



CITY COUNCIL MEETING
Tuesday, August 18, 2020, 7:30 PM
VIRTUAL MEETING
www.brookvilleohio.com
(937) 833-2135

Join Zoom Meeting: <https://zoom.us/j/94515571102?pwd=UGZlcmFSdjZKVXh5czJONWJERnhqZz09>
Meeting ID: 945 1557 1102 Passcode: 560658

By Phone- Dial by your location:

301 715 8592 US (Germantown) +1 312 626 6799 US (Chicago) +1 646 558 8656 US (New York)

Meeting ID: 945 1557 1102 Passcode: 560658

Find your local number: <https://zoom.us/u/ab8MQN8pnk>

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 August 4, 2020 Meeting Minutes

IV. Reports of Municipal Officers

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

V. Old Business

- a. Third Reading of Resolution No. 20-15 entitled "A Resolution Adopting the General Fund Carryover Policy For The City of Brookville, Ohio."

VI. New Business

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



- a. First reading of Resolution No. 20-16 entitled "A Resolution Amending The 2020 Appropriations, As Set Forth Below, Pursuant To Section 5705.40 Of The Ohio Revised Code, And Section 12.35 Of The Ohio Administrative Code And Approving The Amendment To The Certificate Of Estimated Resources, As Set Forth Below. "

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. 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
August 4, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 4, 2020. The meeting was held virtually using the Zoom web application. The Pledge of Allegiance was recited. Members Crane, Fowler, Schreier, Swabb, Wilder and Zimmerlin; Manager Keaton, Finance Director Brandt, Law Director Stephan, Clerk Duncan, Fire Chief Fletcher and Police Chief Jerome were present.

Roll Call by Clerk Duncan.

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

Motion by Fowler, second by Wilder to approve the Regular Council Meeting Minutes of July 21, 2020. All yeas, motion carried.

Manager Keaton reported since 2011, the City of Brookville has been participating in an Electric Generation Supply Agreement through the Miami Valley Communication Council (MVCC) for the City's electric accounts. Brookville participates with 26 other entities in an electric generation supply consortium. Our current Agreement expires in May of 2021. Manager Keaton advised a rate analysis was conducted early this year, prior to the COVID-19 pandemic, and a recommendation was made to hold off and to maintain the existing rate structure through the expiration of our current contract. With the financial devastation to the energy markets related to the pandemic, MVCC decided to revisit the rate structure and now recommends that we extend the current contract through May 2024. Our current rate is \$0.04699, the renewal rate is \$0.04387, which results in an annual savings of \$3,505.56, with a projected term savings of \$13,730.11. Manager Keaton requested that Council authorize the City Manager to sign Amendment No. 5 to the General Supply Agreement that will provide lower rates and extend the Agreement to May 2024.

Member Fowler inquired whether that is bid out to anyone else?

Manager Keaton replied you have to be a member or an affiliate member, which we have been for a number of years. This is only open to public entities.

Motion by Schreier, second by Zimmerlin to authorize the City Manager to sign Amendment No. 5 to the General Supply Agreement that will provide lower rates and extend the Agreement to May 2024. All yeas, motion carried.

Manager Keaton advised Southwest Ohio Purchasers for Government (SWOP4G) recently opened the 2020/2021 Rock Salt Bids and the lowest bidder for Brookville was Cargill, Inc. at a cost of \$48.16 per ton delivered price, from August 1, 2020 through July 31, 2021. This cost per ton is significantly less than what we paid over the last two years, which was \$85.12 per ton. The bid also included a 12-month option to renew from August 1, 2021 through July 31, 2022 at a cost of \$58.16 per ton. Manager Keaton requested Council approve the 2020/2021 Rock Salt Bid for the purchase of 350 tons at a cost of \$48.16 per ton from Cargill, Inc., and to approve the 2021/2022 Rock Salt Bid for the purchase of 500 tons at a cost of \$58.16.

Member Fowler asked if this is just an option and if the cost is actually less can we take advantage of it?

Manager Keaton responded this is the bid price put together by the SWOP4G and the City of Dayton. The spreadsheet provided shows all of the companies that bid. Manager Keaton advised she was shocked as she has not seen salt prices this low in a number of years.

Motion by Fowler, second by Schreier to approve the 2020/2021 Rock Salt Bid for the purchase of 350 tons of salt at a cost of \$48.16 per ton from Cargill, Inc., and to approve the 2021/2022 Rock Salt Bid for the purchase of 500 tons at a cost of \$58.16. All yeas, motion carried.

Manager Keaton reported Resolution No. 20-13 and Resolution No. 20-14 were filed with the Montgomery County Board of Elections on July 22, 2020. The Montgomery County Board of Elections forwarded the ballot language for both Resolutions to the Secretary of State's Office for their review and approval.

Manager Keaton reported work began on our 500,000-gallon water tank and welding and installation of cathodic clips were completed over the weekend. This week the contractor will be power washing then painting the exterior tank. Manager Keaton reported the interior work will begin once the exterior work is completed. The exterior lighting on the tank will be off during the project.

Manager Keaton reported the Contract and Notice to Proceed was signed for the Front Office Renovation Project. Materials have been ordered and work should begin in late August, or early September.

