



REGULAR COUNCIL MEETING
Tuesday, February 19, 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 February 5, 2019 Regular Meeting Minutes
- b. Approval of the February 5, 2019 Special Budget Work Session Meeting Minutes

IV. Brent Ball - Rumpke Representative

V. Police Officer of the Year Presentation

VI. Reports of Municipal Officers

- a. City Manager
- b. Finance Director
- c. Fire Chief
- d. Police Chief
- e. Law Director
 - 1. Liquor Permit-Giant Dayton 801 Arlington Road
- f. Mayor David Seagraves



VII. Old Business

- a. Third 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. Discussion on pedestrian bridge at Golden Gate Park

VIII. New Business

- a. First reading of proposed Resolution No. 2019-04 entitled, "An Resolution authorizing the City Manager to apply for Safe Routes to School Funding, and declaring it an emergency."

IX. Reports of Boards and Commissions

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

X. Public Comments (5 minutes per speaker)

XI. Executive Session

- a. Per ORC 121.22 (G)(1) to consider the appointment and compensation of a public Official and/or employee.
- b. Per ORC 121.22 (G)(8) to consider the confidential information of an applicant for Economic Development.

XII. Appointments to Park Board and Board of Zoning and Appeals

XIII. 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
February 5, 2019

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on February 5, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Fowler, Kirklin, Letner, Schreier, Wilder and Zimmerlin; Police Chief Jerome, Law Director Stephan, City Manager Burkholder, Finance Director Keaton and Clerk Wheeler were present. Fire Chief Fletcher was absent.

Roll Call by Clerk Wheeler.

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

Motion by Zimmerlin, second by Kirklin to approve the Regular Council Meeting Minutes of January 15, 2019. All yeas, motion carried.

Cindy Tietge, of the Brookville Historical Society, thanked Council for all of their support. She presented Council with their updated 2018 expenses. She stated in the past the City has given \$7,500 to the Historical Society. She stated she is making a passionate plea for \$7,500 again this year. She informed they haven't had to make a major repair in the last few years, but they do have more expenses than revenues. She stated they are not spending their money lavishly. Ms. Tietge stated if she cannot afford to pay for the buildings, they will be lost and Brookville will lose its history.

Motion by Schreier, second by Kirklin to approve a \$7,500 grant to the Brookville Historical Society's operating expenses for 2019. All yeas, motion carried.

Member Letner reminded the City has also been helping with mowing and snow removal.

Mayor Seagraves wished the Historical Society the best of luck and thanked them for all they do.

Ms. Tietge thanked Council Members for their help.

Heather Barr, President of the the Brookville Baseball Club (BBC), thanked Council and Staff for their support over the last year. She requested Council approval to hold their Opening Day Parade on May 4, 2019 at 10:00 a.m.

Mayor Seagraves asked if the Police or Fire Chiefs have any questions or concerns?

Police Chief Jerome stated he and Chief Fletcher have already reviewed and signed off on the Event Form.

Motion by Kirklin, second by Zimmerlin to approve the Brookville Baseball Club's Opening Day Parade on May 4, 2019 at 10:00 a.m. with approved route as provided on Event Form. All yeas, motion carried.

Ms. Barr provided a copy of the BBC's 2018 Financial Statement and informed she will provided Park Board with the information as well at the next Park Board Meeting.

Manager Burkholder reported for 2019, the Service Department has incurred 355 hours in overtime associated with snow and ice removal. He informed in 2018, the City had 18 water main line breaks and three so far in 2019. He stated these events add to expenses of the budget.

Manager Burkholder informed a meeting has been scheduled with Rumpke for this coming Friday to discuss service issues. He informed complaints are being logged and since January 1, there have been 76 complaints on trash and recycling plus numerous complaints this past week associated with the extreme cold weather. He informed during the cold weather, Rumpke experienced a number of issues with problems of their trucks breaking down, but we were promised they would have all the missed stops picked up by Saturday and they were not. He informed the reason complaints are being logged is to give feedback to Rumpke. He informed they have experienced issues with a high turn around of drivers. He stated Friday will be a stern meeting with Rumpke and he will report back to Council how the Meeting goes because Rumpke has to increase their level of service. He stated we did have three City workers happy to not be on the trash truck this past week during the extreme temperatures. He informed overall those three Service Employees are happy to be learning new jobs throughout the Service Department.

Member Zimmerlin asked if there are any monetary provisions in our contract with Rumpke?

Manager Burkholder informed there are provisions in the Agreement and Law Director Stephan is reviewing those provisions.

Member Kirklin stated there will always be issues or things that cannot be predicted. She stated communication is the key though and if there are homes that are missed by Rumpke then they should let the City offices know. She stated the City Offices should receive communication from Rumpke before a complaint is ever called in by a citizen.

Manager Burkholder stated the front office communicates to Rumpke immediately when notified of a missed stop, but the problem seems to be on the communication on Rumpke's part and overall Rumpke needs to be more timely.

Member Kirklin stated if Rumpke has a mechanical failure, shortage of staff or high volume due to a holiday then should get that information to us. She stated communication from us to Rumpke is happening, but from them to us is not. She stated we need to figure out a solution to the problem that is more proactive.

Manager Burkholder stated if issues are known because of weather issues etc. the information could be posted on the City's website or Facebook.

Member Zimmerlin stated for only being with Rumpke over a year, there seems to have been a number of issues and complaints. He stated personally he has had four in the last two months and know the residents must be frustrated too. He stated he knows the City saved money by switching to Rumpke, which was a good decision, but when looking at levies for the future, this is the type of stuff the residents see everyday and we have to get this straightened out. He stated the City can't ask residents for more money when they have bad service. He stated we have to get this under control. He suggested if there is going to be a several day delay, than we need a contingency plan for our truck to go out and then bill Rumpke for our guys work.

