

The Berea City Council met in a regular business session, Tuesday, February 3, 2026.  
Mayor Bruce Fraley presiding.  
A quorum being present, the meeting was called to order at 6:30 p.m.

**COUNCIL PRESENT:** Steve Davis, John Payne, Katie Startzman, Teresa Scenters, Jerry Little,  
Steve Caudill, Barry Poynter, Ronnie Terrill

**COUNCIL ABSENT:** None

**OFFICIALS PRESENT:** Jerry Gilbert, Shawn Sandlin, Robin Adams, Daniel Brindley, Donna Angel,  
Priscilla Bloom, Jason Hays, Kevin Howard, Nancy Conley, Charlie Russell

**INVOCATION:** Steve Caudill

**PLEDGE OF ALLEGIANCE:** Steve Caudill

**APPROVAL OF AGENDA**

Caudill motioned; Startzman seconded motion to approve agenda as presented.  
Voice Vote: All ayes            Motion carried.

**APPROVAL OF MINUTES - JANUARY 20, 2026 & JANUARY 22, 2026**

Scenters motioned; Davis seconded motion to approve minutes for January 20, 2026, and January  
22, 2026, as presented.  
Voice Vote: All ayes            Motion carried.

**PUBLIC COMMENTS**

Randy Dickson, Berea

Regarding Ordinance #02-2026, scheduled for 1<sup>st</sup> Reading, stated there was a lot of discretion in the  
enforcement of the ordinance regarding the 30-day limit on moving inoperable vehicles, location, and  
forty-eight-hour notice. Suggested the ordinance language be tightened with more consistency and  
clarity to what was expected.

**FAMILY RESOURCE AND YOUTH SERVICES COORDINATORS APPRECIATION WEEK  
PROCLAMATION (FRYSC)**

Mayor Fraley read proclamation and presented to both, Berea Independent Schools and Madison  
County Public Schools.

Natasha Johnson, a third generation Berea Pirate, Berea Independent Schools, shared she was  
ecstatic to be able to take care of the students and could not do it without a wonderful town. The town  
had always provided need and support for their students, which speaks volumes for the entire  
community. Very thankful, hoped to retire from Berea Independent Schools, and blessed to take care  
of the kids and their families.

Amy Carmichael, District Contact, Madison County Schools, considered her FRYSC coordinators / co-  
workers family and blessed to have them taking care of their students and families. Reiterated  
Johnson's comment that they could not do it without the Council and the great community of Berea.  
They always want to make sure the students were ready to learn and they could remove any barriers  
to learning for them and the family as well.

Along with several resources in the community, keep donating.

**APPOINTMENT APPROVALS FOR PLANNING COMMISSION**

Mayor Fraley requested City Council approval of the re-appointment of Martin Richards to the Planning Commission to serve a four-year term.

Payne motioned; Little seconded motion to approve re-appointment of Martin Richards to the Planning Commission to serve a four-year term.

Voice Vote: All ayes Motion carried.

Mayor Fraley requested City Council approval of the re-appointment of Stephanie Hembree to the Planning Commission to serve a four-year term.

Caudill motioned; Scenters seconded motion to approve re-appointment of Stephanie Hembree to the Planning Commission to serve a four-year term.

Voice Vote: All ayes Motion carried.

Mayor Fraley requested City Council approval of the appointment of Andrew Gardner to the Planning Commission to serve a four-year term.

Startzman motioned; Caudill seconded motion to approve appointment of Andrew Gardner to the Planning Commission to serve a four-year term.

Voice Vote: All ayes Motion carried.

**APPOINTMENT APPROVALS FOR ZONING ADJUSTMENT BOARD**

Mayor Fraley requested City Council approval of the re-appointment of Katherine Berry to the Zoning Adjustment Board to serve a four-year term.

Startzman motioned; Little seconded motion to approve re-appointment of Katherine Berry to the Zoning Adjustment Board to serve a four-year term.

Voice Vote: All ayes Motion carried.

Mayor Fraley requested City Council approval of the re-appointment of Joshua Bills to the Zoning Adjustment Board to serve a four-year term.

