



CITY COUNCIL
Tuesday, December 16, 2025, 7:30 PM
301 SYCAMORE STREET, BROOKVILLE, OHIO 45309
937-833-2135
www.brookvilleohio.com

Agenda

I. Opening of Regular Council Meeting

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call

II. Adoption of Agenda

III. Approval of Minutes

- a. Approval of December 2, 2025 Budget Work Session Minutes
- b. Approval of December 2, 2025 Regular Meeting Minutes

IV. Reports of Municipal Officers

- a. City Manager
- b. Finance Director
 - 1. Fund Balance of November 30, 2025
- c. Fire Chief
- d. Police Chief
- e. Law Director
- f. Mayor Chuck Letner

V. Old Business

- a. Second reading of proposed Resolution No. 25-16 entitled "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME CITY EMPLOYEES."
- b. Second reading of proposed Resolution No. 25-17 "A RESOLUTION ESTABLISHING A WAGE SCALE FOR SEASONAL AND/OR TEMPORARY, AND PERMANENT PART-TIME HOURLY CITY EMPLOYEES."



- c. Second reading of proposed Resolution No. 25-18 entitled "A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING STREET LIGHTING IMPROVEMENTS IN AND ASSESSING THE ANNUAL STREET LIGHTING CHARGES UPON LOTS LOCATED WITHIN MEADOWLARK SUBDIVISION-PHASE ONE IN THE CITY OF BROOKVILLE, OHIO."

VI. New Business

- a. Perry Township Fire District Contract
- b. First reading of proposed Resolution No. 25-19 entitled "A RESOLUTION TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF BROOKVILLE, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026."
- c. First reading of proposed Resolution No. 25-20 entitled "A RESOLUTION AMENDING THE 2025 APPROPRIATIONS, AS SET FORTH BELOW, PURSUANT TO SECTION 5705.40 OF THE OHIO REVISED CODE, AND SECTION 12.35 OF THE OHIO ADMINISTRATIVE CODE AND APPROVING THE AMENDMENT TO THE CERTIFICATE OF ESTIMATED RESOURCES, AS SET FORTH BELOW."

VII. Public Comments (5 minutes per speaker)

VIII. Council Comments

IX. Motion for Adjournment

Please note: Now is time to hear from our community. We welcome comments which are important to us. Anyone who is interested in speaking, please stand, if you are able, and give your name and address for the public record. Each speaker will be given 5 minutes to provide your comments. Comments are welcome on general board business or specific agenda items. You may not donate your time to another speaker. Note, this time is for public comment, and we will not be entering into dialogue at this time. The purpose of this agenda item is for you, the public, to inform us the board about your views. If you have specific factual questions or complaints, please check in with our staff after the meeting. They are seated on the side and will be happy to assist you. We also welcome written questions and comments. We appreciate you attending the meeting and sharing your thoughts with us.

Brookville City Council
Budget Work Session
December 2, 2025

The Budget Work Session of the Brookville City Council was called to order by Mayor Letner at 6:30 p.m. on December 2, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Ledford, Piper, Schreier and Wilder; Finance Director Brandt, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present. Manager Kuntz was absent.

Roll Call by Clerk Duncan.

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

Clerk Duncan read the opening comments prepared by Manager Kuntz, which stressed that Finance Director Brandt worked diligently with staff over the past few months reviewing the current year's budget status, as well as the year-to-date revenues and expenditures to assist in accurately forecasting and projecting the following year's resource streams, desired project realities and expense line items. The goal is to provide these essential services while simultaneously investing in critical infrastructure upgrades, long-term equipment maintenance and employee retention efforts. Manager Kuntz advised the budget also serves to protect the city from unforeseen circumstances and pitfalls. Manager Kuntz thanked Finance Director Brandt for her hard work and patience during this budget cycle and commended her for implementing the 5-year CIP last year, which has greatly assisted department heads and the city in general in identifying long-term capital purchases and improvements for current budgetary purposes.

Finance Director Brandt presented a Power Point Presentation of the 2026 Budget. A copy of the presentation is attached to the minutes.

Finance Director Brandt explained the City has 16 Funds.

Finance Director Brandt provided a brief explanation of the General Fund and the projected 2026 Revenues and Expenditures from the General Fund. Income tax is still the main source of revenue, making up 74.8% of the projected General Fund Revenue in 2026. Finance Director Brandt projected an increase in income tax revenue for 2026, stating it is difficult to estimate as the construction crews for DMAX exit, and the plant becomes fully operational.

