BROOKVILLE CITY COUNCIL
REGULAR MEETING
February 2, 2016

The Regular Meeting of the Brookville City Council was called to order by Mayor Seagraves at 7:30 p.m. on February 2, 2016 in the City Council Chambers. The Pledge of Allegiance was recited. Members Apgar, Cantrell, Henry, Kirklin and Letner; Manager Burkholder, Finance Director Keaton, Fire Chief Fletcher, Police Chief Jerome, Law Director Stephan and Clerk Meghan Wheeler were present. Member Duncan was absent.

Mayor Seagraves reminded Member Duncan requested to be excused from tonight's meeting since he is out of town.

Motion by Cantrell, second by Kirklin to accept the Agenda as presented. All yeas, motion carried.

Motion by Cantrell, second by Kirklin to accept the January 19, 2016 Regular Meeting Minutes as presented. All yeas, motion carried.

Motion by Cantrell, second by Apgar to go into Executive Session on a Real Estate Matter. All yeas, motion carried.

Motion by Cantrell, second by Henry to go back into Regular Session. All yeas, motion carried.

Member Seagraves greeted citizens in the audience.

Dave Monnin, President of Brookville Park Board, presented a proposal for trees at our Parks. Twenty trees have recently been cut down due to old age and disease. Mr. Monnin requested, with Council approval, that Park Board would like to run a program where the public can donate a tree in honor of a loved one or any kind of organization and Park Board will supply a plaque in their name. A donated tree would be something special to remember for years to come. Park Board feels a program similar to this is desperately need. Mr. Monnin stated only certain trees can be planted and Park Board has a recommended nursery. Trees can be planted in any park as long as approved. The cost will be approximately $200 per tree.

Mayor Seagraves asked for a contact person if anyone would have any questions about the program.

Mr. Monnin informed questions can be directed to the City Office. He stated he feels it makes a difference when we show we care about our parks and the Citizens care about our parks as well.

Member Letner stated he is behind the idea 100% and feels the idea is similar to the Castle Playground Project at Golden Gate Park where the community and our citizens sponsored the playground with pickets. Member Letner stated with the devastation caused by the Ash boring beetle to the trees we currently have, a program like Mr. Monnin is suggesting would make a great replacement program for dead or diseased trees.

Mr. Monnin complimented the Service Department and all of their hard work. There are still trees to be removed in the near future.

Mayor Seagraves stated removing dead or damaged trees needs to be a priority in our Parks; we would not want to see anyone injured by a fallen tree.

Mr. Monnin stated there are always people at the park, no matter the weather people enjoy the park year round. Other school districts use our parks for field trips.

Mayor Seagraves thanked Mr. Monnin for the information on the Tree Memorial Program.

Julie Smith, of the Brookville Band Association, stated they are planning the 5KPicnic Run in July. This is the second year the Band Association is planning this run; in past years it was planned by the Optimist Club. She informed last year was very successful and they received a lot of help from the City, the Chamber of Commerce and the Police Department. She is asking for approval to use the City streets and Golden Gate Park. The Run would be on July 30, 2016, the morning of the Community Picnic. Ms. Smith requested assistance from the Police Department and Service Department.

Mayor Seagraves asked if the route will remain the same as last year.

Ms. Smith stated the 5K route will be the same as the previous year.

Mayor Seagraves asked Police Chief Jerome if he would be ok with the run and the route.

Police Chief Jerome stated yes.

Mayor Seagraves informed Ms. Smith to continue coordinating plans for the event with Police Chief Jerome.

Motion by Kirklin, second by Letner to allow the Brookville Band Association to hold the 5K Picnic Run on July 30, 2016 beginning at 8:00 a.m., at Golden Gate Park and subject to route approval by Police Chief Jerome. All yeas, motion carried.

Bonnie Reedy, of 919 Golden Beach in Golden Gate Estates, stated a few years ago the City put in a sidewalk from Golden Gate Estates to Golden Gate Park. She would like to request a crosswalk be put in on the north side of Upper Lewisburg Road to the south side of Upper Lewisburg Road by the Park exit. She stated a lot of people use the area and a crosswalk would make the area safer.

Member Cantrell stated older residents use that crossing frequently and it can be a high traffic area.

Law Director Stephan stated part of the road is the County's and part would be the City's. We need to verify if the area is actually in our jurisdiction and then coordinate with the Police Department on posting a crosswalk sign. Law Director Stephan informed Ms. Reedy that the City will look into the issue and get back in touch with her.

