



REGULAR COUNCIL MEETING
Tuesday, January 15, 2019, 7:30 PM
CITY HALL
301 SYCAMORE STREET, BROOKVILLE, OHIO 45309
(937) 833-2135
www.brookvilleohio.com

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 the January 2, 2019 Regular Meeting Minutes
- IV. Cindy Tietge, Brookville Historical Society**
- V. Reports of Municipal Officers**
 - a. City Manager
 - b. Finance Director
 - c. Fire Chief
 - d. Police Chief
 - e. Law Director
 - f. Mayor David Seagraves



VI. Old Business

- a. Third reading of Ordinance No. 2018-15 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 3, Section 931.20 (a) fixing the rates and charges to all water customers in the City of Brookville, Ohio."
- b. Third reading of Ordinance 2018-16 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 3, Section 935.14 (c)(1) fixing the rates and charges to all sewer customers in the City of Brookville, Ohio."
- c. Third reading of Ordinance 2018-17 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 5, Section 957.06 (a) and adding Section 957.06 (e) fixing the rates and charges to all refuse customers in the City of Brookville, Ohio."

VII. New Business

- a. First reading of proposed Resolution No. 19-01 entitled, "A Resolution authorizing the City Manager to dispose of surplus property at a public auction, private sale, or by internet auction."
- b. First reading of proposed Resolution No. 19-02 entitled, "A Resolution adopting the City of Brookville's credit card policy and procedures, and declaring it an emergency."

VIII. Reports of Boards and Commissions

- a. Anne Kirklin, Park Board Liaison
- b. Curt Schreier, Planning Commission

IX. Public Comments (5 minutes per speaker)

X. Executive Session

- a. Per ORC 121.22 (G)(1) to consider the compensation of a public employee.
- b. Executive Session per ORC 121.22 (G)(6) for details relative to the security arrangements for a public body or public office.

XI. 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.

Mayor David Seagraves • Vice Mayor Chuck Letner
Council Members: JD Fowler • Anne Kirklin • Curt Schreier • Kim Wilder • James Zimmerlin

Brookville City Council
Regular Meeting
January 2, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on January 2, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Kirklin, Letner, Schreier, Wilder and Zimmerlin; Fire Chief Fletcher, Law Director Stephan, City Manager Burkholder, Finance Director Keaton and Clerk Wheeler were present. Police Chief Jerome was absent.

Roll Call by Clerk Wheeler.

Law Director Stephan administered the Oath of Office to newly appointed Council Member, JD Fowler.

Motion by Kirklin, second by Schreier to approve the Agenda as presented. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to approve the Regular Council Meeting Minutes of December 18, 2018 and the Special Meeting Budget Work Session Minutes of December 18, 2018. All yeas, motion carried.

Manager Burkholder reported the final Blue Ribbon Project report was received by the MPA students from Wright State University. He informed the report has been forward to Council Members and Staff recommends moving forward with establishing the committee.

Manager Burkholder informed he attended the fire pump test at the NorthBrook Industrial Park and the test was an overwhelming success. He informed Fire Chief Fletcher will cover the test in more details during his report tonight.

Manager Burkholder informed the Clay Township fire levy will expire at the end of 2019, collected in 2020. He informed Staff will begin meeting with both Clay and Perry Townships to discuss the renewal of our fire contracts since both contracts expire at the end of 2019.

Finance Director Keaton presented the December 31, 2018 Fund Balance.

Motion by Kirklin, second by Zimmerlin to approve the December 31, 2018 Fund Balance as presented. All yeas, motion carried.

Finance Director Keaton requested Council approval for the City's Membership with the Miami Valley Regional Planning Commission (MVRPC) for 2019, and to appoint Mayor Seagraves as Member and Manager Burkholder as Alternate to the MVRPC Board; and Manager Burkholder as Member and Mayor Seagraves as Alternate to the Technical Advisory Committee for 2019. She informed the dues are \$2,706.64 and are based on the 2010 census population figures and are computed at forty-six cents per capita. She provided Council a copy of the 2017 Benefits Report for the City of Brookville and the report shows Brookville received a \$19,183 or 609% return on investment.

Motion by Kirklin, second by Schreier to approve membership with the MVRPC for 2019, and to appoint Mayor Seagraves as Member and Manager Burkholder as Alternate to the MVRPC Board; and Manager Burkholder as Member and Mayor Seagraves as Alternate to the Technical Advisory Committee for 2019. Motion carried with 6 yeas and 1 abstention. Mayor Seagraves abstained.

Fire Chief Fletcher presented the December Operations Report.

Fire Chief Fletcher presented a Power Point Presentation on water flow and the recent pump test at the new water tower in the NorthBrook Industrial Park. Copy of presentation attached to Meeting Minutes.

Mayor Seagraves stated Police Chief Jerome is absent but did provide a report.

Law Director Stephan had no report.

Mayor Seagraves reminded his Annual Prayer Breakfast is scheduled for Thursday, January 10, 2019 at 7:30 a.m. at K's Restaurant. He stated everyone is welcome to attend.

In Old Business,

Motion by Kirklin, second by Zimmerlin to read proposed Ordinance No. 2018-15. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to accept the second reading of Ordinance No. 2018-15 entitled, "AN ORDINANCE AMENDING THE CODE OF ORDINANCES PART 9, TITLE 3 SECTION 931.20(A) FIXING THE RATES AND CHARGES TO ALL WATER CUSTOMERS IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Motion by Schreier, second by Zimmerin to read proposed Ordinance No. 2018-16. All yeas, motion carried.

