

Brookville City Council
Regular Meeting
November 16, 2021

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on November 16, 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, Requarth, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher and Police Chief Jerome were present. Clerk Duncan was absent.

Roll Call by Acting Clerk Brandt.

Motion by Fowler, second by Requarth to adopt the Agenda as presented. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to approve the November 2, 2021 Regular Meeting Minutes. All yeas, motion carried.

Manager Keaton stated she would like to begin this evening by recognizing and congratulating Jim Snedeker, our Zoning & Property Maintenance Officer, and Economic Development team member on his approaching retirement. Jim began working for the City in April 2005 as a part-time Zoning & Property Maintenance Officer and moved to full-time status in 2010. Jim did not always have an easy time working as our Zoning & Property Maintenance Officer, especially when it came time to defend the City's position on violations. Manager Keaton applauded Jim on managing this arduous job over the last 16 years and wished Jim all the best on his retirement.

Manager Keaton announced last Wednesday morning, Chief Fletcher and she learned Brookville is the new owner of the retired Englewood ladder truck. Englewood Council unanimously approved donating their ladder truck to Brookville. Manager Keaton stated she would like to take this opportunity to thank Manager Eric Smith and Englewood City Council for their donation.

Fire Chief Fletcher commented that it's a tremendously appreciated endeavor on Englewood Council's part and he certainly appreciates it. Chief Fletcher stated he's known the Englewood Manager for many years, and he's always thought regionally. Chief Fletcher worked with Manager Smith for several years and knows that has always been the approach. This helps us redirect what money we have available for this project to fix the things that need fixed to make it a quality piece that will last us for a long time to come.

Manager Keaton reported the city's street levy, which was on the November 2 ballot, was defeated by 304 unofficial votes. Manager Keaton stated she provided Council with a breakdown of the levy vote by precinct, and she also provided a copy of the map that outlines our four precincts. With the defeat of our street levy, we will be implementing cuts that were previously discussed. She will update Council at the next meeting on those cuts. Issue 3 was also defeated along with the Perry Township additional fire levy. The Perry Township fire levy lost by 57 votes. The precinct that strongly defeated the Perry Township fire levy was Brookville Precinct D.

Manager Keaton reported that she received the agenda and packet for tomorrow's OPWC meeting. It appears that neither one of our projects will be funded this round. Sixteen of the 42 SCIP projects will be funded. Brookville ranked 19th with a score of 39. Last year we ranked 13th out of 41 SCIP projects with a score of 39. Projects that scored 39 or better were funded in 2019 and in 2020, so Council can see how competitive the OPWC process is.

Manager Keaton reported last October, she announced FEMA approved the Hazard Mitigation Grant for the property located at 320 S. Wolf Creek Street. The home was appraised early this year, and the property owner declined our offer to purchase the property, so this will close this project.

Manager Keaton reported MetroNet is currently finishing an existing build and they hope to begin in Brookville in early to mid-December.

Manager Keaton reported over the last couple weeks the contractor experienced a couple obstacles on the Walnut Street Project. Finrock Construction came across a 4" steel gas main that was not marked. The gas main was in the same trench where the new 8" water main is proposed. CenterPoint Energy determined the gas main was abandoned, which required Finrock to remove the gas main at an increased cost of \$2,050. Late last week they encountered a 24" storm line on Walnut St. The storm line interferes with the flow line of the new waterline, so the contractor has to go under the storm line using 45-degree bends until they are able to resume the proposed grade. The increased cost to lower the 8" watermain under the 24" storm totals \$8,225. Manager Keaton requested Council approval for Change Order #1 on the Walnut Waterline Replacement Project. The Original Contract price was \$196,000; with this Change Order the new Contract price will be \$206,275. Manager Keaton stated this project received OPWC funding in the amount of \$199,987, so \$6,288 of this Change Order will come out of our Water Fund.

Motion by Requarth, second by Fowler to approve Change Order #1 on the Walnut Waterline Replacement Project at an additional cost of \$2,050 for the removal of the abandoned 4" gas main in the trench and an additional cost of \$8,225 for lowering the watermain below the storm line for a total increase of \$10,275 for a new contract price of \$206,275. All yeas, motion carried.

Manager Keaton reported on November 4, she received an email from ODOT advising the State Engineer's estimate came in higher than originally anticipated for the Safe Routes to School Project. The city is responsible for any funding overage. We should be receiving an invoice soon in the amount of \$58,316, which needs to be paid to proceed this project to Sale. The project is scheduled to be bid in January, and we are hoping the bids come in better than expected. If the bids come in better than expected, we will receive a refund. Manager Keaton requested Council authorization to allow the Finance Director to issue a check in the amount of \$58,316 for the SRTS Project.

Motion by Zimmerlin, second by Schreier to authorize the Finance Director to issue a check in the amount of \$58,316 for the Safe Routes to School Project. All yeas, motion carried.

Member Fowler asked Manager Keaton if anyone has ever contacted the IGA store about repairing their parking lot?

