

Brookville City Council
Regular Meeting
February 18, 2025

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on February 18, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Schreier, Wilder and Zimmerlin; Manager Kuntz, Law Director Stephan, Finance Director Brandt, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present. Members Fowler and Piper were absent.

Roll Call by Clerk Duncan.

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

Motion by Zimmerlin, second by Wilder to accept the February 4, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Ann Stammen, Brookville Baseball Club President, requested approval of the annual BBC Opening Day Parade on April 26, 2025. Ms. Stammen stated the route was changed last year due to the Wolf Creek Street road reconstruction, and she and Police Chief Jerome have decided that route is the best moving forward. The route begins with the line-up at Brookville Schools, left on Westbrook Road, right on Arlington Road to Upper Lewisburg Salem Road and ending at Golden Gate Park.

Motion by Zimmerlin, second by Wilder to approve the BBC Opening Day Parade on April 26, 2025 at 10:00 a.m. as presented. All yeas, motion carried.

Manager Kuntz reported it has been quite some time since there has been an official review of the City Charter, and there are many items within that governing document which are outdated and should be addressed to more accurately reflect the current operational status of the city. Manager Kuntz requested Council approval of a City of Brookville Charter Review Commission, which would consist of city residents working with city staff to review the Charter. The commission will make recommendations to City Council regarding changes to the Charter. The goal would be for final recommendations to be placed on the November ballot for consideration by the city's residents.

Discussion followed.

Council directed Law Director Stephan to present recommendations for items to update in the City Charter at the next Council meeting.

Manager Kuntz announced that the city will be participating in the Brookville Area Chamber of Commerce's State of the City/Townships event on February 19, from 7:00 p.m. until 9:00 p.m. at the high school auditorium. The public is invited to attend.

Manager Kuntz reminded everyone that the Comprehensive Land Use Plan community survey will remain open until the end of the month. After February 28, the community survey will no longer be available for participation.

Finance Director Brandt presented the Fund Balance for January 31, 2025.

Motion by Zimmerlin, second by Schreier to accept the January 31, 2025 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt reported the City of Vandalia will provide free city income tax assistance to Brookville residents at the Brookville city office during office hours on March 28 and March 29 from 8 a.m. until noon at the city office.

Finance Director Brandt reminded residents the last day to pay City of Brookville utility bills before shut-off is March 2, 2025.

Fire Chief Fletcher had no report.

Police Chief Jerome stated reportable incidents are up considerably over this time last year. He attributed this to a higher number of information reports, drug offenses and traffic offenses. The Police Department has been busy enforcing the no parking on the interstate ramps.

Law Director Stephan had no report.

Mayor Letner reported the Pack 47 Pinewood Derby was a big success, with the Fire Department winning the race with the Police Department.

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

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

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

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

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

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

Motion by Zimmerlin, second by Wilder to read proposed Ordinance No. 2025-05. All yeas, motion carried.

Motion by Schreier, second by Crane to accept the first reading of proposed Ordinance 2025-05. All yeas, motion carried.

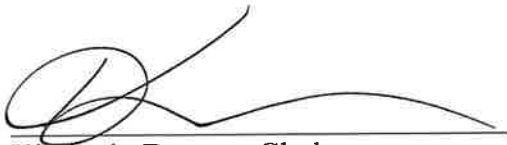

Cheri Simon, 12329 Wolf Creek Pike, stated she owns the property south of the Evergreen Trace subdivision and has been working with Manager Kuntz and Law Director Stephan to solve a drainage issue that has resulted from the Evergreen Trace subdivision construction. The developer has come up with three different plans in an attempt to resolve the issue and is now working on a fourth plan. Ms. Simon stated while she is hopeful the situation will be resolved, she wanted to express her reservations to Council that the developer could say the original plan was approved, leaving her with a drainage problem.

Matthew Williamson, 277 Johnsville Brookville Road, complimented the Police Chief for the work the department is doing to keep the semi-trucks from parking on the interstate ramps.

Member Wilder commented she was happy to see the new barrier around the gas line at Albert and Westbrook Roads.

Member Schreier thanked the fire, EMS and police staff for their hard work on Sunday morning during the winter weather event.

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


Kimberly Duncan, Clerk
Charles Letner, Mayor