



CITY COUNCIL MEETING
Tuesday, April 7, 2020, 7:30 PM
VIRTUAL MEETING
www.brookvilleohio.com
(937) 833-2135

Attend Online: <https://meetingsamer9.webex.com/meetingsamer9/j.php?MTID=mbe9907bc93033c287f1e6c91afb76fa4>
Meeting Number (access code): 298 898 439 Password: Q9PdnCXAV57
By phone: +1-408-418-9388 United States Toll Access code: 298 898 439

Agenda

I. Opening of Regular Council Meeting

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call

II. Adoption of Agenda

III. Approval of Minutes

- a. Approval of March 17, 2020 Regular Meeting Minutes

IV. Reports of Municipal Officers

- a. City Manager
- b. Finance Director - Fund Balance
- c. Fire Chief
- d. Police Chief
- e. Law Director
- f. Mayor Chuck Letner

V. Old Business

VI. New Business

- a. First Reading Of Resolution No. 20-06 Entitled "A Resolution Ratifying The State Of Emergency Declared By The Mayor Effective March 24, 2020 And Declaring It An Emergency."

Mayor Chuck Letner • Vice Mayor James Zimmerlin
Council Members: Stephen Crane • JD Fowler • Curt Schreier • Matthew Swabb • Kim Wilder



- b. First Reading of Resolution No. 20-07, giving consent to the Director of Transportation to complete the Safe Routes to School Infrastructure Project, which includes the upgrade of three intersections with hi-visibility markings, one proposed crosswalk with hi-visibility markings and rectangular rapid flashing beacons and sidewalk connection and giving consent to the Director of Transportation to complete said project.

VII. Reports of Boards and Commissions

- a. JD Fowler - Park Board Liaison
- b. Curt Schreier - Planning Commission Liaison

VIII. Public Comments (5 minutes per speaker)

IX. Executive Session

X. Motion for Adjournment

Please note: Council welcomes the comments and input of the public during Council Meetings. In order to provide an orderly fashion in which all interested parties have an opportunity to address Council, Council has adopted the following procedure for citizen's comments during any portion of the Council Meeting or Public Hearing.

Any citizen who wishes to address Council should state their name, address and then their comments. Speakers should not approach Council Members without first obtaining permission. After completion of their comments, Council would request that the speakers return to their seat so that any other interested persons could then be recognized and address Council.

The purpose of this procedure is to afford the maximum opportunity for citizen input without any type of disruption of the Council proceedings. While others are addressing Council from the podium, Council requests that audience members not make comments to Council or to other individuals to prevent any potential confusion or disruption.

Brookville City Council
Regular Meeting
March 17, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on March 17, 2020 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Schreier, Swabb and Wilder; Manager Keaton, Finance Director Brandt, Law Director Stephan, Clerk Duncan, Fire Chief Fletcher and Police Chief Jerome were present.

Roll Call by Clerk Duncan.

Manager Keaton requested to delete Item 4 on the Agenda, the Retirement Recognition of Detective Michael Swigart, which has been postponed. Under New Business, Manager Keaton requested the addition of proposed Resolution 20-03 to the Agenda. Manager Keaton also requested to add an Executive Session to the Agenda, under O.R.C Section 121.22 (G)6 Details relative to the security arrangements and emergency response protocols for a public body or office.

Motion by Zimmerlin, second by Fowler to approve the Agenda with one deletion and two additions. All yeas, motion carried.

Motion by Schreier, second by Fowler to approve the Regular Council Meeting Minutes of March 3, 2020. Swabb yea, Zimmerlin abstain, Schreier yea, Wilder yea, Fowler yea, Crane yea, Letner yea. Motion carried with six yeas and one abstention.

Manager Keaton reported FEMA has approved our Category A, Debris Removal, for costs associated with the Memorial Day tornado. Category A consisted of Service Department regular and overtime labor and equipment, rented equipment, mutual aid that was provided by the City of Union, City of Centerville and Clay Township, contracted debris removal and landfill disposal costs. FEMA also included an amount of \$27,663.71 for future road surface repairs. The total amount that was approved for Category A is \$192,214.89, FEMA (75%)-\$144,161.17, State of Ohio (12.5%)-\$24,026.86 and City-(12.5%) \$24,026.86. Manager Keaton advised she hopes some of the City's share will be covered by the donations and volunteers that were received following the tornado.

Manager Keaton reported our Fire & EMS Agreements with Perry and Clay Township expired on 12/31/19 and we are nearing the end of our 90-day grace period. Last Friday, Perry Township Trustees voted on a new three-year Agreement beginning January 1, 2020 and expiring on December 31, 2022. The new Agreement allows for the Trustees to pay the City an additional three percent each year of the Agreement. This increase will not apply if the Trustees pass a Fire/EMS levy during the contract time that generates more than the three percent. The Trustees may elect to defer payment of the additional funds in any calendar year, provided that by December 31, 2022 the Trustees pay any of the additional funds stipulated in the Agreement that were deferred. Manager Keaton requested Council authorize the City Manager to enter into a three-year renewal Agreement with Perry Township for Fire & EMS Service beginning January 1, 2020.

Motion by Zimmerlin, second by Swabb to authorize the City Manager to enter into a three-year renewal Agreement with Perry Township for Fire & EMS Service beginning January 1, 2020. All yeas, motion carried.

Manager Keaton reported last evening, the Clay Township Trustees voted on a new three-year Agreement beginning January 1, 2020 and expiring on December 31, 2022. Their Agreement also allows for the Trustees to pay the City an additional three percent each year of the Agreement. Manager Keaton requested Council authorize the City Manager to enter into a three-year renewal Agreement with Clay Township for Fire & EMS Service beginning January 1, 2020.

Motion by Swabb, second by Zimmerlin to authorize the City Manager to enter into a three-year renewal Agreement with Clay Township for Fire & EMS Service beginning January 1, 2020. All yeas, motion carried.

Manager Keaton stated Council has a copy of a letter of interest from Kim Cheatham who is requesting to fill an open seat on the Board of Zoning Appeals. Manager Keaton advised it is her recommendation that Council appoint Kim Cheatham to the Board of Zoning Appeals to fill the term expiring on 12/31/24.

Motion by Fowler, second by Schreier to appoint Kim Cheatham to the Board of Zoning Appeals to fill the term expiring on 12/31/24. All yeas, motion carried.

Manager Keaton stated Cheryl McKee has submitted her resignation from the Income Tax Board of Appeals. Manager Keaton requested Council approve the resignation of Cheryl McKee and authorize Clerk Duncan to advertise the open position.

Motion by Fowler, second by Wilder to accept the resignation of Cheryl McKee from the Income Tax Board of Appeals and authorize Clerk Duncan to advertise for the open position.

Manager Keaton advised at the January 7, 2020 Council Meeting, Council appointed her as Member and Jim Snedeker as Alternate to the MVRPC Board. Manager Keaton stated she learned yesterday that MVRPC's by-laws requires an elected official to be the Board Member. They made an exception for us last year after the former Mayor resigned mid-year. Manager Keaton requested that Council appoint Mayor Letner as Member and Manager Keaton as an Alternate to the MVRPC Board.

Motion by Fowler, second by Crane to appoint Mayor Letner as Member and Manager Keaton as an Alternate to the MVRPC Board. All yeas, motion carried.

Manager Keaton provided Council with a separate Memorandum that outlines Municipal Tax-Exempt Leasing in more detail. The purchase and lease of a new Medic was included in our 2020 Fire Capital Improvement Fund Budget. Manager Keaton advised we budgeted \$250,000 for the purchase and \$50,000 for lease payments in 2020. The Master Tax-Exempt Lease will be setup with quarterly payments versus semi-annual payments, which saves the City approximately \$700 over the five-year lease.

Manager Keaton reported the MVRPC Annual Spring Dinner has been canceled.

Manager Keaton requested Council accept the second reading, dispense with the third reading and adopt proposed Resolution No. 20-02. ODOT needs a copy of the adopted Resolution, Fiscal Officer's Certificate, Signed Contract and check by March 20, 2020.

Manager Keaton indicated the Park Cleanup and the Optimist Easter Egg Hunt has been canceled.

Manager Keaton reported with the COVID-19 virus, the City is implementing plans to prevent or minimize the spread of COVID-19. The City building is closed to the public. Signs have been placed on the front door and on the Police Department door advising how to get in contact with us. Manager Keaton provided Council with a draft copy of an Announcement that will be on our website and Facebook accounts. COVID-19 is fluid and constantly changing. The City is proceeding in a calm, cautious and responsible manner.

Member Schreier asked if the FEMA reimbursement for the road repair was requested by the City?

Manager Keaton replied we requested it under a different category, and if the cost to repair exceeds their estimates we will put in a request for additional reimbursements.

Finance Director Brandt requested Council approve the first reading and dispense with the second and third reading of Resolution No. 20-03 which authorizes the execution and delivery of a Master Tax Exempt Lease/Purchase Agreement with US Bank and authorizes the City Manager and Finance Director to execute the lease documents. This request is so that we can meet the Agreement deadline of March 30, 2020.

Motion by Zimmerlin, second by Schreier to read proposed Resolution 20-03. All yeas, motion carried.

Motion by Schreier, second by Fowler to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-03 entitled “A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER TAX-EXEMPT LEASE/PURCHASE AGREEMENT, EQUIPMENT SCHEDULE, AND ESCROW AGREEMENT AND RELATED INSTRUMENTS.” All yeas, motion carried.

Finance Director Brandt stated that due to the receipt of payment from 4 residents, the amount in Ordinance No. 2020-01 has been amended to \$7793.46 for property Tax Assessment of Water, Sewer and Refuse.

Finance Director Brandt advised at this time the City of Vandalia is still scheduled to be at the City Office to help residents with their income tax filing on March 27 from 8:00-4:30 and again on March 28 from 8:00 a.m. until 12:00 p.m. Finance Director Brandt advised the public will be notified if there are any changes to this schedule.

Mayor Letner asked if the tax filing or payment deadline has been extended?

Finance Director Brandt replied there are no changes to the filing or payment deadline at this time.

Fire Chief Fletcher advised since we are minimizing exposure due to Covid-19, the recipients of the annual awards are not present. Fire Chief Fletcher reported the Officer of the Year was Lt. Chad Ferguson; EMS Provider of the Year was Jordan Schoening and the Firefighter of the Year was Matt Fahncke. Fire Chief Fletcher stated these men are some of our finest. They work on the front line every day and each of them have been recognized in front of Council in the past.

Mayor Letner commented that he knows all three of these men personally and they are true professionals who serve our City well. Mayor Letner commented they also serve the other communities they work for as well.

Police Chief Jerome commented several indictments recently made it through the grand jury. One was a case involving unlawful sexual conduct with a minor, one involving a suspicious traffic stop at the IGA parking lot that resulted in a pursuit and another involving a local health care worker who pled guilty to tampering with and theft of drugs. Police Chief Jerome advised his staff is doing a terrific job investigating crimes without the detective position.

Law Director Stephan commented the Tax Incentive Review Council met on March 12, 2020 and found the Enterprise Zone Agreement of Green Tokai, Co, LTD. Dated March 26, 2016 is in compliance. Law Director Stephan stated that proposed Resolution No. 20-04 is to accept their recommendation and continue the Enterprise Zone Agreement. Law Director Stephan stated the proposed Resolution No. 20-05 is to accept the recommendation of the Tax Incentive Review Council finding that the Enterprise Zone Agreement of Green Tokai Co., Ltd. Dated August 3, 2004 is expired. Law Director Stephan stated although it is expired, we are still required to file a report on it. Law Director Stephan stated as Green Tokai is in compliance and this is a routine matter, he is requesting Council dispense with the second and third reading as we need to report to Columbus before the end of the month.

Motion by Zimmerlin, second by Swabb to read proposed Resolution No. 20-04. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-04 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 Zimmerlin, second by Fowler to read proposed Resolution No. 20-05. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to amend the title and accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-05 entitled “A RESOLUTION ACCEPTING THE RECOMMENDATION OF THE TAX INCENTIVE

REVIEW COUNCIL FINDING THAT THE ENTREPRISE ZONE AGREEMENT OF GREEN TOKAI, LTD., CO. DATED AUGUST 3, 2004 HAS EXPIRED,” All yeas, motion carried.

Mayor Letner reported the City of Brookville and the entire United States is going through something we have never seen before with the Covid-19 pandemic. Mayor Letner assured everyone that the City of Brookville is prepared and extended his thanks to the Police and Fire Chief, City Manager and Law Director Stephan for their efforts. Mayor Letner stated there is a learning curve and things are constantly changing but the City is staying in front of it.

Mayor Letner also thanked Police Chief Jerome and everyone else that helped to provide lunches for the Brookville School students this past Saturday. Mayor Letner stated he was shocked to learn that 25% of our students need assistance, but he has since learned there are other entities with much higher percentages.

Police Chief Jerome commented that he received some questions regarding why the school needed help feeding the students. Police Chief Jerome stated the school needed help because of the logistics issue of getting a food delivery in time to feed the kids. Police Chief Jerome assured everyone the school is more than prepared to meet our students’ needs. The effort this last Saturday was just to get the school and our students over this unexpected hump.

Motion by Zimmerlin, second by Fowler to read proposed Ordinance No. 2020-01. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to amend the assessment amount to \$7,793.46, accept the third reading and adopt Ordinance No. 2020-01 entitled “AN ORDINANCE LEVYING ASSESSMENTS FOR DELINQUENT UTILITY BILLS FOR CERTAIN PROPERTIES IN THE CITY OF BROOKVILLE, OHIO.” All yeas, motion carried.

Motion by Zimmerlin, second by Swabb to read proposed Ordinance No. 2020-02. All yeas, motion carried.

Motion by Fowler, second by Zimmerlin to accept the third reading and adopt Ordinance No. 2020-02 entitled “AN ORDINANCE AMENDING THE CODE OF ORDINANCES PART 9, TITLE 3, SECTION 931.20 (A) FIXING THE RATES AND CHARGES TO ALL WATER CUSTOMERS IN THE CITY OF BROOKVILLE, OHIO.” All yeas, motion carried.

