

Brookville City Council
Regular Meeting
August 1, 2023

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 1, 2023. 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, Kristof, Schreier and Zimmerlin; Manager Keaton, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present. Finance Director Brandt was present virtually. Member Wilder was absent.

Law Director Stephan administered the Oath of Office to newly appointed Council Member Damian Kristof.

Roll Call by Clerk Duncan.

Motion by Zimmerlin, second by Fowler to adopt the Agenda as presented. Kristof abstained, Crane yea, Fowler yea, Zimmerlin yea, Schreier yea, Letner yea. Motion carried with five yeas and one abstention.

Motion by Zimmerlin, second by Fowler to approve the July 18, 2023 Special Meeting Minutes. Crane yea, Fowler yea, Zimmerlin yea, Schreier yea, Kristof abstained, Letner yea. Motion carried with five yeas and one abstention.

Motion by Zimmerlin, second by Fowler to approve the July 18, 2023 Regular Meeting Minutes. Fowler yea, Zimmerlin yea, Schreier yea, Kristof abstained, Crane yea, Letner yea. Motion carried with five yeas and one abstention.

Karl Keith, Montgomery County Auditor, presented the Triennial Property Value Update. The update is based on real estate sales that have occurred since the county's last revaluation in 2020. Mr. Keith advised due to the recent record-breaking home sale prices, property owners should expect to see significant increases in residential property values this year. The average increase for Montgomery County home values is 34%. Property owners will be mailed notices of their tentative new values in the summer of 2023. If a property owner does not agree with their new value, they can schedule an informal review virtually via Zoom, by telephone or in person. Mr. Keith advised new property values will impact the taxes property owners pay in 2024 and assured everyone that taxes will not go up at the same rate as property values.

Mayor Letner announced the Business of the Month is Green Tokai Co., LTD.

Kelly Todd, Green Tokai General Manager of HR & Safety, and Terry Klemmt, CEO, gave a brief presentation of the company's profile and displayed some parts that are manufactured at Green Tokai. The company is a global company. Their parent company is Tokai Kogyo, located in Nagoya, Japan. Green Tokai's corporate office, located here in Brookville is ISO 14001 Certified and the Maysville, Kentucky plant is both ISO 14001 and ISO 9001 Certified for quality in the automotive industry. There are three plants at the Brookville location. The first is for automotive rubber and plastics extrusion assembly, with roughly 432 full-time associates. The second plant handles automotive injections and logistics, with approximately 79 full-time associates. The third plant handles the outsource division and has approximately 13 full-time associates. Green Tokai also employs a temporary workforce of 64 employees. The Maysville, Kentucky plant, established in 1995, has 258 full-time associates and 27 temporary associates. Green Tokai's primary customers are Honda and Toyota. They also manufacture parts for Subaru and Nissan. Green Tokai also has a plant in Mexico and affiliations in China, India, Thailand, Vietnam and Indonesia. Ms. Todd thanked the City of Brookville, who has been an excellent partner to the company. Ms. Todd stated they have always had a phenomenal relationship with the Brookville Police and Fire Departments as well.

Manager Keaton commended the Chamber of Commerce on an outstanding Community Picnic this year, despite the hot temperatures and an early morning storm on Saturday morning. The fireworks show was great, and it looked like everyone had a fun time.

Manager Keaton reported Council has several documents that outline our 4” and 6” waterlines in Brookville. On the sheet titled Water Line Replacement Priorities July 2015, once the 200 and 300 block of Hay Street and the North Wolf Creek Street projects are completed in 2024, we should be halfway done with the first sheet. If our two OPWC projects receive approval this Fall, we can cross-off two more lines.

Manager Keaton provided Council with a spreadsheet of our current debt schedule and several scenarios of the two OPWC projects that she will be submitting this month. Manager Keaton also provided Council with a spreadsheet that displays the OPWC projects that were funded last year. Last year 30 State Capital Improvement Projects (SCIP) were submitted and 12 were funded. We were fortunate that our Hay Avenue, Phase II project received approval with 41 points. Manager Keaton advised the only way she can get 41 points this year on the Hay Avenue, Phase III project is to submit the project as a 100% loan. In 2022, we gained a point as the Economic Health of our Community ranked 10th, which gave us 4 points. This year we ranked 11th out of 29 Montgomery County communities and we receive 3 points.

Manager Keaton reported the Hay Avenue Roadway Improvement, Phase III project cost is \$984,850 which includes a 10% contingency. Manager Keaton advised she would like to submit this project as a 100% loan over a 30-year period at a zero percent interest rate. Council has a breakdown of the estimated annual debt payment by Fund if this project receives approval.

Street Fund - \$453,031 - \$15,101	Storm Fund - \$266,894 - \$ 8,896
Water Fund - \$149,697 - \$ 4,990	Sewer Fund - \$115,228 - \$ 3,841

Manager Keaton reported the Main Street Waterline Replacement, Phase II project cost is \$373,195 which includes a 10% contingency, engineering, and advertising. She would like to submit this project as a 100% loan over a 25 or 30-year period at zero percent interest rate. Manager Keaton provided Council with a breakdown of the estimated annual debt payment if this project receives approval.