Police Chief Jerome stated a crosswalk at Upper Lewisburg Road would be a great idea.

Mayor Seagraves agreed and thanked Ms. Reedy for attending the meeting, sharing her thoughts and showing interest in our Community.

Manager Burkholder reported on the press conference held January 20, 2016 in the Council Chambers. The press conference was a kick off to the start of Open Gov and Open Checkbook. Open Gov will have the City's finances and checks live online for anyone to view, this will help citizens to know where their tax dollars are being spent. Finance Director Keaton has worked very hard to ensure the proper information was uploaded into the database. This will be an ongoing service for the community.

Manager Burkholder reported he has attended various meetings including the Ohio Township Association Conference in Columbus. There he attended workshops on Joint Economic Development Districts (JEDDs), internet security, and the Ohio Development Service Agency which sponsors projects and grants that may be of interest to our Community.

Manager Burkholder informed he and the Mayor will attend the upcoming Mayors and Managers dinner and Manager Burkholder will be at the next Managers roundtable at the Dayton Cultural Center.

Manager Burkholder reported still reviewing contracts for the landscape and bridge design enhancement services for the Arlington Road bridge reconstruction which is scheduled to begin spring 2018. The project will be a complete closure of the roadway and last approximately six months.

Member Letner asked Manager Burkholder for an update on the Foothill project.

Manager Burkholder informed the electrical and insulation is currently being worked on then crews will begin on the interior of the home. With cooperation from Dayton Power and Light trees have been removed from around the electrical lines. The new electrical lines are to be buried underground.

Public Service Director John Williamson informed he is awaiting a response back from Lowes regarding possible donations for the project.

Mayor Seagraves asked Manager Burkholder to explain the Foothill Project.

Manager Burkholder described the property at 269 Foothill Drive in Terrace Park. The home had been abandoned for several years and with the help of a program sponsored by Montgomery County, the City purchased the home for approximately $2,000 and a loan was obtained for $50,000 for improvements to be made to the home. The home is currently being renovated and then will be put up for sale. Any profit made after the loan is repaid will then be rolled over to be used again on a similar project. So far, new roof, windows and doors have been added. New sidewalks and seeding of the lawn are scheduled to be done in the spring. The home is a 925 square foot brick home. Once completed the home will be a real enhancement to the neighborhood. The City has received a lot of compliments from neighbors already. Manager Burkholder indicated he may approach Home Depot as well to see if they offer any programs to donate goods to community projects. The City is working with a variety of local contractors on this project who has given us discounts.

Finance Director Keaton presented Council the January 31, 2016 Fund Balance for Council review and Approval.

Motion by Apgar, second by Kirklin to approve the January 31, 2016 Fund Balance. All yeas, motion carried.

Finance Director Keaton requested Council authorization to transfer $50,000 into the Street M&R Fund, $25,000 into the Park and Recreation Fund and $150,000 into the Capital Improvement Fund.

Motion by Apgar, second by Kirklin to authorize Finance Director Keaton to transfer $50,000 into the Street M&R Fund, $25,000 into the Park and Recreation Fund and $150,000 into the Capital Improvement Fund. All yeas, motion carried.

Finance Director Keaton requested Council authorization to pay the Dayton Development Coalition Pledge for 2016 in the amount of $5,500. The Dayton Development Coalition is the regional arm for Jobs Ohio and the City as well as several businesses in the City has received economic development grants in the past from the State of Ohio with the assistance of the Dayton Development Coalition.

Motion by Cantrell, second by Apgar to approve the payment of $5,500 to the Dayton Development Coalition. All yeas, motion carried.

Finance Director Keaton requested Council approval of the Brookville City Wide Garage Sale Map and Schedule for 2016.

Motion by Letner, second by Henry to approve the Brookville City Wide Garage Sale Map and Schedule for 2016. All yeas, motion carried.

Mayor Seagraves asked if the City Wide Garage Sale information will be in the newspaper.

Finance Director Keaton informed the garage sale information will be in the newspaper, and on our City's website.

Member Cantrell added the information should also be posted to the City's Facebook page.

Finance Director Keaton informed the City of Vandalia Income Tax Department will once again have representatives at our City Building to assist our residents with the preparation of their local income tax returns, at no charge. The representatives will be here on Friday, April 1 from 8:00 a.m. to 4:30 p.m. and again on Saturday, April 2 from 8:00 a.m. to noon.