Motion by Schreier, second by Fowler to read Resolution 20-02. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to accept the second reading, dispense with the third reading and adopt Resolution 20-02, "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE FINAL AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION ON THE STP PROJECT FOR THE ARLINGTON ROAD AND TRIGGS ROAD/UPPER LEWISBURG-SALEM ROAD INTERSECTION." All yeas, motion carried.

Member Fowler, Park Board Liaison, had no report.

Member Schreier, Planning Commission Liaison, had no report.

Motion by Zimmerlin, second by Schwabb to go into Executive Session per ORC 121.22 (G)(6) Details relative to the security arrangements and emergency response protocols for a public body or office, if the disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or office. All yeas, motion carried.

Motion by Wilder, second by Crane to go back into Regular Session.

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

Kimberly Duncan, Clerk

Charles Letner, Mayor

To: Mayor & Council
From: Sonja M. Keaton, City Manager
RE: Manager's Report
Date: 4/3/2020

COVID-19 Update

- On March 16, 2020 all doors into the City Building were locked to the public. Signs providing our contact information were posted, as employees are still working inside. Our doors will remain locked until such time that it is safe for our employees to interact with the public. We operate with a small and efficient workforce appropriate for the City's size and needs, and we need to protect them. All departments have been segregated and all employees observe social distancing while at work.
- Parks
 - The Golden Gate Park outdoor restrooms were locked to protect the public and our Caretaker
 - All rentals were canceled through March and April (We refunded \$1,277 in park permits in March)
 - All playgrounds, basketball and tennis courts were taped off and signs posted that they are closed
 - Golden Gate and Westbrook Park gates are locked to alleviate the number of vehicles and people congregating in the parks. Our parks are open for walking, running, and/or biking provided individuals maintain at least a six-foot distance
- Income Tax
 - Individual taxpayers will have until 7/15/20 to file and pay their 2019 municipal income tax return
 - Net profit taxpayers (calendar year) who have opted to file with the State Tax Commissioner will have until 7/15/20 to file and pay their 2019 municipal income tax return with the State
 - Net profit taxpayers (calendar year) who file directly with the tax administrator of the municipal corporation will have until 7/15/20 to file and pay their 2019 municipal income tax return
 - First and second quarter estimated tax payments (individuals and calendar year net profit tax filers) will both be due by 7/15/20

These extensions combined with the temporary closure or reduced hours of many of our local businesses due to the shut-down, we will be experiencing a sharp decline in our income tax receipts. In 2019, 72.5% of our General Fund receipts were attributed to income tax. In looking back at our 2019 income tax receipts, local withholding tax totaled \$2,596,693 or 99% of our total income tax receipts. We will continue to strictly monitor our 2020 budget. All expenditures, especially those that operate off income tax dollars, will be scrutinized. We hope to continue with projects that were included in our 2020 budget in our Enterprise Funds. (Water, Sewer and Stormwater)

- Disconnection of public water service is not permitted during the declared pandemic.
- Primary Election – April 28 is the new Primary and mail-in voting period for absentee ballots.

The President declared a federal emergency on March 13, 2020. The declaration is limited to costs incurred by local governments for Category B, emergency protective measures. The Request for Public Assistance was completed and submitted. We are documenting all costs associated with COVID-19.

The 2019 Annual Report is complete.

The Service Department has been working on:

- Repairs to the Sorority open-air shelter at Golden Gate Park
- A modified park cleanup since our Annual Park Cleanup was canceled
- All mowers have been serviced and mowing began in our parks
- Street sweeping continues
- Fertilizer was applied to all municipal properties
- All SK8 Park equipment has been painted
- Painting no parking signs and striping on roadways in our parks

Our sludge press is currently in for minor repairs. All tornado repair work at the WWTP by Fryman & Kuck has been completed. Tornado repair work with Thrush and Son continues and should be completed this summer.

We received word from our Natural Resources Conservation Services representative that our project to remove the fallen trees adjacent to our Wastewater Treatment Plant was approved at the federal level.

We received notification from Miami Valley Lighting that demand for LED street lighting has caused a significant decline in requests for high intensity discharge street lighting fixtures, which includes high pressure sodium (HPS). We have approximately 94 HPS lighting fixtures throughout the City. Once MVL runs out of HPS fixtures, they will be replaced with an equivalent sized LED fixture.

Moody's released their Credit Opinion on March 24, 2020. Moody's Investors Service has affirmed the City's A1 issuer and general obligation limited tax rating.

I received an email last week from Five Rivers MetroParks, that the distribution of tree seedlings to those affected by the Memorial Day tornado will not take place this month. They hope to resume this distribution later this year.

We received notification that all Keep Montgomery County Beautiful programs were suspended until further notice due to the concerns related to COVID-19. We previously applied for a \$1,000 grant, on behalf of the Leaf and Blossom Garden Club, to go toward the purchase of flowers that line Market Street.

In our 2020 Budget, we included funds to paint the interior of our 500,000-gallon water tower. Our Water Fund budget included \$131,000 in abrasive blasting and interior painting costs and \$37,000 in engineering costs (prepare bid specs, pre-bid meeting, pre-construction meeting, inspection services, and a one-year warranty inspection). I would like to begin this process with getting Council authorization to enter into a contract with Dixon Engineering for engineering services at a cost not to exceed \$37,000 and to get Council authorization to advertise for bids for this project.

Memo

To: Mayor and Council

From: Michelle Brandt, Finance Director

Date: April 7, 2020

Subject: Finance Report

→ Requesting Council accept the March 31, 2020 Fund Balance. Overall for March, MTD Revenues exceeded Expenditures by \$9,060.58.

- General Fund Beginning Balance is down \$213,542 compared to 2019
 - General Fund YTD Revenue is up \$189,776 compared to last March
 - Income Tax is up \$174,904
 - EMS billing is up \$9,036
 - Interest on investments is down \$1,667
 - General Fund YTD Expenses are up \$303,141 compared to last March
 - Income tax sharing is down \$17,572 and transfers are up \$339,000 since last March.
- Street M&R Fund Beginning Balance is up \$67,794 compared to 2019
 - Street M&R Fund YTD Revenue is up \$75,488 compared to last March
 - Motor Vehicle, Gas and Highway Taxes combined are up \$32,923
 - Street M&R Fund YTD Expenses are up \$41,449 compared to last March
 - Street M&R capital improvement is up \$44,440 since last March.
- Park & Rec. Fund Beginning Balance is down \$3,723 compared to 2019
 - Park & Rec. Fund YTD Revenue is up \$15,743 compared to last March
 - Park Permits are down \$4,396
 - Park & Rec. Fund YTD Expenses are down \$3,987 compared to last March
 - Park & Rec. safety supplies & materials is down 4,502 since last March.
- Water Fund Beginning Balance is up \$203,833 compared to 2019
 - Water Fund YTD Revenue are down \$15,737 compared to last March
 - Water sales are up \$27,834
 - Water Fund YTD Expenses are down \$51,269 compared to last March
 - OWDA expenses are down \$44,775 since last March.

- Sewer Fund Beginning Balance is up \$109,812 compared to 2019
 - Sewer Fund YTD Revenue is up \$94,758 compared to last March
 - Sewer sales are up \$4,564
 - Sewer Fund YTD Expenses are up \$89,804 compared to last March
 - Sewer capital is up \$87,513 since last March.
- Refuse Fund Beginning Balance is up \$9,048 compared to 2019
 - Refuse Fund YTD Revenue is up \$16 compared to last March
 - Refuse sales are up \$63
 - Sales & Services are down \$47
 - Refuse Fund YTD Expenses are down \$4,493 compared to last March
 - Refuse / Recycling Services down \$6,761 since last March.

City of Brookville

Statement of Cash Position with MTD Totals

From: 1/1/2020 to 3/31/2020

Include Inactive Accounts: No

Funds: A01 to E10

Page Break on Fund: No

Fund	Description	Beginning Balance	Net Revenue MTD	Net Revenue YTD	Net Expenses MTD	Net Expenses YTD	Unexpended Balance	Encumbrance YTD	Ending Balance
A01	GENERAL FUND	\$2,075,629.55	\$518,020.08	\$1,080,876.96	\$270,284.05	\$1,642,653.34	\$1,513,853.17	\$918,714.89	\$595,138.28
B01	STREET M. & R.	\$229,719.67	\$41,728.14	\$364,385.49	\$114,122.56	\$217,202.49	\$376,902.67	\$55,740.42	\$321,162.25
B04	PARK & RECREATION	\$47,982.54	\$1,243.47	\$109,713.47	\$11,386.19	\$36,012.86	\$121,683.15	\$25,394.99	\$96,288.16
B09	LAND REUTILIZATION	\$39,266.96	\$0.00	\$0.00	\$0.00	\$0.00	\$39,266.96	\$0.00	\$39,266.96
B13	LAW ENFORCEMENT	\$11,864.56	\$0.00	\$25.00	\$60.90	\$1,595.25	\$10,294.31	\$0.00	\$10,294.31
C01	BOND RETIREMENT	\$4,893.28	\$0.00	\$374,000.00	\$0.00	\$0.00	\$378,893.28	\$373,600.00	\$5,293.28
C03	NOTE RETIRE- NORTHBROOK	\$2,473.50	\$0.00	\$80,000.00	\$945.35	\$1,906.80	\$80,566.70	\$63,548.20	\$17,018.50
D03	CAPITAL IMPROVEMENT	\$165,398.38	\$0.00	\$0.00	\$0.00	\$0.00	\$165,398.38	\$400,000.00	(\$234,601.62)
D04	FIRE CAPITAL IMPROVEMENT	\$220,810.91	\$4,706.54	\$11,623.91	\$0.00	\$37,956.40	\$194,478.42	\$252,117.29	(\$57,638.87)
E01	WATER	\$381,847.61	\$25,937.62	\$318,306.39	\$201,184.32	\$242,986.92	\$457,167.08	\$193,318.13	\$263,848.95
E02	SANITARY SEWER	\$535,153.66	\$59,310.28	\$255,598.25	\$34,815.63	\$180,883.86	\$609,868.05	\$236,506.07	\$373,361.98
E08	STORMWATER	\$0.00	\$729.12	\$10,034.78	\$1,892.89	\$6,039.90	\$3,994.88	\$3,263.92	\$730.96
E10	REFUSE	\$162,327.38	\$8,382.98	\$110,279.03	\$34,426.92	\$102,989.76	\$169,616.65	\$282,232.10	(\$112,615.45)
Grand Total:		<u>\$3,877,368.00</u>	<u>\$660,058.23</u>	<u>\$2,714,843.28</u>	<u>\$669,118.81</u>	<u>\$2,470,227.58</u>	<u>\$4,121,983.70</u>	<u>\$2,804,436.01</u>	<u>\$1,317,547.69</u>

City of Brookville

Check Report by Check Number

Bank: LCNB - LCNB - LCNB NATIONAL BANK

Payment Method: Checks, ACH, EFT

Vendors: A99000 to ZZ0600

Checks: All

Check Dates: 3/1/2020 to 3/31/2020

As Of Check Cashed Date: 1/1/1900 to 4/30/2020

Include Voids: Yes

Check Status: Cashed And Outstanding

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
Bank: LCNB - LCNB - LCNB NATIONAL BANK								
	03/09/2020	Z99999	MISC VENDOR	Check	Voided		\$137.49	\$0.00
	03/09/2020	Z99999	MISC VENDOR	Check	Voided		\$200.00	\$0.00
0000057135	03/04/2020	F99000	MUN. OF BROOKVILLE-F.I.C.A.	Check	Cashed	03/05/2020	\$0.00	\$1,402.07
0000057136	03/04/2020	M99000	MUN. OF BROOKVILLE-MEDICARE	Check	Cashed	03/05/2020	\$0.00	\$1,424.07
0000057137	03/04/2020	PAYROL	MUNICIPALITY OF BROOKVILLE	Check	Cashed	03/05/2020	\$0.00	\$104,550.91
0000057138	03/04/2020	P99000	OHIO POLICE & FIRE PENSION FUND	Check	Cashed	03/10/2020	\$0.00	\$17,732.21
0000057139	03/04/2020	P99000	OHIO POLICE & FIRE PENSION FUND	Check	Cashed	03/10/2020	\$0.00	\$2,464.89
0000057140	03/04/2020	P99001	OPERS	Check	Cashed	03/10/2020	\$0.00	\$21,071.50
0000057141	03/06/2020	AA0555	AMERICAN PUBLIC WORKS ASSN	Check	Cashed	03/25/2020	\$0.00	\$30.00
0000057142	03/06/2020	Z99999	MATTHEW MOLER	Check	Cashed	03/12/2020	\$0.00	\$163.95
0000057143	03/06/2020	Z99999	JO ANN SEASE	Check	Cashed	03/09/2020	\$0.00	\$95.90
0000057144	03/06/2020	Z99999	ROSEANNA BOGAN	Check	Cashed	03/30/2020	\$0.00	\$84.72
0000057145	03/06/2020	Z99999	TIM BENEKE	Check	Cashed	03/10/2020	\$0.00	\$61.05
0000057146	03/06/2020	Z99999	BELLA BERNARD	Check	Outstanding		\$0.00	\$112.00
0000057147	03/06/2020	Z99999	MEDICAL MUTUAL	Check	Cashed	03/10/2020	\$0.00	\$109.76
0000057148	03/06/2020	AA0125	A.E. DAVID & CO.	Check	Cashed	03/17/2020	\$0.00	\$24.95
0000057149	03/06/2020	AA0274	AIRGAS USA, LLC	Check	Cashed	03/13/2020	\$0.00	\$15.66
0000057150	03/06/2020	AA0545	AMAZON CAPITAL SERVICES	Check	Cashed	03/17/2020	\$0.00	\$499.00
0000057151	03/06/2020	AA0561	AMERICAN SAFETY & HEALTH INSTITUT	Check	Cashed	03/13/2020	\$0.00	\$111.50
0000057152	03/06/2020	BB0500	BLUEPRINT CYBERENGINEERING	Check	Cashed	03/16/2020	\$0.00	\$5,102.31
0000057153	03/06/2020	BB0548	BOB SUMEREL TIRE COMPANY	Check	Cashed	03/16/2020	\$0.00	\$1,071.78
0000057154	03/06/2020	BB0586	BRECHBUHLER SCALES, INC	Check	Cashed	03/12/2020	\$0.00	\$240.55
0000057155	03/06/2020	BB0603	BROOKVILLE AUTO PARTS	Check	Cashed	03/16/2020	\$0.00	\$363.74
0000057156	03/06/2020	BB0613	BROOKVILLE HISTORICAL SOCIETY	Check	Cashed	03/12/2020	\$0.00	\$7,500.00
0000057157	03/06/2020	BB0627	BROOKVILLE RENTAL & SALES	Check	Cashed	03/12/2020	\$0.00	\$3.00
0000057158	03/06/2020	BB0633	BROWN PEST CONTROL CORP	Check	Cashed	03/17/2020	\$0.00	\$232.00
0000057159	03/06/2020	BB0839	BUCKEYE METALS & MORE	Check	Cashed	03/20/2020	\$0.00	\$270.00
0000057160	03/06/2020	CC0294	CHANGE HEALTHCARE	Check	Cashed	03/13/2020	\$0.00	\$2,515.92
0000057161	03/06/2020	CC0297	CHASE ELECTRIC	Check	Cashed	03/09/2020	\$0.00	\$58.79
0000057162	03/06/2020	EE0556	CITY OF ENGLEWOOD	Check	Cashed	03/13/2020	\$0.00	\$7,775.09
0000057163	03/06/2020	VV0390	CODE CREDIT UNION	Check	Cashed	03/12/2020	\$0.00	\$1,149.79
0000057164	03/06/2020	DD0077	DAVE ARBOGAST FORD	Check	Cashed	03/13/2020	\$0.00	\$211.19
0000057165	03/06/2020	EE0380	E. J. PRESCOTT INC	Check	Cashed	03/16/2020	\$0.00	\$364.94
0000057166	03/06/2020	EE0553	EMSAR MEDICAL REPAIR INC	Check	Cashed	03/12/2020	\$0.00	\$1,674.42
0000057167	03/06/2020	FF0640	FRAKES ENGINEERING	Check	Cashed	03/12/2020	\$0.00	\$4,860.00

