

BROOKVILLE CITY COUNCIL
REGULAR MEETING
October 20, 2015

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on October 20, 2015 in the City Council Chambers. The Pledge of Allegiance was recited. Members Apgar, Cantrell, Duncan, Garber, Kirklin and Letner; Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan, Assistant Manager/Finance Director/Clerk Keaton and Administrative Assistant Meghan Wheeler were present. Manager Burkholder was absent.

Motion by Duncan, second by Apgar to accept the Agenda as presented. All yeas, motion carried.

Motion by Kirklin, second by Cantrell to accept the October 6, 2015 Regular Meeting Minutes as presented. All yeas, motion carried.

Assistant Manager/Finance Director Keaton announced our new part time Administrative Assistant Meghan Wheeler is present to observe the meeting this evening. Assistant Manager/Finance Director Keaton advised Council will hear legislation later in the meeting to appoint Mrs. Wheeler as the Clerk of Council effective January 1, 2016.

Adam Murka, a 2002 Brookville graduate and Sinclair Community College graduate, stated he is present this evening to ask for Council's support of Issue 13. Mr. Murka stated it feels good to be in Brookville as he is a fifth generation Brookville graduate. Mr. Murka reported 80-90% of Sinclair graduates stay in the region, and the median salary for Sinclair graduates increases from \$17,000 to \$37,000 upon graduation, which is basically the difference between barely making it and having a shot at the American dream. Mr. Murka stated this is why he is proud to be working for Sinclair, because Sinclair gives graduates- our neighbors, our friends, kids and siblings- a chance to get ahead. Mr. Murka advised this 1 mill issue will keep tuition low and the funds will be invested in the careers of the future, such as health care, IT, advanced manufacturing and logistics. Mr. Murka stated the City of Brookville has done great things in the logistics area and Sinclair would like to partner and work with Brookville on this. Mr. Murka reported that every dollar raised with this millage will stay in Montgomery County. Sinclair is a good steward of funds, and their administrative costs are 40% less than the average of Ohio's community colleges. Mr. Murka stated Sinclair is an important partner for the City of Brookville as 60% of all Brookville graduates that attended college went to Sinclair. Mr. Murka reported that 1,125 students from Brookville Schools have gone to Sinclair over the past five years. Sinclair is here for businesses, high schools and people going back to re-tool. Mr. Murka asked for Council's endorsement of Issue 13 and asked for any questions they might have.

Mayor Seagraves observed that Sinclair is ranked first or second in the nation for community colleges.

Member Garber asked what the graduation rate is for Sinclair College?

Mr. Murka stated their graduation rate or success rate is about 57%. Only one in ten students is a full-time student. Mr. Murka stated the average age of Sinclair students is 30 years old.

Member Garber asked about transferring credits from Sinclair to four year institution?

Mr. Murka replied all of Sinclair's courses transfer to four year institutions within Ohio and most other places as well.

Motion by Cantrell, second by Apgar to endorse Issue 13 for Sinclair Community College and encourage all residents to vote in favor of this Issue. All yeas, motion carried.

Assistant Manager/Finance Director Keaton stated she is pleased to report that the front office completed the first utility billing this month by exporting the reads from the City of Dayton directly into our utility software program. Assistant Manager/Finance Director Keaton stated in the past we have printed off the reads from Dayton, hand wrote the reads

into our utility books and then manually keyed 2,300 accounts into our utility software program. Assistant Manager/Finance Director Keaton reported there were a few glitches on this first run that our Utility Clerk was able to work out, but from here on out our utility billing process should run more efficiently and be paperless in our office.

Assistant Manager/Finance Director Keaton extended an invitation to Council from the Brookville Chamber of Commerce for their Annual Banquet on Friday, November 6, 2015 at the Brookhaven Conference Center. The City will pay the registration fee for Council Members. Council Members who wish to bring a guest can pay the Chamber directly for their guest's registration fee. Assistant Manager/Finance Director Keaton stated those wishing to attend should let her know by October 30, 2015.

Assistant Manager/Finance Director Keaton reported she attended an Ohio Workers' Comp seminar today and learned that public employer Workers' Comp rates are the lowest that they have been in 30 years.

Assistant Manager/Finance Director Keaton stated the leaf pickup program is in full swing, with crews starting at one end of the City and working their way through every street before beginning the route again.

Assistant Manager/Finance Director Keaton commented that proposed Resolution No. 15-13 is a Resolution that lists the four projects that were submitted to the Miami Valley Regional Planning Commission (MVRPC) on October 8, 2015. Council adopted Resolution No. 15-12 at the last Council Meeting that allowed the City Manager to submit applications to MVRPC. The streets were not listed on Resolution No. 15-12 as staff had not decided on which streets to apply for. Assistant Manager/Finance Director Keaton advised we are now required to adopt a Resolution that lists the streets that we applied for and the local dollar commitment. These four applications allow us to apply for funding under the Service Transportation Program, which has \$3 million available under the resurfacing portion of the program, which will be dispersed next summer.

Motion by Apgar, second by Kirklin to read proposed Resolution No. 15-13. All yeas, motion carried.

Motion by Duncan, second by Apgar to accept the first reading, dispense with the second and third reading and adopt Resolution No. 15-13 entitled "A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT APPLICATIONS FOR FEDERAL MAP-21 FUNDS THROUGH THE MIAMI VALLEY REGIONAL PLANNING COMMISSION, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Assistant Manager/Finance Director Keaton advised proposed Resolution No. 15-14 establishes a new Step F under the Foreman position. Assistant Manager/Finance Director Keaton stated previously the Foreman position utilized Steps D, E and F. These steps were shifted to Steps C, D and E and a new wage rate for Step F was established. This change allows us to implement a step increase for a Foreman in our Service Department who is taking on more responsibilities within the Service Department. This Resolution will take effect on October 29, 2015. Assistant Manager/Finance Director Keaton stated there were no other changes to the full-time wage Resolution.