Manager Keaton reported she and Finance Director Brandt held a Zoom meeting with Karl Keith, Montgomery County Auditor, on the tentative results of the reappraisal that was done for Montgomery County. Overall, Brookville showed an increase of 6% in property values. Residential values increased 7.4% and Commercial values increased 4.0%. All new construction, including homes that were damaged or rebuilt following the tornado, will be evaluated later this year.

Manager Keaton reminded everyone that Barton Malow will be staining the exterior fence at the Castle Playground this Friday beginning at 8:00 a.m. Anyone who would like to assist on this project is more than welcome.

Manager Keaton reported we were outbid at the last moment by \$200 on the dump truck that Council authorized the City to bid on at the last Council Meeting. We will continue to look for a good used dump truck.

Manager Keaton reported the Service Department installed bollards at the WWTP, power washed the exterior fence at the Castle Playground, trimmed the McKinley Street alley, continued edging and mowing in our parks, repaired two water valve boxes on Salem Street, installed the Message Board and bike rack on Market Street, adjacent to the bikeway, repaired water service on Crosswell Avenue, and installed a new pump at the Mosier lift station.

Finance Director Brandt presented the July 31, 2020 Fund Balance.

Member Schreier inquired if we have receipted all of the first and second quarter income tax?

Finance Director Brandt replied this number includes the taxes from the July 15, 2020 filing deadline.

Member Schreier asked due to the high unemployment what is our overall deficit for the year after this payment?

Manager Keaton commented she reviewed the report that Finance Director Brandt received today and with the delay in the due date the City of Vandalia is still in the process of opening the tax returns. After the returns are open, they go through an auditing process which is delayed this year by about two months. Manager Keaton advised our largest payers report reflects we took a big hit in April and May when a lot of our businesses were closed due to the pandemic. When we receive our recap for the month of July we will be able to see where the break down of the deficit is and whether it is from individuals or businesses, or a combination of the two. Manager Keaton stated it will likely be worse next year for the business net profits.

Motion by Fowler, second by Swabb to accept the July 31, 2020 Fund Balance as presented. All yeas, motion carried.

Fire Chief Fletcher reported July was an extremely busy month for the Fire Department. They were just two incidents shy of setting a record. The Fire Department is seeing a high number of

illness calls, many COVID-19 related. Fire Chief Fletcher reported their PPE supply is still plentiful, and all crews are continuing to follow extra safety and sanitation protocol.

Fire Chief Fletcher reported two years ago we received a grant that added two tornado sirens to the City. We participated in a study that determined the optimum placement for the sirens, which was determined to be the four corners of the City. Two new sirens were placed and the two existing sirens were recently relocated. Fire Chief Fletcher reported this past weekend there was tornadic activity detected by the National Weather Service and the sirens were activated. Three of the four sirens were operational. We discovered one of them had been hit by lightening and was out of service. It has since been repaired. Even with one siren offline, three sirens were audible for residents who were outside during the warning.

Fire Chief Fletcher reported a water emergency yesterday moved along a water contingency project for us. One of those plans is to place our third pumper by the pond located next to LCNB at West Upper Lewisburg Salem and Arlington. Yesterday we put this plan into place as a back-up contingency plan should our water system not be able to provide the water it needs for firefighting.

Mayor Letner commented he was attending the Commander retirement recognition for John Childers at the AmVets Post 1789 on Saturday night when Fire Chief Fletcher called him to report he was on the back side of the storm that was moving through the area. Mayor Letner thanked Fire Chief Fletcher for calling him personally as it enabled him to make an announcement and quell a lot of fears.

Police Chief Jerome reported traffic stop activity is up quite a bit as he is still getting quite a few complaints. Citizens continue to complain about Westbrook Road and some complaints were about trucks on Westbrook Road. Police Chief Jerome advised traffic has increased with people back to work and construction activity has also increased. The Police Department will continue to step up their traffic enforcement.

Police Chief Jerome reported on July 8, 2020 the Police Department received an additional provisional certification for the Ohio Collaborative Law Enforcement Agency.

Police Chief Jerome reported the Police Department's Use of Force Policy is now on our website so the public can look at it at any time. Police Chief Jerome stated to further increase transparency, he will be adding a Proactive History of Criminal Justice Reform to the website.

Police Chief Jerome reported the Police Department has contracted with a nationally recognized training company, Randy Means & Associates, LLC in Norfolk, VA to provide our officers with state of the art Verbal De-Escalation Training also known as "Firearms Training for the Mouth." This training allows individual training, assessment and remediation for police interpersonal communication. It can be used for individual self-study or as an aid to live training and coaching. It involves thirty scenes, each 5 to 6 communicative junctures, officer responses at each juncture, and a tutorial after each officer response. All police officers will be required to complete and successfully pass all tested components of this training program before receiving final certification. Police Chief Jerome reported the entire I.M.P.A.C.T brochure can be viewed on our website.

Mayor Letner encouraged everyone to join Barton Malow this Saturday beginning at 8:00 a.m. to help with the fence painting at the Golden Gate Castle playground. This will be a significant cost savings for the City. Mayor Letner advised he is looking forward to hearing about Barton Mallow's experiences as they have worked within our City.

Motion by Zimmerlin, second by Wilder to read Resolution 20-15. All yeas, motion carried.

