



CITY COUNCIL MEETING
Tuesday, December 15, 2020, 7:30 PM
VIRTUAL MEETING
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Meeting number: 132 856 2553 Password: mpPcU2xZU33

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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 December 1, 2020 Regular Meeting Minutes
- b. Approval of December 3, 2020 Budget Work Session 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. Second reading of Resolution No. 20-25 entitled "A RESOLUTION AUTHORIZING THE REQUEST FOR AN ADVANCE OF TAXES COLLECTED IN 2021 FOR TAX YEAR 2020."

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. 20-28 entitled "A RESOLUTION TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF BROOKVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2021."
- b. First reading of Resolution No. 20-29 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
December 1, 2020

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on December 1, 2020. The meeting was held virtually using the Cisco Webex 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, and Police Chief Jerome were present. Fire Chief Fletcher was absent.

Roll Call by Clerk Duncan.

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

Motion by Schreier, second by Swabb to correct the Regular Council Meeting Minutes of November 3, 2020. Page 4, paragraph 6 was corrected to read "Police Chief Jerome indicated he did follow up with Mr. Garber and explained to him that it is against state law to drive an under-speed vehicle on a road with a speed limit in excess of 35 mph. All yeas, motion carried.

Motion by Swabb, second by Fowler to approve the Regular Council Meeting Minutes of November 17, 2020. All yeas, motion carried.

Manager Keaton reported the Ohio Senate recently amended HB404 to extend the ability of local governments to conduct meetings virtually rather than in person until July 1, 2021. HB404 also extended granting a second extension for renewing license plates, driver's license, and other state-issued ID cards. Ohioans will have until July 1, 2021 to renew licenses, or registrations that would have expired on December 1, 2020.

Manager Keaton advised Council has a copy of the Official Final vote count on our two levies. The Parks & Recreation Levy failed to pass by 99 votes and the Street Levy by 142 votes.

Manager Keaton reported the City recently closed on the property at 306-312 South Wolf Creek Street as part of our Mitigation Project. Manager Keaton stated we are having the structure inspected for asbestos and are preparing a Request for Proposal for demolition of that property. Once demolished, the area becomes green space.

Manager Keaton advised the Chamber will be lighting the Christmas tree tomorrow evening at 6:30 p.m. at the Spitler House. This year's event will be live streamed on Facebook or YouTube for those that would rather stay home.

Manager Keaton reminded everyone of the drive-thru Christmas in the Park lighting kick-off this Friday from 6:00-8:00 p.m. in Golden Gate Park.

Manager Keaton advised the City and representatives of the Police Union met on November 13 to discuss a successor contract. Both parties agreed to meet with a Mediator, which is scheduled for December 16, 2020.

Manager Keaton reported the Service Department continues to pick up leaves. To date, they have picked up 217 cubic yards, or approximately 32½ tons. The Service Department installed the Christmas lights on Market Street, Gateway Park, and the small gazebo at Golden Gate Park. Holiday banners were installed on Market Street. The Service Department also repaired a water main break on Ankara Avenue.

Manager Keaton reported she reached out to all Board and Commission Members whose term expires December 31, 2020, to see if they would be interested in continuing to serve on their respective Board or Commission. At the end of the November 19, 2020 Planning Commission Meeting, Planning Commission Member Boose announced that he will let his term expire on December 31, 2020 as he will be moving out of Brookville. All other Members whose term expires have indicated a desire to continue to serve our community. Manager Keaton requested Council appoint Jennifer Vance to a four-year term on Park Board, to appoint Don Cordes to a three-year

term on Planning Commission, and to appoint Gary Kirchhofer to a five-year term on Zoning Board of Appeals.

Member Fowler inquired if there has been any outside interest in any of the positions posted?

Manager Keaton replied there has been one letter of interest for the open Planning Commission seat. All of the positions are posted on Facebook and our website, however the holidays are not the opportune time to advertise for the positions. Manager Keaton advised we will keep it posted and will come back to Council for a recommendation or to schedule an interview process after the holidays.

Motion by Zimmerlin, second by Schreier to appoint Jennifer Vance to a four-year term on Park Board, to appoint Don Cordes to a three-year term on Planning Commission, and to appoint Gary Kirchhofer to a five-year term on Zoning Board of Appeals, with terms beginning January 1, 2021. Schreier yea, Wilder yea, Fowler yea, Crane yea, Swabb abstain, Zimmerlin yea, Letner yea. Motion carried with six yeas and one abstention.

Manager Keaton reported proposed Resolution No. 20-26 is a Resolution that strongly opposes Senate Bill 352 and House Bill 754, legislation proposing the repeal of Section 29 of House Bill 197, which instructed municipalities to continue withholding income tax at a taxpayer's place of work, even if that taxpayer is currently working from home in another local jurisdiction due to the COVID-19 pandemic. This provision extends until the end of the Governor's declaration of emergency. The City currently has several large and small employers whose employees are working from home and we continue to receive income tax dollars as if they were working at their jobsite. If either Bill receives approval, we will experience a very sharp decline in income tax receipts. Manager Keaton requested Council adopt proposed Resolution No. 20-26 so copies of the adopted Resolution can be promptly delivered to the Ohio Senate and Ohio House of Representatives.

Member Fowler asked if we have numbers on how many people who live in Brookville and work outside of Brookville are currently working from home?

Manager Keaton replied we do not have those numbers. Manager Keaton stated she knows of at least ten Brookville employers who have employees working from home and we continue to receive that income tax revenue as if they are physically working in Brookville.

Member Fowler asked if we are sure it would affect us that much or would we possibly benefit from it?

Manager Keaton replied it would definitely hurt us as many Brookville based employees live outside of Brookville.

Member Zimmerlin asked if one of the House bills is related to people who are working from home and the other related to making a permanent change to the taxing structure where you pay where you live versus where you work?

Manager Keaton replied, an Ohio House Representative introduced a Bill in the House and an Ohio Senator introduced a Bill in the Senate. Both Bills that were introduced repeal the temporary municipal income taxation rule for employees who are working from home due to COVID-19.

Member Zimmerlin stated he is not as concerned with the one related to COVID, but he would be interested to see the figures on the other bill and if that bill goes through, whether or not it will have a positive impact if it shifts from where you live to where you work.

Manager Keaton advised she will see if we can get this information from Vandalia.

Member Zimmerlin stated several citizens reached out to him over the holiday weekend related to trash issues. The recycling driver was picking up near his home on the day after Thanksgiving and it really should have been picked up on Saturday with the holiday delay. This caused some confusion because recycling was picked up one day and trash was picked up on another.

Manager Keaton responded the City office received some calls from residents in Rona Village, but no others that she is aware of. She will definitely check into it.

Mayor Letner commented that he talked to the recycling driver on Friday and she was just trying to get ahead of the game. She knew that the houses that were out were scheduled to be picked up on Saturday, but she did not want to work all day on Saturday.

Member Zimmerlin inquired whether Manager Keaton had any additional information on how the City would be affected by the loss of Provimi?

Manager Keaton stated she would share more information at the Budget Work Session. There are some numbers that she cannot share as that information is confidential. Provimi is the second largest employer in the City on withholding, right behind Green Tokai.

Member Wilder stated the tax changes could get very confusing because right now she is working from home all but one day a week. It seems these work arrangements would be difficult to track.

Manager Keaton replied currently employers are to withhold as if employees are still working from the physical location. It will get really tricky if they amend that.

Finance Director Brandt presented the November 30, 2020 Fund Balance for Council approval.

Motion by Zimmerlin, second by Fowler to approve the November 30, 2020 Fund Balance as presented.

