

Brookville City Council
Regular Meeting
August 20, 2024

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on August 20, 2024. The meeting was held in the City Council Chambers and virtually using the Cisco Webex application. The Pledge of Allegiance was recited. Members Fowler, Piper, Schreier, Wilder and Zimmerlin; Manager Kuntz, Finance Director Brandt, Law Director Stephan, Police Chief Jerome and Clerk Duncan were present. Member Crane and Fire Chief Fletcher were absent.

Roll Call by Clerk Duncan.

Motion by Piper, second by Schreier to accept the Agenda as presented. All yeas, motion carried.

Motion by Fowler, second by Wilder to accept the August 6, 2024 Regular Meeting Minutes as presented. Wilder yea, Schreier abstain, Zimmerlin yea, Fowler yea, Piper yea, Lettner yea. Motion carried with five yeas and one abstention.

Damian Kristof, Branch Manager of the Brookville Metro Branch Library gave a short presentation about the library and encouraged residents to vote yes on the upcoming library levy.

Manager Kuntz thanked the Brookville Local School Board for welcoming the City Council to the school board's monthly workshop on August 15. The tour of the facilities was appreciated.

Manager Kuntz reported the inclusive playground at Golden Gate Park is now complete. The Service Department will be working on connecting the sidewalk from the Community Theater to the new playground in the coming weeks.

Manager Kuntz reported we do not have an exact timeframe on when the Wolf Creek resurfacing project is scheduled to begin, but it will occur in September/October. This project is being funded through the MVRPC STP program and information on the project timeline will be released as soon as we receive word from the Ohio Department of Transportation.

Manager Kuntz reported staff has begun working on a 5-Year CIP budget to be introduced to City Council as part of the regular budget discussion at the end of the year. This new program will assist staff and City Council in projecting and budgeting for general capital improvement projects over the next five years. Department heads submitted preliminary CIP items to the finance department in the beginning of August which are presently being reviewed by staff.

Manager Kuntz announced the formation of a new senior/retiree program that staff is presently working on. As part of Brookville's inclusion in the Coalition of Age Friendly Communities, Ronda Dittrick is putting together a monthly senior program to be held at the Lieber Center. Our first program is tentatively scheduled for the middle of September, and we will be releasing additional details as we get everything solidified over the next week or so.

Manager Kuntz presented a Special Event application for the annual Homecoming Parade scheduled for September 18. The parade will follow the same route as in years past. Fire Chief Fletcher and Police Chief Jerome have reviewed the application and have found no concerns. Staff recommends the City Council approves the special event permit application included in tonight's agenda.

Motion by Zimmerlin, second by Piper to approve the Brookville Schools Homecoming Parade on September 18 as presented. All yeas, motion carried.

Manager Kuntz commented he would like to publicly thank Angie Weiss and Kim Duncan for all their hard work in the front office at the Municipal Building. They are the first faces and voices our residents and businesses work with when they contact the city offices daily, and Angie and Kim do an unbelievable job day in and day out in not only be extremely professional, but they do an outstanding job of always being friendly, helpful and going the extra mile in helping everyone that contacts our office. They are a great representation of everything that is great about Brookville and our staff.

Finance Director Brandt presented the July 31, 2024 Fund Balance for Council review and approval.

Motion by Schreier, second by Fowler to approve the July 31, 2024 Fund Balance as presented. All yeas, motion carried.

Police Chief Jerome reported the new school year is off to a good start, and thanked students, parents and school staff for their cooperation.

Police Chief Jerome reported a new program has begun at the elementary school called First Responder Friday. This will be an opportunity for police and fire to interact with the students on a regular basis.

Police Chief Jerome reported Officer Wilson has teamed up with 7-Eleven to participate in a program called Operation Chill. This program rewards kids with a slurpy coupon if they are observed doing something good in the community.

Police Chief Jerome reported the Soccer Parade and opening day went well. The new police cruiser is in service.

Police Chief Jerome reminded everyone of the 9PM Routine program to secure their property each night. Police Chief Jerome encouraged people to share any ring camera footage of suspicious activity with the police department.

Law Director Stephan had no report.

Mayor Letner reported it was his pleasure to speak to the Optimist Club last week.

Mayor Letner commented the Safe Routes to School Project is proving to be very successful and he is glad to see the kids and citizens utilizing the program.

Motion by Zimmerlin, second by Fowler to read proposed Resolution No. 24-14. All yeas, motion carried.

Motion by Piper, second by Wilder to accept the second reading of proposed Resolution No. 24-14. All yeas, motion carried.

Motion by Zimmerlin, second by Fowler to read proposed Ordinance No. 2024-10. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the second reading of proposed Ordinance No. 2024-10. All yeas, motion carried.

Motion by Zimmerlin, second by Piper to read proposed Ordinance No. 2024-11. All yeas, motion carried.

Motion by Piper, second by Fowler to accept the second reading of proposed Ordinance No. 2024-11. All yeas, motion carried.

Member Schreier commented in response to a comment made last week in his absence, he would be open to extending the moratorium on annexations.

Motion by Wilder, second by Zimmerlin to read proposed Ordinance No. 2024-12. All yeas, motion carried.

Motion by Schreier, second by Fowler to accept the first reading of proposed Ordinance No. 2024-12. All yeas, motion carried.

City Manager Kuntz advised staff is moving forward regarding the downtown zoning text amendments to prohibit vape shops and payday lending, sign code regarding brightness and height as well as tent in residential districts being limited to the back yard. Manager Kuntz advised Planning Commission discussed special uses in residential zoning districts at their last meeting and agreed that we should get through the land use plan before we start making additional text amendments to the zoning code. Manager Kuntz stated while there are many zoning items we need to look at, it is important to finish the land use plan to identify how the city should grow in terms of land use patterns and to keep the zoning code consistent with the land use plan. Manager Kuntz stated it is his recommendation to use this opportunity to get feedback from our residents and business owners, complete the land use plan and then update our zoning code.

Member Fowler, Park Board Liaison, had no report.

Member Schreier, Planning Commission Liaison, reported Planning Commission approved a Special Use for mobile food vendors at Green Tokai and discussed a new proposed rural residential zoning district for larger lots within the city.

Jean Johnson, 225 Market Street, expressed concerns about kids and adults riding electric scooters on the sidewalks in front of the Market Street businesses. Ms. Johnson stated it is a significant safety issue for patrons leaving the Market Street businesses.

Mike Petro, 220 Market Street, stated he is also a business owner on Market Street and agreed with Ms. Johnson's concerns and urged Council to take a hard look at this safety issue.

Mark Haworth, 10352 Upper Lewisburg Road, inquired about any new developments regarding the smoke shop downtown and expressed concern about the signage in the smoke shop windows.

Mike Hughes, 278 Johnsville Brookville Road, wondered if the city should wait until the land use plan is complete to make updates to the downtown zoning district, expressed concerns about electric scooters on the roadway and suggested the distribution of scooter safety flyers to students through the school.

Bruce Garber, 434 Sycamore Street, stated many are opposed to rapid residential growth in Brookville because it is a unique community with many families who have been here for generations.

Kim Croft, 782 Kimmel Trail, advised she is a new resident of Brookville and appreciates the small rural community of Brookville and its history.

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



Kimberly Duncan, Clerk



Charles Letner, Mayor