Motion by Crane, second by Fowler accept the second reading of proposed Resolution No. 20-15. All yeas, motion carried.

Law Director Stephan had no report.

Member Fowler had no report.

Member Schreier had no report.

Motion by Fowler, second by Wilder 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: 8/17/2020

Update on our 500,000-Gallon Water Tank Project. Over the last two weeks the exterior of the tank was high-pressure washed, the exterior received a spot prime coat application, the tank was drained, and the contractor is currently performing all interior work. The projected completion date is September 15.

Last June, City Council approved a Resolution authorizing the City Manager to enter into contracts to provide emergency repairs at the Wastewater Treatment facility without competitive bidding. At that time, I informed Council that I would keep Council updated throughout the project. Last August, I reported to Council we had received a proposal on repairs from Thrush & Son of \$133,021. At that time, there were several supplementals that would be reviewed and approved later. Supplementals were recently submitted by Thrush & Son and reviewed and approved by Frontier Adjusters. The revised amount for Thrush & Son totals \$182,073.04. This should complete all repairs at the Wastewater Treatment Plant.

Rod and I recently participated in a webinar on a new Montgomery County Land Bank Demolition Program. The goal of the Blight Abatement/Demo 2.0 Program is to assist communities with blight, stabilize property values and prevent future foreclosures in defined target areas. The program is designed to offer equitable distribution of limited funding to all communities of Montgomery County who can demonstrate need and/or have a strategic plan. The amount of Land Bank funding allocated to Brookville is \$13,363. The funding requires a 1:1 community match and can be used for demolition of residential or commercial properties. To be eligible to participate, a Memorandum of Understanding and a Blight Abatement/Demolition 2.0 Program Agreement must be in place with the Land Bank by September 30, 2020.

The Montgomery County Auditor currently has our two levies listed under the C05 and L54 taxing district parcels. Attached is a copy of a parcel in Clay Township (C05) and in Perry Township (L54) that displays the projected levies for the November 3, 2020 General Election. The amounts shown are based on current effective tax rates and current values and before any 10%, 2.5% or Homestead reductions are subtracted from the total amount due.
<https://www.mcreatestate.org/search/commonsearch.aspx?mode=address>

Over the last two weeks the Service Department employees have been busy with the following:

- Installed parking blocks in Westbrook Park
- Poured concrete pads and mounted five benches in Westbrook Park and one on Market Street near the Message Board
- Trimmed brush from alleys and the exit drive in Golden Gate Park
- Flail mowed the dead end of Triggs and Johnsville-Brookville Road
- Mowing of our parks
- Sprayed the BBC ball diamonds as BBC is looking to hold a mini Fall league in September

PARID: C05
PARCEL LOCATION:

NBHD CODE: 66032100

THE AMOUNTS SHOWN BELOW ARE BASED ON CURRENT EFFECTIVE TAX RATES AND CURRENT VALUE. THESE ESTIMATES ARE BEFORE ANY 10%, 2.5% OR HOMESTEAD REDUCTIONS ARE SUBTRACTED FROM THE TOTAL AMOUNT DUE.

PROJECTED LEVIES FOR THE NOVEMBER 3, 2020 GENERAL ELECTION

Authority	Purpose	Time Period	Current Millage	New Millage	Levy Type	Tax Year	Current Cost	Additional Cost	Total Cost
Brookville	Parks & Recreation	5 Years		1.160000	A	2020	\$.00	\$58.07	\$58.07
Brookville	Road & Bridge	5 Years		4.630000	A	2020	\$.00	\$231.78	\$231.78
Miami Valley Ctc	Curr Expense	10 Years	2.180000	2.180000	R	2021	\$101.62	\$.00	\$101.62

LEVY TYPES:

R=RENEWAL A=ADDITIONAL E=EMERGENCY RE=REPLACEMENT REI=REPLACEMENT WITH INCREASE
RED=REPLACEMENT WITH DECREASE

NOTE: * INDICATE DISTRICTS THAT ADJUSTED RATE DUE TO FIXED SUM LEVIES

100% Parcel Value - \$143,020

PARID: L54
PARCEL LOCATION:

NBHD CODE: 74001000

THE AMOUNTS SHOWN BELOW ARE BASED ON CURRENT EFFECTIVE TAX RATES AND CURRENT VALUE. THESE ESTIMATES ARE BEFORE ANY 10%, 2.5% OR HOMESTEAD REDUCTIONS ARE SUBTRACTED FROM THE TOTAL AMOUNT DUE.

PROJECTED LEVIES FOR THE NOVEMBER 3, 2020 GENERAL ELECTION

Authority	Purpose	Time Period	Current Millage	New Millage	Levy Type	Tax Year	Current Cost	Additional Cost	Total Cost
Brookville	Parks & Recreation	5 Years		1.160000	A	2020	\$.00	\$58.79	\$58.79
Brookville	Road & Bridge	5 Years		4.630000	A	2020	\$.00	\$234.65	\$234.65
Miami Valley Ctc	Curr Expense	10 Years	2.180000	2.180000	R	2021	\$102.88	\$.00	\$102.88

LEVY TYPES:
R=RENEWAL A=ADDITIONAL E=EMERGENCY RE=REPLACEMENT REI=REPLACEMENT WITH INCREASE
RED=REPLACEMENT WITH DECREASE

NOTE: * INDICATE DISTRICTS THAT ADJUSTED RATE DUE TO FIXED SUM LEVIES

100% Parcel Value - \$144,800





Memo

To: Mayor and Council

From: Michelle Brandt, Finance Director

Date: August 18, 2020

Subject: Finance Report

→ I am requesting Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 20-16 that amends the 2020 Appropriations and Estimated Resources. This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City.



