

Brookville City Council  
Regular Meeting  
February 4, 2025

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on February 4, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Piper, Schreier, Wilder and Zimmerlin; Manager Kuntz, Law Director Stephan, Finance Director Brandt, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present.

Roll Call by Clerk Duncan.

Motion by Zimmerlin, second by Fowler to accept the Agenda as presented. All yeas, motion carried.

Motion by Zimmerlin, second by Piper to accept the January 21, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Manager Kuntz thanked those who attended the first public meeting for the Comprehensive Land Use Plan Update project and Brookville Local Schools for allowing the city to use their facilities. The community survey will be open through February 28. Residents can complete the survey online or contact the city offices for a hard copy. A copy of the public meeting presentation is available on the city's website and social media platforms. The next public meeting will be in the spring and will be publicized once the date is set.

Manager Kuntz requested Council approval of Resolution No. 25-01, which approves the 2024 Montgomery County Natural Hazard Mitigation Plan.

Motion by Fowler, second by Schreier to read proposed Resolution No. 25-01. All yeas, motion carried.

Motion by Zimmerlin, second by Wilder to accept the first reading of proposed Resolution No. 25-01. All yeas, motion carried.

Manager Kuntz reported in addition to plowing and salting during the recent winter weather events, the Service Department has repaired two water main breaks, hauled snow and gravel, collected used oil to heat the service garages and cold patched potholes to keep the streets safe.

Manager Kuntz welcomed two new businesses to Brookville. FiveStar Jewls and MJ Designs & More opened at 515 Westbrook Road and Casey's General Store opened at 945 Arlington Road. With Valentine's Day around the corner, staff would like to remind the community to support locally owned small businesses which is imperative to helping them keep their doors open and the local economy strong.

Manager Kuntz reported staff also recently attended a groundbreaking ceremony for Arcon Builders for the Arlington Woods, Phase II project.

Manager Kuntz reminded everyone that the city will be participating in the Brookville Area Chamber of Commerce's State of the City/Townships event on February 19, 7:00 p.m. until 9:00 p.m. at the Brookville High School auditorium.

Manager Kuntz advised staff is busy compiling information for the 2024 Annual Report, which will be available for review at the first Council meeting in April.

Manager Kuntz gave a presentation on TIF's and how they can be used as an economic development tool.

Finance Director Brandt requested Council approve the first reading of proposed Ordinance No. 2025-03 which assesses property owners for delinquent utility bills and proposed Ordinance No. 2025-04 which assesses property owners for delinquent mowing bills. Finance Director Brandt advised potential buyers should check for outstanding utility bills prior to purchasing as these bills stay with the property,

Motion by Zimmerlin, second by Fowler to read proposed Ordinance No. 2025-03. All yeas, motion carried.

Motion by Schreier, second by Wilder to accept the first reading of proposed Ordinance No. 2025-03. All yeas, motion carried.

Motion by Fowler, second by Piper to read proposed Ordinance No. 2025-04. All yeas, motion carried.

Motion by Zimmerlin, second by Schreier to accept the first reading of proposed Ordinance No. 2025-04. All yeas, motion carried.

Fire Chief Fletcher reported the Fire Department was extremely busy during the month of January. Calls for service were up 26% over the average for this time period.

Fire Chief Fletcher reported one of our Fire Department water pump trucks is on loan to the Village of Lewisburg while theirs is being repaired.

Police Chief Jerome had no report.

Law Director Stephan had no report.

Mayor Letner reported the Cub Scout Pinewood Derby will be held at the Leiber Center this weekend. The Police and Fire Departments will be participating. The public is invited to attend.

Mayor Letner reported the Daughters of the American Revolution are seeking volunteers to help remove graveside wreaths on March 1, 2025.

Jeff Smith, 403 Market Street, announced he is a proud United States Veteran and expressed concern about being treated poorly in the community.

Member Schreier request Police Chief Jerome's help educating our youth on bike safety while using crosswalks and signals.

Motion by Zimmerlin, second by Fowler to go into Executive Session under O.R.C. 121.22 (G)(1) to consider the employment of a public employee or official. All yeas, motion carried.

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

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

Kimberly Duncan, Clerk

Charles Letner, Mayor