25-years - \$14,927.80	30-years - \$12,439.83
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Manager Keaton updated Council on our North Wolf Creek Street Waterline Replacement Project; stating she recently learned that the City could accept funds from the Ohio EPA Drinking Water Assistance Fund for the cost difference between the total project cost and the grant we received from the Ohio Department of Development. With the Ohio EPA Drinking Water Assistance Fund, we are on the Draft Project Priority list to receive a low interest loan.

Manager Keaton reported a pre-construction meeting was held today on the Market Street Resurfacing Project. Walls Bros. Asphalt, Inc. is the contractor. Work should begin on September 5 and be completed by September 8. Notices will be delivered to the business owners along Market Street and to Brookville Schools.

Manager Keaton reported we currently have a balance of \$152,869 in our ARPA funds. The consensus of Council last August was to spend some of our ARPA funds on resurfacing. Manager Keaton asked if Council wants Staff to proceed with ranking streets that need resurfaced with these funds?

The consensus of Council is to have Staff rank the streets so we can still resurface streets this fall.

Finance Director Brandt presented the July 31, 2023 Fund Balance.

Motion by Schreier, second by Fowler to accept the July 31, 2023 Fund Balance as presented. All yeas, motion carried.

Member Zimmerlin asked if we are starting to see income tax level off compared to where we were a few years ago?

Finance Director Brandt replied we are consistently up over where we were last year, although not by an excessive amount. Anything that is a positive over the previous year, she is taking as a win and hoping that we continue to see increases with the new builds and new residents coming in. Finance Director Brandt said she can look at prior years to see where we stand.

Manager Keaton commented we will see a slight increase in real estate taxes because the increased property values will affect inside millage.

Finance Director Brandt stated our income from real estate tax pulls in about \$160,000 per year. The amounts reported for income tax revenue can greatly vary from month to month depending upon when we receive the funds from Vandalia.

Fire Chief Fletcher reported July was a busy month with inspections, many related to the Community Picnic. EMS call volume was down a tick and fire call volume was up a tick.

Fire Chief Fletcher reported we have received the breathing apparatus purchased with the 2021 FEMA Assistance to Firefighters Grant we received last year. Captain Ullery is processing the equipment and putting it into service. We have not received notification of approval yet on the 2022 Assistance to Firefighters Grant request to purchase additional CPR assist devices.

Member Zimmerlin inquired whether our old breathing apparatus equipment will be donated or repurposed?

Fire Chief Fletcher stated we had to indicate on the FEMA grant application that our old breathing apparatus was reaching end of life and should be pulled from service. We will donate them to some of our neighboring fire departments or send them to a third world country.

Police Chief Jerome reported reportable Incidents, Citations and Traffic Stops are up over this time last year.

Police Chief Jerome thanked the Perry and Clay Police Departments for helping with the Community Picnic this year.

Police Chief Jerome reminded everyone the first day of school is August 16 and reported the Police Department is prepared to be out full-force to ensure everyone's safety.

Police Chief Jerome reported the planning process has begun for the annual Ghostly Night Out event.

Police Chief Jerome reported they have been busy conducting Active Shooter Training for local businesses. Officers will also be going through staff Active Shooter training in the near future.

Law Director Stephan had no report.

Mayor Letner reported it was his pleasure to speak at the Community Picnic last Saturday, which was another successful event.

Motion by Fowler, second by Zimmerlin to read proposed Resolution No. 23-23. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the second reading of Resolution No. 23-23. All yeas, motion carried.

Motion by Fowler, second by Kristof to read proposed Resolution No. 23-24. All yeas, motion carried.

Motion by Kristof, second by Schreier to accept the second reading of Resolution No. 23-24. All yeas, motion carried.

Member Fowler, Park Board Liaison, reported the parks are very busy and look amazing. Member Fowler thanked City Staff, Police and Fire Departments, service groups and all the other volunteers who helped with the Brookville Community Picnic. The event was well attended and it was exciting to be a part of it.

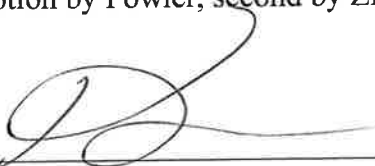
Member Zimmerlin commented it is great to see the pickleball courts at Westbrook Park are being heavily used.

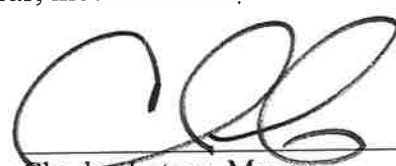
Member Schreier, Planning Commission Liaison, reported Planning Commission approved a Site Development Plan Application for EVgo to install Electric Vehicle Charging Stations in the McDonalds parking lot at 40 Triggs Road. Planning Commission approved a Special Use Application for Zach Music to operate an Automobile Service Station for oil changes at 501 W. Westbrook Road. Planning Commission approved a Special Use Application for a cell phone tower at 245 Sycamore Street. The existing tower could not be retrofitted to meet the needs of the applicant. Finally, Planning Commission approved a Special Use Application for a mobile food truck for O'Brien Burgers, which will operate in the municipal parking lot off Arlington Road.

Member Fowler inquired whether Mr. Music indicated the parking would be reduced at Music's Automotive on Hay Avenue when he opens the new location?

Law Director Stephan stated his discussions with Mr. Music indicate the new site will alleviate some of the parking issues at his current site on Hay Avenue.

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



Kimberly Duncan, Clerk

Charles Letner, Mayor