Manager Burkholder suggested if we have to go out and pick up trash we could keep a log of those incidents and the amount of time it takes us, in order to try to receive some sort of reimbursement from Rumpke.

Member Letner asked if the Rumpke drivers stop into the City Office each day to give an update?

Manager Burkholder informed sometimes they do and sometimes they do not, which is part of the problem. He informed when we did our own trash, we still received complaints periodically, not very often though. He reminded Brookville has had Rumpke for recycling for almost 15 years. He informed we previously had the same recycling driver for several years and she knew the route and knew Brookville and there was consistency and unfortunately now they seem to be

switching their drivers around too frequently. He stated their business model isn't working and he agrees their service level needs to be at a higher level.

Member Zimmerlin stated we need to bridge the gap of those things that will leave a bad taste in resident's mouths.

Member Kirklin stated the issues seem to be getting worse, we've had meeting with them in the past and asked if there can be some type of action plan established?

Manager Burkholder stated absolutely.

Further Rumpke discussion.

Finance Director Keaton presented the January 31, 2019 Fund Balance.

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

Finance Director Keaton requested Council authorization to transfer funds from the General Fund to the following funds as appropriated: \$200,000 into the Street M&R Fund; \$75,000 into the Park Fund; \$80,000 into the Note Retirement Fund; and \$110,000 into the Bond Retirement Fund.

Motion by Schreier, second by Kirklin to approve the transfer of funds from the General Fund to the following funds as appropriated: \$200,000 into the Street M&R Fund; \$75,000 into the Park Fund; \$80,000 into the Note Retirement Fund; and \$110,000 into the Bond Retirement Fund. All yeas, motion carried.

Finance Director Keaton requested Council approval for the 2019 Brookville City Wide Garage Sales. She provided Council Members with a map and schedule for the 2019 City Wide Garage Sales.

Motion by Kirklin, second by Zimmerlin to approve the 2019 City Wide Garage Sales. All yeas, motion carried.

Finance Director Keaton requested Council dispense with the second and third readings and adopt proposed Resolution No. 19-03, which is the final Resolution for the mil and resurfacing of Wolf Creek Street from Westbrook road to our south corporation limits. She informed this is a Surface Transportation Program or STP Project that was approved last August by City Council and included in our 2019 Budget. She informed ODOT needs a copy of the Resolution and signed contract with payment by March 1, 2019. She informed the Resolution includes a Fiscal Officer's Certificate that states the funds for the project have been lawfully appropriated, and this too needs to be submitted by March 1, 2019.

Motion by Schreier, second by Zimmerlin to read proposed Resolution No. 19-03. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to accept the first reading, dispense with the second and third readings and adopt Resolution No. 19-03 entitled, "A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO THE FINAL AGREEMENT WITH ODOT FOR THE 2019 STP PROJECT AT WOLF CREEK AND DECLARE IT AN EMERGENCY." All yeas, motion carried.

Manager Burkholder informed 70% of the project cost is a federal funding grant and 30% is the City's match.

Fire Captain Hart informed he is filling in for Chief Fletcher tonight.

Fire Captain Hart reported the January Operations Report.

Captain Hart informed the warming center was opened for 54 hours during the extreme cold temperatures last week.

Captain Hart thanked the local citizens and businesses who called into the firehouse during that time period to offer help.

Captain Hart informed the rescue unit currently being repaired should be finished up in approximately the next two weeks and then will be on its way back to Ohio for painting and then should be back in use within the next two months.

Police Chief Jerome reported the Brookville Police Department handled 55 Incidents year-to-date, compared to 52 during this same time last year. Police Chief Jerome reported Citation are up a total of 16 Citations year-to-date, for a total of 55 Citations issued year-to-date. There were 149 traffic stops for January compared to 191 during January 2018.

Police Chief Jerome reported last week we had the lowest overdoses in Montgomery County, but that didn't last long because this week we made the Health Department watch for an anomaly. He informed last Friday we had four overdoses in one car. He described a car from Indiana pulled off the interstate and stopped at Speedway. He reported four medics responded and four medics transported. He informed the Health Department was in today on the situation. He informed on February 3, he was alerted by the Health Department because anytime they get a mass of visits to area hospitals for drug related incidents, they basically know there is a pretty bad batch up of Fentanyl or Heroin on the street. He reported there were 14 drug related visits within a 24 hour period of time to area hospitals. He stated Fentanyl issues are a real problem nation wide. He stated his Department is monitoring our highway area for a reason and making a lot of drug related arrests.

Member Fowler asked how the no parking of semi trucks on the ramps is going?

Police Chief Jerome informed the Police Department is writing tickets and the Ohio State Patrol is helping. He stated we do not have the resources to monitor the area 24/7. He stated he could literally have a car parked there to monitor the situation all day long every day. He stated trucks parking along the ramps is very dangerous, especially at night.

Law Director Stephan informed the McCoy Homes Plat No.1 is before City Council for approval. He informed when McCoy Homes, Inc. acquired the property at 300 East Westbrook Road in April 2018, Montgomery County determined the legal description for the property was inadequate, and required that the legal description be corrected to meet current Montgomery County standards. This subdivision record plan will correct the legal description of the property by establishing a new city lot number for the parcel and designating right of way on Westbrook Rd. He provided Members with a copy of the proposed record plan. Law Director Stephan stated the record plan was approved by Planning Commission at its January Meeting, and it is requested City Council also approve the record plan.

Motion by Kirklin, second by Zimmerlin to approve the McCoy Homes Plat No. 1. for 300 East Westbrook Road. All yeas, motion carried.

Mayor Seagraves thanked the Service Department for their hard work with all of this serious winter weather.

Manager Burkholder informed he forwarded cost estimates on the pedestrian bridge at Golden Gate Park to Council Members. He requested Council review and discuss at the next Meeting.