Finance Director Brandt requested Council accept the first reading, dispense with the second and third reading and adopt proposed Resolution No. 20-27 that amends the 2020 Appropriations and Estimated Resources. This Resolution shall take effect immediately after passage of the Resolution as provided in 4.07(A)(1) of the Charter of the City.

Motion by Zimmerlin, second by Fowler to read proposed Resolution No. 20-27. All yeas, motion carried.

Motion by Zimmerlin, second by Swabb to accept the first reading, dispense with the second and third reading and adopt Resolution No. 20-27 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 requested Council authorization to transfer funds from the General Fund to the following funds as appropriated: \$25,000 to the Park Fund, which is a partial amount of the amount appropriated and \$10,000 to the Note Retirement Fund, which is the remaining amount of the amount appropriated.

Motion by Swabb, second by Fowler to authorize the transfer of \$25,000 from the General fund to the Park Fund as appropriated and \$10,000 from the General Fund to the Note Retirement Fund as appropriated. All yeas, motion carried.

Member Zimmerlin asked Manager Keaton if she has an update on when the new bank will break ground across from IGA?

Manager Keaton replied the City had to obtain a sanitary easement and she is waiting on that to be signed. The bank also has permits that are currently being reviewed at Montgomery County Building Department.

Mayor Letner announced Fire Chief Fletcher is absent this evening. Council received a copy of his report and any questions this evening can be directed to Manager Keaton.

Police Chief Jerome advised reportable Incidents, Citations and Traffic Stops remained steady this month.

Police Chief Jerome reported the Police Department will be available to help with the Chamber of Commerce Tree Lighting Event tomorrow, if needed. The Police Department will also have a presence at the Christmas in the Park event to help with traffic, if needed.

Police Chief Jerome commented House Bill 404 has been a little bit of a problem for law enforcement with the different interpretations of title transfers, licensing and registration renewals. Police Chief Jerome stated the Police Department is stopping drivers who are interpreting this law in many ways. It has been a bit of a challenge and will continue to be a challenge until July 1st of next year.

Police Chief Jerome advised Council should have a copy of a press release regarding a recent arrest. There are additional cases he will report on after Grand Jury that were definitely good Police work by his troops.

Police Chief Jerome reported his department is doing their best to stay as healthy and as unexposed as possible to COVID-19. Police Chief Jerome reported he has been on several conference calls regarding the coronavirus vaccine. They have discussed willingness to get the vaccine and distribution points if it is made available first to health care workers and first responders.

Law Director Stephan had no report.

Mayor Letner commented beginning in 2021 he would like to recognize a Citizen of the Month. Nominations can be emailed to him at cletner@brookvilleohio.com or they can be texted to him. Mayor Letner commented we have had a trying year in 2019 and again in 2020, and many individuals have stood out through the whole ordeal. Mayor Letner stated he will look forward to recognizing a Citizen of the Month at the first meeting of each month in 2021.

Motion by Swabb, second by Zimmerlin to read proposed Ordinance No. 2020-06. All yeas, motion carried.

Law Director Stephan directed the Clerk of Council to first read the recommendation from Planning Commission, per 4.11 of the City Charter.

Clerk Duncan stated Planning Commission recommends to City Council that City Council does not approve Ordinance No. 2020-06. In its meeting on November 19, 2020, the following motion was presented: Motion by Letner, second by Cordes to recommend approval of Ordinance No. 2020-06 to City Council. Boose nay, Claggett nay, Cordes nay, Sievers nay, Letner nay, Schreier abstain, Henderson nay. Motion failed with six nays and one abstention.

Mayor Letner stated Council will either accept that recommendation and vote no on the second reading or two-thirds of the members of Council could vote to modify the Planning Commission recommendation and vote yes on the second reading.

Clerk Duncan read proposed Ordinance No. 2020-06 entitled "AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF LOTS 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, AND PART OF LOT 2609 OF THE CITY OF BROOKVILLE FROM ITS PRESENT CLASSIFICATION OF (R-1C) URBAN RESIDENTIAL DISTRICT TO THE NEW CLASSIFICATION OF (R-3) MULTI-FAMILY RESIDENTIAL DISTRICT."

Motion by Letner, second by Zimmerlin to accept the second reading of proposed Ordinance No. 2020-06. Schreier abstain, Wilder nay, Fowler nay, Crane nay, Swabb nay, Zimmerlin nay, Letner nay. Motion failed with six nays and one abstention.

Motion by Zimmerlin, second by Wilder to read proposed Resolution No. 20-26. 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. 20-26 entitled "A RESOLUTION STRONGLY OPPOSING SENATE BILL 352 AND HOUSE BILL 754, LEGISLATION PROPOSING THE REPEAL OF SECTION 29 OF HOUSE BILL 197, WHICH WILL RESULT IN A MYRIAD OF UNINTENDED CONSEQUENCES THROUGH OHIO'S ENTIRE MUNICIPAL INCOME TAX SYSTEM, CAUSE A SUBSTANTIAL LOSS OF REVENUE THAT WILL IMPEDE THE ABILITY OF MUNICIPALITIES TO PROVIDE FOR THE HEALTH, SAFETY AND WELFARE OF MUNICIPAL RESIDENTS AND BUSINESSES AND THEREBY JEOPARDIZE THE FUTURE ECONOMIC GROWTH OF THE STATE OF OHIO, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Motion by Fowler, second by Swabb to read proposed Ordinance No. 2020-08. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler, to accept the first reading, dispense with the second and third reading and adopt Ordinance No. 2020-08 entitled "AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Member Fowler reported Park Board is busy preparing for the Christmas in the Park event, which will have the kick-off event on December 4, 2020. Member Fowler encouraged everyone to attend. Member Fowler advised the Chamber Christmas Tree lighting will also be held next week.

Member Schreier reported at the November 19, 2020 Planning Commission Meeting there was extensive discussion regarding proposed Ordinance 2020-06, both by Meadows of Brookville residents and Planning Commission members. Planning Commission did not recommend approval of the proposed Ordinance to Council. Member Schreier thanked the residents for their candor and preparedness and thanked both Planning Commission and Council for their input.

Member Fowler stated Council does need to start thinking about putting a levy on the ballot in March.

Mayor Letner replied Council will discuss another levy in the upcoming budget meeting and reminded everyone of the Budget Work Session scheduled for December 3 at 6:00 p.m.

Manager Keaton commented the primary is actually the first week of May next year.

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

Kimberly Duncan, Clerk

Charles Letner, Mayor

Brookville City Council
Budget Work Session
December 3, 2020

The Budget Work Session of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on December 3, 2020. The meeting was held virtually using the Cisco WebEx 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 Zimmerlin, second by Fowler to approve the Agenda as presented. All yeas, motion carried.

Manager Keaton stated she thought 2019 was a trying year with the Memorial Day tornado, 2020 topped 2019 with nine months of the COVID-19 pandemic, resulting in a decline in Income Tax receipts, Motel Tax receipts, Motor Vehicle Tax receipts and Park Permit receipts. Manager Keaton stated the 2021 budget was challenging for Finance Director Brandt's first year, but she did a commendable job.

Manager Keaton advised Council will find during the presentation that the estimated Income Tax revenue for 2021 is down \$350,000.00 from 2020's budgeted income tax and below \$3,000,000 for the first time since 2012. This projected reduction is attributed to Provimi leaving Brookville in 2021 and the decline of projected net tax profit due to the pandemic.

Manager Keaton stated one bright note is that DMAX will begin operations in Brookville in 2021. The last update from DMAX shows them setting up equipment now through the end of March. They will qualify their equipment from April through July and will begin training their team with formal training beginning in July. Manager Keaton advised she recently got word that GM made the decision to go ahead with productions somewhere between October 1 and December 1 of 2021. This schedule is subject to change with the ongoing COVID pandemic.