Motion by Cantrell, second by Kirklin to read proposed Resolution No. 15-14. All yeas, motion carried.

Motion by Duncan, second by Apgar to accept the first reading, dispense with the second and third reading and adopt Resolution No. 15-14 entitled "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME HOURLY CITY EMPLOYEES, AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

Assistant Manager/Finance Director Keaton advised proposed Resolution No. 15-15 appoints Meghan Wheeler as Clerk of Council effective January 1, 2016. Assistant Manager/Finance Director Keaton stated we will have three separate readings on this Resolution.

Motion by Apgar, second by Kirklin to read proposed Resolution No. 15-15. All yeas, motion carried.

Motion by Duncan, second by Apgar to accept the first reading of proposed Resolution No. 15-15. All yeas, motion carried.

Fire Chief Fletcher reported the Fire Department made just over 800 citizen contacts for their annual Fire Prevention Program. Fire Chief Fletcher reported that both the school program and the evening program were very successful with all sessions well attended.

Member Garber inquired about the meeting regarding State Route 49 and Brookville Salem Road?

Fire Chief Fletcher replied he was on a Fire incident at the time of the meeting so he was unable to attend. An ODOT representative is forwarding him the information on what was discussed.

Mayor Seagraves commented there were no decisions made; the meeting was just informational on preliminary studies. There will be additional meetings regarding the intersection.

Police Chief Jerome reported the Brookville Police Department handled 495 Reportable Incidents year-to-date, compared to 551 at this same time last year. Citations are down 33 from this same time last year for a total of 410 Citations year-to-date. Police Chief Jerome reported the Brookville Police Department made 114 Traffic Stops during the month of September, compared to 136 Traffic Stops during the same time period last year.

Police Chief Jerome reported the Police Department is busy preparing for the Ghostly Night Out event this weekend, and encouraged everyone to attend.

Police Chief Jerome presented a Felony Arrests Report from 2014-2015 and also gave Council some statistics on the property room and electronic filing.

Member Kirklin commented that she would like to see a report showing the cases and what the end result of the charges were. Member Kirklin stated she would like to know what the defendants ultimately were charged with and what they pled to.

Police Chief Jerome replied that would be a time consuming report to prepare as most cases have some type of plea-bargain but he will see what he can do.

Member Kirklin stated she would like to see some data showing whether those charged with a felony were convicted of a felony.

Member Cantrell asked if Council could look up this information themselves using the Incident number?

Police Chief Jerome replied that is an internal number used by the Police Department.

Member Cantrell asked if this information could be looked up online by name?

Police Chief Jerome replied it can be looked up with the defendant's name.

Member Kirklin stated she is more interested in data than names but she will prepare the report for Council if Police Chief Jerome provides her with the names of the subjects charged.

Police Chief Jerome replied he will have his staff work on preparing this report after the Ghostly Night Out event.

Member Garber asked if there is an audit trail when entering property into the property room, or if two people do it together?

Police Chief Jerome replied just one person enters the property but there are built in checks and balances to the records management system.

Member Garber commented he thought it would take two people so there is a witness.

Police Chief Jerome replied property is first recorded and tagged by the Police Officer taking the report and is then logged into the property room by the detective. Our camera system also provides checks and balances. Police Chief Jerome stated there must be a witness whenever property is destroyed, such as drugs. Police Chief Jerome reported the Police Department takes in 30 to 40 pounds of unused medications per month.

Law Director Stephan reported he has provided Council with a memorandum in response to Councilman Duncan's request for an analysis of the zoning issues for the City of Brookville related to retail marijuana establishments that would be authorized in the State of Ohio by Issue 3. Law Director Stephan stated a copy of the ballot language for Issue 3 is also attached; and advised he would be happy to answer any questions Council may have.

Law Director Stephan requested an Executive Session on a Real Estate Matter and on an Economic Development transaction.

Member Duncan thanked Law Director Stephan for the memorandum and stated it really spells out clearly what Council can and cannot do.

Mayor Seagraves encouraged everyone to attend the Ghostly Night Out this Saturday. Mayor Seagraves also reminded everyone of Beggars Night on October 31 from 6:00 p.m. until 7:30 p.m. and asked everyone to exercise caution while driving during trick or treating.

Mayor Seagraves also encouraged everyone to get out and vote in the upcoming November 3 election.

There was no Old Business.

Member Kirklin congratulated the students from Brookville High School that were chosen from the concert choir and the Shades of Blue to participate in the State of Ohio's OMEA honors Choir at Wittenberg University.

Motion by Duncan, second by Apgar to go into Executive Session on a Real Estate Matter and an Economic Development transaction as requested by Law Director Stephan. All yeas, motion carried.

Mayor Seagraves called Council back into Regular Session.

Motion by Cantrell, second by Kirklin to authorize Manager Burkholder to enter into a contract to sell Real Estate located at the south corner of Nutrition Way and Arlington Road, Lot #2627, for the sum of \$25,000 to Nu-Way Builders. All yeas, motion carried.

Motion by Duncan, second by Apgar to adjourn. All yeas, motion carried.

Sonja M. Keaton, Clerk

David E. Seagraves, Mayor