Mayor Seagraves encouraged anyone who has problems with their taxes or any questions to take advantage of the free service.

Finance Director Keaton informed Park Board has set Saturday, March 19 as our Annual Community Park Cleanup Day. The event will be held from 10:00 a.m. to noon. Park Board and the City will serve hot dogs and refreshments at noon in Shelter #3 at Golden Gate Park following the cleanup.

Mayor Seagraves stated if anyone is looking for a service project the Annual Community Park Cleanup Day is a great project to do. He said the morning is usually quick, takes about two hours and the City staff helps to make sure everything needed is available. Hundreds of thousands of people go through Golden Gate Park every year. It is a very good, feel good event for all.

President Monnin informed there was a great crew last year and included a lot of children. In the past we have had individuals in need of community service help in the Park Cleanup.

Member Letner detailed the Citizens were kind enough to vote in a tax increase of a quarter percent, however, if citizens work outside of the City their Human Resource Departments may not be aware of the tax increase. He suggested Citizens should check with their HR department and make sure the extra quarter percent increase is being taken out of their paychecks in order to prevent problems when filing taxes in 2017.

Mayor Seagraves stated the reason the Annual Park Cleanup is held in the middle of March is because Little League begins the end of March as well as Easter and spring breaks begin which make it impossible to hold a cleanup event.

Dave Monnin, Park Board President, informed the few hours spent on the Annual Park Cleanup basically saves the City employees with the Service Department about two weeks' worth of work, they constantly have to stop the mowers and pick up trash and sticks.

Mayor Seagraves stated people are usually shocked at how much trash there really is to be picked up during the Park Cleanup Event.

Finance Director Keaton informed there will be a Great Ohio Bicycle Adventure (GOBA) community planning meeting on Thursday, February 4th at 7:30 p.m. in the Brookville City Council Chambers. All individuals interested in helping with GOBA are encouraged to attend. The GOBA Director will be in attendance to provide an overview of the organization and answer questions. The event is scheduled for June 2016 and will bring about 3,000 bicyclists to our City who will be staying overnight in Golden Gate Park. Each year GOBA picks various regions throughout the State of Ohio to travel to and this will be the third time GOBA has come to our town for a sleep over. The town's Planning Committee for GOBA will need a lot of volunteers to help coordinate the event including food, entertainment and lodging. Both Fire and Police Chiefs will be on hand at the planning meeting to help with the emergency plans.

Mayor Seagraves detailed the bicyclists with GOBA bring their own bathrooms and showers. They come prepared and are used to traveling every year. This event is a great plug for our Community and a wonderful public relations event. He feels members of GOBA have been treated wonderfully in past years by our City and that is why they chose us again. Mayor Seagraves described the bicyclist usually ride into town completing about a 50 mile bike ride. Once they arrive they are usually hungry and ready to relax and have fun, which is very beneficial to our Community's restaurants and stores.

Member Cantrell asked what city the bicyclist will be traveling from.

Finance Director Keaton replied either Oxford or Eaton, she is not completely certain.
Police Chief Jerome informed from Brookville the bicyclists will then be traveling to Miamisburg.

Member Cantrell asked if we have a chairperson from Brookville helping to plan the event.

Finance Director Keaton stated Erich Haupt and Sean Landis, both Park Board Members will be coordinating the event for Brookville.

Fire Chief Fletcher informed the bicyclists are planned to enter Montgomery County on Swamp Creek Road and will then use the bike paths to finish their route to Brookville.

Member Cantrell detailed the last time GOBA came through Brookville, it was a phenomenal experience. People donated school busses to help transport people to O'Reilly's and then back to the park and various businesses set up outdoor displays.

Finance Director Keaton stated the planning for the event is still in the early phases if anyone has any ideas or would like to volunteer or make donations. She stated Mr. Haupt is contacting Brookville Schools to see if they can use the multipurpose room in case anyone would like to sleep indoors and to see if they can also use a few school buses to help with transporting.

Finance Director Keaton presented Council with a copy of a letter received from Vectren to inform us of their upcoming conduction of leak surveys on underground and inside piping in Brookville for 2016. Vectren has contracted with Heat Consultants and they will have visible picture ID's and a Vectren contact phone number. The testing is to be held from February through the end of July 2016.