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

Chief Douglas Jerome

djerome@brookvilleohio.com



Council Meeting Agenda **August 18, 2020**

Reportable Incidents

1/1/2019 – 8/14/2019 = 434

1/1/2020 – 8/14/2020 = 391

Citations

1/1/2019 – 8/14/2019 = 285

1/1/2020 – 8/14/2020 = 216

Traffic Stops

August 2019- 138

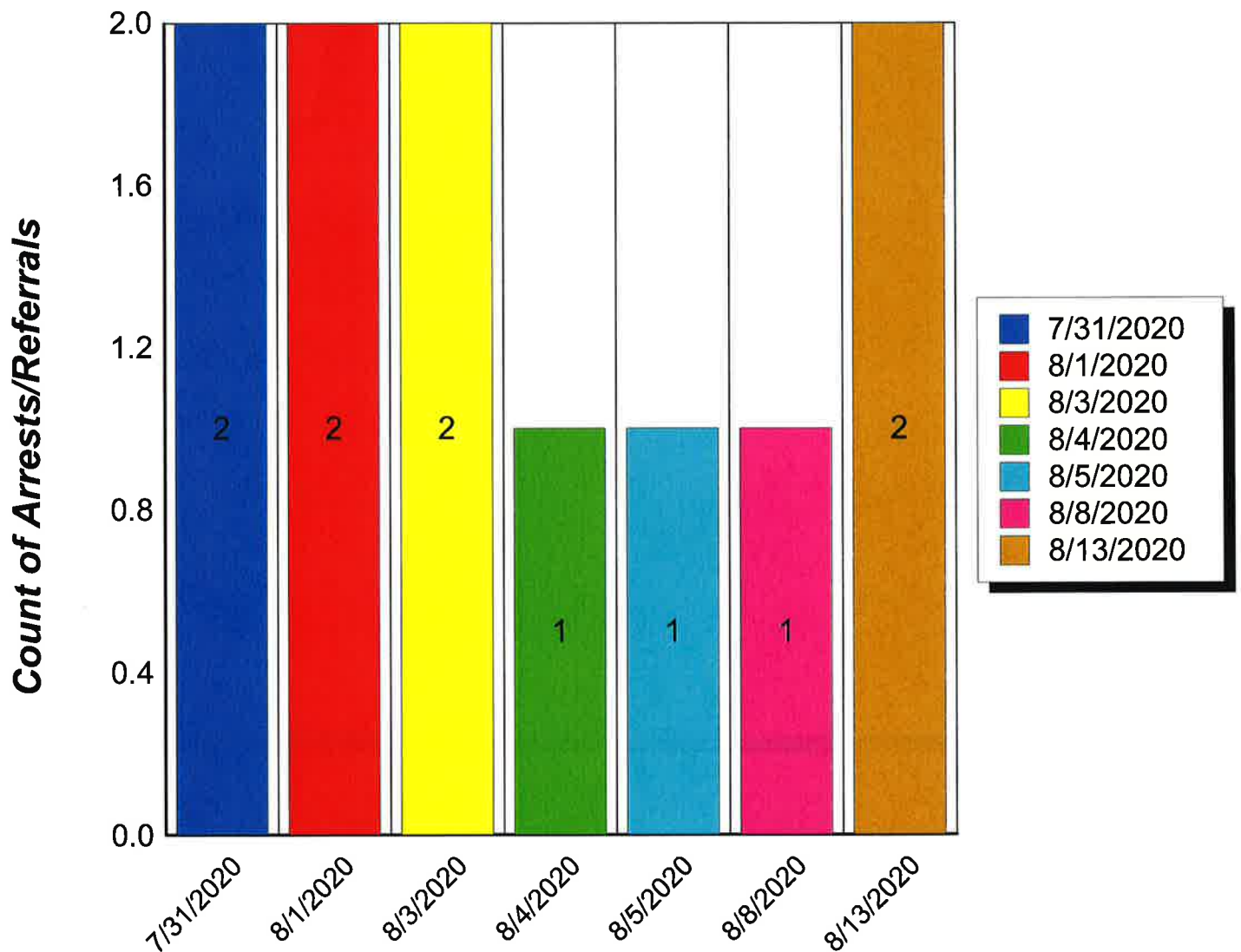
August 2020 to date- 74

Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
July 31, 2020	2
August 01, 2020	2
August 03, 2020	2
August 04, 2020	1
August 05, 2020	1
August 08, 2020	1
August 13, 2020	2
Total Selected = 11	