Manager Keaton provided Council with an update on the projected revenue the City will lose from the relocation of Provimi to Lewisburg. Manager Keaton shared with Council when looking at the numbers through November of 2020, Provimi's withholding tax represents 5.8% of our total withholding receipts for all employers. One thing to keep in mind is we are sharing 50% of Provimi's withholding tax with Brookville schools after deducting infrastructure costs. Our 2021 General Fund expenditures also reflect this decline in revenue sharing with Brookville Schools. On Provimi's net profits, their tax liability ranges from 11% to 34% of the total net profits the City received over the last five years.

Manager Keaton stated she wants to reiterate to Council that for 2021, just like during 2020 and every other year, Staff will constantly monitor expenditures and receipts and keep Council informed. Manager Keaton announced Finance Director Michelle Brandt will now present the 2021 Budget Presentation.

Finance Director Brandt presented a Power Point Presentation on the 2021 Budget. A copy of the Presentation is attached to the minutes.

Finance Director Brandt explained the City of Brookville has 13 different Funds. She provided a brief explanation of the General Fund and the projected 2020 Revenues and Expenditures from the General Fund.

Finance Director Brandt presented the 2021 Police Department Budget.

Police Chief Jerome explained the importance of sending Captain Jacobs to PELC leadership training before he completes his probation, stating the school was paid for out of the 2020 budget, but the lodging will be paid out of the 2021 budget.

Mayor Letner asked Police Chief Jerome to discuss the bodycams portion of the budget.

Police Chief Jerome stated Council has already heard the presentation for the G-Tack bodycams, but he did want to answer a previous question regarding the School Resource Officer wearing a bodycam. Police Chief Jerome reported he did go over the instances in which a bodycam would be used in the school with Superintendent Hopkins and he had no issues with it. Police Chief Jerome stated quite a bit is changing in the police profession and the bodycams would be a tool to give another side of the story; but he understands the budget is tight and if Council feels the money is not there, it is not there.

Member Fowler stated he is a huge proponent of the bodycams but asked what if we held off purchasing until 2022? Member Fowler commented he does not know if now is the best time to make this large expenditure. There have been grants in the past, and maybe if we wait some new grants will become available.

Police Chief Jerome replied while he thinks bodycams are needed and could reduce our liability, it is not going to be the end of the world if we do not make this purchase in 2021.

Member Schreier asked if any of the cost could be recouped from the Ohio Plan as it reduces our liability?

Manager Keaton replied she has reached out to our insurance carrier, and the Ohio Plan currently does not provide a specific credit for bodycams. It is considered within our risk management practices and we could potentially see an impact on our law enforcement liability rate.

Member Zimmerlin asked if the School Resource Officer agreement with the school is nearing expiration and if we have discussed extending the agreement? Member Zimmerlin commented the school is likely faced with budgetary issues as well and he wanted to know if they are still willing to fund the SRO agreement. Member Zimmerlin commented the SRO is critical in his opinion and if it becomes a choice between the SRO and the bodycams, he would choose the SRO.

Police Chief Jerome stated he believes the SRO agreement ends during the 2021 school year and advised he would reach out to the school regarding their ability to continue funding it.

Member Zimmerlin commented he agreed with Member Fowler that the bodycams could be pushed back a year if necessary.

Discussion followed regarding the financing of the bodycams.

Member Wilder stated most of the professional development opportunities in her profession are now being offered virtually due to the pandemic. Member Wilder inquired whether this might be an option for the supervisor training, which would allow the travel expenses to be cut from the 2021 budget?

Police Chief Jerome stated there is an online option, but the cost of the virtual training is a wash between total cost of the in-person training and travel expenses combined.

Finance Director Brandt presented the 2021 Fire Department Budget.

Fire Chief Fletcher commented the wage step increases budgeted for are on a case-by-case basis, based on certification levels and merit.

Fire Chief Fletcher advised one of the things we tend to do is wait until middle of the year or third quarter to spend money on capital improvements to allow for the unexpected. However, the ice rescue gear budgeted for is necessary as it is at end-of-life. If we take that out of our budget, we are not able to respond to that type of emergency. Fire Chief Fletcher stated our fire hose must be replaced as it has also reached its end-of-life phase and can no longer be used.

Member Zimmerlin asked if the recent property tax increases will increase our fire levy monies based on our current contracts?

Manager Keaton replied she will reach out to the County Auditor before the next Council meeting. Normally, it is a fixed amount when a levy is passed so it needs to generate the same dollar amount.

Finance Director Brandt presented the 2021 Government and Administration Budget.

Manager Keaton reported Council has a copy of a report she put together showing the General Fund carryovers from 2009 through 2020. The expenditures are the worst-case scenario if we spend every penny, which we have never done in the more than 20 years she has been here.

Member Crane stated he thought Council passed an Ordinance that stated the General Fund carryover must be a certain amount.

Finance Director Brandt replied that is correct. We are unfortunately short this year due to unforeseen circumstances with the pandemic.

Discussion followed on the need to diversify our revenue stream to meet this goal.

Finance Director Brandt presented the 2021 Service Department Budget. This includes the Street M&R, Park, Water, Sewer, Refuse and Stormwater Funds.

Member Zimmerlin inquired if we had to choose between a pick-up truck or a dump truck, would some of that money go back into the General Fund to increase the carry-over for next year?

Member Fowler asked if there is a priority between the two purchases?

Finance Director Brandt stated the purchase of a pickup truck would be split between multiple funds as several departments will be using it. A dump truck would probably not be split up between as many funds as it does not have as many uses.

Manager Keaton commented if we can find a good deal on a pickup truck or a dump truck on Gov-Deals, that is the route we will go versus purchasing brand new. Manager Keaton stated the dump truck is probably a bigger need.

Discussion followed on the carryover of the General Fund and transfers of money between funds.

Member Wilder asked if one of the trucks are replaced, will we sell our old vehicle on GovDeals to recoup some of our money.

Manager Keaton replied that is correct.

Finance Director Brandt presented the 2021 Park and Recreational Budget.

Member Fowler asked what the amount budgeted for contractual services covers?

Finance Director Brandt replied this is for utilities, caretaker expenses, and month-to month expenses.

Manager Keaton stated contractual services also covers building and land maintenance.

Member Crane inquired about the capital outlay?

Finance Director Brandt stated this would be for major expenditures, such as a large piece of equipment or HVAC replacement or repairs.

Manager Keaton commented we recently found missing shingles on the BBC and Pee Wee concession stand roofs. Our insurance company is reviewing these claims; however, we will have to pay for the repairs up front and they will reimburse us.

Finance Director Brandt presented the 2021 Capital Improvement Fund.

Manager Keaton reported we submitted two CDBG grant applications this year. One was for a walkway from the Community Theatre to Golden Gate Park, the other was for the demolition of two to three parcels. Manager Keaton stated she recently learned there will be enough funding for all projects this year. We will initially have to pay that out and are then reimbursed by Montgomery

County. On the County permissive tax, we have let it build up for several years and will use the \$69,000 accumulated to mill and repave Westbrook Road from Wolf Creek Street up to just west of Albert Road. Our commitment would be \$23,000 toward the resurfacing. We will apply for the Solid Waste Recycling Grant when it is offered in the Spring.

Finance Director Brandt presented the 2021 Fire Department Capital Improvement Fund.

Member Zimmerlin inquired about a previous conversation in which Fire Chief Fletcher indicated a used ladder truck might be coming available?