Finance Director Keaton announced the link to the Ohio Checkbook is now on our City's Website. It is located right on the front page of the site.

Member Cantrell informed she went on the Ohio Checkbook's website and it was very interesting.

Mayor Seagraves informed the Ohio Checkbook is another part of the wheel in transparency. It will help put the minds of our Citizens at ease and they will be able to better understand where their money is being spent. It will make for a good mode of operation to allow exactly how and when money is spent. Citizens should feel free to ask questions or voice their concerns.

Service Director Williamson reported the last few weeks have been busy. The Service Department has applied approximately 120 tons of salt during the last few snow falls. A total of 20 trees have been removed so far from the parks. The trees were either dead or diseased. Most likely there will be more trees to be removed in the near future. As of today the Service Department has had three water main breaks identified and corrected for the winter season.

Fire Chief Fletcher reported on the Operations report from January 2016. The Fire Department had a very busy first month of 2016. The Fire Department responded to 146 EMS and 24 Fire incidents during January. Crews handled a total of 170 incidents for the month; 29 more incidents than handled in January 2015. There were zero dollar loss fires in our Fire Protection Area during the month; we assisted on one (1) structure fire, responded to two (2) chimney fires, and investigated one (1) explosion. The 146 EMS responses included responses to four (4) injury crashes and five (5) non-injury crashes during the month.

Fire Chief Fletcher informed the Fire Department is also moving forward with a paperless initiative. Their goal is to eliminate the amount of paper used for patient care reports and fire safety inspections throughout their department and in lieu of electronic reporting and electronic storage. Benefits of going paperless should streamline our required reporting to the State of Ohio and the QA, QI evaluations of that documentation.

Fire Chief Fletcher informed personnel are completing annual EMS operating protocol testing and are also completing training for EMS response to Active Shooter incidents resulting in mass casualties. In addition to learning new procedures and training with new protective equipment, EMS and Police Department personnel are working closer than ever in order to provide the safest, most appropriate response to violent incidents.

Fire Chief Fletcher shared with Council that several of his personnel from his department have completed different training programs or have significant years of service. He likes to keep Council up to date on the dedicated group of professionals he is privileged to work with.

Fire Chief Fletcher described the recent problems with windows being rattled and folks complaining of hearing an explosion. The Fire Department has identified the problem as a result from what is called Tannerite. Tannerite is an explosive material that is very stable until shot through with a higher velocity projectile. If used for a Commercial use, it could be packed around a tree stump and then from a distance shot at by a gun, the Tannerite would then cause an explosion. Earlier in the year, an explosion using approximately 20 lbs. of Tannerite shook the windows across one half of Perry Township. Tannerite is not legal to detonate in Ohio, it can be purchased in Ohio but is no different than fireworks and is illegal to set off in the state of Ohio, and one must have an exhibitor's license to detonate.

Member Cantrell stated she was recently in the City office when a Citizen came in to ask about the shaking and sounds of an explosion.

Chief Fletcher informed crews were recently working on the Communication Tower behind the City Office Building and could feel the concussion from a detonation that occurred a few miles south of town. Chief Fletcher was amazed that no windows were shattered due to the detonation.

Mayor Seagraves asked if the Citizens that illegally detonated the Tannerite have been informed or warned about the illegal use of Tannerite.

Chief Fletcher advised the young men that were first caught detonating Tannerite has been made very well aware of their illegal use. Anyone caught in the future will be reprimanded as well.

Police Chief Jerome reported the Brookville Police Department handled 43 Reportable Incidents year-to-date, compared to 39 during this same time last year. Police Chief Jerome reported Citations are up a total of four Citations year-to-date, for a total of 43 Citations issued year-to-date. Traffic Stops were up to 134 stop for January compared to 108 during this time last year.

Police Chief Jerome informed the Police Department will be holding another "Coffee with a Cop" at Brookhaven on Friday, February 12, 2016. This is a great event for the Police Department to meet and converse with the residents at Brookhaven; it is also a great time to help educate elderly residents about some of the scams that are currently going on.