Finance Director Brandt presented the 2026 Police Department Budget.

Finance Director Brandt projected a 7.35% increase over 2025 Appropriations, which include a large increase in our electrical costs due to rising rates, new software for scheduling and payroll, risk insurance costs and IT services. These items affect all of our funds. Professional services includes the addition of five FLOCK cameras and capital outlay includes upgrading portable radios that have reached end of life. Purchasing a new police cruiser is not included in the budget due to the large outlay in funds to replace the radios.

Finance Director Brandt presented the 2026 Fire Department Budget.

Finance Director Brandt reported the Fire Department has requested to add two additional full-time employees. The 17.75% increase over 2025 Appropriations is mainly to cover the salary of the new full-time employees, plus benefits. The employer contribution share of the Ohio Police & Fire Pension for a firefighter is the highest of all the pension systems.

Finance Director Brandt presented the 2026 Government and Administration Budget. The estimated General Fund carryover for 2026 is \$2,305,850, compared to \$127,000 in 2022.

Finance Director Brandt presented the 2026 Service Department Budget. This includes the Street M&R, Park, Water, Sewer, Refuse and Stormwater Funds.

Finance Director Brandt reported the Service Department budget includes hiring another full-time employee in 2026. This will lessen the workload on current employees and will allow training to begin for an additional employee as several of our current employees are eligible for retirement. The budget also includes paving several city streets, replacing a pick-up truck in our aging fleet, replacing the garage doors at the mechanic's garage and the purchase of a gator.

Finance Director Brandt presented the 2026 Park and Recreational Budget. Finance Director Brandt advised there is a 7.47% increase from 2025 Appropriations. The goal is to pave another portion of the Golden Gate Park parking lot and replace some of our gas mowers.

Finance Director Brandt advised there is no change from last year in the 2026 Land Reutilization Revenues and Expenditures.

Finance Director Brandt reported we plan to continue to purchase educational material to be distributed from our drug prevention trailer from our Ohioone Opioid Revenue Funds.

Finance Director Brandt presented the 2026 Law Enforcement Revenues & Expenditures Fund.

Finance Director Brandt presented the 2026 Local Fiscal Recovery Fund, which includes the McKinley Street bridge repair if OPWC funds are received for the project.

Finance Director Brandt presented the 2026 Bond Retirement Revenues & Expenditures Fund and the 2026 Note Retirement Revenues & Expenditures Fund.

Finance Director Brandt presented the 2026 Capital Improvement Fund, noting the local share for the Arlington Road STP project, as well as industrial park upgrades will be paid for from this fund.

Finance Director Brandt presented the 2026 Fire Capital Improvement Fund which will fund the purchase of a used ladder truck, personal protective gear, rescue equipment and training center improvements.

Finance Director Brandt presented the 2026 Water Fund.

Finance Director Brandt presented the 2026 Sewer Fund. Expenses are significantly increased due to the Market Street Project and the design phase of our WWTP.

Finance Director Brandt presented the 2026 Stormwater Fund and 2026 Refuse Fund.

Finance Director Brandt presented a comparison of 2026 Budget Totals compared to 2025 Budget Totals and 2025 Revenues and Expenditures. The largest portion of increase is due to the projects underway in the sewer fund.

Manager Letner thanked Finance Director Brandt for presenting an excellent 2026 Budget and commended all of staff for their diligence in the budgeting process.

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

Kimberly Duncan, Clerk

Charles Letner, Mayor

Brookville City Council
Regular Meeting
December 2, 2025

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

Roll Call by Clerk Duncan.

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

Motion by Schreier, second by Wilder to accept the November 18, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Clerk Duncan read the City Manager's report which commended Finance/HR Director Michelle Brandt for the budget presentation and each of the city departments for their hard work during the holiday season. Manager Kuntz stated he is very thankful for the entire team of dedicated public servants that help make Brookville such a great community to call home. Manager Kuntz encouraged the entire community to consider shopping small at local Brookville businesses for the holidays. Manager Kuntz provided a list of the Service Department's recent activities, which included the removal of pine and Bradford pear trees from Gateway Park, putting up the Christmas lights around town and installing the Christmas tree in Gruenig Park. Manager Kuntz encouraged the community to participate in the holiday activities in Brookville which include the Christmas Tree Lighting at Gruenig Park Wednesday, December 3 from 6:00 p.m. until 8:00 p.m. and the Christmas in the Park kick-off event at Golden Gate Park on Friday, December 5 at 6:00 p.m. The lights will be up throughout the holiday season for everyone to enjoy.