Motion by Schreier, second by Fowler to accept the second reading of Ordinance No. 2018-16 entitled, "AN ORDINANCE AMENDING THE CODE OF ORDINANCES PART 9, TITLE 3, SECTION 935.14(C)(1) FIXING THE RATES AND CHARGES TO ALL SEWER CUSTOMERS IN THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to read proposed Ordinance No. 2018-17. All yeas, motion carried.

Motion by Kirklin, second by Zimmerlin to accept the third reading of Ordinance No. 2018-17 entitled, "AN ORDINANCE AMENDING THE CODE OF ORDINANCE PART 9, TITLE 5, SECTION 957.06(A) AND ADDING SECTION 957.06(E) FIXING THE RATES AND CHARGES TO ALL REFUSE CUSTOMERS SERVICED BY THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

In New Business,

Motion by Zimmerlin, second by Schreier to read proposed Ordinance No. 2019-01. All yeas, motion carried.

Member Schreier asked if this Ordinance is something done every year?

Mayor Seagraves informed yes.

Motion by Schreier, second by Kirklin to accept the first reading, dispense with the second and third reading and adopt Ordinance No. 2019-01 entitled, "AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Member Kirklin, Park Board Liaison, reported there are new updates for Park Board since there has not been a Park Board Meeting since the last Council Meeting. She informed the next Park Board Meeting is scheduled for Tuesday, January 8, 2019 at 7:30 p.m.

Member Schreier, Planning Commission Member, informed the next Planning Commission Meeting is scheduled for Thursday, January 17, 2019.

Mayor Seagraves thanked audience members for attending tonight's Meeting.

Bonnie Cordes, President of the Brookville Park Board, stated apparently there has recently been a change in communication between Park Board and City Staff. She stated she used to have direct communication with City Staff, but now she has to go through the Council Liaison. She asked when and why that came about?

Mayor Seagraves informed both liaisons for Park Board and Planning Commission would like to be the point of contact for Council and Council has identified them as the Liaisons. He recommended Ms. Cordes direct her questions or concerns to the Park Board Liaison instead of City Staff. He stated Council Liaison Kirklin is the Park Board's direct contact.

Ms. Cordes stated no one told her about the change.

Member Zimmerlin informed at the Council Retreat the idea was discussed of having the Council Liaisons for the various boards be the point of contact and then the Liaisons would also be able to report back to Council Members and keep everyone updated.

Mayor Seagraves stated this new process will help improve communication and limit how many people are involved.

Member Kirklin apologized the change was not made more clear. She stated she thought when they had recently met, she mentioned that she would be Park Board's main contact. She informed the purpose of this is to ensure we do not have multiple resources working on the same thing.

Ms. Cordes asked why Park Board was asked to remove the Christmas decorations from the Leiber Center two days after the event? She stated a lot of time and effort went into putting those decorations up and only having them up for two days after the event did not make a lot of sense to her. She stated she heard there was a complaint, but a lot of work went into decorating and she wondered why it had to be removed?

Mayor Seagraves explained regardless of the holidays, the shelters are rented out daily no matter the holiday and the people who rented it questioned why the Christmas decorations were still up.

Manager Burkholder informed the people who had rented the shelter wanted to decorate it their own way for an engagement party. He stated there was a complaint received from people who had rented the facility and wanted to decorate and did not want Christmas decorations up. He stated Staff was under the impression the decorations were going to be removed after the Christmas in the Park Event.

Ms. Cordes asked if next year something could be printed on the park permit that states the Leiber Center will be decorated for Christmas the entire month of December?

Mayor Seagraves stated that will have to be looked into and reviewed by the Law Director to make sure the City is following proper protocol. He stated once determined, an answer will be given back to Park Board.

Ms. Cordes stated the Event will not happen next year, if the decorations have to be removed after the event because too much work goes into decorating for the event to have to be removed right after the event.

Motion by Kirklin, second by Zimmerlin to enter into Executive Session per ORC 121.22 (G)(3) to conference with the attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment of a public official. All yeas, motion carried.

Motion by Kirklin, second by Schreier to go back into Regular Session. All yeas, motion carried.

Mayor Seagraves informed there are several Board and Commission positions up for renewal for 2019. He informed Council would like to re-appoint Ryan Henderson, Ken Claggett to Planning Commission; Carolyn Haney to Park Board; and Joe Tobias to Records Commission.

Motion by Zimmerlin, second by Kirklin to re-appoint Ryan Henderson and Ken Claggett to a 3-year term on Planning Commission; Carolyn Haney to a 4-year term on Park Board and Joe Tobias to a 1-year term to Records Commission. All yeas, motion carried.

Mayor Seagraves informed there are currently openings on the Board of Zoning and Appeals, Park Board and Civil Service Commission and an advertisement will be published soon for these openings.

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

Meghan Wheeler, Clerk of Council

David Seagraves, Mayor

Facts are stubborn things; and whatever may be our wishes, our inclinations, or the dictates of our passions, they cannot alter the state of facts and evidence: nor is the law less stable than the fact.