As Of Check Cashed Date: 1/1/1900 to 4/30/2020

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000057168	03/06/2020	GG0021	GALLS, LLC	Check	Cashed	03/16/2020	\$0.00	\$337.94
0000057169	03/06/2020	GG0650	GRAINGER	Check	Cashed	03/12/2020	\$0.00	\$435.48
0000057170	03/06/2020	GG0740	GREEN VELVET SOD FARMS	Check	Cashed	03/12/2020	\$0.00	\$475.00
0000057171	03/06/2020	HH0605	HOME DEPOT CREDIT SERVICES	Check	Cashed	03/13/2020	\$0.00	\$183.76
0000057172	03/06/2020	II0060	IGS ENERGY	Check	Cashed	03/12/2020	\$0.00	\$4,842.84
0000057173	03/06/2020	II0329	INDIANA OXYGEN	Check	Cashed	03/13/2020	\$0.00	\$115.76
0000057174	03/06/2020	JJ0014	JACKS AUTO WASH	Check	Cashed	03/24/2020	\$0.00	\$245.00
0000057175	03/06/2020	SS0805	JEFFREY P. STARTZMAN	Check	Cashed	03/13/2020	\$0.00	\$1,000.00
0000057176	03/06/2020	JJ0400	JJS TECHNICAL SERVICES	Check	Cashed	03/19/2020	\$0.00	\$188.00
0000057177	03/06/2020	KK0002	K E ROSE COMPANY	Check	Cashed	03/17/2020	\$0.00	\$431.64
0000057178	03/06/2020	KK0200	KENWORTH OF DAYTON	Check	Cashed	03/12/2020	\$0.00	\$52.02
0000057179	03/06/2020	KK0460	KLEEM INC.	Check	Cashed	03/16/2020	\$0.00	\$768.90
0000057180	03/06/2020	EE0025	MANSFIELD OIL COMPANY R.W. EARHAR	Check	Cashed	03/12/2020	\$0.00	\$1,325.52
0000057181	03/06/2020	MM0606	MIAMI VALLEY LIGHTING, LLC	Check	Cashed	03/12/2020	\$0.00	\$6,093.05
0000057182	03/06/2020	MM0392	MID-AMERICA SPORTS ADVANTAGE	Check	Cashed	03/13/2020	\$0.00	\$755.11
0000057185	03/06/2020	MM0025	MOBILE ANALYTICAL SERVICES INC	Check	Cashed	03/12/2020	\$0.00	\$125.75
0000057186	03/06/2020	MM0554	MODERN LEASING	Check	Cashed	03/16/2020	\$0.00	\$1,225.58
0000057187	03/06/2020	MM0600	MONTGOMERY COUNTY SHERIFF'S OFFI	Check	Cashed	03/18/2020	\$0.00	\$165.00
0000057188	03/06/2020	MM0825	MUSIC, DANNY	Check	Cashed	03/10/2020	\$0.00	\$175.00
0000057189	03/06/2020	MM0826	MUSIC, SHELLY	Check	Cashed	03/10/2020	\$0.00	\$1,200.00
0000057190	03/06/2020	OO0355	OHIO811.ORG	Check	Cashed	03/16/2020	\$0.00	\$197.75
0000057191	03/06/2020	PP0012	PACE ANALYTICAL SERVICES INC	Check	Cashed	03/20/2020	\$0.00	\$1,319.50
0000057192	03/06/2020	PP0370	PITNEY BOWES GLOBAL FINANCIAL SER	Check	Cashed	03/16/2020	\$0.00	\$339.54
0000057193	03/06/2020	PP0700	PRO AIR MIDWEST	Check	Cashed	03/31/2020	\$0.00	\$1,340.00
0000057194	03/06/2020	SS0822	RODNEY L. STEPHAN	Check	Cashed	03/09/2020	\$0.00	\$5,154.63
0000057195	03/06/2020	RR0825	RUMPKE	Check	Cashed	03/12/2020	\$0.00	\$31,239.27
0000057196	03/06/2020	SS0149	SECURITY CENTRAL	Check	Cashed	03/13/2020	\$0.00	\$37.90
0000057197	03/06/2020	SS0650	SMARTBILL, LTD.	Check	Cashed	03/11/2020	\$0.00	\$212.46
0000057198	03/06/2020	SS0801	STAPLES BUSINESS ADVANTAGE	Check	Outstanding		\$0.00	\$202.91
0000057199	03/06/2020	SS0814	STATE EMPLOYMENT RELATIONS BOAR	Check	Outstanding		\$0.00	\$375.00
0000057200	03/06/2020	TT0100	TERMINAL SUPPLY COMPANY	Check	Cashed	03/17/2020	\$0.00	\$387.14
0000057201	03/06/2020	SS0312	THE SHERWIN-WILLIAMS COMPANY	Check	Cashed	03/16/2020	\$0.00	\$121.14
0000057202	03/06/2020	TT0664	TRACTOR SUPPLY CREDIT PLAN	Check	Cashed	03/16/2020	\$0.00	\$171.91
0000057203	03/06/2020	TT0685	TRIAD TECHNOLOGIES LLC	Check	Cashed	03/12/2020	\$0.00	\$181.60
0000057204	03/06/2020	VV0033	VANCE OUTDOORS, INC	Check	Cashed	03/12/2020	\$0.00	\$433.80
0000057205	03/06/2020	VV0180	VECTREN ENERGY DELIVERY	Check	Cashed	03/12/2020	\$0.00	\$3,518.48
0000057206	03/06/2020	VV0187	VERIZON WIRELESS	Check	Cashed	03/13/2020	\$0.00	\$761.74
0000057207	03/09/2020	Z99999	STADRI EMBLEMS	Check	Cashed	03/24/2020	\$0.00	\$137.49
0000057208	03/09/2020	Z99999	BEAVERCREEK TOWNSHIP FIRE DEPT	Check	Cashed	03/12/2020	\$0.00	\$200.00
0000057209	03/18/2020	TT0763	TREASURER, STATE OF OHIO	Check	Cashed	03/27/2020	\$0.00	\$58,400.00
0000057210	03/18/2020	F99000	MUN. OF BROOKVILLE-F.I.C.A.	Check	Cashed	03/19/2020	\$0.00	\$1,251.14
0000057211	03/18/2020	M99000	MUN. OF BROOKVILLE-MEDICARE	Check	Cashed	03/19/2020	\$0.00	\$1,392.71
0000057212	03/18/2020	PAYROL	MUNICIPALITY OF BROOKVILLE	Check	Cashed	03/19/2020	\$0.00	\$102,719.60
0000057213	03/20/2020	AA0125	A.E. DAVID & CO.	Check	Cashed	03/24/2020	\$0.00	\$22.95
0000057214	03/20/2020	AA0545	AMAZON CAPITAL SERVICES	Check	Cashed	03/24/2020	\$0.00	\$211.35
0000057215	03/20/2020	AA0641	ANTHEM	Check	Cashed	03/25/2020	\$0.00	\$26,646.39

As Of Check Cashed Date: 1/1/1900 to 4/30/2020

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0000057216	03/20/2020	BB0602	BROOKVILLE ANIMAL HOSPITAL	Check	Cashed	03/25/2020	\$0.00	\$35.00
0000057217	03/20/2020	BB0835	BUCK RUN COMMERCIAL DOORS & HAR	Check	Cashed	03/25/2020	\$0.00	\$3,516.00
0000057218	03/20/2020	CC0340	CHOICE ONE ENGINEERING	Check	Cashed	03/25/2020	\$0.00	\$890.00
0000057219	03/20/2020	CC0361	CINTAS	Check	Cashed	03/31/2020	\$0.00	\$1,077.91
0000057220	03/20/2020	VV0034	CITY OF VANDALIA	Check	Cashed	03/24/2020	\$0.00	\$11,117.01
0000057221	03/20/2020	CC0545	COMP MANAGEMENT	Check	Cashed	03/24/2020	\$0.00	\$930.00
0000057222	03/20/2020	CC0549	CONCENTRA HEALTH SERVICES, INC	Check	Cashed	03/25/2020	\$0.00	\$123.00
0000057223	03/20/2020	DD0086	DAYTON AREA CHAMBER OF COMMERC	Check	Outstanding		\$0.00	\$850.00
0000057224	03/20/2020	DD0155	DAYTON POWER & LIGHT COMPANY	Check	Outstanding		\$0.00	\$4,720.49
0000057225	03/20/2020	FF0290	FIFTH THIRD BANK	Check	Cashed	03/26/2020	\$0.00	\$180,579.55
0000057226	03/20/2020	FF0291	FIFTH THIRD BANK	Check	Cashed	03/25/2020	\$0.00	\$178.40
0000057227	03/20/2020	FF0698	FRONTIER	Check	Cashed	03/30/2020	\$0.00	\$643.49
0000057228	03/20/2020	GG0202	GINGERICH'S CLEAN BURN INC	Check	Cashed	03/31/2020	\$0.00	\$421.85
0000057229	03/20/2020	GG0650	GRAINGER	Check	Cashed	03/25/2020	\$0.00	\$111.24
0000057230	03/20/2020	II0347	INTERSTATE BILLING SERVICE, INC	Check	Cashed	03/25/2020	\$0.00	\$103.39
0000057231	03/20/2020	JJ0814	JULIAN & GRUBE, INC	Check	Cashed	03/24/2020	\$0.00	\$2,367.00
0000057232	03/20/2020	GG0585	LIQUIDITY SERVICES OPERATIONS, LLC	Check	Cashed	03/25/2020	\$0.00	\$37.06
0000057233	03/20/2020	LL0440	LOWES BUSINESS ACCT/SYNCB	Check	Cashed	03/24/2020	\$0.00	\$434.10
0000057234	03/20/2020	MM0022	MARTIN MARIETTA AGGREGATES	Check	Cashed	03/25/2020	\$0.00	\$584.68
0000057235	03/20/2020	MM0385	MIAMI VALLEY REGIONAL CRIME LABOR	Check	Outstanding		\$0.00	\$150.00
0000057236	03/20/2020	Z99999	ACI PAYMENTS, INC	Check	Cashed	03/25/2020	\$0.00	\$996.55
0000057237	03/20/2020	MM0593	MONTGOMERY COUNTY SOLID WASTE	Check	Cashed	03/25/2020	\$0.00	\$160.65
0000057238	03/20/2020	OO0233	OFFICE DEPOT	Check	Cashed	03/31/2020	\$0.00	\$41.55
0000057239	03/20/2020	OO0330	OHIO GFOA	Check	Cashed	03/24/2020	\$0.00	\$140.00
0000057240	03/20/2020	RR0213	REICHARD CHEVROLET CO	Check	Cashed	03/27/2020	\$0.00	\$105.70
0000057241	03/20/2020	SS0035	SAM'S CLUB	Check	Cashed	03/25/2020	\$0.00	\$3.45
0000057242	03/20/2020	SS0110	SCOTTISSUE - A FLEXPAC COMPANY	Check	Cashed	03/24/2020	\$0.00	\$960.92
0000057243	03/20/2020	SS0801	STAPLES BUSINESS ADVANTAGE	Check	Outstanding		\$0.00	\$59.36
0000057244	03/20/2020	SS0920	SWOP4G	Check	Outstanding		\$0.00	\$35.00
0000057245	03/18/2020	Z99999	MISC VENDOR	Check	Voided		\$200.00	\$0.00
0000057245	03/20/2020	TT0344	TIME WARNER CABLE	Check	Outstanding		\$0.00	\$2,053.00
0000057246	03/18/2020	Z99999	MISC VENDOR	Check	Voided		\$137.49	\$0.00
0000057247	03/23/2020	Z99999	ERIC STAFFORD	Check	Outstanding		\$0.00	\$60.00
0000057248	03/23/2020	Z99999	MICHELLE WHITE	Check	Outstanding		\$0.00	\$220.00
0000057249	03/23/2020	Z99999	JESSICA HUGGINS	Check	Cashed	03/31/2020	\$0.00	\$110.00
0000057250	03/23/2020	Z99999	TINA POTEET	Check	Outstanding		\$0.00	\$125.00
0000057251	03/23/2020	Z99999	BOB FERRY	Check	Cashed	03/31/2020	\$0.00	\$110.00
0000057252	03/23/2020	Z99999	SAMANTHA BENNETT	Check	Cashed	03/26/2020	\$0.00	\$150.00
0000057253	03/23/2020	Z99999	BRIANNA SMITH	Check	Outstanding		\$0.00	\$150.00
0000057254	03/23/2020	Z99999	PAULA WATHEN	Check	Outstanding		\$0.00	\$150.00
0000057255	03/23/2020	Z99999	ANTONIA LAURICELLA	Check	Cashed	03/27/2020	\$0.00	\$90.00
0000057256	03/30/2020	AA0642	ANTHEM LIFE	Check	Outstanding		\$0.00	\$510.00
0000057257	03/30/2020	HH0605	HOME DEPOT CREDIT SERVICES	Check	Outstanding		\$0.00	\$61.55
0000057258	03/30/2020	LL0034	LAWSON PRODUCTS	Check	Outstanding		\$0.00	\$2,491.84
0000057259	03/30/2020	SS0745	SUPERFLEET MASTERCARD PROGRAM	Check	Outstanding		\$0.00	\$5,123.83
0201800171	03/09/2020	II0348	INVOICE CLOUD	EFT	Cashed	03/31/2020	\$0.00	\$260.20