Finance Director Brandt requested Council approval of proposed pay Resolutions No. 25-16 and Resolution No. 25-17.

Motion by Fowler, second by Schreier to read proposed Resolution No. 25-16. All yeas, motion carried.

Motion by Piper, second by Wilder to accept the first reading of proposed Resolution No. 25-16. All yeas, motion carried.

Motion by Fowler, second by Piper to read proposed Resolution No. 25-17. All yeas, motion carried.

Motion by Wilder, second by Schreier to accept the first reading of proposed Resolution No. 25-16. All yeas, motion carried.

Fire Chief Fletcher reported the month of November was a typical month for 2025. The Fire Department received many calls for service during the recent snow event.

Police Chief Jerome reported the Police Department will be participating in the Christmas Tree Lighting and Christmas in the Park kick-off. The Police Department has also adopted eight families for Christmas and will provide gifts and a holiday meal for each of these families.

Law Director Stephan reported the Brookville Enterprises, Inc. dba Brookhaven, has filed an application for a Subdivision Record Plan approval. The Subdivision Record Plan will establish a 22.797-acre lot that will be the location of the Brookhaven Expansion Project. This record plan

and site plan were approved by Planning Commission at their November 20, 2025 meeting. City staff has recommended that a traffic impact study be conducted to review the intersection of Brookville Salem Road and One Country Lane and to make recommendations for any improvements that may be needed as a result of this expansion project. Law Director Stephan recommended that City Council approve the Brookhaven Expansion Phase One Subdivision Record Plan conditioned upon the completion of the traffic impact study and compliance with the recommendations of the traffic impact study by Brookhaven.

Motion by Fowler, second by Ledford to approve the Brookhaven Expansion Phase One Subdivision Record Plan, conditioned upon the completion of and compliance with the recommendations of the traffic impact study by Brookhaven. All yeas, motion carried.

Law Director Stephan advised proposed Ordinance No. 2025-16 is to adopt the new Comprehensive Land Use Plan for the City of Brookville. After this first reading, a joint Public Hearing with both City Council and Planning Commission will be held on January 20, 2026 to allow the public to comment on the new plan.

Motion by Piper, second by Schreier to read proposed Ordinance No. 2025-16. All yeas, motion carried.

Motion by Wilder, second by Fowler to accept the first reading of proposed Ordinance No. 2025-16. All yeas, motion carried.

Law Director Stephan advised proposed Resolution No. 25-18 is to declare the necessity of constructing street lighting and assessing the annual charges to the lots located in the Meadowlark Subdivision. Law Director Stephan stated this process is the same in all new developments within the city.

Motion by Fowler, second by Schreier to read proposed Resolution No. 25-18. All yeas, motion carried.

Motion by Piper, second by Fowler to accept the first reading of proposed Resolution No. 25-18. All yeas, motion carried.

Mayor Letner encouraged everyone to attend the tree lighting tomorrow and the Christmas in the Park kick-off event on Friday. Mayor Letner reported Small Business Saturday was a huge success in downtown Brookville and thanked everyone who shopped small during the event. Mayor Letner thanked the Service Department for the excellent job they did clearing the snow this morning.

Lucas Corder, 8923 National Road, encouraged Council to reconsider the installation of Flock cameras in Brookville as it is his opinion that the cameras are in violation of the protections afforded citizens under the 4th amendment.

Member Piper commented that Eagle Scout Tim Moler, who installed the lights at the main stage in Golden Gate Park, did a phenomenal job. The project was funded by \$12,000 in donations and took 1,500 hours to complete. Member Piper stated the project shines a light on Tim's parents and his upbringing, as well as the scouting program and how it helps shape young men.

Member Fowler thanked Finance Director Brandt for the excellent budget presentation and advised the public that the presentation will be on the city website for anyone who wants to view it.

Member Ledford thanked Fire Chief Fletcher, Manager Kuntz, Finance Director Brandt for all of the extra hours put in to reach the new fire contract agreement with Perry Township.

