

Brookville City Council
Regular Meeting
October 7, 2025

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

Roll Call by Clerk Duncan.

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

Motion by Schreier, second by Wilder to accept the September 16, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Montgomery County Commissioner Mary McDonald stated she would like to be a voice for local government. Her past experience as a mayor gives her a broad understanding of many challenges we face. Ms. McDonald thanked Council for all that they do and provided a copy of the 2025 State of the County Impact Report for Council review.

Manager Kuntz reported Charter Review Commission member Ralf Mohr submitted his resignation recently due to personal reasons. The Charter Review Commission is confident they can move forward with the existing six members. Chairperson Rutherford is planning on coming to a City Council meeting in November to provide City Council with an update on their progress.

Manager Kuntz Current reported Planning Commission Member Damian Kristoff recently announced he is moving out of the Brookville city limits and will no longer be able to serve on Planning Commission. Manager Kuntz requested authorization for the Clerk of Council to advertise for letters of interest from city residents to fill this unexpired term as well as the unexpired term of former Council member James Zimmerlin.

Motion by Schreier, second by Fowler to authorize the Clerk of Council to advertise for letters of interest to fill this unexpired term on Planning Commission vacated by Member Kristof and the unexpired term on City Council vacated by Vice Mayor ++. All yeas, motion carried.

Vice Mayor Piper advised interviews for the open seats will be conducted prior to the November 4, 2025 Council Meeting.

Manager Kuntz thanked the community members who took the time to review the Comprehensive Land Use Plan draft and provide comments. Manager Kuntz reported our consultant, Envision, is incorporating the comments into the draft and will present the updated version to Planning Commission as soon as possible.

Manager Kuntz congratulated Ronda Dittrick and the Age Friendly Brookville program on the acquisition of the brand-new Age Friendly car from Reichard Chevrolet in Brookville. This purchase was made possible by a grant from the Dayton Foundation, corporate donations from Brookville IGA, the Brookville Community Network & Reichard Chevrolet, along with two private citizen donations. The vehicle will be used for the grocery assistance program that will be rolled out later this year.

Manager Kuntz reported the Service Department has begun clearing out some of the vegetation on city owned property along Market Street, behind the Hunter's Path neighborhood later this month in anticipation of the Market Street Sanitation Extension project. The plan is to limit the number

of trees and vegetation removed so the area continues to be a natural wooded area after the project is completed.

Manager Kuntz reported the Service Department recently repaired several water main breaks and installed Purple Heart Community signs at the entrances to the city. This designation was bestowed upon the city by The Military Order of the Purple Heart several years ago. Signs are also in production to recognize Brookville Schools as three-time state champions.

Manager Kuntz stated a recent news article erroneously reported that the City of Brookville received OWDA funding to construct a new Wastewater Treatment Facility. Manager Kuntz clarified that the OWDA funding is for the design- not construction- of a new Wastewater Treatment Facility. The City will be applying to the state for additional funding next year for the construction.

Manager Kuntz reported we recently received a grant from Montgomery County Environmental Services to put tarp systems on our dump trucks.

Manager Kuntz announced the Leiber Center sidewalk replacement and extension project, funded by a CDBG grant from Montgomery County, will begin the week of November 17 and will wrap up by November 22, weather permitting.

Manager Kuntz reminded everyone to start cleaning out and donate to the 2025 Goodwill Drive to Victory Band Challenge, which will be held October 20 through October 23, 2025. The goal this year is to collect 100,000 pounds of donations and win the 10th consecutive title for this competition.

Finance Director Brandt reported the State Auditor has released the results of the 2024 City of Brookville Audit. This audit shows a clean report and is available on our website for the public to view.

Manager Kuntz thanked Finance Director Brandt and the finance clerks for another successful year with a clean audit.

Fire Chief Fletcher presented the operations report for the month of September which reflects an average month. There was a marked downturn in the number of calls to Brookhaven Nursing Home as we are in between illness seasons. Fire Chief Fletcher reported the warm, dry weather has resulted in an uptick in related fires.

Police Chief Jerome reported preparations are underway for Ghostly Night Out on October 18. Candy and monetary donations are being accepted for the event which includes games, music and treats for thousands of attendees. Police Chief Jerome reported the police department has been busy with the Homecoming and various other events. Police Chief Jerome reported Officers have taken several stolen vehicle reports recently. This is attributed to organized crime, not local housing developments. Police Chief Jerome emphasized the importance of locking vehicles to prevent theft.

Law Director Stephan reported proposed Ordinance No. 2025-15 is before Council for a first reading with the modifications requested by City Council. The proposed ordinance will create a do not solicit list and restrict the permitted hours for solicitation.

Motion by Fowler, second by Crane to read proposed Ordinance No. 2025-15. All yeas, motion carried.

Motion by Wilder, second by Fowler to accept the first reading of proposed Ordinance No. 2025-15. All yeas, motion carried.

Vice Mayor Piper had no report.

Motion by Schreier, second by Crane to read proposed Resolution No. 25-13. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the second reading of proposed Resolution No. 25-13. All yeas, motion carried.

Motion by Fowler, second by Crane to read proposed Ordinance No. 2025-14. All yeas, motion carried.

Motion by Fowler, second by Crane to accept the second reading of proposed Ordinance No. 2025-14. All yeas, motion carried.

Steven McGuire, 719 Hunters Run, requested a timeline for the Market Street Sanitary Extension Project.

Darrin White, 751 Hunters Run, stated he is concerned about a buffer between his property and the AmVets property addition.

Vice Mayor Piper asked Manager Kuntz if he would like to address the residents' concerns.

Manager Kuntz responded to Mr. McGuire's comments, stating he will reach out to him with solid dates regarding the sanitary extension project as soon as they are available. Manager Kuntz stated staff will discuss Mr. White's concerns internally and try to come up with a resolution regarding the removal of trees and its impact on his property. Manager Kuntz advised Mr. White he will follow up with a phone call within the next week.

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



Kimberly Duncan, Clerk

Dennis Piper, Vice Mayor