As Of Check Cashed Date: 1/1/1900 to 4/30/2020

Check Number	Check Date	Vendor Code	Vendor Name	Check Type	Check Status	Cashed Date	Void Amount	Amount
0201800172	03/09/2020	LL0035	LCNB NATIONAL BANK	EFT	Cashed	03/31/2020	\$0.00	\$50.00
0201800173	03/11/2020	RR0215	REIMBURSEMENTS	EFT	Cashed	03/31/2020	\$0.00	\$6,292.17
0201800174	03/18/2020	LL0035	LCNB NATIONAL BANK	EFT	Cashed	03/31/2020	\$0.00	\$154.68
0201800175	03/23/2020	FF0290	FIFTH THIRD BANK	EFT	Cashed	03/31/2020	\$0.00	\$0.00
0201800176	03/23/2020	P99001	OPERS	EFT	Cashed	03/31/2020	\$0.00	\$0.00
0201800177	03/31/2020	UU0749	U.S. BANK	EFT	Cashed	03/31/2020	\$0.00	\$945.35
LCNB - LCNB - LCNB NATIONAL BANK Total:							\$674.98	\$670,946.38
Grand Total:							\$674.98	\$670,946.38

City of Brookville

Encumbrance Report by Account

Accounts: A01-01A1-2110 to E10-05F2-2530

As Of: 3/31/2020

Purchase Order Status: Open

Include Inactive Accounts: No

Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
Fund: A01		GENERAL FUND								
POLICE DEPARTMENT										
A01-01A1-2122	2020	2020000001-001	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$818.00	\$1,430.00	\$612.00	
A01-01A1-2122	2020	2020000028-001	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$52,502.00	\$90,100.00	\$37,598.00	
A01-01A1-2122	2020	2020000072-001	01/23/2020	HSA FUNDS	Open	02/07/2020	\$1,350.00	\$3,150.00	\$1,800.00	
A01-01A1-2124	2020	2020000008-001	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$21,727.29	\$23,000.00	\$1,272.71	
A01-01A1-2310	2020	2020000009-001	01/03/2020	301 SYCAMORE	Open	03/06/2020	\$567.97	\$900.00	\$332.03	
A01-01A1-2310	2020	2020000012-001	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$2,118.90	\$2,570.00	\$451.10	
A01-01A1-2310	2020	2020000013-001	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$2,475.60	\$3,100.00	\$624.40	
A01-01A1-2320	2020	2020000031-001	01/03/2020	CELL/DATA SERVICE	Open	03/06/2020	\$2,331.58	\$3,100.00	\$768.42	
A01-01A1-2323	2020	2020000016-001	01/03/2020	DISPATCHING SERVICE	Open	03/06/2020	\$58,476.03	\$75,000.00	\$16,523.97	
A01-01A1-2325	2020	2020000024-001	01/03/2020	RADIO USER FEES	Open	02/21/2020	\$3,840.00	\$5,040.00	\$1,200.00	
A01-01A1-2330	2020	2020000030-001	01/03/2020	COPIER LEASE	Open	03/06/2020	\$3,733.56	\$5,000.00	\$1,266.44	
A01-01A1-2340	2020	2020000018-001	01/03/2020	JANITORIAL SERVICES	Open	03/06/2020	\$7,200.00	\$8,640.00	\$1,440.00	
A01-01A1-2340	2020	2020000036-001	01/09/2020	OFFICE 365	Open	03/06/2020	\$1,384.02	\$1,845.36	\$461.34	
A01-01A1-2340	2020	2020000037-001	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$1,449.90	\$1,933.20	\$483.30	
A01-01A1-2348	2020	2020000005-001	01/03/2020	PROSECUTOR SERVICE	Open	03/06/2020	\$9,000.00	\$12,000.00	\$3,000.00	
A01-01A1-2350	2020	2020000252-001	03/27/2020	HANDLEBAR SIREN, TAIL	Open	03/27/2020	\$1,007.94	\$1,007.94	\$0.00	
A01-01A1-2350	2020	2020000252-002	03/27/2020	TIRES, BRAKES	Open	03/27/2020	\$442.88	\$442.88	\$0.00	
A01-01A1-2351	2020	2020000038-001	01/09/2020	IT SERVICES	Open	03/06/2020	\$5,940.00	\$7,920.00	\$1,980.00	
A01-01A1-2351	2020	2020000225-001	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$369.33	\$369.33	\$0.00	
A01-01A1-2390	2020	2020000073-001	01/24/2020	CAR WASHES	Open	03/06/2020	\$2,205.00	\$2,940.00	\$735.00	
A01-01A1-2421	2020	2020000026-001	01/03/2020	FUEL	Open	03/30/2020	\$21,213.47	\$28,000.00	\$6,786.53	
A01-01A1-2520	2020	2020000070-001	01/22/2020	2020 FORD INTERCEPTO	Open	01/22/2020	\$40,457.00	\$40,457.00	\$0.00	
POLICE DEPARTMENT Totals:							\$240,610.47	\$317,945.71	\$77,335.24	
FIRE DEPARTMENT										
A01-01B1-2122	2020	2020000001-002	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$69.00	\$120.00	\$51.00	
A01-01B1-2122	2020	2020000028-002	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$4,078.80	\$7,000.00	\$2,921.20	
A01-01B1-2122	2020	2020000072-002	01/23/2020	HSA FUNDS	Open	02/07/2020	\$300.00	\$700.00	\$400.00	

Encumbrance Report by Account

As Of: 3/31/2020

Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
A01-01B1-2124	2020	2020000008-002	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$15,079.96	\$16,000.00	\$920.04	
A01-01B1-2310	2020	2020000009-004	01/03/2020	775 E UPR-LEWISBURG	Open	03/06/2020	\$7,141.50	\$12,000.00	\$4,858.50	
A01-01B1-2310	2020	2020000012-002	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$11,678.26	\$14,970.00	\$3,291.74	
A01-01B1-2320	2020	2020000031-002	01/03/2020	DATA SERVICE	Open	03/06/2020	\$2,895.76	\$3,860.00	\$964.24	
A01-01B1-2323	2020	2020000016-002	01/03/2020	DISPATCHING SERVICE	Open	03/06/2020	\$28,754.82	\$38,000.00	\$9,245.18	
A01-01B1-2325	2020	2020000024-002	01/03/2020	RADIO USER FEES	Open	02/21/2020	\$8,880.00	\$11,760.00	\$2,880.00	
A01-01B1-2330	2020	2020000030-002	01/03/2020	COPIER LEASE	Open	03/06/2020	\$1,509.77	\$2,000.00	\$490.23	
A01-01B1-2340	2020	2020000020-001	01/03/2020	24/7 MONITORING	Open	03/06/2020	\$361.30	\$475.00	\$113.70	
A01-01B1-2340	2020	2020000036-002	01/09/2020	OFFICE 365	Open	03/06/2020	\$1,965.15	\$2,620.20	\$655.05	
A01-01B1-2340	2020	2020000037-002	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$3,544.20	\$4,725.60	\$1,181.40	
A01-01B1-2347	2020	2020000015-001	01/03/2020	EMS BILLING SERVICES	Open	03/06/2020	\$18,313.19	\$25,000.00	\$6,686.81	
A01-01B1-2351	2020	2020000038-002	01/09/2020	IT SERVICES	Open	03/06/2020	\$5,940.00	\$7,920.00	\$1,980.00	
A01-01B1-2351	2020	2020000225-008	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$591.00	\$591.00	\$0.00	
A01-01B1-2352	2020	2020000219-011	03/10/2020	FIRE STATION 76	Open	03/10/2020	\$6,947.50	\$6,947.50	\$0.00	
A01-01B1-2391	2020	2020000035-001	01/06/2020	PARAMEDIC CLASS-ALB	Open	01/06/2020	\$1,315.36	\$1,315.36	\$0.00	
A01-01B1-2415	2020	2020000222-001	03/13/2020	EMS SUPPLIES	Open	03/13/2020	\$3,106.64	\$3,106.64	\$0.00	
A01-01B1-2421	2020	2020000026-002	01/03/2020	FUEL	Open	03/30/2020	\$14,358.29	\$19,000.00	\$4,641.71	
FIRE DEPARTMENT Totals:							\$136,830.50	\$178,111.30	\$41,280.80	
GOVN. & ADMIN. DEPT										
A01-07A2-2122	2020	2020000001-003	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$309.20	\$520.00	\$210.80	
A01-07A2-2122	2020	2020000028-003	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$13,532.54	\$21,300.00	\$7,767.46	
A01-07A2-2122	2020	2020000072-003	01/23/2020	HSA FUNDS	Open	02/07/2020	\$885.00	\$2,082.80	\$1,197.80	
A01-07A2-2124	2020	2020000008-003	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$7,574.55	\$8,000.00	\$425.45	
A01-07A2-2310	2020	2020000009-002	01/03/2020	301 SYCAMORE	Open	03/06/2020	\$567.99	\$900.00	\$332.01	
A01-07A2-2310	2020	2020000009-003	01/03/2020	245 SYCAMORE	Open	03/06/2020	\$724.54	\$1,300.00	\$575.46	
A01-07A2-2310	2020	2020000009-005	01/03/2020	20 MULBERRY	Open	03/06/2020	\$734.00	\$1,500.00	\$766.00	
A01-07A2-2310	2020	2020000012-003	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$4,183.40	\$5,780.00	\$1,596.60	
A01-07A2-2310	2020	2020000013-002	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$4,736.39	\$6,500.00	\$1,763.61	
A01-07A2-2320	2020	2020000031-003	01/03/2020	CELL/IPAD SERVICE	Open	03/06/2020	\$1,288.01	\$1,600.00	\$311.99	
A01-07A2-2330	2020	2020000014-001	01/03/2020	POSTAGE MACHINE LEA	Open	03/06/2020	\$1,060.46	\$1,400.00	\$339.54	
A01-07A2-2330	2020	2020000030-003	01/03/2020	COPIER LEASE	Open	03/06/2020	\$5,998.21	\$8,000.00	\$2,001.79	
A01-07A2-2340	2018	2018000132-001	02/08/2018	VIP ANALYTICS SUITE B	Open	08/14/2018	\$10,000.00	\$15,000.00	\$5,000.00	
A01-07A2-2340	2019	2019000869-001	10/30/2019	RELOCATE & INSTALL SI	Open	10/30/2019	\$3,954.00	\$3,954.00	\$0.00	
A01-07A2-2340	2019	2019000869-002	10/30/2019	RELOCATE & INSTALL SI	Open	10/30/2019	\$3,954.00	\$3,954.00	\$0.00	
A01-07A2-2340	2020	2020000018-002	01/03/2020	JANITORIAL SERVICES	Open	03/06/2020	\$4,800.00	\$5,760.00	\$960.00	

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Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
A01-07A2-2340	2020	2020000019-001	01/03/2020	2019 BASIC FINANCIAL S	Open	03/20/2020	\$2,367.00	\$7,100.00	\$4,733.00	
A01-07A2-2340	2020	2020000036-003	01/09/2020	OFFICE 365	Open	03/06/2020	\$991.53	\$1,322.04	\$330.51	
A01-07A2-2340	2020	2020000037-003	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$1,208.25	\$1,611.00	\$402.75	
A01-07A2-2340	2020	2020000173-001	03/03/2020	2019 ASSET REPORTING	Open	03/03/2020	\$1,900.00	\$1,900.00	\$0.00	
A01-07A2-2340	2020	2020000220-001	03/12/2020	ANNUAL WEBSITE FEE	Open	03/12/2020	\$4,809.01	\$4,809.01	\$0.00	
A01-07A2-2340	2020	2020000220-002	03/12/2020	ANNUAL SSL CERTIFICA	Open	03/12/2020	\$105.00	\$105.00	\$0.00	
A01-07A2-2340	2020	2020000255-001	03/31/2020	2019 AUDIT SERVICES	Open	03/31/2020	\$8,000.00	\$8,000.00	\$0.00	
A01-07A2-2340	2020	2020000256-002	03/31/2020	SERVER 490-BARRACUD	Open	03/31/2020	\$1,263.54	\$1,263.54	\$0.00	
A01-07A2-2340	2020	2020000256-003	03/31/2020	SERVER 490-BARRACUD	Open	03/31/2020	\$2,873.07	\$2,873.07	\$0.00	
A01-07A2-2341	2020	2020000025-001	01/03/2020	LAW DIRECTOR SERVIC	Open	03/06/2020	\$60,832.37	\$71,100.00	\$10,267.63	
A01-07A2-2342	2020	2020000004-001	01/03/2020	INCOME TAX ADMINISTR	Open	03/20/2020	\$94,958.02	\$128,500.00	\$33,541.98	
A01-07A2-2344	2020	2020000012-009	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$1,528.34	\$1,900.00	\$371.66	
A01-07A2-2344	2020	2020000013-007	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$1,346.19	\$1,500.00	\$153.81	
A01-07A2-2344	2020	2020000022-001	01/03/2020	STREET LIGHTING	Open	03/06/2020	\$55,268.46	\$73,500.00	\$18,231.54	
A01-07A2-2351	2020	2020000038-003	01/09/2020	IT SERVICES	Open	03/06/2020	\$5,940.00	\$7,920.00	\$1,980.00	
A01-07A2-2351	2020	2020000225-002	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$184.67	\$184.67	\$0.00	
A01-07A2-2351	2020	2020000225-003	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$129.00	\$129.00	\$0.00	
A01-07A2-2351	2020	2020000225-004	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$498.00	\$498.00	\$0.00	
A01-07A2-2352	2020	2020000065-003	01/13/2020	ARLINGTON/UPPER LEW	Open	01/13/2020	\$1,095.00	\$1,095.00	\$0.00	
A01-07A2-2352	2020	2020000219-001	03/10/2020	CITY BUILDING-301 SYC	Open	03/10/2020	\$499.50	\$499.50	\$0.00	
A01-07A2-2352	2020	2020000219-004	03/10/2020	COMMERCIAL CAMPUS -	Open	03/10/2020	\$445.00	\$445.00	\$0.00	
A01-07A2-2352	2020	2020000219-005	03/10/2020	COMMERCIAL CAMPUS -	Open	03/10/2020	\$1,273.00	\$1,273.00	\$0.00	
A01-07A2-2352	2020	2020000219-008	03/10/2020	GATEWAY PARK	Open	03/10/2020	\$2,451.00	\$2,451.00	\$0.00	
A01-07A2-2391	2020	2020000256-001	03/31/2020	SERVER 490-BARRACUD	Open	03/31/2020	\$1,033.61	\$1,033.61	\$0.00	
A01-07A2-2394	2020	2020000142-001	02/07/2020	LAND PRICE INCENTIVE-	Open	02/07/2020	\$20,000.00	\$20,000.00	\$0.00	
A01-07A2-2394	2020	2020000143-001	02/07/2020	PROJECT NORA LAND IN	Open	02/07/2020	\$125,000.00	\$125,000.00	\$0.00	
A01-07A2-2395	2020	2020000010-001	01/03/2020	INCOME TAX REVENUE	Open	01/03/2020	\$80,000.00	\$80,000.00	\$0.00	
A01-07A2-2421	2020	2020000026-003	01/03/2020	FUEL	Open	03/30/2020	\$972.07	\$1,300.00	\$327.93	
GOVN. & ADMIN. DEPT Totals:							\$541,273.92	\$634,863.24	\$93,589.32	
Fund: A01 Total							\$918,714.89	\$1,130,920.25	\$212,205.36	