Member Schreier thanked Envision Group for the outstanding job they did on the Comprehensive Land Use Plan Update.

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

Kimberly Duncan, Clerk

Charles Letner, Mayor

To: Mayor & Council
From: Jack Kuntz, City Manager
RE: Manager's Report
Date: 12/10/25

The city's fire district agreement with Perry Twp. is scheduled to expire at the end of December. Staff worked with representatives from Perry Twp. over the past several months and we've concluded those discussions with a proposed new three-year agreement to continue providing fire and EMS services to Perry Twp., for the same boundaries under the previous agreement. Perry Twp. Trustees approved this agreement at their last public meeting. Staff has also given Council a copy of the proposed agreement for review. The terms of this agreement are like the previous agreement, with the addition of an annual percentage increase for the cost of services provided. The agreement also includes a provision which permits Perry Twp. to void the third year of the agreement, if they provide written notice by the end of July in 2027. If this clause is used, per the terms of this agreement, Perry Twp. and Brookville will enter into good faith negotiations for a new agreement at that time. Staff believe this agreement is in the best interest of both the city of Brookville and Perry Twp. Staff requests City Council authorize the city manager to sign all documents related to this agreement. The city entered into a similar agreement with Clay Twp. at the beginning of this year.

Included with the recent state budget, specifically HB 96, were several cyber security requirements for local government agencies. The city has been working over the past 12 months on many of these items, prior to the new budget passing, including employee training and developing an incident response plan. Another requirement included with the state budget is each jurisdiction must have a "Cyber Security Policy" in place by January 1, 2026. Chief Fletcher worked within the city's Lexipol policy program and has provided the policy included with City Council's packet. This policy has also been forwarded to the city's IT consultant for review. Staff requests City Council approve the proposed Cyber Security Policy as provided and authorize the city manager to adjust the language in the future as new best practices are recommended by the city's IT provider.

City Council instructed staff at previous meetings to advertise available term openings on the Planning Commission, the Board of Zoning Appeals and the Park Board. Staff forwarded all the letters of interest received for those positions to City Council prior to this meeting. Staff request directions if the City Council would like to hold interviews or simply select candidates based on the review of those letters of interest.

The last day of leaf pick-up in the city will be December 19.

A quick update on a couple of infrastructure grant projects in the city which will occur in 2026. The McKinley Street Bridge Repair Project is scheduled to go out to bid in the next few weeks. This project, once awarded by City Council, is currently scheduled to occur in the first half of 2026. The Westbrook Resurfacing Project is scheduled to go out to bid after the first of the year and is currently scheduled to occur in the middle of 2026.

I'd like to take this opportunity to thank Kim Wilder and Curt Schreier for their time on City Council. This is their last meeting as current City Council members, after both have served for the past 8 years. Kim and Curt, I greatly appreciate all the time and effort you have both spent on Council and your dedication to the City of Brookville is not only commendable, but inspiring. Thank you for all the support you've provided for staff over these past 8 years. I also greatly appreciate the support you've given me over my first two years in Brookville. Best of luck in all your future endeavors and I look forward to continuing to see you at city events in the future.

The city offices will be closed on December 24 and 25 for the Christmas holiday as well as December 31 and January 1 for New Year's. I'd like to wish everyone a safe and joyous holiday season!

Memo

To: Mayor and Council

From: Michelle Brandt, Finance Director

Date: December 16, 2025

Subject: Finance Report

- Requesting Council accept the November 30, 2025 Fund Balance. Overall for October, MTD Expenses exceeded Revenues by \$73,952.56.
 - Higher expenses due to year end debt payments coming due.
- Requesting Council approve the following transfers:
 - \$100,000 transfer from the General Fund to the Park Fund – a partial transfer for the total amount budgeted in 2025
 - \$100,000 transfer from the General Fund to the Street Fund – a partial transfer for the total amount budgeted in 2025
- I am requesting Council authorization to receipt 85% of the revenue received from EMS Billing into the General Fund for operations of the Fire Department and 15% of the revenue from EMS Billing into the Fire Capital Improvement Fund for 2026, this pushes 5% more into our Fire Capital Improvement Fund than what was done in 2025.
- I am requesting Council authorization to receipt 70% of the revenue received from Fire Contracts into the General Fund for operations of the Fire Department and 30% of the revenue from Fire Contracts into the Fire Capital Improvement Fund for 2026, this is the same as what was done in 2025.
- I am requesting Council approval to set the labor rate for the Service Department Mechanic at \$50 per hour for 2026, for work performed on the city fleet. This is the same as what was done in 2025.
- I am requesting Council approval to change the ratio at which our service department employees are paid out certain funds to the following:
 - Street Fund: 42%
 - Park Fund: 12%
 - Water Fund: 20%
 - Sewer Fund: 20%