Fire Chief Fletcher stated he was hoping to acquire a ladder truck from a neighboring department but due to change in their plans this is no longer an option. Fire Chief Fletcher stated our best bet now would be to save our money and be prepared to take advantage when we see an opportunity to purchase a good used piece, as we have done in the past.

Finance Director Brandt presented the 2021 Water Fund, 2021 Sewer Fund and the 2021 Stormwater Fund.

Manager Keaton reported a building for the sludge press machine has been in our budget for several years. We would like to push forward with this as the sludge press machine has been winterized and is stored at Station 2, which we are possibly looking to sell. Manager Keaton also stated we cannot plan what could go wrong at the Wastewater Treatment Plant, so we need to be prepared for unexpected expenditures.

Finance Director Brandt presented the 2021 Refuse Fund.

Member Zimmerlin inquired where the proposed grant funds for the Brookville Historical Society would come from?

Finance Director Brandt replied that \$7,500.00 grant would come out of the General Fund.

Member Zimmerlin asked what actions Council took in 2012 when there was a similar issue with the carryover?

Manager Keaton replied they scrutinized every expenditure for every department as Staff is doing now. Manager Keaton recalled they received some additional revenue in 2012 that was not in the budget. Manager Keaton assured Council that Staff is constantly watching the budget and our Zoning Officer is continually trying to recruit new businesses, however, the COVID pandemic has set us all back.

Mayor Letner commented the Chiefs watch every penny they spend, and nothing gets past Manager Keaton. Mayor Letner agreed that COVID changes the way we have to do business, as we have seen with Provimi. Mayor Letner stated we have to move forward and adapt to that. Council is going to have to make some tough decisions but as a group we will overcome and persevere. Mayor Letner stated Council can rest assured we are in good hands with Sonja and the Chiefs and Chris at the helm. Mayor Letner commended Finance Director for her presentation and her work this year and stated he looks forward to continuing to work with her.

Manager Keaton reminded Council we have DMAX coming on board to look forward to, which hopefully will grow and turns things around.

Member Fowler asked if Council is in favor of putting a parks levy and street levy back on the ballot in 2021?

Discussion followed regarding generating money by putting levies on the ballot as a means to diversify our revenue stream; and how to communicate to the public the City's needs.

Police Chief Jerome reported he heard back from Superintendent Hopkins during the presentation and he confirmed the school wants to renew the SRO agreement upon expiration.

Member Schreier asked what the Law Enforcement Fund is used for and if any of it could be used towards the purchase of bodycams?

Manager Keaton replied the bulk of the revenue in that fund is from donations. It was originally set up to fund events that the Police Department holds such as the 5K run and Ghostly Night Out. Surplus funds have been used to supplement expenditures in the past.

Manager Keaton stated she will continue to work on gathering information and millage numbers for Council review. Manager Keaton commended Finance Director Brandt Michelle for her good work in such a challenging year.

Mayor Letner stated Council has been given a lot of information to digest and has some big decisions ahead. He commented we have good people in place to implement our decisions. Mayor Letner said it has been a pleasure to work with everyone in this trying year and he is looking forward to working with everyone in 2021.

Motion by Zimmerlin, second by Fowler 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: 12/14/2020

The kickoff of the Christmas in the Park lighting display was a huge success!

On December 3, the Montgomery County CDBG Committee approved all 20 applications that were submitted this year. The funding request will be submitted to the Montgomery County Commissioners for their approval. The City submitted two projects, Golden Gate Park Walking Path, Phase I, and Brookville Demolition Project.

I am pleased to report that our final engineering invoice for our 500,000-gallon water tank came in \$13,842.50 below the proposal that Council approved. I am requesting Council approval on Change Order #1 that decreases the contract with Dixon Engineering by \$13,842.50. The decrease represents deductions for the pre-bid meeting, for additional full-time inspection services and removal of the warranty inspection this year. The warranty inspection will be performed in 2021 with 2021 funds.

Following the December 1 Council Meeting, I contacted Rumpke about the concerns raised with their refuse and recycling pickup following Thanksgiving. I was informed the issues we encountered were unacceptable to Rumpke and they would investigate further.

Michelle and I attended the Montgomery County Annual Update via Zoom on December 10. Brookville's tentative values increased to 15.58%. This new proposed value must still be approved by the State. If approved, the City will see a 15.58% increase in our property tax receipts as the increase affects inside millage, which is all we currently receive. This property value increase does not necessarily mean real estate taxes are going up by 15.58%. Property owners will see reduction factors on voted levies, so they bring in the same amount as when they were voted in.

The deadline to submit a local question or issue for the May 4, 2021 Primary to the Board of Elections is February 3, 2021 by 4:00 p.m.

Over the last two weeks, the Service Department applied salt to roadways, removed a tree stump on Walnut Street that was damaged from an accident, replaced a shaft bearing that broke at the WWTP, repaired a water service and a sanitary line repair on Walnut Street, repaired a water main break on Madrid on Friday evening, jetted a sewer blockage on N. Wolf Creek, completed asphalt repairs on all temporary patches, cut ornamental grass on city lots and completed sign repairs on the W. Upper Lewisburg-Salem sign on Arlington Road.

NOVEMBER COMPARISON

<u>Revenue</u>	<u>2019</u>	<u>2020</u>	<u>Sum Difference</u>	<u>% Difference</u>
Income Tax	\$3,065,127.73	\$2,836,616.20	(\$228,511.53)	-7.5%
Motel Tax	\$45,828.18	\$25,951.02	(\$19,877.16)	-43.4%
Local Government County	\$63,362.18	\$63,116.14	(\$246.04)	-0.4%
Local Government State*	\$8,672.50	\$20,646.71	\$11,974.21	138.1%
Motor Vehicle Tax	\$55,022.96	\$52,700.78	(\$2,322.18)	-4.2%
Local Vehicle Tax	\$27,765.50	\$27,265.52	(\$499.98)	-1.8%
Gasoline Tax**	\$159,366.88	\$234,020.60	\$74,653.72	46.8%
Highway Dist. Fund	\$64,544.18	\$56,048.93	(\$8,495.25)	-13.2%
Park Permits	\$41,438.50	\$19,738.50	(\$21,700.00)	-52.4%
Water Sales	\$1,231,189.45	\$1,303,685.02	\$72,495.57	5.9%
Sewer Sales	\$653,365.05	\$657,061.56	\$3,696.51	0.6%
Refuse Sales	\$441,259.38	\$444,937.49	\$3,678.11	0.8%

*State resumed LGF in July 2019.

**Gas Tax receipts increased in September 2019.

12/7/2020

Memo

To: Mayor and Council

From: Michelle Brandt, Finance Director

Date: December 15, 2020

Subject: Finance Report

- I am requesting Council authorization to receipt 90% of the revenue received from EMS Billing into the General Fund for operations of the Fire Department and 10% of the revenue from EMS Billing into the Fire Capital Improvement Fund for 2021, this is the same as what was done in 2020.
- I am requesting Council approval to set the labor rate for the Service Department Mechanic at \$45 per hour for 2021, for work performed on the city fleet.
- I am requesting Council approval to allow me to issue Super Blanket Purchase Order Certificates in 2021 for recurring monthly and quarterly expenditures.
- I am requesting Council approve the following payments:
 - A payment of \$4,594.56 to the Treasurer of State for our Public Water System License.
 - A payment of \$12,857.71 to Thrush & Son for the Repair of the BBC & Pee Wee Roof Repair due to wind damage
- I am requesting Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 20-28 as provided in 4.07(A)(1) of the Charter of the City.
- I am requesting Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 20-29 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 **December 15, 2020**