Mayor Seagraves informed the reason for the urgency on this discussion is because it will take 12-14 weeks to build a bridge like this and the picnic is at the end of July. He asked Members to review the information and plan to discuss at the next Council Meeting.

Mayor Seagraves thanked Finance Director Keaton and Manager Burkholder for their presentation at the Budget Meeting tonight.

In Old Business,

Motion by schreier, second by Kirkin to read proposed Resolution No. 19-01. All yeas, motion carried.

Motion by Kirklin, second by Schreier to accept the second 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." All yeas, motion carried.

There was no New Business.

Member Kirklin, Park Board Liaison, stated there has not been a Park Board since the last Council Meeting. She informed the next Park Board Meeting is scheduled for Tuesday, February 12, 2019.

Member Schreier, Planning Commission Member, informed the last Planning Commission Meeting was Thursday, January 17, 2019. He reported their main business was the approval of the McCoy Homes Plat No 1. He informed Planning Commission Members elected Ryan Henderson as Chairperson and Brent Boose as Vice-Chair for 2019. He informed Members also discussed future parking and lighting ideas for the downtown area.

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

Bruce Garber, of 434 Sycamore Street, stated he has driven by the new water tower and noticed the power nor the electric meter set has been turned on. He asked if the City is waiting on DP&L or if DP&L is waiting on the inspection release? He stated if there is anything he can do to help with DP&L to let him know.

Manager Burkholder informed he will double check and get back to him. He stated at one point, we were waiting on DP&L, but he will check the current status. He reported the electrician has been out there a lot and there has been back and forth with all the inspections. He thanked Mr. Garber for his offer of help. He reminded the tower is operational, but the electric has not been installed and the security fence will be installed in the spring.

Mr. Garber asked if a strobe light is needed on top of the tower?

Manager Burkholder informed because the tower is under the FAA required guidelines of 200 feet, it is not necessary. He informed we did have to have clearance from the FAA prior to building.

Mayor Seagraves stated a strobe light wouldn't be a bad idea, even if it isn't required.

Mr. Garber stated he longs for the old days where he could call the City Office and reach a live person. He stated he feels the current phone system is too complicated and a live person answering helps to keep a small town feel.

Mayor Seagraves stated his point is well taken. He stated over the last few months, the front office has had some health issues, which resulted in people being off and the automated system

has had to be utilized. He stated now, hopefully everyone is back and things can change back to the old way of a live person answering the phone.

Mr. Garber informed Eddie Masingale of Metronet, a fiber company is working with other communities in our area. He stated Mr. Massingale called into the City Offices and left a voicemail for the City Manager's Office and emailed, but never heard a response back. He stated if someone doesn't want to do business with him, he should at least receive a call back and say no thank you.

Manager Burkholder stated he will double check his voicemail.

Mr. Garber stated his son is friends with him and that is how he heard about this.

Adam Blevins, Chamber of Commerce President, stated he and the Chamber appreciate the City being on top of trying to fix or repair the pedestrian bridge at Golden Gate Park. He stated the Chamber would like to help out in any way they can.

Mayor Seagraves stated there will be open discussion at the next Council Meeting on the pedestrian bridge.

Kim Cheatham, of 565 Adrian, asked with the growth of Green Tokai and Payless, does that make up for the loss of the two major businesses from 2015?

Mayor Seagraves not sure we have had a chance to fully recoup those numbers.

Member Zimmerlin stated he has asked a similar question.

Finance Director Keaton stated the employees at Green Tokai and Payless are probably not paid as well as those of Parker Hanifan or 3M that left in 2015. She stated she can try to gather the information for an answer.

Ms. Cheatham asked if the City has been reimbursed for the Theatre improvements? If so where does that money go?

Mayor Seagraves informed the Community Theatre Board will be paying \$500 per show back to the City.

Ms. Cheatham asked when doing the budget, where does the money go?

Finance Director Keaton informed back into the General Fund, where it came from.

Cheatham asked when property is sold, where does that money go. She stated there has to be extra money coming in from these type of situations.

Manager Burkholder explained when we sold the trash truck last year, the funds received were put back into the Capital Fund, where the funds came from initially.

Ms. Cheatham stated it needs to be explained when there is extra money coming in.

Member Zimmerlin at the Council Meeting when the water tower was approved, the Council Minutes of that Meeting have some of the specific numbers listed.

Ms. Cheatham stated Council Members should know those numbers to be able to respond when asked and not just tell a resident to look back through Council Minutes.

Mayor Seagraves thanked Ms. Cheatham for attending tonight's Budget Work Session. He stated he appreciates her taking the time to come.

Motion by Kirklin, second by Schreier to enter into Executive Session per ORC 121.22 (G)(1) to consider the appointment and compensation of a public employee. All yeas, motion carried.

Motion by Fowler, second by Kirklin to enter into Executive Session per ORC 121.22 (G)(6) for details relative to the security arrangements for a public body or public office. All yeas, motion carried.

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

Mayor Seagraves stated he would like Council opinion on the phone system. He stated he personally likes the personal touch of a live person answering the phone and not an automated system that says press 1 etc. He stated he understands things happen and the Staff and busy but, it would be nice to have someone answering the phone as much as possible.

Member Letner stated maybe if the demand is there then have the automated system on, but if not then turn it off. He stated if there are four people up front then there should be times when someone can actually answer the phone.

Member Kirklin suggested designated specific times for certain people to be responsible for answering the phones. She agreed when staffing is short, the automated system makes sense.

Mayor Seagraves stated the phones is a small, personal touch that could make a difference when asking residents to support a levy. He stated he personally does not like having to hit a button, he wants a person when he calls in.

Member Fowler suggested adding if you know your party's extension or dialing a zero for the operator. He stated a simple recording could be helpful in fielding calls so that whoever is answering the phone isn't constantly transferring calls to other people, which helps efficiency.

Mayor Seagraves stated that might be ok.