- Stormwater Fund: 4%
- Refuse Fund: 2%

- I am requesting Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 25-19 which sets the 2026 Appropriations as provided in 4.07(A)(1) of the Charter of the City.
- I am requesting Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution 25-20 that amends the 2025 Appropriations and Estimated Resources. This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City.



City of **BROOKVILLE** **POLICE**

Chief Douglas Jerome

djerome@brookvilleohio.com



Council Meeting Agenda December 16, 2025

Reportable Incidents

01/01/2024 – 12/09/2024 = 475

01/01/2025 – 12/09/2025 = 550

Citations

01/01/2024 – 12/09/2024 = 359

01/01/2025 – 12/09/2025 = 719

Traffic Stops

December 2024 - 114

December 1, 2025 to date - 53

Brookville Police Department

Incident Arrest Blotter

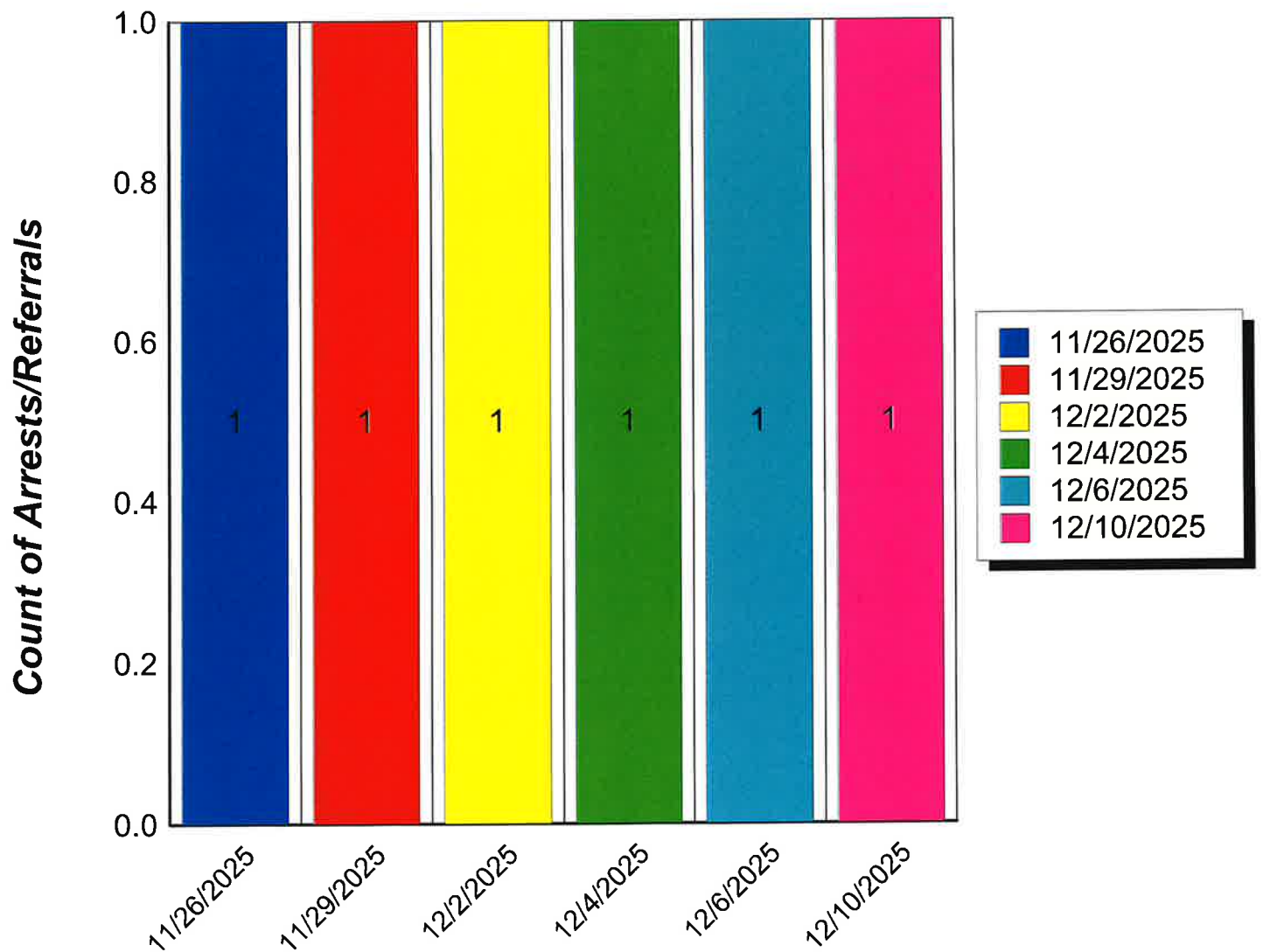
Arrest Date	Time	Suspect's Name	Address, Charges(s)	Incident ID
11/26/2025	03:48 PM	MICHELLE A. DORROU	403 MARKET ST APT 4, BROOKVILLE, OH 45309 35: WARRANT ARREST	2025-00542
11/29/2025	02:25 PM	STEPHAN J. GILL	336 BAKER ST, BROOKVILLE, OH 45309 2921331A: Failure to comply with order or signal of P.O. - o 451119A1: DUI - alcohol/drugs	2025-00545
12/02/2025	09:30 PM	JONATHAN S. SIRK	301 MAPLE CT, GREENFIELD, IN 46140 291925: Domestic violence	2025-00547
12/04/2025	09:30 AM	CHAD COHN	8916 NUMBER NINE RD, BROOKVILLE, OH 45309 451012: DRIVING WITHOUT VALID LICENSE 451016: FRA SUSPENSION	2025-00549
12/06/2025	10:30 AM	JONATHAN S. SIRK	301 MAPLE CT, GREENFIELD, IN 46140 35: WARRANT ARREST	2025-00552
12/10/2025	12:19 AM	MUHAMMED OM ODEH	18001 RICHMOND PL DR APT 1237, TAMPA, FL 33647 30308A9: SUSPENDED OR REVOKED LICENSE OR NO LICENSE	2025-00558
Total Selected = 6				