Reportable Incidents

1/1/2019 – 12/10/2019 = 645

1/1/2020 – 12/10/2020 = 678

Citations

1/1/2019 – 12/10/2019 = 434

1/1/2020 – 12/10/2020 = 443

Traffic Stops

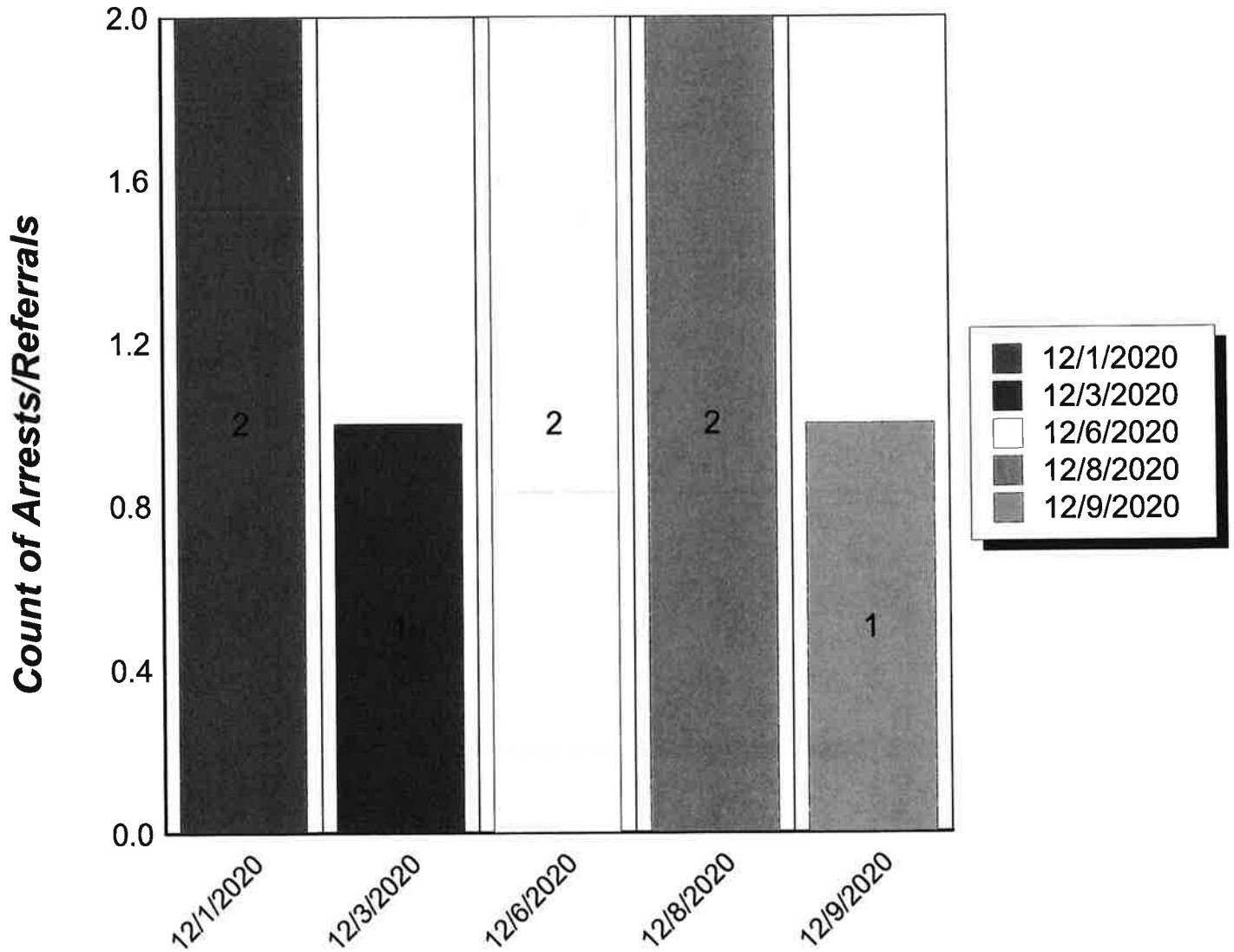
December 2019- 176
December 2020 to date- 58

Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
December 01, 2020	2
December 03, 2020	1
December 06, 2020	2
December 08, 2020	2
December 09, 2020	1
Total Selected = 8	

Arrest Log by Date



Brookville Police Department

Incident Arrest Blotter

Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
12/01/2020		ZEBASTIAN VELASCO	422 MARKET ST, BROOKVILLE, OH 45309 291731: Inducing panic	2020-00650
		JZAN A. HOGAN	832 MILBURN AVE, DAYTON, OH 45404 430162B4: Open container liquor - operator or passenger of v	2020-00657
12/03/2020		MICHAEL R.C. ISAACS	711 BEECH ST TRLR 11, CONNERSVILLE, IN 47331 430164: Consumption of liquor in motor vehicle	2020-00661
12/06/2020		DONALD S. COLLINS, S	307 SUNRISE AVE., BROOKVILLE, OH 45309 451119: DUI - ALCOHOL OR DRUGS 961.16A: Alcohol in park prohibited	2020-00666
		JOHN A. WILLIAMSON,	285 S CLAYTON ROAD APT 8, NEW LEBANON, OH 45345 291121A1: Criminal trespass - land/premises of another	2020-00667
12/08/2020		CHAZ J. SCOTT	1320 STRATFORD ST, PIQUA, OH 45356 292514: Drug paraphernalia	2020-00672
		HEIDI B. WALKER	1209 LENOX ST, PIQUA, OH 45356 292514: Drug paraphernalia	2020-00672
12/09/2020	07:31 PM	MATTHEW R. ARTZ	6868 ZERKLE RD, SPRINGFIELD, OH 45501 2921331B: Failure to comply with order/signal of P.O. - elud	2020-00677
Total Selected = 8				

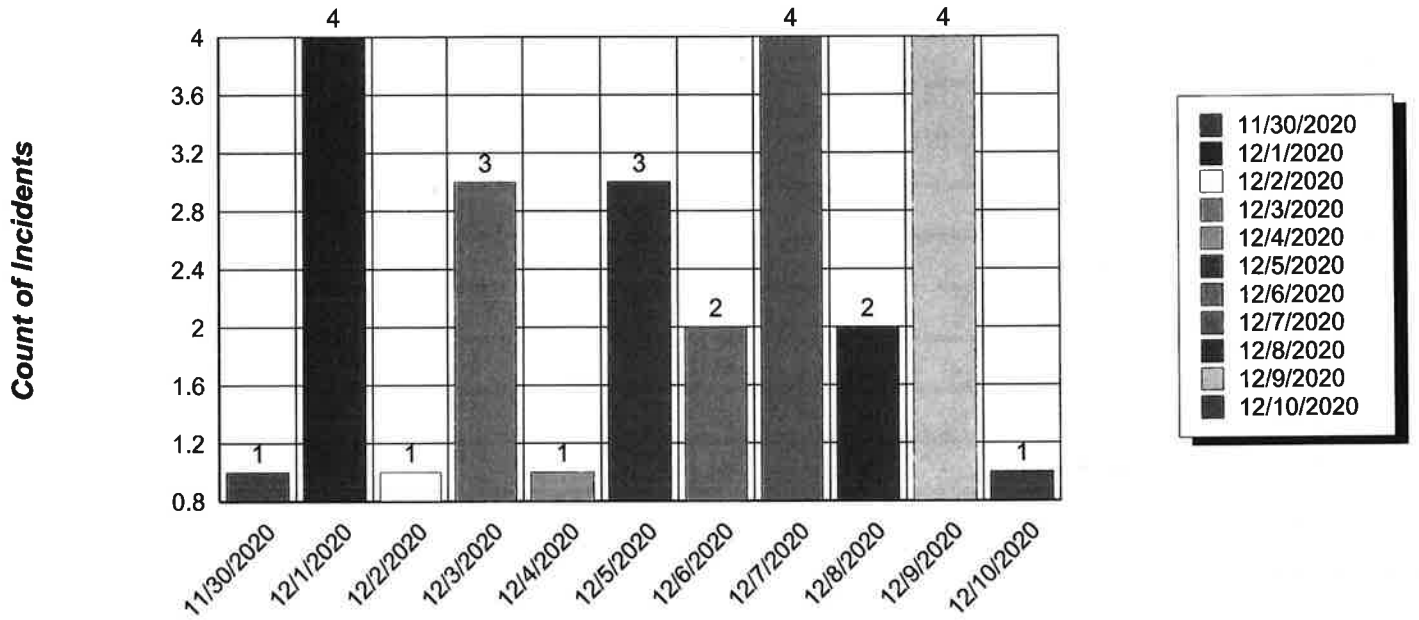
Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
11/30/2020	Monday	1
12/01/2020	Tuesday	4
12/02/2020	Wednesday	1
12/03/2020	Thursday	3
12/04/2020	Friday	1
12/05/2020	Saturday	3
12/06/2020	Sunday	2
12/07/2020	Monday	4
12/08/2020	Tuesday	2
12/09/2020	Wednesday	4
12/10/2020	Thursday	1
Total Selected = 26		