Arrest Log by Date



Brookville Police Department

Incident Arrest Blotter

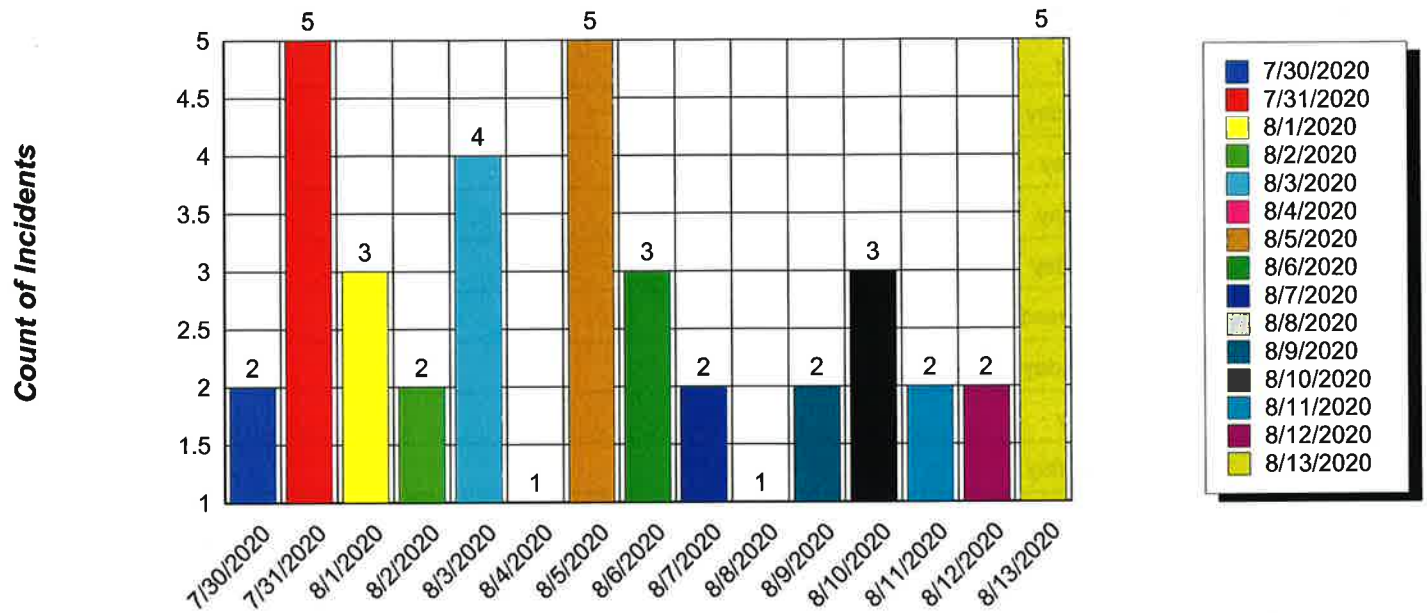
Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
07/31/2020		JAMES E. MARCUM	10777 WESTBROOK RD, BROOKVILLE, OH 45309 35: WARRANT ARREST	2020-00354
		MICHAEL S. SPATZ	141 WALBROOK AVE, DAYTON, OH 45405 35: WARRANT ARREST	2020-00358
08/01/2020		AMANDA S. ROBERTS	100 PARKVIEW DR NOTH RM 129, BROOKVILLE, OH 45309 430162B4: Open container liquor - operator or passenger of v	2020-00360
		ANDREW S. SHARTLE	100 PARKVIEW DR N RM 129, BROOKVILLE, OH 45309 430162B4: Open container liquor - operator or passenger of v 292514: Drug paraphernalia	2020-00360
08/03/2020		ANTHONY W. WILSON	90 PATTY DR, FRANKLIN, OH 45005 292511C3: Drug abuse - marijuana	2020-00367
08/03/2020	02:10 PM	DUSTI L. BEHR	28323 BARTLETT AVENUE, CANTON, SD 57013 4511194: PHYSICAL CONTROL	2020-00364
08/04/2020		DOUGLASS A. AYTES	115 SYCAMORE ST APT A, BROOKVILLE, OH 45309 292514: Drug paraphernalia	2020-00368
08/05/2020		CARRIE A. MYERS	228 E DAYTON ST, LEWISBURG, OH 45338 35: WARRANT ARREST	2020-00369
08/08/2020		ANDREW S. SHARTLE	100 PARKVIEW DR N RM 129, BROOKVILLE, OH 45309 53101: LOUD STEREO OVER 25'	2020-00379
08/13/2020		RONALD D. KNIPFER	4100 W 3RD ST BLDG 410, DAYTON, OH 45428 292512: Possessing drug abuse instrument - obtain, use	2020-00389
		AQUIRA A. SCOTT	42 WEST FAIRVIEW, DAYTON, OH 45405 35: WARRANT ARREST	2020-00392
Total Selected = 11				

Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
07/30/2020	Thursday	2
07/31/2020	Friday	5
08/01/2020	Saturday	3
08/02/2020	Sunday	2
08/03/2020	Monday	4
08/04/2020	Tuesday	1
08/05/2020	Wednesday	5
08/06/2020	Thursday	3
08/07/2020	Friday	2
08/08/2020	Saturday	1
08/09/2020	Sunday	2
08/10/2020	Monday	3
08/11/2020	Tuesday	2
08/12/2020	Wednesday	2
08/13/2020	Thursday	5
Total Selected = 42		