Manager Keaton replied, yes that is something that we have discussed with them in years past and we are going to address it again soon.

Finance Director Brandt had no report.

Fire Chief Fletcher reported that a couple months ago he brought forward a federal grant for personnel that we were not awarded. The application period has opened for that, and Manager Keaton asked me to confirm that Council is still comfortable with us moving forward with this next application process for 2022. There are two grants that I'm going to tell you about. If we are awarded, then there will be a portion of it that we would be responsible for contributing. If Council says no, then we will back off on preparing the grants. Chief Fletcher stated the first grant that we are looking at is the SAFER grant that would provide us with three full-time employees for the period of the grant and the second grant that we are looking at that we feel would score best is on our breathing apparatus. Our breathing apparatus that we currently use was acquired in 2009, courtesy of a federal grant. We are now eligible for a replacement for three generations. That scores it very high in grant points and has the potential to save us about \$175,000 on an anticipated \$215,000-\$225,000 project. Chief Fletcher stated he would like to move forward with both of those grants.

The consensus of Council is to move forward with the grant applications for the Fire Department.

Chief Fletcher reported the dispatch conversion has been bumped a couple days, but they anticipate at 10:00 a.m. tomorrow the switch is going to flip, and we'll move over to the new CAD system. This will increase our interoperability with our neighbors as it puts us all on one platform of the CAD software across the county.

Member Fowler inquired how long does it typically take to write or apply for a grant?

Chief Fletcher replied, there are significant staff hours that are put into that because we must tell them about our community. It's a little easier this time because we just prepared information for the grant. We are trying to find out what we did in this last application that we need to do better this time to make it more attractive. Chief Fletcher stated Manager Keaton and Finance Director Brandt also had significant portions to complete as we must provide our budgets, liabilities, and our history.

Member Fowler asked how many hours goes into it.

Manager Keaton replied federal grants are very-detailed and take much longer to complete. Hours vary per grant.

Fire Chief Fletcher reported that he has 40 hours invested in his portion alone.

Police Chief Jerome reported the Police Department has been busy. Chief Jerome stated he is getting ready to put out a picture of a thief and his vehicle that hit several cities and several businesses here in the community.

Chief Jerome reported the Veterans' Day lunch went great at Rob's, we fed 125 veterans and their spouses. Chief Jerome announced he put photos on their Facebook. We had a lot of people come back from previous years and we saw some new faces. This Saturday we have the Thanksgiving lunch at the school which will be from noon to 1:30 p.m. with the school matinee afterwards at 2:00 p.m. Chief Jerome stated we received some great donations for the lunch and the matinee. We appreciate all our donors. Rob's is going to do a large portion of it and the Let's Eat group as well. The Police Department is going to help serve; we're glad to be doing it again this year.

Chief Jerome reported training is going well with our new Officers. Two of the four Officers are on their own. We are very pleased; we've received a lot of great comments on our new Officers.

Law Director Stephan reported City Staff recently had a meeting with management of Green Tokai. It was a general outreach meeting, and he thinks it was very positive and they're moving forward with their business. Their main goal is to hire additional people.

Law Director Stephan also wanted to report that we had a preconstruction meeting on Hunter's Run, Section Two, and they are moving forward with that project.

Mayor Letner affirmed it has been great to have Jim Snedeker as our Zoning and Property Maintenance Officer. He is going out with a bang, and he's done a heck of a lot since he's been here, especially in recent months and this past year. We've seen some significant progress thanks to Jim spearheading everything, so it's been great having him.

Mayor Letner stated Veterans' Day at Rob's was awesome, he saw at least one World War 2 veteran and a lot of smiling faces.

Mayor Letner wanted to recognize the Service Department on picking up leaves. They are staying on top of it so thank you to them. Keep the cars out of the way so they can do their job.

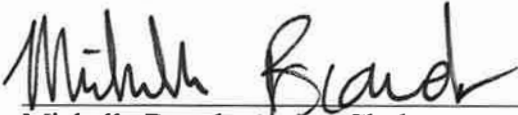
Member Fowler, Park Board Liaison, reported there is a lot of work going into the Christmas in the Park event. Park Board will be setting up displays on November 19 and November 20. Member Fowler commented the Pumpkin Walk was a huge success; lots of hotdogs and donuts were ate.

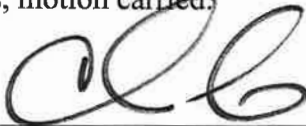
Member Schreier, Planning Commission Liaison, stated he wanted to thank Jim Snedeker and wish him well on his retirement. He's had a hand in a lot of things over the years through Planning Commission and Thursday will be his last meeting.

Motion by Fowler, second by Zimmerlin to go into Executive Session per O.R.C. 121.22(G)(2) to consider the purchase of property for public purposes. All yeas, motion carried.

Mayor Letner called Council back into Regular Session.

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


Michelle Brandt, Acting Clerk


Charles Letner, Mayor