Brookville Police Department

Incident Log by Date Reported



Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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November 30, 2020

2020-00653	70 @ ARLINGTON RD BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	11/30/2020	11/30/2020	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
4	N/A	451322 - EXCESSIVE SMOKE
	N/A	454908 - FICTICIOUS PLATES
	N/A	4510.111 - CHILD SUPPORT SUSPENSION
	N/A	451012 - DRIVING WITHOUT VALID LICENSE

Total Incidents Reported for Date: 1

December 01, 2020

2020-00654	ARLINGTON RD AT TRIGGS BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	12/01/2020	12/01/2020	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
4	N/A	451012 - DRIVING WITHOUT VALID LICENSE
	N/A	454908 - FICTICIOUS PLATES
	N/A	4509101 - OPERATION WITHOUT PROOF OF FINANCIAL RESPONSIBILITY
	N/A	4511203 - Wrongful entrustment of a motor vehicle

2020-00655	238 CHARLIE COURT BROOKVILLE PD	SIGNAL 11 - FRAUD	12/01/2020		OPEN CASE
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Offenses	UCR	Offense Description
1	06	291349A - Taking identity of another

2020-00656	ALLEY BEHIND 422 MARKET ST BROOKVILLE PD	SIGNAL 18 DRUG POSSESSION	12/01/2020	12/01/2020	ARREST
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Offenses	UCR	Offense Description
8	01	292511 - Drug abuse - obtain, possess, use controlled subst
	02	292514 - Drug paraphernalia
	01	292312 - Carrying concealed weapons
	02	291711A2 - Disorderly conduct - offensive gesture or noise
	02	292131 - Obstructing official business
	N/A	451007 - LICENSE FORFEITURE SUSPENSION
	N/A	451016 - FRA SUSPENSION
	N/A	451012 - DRIVING WITHOUT VALID LICENSE

2020-00657	WESTBROOK RD AT HUNTERFIELD BROOKVILLE PD	SIGNAL 22 - OPEN CONTAINER IN A MOTOR VEHICLE	12/01/2020	12/01/2020	ARREST
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Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 01, 2020

Offenses UCR Offense Description
 3 N/A 451121 - SPEEDING
 N/A 451002B6 - NON COMPLIANCE SUSPENSION
 02 430162B4 - Open container liquor - operator or passenger of v

Total Incidents Reported for Date: 4

December 02, 2020

2020-00658 WESTBROOK RD@WESTERN SIGNAL 55 - TRAFFIC STOP 12/02/2020 12/02/2020
 AVE
 BROOKVILLE PD EXCEPTIONALLY CLEARED

Offenses UCR Offense Description
 2 N/A 451121 - SPEEDING
 N/A 451011 - DRIVING UNDER SUSPENSION

Total Incidents Reported for Date: 1

December 03, 2020

2020-00659 119 SYCAMORE STREET - SIGNAL 14 - CRIMINAL DAMAGING 12/03/2020
 UPSTAIRS UNIT
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 01 290906 - Criminal damaging/endangering

2020-00660 1 BLUE PRIDE DRIVE SIGNAL 26I - INFORMATION REPORT 12/03/2020
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 04 291731A2 - Inducing panic - threaten violence

2020-00661 451 S. WOLF CREEK ST SIGNAL 22 - CONSUMPTION IN A MOTOR 12/03/2020 12/03/2020
 BROOKVILLE PD VEHICLE ARREST

Offenses UCR Offense Description
 4 02 430164 - Consumption of liquor in motor vehicle
 N/A 451143A - FAILED TO STOP AT POSTED STOP SIGN
 N/A 451016 - FRA SUSPENSION
 N/A 451012 - DRIVING WITHOUT VALID LICENSE

Total Incidents Reported for Date: 3

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 04, 2020

2020-00662	1 BLUE PRIDE BROOKVILLE PD	SIGNAL 18 - DRUG OFFENSE	12/04/2020		OPEN CASE
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Offenses UCR Offense Description
 1 01 292511 - Drug abuse - obtain, possess, use controlled subst

Total Incidents Reported for Date: 1

December 05, 2020

2020-00663	1 COUNTRY LANE BROOKVILLE PD	SIGNAL 26DB - DEAD BODY	12/05/2020	12/05/2020	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
 1 02 26DB - DEAD BODY

2020-00664	ARLINGTON @ I70 BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	12/05/2020	12/05/2020	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
 3 N/A 451016 - FRA SUSPENSION
 N/A 451012 - DRIVING WITHOUT VALID LICENSE
 N/A 4511203 - Wrongful entrustment of a motor vehicle

2020-00665	510 E. UPPER LEWISBURG SALEM RD BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	12/05/2020	12/05/2020	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
 2 N/A 451016 - FRA SUSPENSION
 N/A 451012 - DRIVING WITHOUT VALID LICENSE

Total Incidents Reported for Date: 3

December 06, 2020

2020-00666	545 E UPPER LEWISBURG SALEM RD BROOKVILLE PD	SIGNAL 21- OVI	12/06/2020	12/06/2020	ARREST
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Offenses UCR Offense Description
 2 02 451119 - DUI - ALCOHOL OR DRUGS
 N/A 961.16A - Alcohol in park prohibited

2020-00667	100 PARKVIEW DR NORTH BROOKVILLE PD	SIGNAL 260 - CRIMINAL TRESPASS	12/06/2020	12/06/2020	ARREST
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Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 06, 2020

Offenses UCR Offense Description
1 02 291121A1 - Criminal trespass - land/premises of another

Total Incidents Reported for Date: 2

December 07, 2020

2020-00668 401 MARKET SIGNAL 18 DRUG TRAFFICKING 12/07/2020
BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
1 01 292503 - Aggravated trafficking

2020-00669 301 SYCAMORE SIGNAL 17 - CHILD PORNOGRAPHY 12/07/2020
BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
1 02 290732A5 - Pandering obscenity - buy, procure, possess materi

2020-00670 301 SYCAMORE ST SIGNAL 35 - WARRANT ARREST 12/07/2020 12/07/2020
BROOKVILLE PD ARREST

Offenses UCR Offense Description
1 N/A 35 - WARRANT ARREST

2020-00671 TRIGGS RD AT ARLINGTON SIGNAL 53H&R - HIT AND RUN 12/07/2020 12/07/2020
RD BROOKVILLE PD EXCEPTIONALLY CLEARED