Police Chief Jerome met with residents of Brookhaven last week regarding the multiple scams going around. Twenty-seven residents attended who have all been affected by some sort of scam attempt or had been a victim of a scam. Based upon all of the scams currently going around the Police Department has decided to be pro-active. They recently met with area bank managers and they will be working closely together to help prevent future scams and show to the public that Brookville is being very proactive in hopes of deterring future scammers from targeting our citizens. They have ordered and posted their first round of posters all around town including every bank and local businesses. The posters are very colorful and eye catching to help encourage people to not give out money to just anyone. Posters will also be placed around Brookhaven to help alert their residents.

Police Chief Jerome informed scammers can be very creative and convincing. He is very serious about going after these scammers as much as possible. This is enough of a threat that our local bank managers are committed to speaking with their patrons and trying to alert or educate them when trying to withdraw large or odd amounts of money.

Police Chief Jerome reported the Police Department has received complaints of scams in our area including the new Ecuador scam where people hone in on the elderly community stating their grandchild was in a traffic accident and hit someone from Ecuador and to send money to Ecuador. He stated IRS scams are also very common right now due to being tax season. People fall for these scams everyday which is why scams are a billion dollar industry. Scams are a worldwide problem, not just a problem within Montgomery County or even the State of Ohio. Police Chief Jerome wanted to ensure everyone the Brookville Police Department will do everything they can to help prevent future problems and to stop the current scams going around town.

Mayor Seagraves stated citizens need to be aware of who is asking them for money and how most legitimate payment requests come through the mail and not just a phone call or email.

Police Chief Jerome stated legitimate payment requests will not ask for their payment in the form of a gift card or for money to be wired somewhere. Those are the first signs of a scam. Chief Jerome stated their goal is to encourage elderly residents to not be embarrassed to ask for help if they are unsure of who is asking for their money. If they do not have family members to help, then they should feel free to contact the Police Department.

Member Letner stated scams are wide spread and it would be very beneficial to anyone to seek help through the Police Department with any concerns or fears of being scammed. Elderly residents should not be embarrassed or too proud to ask for help.

Police Chief Jerome reported the Police Department has already had more fraud complaints in January 2016 than all of 2015 combined. He stated in the last 30 days, the Police Department has received more inquiries regarding fraud then received in the last two years. This proves how complex and organized scammers can be.

Member Letner asked if any similarities have been noticed among the different scams currently going around.

Police Chief Jerome informed all communities are in the same boat as we are in, with trying to figure out similarities.

Member Letner questioned if scams are being associated with AARP.

Police Chief Jerome stated there is a new scam that has started claiming to involve AARP. They are also looking into the possibility of published numbers being targeted. He stated as soon as they think they have a lead then something changes and now people are receiving phone calls on their cells phones and not just published numbers. Police Chief Jerome indicated the epidemic of scams is quite frustrating to everyone, citizens, Police Departments and even the FBI.

Member Henry asked how long the Police Department has sponsored the "Coffee with a Cop" event.

Police Chief Jerome informed "Coffee with a Cop" began four years ago when he became Police Chief. The Police Department visits Brookhaven at least once a month. Once every month they hold a Prescription pill drop off program at Brookhaven to help people dispose of their expired or unused medicine. Meeting with residents at Brookhaven is always a great opportunity to answer questions.

Mayor Seagraves stated a lot is going on throughout our community. He encouraged citizens to feel free to ask any questions anytime. Citizens can always reach City Manager Burkholder with any concerns and he can forward on to the appropriate Department Head.

Mayor Seagraves reminded everyone especially the men of Valentine's Day coming up.

Mayor Seagraves reminded the next Planning Commission Meeting will be held on February 18.

There was no Old Business

In New Business, Law Director Stephan requested an Executive Session on a Real Estate Matter.

Motion by Henry, second by Cantrell to go into Executive Session on a Real Estate Matter as requested by Law Director Stephan. All yeas, motion carried.

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

Law Director Stephan stated Council is aware we have recently acquired the property at 17 Jefferson Street. We have now reached an agreement to transfer the property to Rick and Sherry Peters in exchange for their promises to rehabilitate the property. Law Director Stephan requested a motion to authorize the City Manager to execute an agreement to transfer the property at 17 Jefferson to Rick and Sherry Peters in exchange for their agreement to rehabilitate the property for future single family use.

Motion by Apgar, second by Kirklin to authorize the City Manager to execute an agreement to transfer the property at 17 Jefferson to Rick and Sherry Peters in exchange for their agreement to rehabilitate the property for future single family use. All yeas, motion carried.

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

Meghan L. Wheeler, Clerk

David E. Seagraves, Mayor