

Brookville City Council
Regular Meeting
October 20, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on October 20, 2020 at the Brookville Fire Station 76 Training Center. 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 Zimmerlin, second by Swabb to approve the Agenda as presented. All yeas, motion carried.

Motion by Schreier, second by Fowler to approve the Special Council Meeting Minutes of September 14, 2020. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to approve the Regular Council Meeting Minutes of October 6, 2020. All yeas, motion carried.

Manager Keaton provided Council with copies of Budget Comparison sheets for May-September because of the COVID-19 pandemic. Manager Keaton reported our income tax has rebounded from May, June, and July's numbers, but is still down \$94,000 through September compared to last September. The Motel Tax, Motor Vehicle Tax and Park Permits are also down through September.

Manager Keaton reminded everyone to get out and vote on November 3. The City has two levies on the ballot. Issue 1 is an additional tax for the benefit of the City for parks and recreational purposes. This levy will generate \$125,000 annually and will cost a homeowner, with a home valued at \$100,000, \$40.60 annually for five years, first due in calendar year 2021. Issue 2 is an additional tax for the benefit of the City for the purpose of general construction, reconstruction, resurfacing, and repair of streets, roads, and bridges. Manager Keaton advised that basically, this levy will allow us to restore our annual street resurfacing program in the City. This levy will generate \$500,000 annually and will cost a homeowner, with a home valued at \$100,000, \$162.05 annually for five years, first due in calendar year 2021.

Manager Keaton reminded everyone that there are three Power Point Presentations, Revenue Insufficiencies, which she presented earlier this year, posted on our website to view.

Manager Keaton reported the City began draining the 500,000-gallon water tower yesterday, and work will begin tomorrow to replace the mud valve. The tower will begin the disinfection process early next week.

Manager Keaton advised our current Towing Agreements date back to 2011. Letters have been sent to the three tow companies we currently use informing them of some changes to our Towing Contract. Manager Keaton asked Chief Jerome to address the changes in our new Tow Agreements.

Police Chief Jerome reported the new Towing Agreement updates some outdated language and changes the fee the tow companies can charge to the industry standard of \$145 per tow. The storage rate has also been updated from \$17 per day to \$20 per day. Most of our tow companies tow for other agencies as well, and we allow owners more access to their vehicles than other agencies.

Member Fowler asked how many vehicles the Police Department tows per year?

Police Chief Jerome responded normally they tow 75-100 vehicles per year, but he expects this year's total to be much higher. Citizens have used the closure of the BMV's due to the COVID-19 pandemic as an excuse not to follow any of the rules regarding license plates and parking.

Member Fowler asked what happens if the owners do not pay the towing and storage fees?

Police Chief Jerome replied the Police Department will go through the salvage title process on vehicles that are not claimed. This allows the tow companies to recoup some of their costs by gaining control of the title.

Fire Chief Fletcher commented sometimes the salvage title cars are used for training by the Fire Department.

Manager Keaton reported that FEMA approved the Hazard Mitigation Grant for the property located at 320 S. Wolf Creek Street. Federal Funding was approved in an amount not to exceed \$86,343, State funding in an amount not to exceed \$14,391, with local funds totaling \$14,391. A meeting with our Mitigation Specialist will be scheduled soon for program implementation requirements.

Manager Keaton advised a Public Hearing, with City Council and Planning Commission, has been scheduled for Thursday, October 22, 2020 at 7:00 p.m. in the Fire Station 76 Training Room. The Public Hearing is to consider proposed Ordinance No. 2020-06, which amends the zoning classification of various vacant lots in the Meadows of Brookville Subdivision, from its present classification of (R-1C) Urban Residential District to the new classification of (R-3) Multi-family Residential District. The Public Hearing will also be available on WebEx and streamed on Facebook Live.

Manager Keaton requested Council approval of proposed Resolution No. 20-20, which authorizes the Mayor to sign the State-Local Grant Agreement and designates the City Manager as the Project Manager for the Hazard Mitigation Grant for 320 S. Wolf Creek Street. Manager Keaton advised the reason for the emergency is to ensure the timely submittal of the adopted Resolution to FEMA by October 29, 2020.