– John Adams –

- Attended the Managers Roundtable meeting at Dayton City Hall.
- Scheduling a meeting with Rumpke to discuss concerns regarding level of service. The front office is logging all complaints regarding trash and recycling.
- Replacing a Vertical Loop shaft at the WWTP with an estimated cost of \$10,000.
- Attended the Perry Township Trustee meeting and invited the trustees to a fire contract work session at the new fire house at a date convenient for them.
- Continue to research possible solutions for the Golden Gate pedestrian bridge.
- Held a staff meeting as well as a front office meeting to discuss logging of trash complaints.
- Attended Mayors and Managers dinner in Vandalia with a presentation by Pat Turnbull, Director for the Montgomery County Solid Waste District, on the state of recycling. China has changed its policy to reduce the percentage of contamination they will tolerate in recycled materials. The per ton price for recyclables has dropped from \$115 a ton to \$63 a ton. We as a City will do more to educate our residents on what should and should not go into the recycling bins.
- Continue to refine the supply ordering process for the front office.
- Attended the Mayor's 16 Annual Prayer Breakfast with a great turnout.
- Working on the Safe Routes to School application.
- Attended the Park Board meeting.
- Responded to letter regarding the increase in water and sewer rates.
- City Council Revenue work session scheduled for Tuesday, February 5, 2019 at 6:30 p.m. prior to the regular Council meeting.

Respectfully submitted,

Gary Burkholder

City Manager

gburkholder@brookvilleohio.com

Office: (937) 833-2135

Mayor's Prayer Breakfast



House demolition on
Wolf Creek.



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



Chief Douglas Jerome

djerome@brookvilleohio.com

Council Meeting Agenda January 15, 2019

Reportable Incidents

1/1/2018 – 1/14/2018 = 23

1/1/2019 – 1/14/2019 = 23

Citations

1/1/2018 – 1/14/2018 = 12

1/1/2019 – 1/14/2019 = 16

Traffic Stops

December 2017 – 220

December 2018 – 187

2017 and 2018 Comparisons

Reportable Incidents – (2017) 749 and (2018) 731

Citations – (2017) 509 and (2018) 559

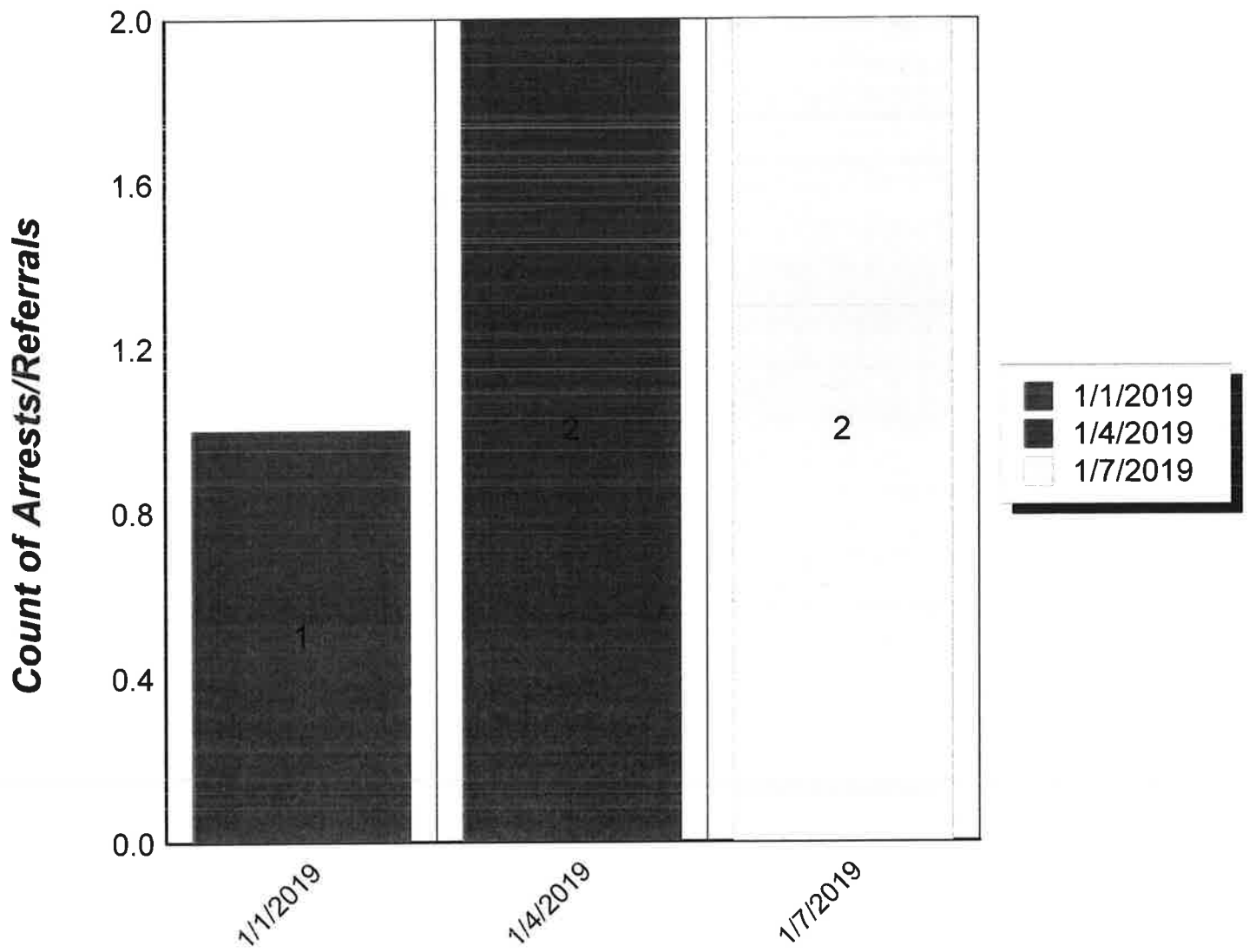
Traffic Stops – (2017) 1,939 and (2018) 2,295

Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
January 01, 2019	1
January 04, 2019	2
January 07, 2019	2
Total Selected = 5	

Brookville Police Department

Arrest Log by Date

Brookville Police Department

Incident Arrest Blotter

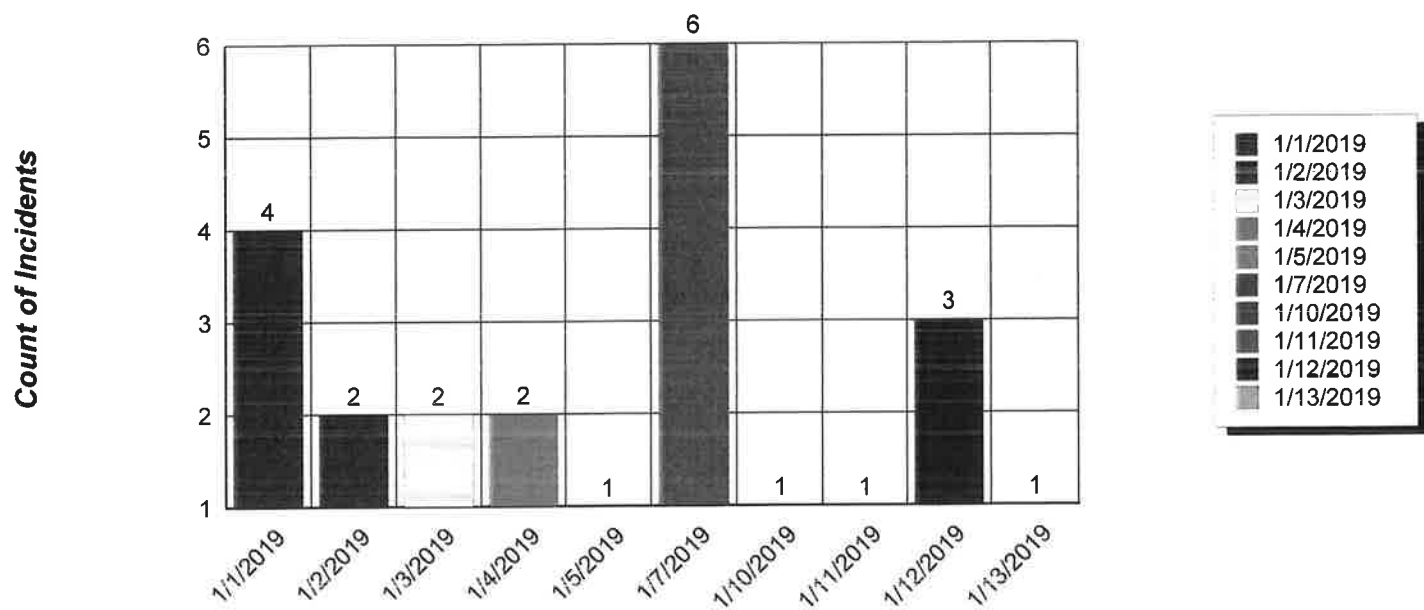
Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
01/01/2019		MATTHEW SHANE CAL	2570 CROSS VILLAGE, MIAMISBURG, OH 45342 35: WARRANT ARREST	2019-00004
01/04/2019		KAREN C. DIDIER	11256 ST RT 185, VERSAILLES, OH 45380 292511: Drug abuse - obtain, possess, use controlled subst 451133A: LANES AND LINES	2019-00010
		SELENA A. TODD	11256 ST RT 185, VERSAILLES, OH 45380 292511: Drug abuse - obtain, possess, use controlled subst 292514C: Drug paraphernalia	2019-00010
01/07/2019		RICHARD D. KOLLING	1825 STEPHENS RD, NEW MADISON, OH 45346 292511C3: Drug abuse - marijuana 292514: Drug paraphernalia	2019-00013
		DANIEL Z. HARDWICK	1805 WINSTON WOODS, DAYTON, OH 45415 35: WARRANT ARREST 33303C: PRIMA FACIE SPEED-ILLEGAL TO EXCEED 451016: FRA SUSPENSION 4510.111: CHILD SUPPORT SUSPENSION	2019-00017
Total Selected = 5				

Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
01/01/2019	Tuesday	4
01/02/2019	Wednesday	2
01/03/2019	Thursday	2
01/04/2019	Friday	2
01/05/2019	Saturday	1
01/07/2019	Monday	6
01/10/2019	Thursday	1
01/11/2019	Friday	1
01/12/2019	Saturday	3
01/13/2019	Sunday	1
Total Selected = 23		