Payne motioned; Davis seconded motion to approve re-appointment of Joshua Bills to the Zoning Adjustment Board to serve a four-year term.

Voice Vote: All ayes Motion carried.

**ORDINANCE #01-2026 AN ORDINANCE OF THE CITY OF BEREA, KENTUCKY, CHANGING THE ZONING CLASSIFICATION OF PROPERTY DESCRIBED HEREIN AND REFERRED TO AS 151 & 170 SEVENTY-SIX BOULEVARD AND OWNED BY WILLIAM TODD HOLBROOK AND ERIN C. HOLBROOK FROM I-2 (INDUSTRIAL PARK DISTRICT) TO B-4 (INTERCHANGE BUSINESS DISTRICT). – 2<sup>ND</sup> READING**

Corporate Counsel, Gilbert, read Ordinance #01-2026 in entirety.

Little motioned; Scenters seconded motion to approve and adopt Ordinance #01-2026.

Roll Call Vote: Ayes - Payne, Startzman, Scenters, Little, Caudill, Poynter, Terrill, Davis

Nays - None

Motion carried.

**ORDINANCE #02-2026 AN ORDINANCE OF THE CITY OF BEREA, KENTUCKY, AMENDING THE CODE OF ORDINANCES OF THE CITY OF BEREA, KENTUCKY, BY ADDING SECTION 40.311 TO PROVIDE FOR PROHIBITING PARKING OF INOPERABLE VEHICLES ON CITY STREETS, FOR LAW ENFORCEMENT PERSONNEL TO POST NOTICE ON ANY SUCH VEHICLE REQUIRING TIMELY REMOVAL OF ANY INOPERABLE VEHICLE, AND PROVIDING FOR PENALTIES FOR VIOLATION THEREOF. - 1<sup>ST</sup> READING**

Corporate Counsel, Gilbert, read Ordinance #02-2026 in entirety.

After brief discussion, 2<sup>nd</sup> Reading was scheduled for Tuesday, February 17<sup>th</sup>.

**DEPARTMENT HEAD REPORTS**

Charlie Russell, Chief, Berea Fire Department

Russell shared Fire Department recap of 2025.

- Hired three new employees
- Promotions
  - Stacey Quinley promoted to Assistant Fire Chief.
  - Will Rodgers & Jared Rigsby promoted to Battalion Chiefs.
  - Brian Hargis & Robbie Johnson promoted to Captain.
  - Waylon Clemmons & Gavin Shanks promoted to Lieutenants.
- Training Hours
  - Career Staff completed 7,326 hours, including required Insurances Services Office (ISO) hours.
  - Volunteer Staff completed 2,674 hours.
- Career Ready Programs

Designed to begin students into a rewarding career and to promote a career pathway to become a Berea firefighter.

Career Ready was defined as: Apprentice 1 (100 hours of training) and completed CPR/AED/First Aid, Stop the Bleed, NIMS/ICS 100, 200, 700, 800.

Launched a new program at Ignite South

  - A total of 12 students from Madison Southern & Madison Central, in which three of these students were already considered “career ready” by the state-based certificates. The remaining nine would be “career ready” by the end of the semester.

Had begun a second-year program at Berea Community School

  - A total of 10 students, in which four were considered “career ready” by the state-based certificates. The remaining six would be “career ready” by the end of the semester.
- Community Involvement included hosting:
  - 60 Public Relations Events; over 100 hours and over 3,000 people reached
  - 15 Station Tours
  - 5 Career Days
  - 25 Special Events
  - 6 Firetruck Fridays
  - 7 Fire Extinguisher Classes

- Completed annual ISO required hydrant testing, hose testing, 903 building inspections, and pump test.
- A major addition to the Department's capabilities to help the community in time of need was the addition of the Baby Box Station located at Station 2.
- Run volume had increased from 899 in 2024 to 1,121 in 2025; increased by 222 incidents.
- Working to implement running their brush truck on EMS calls to cut down on wear and tear on the larger apparatus.
- Thanked the Department Staff for their hard work, dedication, and professionalism provided each day on and off duty. Thanked Council, Mayor Fraley, and City Administrator Sandlin for the opportunity to lead such great staff. This being his first year as Fire Chief, had learned quite a bit with a lot to learn. Thanked the governing body for their support.