Brookville Police Department

Arrest Log by Date

Arrest Date	Total Arrests
November 26, 2025	1
November 29, 2025	1
December 02, 2025	1
December 04, 2025	1
December 06, 2025	1
December 10, 2025	1
Total Selected = 6	

Arrest Log by Date

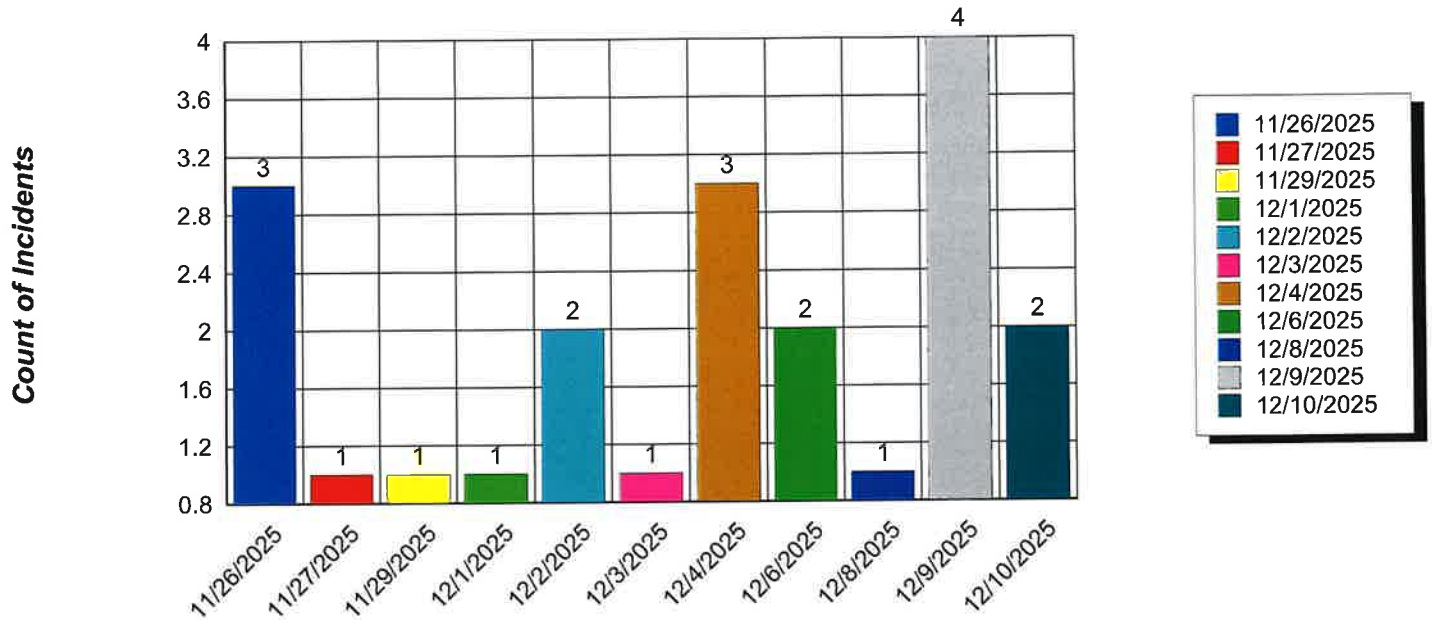


Brookville Police Department

Incident Log by Date Reported

Date Reported	Day of Week	Total Reported
11/26/2025	Wednesday	3
11/27/2025	Thursday	1
11/29/2025	Saturday	1
12/01/2025	Monday	1
12/02/2025	Tuesday	2
12/03/2025	Wednesday	1
12/04/2025	Thursday	3
12/06/2025	Saturday	2
12/08/2025	Monday	1
12/09/2025	Tuesday	4
12/10/2025	Wednesday	2
Total Selected = 21		

Incident Log by Date Reported



Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
November 26, 2025					
2025-00540	307 SUNRISE BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	11/26/2025	11/26/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 N/A 35106A1 - PARKING FOR DISPLAY PROHIBITED					
2025-00541	MARKET & SYCAMORE BROOKVILLE PD	SIGNAL 55 - TRAFFIC OFFENSE	11/26/2025		OPEN CASE
Offenses UCR Offense Description 2 N/A 37103 - CROSSING ROADWAY OUTSIDE CROSSWALK 02 26I - INFORMATION REPORT					
2025-00542	403 MARKET BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	11/26/2025	11/26/2025	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					
Total Incidents Reported for Date: 3					

November 27, 2025

2025-00543	799 ARLINGTON RD BROOKVILLE PD	SIGNAL 26O - TRESPASS	11/27/2025	11/27/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 291121 - Criminal trespass					