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
January 01, 2019					
2019-00001	137 AMKARA AVENUE BROOKVILLE PD	SIGNAL 5 - B&E	01/01/2019		OPEN CASE
Offenses UCR Offense Description 1 05 291113 - Breaking and entering					
2019-00002	S. WOLF CREEK ST @ MCKINLEY ST BROOKVILLE PD	SIGNAL 26I - PINK SLIP	01/01/2019	01/01/2019	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2019-00003	52 URBAN LANE BROOKVILLE PD	SIGNAL 11 - FRAUD	01/01/2019		OPEN CASE
Offenses UCR Offense Description 1 06 291349A - Taking identity of another					
2019-00004	3600 SHROYER RD BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	01/01/2019	01/01/2019	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					
Total Incidents Reported for Date: 4					
January 02, 2019					
2019-00005	WESTBROOK @ ROCK BROOKVILLE PD	SIGNAL 22 - LIQUOR LAWS	01/02/2019	01/02/2019	ARREST
Offenses UCR Offense Description 2 N/A 33510D - EXPIRED LICENSE PLATE 02 430162B4 - Open container liquor - operator or passenger of v					
2019-00006	625 MARKET STREET BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	01/02/2019	01/07/2019	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
Total Incidents Reported for Date: 2					
January 03, 2019					
2019-00007	1 BLUE PRIDE DRIVE	SIGNAL 26I - INFORMATION REPORT	01/03/2019	01/03/2019	
Informant PS					

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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January 03, 2019

BROOKVILLE PD

EXCEPTIONALLY CLEARED

Offenses UCR Offense Description

1 02 26I - INFORMATION REPORT

2019-00008	S. WOLF CREEK ST @ WESTBROOK RD BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	01/03/2019	01/03/2019	ARREST
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Offenses UCR Offense Description

2 01 292511 - Drug abuse - obtain, possess, use controlled subst
N/A 33720 - MUFFLER REQUIRED

Total Incidents Reported for Date: 2

January 04, 2019

2019-00009	301 SYCAMORE BROOKVILLE PD	SIGNAL 46 - UNRULY JUVENILE	01/04/2019	01/04/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description

1 02 2151022G - Juvenile - unruly

2019-00010	N. WOLF CREEK ST @ GAINES ST. BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	01/04/2019	01/04/2018	ARREST
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Offenses UCR Offense Description

4 01 292511 - Drug abuse - obtain, possess, use controlled subst
01 292511 - Drug abuse - obtain, possess, use controlled subst
02 292514C - Drug paraphernalia
N/A 451133A - LANES AND LINES

Total Incidents Reported for Date: 2

January 05, 2019

2019-00011	408 MAIN ST. BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	01/05/2019	01/05/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description

1 02 26I - INFORMATION REPORT

Total Incidents Reported for Date: 1

January 07, 2019

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
January 07, 2019					
2019-00012	ARLINGTON RD@I-70 E. RAMP BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	01/07/2019	01/07/2019	ARREST
Offenses UCR Offense Description 2 N/A 451021 - FAILURE TO REINSTATE 01 292511C3 - Drug abuse - marijuana					
2019-00013	620 ARLINGTON RD BROOKVILLE PD	SIGNAL 18 - DRUG ABUSE	01/07/2019	01/07/2019	ARREST
Offenses UCR Offense Description 2 01 292511C3 - Drug abuse - marijuana 02 292514 - Drug paraphernalia					
2019-00014	123 MARKET ST APT 3 BROOKVILLE PD	SIGNAL 05 - BURGLARY	01/07/2019		OPEN CASE
Offenses UCR Offense Description 1 05 291112 - Burglary					
2019-00015	80 PARKVIEW DR BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	01/07/2019	01/07/2019	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2019-00016	301 SYCAMORE ST BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	01/07/2019	01/07/2019	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
2019-00017	CARR DR @ ROBERT WRIGHT DR BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	01/07/2019	01/07/2019	ARREST
Offenses UCR Offense Description 4 N/A 35 - WARRANT ARREST N/A 33303C - PRIMA FACIE SPEED-ILLEGAL TO EXCEED N/A 451016 - FRA SUSPENSION N/A 4510.111 - CHILD SUPPORT SUSPENSION					
Total Incidents Reported for Date: 6					

January 10, 2019

2019-00018	3401 GLENNA CT	SIGNAL 26DB- DEAD BODY	01/10/2019	01/10/2019	
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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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January 10, 2019

BROOKVILLE PD

EXCEPTIONALLY CLEARED

Offenses UCR Offense Description
 1 02 26DB - DEAD BODY

Total Incidents Reported for Date: 1

January 11, 2019

2019-00019 1 BLUE PRIDE DRIVE SIGNAL 260 - MENACING' 01/11/2019
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 04 290322 - Menacing

Total Incidents Reported for Date: 1

January 12, 2019

2019-00020 275 CROSSWELL AVE. SIGNAL 35 - WARRANT ARREST 01/12/2019
 BROOKVILLE PD OPEN CASE

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

2019-00021 WALNUT ST @SALEM ST SIGNAL 53A - PROPERTY DAMAGE CRASH 01/12/2019
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 N/A 33134A - FAILURE TO CONTROL - REASONABLE/ORDINARY

2019-00022 403 MARKET STREET #4 SIGNAL 06A - THEFT OF DEBIT CARD 01/12/2019
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 06 291302A - Theft

Total Incidents Reported for Date: 3

January 13, 2019

2019-00023 37 WESTERN AVE SIGNAL 260 - AGG MENACING 01/13/2019
 BROOKVILLE PD OPEN CASE

Offenses UCR Offense Description
 1 04 290321 - Aggravated menacing



Agenda Item

COUNCIL MEETING DATE: January 15, 2019

TYPE OF AGENDA ITEM: Ordinance

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Third reading of Ordinance No. 2018-15 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 3, Section 931.20 (a) fixing the rates and charges to all water customers in the City of Brookville, Ohio."