Member Kirklin stated if the capacity is there, then turn off the automated system.

Member Letner stated he doesn't know anyone's extension.

Member Fowler stated but certain people who do know Staff's extension might prefer to just dial a direct extension.

Manager Burkholder stated the Zoning Officer receives a lot of calls and the phone system gets people directly to him without having to hold or be transferred, which cuts down on time for the Staff and the person on hold.

Manager Burkholder stated changes can be made to the system. He will look into the various options. He stated there are a lot of times when all four are on the phone especially during utility payments being due.

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

Meghan Wheeler, Clerk of Council

David Seagraves, Mayor

Brookville City Council
Special Meeting - Budget Work Session
February 5, 2019

The Special Meeting for a Budget Work Session of the Brookville City Council was called to order by Mayor Seagraves at 6:30 p.m. on February 5, 2019 in the Brookville Council Chambers. The Pledge of Allegiance was recited. Members Fowler, Kirklin, Letner, Schreier, Wilder and Zimmerlin; City Manager Burkholder, Law Director Stephan, Finance Director Keaton, and Clerk Wheeler were present. Police Chief Jerome and Fire Chief Fletcher were absent.

Roll Call by Clerk Wheeler.

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

Mayor Seagraves stated a lot of information will be presented to Council tonight. He stated this information is for review only right now, Council and think on it and discuss again at future meeting.

Manager Burkholder thanked everyone for attending tonight's Work Session. He stated one objective Council Members wanted was for Staff to bring some figures for various options on revenue. He informed Finance Director Keaton has put together some information as Council previously requested on revenue options and if anyone has any questions to please ask.

Finance Director Keaton provided Council with a packet of information including the Moody's report, which assigned an A1 rating for our 2016 GO Bonds for the new fire station; revenue losses over the last few years including inheritance tax, loss of income tax revenues; credit challenges; an overview of House Bill 5 and how it affects us.

Finance Director Keaton provided a list of options to increase our revenue stream:

1. Property tax levies - requires vote by citizens. She provided a spreadsheet of our current value, millage from .25 to 10.00 and what that would generate. Examples would be Police, Fire and EMS, Streets, or Parks.
2. Increase Income Tax rate - requires vote by citizens. She informed increasing the Income Tax rate .25% would result in an additional \$426,489.
3. Income Tax Credit Reduction - can be voted on by Council. She informed the City of Vandalia is still gathering figures for us on an income tax credit reduction and she should have this information by the next Council Meeting.

Finance Director Keaton provided Council with a copy of a Levy Process Quick Reference Guide from the County Auditor. She recommended beginning the process a few months before the filing deadline to allow enough time to hold two Council Meetings. She informed local issues for the November 5 General Election must be certified to or filed with the Board of Elections by 4:00 p.m. on August 7, 2019.

Mayor Seagraves advised if when reviewing over the material, if Council has any questions, not to hesitate contacting the City Manager or Finance Director.

Member Schreier asked since the carry forward for businesses didn't start until 2017 and they have up to five years to start, does that mean we could have two more years before we know what the impact really is?

Finance Director Keaton informed there is also a phase in approach, so for 2017 they could only do 50% and then it gradually increases until they can do the entire loss. She informed she is awaiting information from Vandalia on our 10 ten businesses, but they have all asked for extensions and because everyone is on different fiscal years, it can be a challenge.

Further discussion on net operating losses.

Member Kirklin stated that in looking over the list Finance Director Keaton provided of other municipalities and their Income Tax and levies, it seems most communities have some type of additional levies, credit reduction or bonds in place.

Finance Director Keaton stated there seems to be a big push right now because the state has taken away so much revenue from municipalities that they are having to look at other funding sources and a lot are going with income tax credit reductions.

Mayor Seagraves stated Council needs a plan to approach the citizens. He stated Council needs to be looking for ideas of the best way possible to help the citizens understand the financial process for Brookville because just looking at the numbers and reports can be very confusing. He stated most people do not understand the Water and Sewer Funds are completely separate funds and have to maintain themselves.

Member Schreier stated it needs to be determined what is required, what is the carryover, what is the needed capital expenses to expect and a list of priorities. He stated he thinks if the carryover is good, people will think we do not need the money and if the carryover starts to get depleted then people may start to understand we need additional funds.

Mayor Seagraves asked the minimum amount the City has to maintain in a carryover amount?

Finance Director Keaton advised 3 months, but she would prefer 6 months. She stated we have debt that has to be covered and transfers out of the General Fund continue to get larger.

Member Kirklin stated the City works hard to keep the carryover in check and there are things not done to try to keep the carryover there. She stated the list of needs needs to be prioritize and then determined what did we need last year that we didn't do just to keep the carryover balance. She stated we can continue to not make improvements the City needs just to maintain a carryover balance, but that's not the correct answer because then we will just end up with even larger expenses.

Mayor Seagraves stated there will also always be unexpected expenses. He reminded the last few weeks of winter weather have caused excessive hours of overtime and it's those unexpected expenses that we have to ask, where does that money come from. He informed he can remember several years ago when the carryover balance was down to \$600,000, which was a bad situation. He stated he does not want to see that happen again. Mayor Seagraves stated expenditures continue to grow, but the revenue does not and we cannot kick the can, we are at a cross roads and need to make decision. He stated Council must go to the community. He stated maybe a levy isn't the best idea this year, but if people could truly understand what is going on and the need, then maybe next year would be better.

Member Fowler what are we doing to attract new businesses?

Member Schreier stated we have been working to improve our infrastructure.

Mayor Seagraves informed Zoning Officer Snedeker, Law Director Stephan and City Manager Burkholder actively work on Economic Development. He reminded the City had to build the new water tower in order to keep Payless. He stated now we can sustain and grow the Industrial Park.

Member Schreier informed the City now has a developed process to handle Site Seekers and with Site Seekers, we have to be able to provide information incredibly quick or we will lose out.