Incident Log by Date Reported



Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
July 30, 2020					
2020-00352	301 SYCAMORE STREET BROOKVILLE PD	SIGNAL 11 - FRAUD	07/30/2020	08/08/2020	INACTIVE
Offenses UCR Offense Description 1 01 291302A3 - Theft - deception					
2020-00353	ARLINGTON @ I70 BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	07/30/2020	07/30/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 N/A 4510.111 - CHILD SUPPORT SUSPENSION					
Total Incidents Reported for Date: 2					
July 31, 2020					
2020-00354	301 SYCAMORE BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	07/31/2020	07/31/2020	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					
2020-00355	WESTERN AVE & S. WOLF CREEK ST BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	07/31/2020	07/31/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2020-00356	1 COUNTRY LANE BROOKVILLE PD	SIGNAL 9 - ASSAULT	07/31/2020	07/31/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 04 290313B - Assault - recklessly harm victim					
2020-00357	411 MARKET ST BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	07/31/2020	07/31/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 2 N/A 35112 - PROHIBITION AGAINST PARKING ON STREETS OR HIGHWAYS N/A 4513263B - SEAT BELT					
2020-00358	612 HAY AVENUE BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	07/31/2020	07/31/2020	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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Total Incidents Reported for Date: 5

August 01, 2020

2020-00359	WESTBROOK RD @ SYCAMORE ST BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	08/01/2020	08/01/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
3	N/A	451121 - SPEEDING			
	N/A	4510.111 - CHILD SUPPORT SUSPENSION			
	N/A	451012 - DRIVING WITHOUT VALID LICENSE			
2020-00360	100 PARKVIEW DR NORTH BROOKVILLE PD	SIGNAL 22 - OPEN CONTAINER IN A MOTOR VEHICLE	08/01/2020	08/01/2020	ARREST
Offenses UCR Offense Description					
3	02	430162B4 - Open container liquor - operator or passenger of v			
	02	430162B4 - Open container liquor - operator or passenger of v			
	02	292514 - Drug paraphernalia			
2020-00361	566 FLANDERS AVE BROOKVILLE PD	SIGNAL 53A - NON-INJURY CRASH	08/01/2020	08/02/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
2	N/A	4511202 - REASONABLE CONTROL			
	N/A	4511204 - DRIVING WHILE TEXTING			

Total Incidents Reported for Date: 3

August 02, 2020

2020-00362	100 Parkview Drive north BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	08/02/2020	08/02/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
1	N/A	451016 - FRA SUSPENSION			
2020-00363	431 MAIN ST BROOKVILLE PD	SIGNAL 06B - PETTY THEFT	08/02/2020	08/02/2020	INACTIVE
Offenses UCR Offense Description					
1	06	291302A1 - Theft - without consent			

Total Incidents Reported for Date: 2

August 03, 2020

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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August 03, 2020

2020-00364	926 ARLINGTON ROAD BROOKVILLE PD	SIGNAL 21 - PHYSICAL CONTROL	08/03/2020	08/03/2020	ARREST
Offenses UCR Offense Description 1 N/A 4511194 - PHYSICAL CONTROL					
2020-00365	112 ASHMARK CT BROOKVILLE PD	SIGNAL 11 - FRAUD	08/03/2020	08/13/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 06 291349A - Taking identity of another					
2020-00366	60 RIDGE RD APT 19 BROOKVILLE PD	SIGNAL 06B - PETTY THEFT	08/03/2020		OPEN CASE
Offenses UCR Offense Description 1 06 291302A1 - Theft - without consent					
2020-00367	BAYVIEW AVE @ FOOTHILL DR BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	08/03/2020	08/03/2020	ARREST
Offenses UCR Offense Description 2 01 292511C3 - Drug abuse - marijuana N/A 451139 - FAILURE TO SIGNAL					

Total Incidents Reported for Date: 4

August 04, 2020

2020-00368	N. WOLF CREEK ST. @ BROOKSIDE DR BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	08/04/2020	08/03/2020	ARREST
Offenses UCR Offense Description 1 02 292514 - Drug paraphernalia					

Total Incidents Reported for Date: 1

August 05, 2020

2020-00369	PREBLE CO LINE @ 35 BROOKVILLE PD	SIGNAL 35 - WARRANT	08/05/2020	08/05/2020	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					
2020-00370	725 ARLINGTON ROAD	SIGNAL 53A - PROPERTY DAMAGE CRASH	08/05/2020	08/05/2020	

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
August 05, 2020					
	BROOKVILLE PD				EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	01 451144 - RIGHT OF WAY ON PUBLIC HIGHWAY			
2020-00371	CORONADO DR. @ PLEASANT CT. BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	08/05/2020	08/05/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	2	N/A 451016 - FRA SUSPENSION			
		N/A 451012 - DRIVING WITHOUT VALID LICENSE			
2020-00372	820 HUNTERS RUN DR BROOKVILLE PD	SIGNAL 26I - FOUND PROPERTY	08/05/2020	08/05/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	02 26I - INFORMATION REPORT			
2020-00373	TRIGGS DR & 799 ARLINGTON RD BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	08/05/2020	08/05/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	N/A 451016 - FRA SUSPENSION			
<i>Total Incidents Reported for Date: 5</i>					

