Brookville City Council
Regular Meeting
September 2, 2025

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on September 2, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Piper, Schreier, Wilder; Manager Kuntz, Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present. Member Zimmerlin was absent.

Roll Call by Clerk Duncan.

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

Motion by Piper, second by Wilder to accept the August 19, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Manager Kuntz reported staff recently submitted a Water Pollution Control Loan Fund (WPLCF) application to the OEPA for the design of the new Wastewater Treatment Facility. This funding program is administered by the Ohio Water Development Authority (OWDA). They have recommended that the city revise and submit an updated application for their Ohio Water Development Authority Fresh Water Planning and Design Loan, instead of WPLCF funding. This loan will also be eligible to be rolled into the OEPA or OWDA construction loan for the project. Manager Kuntz recommended that City Council approve Resolution 25-12 authorizing staff to submit the updated application to the OWDA and sign all required agreements associated with this funding program. Manager Kuntz also requested Council declare this Resolution an emergency in order for staff to submit the updated application by the funding deadline.

Manager Kuntz requested Council accept the second reading of proposed Resolution No. 25-11 and declare it an emergency in order to meet the OPWC application deadline.

Manager Kuntz announced The Brookville Optimist Club will hold their annual Pumpkin Walk on November 8 this year. This event is normally scheduled for the first Saturday in November.

Manager Kuntz reported the EV charging stations made possible with MVRPC funding are open and ready for use in the municipal lot on Arlington Road, across from Rob's Restaurant.

Manager Kuntz encouraged everyone to attend the final public meeting for the Comprehensive Land Use Plan Update on September 10 at 7:30 p.m. at the Brookville High School Auditorium.

Manager Kuntz reported the new electric aggregation rates have been locked in at .0904 per kilowatt hour.

Manager Kuntz asked if City Council is interested in holding another joint meeting with the Brookville Board of Education to discuss current events and hot topic issues within the Brookville community in a public forum format. Council indicated a joint meeting should be held after the first of the year.

Manager Kuntz asked if Council has considered the information provided by Law Director Stephan regarding door-to-door solicitation.

Discussion followed. The consensus of Council is to create a do not solicit list for solicitors and to change the legislation to require non-fee based registration and restrict the hours.

Member Piper inquired about the smoke testing that began today?

Manager Kuntz replied the smoke testing is going well and several properties have been identified that are likely inadvertently tied into the wastewater system. Homeowners will be contacted once the testing is complete.

Finance Director Brandt had no report.

Fire Chief Fletcher reported the Fire Department has been busy with final inspections for DMax, which is quickly approaching final occupancy. The Fire Department is also preparing for fire prevention month in October.

Police Chief Jerome reported decals displaying the suicide/crisis hotline phone have been added to the cruisers. Detective Beaver recently completed a 40-hour Crisis Intervention Team certification. Arlington Woods Walk the Block with a Cop was well attended on August 28. First Responder Friday at the school went well. Upcoming events are Coffee with a Cop at McDonalds on September 11 at 8:00 a.m. and Coffee with a Cop at Brookhaven on October 9 at 7:30 a.m. Preparations are underway for the Ghostly Night Out event on October 18. Monetary and candy donations for the event are being accepted now.

Police Chief Jerome reported he and Manager Kuntz recently attended a Flock camera webinar. The company is offering a free 30-day or 60-day trial in order to determine where the hot spots of the community are. Police Chief Jerome reported the annual cost for four cameras is $12,000 per year for a three-year contract. This does not include the permitting or installation cost.

The consensus of Council is to move forward with the free trial program to identify how many cameras are needed, where they are needed and how to budget for them in the future.

Law Director Stephan reported Grand Communities, LLC has submitted a final subdivision application for Phase II and III of Meadowlark Subdivision, located on 21.801 acres west of Meadow Glen Drive. The plan established 111 lots for zero lot line paired patio homes. Grand Communities, LLC has now commenced grading and tree removal in preparation for construction of the public streets and other public infrastructure for the entire Meadowlark subdivision. Law Director Stephan advised Planning Commission approved the Meadowlark Subdivision Phase II and Phase III Final Subdivision record plan and recommended Council approval.

Motion by Fowler, second by Schreier to approve Meadowlark Phases II and III Final Subdivision Application as recommended by Planning Commission. All yeas, motion carried.

Mayor Letner thanked the Optimists for installing 585 flags throughout the city for the Flag Program.

Motion by Wilder, second by Piper to read proposed Resolution No. 25-11 and declare it an emergency. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the second reading, dispense with the third reading and adopt Resolution 25-11 entitled "A RESOLUTION AUTHORIZING THE CITY OF BROOKVILLE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED. All yeas, motion carried.

Motion by Wilder, second by Schreier to read proposed Resolution No. 25-12. All yeas, motion carried.

Motion by Piper, second by Fowler to accept the first reading, dispense with the second and third reading and adopt Resolution No. 25-12 entitled "A RESOLUTION AUTHORIZING THE CITY OF BROOKVILLE TO APPLY FOR, ACCEPT AND ENTER INTO A OHIO WATER DEVELOPMENT AUTHORITY FRESH WATER PLANNING AND DESIGN LOAN ON BEHALF OF THE CITY OF BROOKVILLE FOR PLANNING, DESIGN AND/OR CONSTRUCTION OF WASTEWATER FACILITIES; AND DESIGNATING A DEDICATED REPAYMENT SOURCE FOR THE LOAN; AND DECLARING IT AN EMERGENCY." All yeas, motion carried.

J. Todd Smith, of 5037 Diamond Mill Road, announced he is running for State Representative and asked for the community's support.

Bruce Garber, 434 Sycamore requested Council restrict permitted solicitation hours in the winter as it can be unnerving for seniors when someone comes to their door when it is dark outside. Mr. Garber also commended the city and the Register Herald for the detailed information provided on the new gas aggregation program.

Motion by Fowler, second by Wilder to go into Executive Session regarding O.R.C. 121.22(G)(1) to consider the appointment of a public official. All yeas, motion carried.

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

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

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

Kimberly Duncan, Clerk

Charles Lether, Mayor