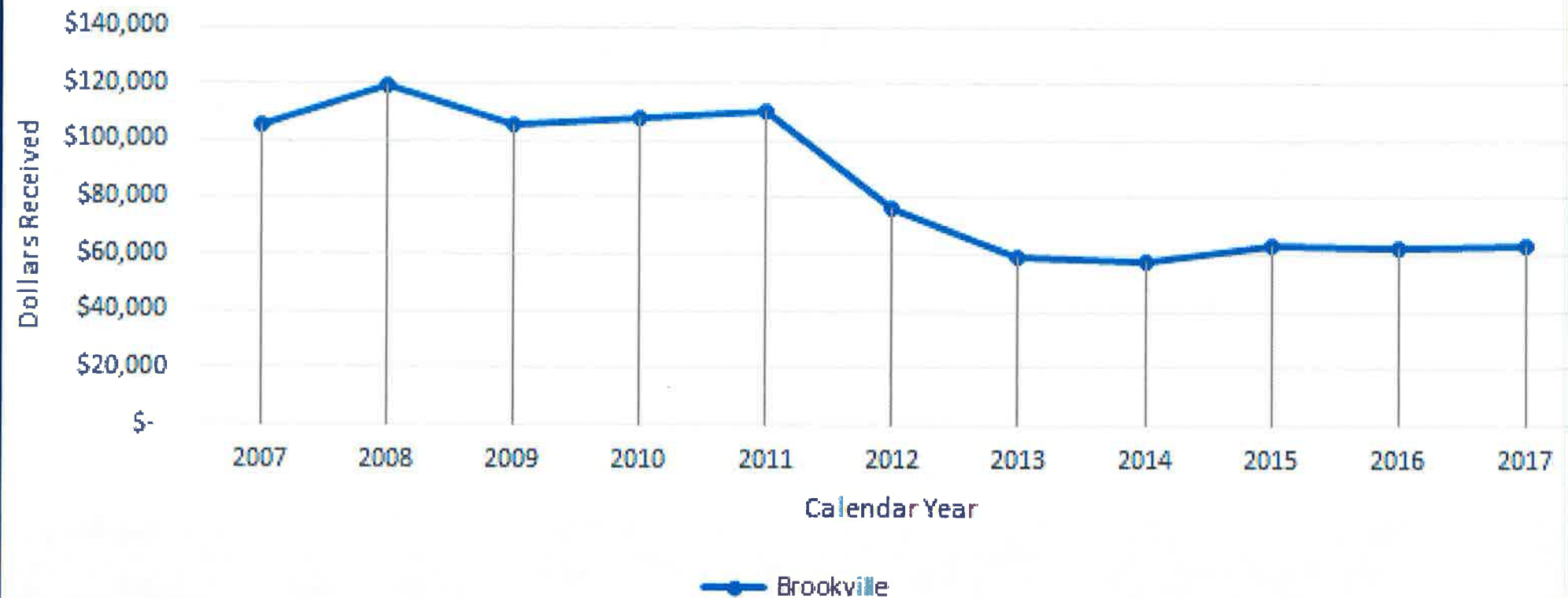
Contributing Trends

Disappearing Local Government Funds Received from the State



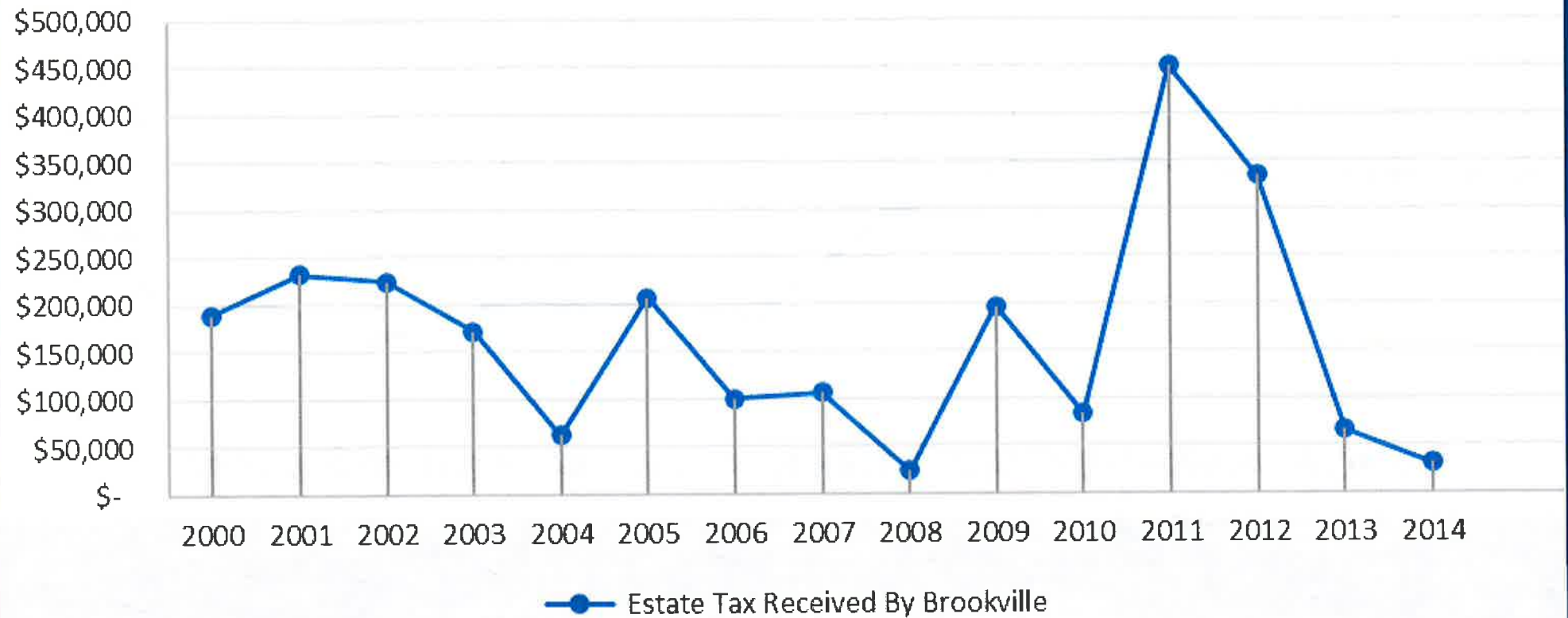
Contributing Trends

Declining Local Government Funds Received from Montgomery County



Contributing Trends

Estate Tax Revenue Ended 2014



Conducting Focus Groups

- 3 Focus Groups
- Held at the Brookville Fire Station
- 17 participants
 - Ranged from short term to long term residents
- 4.5 hours of discussion
 - 1.5 hours for each session

City of Brookville Wants to Hear from You!

Choose a date and sign up now!

The City of Brookville has partnered with Wright State University Graduate Students to conduct group discussions with residents of Brookville. We would like to invite you to express your opinions to help the city determine priorities for the future.

Group discussions are being held on the following dates:

MARCH 28th	MARCH 30th	APRIL 3rd
6:00 PM	10:00 AM	6:00 PM

What's in it for you?

- ☑ Help shape future decision making.
- ☑ Share your opinions on what the city has completed so far.
- ☑ Last between 60 to 90 minutes.
- ☑ Light meal and refreshments provided.

City of
BROOKVILLE

RSVP by contacting Meghan at City Hall at **937-833-2135 (ext. 120)** or by emailing holloway.38@wright.edu to let us know which session is best for you. Additional information will be provided to those who express interest.

Focus Group Findings

- Participants appreciate the school resource officer
- Generally approved of the level of services
- Eager to be more involved with City Council



Focus Group Findings

Theme 1: More methods of communication desired

Theme 2: More information shared from City to improve
transparency

Theme 3: Declining quality of some services

Theme 4: Need for long-term planning

Theme 5: Economic development & finances major concern

Primary Recommendations

Communication & Transparency:

Revive the quarterly newsletter

Increase social media use

Audio/Visual recording of City Council meetings

Primary Recommendations

Services

Evaluate services using performance based metrics

Consider contracting with local businesses for brush drop-off

Primary Recommendations

Planning

Consider long-term plan to address:

- Capital improvement projects
- City services

Utilize “Blue Ribbon Committee”, WSU or MVRPC to create strategic plan in an cost-conscious manner

Conduct a community survey

Primary Recommendations

Economic Development & Diversifying Revenue

Advertise commercial properties more broadly

Connect more with local businesses

Consideration of future tax levy

Questions?

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