**CITY ADMINISTRATOR'S REPORT**

- Expressed appreciation to Cora Jane Wilson for her dedication and service to the City of Berea. Appreciated her as a colleague over the past several years, her mentorship, and her friendship.
- Expressed gratification to the Public Works Department on the snow and ice removal and the endured process over the weekend.
- Berea Municipal Utilities General Manager, Kevin Howard, and his crew had done an excellent job clearing right-of-ways. There had only been a couple outages during the inclement weather.
- Police and Fire Departments had done a lot of good services during the weather event, transporting personnel, essential personnel, i.e., healthcare workers, etc.
- Waste Connections trash service had not been able to pick up last Monday and Tuesday due to the ice and cold temperatures lasting several days. Double routes had been scheduled for this weekend. Be patient, they are working as hard as they can.
- Welcomed Barry Poynter to the Council. Feel free to contact him with needs or questions.

**MAYOR'S REPORT / COMMENTS**

- Complimented Roy Curtis, Public Works Director, and his entire Public Works Team on the snow clearing, consistently performing better than expected. No doubt they are committed to making sure that people can travel safely through the City. A job well done.
- Acknowledged and appreciated the dedicated service of Cora Jane Wilson, serving on City Council for nine years.
- Welcomed Barry Poynter, appointed on January 22<sup>nd</sup> by City Council, to fill the unexpired term of Wilson. Looked forward to working with him.

**COUNCIL COMMENTS**

**Davis** Berea was blessed with the Public Services it had. Welcomed Poynter to Council.

**Terrill** Amazed at what the City had gone through without a power outage. The only worry he had was the ice. Berea Municipal Utilities and the Street Department had done a good job. Thank you.

**Poynter** Thanked everyone for the warm welcome. Humbled to serve the City of Berea. Looking forward to the experience and getting to know everyone better. Appreciated the work of all the departments and looked forward to tours with Shawn.

**Caudill** Services of the City do an exceptional job. Hoped the people doing the essential jobs, i.e., truck drivers, officers, firefighters, etc., truly know the level of appreciation that our citizens have. The Family Resource and Youth Services coordinators do an amazing job in the schools. He had seen them do wonderful things for kids in our community, making sure they were taken care of. They do make a difference. Hoped this left the kids with a positive memory of growing up in Berea. Thank you to all coordinators. Welcomed Poynter. He would do an exceptional job.

**Little** Thanked Kevin Howard, General Manager, Berea Municipal Utilities, and crew for their work on rebuilding the lines, putting in new transformers, and trimmed trees which keep the electric on. The City had been lucky to not have lost electricity. A Public Works Meeting was scheduled for Tuesday, February 10<sup>th</sup>, City Hall's Randy Stone Room, 6:00 p.m. Topic would be street paving and/or repaving. Everyone welcome. Thanked everyone for coming.

**Scenters** Street Department did a wonderful job. The vision they had to have in order to see things work smoothly was something we do not always think about. The same as Russell's vision of going into the schools and getting the kids pre-certified which would help his Department as time went by. We need to be thankful that we have kept looking forward in maintenance and preventative measures. Appreciated all Department Heads always looking ahead.

**Startzman** Welcomed Poynter. Looking forward to serving with him. Suggested looking at Council Committees. Preparedness of our Utilities and Public Works departments was also a development and economic impact which storms like this one could have on businesses in that they are able to function without being able to close for a minimal number of days. This also impacts the employees and their safety because of the condition of the roads, whether or not the business had power to be able to work. Not just public safety, businesses also benefited when we had responsive City Utilities and Public Works. So, thank you.

**Payne** Thank Sandlin for his report. Welcomed Poynter. Thanked public employees for an amazing job done with our utilities, public works, parks, and emergency services. We had really set a high bar and ecstatic of our workers.

### **ADJOURNMENT**

Caudill motioned; Scenters seconded motion to adjourn at 7:37 p.m.

Voice Vote: All ayes          Motion carried.

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Mayor Bruce Fraley

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City Clerk