Manager Burkholder informed Zoning Officer Snedeker has Site Seekers requesting information all of the time. He stated Brookville also has close relationships with the Montgomery County Economic Development Department, Jobs Ohio, the Dayton Development Coalition and Business First. All of these relationships are a big help when working on Economic Development for new businesses as well as helping to grow our existing businesses because a lot of jobs are also created by business retention and expansion. He stated we have seen a positive growth of Payless and Green Tokai has also had an increase of employees over the last few years. He stated one of the biggest challenges is work force and work force development and with the current economy everyone is competing for work force. He stated the City is also working with Jobs Ohio to help our local businesses find employees. He described our infrastructure pieces are really falling into place.

Mayor Seagraves stated some challenges are just out of our hands, for example, hourly pay or businesses retaining employees in a very competitive market.

Member Schreier stated the timeline of August as a deadline to have anything prepared to go on the ballot seems too soon. He suggested taking this year to communicate to citizens and utilizing the Blue Ribbon Committee to help share information. He stated the City seems to have enough carryover as a reserve for this year.

Member Zimmerlin asked if any transfers are made from the General Fund to the Water or Sewer Funds?

Finance Director Keaton advised no, she phased that out in the early 1990's because the Water and Sewer Funds are to sustain themselves.

Mayor Seagraves stated for many years in the past, Dayton would pass on a rate increase to the City of Brookville and the City did not pass it on to the citizens. He stated we have no control over the rates Dayton passes onto us and now, we need to give ourselves time to communicate this type of information to residents.

Member Schreier stated it is natural that rates will increase from Dayton and we need to pass that onto the residents with smaller maybe annual rate increases in order to keep increases small and not have large increases all at once.

Manager Burkholder informed along with rate increases from Dayton, we have to take into account inflation, increasing wages and benefits, electrical costs and cost of chemicals and then roll into capital improvements. He reminded Finance Director Keaton has provided Council with a copy of the Moody Report dated January 10, 2019, which is the annual comment on Brookville and is an index statistical financial overview of our entire City including our strengths and weaknesses. He informed unfolding retirement pensions is an example of a surprise that can hit a City and if there isn't a reserve to cover the costs, then we could be in trouble. For example, new mandates could come out on how much we have to contribute to our employees retirement accounts, which would be an unforeseen hit and we need to consider how to plan for possible future state mandates.

Manager Burkholder provided Council Member with a Fix Ohio Roads handout. He stated this is another unfortunate indication there is not enough revenue coming in nation wide to fix our roads and bridges, which obviously has a trickle down effect on local governments. He stated the question of where funding comes from for infrastructure is not just in Brookville, but for communities all across Ohio.

Manager Burkholder provided updated cash flow projections from Paul Rennick, CPA from BHM CPA Group. He informed he agrees with Finance Director Keaton on a minimum reserve of three months, but preferably six. He reminded we are not in the full circle of our debt payments and need to be aware of what is coming down the pipes and plan for it.

Manager Burkholder stated communicating our challenges to the public is critical. He informed a lot of the past cushions we have had from the state have been taken away and a lot more burdens are being pushed down to the local governments.

Manager Burkholder advised there are other options to consider in addition to what the Finance Director previously mentioned. He suggested creating a Storm Water Management Fund. He informed expenditures currently come from the Street Fund to fix catch basins but that expense could come out of a Storm Water Management Fund, which would take relief off of the General Fund because major transfers have to come from the General Fund to be made into the Street Fund. He informed a Storm Water Manager Fund would sustain itself.

Mayor Seagraves thanked Manager Burkholder and Finance Director Keaton for the information tonight. He recommended Council review the information provided and plan to have another future discussion.

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

Meghan Wheeler, Clerk

David E. Seagraves, Mayor



Gallery Night at the Brookville Middle and High Schools

- Held meeting with Rumpke officials to discuss service concerns. Presented documentation and photographs of the issues. Sent a recap letter detailing a plan of action to Rumpke. Rumpke officials will attend the February 19th Council meeting to address City Council.
- Issued Hyper-reach alerts regarding the Dayton Water crisis and spoke to the Dayton City Manager, Shelley Dickstein, regarding the issue. The City did not lose pressure during the outage, but issued the boil advisory since we are on the system and at the recommendation of Dayton Water Department officials. Thank you to everyone for your patience and understanding.
- Perry Township Trustees will be discussing the City's fire contract at their March meeting.
- The Golden Gate pedestrian bridge is on the agenda for Council's discussion.
- Recommend City Council hold another revenue work session and consider forming a finance subcommittee.
- ODOT has made application for the 2019 International Partnering Institute (IPI) John L. Martin Partnered Project of the Year Award for the Arlington Road overpass bridge project.
- Attended the Gallery Night at the Brookville middle and high schools.
- Attended active shooter presentation in Trotwood.
- Finalizing the details of the Safe Routes to School application.

Proud and Progressive

- Fielded complaints regarding flooding throughout the City. Forwarded to Council materials regarding a stormwater utility program.
- Presented revenue options to City Council at the revenue work session held prior to the Tuesday, February 5, 2019 regular Council meeting.
- Obtained information on the upcoming U.S. Census.
- Met with sales representative from Metronet regarding fiber network.