Offenses UCR Offense Description
2 N/A 4511431 - Rules for leaving & entering private drive
N/A 454902 - STOPPING AFTER ACCIDENT

Total Incidents Reported for Date: 4

December 08, 2020

2020-00672 ARLINGTON @TRIGGS RD SIGNAL 18 - DRUG ABUSE 12/08/2020 12/08/2020
BROOKVILLE PD ARREST

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 08, 2020

Offenses	UCR	Offense Description
6	N/A	451322 - EXCESSIVE SMOKE
	N/A	4510037 - POINTS SUSPENSION
	N/A	451016 - FRA SUSPENSION
	N/A	451012 - DRIVING WITHOUT VALID LICENSE
	02	292514 - Drug paraphernalia
	02	292514 - Drug paraphernalia

2020-00673	RONA PKWY @ ADRIAN CT BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	12/08/2020	12/08/2020	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
1	02	26I - INFORMATION REPORT

Total Incidents Reported for Date: 2

December 09, 2020

2020-00675	200 CARR DRIVE BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	12/09/2020	12/09/2020	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
3	N/A	451121 - SPEEDING
	N/A	451012 - DRIVING WITHOUT VALID LICENSE
	N/A	4510.111 - CHILD SUPPORT SUSPENSION

2020-00674	MULBERRY AT MARKET BROOKVILLE PD	SIGNAL 06A - THEFT	12/09/2020		OPEN CASE
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Offenses	UCR	Offense Description
1	06	291302 - Theft

2020-00676	301 SYCAMORE ST BROOKVILLE PD	SIGNAL 26I - PINK SLIP	12/09/2020		OPEN CASE
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Offenses	UCR	Offense Description
1	02	26I - INFORMATION REPORT

2020-00677	1 MCMAKEN LANE BROOKVILLE PD	SIGNAL 26O - FAILURE TO COMPLY	12/09/2020	12/09/2020	ARREST
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Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 09, 2020

Offenses	UCR	Offense Description
10	02	2921331B - Failure to comply with order/signal of P.O. - elud
	N/A	4513241 - WINDOW TINT
	N/A	451133A - LANES AND LINES
	N/A	451143A - FAILED TO STOP AT POSTED STOP SIGN
	N/A	4510.111 - CHILD SUPPORT SUSPENSION
	N/A	451012 - DRIVING WITHOUT VALID LICENSE
	N/A	451016 - FRA SUSPENSION
	N/A	451139 - FAILURE TO SIGNAL
	N/A	451121 - SPEEDING
	N/A	451120 - Reckless operation on public roadway

Total Incidents Reported for Date: 4

December 10, 2020

2020-00678	32 FRANKLIN ST BROOKVILLE PD	SIGNAL 99 - OFFICER IN TROUBLE	12/10/2020	OPEN CASE
Offenses	UCR	Offense Description		
1	02	26A - ASSIST ANOTHER AGENCY/OFFICER		

Total Incidents Reported for Date: 1

Total Selected = 26

RESOLUTION NO. 20-25

No. _____

Passed _____

Yr. _____

A RESOLUTION AUTHORIZING THE REQUEST FOR AN ADVANCE OF TAXES COLLECTED IN 2021 FOR TAX YEAR 2020.

WHEREAS: It is in the best interest of citizens of the City of Brookville, Ohio that a request be made for advance taxes collected in 2021 for year 2020.

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

SECTION I: Authorization is granted to the Director of Finance of the City of Brookville, Ohio to make a request for an advance of taxes collected by the Treasurer of Montgomery County, Ohio, not to exceed the amount allotted by the Ohio Revised Code for the year 2020.

SECTION II: This Resolution shall therefore take effect and be enforced from and after its passage by the members of Council pursuant to 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. 20-25 passed by the Council of said City on the _____ day of _____ 2020.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of Council of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 20-25 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

Resolution No. 20-28

ANNUAL APPROPRIATION RESOLUTION.

A Resolution to make appropriations for the Current Expenses and other Expenditures of the City of Brookville, State of Ohio, during the fiscal year ending December 31, 2021.

SECTION 1. BE IT RESOLVED by the Council of the City of Brookville, State of Ohio, that, to provide for the current expenses and other expenditures of the said City of Brookville, during the fiscal year ending December 31, 2020, the following sums be and they are hereby set aside and appropriated as follows, viz.

SECTION 2. That there be appropriated from the GENERAL FUND:

POLICE DEPARTMENT:

211	Salaries/Wages	<u>\$1,030,000</u>	
212	Employee Benefits	<u>\$ 473,000</u>	
230	Contractual Services	<u>\$ 234,900</u>	
240	Supplies and Materials	<u>\$ 51,500</u>	
250	Capital Outlay	<u>\$ 35,000</u>	
	Other (Uniforms & Travel)	<u>\$ 18,000</u>	
	TOTAL POLICE DEPARTMENT:		<u>\$ 1,842,400</u>

FIRE DEPARTMENT:

211	Salaries/Wages	<u>\$ 688,000</u>	
212	Employee Benefits	<u>\$ 119,000</u>	
230	Contractual Services	<u>\$ 293,605</u>	
240	Supplies and Materials	<u>\$ 58,750</u>	
	Other (Uniforms & Travel)	<u>\$ 19,100</u>	
	TOTAL FIRE DEPARTMENT:		<u>\$ 1,178,455</u>

GOVERNMENT & ADMINISTRATIVE DEPARTMENT:

211	Salaries/Wages	\$ <u>362,415</u>
212	Employee Benefits	\$ <u>115,400</u>
230	Contractual Services	\$ <u>763,600</u>
240	Supplies and Materials	\$ <u>24,500</u>
250	Capital Outlay	\$ <u>20,000</u>
270	Transfers/Advances	\$ <u>1,089,200</u>
	Other (Uniforms & Travel)	\$ <u>1,100</u>

TOTAL GOVERNMENT & ADMINISTRATIVE DEPARTMENT: \$ 2,376,215

SECTION 3. That there be appropriated from the GENERAL FUND for contingencies for purposes not otherwise provided for, to be expended in accordance with the provisions of Section 5705.40 R.C., the sum of

\$ 5,000

GRAND TOTAL GENERAL FUND APPROPRIATION: \$ 5,402,070

SECTION 4.**STREET MAINTENANCE & REPAIR FUND:**

211	Salaries/Wages	\$ <u>409,000</u>
212	Employee Benefits	\$ <u>173,100</u>
230	Contractual Services	\$ <u>115,780</u>
240	Supplies and Materials	\$ <u>133,600</u>
250	Capital Outlay	\$ <u>103,000</u>
	Other (Uniforms & Travel)	\$ <u>4,000</u>
260	Debt Service	\$ <u>113,750</u>

TOTAL STREET MAINTENANCE & REPAIR FUND: \$ 1,052,230

SECTION 5.**PARK & RECREATION FUND:**

211	Salaries/Wages	\$ <u>80,500</u>	
212	Employee Benefits	\$ <u>32,600</u>	
230	Contractual Services	\$ <u>90,180</u>	
240	Supplies and Materials	\$ <u>19,500</u>	
250	Capital Outlay	\$ <u>12,200</u>	
	Other (Uniforms & Travel)	\$ <u>1,800</u>	
TOTAL PARK & RECREATION FUND:			\$ <u>236,780</u>

SECTION 6.**FEDERAL GRANTS FUND:**

230	Contractual Services	\$ <u>0</u>	
240	Supplies and Materials	\$ <u>0</u>	
TOTAL FEDERAL GRANTS FUND:			\$ <u>0</u>

SECTION 7.**LAND REUTILIZATION FUND:**

230	Contractual Services	\$ <u>0</u>	
240	Supplies and Materials	\$ <u>0</u>	
260	Debt Service	\$ <u>0</u>	
TOTAL LAND REUTILIZATION FUND:			\$ <u>0</u>

SECTION 8.**LOCAL CORONAVIRUS RELIEF FUND:**

211	Salaries/Wages	\$ <u>0</u>	
230	Contractual Services	\$ <u>0</u>	
240	Supplies and Materials	\$ <u>0</u>	
250	Capital Outlay	\$ <u>0</u>	
TOTAL LOCAL CORONAVIRUS RELIEF FUND:			\$ <u>0</u>

SECTION 9.