Fund: B01

STREET M. & R.

GARAGE

B01-06B2-2122	2020	2020000001-004	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$69.00	\$120.00	\$51.00	
B01-06B2-2122	2020	2020000028-004	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$5,777.27	\$9,900.00	\$4,122.73	
B01-06B2-2122	2020	2020000072-004	01/23/2020	HSA FUNDS	Open	02/07/2020	\$300.00	\$700.00	\$400.00	
B01-06B2-2124	2020	2020000008-004	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$1,407.77	\$1,500.00	\$92.23	

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Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
B01-06B2-2310	2020	2020000012-004	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$1,497.34	\$2,040.00	\$542.66	
B01-06B2-2310	2020	2020000013-003	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$1,503.18	\$2,300.00	\$796.82	
B01-06B2-2420	2020	2020000254-001	03/31/2020	LEAK DETECTOR	Open	03/31/2020	\$1,000.00	\$1,000.00	\$0.00	
GARAGE Totals:							\$11,554.56	\$17,560.00	\$6,005.44	
STREET DEPARTMENT										
B01-06B3-2122	2020	2020000001-005	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$324.86	\$570.00	\$245.14	
B01-06B3-2122	2020	2020000028-005	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$18,591.07	\$32,000.00	\$13,408.93	
B01-06B3-2122	2020	2020000072-005	01/23/2020	HSA FUNDS	Open	02/07/2020	\$1,194.00	\$2,789.96	\$1,595.96	
B01-06B3-2124	2020	2020000008-005	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$5,754.28	\$6,200.00	\$445.72	
B01-06B3-2310	2020	2020000009-006	01/03/2020	401 ALBERT	Open	03/06/2020	\$566.00	\$1,000.00	\$434.00	
B01-06B3-2310	2020	2020000012-005	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$519.19	\$1,290.00	\$770.81	
B01-06B3-2310	2020	2020000013-004	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$388.09	\$800.00	\$411.91	
B01-06B3-2320	2020	2020000031-004	01/03/2020	IPAD SERVICE	Open	03/06/2020	\$180.73	\$241.00	\$60.27	
B01-06B3-2340	2020	2020000036-004	01/09/2020	OFFICE 365	Open	03/06/2020	\$144.99	\$193.32	\$48.33	
B01-06B3-2340	2020	2020000037-004	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$161.10	\$214.80	\$53.70	
B01-06B3-2346	2019	2019000476-001	06/11/2019	ENGINEERING SERVICE	Open	02/21/2020	\$532.18	\$22,700.00	\$22,167.82	
B01-06B3-2351	2020	2020000038-004	01/09/2020	IT SERVICES	Open	03/06/2020	\$1,485.00	\$1,980.00	\$495.00	
B01-06B3-2352	2020	2020000065-002	01/13/2020	CARR/SAKURA RETENTI	Open	01/13/2020	\$795.00	\$795.00	\$0.00	
B01-06B3-2352	2020	2020000219-003	03/10/2020	WESTBROOK & WESTER	Open	03/10/2020	\$595.00	\$595.00	\$0.00	
B01-06B3-2352	2020	2020000219-010	03/10/2020	MARKET ST RETENTION	Open	03/10/2020	\$1,637.50	\$1,637.50	\$0.00	
B01-06B3-2352	2020	2020000219-013	03/10/2020	ISLAND AT ARLINGTON &	Open	03/10/2020	\$197.50	\$197.50	\$0.00	
B01-06B3-2352	2020	2020000225-005	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$93.00	\$93.00	\$0.00	
B01-06B3-2421	2020	2020000026-004	01/03/2020	FUEL	Open	03/30/2020	\$11,026.37	\$15,000.00	\$3,973.63	
STREET DEPARTMENT Totals:							\$44,185.86	\$88,297.08	\$44,111.22	
Fund: B01 Total							\$55,740.42	\$105,857.08	\$50,116.66	

Fund: B04

PARK & RECREATION

PARK DEPARTMENT

B04-03B4-2122	2020	2020000001-006	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$81.18	\$140.00	\$58.82	
B04-03B4-2122	2020	2020000028-006	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$3,803.58	\$6,600.00	\$2,796.42	
B04-03B4-2122	2020	2020000072-006	01/23/2020	HSA FUNDS	Open	02/07/2020	\$262.50	\$616.85	\$354.35	
B04-03B4-2124	2020	2020000008-006	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$1,092.20	\$1,200.00	\$107.80	

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Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
B04-03B4-2310	2020	2020000009-007	01/03/2020	545 E UPR-LEWISBURG	Open	03/06/2020	\$743.39	\$1,400.00	\$656.61	
B04-03B4-2310	2020	2020000012-006	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$2,949.11	\$4,070.00	\$1,120.89	
B04-03B4-2310	2020	2020000013-005	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$2,152.58	\$3,200.00	\$1,047.42	
B04-03B4-2320	2020	2020000031-005	01/03/2020	IPAD SERVICE	Open	03/06/2020	\$180.73	\$241.00	\$60.27	
B04-03B4-2340	2020	2020000003-001	01/03/2020	CARETAKER SERVICES	Open	03/06/2020	\$1,750.00	\$2,100.00	\$350.00	
B04-03B4-2340	2020	2020000036-005	01/09/2020	OFFICE 365	Open	03/06/2020	\$144.99	\$193.32	\$48.33	
B04-03B4-2340	2020	2020000037-005	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$161.10	\$214.80	\$53.70	
B04-03B4-2351	2020	2020000038-005	01/09/2020	IT SERVICES	Open	03/06/2020	\$1,485.00	\$1,980.00	\$495.00	
B04-03B4-2351	2020	2020000225-006	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$646.00	\$646.00	\$0.00	
B04-03B4-2352	2020	2020000065-001	01/13/2020	GOLDEN GATE PARK PO	Open	01/13/2020	\$1,095.00	\$1,095.00	\$0.00	
B04-03B4-2352	2020	2020000219-002	03/10/2020	POWELL PARK	Open	03/10/2020	\$665.00	\$665.00	\$0.00	
B04-03B4-2352	2020	2020000219-006	03/10/2020	GOLDEN GATE PARK	Open	03/10/2020	\$185.00	\$185.00	\$0.00	
B04-03B4-2352	2020	2020000219-007	03/10/2020	GOLDEN GATE CASTLE	Open	03/10/2020	\$1,237.50	\$1,237.50	\$0.00	
B04-03B4-2352	2020	2020000219-009	03/10/2020	SOCCER COMPLEX	Open	03/10/2020	\$450.00	\$450.00	\$0.00	
B04-03B4-2352	2020	2020000219-012	03/10/2020	GOLD GATE MAIN GAZE	Open	03/10/2020	\$687.50	\$687.50	\$0.00	
B04-03B4-2421	2020	2020000026-005	01/03/2020	FUEL	Open	03/30/2020	\$513.73	\$700.00	\$186.27	
PARK DEPARTMENT Totals:							\$20,286.09	\$27,621.97	\$7,335.88	
BALL DIAMONDS										
B04-03B5-2310	2020	2020000012-010	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$428.74	\$500.00	\$71.26	
B04-03B5-2310	2020	2020000013-008	01/03/2020	ELECTRIC GENERATION	Open	02/07/2020	\$388.72	\$400.00	\$11.28	
B04-03B5-2340	2020	2020000002-001	01/06/2020	2020 BALL DIAMOND MA	Open	01/06/2020	\$3,400.00	\$3,400.00	\$0.00	
B04-03B5-2392	2020	2020000145-001	02/21/2020	2020 ADULT SOFTBALL-S	Open	03/06/2020	\$891.44	\$1,646.55	\$755.11	
BALL DIAMONDS Totals:							\$5,108.90	\$5,946.55	\$837.65	
Fund: B04 Total							\$25,394.99	\$33,568.52	\$8,173.53	
Fund: B09 LAND REUTILIZATION										
LAND REUTILIZATION										
LAND REUTILIZATION Totals:							\$0.00	\$0.00	\$0.00	
Fund: B09 Total							\$0.00	\$0.00	\$0.00	
Fund: B13 LAW ENFORCEMENT										
LAW ENFORCEMENT										
LAW ENFORCEMENT Totals:							\$0.00	\$0.00	\$0.00	
Fund: B13 Total							\$0.00	\$0.00	\$0.00	

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Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
Fund: C01		BOND RETIREMENT								
DEBT SERVICE										
C01-08A1-2610	2020	2020000007-001	01/03/2020	SERIES 2016 FIRE STATI	Open	01/03/2020	\$135,000.00	\$135,000.00	\$0.00	
C01-08A1-2620	2020	2020000007-002	01/03/2020	SERIES 2016 FIRE STATI	Open	01/03/2020	\$238,600.00	\$238,600.00	\$0.00	
DEBT SERVICE Totals:							\$373,600.00	\$373,600.00	\$0.00	
Fund: C01 Total							\$373,600.00	\$373,600.00	\$0.00	
Fund: C03		NOTE RETIRE-NORTHBROOK								
DEBT SERVICE										
C03-08A1-2610	2020	2020000021-001	01/03/2020	NORTHBROOK NOTE	Open	01/03/2020	\$55,000.00	\$55,000.00	\$0.00	
C03-08A1-2620	2020	2020000021-002	01/03/2020	NORTHBROOK NOTE	Open	01/03/2020	\$8,548.20	\$8,548.20	\$0.00	
DEBT SERVICE Totals:							\$63,548.20	\$63,548.20	\$0.00	
Fund: C03 Total							\$63,548.20	\$63,548.20	\$0.00	
Fund: D03		CAPITAL IMPROVEMENT								
CAPITAL IMPROVEMENT										
CAPITAL IMPROVEMENT Totals:							\$0.00	\$0.00	\$0.00	
GRANT FUNDS										
D03-07B6-2503	2020	2020000224-001	03/17/2020	DMAX FACILITY-EDGE G	Open	03/17/2020	\$400,000.00	\$400,000.00	\$0.00	
GRANT FUNDS Totals:							\$400,000.00	\$400,000.00	\$0.00	
Fund: D03 Total							\$400,000.00	\$400,000.00	\$0.00	
Fund: D04		FIRE CAPITAL IMPROVEMENT								
FIRE CAPITAL IMPROVMENT										
D04-07A5-2520	2020	2020000174-001	03/04/2020	EMERGENCY LIGHTING	Open	03/04/2020	\$7,000.00	\$7,000.00	\$0.00	
D04-07A5-2520	2020	2020000175-001	03/04/2020	2019 FORD F-550 MEDIC	Open	03/04/2020	\$245,117.29	\$245,117.29	\$0.00	
FIRE CAPITAL IMPROVMENT Totals:							\$252,117.29	\$252,117.29	\$0.00	
Fund: D04 Total							\$252,117.29	\$252,117.29	\$0.00	
Fund: E01		WATER								
WATER DEPARTMENT										
E01-05C2-2122	2020	2020000001-007	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$159.98	\$280.00	\$120.02	
E01-05C2-2122	2020	2020000028-007	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$8,609.30	\$14,900.00	\$6,290.70	
E01-05C2-2122	2020	2020000072-007	01/23/2020	HSA FUNDS	Open	02/07/2020	\$568.50	\$1,330.85	\$762.35	
E01-05C2-2124	2020	2020000008-007	01/03/2020	2019 TRUE-UP/2020WOR	Open	02/21/2020	\$2,890.22	\$3,100.00	\$209.78	