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2018-15

BEAR GRAPHICS 800-325-8084 FORM NO. 30043

David E. Seagraves, Mayor

WATER FUND

<u>YEAR</u>	<u>REVENUE</u> (transfer excluded)	<u>TRANSFER</u>	<u>EXPENSE</u>	<u>BALANCE</u>	<u>PAID DAYTON</u>	<u>DIFF.</u>
2008	\$942,988	\$0	\$960,834	-\$17,847	\$668,899	\$291,935
2009	\$919,492	\$0	\$932,474	-\$12,982	\$710,106	\$222,368
2010	\$898,154	\$0	\$908,464	-\$10,311	\$675,910	\$232,554
2011	\$955,999	\$0	\$973,229	-\$17,230	\$734,643	\$238,586
2012	\$984,483	\$0	\$1,004,824	-\$20,341	\$778,820	\$226,004
2013	\$985,679	\$0	\$1,019,455	-\$33,776	\$787,705	\$231,750
2014	\$985,866	\$0	\$933,605	\$52,261	\$741,810	\$191,795
2015	\$988,521	\$0	\$945,249	\$43,271	\$756,465	\$188,784
2016	\$1,278,777	\$0	\$1,259,864	\$18,913	\$746,878	\$512,986
2017	\$1,293,251	\$0	\$1,396,835	-\$103,584	\$773,436	\$623,399
2018	\$1,849,206	\$0	\$1,913,962	-\$64,756	\$747,900	\$1,166,061

WATER SALES

		<u>DIFFERENCE</u>		<u>PRINCIPAL</u>	<u>INTEREST</u>
2008	\$912,898			\$26,455	\$12,333
2009	\$915,767	\$2,869	0.3%	\$27,794	\$10,993
2010	\$891,577	-\$24,190	-2.6%	\$29,201	\$9,586
2011	\$942,831	\$51,254	5.7%	\$30,679	\$8,108
2012	\$974,391	\$31,560	3.3%	\$32,232	\$6,555
2013	\$957,550	-\$16,841	-1.7%	\$33,864	\$4,923
2014	\$958,270	\$720	0.1%	\$35,579	\$3,209
2015	\$973,082	\$14,812	1.5%	\$37,380	\$1,408
2016	\$1,006,491	\$33,408	3.4%	\$0	\$0
2017	\$1,004,855	-\$1,636	-0.2%	\$9,729	\$0
2018	\$1,097,520	\$92,665	9.2%	\$9,729	\$0

WATER TAP PERMITS

		<u>DIFFERENCE</u>	
2008	\$25,500		
2009	\$750	-\$24,750	-97.1%
2010	\$3,750	\$3,000	400.0%
2011	\$4,500	\$750	20.0%
2012	\$3,750	-\$750	-16.7%
2013	\$17,250	\$13,500	360.0%
2014	\$12,000	-\$5,250	-30.4%
2015	\$8,250	-\$3,750	-31.3%
2016	\$7,500	-\$750	-9.1%
2017	\$3,000	-\$4,500	-60.0%
2018	\$9,000	\$6,000	200.0%

WATER FUND BUDGET-2016/2017/2018

	<u>2016</u>	<u>2017</u>	<u>2018</u>
City of Dayton-Water	59.3%	55.3%	39.2%
Payroll & Benefits	13.1%	12.3%	10.0%
Debt Service	0.0%	0.7%	0.6%
Operating/Maintenance	5.7%	6.8%	3.7%
Capital Impr.	21.9%	24.9%	46.5%

The City continues to pay the well field charge of \$1.00/1,000 cf that Dayton charges on each account; paid \$18,506 in 2018.

Last Water Rate Increase was with the December 2017 to February 2018 Billing

2018 Figures are through 11/30/18



Agenda Item

COUNCIL MEETING DATE: January 15, 2019

TYPE OF AGENDA ITEM: Ordinance

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Third reading of Ordinance 2018-16 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 3, Section 935.14 (c)(1) fixing the rates and charges to all sewer customers in the City of Brookville, Ohio."

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2018-16

BEAR GRAPHICS 800-325-8094 FORM NO. 30043

Meghan Wheeler, Clerk

SEWER FUND

<u>YEAR</u>	<u>REVENUE</u> (transfer excluded)	<u>TRANSFER</u>	<u>EXPENSE</u>	<u>BALANCE</u>
2008	\$450,447	\$0	\$512,957	(\$62,510)
2009	\$438,629	\$0	\$448,200	(\$9,571)
2010	\$443,191	\$0	\$477,911	(\$34,720)
2011	\$502,758	\$0	\$515,663	(\$12,905)
2012	\$510,630	\$0	\$419,958	\$90,673
2013	\$665,245	\$0	\$721,941	(\$56,696)
2014	\$1,031,060	\$0	\$973,079	\$57,982
2015	\$1,908,239	\$0	\$1,818,669	\$89,570
2016	\$562,598	\$0	\$554,553	\$8,044
2017	\$799,546	\$0	\$744,094	\$55,452
2018	\$757,324	\$0	\$623,961	\$133,362