August 06, 2020

2020-00374	545 UPPER LEWISBURG SALEM ROAD BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	08/06/2020	08/06/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	02 26I - INFORMATION REPORT			
2020-00375	95 PARKVIEW DRIVE NORTH BROOKVILLE PD	SIGNAL 26O - CRIMINAL TRESPASS WARNING	08/06/2020	08/06/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	02 291121A - Criminal trespass			
2020-00376	125 S ORCHARD ST BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	08/06/2020	08/06/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description					
	1	02 26I - INFORMATION REPORT			

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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Total Incidents Reported for Date: 3

August 07, 2020

2020-00377	41 MCKINLEY STREET APT D BROOKVILLE PD	SIGNAL 06B - PETTY THEFT	05/01/2020	08/07/2020	INACTIVE
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Offenses UCR Offense Description
1 06 291302A1 - Theft - without consent

2020-00378	MAIN ST & N.WOLF CREEK ST BROOKVILLE PD	SIGNAL 55- TRAFFIC VIOLATION	08/07/2020	08/07/2020	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
1 N/A 451139 - FAILURE TO SIGNAL

Total Incidents Reported for Date: 2

August 08, 2020

2020-00379	100 PARKVIEW DR NORTH BROOKVILLE PD	SIGNAL 26O - NOISE REGULATIONS	08/08/2020	08/08/2020	ARREST
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Offenses UCR Offense Description
1 N/A 53101 - LOUD STEREO OVER 25'

Total Incidents Reported for Date: 1

August 09, 2020

2020-00380	348 LEISURE, APARTMENT 1 BROOKVILLE PD	SIGNAL 06B - THEFT	08/09/2020		OPEN CASE
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Offenses UCR Offense Description
1 06 291302A1 - Theft - without consent

2020-00381	21 INTERSTATE 70 WESTBOUND BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	08/09/2020	08/09/2020	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
2 N/A 451016 - FRA SUSPENSION
N/A 4510037 - POINTS SUSPENSION

Total Incidents Reported for Date: 2

August 10, 2020

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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August 10, 2020

2020-00382	625 MARKET STREET BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	08/10/2020	08/10/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2020-00383	545 UPPER LEWISBURG RD BROOKVILLE PD	SIGNAL 26I - FOUND PROPERTY	08/10/2020	08/10/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2020-00384	437 N. WOLF CREEK STREET BROOKVILLE PD	SIGNAL 11 - FRAUD COMPLAINT	08/10/2020		OPEN CASE
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
Total Incidents Reported for Date: 3					

August 11, 2020

2020-00385	301 SYCAMORE STREET BROOKVILLE PD	SIGNAL 26I - FOUND PROPERTY	08/11/2020	08/11/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2020-00386	705 ARLINGTON RD BROOKVILLE PD	SIGNAL 06B - PETTY THEFT	08/11/2020	08/11/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 06 291302A1 - Theft - without consent					
Total Incidents Reported for Date: 2					

August 12, 2020

2020-00387	111 BROOKE WOODE DRIVE BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	08/12/2020	08/12/2020	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2020-00388	1 COUNTRY LANE BROOKVILLE PD	SIGNAL 26I - PINK SLIP	08/12/2020	08/12/2020	EXCEPTIONALLY CLEARED

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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August 12, 2020

Offenses UCR Offense Description
 1 02 26I - INFORMATION REPORT

Total Incidents Reported for Date: 2

August 13, 2020

2020-00389 BAYVIEW AVE @ JUNE PL SIGNAL 18 - DRUG ABUSE INSTRUMENTS 08/13/2020 08/13/2020
 BROOKVILLE PD ARREST

Offenses UCR Offense Description
 2 01 292512 - Possessing drug abuse instrument - obtain, use
 N/A 451021 - FAILURE TO REINSTATE

2020-00390 770 ARLINGTON ROAD SIGNAL 26I - PINK SLIP 08/13/2020
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 02 26I - INFORMATION REPORT

2020-00391 ALBERT @ SALEM SIGNAL 18 - DRUG ABUSE 08/13/2020
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 2 N/A 451016 - FRA SUSPENSION
 01 292511C3 - Drug abuse - marijuana

2020-00392 WESTBROOK @ DIAMOND SIGNAL 35 - WARRANT ARREST 08/14/2020 08/13/2020
 MILL
 BROOKVILLE PD ARREST

Offenses UCR Offense Description
 2 N/A 35 - WARRANT ARREST
 N/A 4510.111 - CHILD SUPPORT SUSPENSION

2020-00393 2201 LEIBER LANE SIGNAL 26DB - DEAD BODY 08/13/2020
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 02 26DB - DEAD BODY

Total Incidents Reported for Date: 5

Total Selected = 42

RESOLUTION NO. 20-15

No. _____

Passed _____

Yr. _____

A RESOLUTION ADOPTING THE GENERAL FUND CARRYOVER POLICY FOR THE CITY OF BROOKVILLE

WHEREAS, the Finance Director of the City of Brookville has recommended that the City Council adopt a general fund carryover policy for the City of Brookville.

WHEREAS, the purpose of this policy is to reinforce the proactive approach to financial management in the City of Brookville; and,

WHEREAS, a General Fund Carryover Balance Policy assists the City in maintaining long-term financial stability through the development of an adequate fund balance and appropriate reserve account.

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

SECTION 1: After thoroughly discussing revenue shortfalls of the City of Brookville, that City Council hereby adopts the General Fund Carryover Balance Policy attached hereto as Exhibit A.