LAW ENFORCEMENT FUND:

Other (Law Enforcement Misc., D.U.I. & R.I.F.) \$ 5,000

TOTAL LAW ENFORCEMENT FUND: \$ 5,000

SECTION 10.

FEMA FUND:

240 Contractual Services \$ 75,000

270 Transfer/Advance Out \$ 50,000

TOTAL FEMA FUND: \$ 125,000

SECTION 11.

BOND RETIREMENT FUND:

260 Debt Service \$ 373,200

TOTAL BOND RETIREMENT FUND: \$ 373,200

SECTION 12.

NOTE RETIREMENT-NORTHBROOK FUND:

260 Debt Service \$ 91,000

TOTAL NOTE RETIREMENT-NORTHBROOK FUND: \$ 91,000

SECTION 13.

CAPITAL IMPROVEMENT FUND:

250 Capital Outlay \$ 659,232

TOTAL CAPITAL IMPROVEMENT FUND: \$ 659,232

SECTION 14.

FIRE CAPITAL IMPROVEMENT FUND:

230 Contractual Services \$ 52,000

250 Capital Outlay \$ 95,000

TOTAL FIRE CAPITAL IMPROVEMENT FUND: \$ 147,000

SECTION 15.**WATER FUND:**

211	Salaries/Wages	\$ <u>165,000</u>	
212	Employee Benefits	\$ <u>74,000</u>	
230	Contractual Services	\$ <u>834,000</u>	
240	Supplies and Materials	\$ <u>6,100</u>	
250	Capital Outlay	\$ <u>45,500</u>	
	Other (Uniforms & Travel)	\$ <u>1,800</u>	
260	Debt Service	\$ <u>98,058</u>	
	TOTAL WATER FUND:		\$ <u>1,224,458</u>

SECTION 16.**SANITARY SEWER FUND:**

211	Salaries/Wages	\$ <u>195,000</u>	
212	Employee Benefits	\$ <u>83,500</u>	
230	Contractual Services	\$ <u>228,040</u>	
240	Supplies and Materials	\$ <u>15,500</u>	
250	Capital Outlay	\$ <u>316,530</u>	
	Other (Uniforms & Travel)	\$ <u>1,800</u>	
260	Debt Service	\$ <u>116,356</u>	
	TOTAL SANITARY SEWER FUND:		\$ <u>956,726</u>

SECTION 17.**STORMWATER FUND:**

211	Salaries/Wages	\$ <u>19,000</u>	
212	Employee Benefits	\$ <u>11,000</u>	
230	Contractual Services	\$ <u>31,200</u>	
240	Supplies and Materials	\$ <u>1,100</u>	
250	Capital Outlay	\$ <u>2,000</u>	
	Other (Uniforms & Travel)	\$ <u>0</u>	
260	Debt Service	\$ <u>0</u>	
	TOTAL STORMWATER FUND:		\$ <u>64,300</u>

SECTION 18.**REFUSE FUND:**

211	Salaries/Wages	\$ <u>35,000</u>	
212	Employee Benefits	\$ <u>16,200</u>	
230	Contractual Services	\$ <u>388,000</u>	
240	Supplies and Materials	\$ <u>3,000</u>	
	Other (Uniforms & Travel)	\$ <u>0</u>	
TOTAL REFUSE FUND:			\$ <u>442,200</u>

GRAND TOTAL ALL APPROPRIATIONS: \$10,779,196

SECTION 19.

Due to an unforeseen loss in revenue caused by businesses leaving the city and the national Coronavirus Pandemic, it is estimated that the City will end 2021 with a balance well below that required in the City's General Fund Carryover Balance Policy. Based on the policy the City, should carry forward a minimum of six month of the previous years' operating expenses, which is equal to \$2,665,151. Based on the estimated Ending Fund Balance for 2021 the City will only carry over \$231,288. Through proposed levies, new business prospects, and continued reduction of expenditures the City hopes to be in compliance by December 2022.

SECTION 20.

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.

And the Director of Finance is hereby authorized to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefore, approved by the board or officers authorized by law to approve the same, or an ordinance or resolution of council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or Ordinance. Provided further that the appropriations for contingencies can only be expended upon appeal or two-thirds vote of Council for items of expense constituting a legal obligation against the city, and for purposes other than those covered by other specific appropriations herein made.

Passed _____

Approved:

Charles Letner, Mayor

Attest:

Kimberly Duncan,
Clerk of Council

CERTIFICATE

Section 5705.39, R.C. – “No appropriation measure shall become effective until the county auditor files with the appropriation authority.....a certificate that the total appropriations from each fund taken together with all other outstanding appropriations, do not exceed such official estimate or amended official estimate. When the appropriation does not exceed such official estimate, the county auditor shall give such certificate forthwith upon receiving from the appropriating authority a certified copy of the appropriation measure.....”

The State of Ohio Montgomery County, ss.

I Michelle Brandt, Director of Finance of the City of Brookville in said County, and in whose custody the Files, Journals, and Records are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Annual Appropriation Resolution is taken and copied from the original Resolution now on file with said City, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

Witness my signature, this _____ day of _____ 2020.

Director of Finance of the City of
Brookville, Montgomery County,
Ohio

CERTIFICATE OF POSTING

The undersigned, Clerk of Council of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 20-28 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 _____ 2021 both days inclusive.

Kimberly Duncan
Clerk of Council

No.

RESOLUTION NO. 20-29

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>
General Fund	Decrease	\$ 100,000.00
FEMA Fund	Increase	\$ 50,000.00
Water Fund	Increase	\$ 55,000.00
Refuse Fund	Increase	\$ 15,000.00

SECTION II: That the following advance with an expected repayment date on or before November 18, 2021 is approved:

<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
\$ 50,000.00	A01-07A2-2720	B16-J100-1921

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

<u>AMOUNT</u>	<u>LINE ITEM</u>	<u>FUND</u>
\$ 1,591.00	B16-09A2-2340	FEMA Fund
\$20,000.00	B16-09A2-2390	FEMA Fund
\$ 2,850.00	B16-09A2-2720	FEMA Fund
\$ 600.00	B13-07F3-2392	Law Enforcement Fund

SECTION IV: That the following transfers are approved:

<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
\$ 1,500.00	A01-01A1-2110	A01-01A1-2420
\$ 50,000.00	A01-07A2-2712	A01-07A2-2720
\$ 18,168.75	A01-07A2-2717	B16-J100-1910
\$ 33,045.30	B16-09A1-2719	A01-J100-1910

\$ 7,267.40	B16-09A1-2719	B01-J100-1910
\$ 1,260.10	B16-09A1-2719	B04-J100-1910
\$ 2,539.90	B16-09A1-2719	E01-J100-1910
\$ 3,024.28	B16-09A1-2719	E02-J100-1910
\$ 252.02	B16-09A1-2719	E10-J100-1910

SECTION V: 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. 20-29 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. 20-29 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