***2011-\$30,000 Advance from General Fund

SEWER SALES**DEBT SERVICE**

		<u>DIFFERENCE</u>		<u>PRINCIPAL</u>	<u>INTEREST</u>
2008	\$431,285			\$129,686	\$9,630
2009	\$433,870	\$2,586	0.6%	\$133,837	\$5,479
2010	\$423,751	-\$10,119	-2.3%	\$92,405	\$1,100
2011	\$459,453	\$35,702	8.4%	\$47,694	\$0
2012	\$502,875	\$43,422	9.5%	\$45,194	\$0
2013	\$502,130	-\$745	-0.1%	\$59,019	\$0
2014	\$507,874	\$5,744	1.1%	\$82,596	\$1,298
2015	\$524,844	\$16,970	3.3%	\$66,466	\$218
2016	\$555,498	\$30,654	5.8%	\$139,000	\$0
2017	\$563,227	\$7,729	1.4%	\$139,000	\$0
2018	\$610,801	\$47,575	8.4%	\$121,403	\$0

SEWER TAP PERMITS

		<u>DIFFERENCE</u>	
2008	\$18,735		
2009	\$750	-\$17,985	-96.0%
2010	\$14,552	\$13,802	1840.2%
2011	\$7,544	-\$7,008	-48.2%
2012	\$4,500	-\$3,044	-40.3%
2013	\$24,648	\$20,148	447.7%
2014	\$9,250	-\$15,398	-62.5%
2015	\$8,333	-\$917	-9.9%
2016	\$6,990	-\$1,343	-16.1%
2017	\$2,250	-\$4,740	-67.8%
2018	\$7,500	\$5,250	233.3%

SEWER FUND BUDGET-2016/2017/2018

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Payroll & Benefits	34.1%	25.2%	33.1%
Operating/Maintenance	31.5%	22.2%	24.0%
Capital Improvement	9.3%	33.9%	24.9%
Debt Service	25.0%	18.7%	18.0%

Last Sewer Rate Increase was with the December 2017 to February 2018 Billing

2018 Figures are through 11/30/18



Agenda Item

COUNCIL MEETING DATE: January 15, 2019

TYPE OF AGENDA ITEM: Ordinance

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Third reading of Ordinance 2018-17 entitled, "An Ordinance amending the Code of Ordinances Part 9, Title 5, Section 957.06 (a) and adding Section 957.06 (e) fixing the rates and charges to all refuse customers in the City of Brookville, Ohio."

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. 2018-17

RECORD OF ORDINANCES

BEAR GRAPHICS 800-325-6094 FORM NO. 30043

Ordinance No. 2018-17 Passed _____, 20____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES PART 9, TITLE 5, SECTION 957.06(a) AND ADDING SECTION 957.06(e) FIXING THE RATES AND CHARGES TO ALL REFUSE CUSTOMERS SERVICED BY THE CITY OF BROOKVILLE, OHIO.

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

SECTION I: Section 957.06(a) of the Code of Ordinances is hereby amended to read as follows:

- (a) The following shall be the quarterly rates charged by the City of Brookville for trash and garbage collection and shall be based upon the number of collections per week and the amount of trash and garbage collected. The following rate schedule shall apply effective with the March 2019 billing for refuse collection for December 2018 through February 2019.

CLASS I: The minimum charge to be paid by each dwelling unit having not more than one cubic yard or less of garbage and trash per week and not more than one stop per week. Rate to be \$45.00 per quarter.

CLASS II: The minimum charge to be paid by each commercial (business, industrial, professional, etc.) place having not more than one cubic yard or less of garbage and trash per week and not more than one stop per week. Rate to be \$59.50 per quarter.

SECTION II: Section 957.06(e) is hereby added.

- (e) The City of Brookville shall provide trash collection of yard wastes including garden residues, leaves, grass clippings, shrubbery and tree limbs less than one-quarter inch in diameter under the basic trash collection fees in 957.06(a). The City of Brookville shall provide tree limb chipping and collection for tree limbs greater than one-quarter inch in diameter but less than four inches in diameter at a minimum charge of \$10.00 for the first ten minutes of chipping service, and \$1.00 for each additional minute of service in excess of ten minutes. Any charges for tree limb chipping and collection by the City shall be invoiced to the property owner; if the invoice remains unpaid for thirty (30) days or more, the charge shall be placed on the utility bill for the property.

SECTION III: This Ordinance shall revoke and rescind all Ordinances, parts of Ordinances, Resolutions, and parts of Resolutions that are in conflict herewith.

SECTION IV: This Ordinance shall take effect thirty (30) days after passage as provided in the Charter of the City of Brookville.

PASSED this _____ day of _____ 2018.