Respectfully submitted,

Gary Burkholder

City Manager

gburkholder@brookvilleohio.com

Office: (937) 833-2135

Gallery Night at the Brookville Middle and High Schools



MEMORANDUM

To: Mayor & Council
From: Sonja M. Keaton, Director of Finance
Date: 2/7/19
Subject: Ambulance Transportation Fee-2019

- ▶ Request Council approve the adjustment to the ambulance transportation fees for 2019. The Center for Medicare and Medicaid Services recently released The Ambulance Inflation Factor (AIF) for 2019 and approved a 2.3% rate increase for EMS Services. The rates would change as follows:

	<u>Current</u>	<u>AIF of 2.3%</u>
Mileage	\$ 13.16	\$ 13.67
Basic Life Support (BLS)	\$ 666.19	\$ 681.51
Advanced Life Support 1 (ALS1)	\$ 884.67	\$ 905.02
Advanced Life Support 2 (ALS2)	\$1125.91	\$1151.81



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

Chief Douglas Jerome

djerome@brookvillepoliceohio.com



Council Meeting Agenda February 19, 2019

Reportable Incidents

1/1/2018 – 2/15/2018 = 65

1/1/2019 – 2/15/2019 = 71

Citations

1/1/2018 – 2/15/2018 = 60

1/1/2019 – 2/15/2019 = 70

Traffic Stops

January 2018 – 191

January 2019 – 149

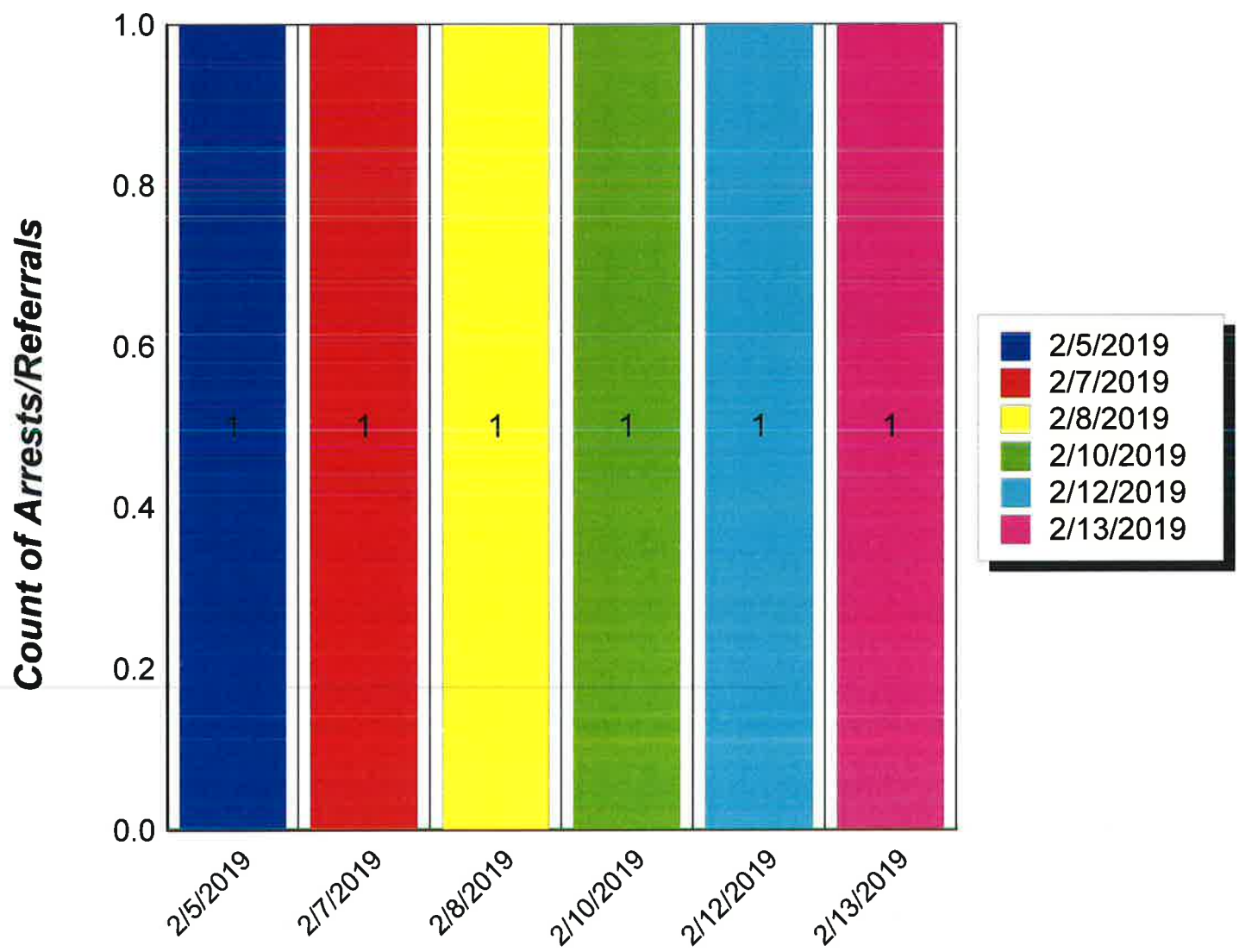
Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
February 05, 2019	1
February 07, 2019	1
February 08, 2019	1
February 10, 2019	1
February 12, 2019	1
February 13, 2019	1
Total Selected = 6	

Selection Filter(s): Date Arrested: 2/5/2019, to: 2/15/2019, Exclude Arrests: No, Exclude Referrals: No

Brookville Police Department

Arrest Log by Date

Brookville Police Department

Incident Arrest Blotter

Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
02/05/2019		STEPHANIE E. CLINE	242 FOOTHILL, BROOKVILLE, OH 45309 35: WARRANT ARREST	2019-00057
02/07/2019		AMY L. KLINE	100 PARKVIEW RM 108, BROOKVILLE, OH 45309 291731: Inducing panic	2019-00060
02/08/2019		JAMES R. BUHI	401 MARKET ST APT 4, BROOKVILLE, OH 45309 35: WARRANT ARREST	2019-00062
02/10/2019		KEVIN M. BRINSON	12258 LITTLE RICHMOND, BROOKVILLE, OH 45309 451119: DUI - ALCOHOL OR DRUGS 451119A8: OVI (.170 and higher by breath) 451139: FAILURE TO SIGNAL	2019-00064
02/12/2019		DUSTIN C. CAYTON	242 FOOTHILL, BROOKVILLE, OH 45309 35: WARRANT ARREST	2019-00066
02/13/2019		KIMBERLY A. FRAZIER	214 PLYMOTH, BROOKVILLE, OH 45309 292113A6: Falsification - notary 292113A6: Falsification - notary 292131: Obstructing official business 292131: Obstructing official business 292131: Obstructing official business	2018-00719