Manager Keaton reminded everyone that Trick-or-Treat is scheduled for Saturday, October 31 from 6-7:30 p.m.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading and adopt proposed Resolution No. 20-21 which 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.

Motion by Fowler, second by Schreier to read proposed Resolution No. 20-21. All yeas, motion carried.

Motion by Fowler, second by Swabb to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-21 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." All yeas, motion carried.

Finance Director Brandt provided Council with a list of CARES Act expenses to date as well as a list of expenses that have been encumbered under the CARES Act.

Mayor Letner requested an update on the Front Office construction project.

Finance Director Brandt replied the walls are up and the drywall is finished.

Manager Keaton commented the space is tight and it is going a little slower than anticipated but it is moving along. The first construction meeting with App Architecture and Brumbaugh Construction is tomorrow.

Fire Chief Fletcher had no report.

Police Chief Jerome reported Fire Chief Fletcher has offered to open the last bay at Station 76 for a drive-thru trick or treat event. The Brookville Police will team up with the Fire Department to host the event, along with the Clay and Perry Township Police Departments. A drive-thru trick or treat event was held last year due to inclement weather and it was very successful.

Police Chief Jerome reported the Police Department and Fire Department recently participated in the Parade of Hope event at Brookhaven. The Mayor participated in the parade on his motorcycle. Police Chief Jerome stated the event was well received by the residents.

Police Chief Jerome reported the Police Department is continuing to heavily enforce traffic and parking violations and they are finally noticing a positive difference.

Law Director Stephan advised the title and the text has been amended in proposed Ordinance No. 2020-07 to include other under-speed vehicles as requested by Council. Law Director Stephan requested Council make a motion to amend the title before the second reading.

Motion by Fowler, second by Schreier, to amend the title of proposed Ordinance 2020-07 to include "other under-speed vehicles". All yeas, motion carried.

Motion by Fowler, second by Schreier to read proposed Ordinance 2020-07. All yeas, motion carried.

Motion by Swabb, second by Wilder to accept the second reading of proposed Ordinance 2020-07 entitled "AN ORDINANCE ADOPTING CHAPTER 343-GOLF CARTS AND UNDER-SPEED VEHICLES TO PROVIDE REGULATIONS FOR THE OPERATION OF GOLF CARTS AND OTHER UNDER-SPEED VEHICLES IN THE CITY OF BROOKVILLE." All yeas, motion carried.

Mayor Letner encouraged everyone to vote yes for Issue 1 and Issue 2 and "help us, help you".

Mayor Letner advised there is a monthly blood drive at the Leiber Center in Golden Gate Park and encouraged everyone to take the time to donate blood.

Motion by Fowler, second by Schreier to read proposed Resolution No. 20-19. All yeas, motion carried.

Motion by Swabb, second by Fowler to accept the third reading and adopt Resolution No. 20-19 entitled "A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR." All yeas, motion carried.

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

Motion by Zimmerlin, second by Schreier to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-20 entitled "A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE STATE-LOCAL GRANT AGREEMENT AND DESIGNATING SONJA KEATON AS THE PROJECT MANAGER AND PERSON RESPONSIBLE FOR IMPLEMENTING THE FEMA HAZARD MITIGATION GRANT PROGRAM ON BEHALF OF THE CITY OF BROOKVILLE, OHIO, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Park Liaison Fowler reported Park Board is continuing to plan the drive-thru Christmas in the Park event.

Bonnie Cordes, Park Board President stated several business and organizations are planning to participate in the Christmas in the Park event. She encouraged all local businesses and organizations who wish to participate to contact her as soon as possible. Cub Scout Pack 47, among others, is excited to be participating and is planning a special display for all to enjoy.

Planning Commission Liaison Schreier had no report.

Bruce Garber, of 434 Sycamore Street, was in attendance virtually via Webex, and asked why proposed Ordinance No. 2020-07 is restricting golf carts to roads that are 35 mph or less?

Mr. Garber could not hear due to poor Webex reception, so it was determined that Police Chief Jerome would contact Mr. Garber tomorrow to discuss the proposed Ordinance.

Motion by Swabb, second by Zimmerlin to go into Executive Session per ORC 121.22 G(1) To consider the employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to go back into Regular Session. All yeas, motion carried.

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



Kimberly Duncan, Clerk

Charles Letner, Mayor