Meghan Wheeler, Clerk

David E. Seagraves, Mayor

REFUSE FUND

<u>YEAR</u>	<u>REVENUE</u> (transfer excluded)	<u>TRANSFER</u>	<u>EXPENSE</u>	<u>BALANCE</u>
2008	\$361,369	\$0	\$347,945	\$13,424
2009	\$368,024	\$0	\$316,297	\$51,727
2010	\$377,571	\$0	\$369,202	\$8,369
2011	\$374,200	\$0	\$374,883	(\$683)
2012	\$377,042	\$0	\$371,578	\$5,464
2013	\$391,296	\$0	\$372,967	\$18,329
2014	\$550,649	\$0	\$530,739	\$19,909
2015	\$396,705	\$0	\$403,326	(\$6,621)
2016	\$412,081	\$0	\$417,695	(\$5,614)
2017	\$419,770	\$0	\$413,256	\$6,515
2018	\$433,136	\$0	\$394,267	\$38,869

REFUSE SALES

2008	\$354,838	
2009	\$361,810	2.0%
2010	\$369,381	2.1%
2011	\$365,115	-1.2%
2012	\$370,718	1.5%
2013	\$383,003	3.3%
2014	\$388,528	1.4%
2015	\$390,414	0.5%
2016	\$404,919	3.7%
2017	\$410,451	1.4%
2018	\$429,726	4.7%

REFUSE FUND BUDGET

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Payroll & Benefits	49.0%	46.8%	9.2%
Tipping/Recycling Fees	33.9%	35.7%	3.6%
Operating & Maintenance	12.6%	13.2%	10.8%
Supplies/Fuel	4.5%	4.3%	0.7%
Rumpke Contract	0.0%	0.0%	75.7%

TIPPING & RECYCLING COSTS

	<u>2016</u>	<u>2017</u>	<u>2018</u>
Tipping Costs	\$88,233	\$91,435	\$9,235
Recycling Costs	\$53,480	\$55,923	\$4,767
Rumpke Contract	\$0	\$0	\$298,489

2018 Figures are through 11/30/18

Agenda Item

COUNCIL MEETING DATE: January 15, 2019

TYPE OF AGENDA ITEM: Resolution

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: First reading of proposed Resolution No. 19-01 entitled, "A Resolution authorizing the City Manager to dispose of surplus property at a public auction, private sale, or by internet auction."

I. BACKGROUND: First reading

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. Res. 19-01

RESOLUTION NO. 19-01

A RESOLUTION AUTHORIZING THE CITY MANAGER TO DISPOSE OF SURPLUS PROPERTY EITHER AT A PUBLIC AUCTION, A PRIVATE SALE, OR BY INTERNET AUCTION.

WHEREAS, the City of Brookville, Ohio has accumulated surplus property; and

WHEREAS, the City of Brookville, Ohio no longer needs these items; and

WHEREAS, it would be uneconomical under the circumstances to maintain these items and would not be in the best interest of the citizens of the City of Brookville, Ohio to keep this equipment under the circumstances;

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

SECTION I: The City Manager is hereby authorized to place all such surplus items for sale at either a public auction, a private sale, or by Internet auction. The sale price to be determined at the sole discretion of the City Manager as well as the method of sale.

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 _____ 2019.

ATTEST:

Meghan Wheeler, Clerk

David E. Seagraves, 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. 19-01, passed by the Council of said City on the _____ day of _____ 2019.

Meghan Wheeler, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio hereby certifies that the foregoing Resolution No. 19-01 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 _____ 2019 to the _____ day of _____ 2019 both days inclusive.

Meghan Wheeler, Clerk



Agenda Item

COUNCIL MEETING DATE: January 15, 2019

TYPE OF AGENDA ITEM: Resolution

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: First reading of proposed Resolution No. 19-02 entitled, "A Resolution adopting the City of Brookville's credit card policy and procedures, and declaring it an emergency."

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. Res. 19-02

RESOLUTION NO. 19-02

A RESOLUTION ADOPTING THE CITY OF BROOKVILLE'S CREDIT CARD POLICY AND PROCEDURES, AND DECLARING IT AN EMERGENCY.

WHEREAS, pursuant to House Bill 312, on or before November 2, 2018, a legislative authority of a municipal corporation that holds a credit card account shall adopt a written policy for use of the credit card accounts, which shall include and address certain provisions; and

WHEREAS, the City wishes to improve and update its current credit card policies and procedures to help prevent credit card misuse; and

WHEREAS, to safeguard and protect City credit cards from misuse, the City wishes to amend immediately its Credit Card Policy and Procedures to include recommendations from the Ohio Auditor of State's Office and the Ohio General Assembly's mandate, effective November 2, 2018 and codified in Section 717.13(A) of the Ohio Revised Code.

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

SECTION I: The City of Brookville wishes to update and improve its current Credit Card Policy and Procedures to help prevent credit card misuse.

SECTION II: The City of Brookville's Credit Card Policy and Procedures, be, and the same is hereby amended and incorporated herein as if fully rewritten to read as the document attached hereto as Exhibit "A."

SECTION III: If a provision of this Resolution is or becomes illegal, invalid, or unenforceable, that shall not affect the validity or enforceability of any other provision of this Resolution.

SECTION IV: This Resolution is declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, or welfare, and necessary for the further reason to timely implement Ohio Revised Code Section 717.31(A) and to immediately establish recommended safeguards to protect City credit cards from misuse.

PASSED this _____ day of _____ 2019.

ATTEST:

Meghan Wheeler, Clerk

David E. Seagraves, 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. 19-02 passed by the Council of said City on the _____ day of _____ 2019.

Meghan Wheeler, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio hereby certifies that the foregoing Resolution No. 19-02 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 _____ 2019 to the _____ day of _____ 2019, both days inclusive.

Meghan Wheeler, Clerk