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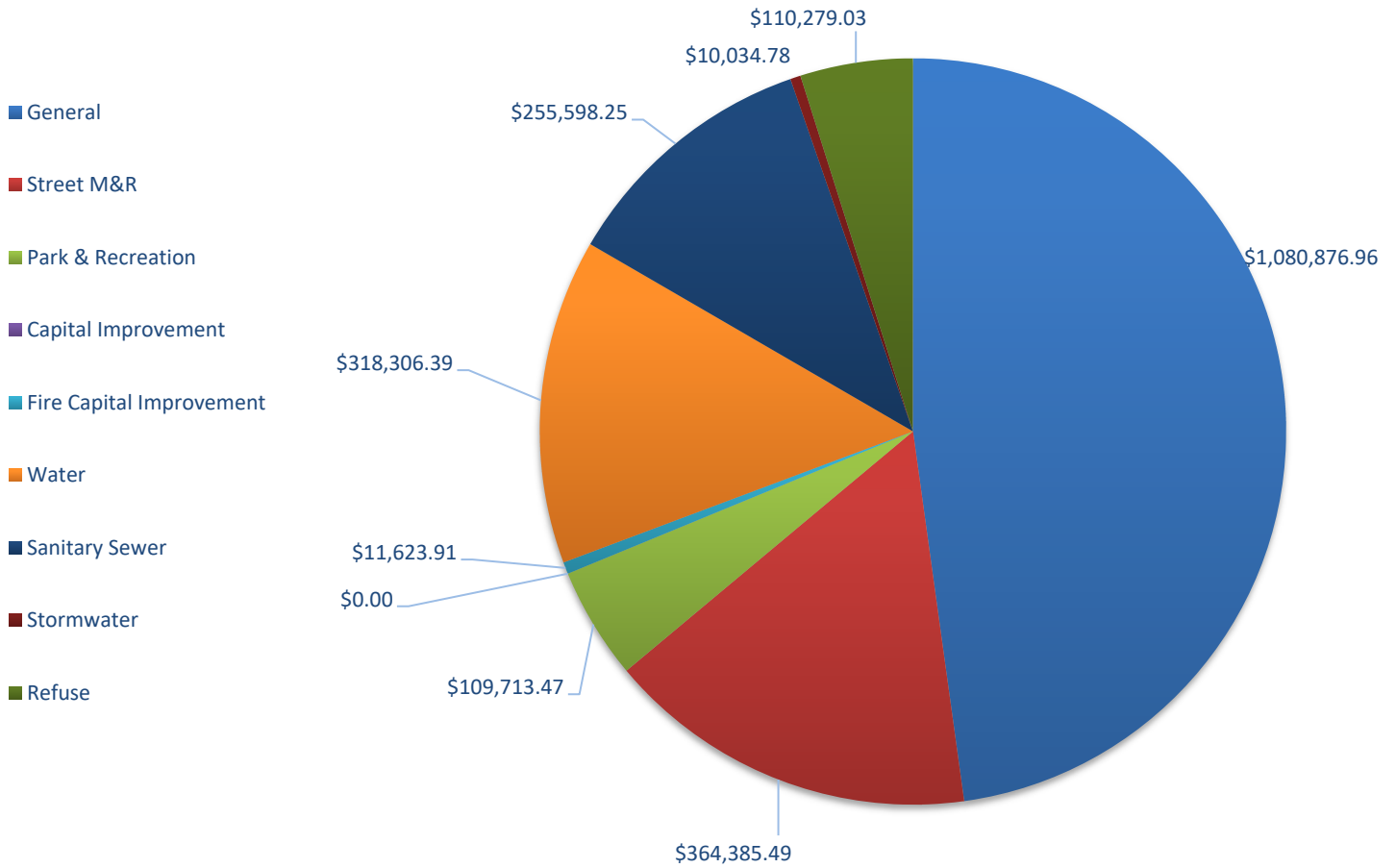
Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
E01-05C2-2310	2020	2020000012-007	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$136.30	\$970.00	\$833.70	
E01-05C2-2320	2020	2020000031-006	01/03/2020	IPAD SERVICE	Open	03/06/2020	\$180.74	\$241.00	\$60.26	
E01-05C2-2340	2020	2020000017-001	01/03/2020	LAB FEES	Open	03/06/2020	\$2,377.70	\$2,500.00	\$122.30	
E01-05C2-2340	2020	2020000027-001	01/03/2020	LAB FEES	Open	03/06/2020	\$1,281.40	\$1,500.00	\$218.60	
E01-05C2-2340	2020	2020000036-006	01/09/2020	OFFICE 365	Open	03/06/2020	\$144.99	\$193.32	\$48.33	
E01-05C2-2340	2020	2020000037-006	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$161.10	\$214.80	\$53.70	
E01-05C2-2340	2020	2020000038-006	01/09/2020	IT SERVICES	Open	03/06/2020	\$1,485.00	\$1,980.00	\$495.00	
E01-05C2-2392	2020	2020000221-001	03/12/2020	1ST QTR WATER BILLING	Open	03/23/2020	\$172,716.30	\$172,716.30	\$0.00	
E01-05C2-2421	2020	2020000026-006	01/03/2020	FUEL	Open	03/30/2020	\$2,606.60	\$3,600.00	\$993.40	
WATER DEPARTMENT Totals:							\$193,318.13	\$203,526.27	\$10,208.14	
Fund: E01 Total							\$193,318.13	\$203,526.27	\$10,208.14	
Fund: E02 SANITARY SEWER										
SANITARY SEWER DEPT										
E02-05C3-2122	2020	2020000001-008	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$189.58	\$330.00	\$140.42	
E02-05C3-2122	2020	2020000028-008	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$10,248.22	\$17,700.00	\$7,451.78	
E02-05C3-2122	2020	2020000072-008	01/23/2020	HSA FUNDS	Open	02/07/2020	\$670.50	\$1,568.85	\$898.35	
E02-05C3-2124	2020	2020000008-008	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$3,502.82	\$3,750.00	\$247.18	
E02-05C3-2310	2020	2020000009-008	01/03/2020	610 S WOLF CREEK	Open	03/06/2020	\$927.06	\$3,500.00	\$2,572.94	
E02-05C3-2310	2020	2020000012-008	01/03/2020	ELECTRIC DISTRIBUTIO	Open	03/20/2020	\$16,705.82	\$21,910.00	\$5,204.18	
E02-05C3-2310	2020	2020000013-006	01/03/2020	ELECTRIC GENERATION	Open	03/06/2020	\$24,823.49	\$34,500.00	\$9,676.51	
E02-05C3-2320	2020	2020000031-007	01/03/2020	IPAD SERVICE	Open	03/06/2020	\$180.74	\$241.00	\$60.26	
E02-05C3-2340	2020	2020000017-002	01/03/2020	LAB FEES	Open	03/06/2020	\$13,274.26	\$16,500.00	\$3,225.74	
E02-05C3-2340	2020	2020000036-007	01/09/2020	OFFICE 365	Open	03/06/2020	\$144.90	\$193.20	\$48.30	
E02-05C3-2340	2020	2020000037-007	01/09/2020	ENTERPRISE SECURITY	Open	03/06/2020	\$161.10	\$214.80	\$53.70	
E02-05C3-2340	2020	2020000038-007	01/09/2020	IT SERVICES	Open	03/06/2020	\$1,485.00	\$1,980.00	\$495.00	
E02-05C3-2352	2020	2020000225-007	03/20/2020	ANNUAL HVAC SERVICE-	Open	03/20/2020	\$351.00	\$351.00	\$0.00	
E02-05C3-2421	2020	2020000026-007	01/03/2020	FUEL	Open	03/30/2020	\$2,606.60	\$3,600.00	\$993.40	
E02-05C3-2520	2020	2020000029-001	01/06/2020	MOSIER LS PUMP REPLA	Open	01/06/2020	\$9,076.54	\$9,076.54	\$0.00	
E02-05C3-2520	2020	2020000029-002	01/06/2020	FREIGHT COSTS	Open	01/06/2020	\$300.00	\$300.00	\$0.00	
E02-05C3-2560	2019	2019000664-001	08/22/2019	REPAIRS TO WWTP-TOR	Open	01/28/2020	\$34,141.94	\$126,291.49	\$92,149.55	

Encumbrance Report by Account

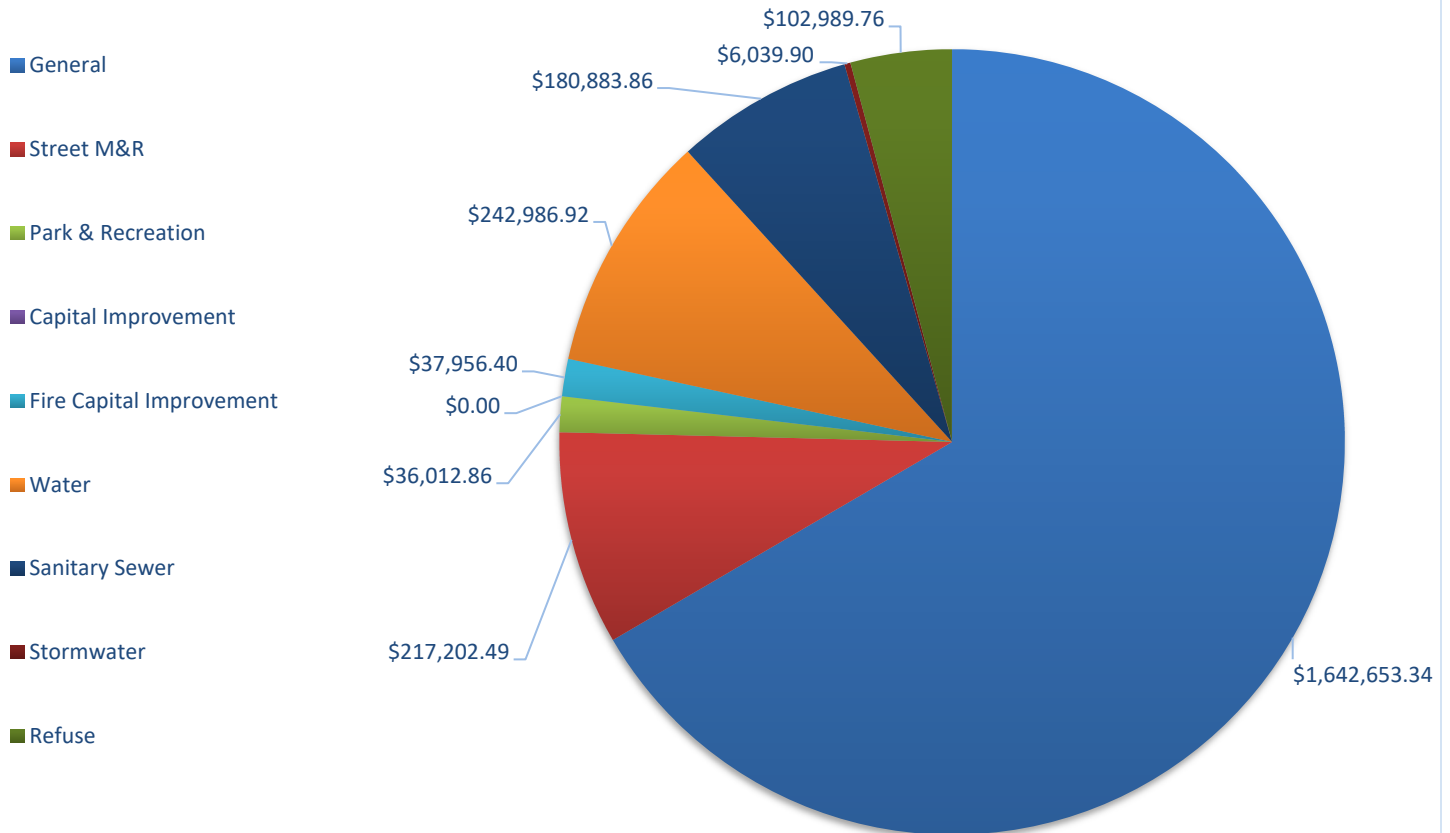
As Of: 3/31/2020

Account	Year	P.O. Number	PO Date	Description	Status	Enc. Date	Enc. Balance	P.O. Line Amt	Paid Amount	Error
E02-05C3-2560	2019	2019000769-001	09/25/2019	HANDRAIL/DO PROBES/B	Open	03/31/2020	\$117,716.50	\$190,011.00	\$72,294.50	
SANITARY SEWER DEPT Totals:							\$236,506.07	\$432,017.88	\$195,511.81	
Fund: E02 Total							\$236,506.07	\$432,017.88	\$195,511.81	
Fund: E08 STORMWATER										
DEPARTMENT: 05C5										
E08-05C5-2122	2020	2020000001-009	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$17.42	\$30.00	\$12.58	
E08-05C5-2122	2020	2020000028-009	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$936.67	\$1,600.00	\$663.33	
E08-05C5-2122	2020	2020000072-009	01/23/2020	HSA FUNDS	Open	02/07/2020	\$60.00	\$140.40	\$80.40	
E08-05C5-2124	2020	2020000008-009	01/03/2020	2019 TRUE-UP/2020 WOR	Open	02/21/2020	\$561.91	\$600.00	\$38.09	
E08-05C5-2421	2020	2020000026-008	01/03/2020	FUEL	Open	03/30/2020	\$1,687.92	\$1,750.00	\$62.08	
DEPARTMENT: 05C5 Totals:							\$3,263.92	\$4,120.40	\$856.48	
Fund: E08 Total							\$3,263.92	\$4,120.40	\$856.48	
Fund: E10 REFUSE										
REFUSE DEPARTMENT										
E10-05F2-2122	2020	2020000001-010	01/03/2020	LIFE/AD&D INSURANCE	Open	03/30/2020	\$41.78	\$70.00	\$28.22	
E10-05F2-2122	2020	2020000028-010	01/03/2020	HEALTH INSURANCE	Open	03/20/2020	\$1,351.18	\$2,400.00	\$1,048.82	
E10-05F2-2122	2020	2020000072-010	01/23/2020	HSA FUNDS	Open	02/07/2020	\$109.50	\$259.85	\$150.35	
E10-05F2-2124	2020	2020000008-010	01/03/2020	2019 TRUE-UP/2020 WOR	Open	01/03/2020	\$600.00	\$600.00	\$0.00	
E10-05F2-2343	2020	2020000023-001	01/03/2020	REFUSE/RECYCLING SE	Open	03/06/2020	\$276,638.08	\$370,000.00	\$93,361.92	
E10-05F2-2392	2020	2020000006-001	01/03/2020	TIPPING FEES	Open	03/20/2020	\$2,022.63	\$2,500.00	\$477.37	
E10-05F2-2421	2020	2020000026-009	01/03/2020	FUEL	Open	03/30/2020	\$1,468.93	\$1,750.00	\$281.07	
REFUSE DEPARTMENT Totals:							\$282,232.10	\$377,579.85	\$95,347.75	
Fund: E10 Total							\$282,232.10	\$377,579.85	\$95,347.75	
Grand Total:							\$2,804,436.01	\$3,376,855.74	\$572,419.73	