SECTION 2: This Resolution shall be in full force and effective immediately upon its adoption and approval.

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. 20-15, passed by the Council of said City 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. 20-15 was posted at the City Building, U.S. Post Office, and the Brookville Branch of the Montgomery County Library, Brookville, Ohio on the _____ day of _____, 2020 to the _____ day of _____, 2020, both days inclusive.

Kimberly Duncan, Clerk

Exhibit A

CITY OF BROOKVILLE, OHIO GENERAL FUND CARRYOVER BALANCE POLICY

A. Purpose

The purpose of this policy is to ensure the financial stability and security of the General Fund of the City of Brookville and to guard against cyclical changes in revenue and expenditures by taking a proactive approach to the financial management of the City.

B. Policy

The City's General Fund Carryover Balance shall equal or exceed six months of the previous year's operating expenses.

C. Definitions

1. **General Fund Carryover Balance** – The amount of money left in the primary operating fund of the City (the General Fund) at the end of the fiscal year after the revenue has been received and the expenditures have been paid.
2. **Estimated Beginning Fund Balance** – The estimated unencumbered fund balance for the beginning of the fiscal year. This is calculated at the time the annual budget is prepared.
3. **Anticipated Revenues** – The amount of revenue the City of Brookville expects to receive in the upcoming fiscal year to fund annual appropriations.
4. **Appropriations** – The total amount appropriated for expenditure.
5. **Estimated Ending Fund Balance** – An amount equal to the Estimated Beginning Fund Balance plus Anticipated Revenues less Appropriations. The estimated ending fund balance is calculated at the time the budget is prepared and presented to City Council.

D. Scope

This policy applies to the General Fund, which is the primary operating fund for the City of Brookville.

E. Application

The estimated ending fund balance will be calculated at the time of annual budget preparation. Estimated ending fund balance will be calculated by taking the budget year's projected beginning fund balance, plus anticipated revenues, less appropriations. As necessary, annual appropriations shall be adjusted for additional revenue sources identified to ensure that the estimated ending fund balance complies with the General Fund Carryover Balance established in Section B of this policy.

F. Monitoring

The General Fund Balance will be monitored on a month-to-month basis by the Finance Director. The fund balance may drop temporarily below the minimum level due to current operations or emergencies.

G. Compliance

There may be circumstances where the fund balance falls below the minimum level due to unforeseen emergencies. Corrective action will be taken in the next annual budget, and no later than over a two-year period, to reduce appropriations or increase revenue to bring the fund balance into compliance with this policy.

If during the annual budget discussions the Administration and/or City Council determine that the City cannot meet the requirements of this policy, then they will include in the annual appropriations ordinance a concise statement explaining the decision to waive the policy. The statement should include the present financial status of the City, a specified timetable for returning to compliance with the policy, and the reason(s) given for overriding the policy.

This policy shall be reviewed at least once every five (5) years with the City Council to determine if it is consistent with the financial needs of the City of Brookville.

No.

RESOLUTION NO. 20-16

Passed

Yr.

A RESOLUTION AMENDING THE 2020 APPROPRIATIONS, AS SET FORTH BELOW, PURSUANT TO SECTION 5705.40 OF THE OHIO REVISED CODE, AND SECTION 12.35 OF THE OHIO ADMINISTRATIVE CODE AND APPROVING THE AMENDMENT TO THE CERTIFICATE OF ESTIMATED RESOURCES, AS SET FORTH BELOW.

WHEREAS, the Council of the City of Brookville, Ohio approved the 2020 Original Certificate of Estimated Resources and the 2020 Appropriation Resolution; and

WHEREAS, the City of Brookville, Ohio needs to comply with the 2020 Budget; and

WHEREAS, the Finance Director has requested amendment of the Certificate of Estimated Resources and Appropriations for 2020.

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

SECTION I: That the following amendments to the Certificate of Estimated Resources are approved as follows:

<u>FUND</u>	<u>ACTION</u>	<u>AMOUNT</u>
Local Coronavirus Relief Fund	Increase	\$ 84,239.74
FEMA Fund	Increase	\$ 93,415.92
Water Fund	Increase	\$ 30,000.00
Sewer Fund	Increase	\$ 68,000.00

SECTION II: That the following expense line items be increased by:

<u>AMOUNT</u>	<u>LINE ITEM</u>	<u>FUND</u>
\$ 500.00	B05-06A1-2340	Federal Grants Fund
\$ 5.95	B05-06A1-2415	Federal Grants Fund
\$ 1,000.00	B11-06A2-2340	Local Coronavirus Relief Fund
\$ 5,000.00	B11-06A2-2415	Local Coronavirus Relief Fund
\$ 45,049.74	B11-06A2-2420	Local Coronavirus Relief Fund
\$ 33,190.00	B11-06A2-2530	Local Coronavirus Relief Fund
\$ 53,000.00	E01-05C2-2560	Water Fund

SECTION III: That the following expense line items be decreased by:

<u>AMOUNT</u>	<u>LINE ITEM</u>	<u>FUND</u>
\$ 505.95	B05-06A1-2420	Federal Grants Fund

SECTION IV: This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of 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. 20-16 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. 20-16 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