Total Selected = 6*Selection Filter Used: Date Arrested: 2/5/2019, to: 2/15/2019, Exclude Arrests: No, Exclude Referrals: No*

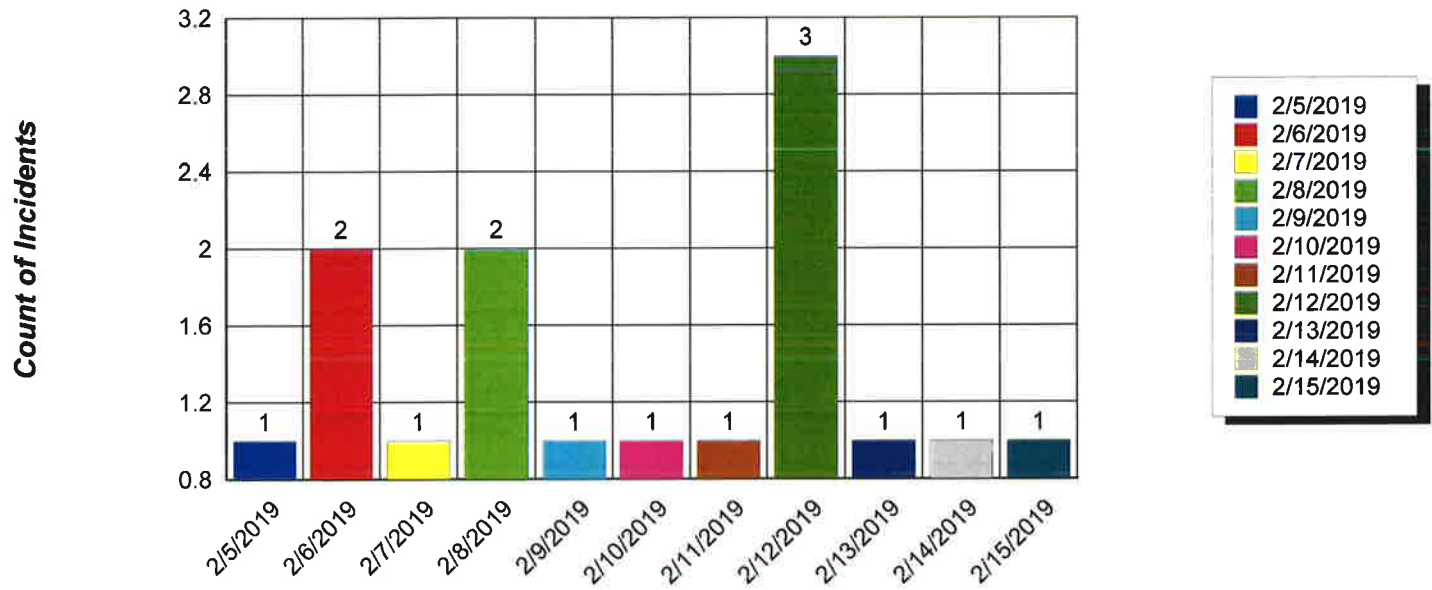
Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
02/05/2019	Tuesday	1
02/06/2019	Wednesday	2
02/07/2019	Thursday	1
02/08/2019	Friday	2
02/09/2019	Saturday	1
02/10/2019	Sunday	1
02/11/2019	Monday	1
02/12/2019	Tuesday	3
02/13/2019	Wednesday	1
02/14/2019	Thursday	1
02/15/2019	Friday	1
Total Selected = 15		

Selection Filter(s): Date Reported: 2/5/2019, to: 2/15/2019

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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February 05, 2019

2019-00057	WESTBROOK AT FLANDERS BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	02/05/2019	02/05/2019	ARREST
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Offenses UCR Offense Description
 1 N/A 35 - WARRANT ARREST

Total Incidents Reported for Date: 1

February 06, 2019

2019-00059	2 BLUE PRIDE DRIVE BROOKVILLE PD	SIGNAL 26I - CRIMINAL TRESPASS	02/06/2019	02/06/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
 1 02 26I - INFORMATION REPORT

2019-00058	3 BLUE PRIDE BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	02/06/2019	02/06/2019	EXCEPTIONALLY CLEARED
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Total Incidents Reported for Date: 2

February 07, 2019

2019-00060	100 PARKVIEW NORTH BROOKVILLE PD	SIGNAL 18HO - HERION OVERDOSE	02/07/2019	02/07/2019	ARREST
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Offenses UCR Offense Description
 2 02 291731 - Inducing panic
 02 292514 - Drug paraphernalia

Total Incidents Reported for Date: 1

February 08, 2019

2019-00061	31 N HILL BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	02/08/2019	02/08/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
 1 02 26I - INFORMATION REPORT

2019-00062	401 MARKET ST #4 BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	02/08/2019	02/08/2019	ARREST
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Offenses UCR Offense Description
 1 N/A 35 - WARRANT ARREST

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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Total Incidents Reported for Date: 2

February 09, 2019

2019-00063	100 ARLINGTON RD BROOKVILLE PD	SIGNAL 53HR - HIT AND RUN CRASH	02/09/2019		OPEN CASE
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Offenses UCR Offense Description
1 N/A 53H&R - HIT & RUN CRASH

Total Incidents Reported for Date: 1

February 10, 2019

2019-00064	ALBERT @ URBAN BROOKVILLE PD	SIGNAL 21 - OVI	02/10/2019	02/10/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
3 02 451119 - DUI - ALCOHOL OR DRUGS
N/A 451119A8 - OVI (.170 and higher by breath)
N/A 451139 - FAILURE TO SIGNAL