YTD-Fund Revenues - 03/31/2020



YTD-Fund Expenditures - 03/31/2020



March Budget Comparison

	<u>2019 Y-T-D</u>	<u>2020 Y-T-D</u>	<u>SUM DIFF.</u>	<u>% DIFF.</u>
<u>GENERAL FUND</u>				
Beginning Balance	\$ 2,289,471.44	\$ 2,075,929.55	\$ (213,541.89)	-9.3%
Revenue	\$ 891,100.06	\$ 1,080,876.96	\$ 189,776.90	21.3%
Expenses	\$ 1,339,512.04	\$ 1,642,653.34	\$ 303,141.30	22.6%
Unexpended Balance	\$ 2,268,887.59	\$ 1,514,153.17	\$ (754,734.42)	-33.3%
Income Tax	\$ 670,782.27	\$ 845,686.29	\$ 174,904.02	26.1%
Motel Tax	\$ 6,512.55	\$ 7,651.99	\$ 1,139.44	17.5%
Local Government	\$ 16,353.04	\$ 22,927.51	\$ 6,574.47	40.2%
EMS Billing	\$ 97,056.80	\$ 106,092.36	\$ 9,035.56	9.3%
Electric Permits	\$ -	\$ -	\$ -	#DIV/0!
Building Permits	\$ -	\$ -	\$ -	#DIV/0!
Zoning Permits	\$ 635.00	\$ 920.00	\$ 285.00	44.9%
Interest on Investments	\$ 16,258.13	\$ 14,591.25	\$ (1,666.88)	-10.3%
Real Estate Tax	\$ 62,572.71	\$ 59,768.15	\$ (2,804.56)	-4.5%
<u>STREET M&R FUND</u>				
Beginning Balance	\$ 161,925.57	\$ 229,719.67	\$ 67,794.10	41.9%
Revenue	\$ 288,897.32	\$ 364,385.49	\$ 75,488.17	26.1%
Expenses	\$ 175,753.29	\$ 217,202.49	\$ 41,449.20	23.6%
Unexpended Balance	\$ 134,055.17	\$ 376,902.67	\$ 242,847.50	181.2%
MV, Gas, Highway Taxes	\$ 72,375.27	\$ 105,298.02	\$ 32,922.75	45.5%
<u>PARK & REC. FUND</u>				
Beginning Balance	\$ 51,705.67	\$ 47,982.54	\$ (3,723.13)	-7.2%
Revenue	\$ 93,970.01	\$ 109,713.47	\$ 15,743.46	16.8%
Expenses	\$ 39,999.62	\$ 36,012.86	\$ (3,986.76)	-10.0%
Unexpended Balance	\$ 43,723.98	\$ 121,683.15	\$ 77,959.17	178.3%
Park Permits	\$ 12,584.00	\$ 8,188.00	\$ (4,396.00)	-34.9%
<u>CAPITAL IMPROV. FUND</u>				
Beginning Balance	\$ 309,125.66	\$ 165,398.38	\$ (143,727.28)	-46.5%
Revenue	\$ 1,536.38	\$ -	\$ (1,536.38)	-100.0%
Expenses	\$ 26,076.94	\$ -	\$ (26,076.94)	-100.0%
Unexpended Balance	\$ 310,373.09	\$ 165,398.38	\$ (144,974.71)	-46.7%
Grant Funds	\$ 1,247.43	\$ -	\$ (1,247.43)	-100.0%
Assessments	\$ -	\$ -	\$ -	#DIV/0!

March Budget Comparison

	<u>2019 Y-T-D</u>	<u>2020 Y-T-D</u>	<u>SUM DIFF.</u>	<u>% DIFF.</u>
<u>FIRE CAP. IMPR. FUND</u>				
Beginning Balance	\$ 115,454.67	\$ 220,810.91	\$ 105,356.24	91.3%
Revenue	\$ 83,764.10	\$ 11,623.91	\$ (72,140.19)	-86.1%
Expenses	\$ 83,653.88	\$ 37,956.40	\$ (45,697.48)	-54.6%
Unexpended Balance	\$ 119,530.00	\$ 194,478.42	\$ 74,948.42	62.7%
EMS Billing	\$ 10,784.02	\$ 11,623.91	\$ 839.89	7.8%
Misc. Grants	\$ 4,707.08	\$ -	\$ (4,707.08)	-100.0%
<u>WATER FUND</u>				
Beginning Balance	\$ 178,015.07	\$ 381,847.61	\$ 203,832.54	114.5%
Revenue	\$ 334,043.06	\$ 318,306.39	\$ (15,736.67)	-4.7%
Expenses	\$ 294,255.56	\$ 242,986.92	\$ (51,268.64)	-17.4%
Unexpended Balance	\$ 309,734.49	\$ 457,167.08	\$ 147,432.59	47.6%
Water Sales	\$ 284,266.66	\$ 312,100.99	\$ 27,834.33	9.8%
Tap Permits	\$ 1,500.00	\$ 1,662.00	\$ 162.00	10.8%
<u>SEWER FUND</u>				
Beginning Balance	\$ 425,341.67	\$ 535,153.66	\$ 109,811.99	25.8%
Revenue	\$ 160,840.43	\$ 255,598.25	\$ 94,757.82	58.9%
Expenses	\$ 91,080.26	\$ 180,883.86	\$ 89,803.60	98.6%
Unexpended Balance	\$ 485,644.38	\$ 609,868.05	\$ 124,223.67	25.6%
Sewer Sales	\$ 159,082.86	\$ 163,647.27	\$ 4,564.41	2.9%
Tap Permits	\$ 1,500.00	\$ 1,500.00	\$ -	0.0%
<u>STORMWATER FUND</u>				
Beginning Balance	\$ -	\$ -	\$ -	#DIV/0!
Revenue	\$ -	\$ 10,034.78	\$ 10,034.78	#DIV/0!
Expenses	\$ -	\$ 6,039.90	\$ 6,039.90	#DIV/0!
Unexpended Balance	\$ -	\$ 3,994.88	\$ 3,994.88	#DIV/0!
Stormwater Sales	\$ -	\$ 10,034.78	\$ 10,034.78	#DIV/0!
Tap Permits	\$ -	\$ -	\$ -	#DIV/0!
<u>REFUSE FUND</u>				
Beginning Balance	\$ 153,279.70	\$ 162,327.38	\$ 9,047.68	5.9%
Revenue	\$ 110,263.13	\$ 110,279.03	\$ 15.90	0.0%
Expenses	\$ 107,482.46	\$ 102,989.76	\$ (4,492.70)	-4.2%
Unexpended Balance	\$ 172,990.82	\$ 169,616.65	\$ (3,374.17)	-2.0%
Refuse Sales	\$ 110,136.23	\$ 110,199.34	\$ 63.11	0.1%
Sales & Service	\$ 126.90	\$ 79.69	\$ (47.21)	-37.2%



FROM THE DESK OF...
RONALD E. FLETCHER, OFE
DIRECTOR OF FIRE / FIRE CHIEF

April 6, 2020

TO: Mayor and City Council
CC: Sonja Keaton, City Manager
FROM: Ronald Fletcher, Fire Chief
REF: **Operations Report for March 2020**

Fire Department personnel responded to **113 EMS** and **25 Fire** incidents during March. This was 12 less EMS/Rescue calls and 4 less Fire/Service calls than one year ago.

We received mutual aid assistance on **6** EMS calls – three due to inadequate staffing, one being in an automatic aid area, one being a call-out of a special rescue team for a lost person search, and one due to multiple calls in progress. We also received mutual aid assistance on **1** fire call that was in an automatic aid area of our district. We provided mutual aid to our neighbors on **3** EMS calls; one to Trotwood and two to Clayton, and **1** fire call to New Lebanon.

There were no dollar loss fires in the Brookville Fire District in March.

To date for 2020 we have responded to **17** Fire Incidents (3.90%); **359** Rescue & EMS Incidents (82.52%); **13** Hazardous Condition Incidents (2.98%); **5** Service Calls (1.15%); **20** Good Intent Calls (4.59%); and **21** False Calls (4.82%). Fire calls are on par with last year; Rescue and EMS calls are down. Much of the decline is related to Brookhaven holding more of their patients and treating them in-house, as directed by the Ohio Department of Health.

Much of attention has been devoted to operations related to COVID-19 preparation and response. Our medic units are in a constant state of Haz-Mat Decon readiness until this threat passes.





The current State-of-Emergency has drastically altered our daily routine. Access to Fire Station 76 has been restricted to all but essential personnel, and fire safety inspections and public education has been suspended.

We also have suspended our large group training sessions. Crews are continuing to training (especially our new personnel), but we hold this to small groups and have increased our social distancing when possible. Unfortunately, we are unable to distance ourselves in all aspects of our work – our apparatus is not designed for social distancing protocols.

Calls for the Month by District - 138

City of Brookville 92 total; 77 EMS Incidents; 15 Fire Incidents

Incorporated Clay Twp 85 total; 72 EMS Incidents; 13 Fire Incidents

Incorporated Perry Twp 7 total; 5 EMS Incidents; 2 Fire Incidents

Unincorporated Clay Township 29 total; 23 EMS Incidents; 6 Fire Incidents

Unincorporated Perry Township 13 total; 10 EMS Incidents; 3 Fire Incidents

Mutual Aid Given: 4 total; 3 EMS Incidents; 1 Fire Incident

Calls for the Year by District – 435 (445 – 2019 total)

Brookville 301 total (297 – ‘19); 261 EMS Incidents (258 - ‘19); 40 Fire Incidents (39 – ‘19)

Incorporated Clay Twp 278 total (261 – ‘19); 241 EMS Incidents (231 – ‘19); 37 Fire Incidents (30 – ‘19)

Incorporated Perry Twp 23 total (36 – ‘19); 20 EMS Incidents (27 – ‘19); 3 Fire Incidents (9 – ‘19)

Unincorp. Clay Twp 85 total (83 – ‘19); 67 EMS Incidents (70 – ‘19); 18 Fire Incidents (13 – ‘19)

Unincorp. Perry Twp 34 total (38 – ‘19); 26 EMS Incidents (28 – ‘19); 8 Fire Incidents (10 – ‘19)

Mutual Aid: 15 total (27 – 2019); 5 EMS Incidents (15 – 2019); 10 Fire Incidents (12 – 2019)



City of **BROOKVILLE** ***POLICE***

Chief Douglas Jerome

djerome@brookvilleohio.com



Council Meeting Agenda April 7, 2020

Reportable Incidents

1/1/2019 – 4/03/2019 = 165

1/1/2020 – 4/03/2020 = 153

Citations

1/1/2019 – 4/03/2019 = 121

1/1/2020 – 4/03/2020 = 103

Traffic Stops

March 2019- 190

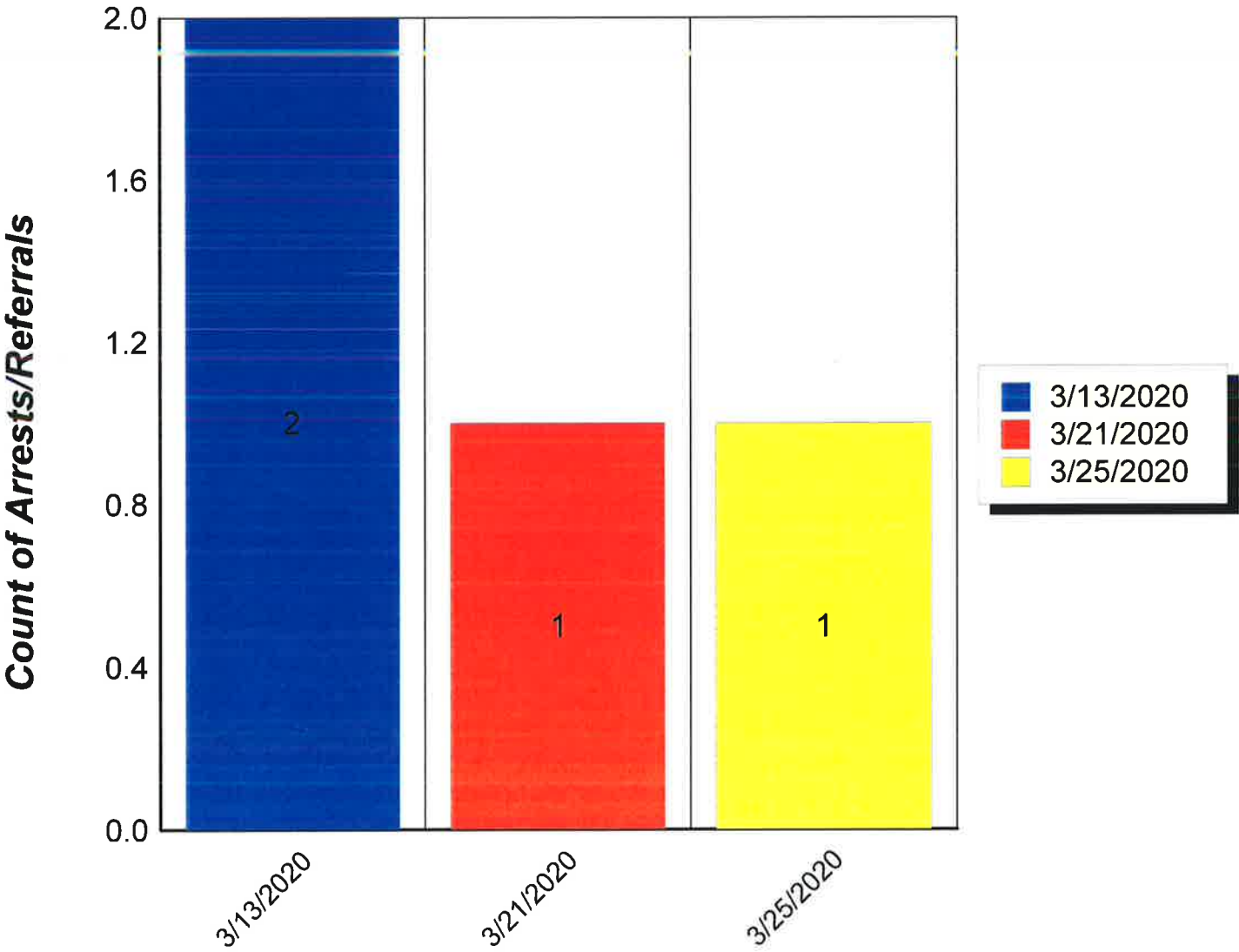
March 2020- 96

Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
March 13, 2020	2
March 21, 2020	1
March 25, 2020	1
Total Selected = 4	

Arrest Log by Date



Brookville Police Department

Incident Arrest Blotter

Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
03/13/2020		KENDRA J. COLEMAN	2035 CADIE AVE, DAYTON, OH 45414	2020-00141
			291925A: Domestic violence - knowingly cause physical harm	
		JOHN C. STEPHENS	1926 COUNTY ROAD 150 EAST, SEYMOUR, IL 61875	2020-00142
			451119A1: DUI - alcohol/drugs	
			430162B4: Open container liquor - operator or passenger of v	
03/21/2020		MICHAEL J. BILLINGSL	926 N BELLVIEW, INDIANAPOLIS, IN 46222	2020-00143
			35: WARRANT ARREST	
03/25/2020		SHELBY L. WIELAND	75 RIDGE ROAD APT. 46, BROOKVILLE, OH 45309	2020-00146
			291732: Making false alarms	

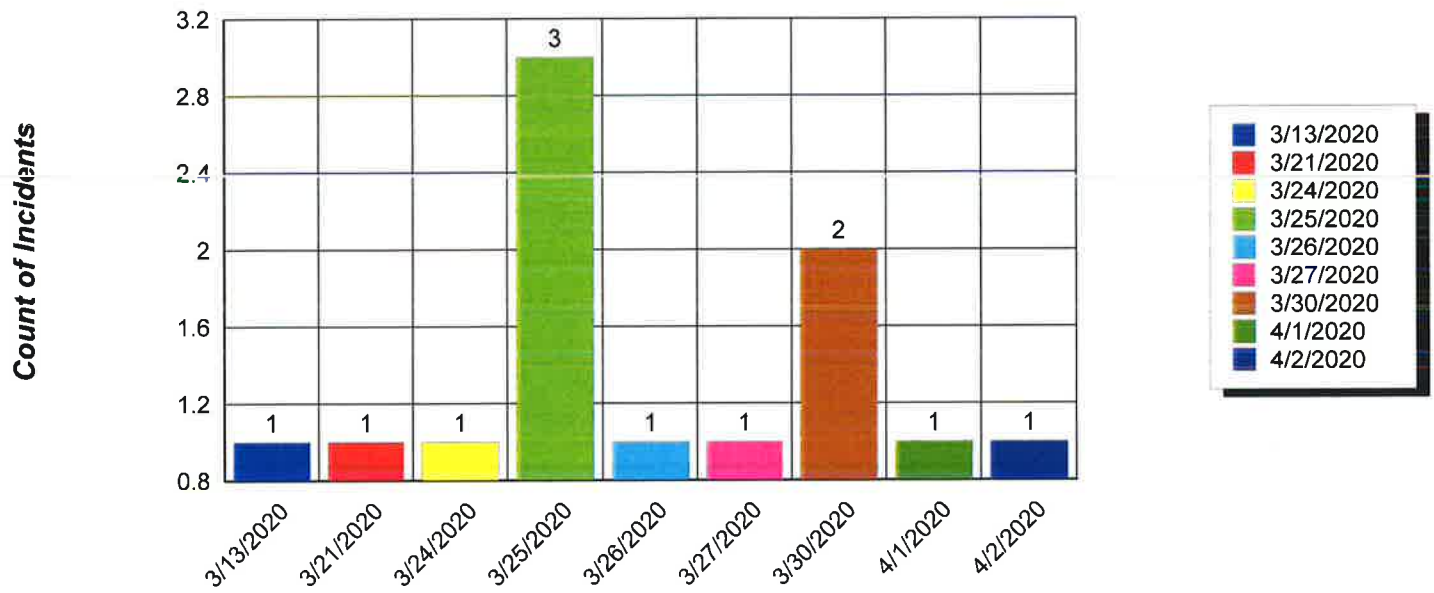
Total Selected = 4

Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
03/13/2020	Friday	1
03/21/2020	Saturday	1
03/24/2020	Tuesday	1
03/25/2020	Wednesday	3
03/26/2020	Thursday	1
03/27/2020	Friday	1
03/30/2020	Monday	2
04/01/2020	Wednesday	1
04/02/2020	Thursday	1
Total Selected = 12		

Incident Log by Date Reported



Brookville Police Department

Incident Log by Date/Time Reported

Time Reported	Incident ID, Officer	Date Occurred	Area Location	Date Cleared	Cleared By	Disposition
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Friday, March 13, 2020

11:10 PM	2020-00142 TAYLOR ARTHUR, 12	03/14/2020	11:10 PM BROOKVILLE PD 801 ARLINGTON ROAD	03/13/2020	Physical arrest	ARREST
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Total Incidents Reported: 1

Saturday, March 21, 2020

09:21 PM	2020-00143 Timothy Beaver, 13	03/21/2020	09:21 PM BROOKVILLE PD I-70 WESTBOUND 21-MILE MARK	03/21/2020	Physical arrest	ARREST
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Total Incidents Reported: 1

Tuesday, March 24, 2020

09:01 AM	2020-00144	03/23/2020	11:23 PM BROOKVILLE PD
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Total Incidents Reported: 1

Wednesday, March 25, 2020

01:35 AM	2020-00145 ZACHARY SNELL, 35	03/25/2020	01:35 AM BROOKVILLE PD 319 ALBERT ROAD	03/25/2020	Exceptional Means EXCEPTIONALLY CLEARED
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08:50 AM	2020-00146 MICHAEL MILLER, 02 CHILD PLAYING ON A CELL PHONE MAKING NUMEROUS CALLS TO 911.	03/25/2020	08:50 AM BROOKVILLE PD 75 RIDGE APT. 46	03/25/2020	COMPLAINT SIGNED ARREST
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02:29 PM	2020-00147	03/21/2020	06:29 PM BROOKVILLE PD
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Total Incidents Reported: 3

Thursday, March 26, 2020

08:31 PM	2020-00148 Timothy Beaver, 13	03/26/2020	08:31 PM BROOKVILLE PD 926 ARLINGTON RD	03/30/2020	Vict refused to coop EXCEPTIONALLY CLEARED
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Total Incidents Reported: 1

Friday, March 27, 2020

07:04 AM	2020-00149	03/27/2020	07:04 AM BROOKVILLE PD
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Total Incidents Reported: 1

Monday, March 30, 2020

Brookville Police Department

Incident Log by Date/Time Reported

Time Reported	Incident ID, Officer	Date Occurred	Area Location	Date Cleared	Cleared By	Disposition
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Monday, March 30, 2020

11:32 AM	2020-00150	03/30/2020	11:32 AM	BROOKVILLE PD	03/30/2020	Exceptional Means
	MERYL WESTERHEIDE, 6050			57 URBAN LN		EXCEPTIONALLY CLEARED

08:25 PM	2020-00151	03/31/2020	06:07 PM	BROOKVILLE PD	03/31/2020	Exceptional Means
	TAYLOR ARTHUR, 12			W. UPPER LEWISBURG SALEM @ I-70		EXCEPTIONALLY CLEARED

Total Incidents Reported: 2

Wednesday, April 1, 2020

04:00 PM	2020-00152	04/01/2020	04:00 PM	BROOKVILLE PD	04/01/2020	Exceptional Means
	JASON JACOBS, 33			301 SYCAMORE ST		EXCEPTIONALLY CLEARED

Total Incidents Reported: 1

Thursday, April 2, 2020

01:11 PM	2020-00153	04/02/2020	01:11 PM	BROOKVILLE PD
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Total Incidents Reported: 1

Total Selected = 12

No.

20-06

Passed

Yr.

A RESOLUTION RATIFYING THE STATE OF EMERGENCY DECLARED BY THE MAYOR EFFECTIVE MARCH 24, 2020 AND DECLARING IT AN EMERGENCY.

WHEREAS, on March 9, 2020 Governor Mike DeWine declared a state of emergency for the entire State to protect the well-being of the citizens of Ohio from the dangerous effects of COVID-19 and to assist in protecting lives, safety and health of the citizens of Ohio; and

WHEREAS, it is in the interest of the citizens of the City of Brookville that all steps be taken immediately to respond to this crisis; and

WHEREAS, there is an urgent and immediate need to take immediate measures to maintain essential municipal operations, to protect the health and lives of our citizens and to ensure the needs of Brookville citizens are met; and

WHEREAS, the Mayor of the City of Brookville, Ohio on March 24, 2020 found it necessary to declare and did in fact declare a State of Emergency in the City of Brookville, Ohio; and

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROOKVILLE, THAT:

SECTION I: The Declaration of State of Emergency for the City of Brookville, Ohio dated March 24, 2020, appended hereto as Exhibit "A", is hereby ratified and approved by the Council of the City of Brookville, Ohio.

SECTION II: The Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety or welfare to address emergency conditions as a result of the COVID-19 pandemic and shall take effect immediately after passage as provided by the Charter of the City of Brookville, Ohio.

PASSED this _____ day of _____ 2020.

ATTEST:

Kimberly Duncan, Clerk

Charles Letner, Mayor

CERTIFICATE

The undersigned, Clerk of the City of Brookville, Ohio, does hereby certify that the foregoing is a true and correct copy of Resolution No. 20-06 passed by the Council of the City of Brookville, Ohio, on the _____ day of _____ 2020.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 20-06 was posted at the City Building, U.S. Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio, on the _____ day of _____ 2020 to the _____ day of _____ 2020, both days inclusive.

Kimberly, Duncan, Clerk

PRELIMINARY LEGISLATION

Participatory

Rev. 6/26/00

Resolution #: 20-07

PID No.: 110783

County/Route/Section: MOT Brookville SRTS IFS 1

The following is a Resolution enacted by the City of Brookville of Montgomery County, Ohio, hereinafter referred to as the Local Public Agency (LPA).

SECTION I – Project Description

WHEREAS, the LPA has determined the need for the described project:

Safe Routes to School infrastructure improvements will include the upgrade of three intersections with hi-visibility markings, one proposed crosswalk with hi-visibility markings and rectangular rapid flashing beacons and sidewalk connection.

NOW THEREFORE, be it ordained by the City of Brookville of Montgomery County, Ohio.
(LPA)

SECTION II – Consent Statement

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project.

SECTION II – Cooperation Statement

The LPA shall cooperate with the Director of Transportation in the above described project as follows:

The LPA agrees to participate in the cost of the project.

The LPA further agrees to pay 100% of the cost of those features requested by the LPA which are determined by the State and Federal Highway Administration to be unnecessary for the Project.

The LPA further agrees that change orders and extra work contracts required to fulfill the construction contracts shall be processed as needed. The State shall not approve a change order or extra work contract until it first gives notice, in writing, to the LPA. The LPA shall contribute its share of the cost of these items in accordance with other sections herein.

The LPA further agrees to pay 100% of the cost to install and/or repair curb ramps at all necessary intersections to ensure compliance with the Americans with Disabilities Act.

SECTION IV – Utilities and Right-of-Way Statement

The LPA agrees to acquire and/or make available to ODOT, in accordance with current State and Federal regulations, all necessary right-of-way required for the described Project. The LPA also understands that right-of-way includes eligible utility costs.

The LPA agrees to be responsible for all utility accommodation, relocation and reimbursement and agrees that such accommodation, relocations, and reimbursements shall comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

SECTION V – Maintenance

Upon completion of the Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the Project in accordance with all applicable State and Federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial provisions, as necessary, for the maintenance of the Project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

SECTION VI Authority to Sign

I, Sonja M. Keaton, City Manager of said City of Brookville is hereby empowered on behalf of the
(Contractual Agent) (LPA)

City of Brookville to enter into contracts with ODOT pre-qualified consultants for the preliminary
(LPA)

engineering phase of the Project and to enter into contracts with the Director of Transportation which is necessary to complete the above described project.

Upon request of ODOT, the City Manager is also empowered to assign all rights, title, and interests
(Contractual Agent)

of the City of Brookville to ODOT arising from any agreement with its consultant in order to allow
(LPA)

ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

The LPA agrees that if Federal Funds are used to pay the cost of any consultant contract, the LPA shall comply with 23 CFR 172 in the selection of its consultant and administration of the consultant contract. Further the LPA agrees to incorporate ODOT's "Specifications for Consulting Services" as a contract document in all its consultant contracts. The LPA agrees to require, as a scope of services clause, that all plans prepared by the consultant must conform to ODOT's current design standards and that the consultant shall be responsible for ongoing consultant involvement during the construction phase of the Project. The LPA agrees to include a completion schedule acceptable to ODOT and to assist ODOT in rating the consultant's performance through ODOT's Consultant Evaluation System.

**CERTIFICATE OF COPY
STATE OF OHIO**

City of Brookville of Montgomery County, Ohio
(LPA)

I, Kimberly Duncan, as Clerk of the City of Brookville, of Montgomery County, Ohio, do hereby certify that the foregoing is a true and correct copy of Resolution No. 20-07 adopted by the legislative Authority of the said City of Brookville on the _____ day of _____, 2____.
(LPA)

That the publication of such Resolution has been made and certified of record according to

Law; that no proceedings looking to a referendum upon such Resolution have been taken;

and that such Resolution and certificate of publication thereof are of record in _____,
(Record No.)

Page _____.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal, if applicable, this _____ day of _____ 2____.

(Clerk)

(CITY SEAL)

City of Brookville, of Montgomery County, Ohio
(LPA)

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.")

The foregoing is accepted as a basis for proceeding with the project herein described.
For the City of Brookville of Montgomery County, Ohio.
(LPA)

Attested: _____ Date _____
(Contractual Agent)

For the State of Ohio

Attested: _____ Date _____
(Director, Ohio Department of Transportation)

Passed: _____, 2____.

(Date)

Attested: _____
(Clerk)

(Officer of LPA – title)

Attested: _____
(Title)

(President of Council)

The Resolution is hereby declared to be an emergency measure to expedite the highway project and to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.