Total Incidents Reported for Date: 1

February 11, 2019

2019-00065	WOLF CREEK @ BROOKSIDE BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	02/11/2019	02/11/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description
2 01 451122 - SLOW SPEED
N/A 451120 - Reckless operation on public roadway

Total Incidents Reported for Date: 1

February 12, 2019

2019-00066	242 FOOTHILL DR BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	02/12/2019	02/12/2019	ARREST
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Offenses UCR Offense Description
1 N/A 35 - WARRANT ARREST

2019-00067	775 E UPPER LEWISBURG SALEM RD BROOKVILLE PD	SIGNAL 20 - DOMESTIC VIOLENCE	02/12/2019	02/13/2019	EXCEPTIONALLY CLEARED
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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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February 12, 2019

Offenses UCR Offense Description

1 02 291925 - Domestic violence

2019-00068	105 RIDGE RD #33 BROOKVILLE PD	SIGNAL 46 - UNRULY JUVENILE	02/12/2019	02/12/2019	ARREST
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Offenses UCR Offense Description

1 02 2151022A - Juvenile - incorrigible, habitually disobedient

Total Incidents Reported for Date: 3

February 13, 2019

2019-00069	ARLINGTON RD @ IR70 BROOKVILLE PD	SIGNAL 55- TRAFFIC STOP	02/13/2019	02/13/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description

2 N/A 450321 - FAILURE TO DISPLAY REGISTRATION
N/A 454908 - FICTICIOUS PLATES

Total Incidents Reported for Date: 1

February 14, 2019

2019-00070	251 ARLINGTON RD BROOKVILLE PD	SIGNAL 26DB - DEAD BODY	02/14/2019		OPEN CASE
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Offenses UCR Offense Description

1 02 26DB - DEAD BODY

Total Incidents Reported for Date: 1

February 15, 2019

2019-00071	SALEM STREET@COUNTRY LANE BROOKVILLE PD	SIGNAL 55- TRAFFIC VIOLATION	02/15/2019	02/15/2019	EXCEPTIONALLY CLEARED
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Offenses UCR Offense Description

2 N/A 451016 - FRA SUSPENSION
N/A 4510.111 - CHILD SUPPORT SUSPENSION

Total Incidents Reported for Date: 1

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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Total Selected = 15*Selection Filter(s):* Date Reported: 2/5/2019, to: 2/15/2019



Agenda Item

COUNCIL MEETING DATE: February 19, 2019

TYPE OF AGENDA ITEM: Presentation

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Liquor Permit-Giant Dayton 801 Arlington Road

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

Agenda Item

COUNCIL MEETING DATE: February 19, 2019

TYPE OF AGENDA ITEM: Resolution

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Third 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: Third 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: February 19, 2019

TYPE OF AGENDA ITEM: Presentation

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: Discussion on pedestrian bridge at Golden Gate Park

I. BACKGROUND:

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

None

Agenda Item

COUNCIL MEETING DATE: February 19, 2019

TYPE OF AGENDA ITEM: Resolution

TO: Meghan Wheeler, Clerk of Council

FROM:

DATE:

SUBJECT: First reading of proposed Resolution No. 2019-04 entitled,
"An Resolution authorizing the City Manager to apply for Safe Routes to School
Funding, and declaring it an emergency."

I. BACKGROUND: Deadline for application March 5, 2019

II. DISCUSSION:

III. CONCLUSION:

IV. RECOMMENDED MOTION:

Attachments:

1. Res. 19-04-SRTS

19-04

The following is Resolution No. 19-04 enacted by the City of Brookville,
(an Ordinance/a Resolution) (Local Public Agency)
Montgomery County, Ohio, hereinafter referred to as the Local Public Agency (LPA), in the matter
of the stated described project.

WHEREAS, the United States Congress has set aside monies for Safe Routes to School Projects,
hereinafter STRS funds through the State of Ohio, Department of Transportation; and

WHEREAS, LPAs can apply for STRS funds and be selected for funding by the State of Ohio,
Department of Transportation; and

WHEREAS, the (project description), hereinafter referred to as the Project, is a transportation
activity eligible to receive federal funding; and

NOW, THEREFORE BE IT ORDAINED by (Board of County Commissioners/City/Village
Council), State of Ohio, that:

SECTION ONE: The LPA hereby authorizes the City Manager to prepare and execute on behalf
(Contractual Agent)
of the LPA an application for STRS funds for the stated described project and to submit same to
the State of Ohio, Department of Transportation.

SECTION TWO: The total cost of the project is estimated to be \$ 217,061.90, of which the LPA,
if awarded the STRS funds, the LPA agrees to pay One Hundred Percent (100%) of the
construction cost over and above the maximum amount provided by the State of Ohio, Department
of Transportation.

SECTION THREE: Upon completion of the described Project, and unless otherwise agreed, the
LPA shall: (1) provide adequate maintenance for the described Project in accordance with all
applicable state and federal laws, including, but not limited to, 23 USC 116; (2) provide ample
financial provisions, as necessary, for the maintenance of the described Project; (3) if necessary,
maintain the right-of-way, keeping it free of obstructions; and (4) if necessary, hold said right-of-
way inviolate for public highway purposes.

SECTION FOUR: If the application is approved for the STRS funds the City Manager of said
(Contractual Agent)
LPA is hereby empowered on behalf of the LPA to enter into a contract with the Director of the
Ohio Department of Transportation necessary to complete the above described project.

This Resolution is hereby declared to be an emergency measure to take effect and be in force
immediately upon its passage to meet the Safe Routes to School application deadline.

Passed: _____, 2019
(Date)

Attested: _____
(Signature of Clerk)

(Signature of Officer of LPA)

(Mayor of LPA)