Total Incidents Reported for Date: 1					

November 29, 2025

2025-00545	SALEM @ MARKET BROOKVILLE PD	SIGNAL 21 - OVI	11/29/2025	11/29/2025	ARREST
Offenses UCR Offense Description 4 N/A 451133A - LANES AND LINES 02 2921331A - Failure to comply with order or signal of P.O. - o 02 451119A1 - DUI - alcohol/drugs 02 430162 - Open container liquor					
Total Incidents Reported for Date: 1					

December 01, 2025

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
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December 01, 2025

2025-00544	799 ARLINGTON BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	12/01/2025	12/01/2025	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
3	N/A	451016 - FRA SUSPENSION
	N/A	451012 - DRIVING WITHOUT VALID LICENSE
	N/A	450311A - Expired Registration

Total Incidents Reported for Date: 1

December 02, 2025

2025-00546	MAIN @ JEFFERSON BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	12/02/2025	12/02/2025	EXCEPTIONALLY CLEARED
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Offenses	UCR	Offense Description
3	N/A	451007 - LICENSE FORFEITURE SUSPENSION
	N/A	4511203 - Wrongful entrustment of a motor vehicle
	N/A	451305 - NO TAIL LIGHTS; REAR PLATE LIGHT

2025-00547	463 RONA BROOKVILLE PD	SIGNAL 20 - DOMESTIC VIOLENCE	12/02/2025	12/02/2025	ARREST
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Offenses	UCR	Offense Description
1	02	291925 - Domestic violence

Total Incidents Reported for Date: 2

December 03, 2025

2025-00548	124 TIMBERWOLF BROOKVILLE PD	SIGNAL 06B - MISDEMEANOR THEFT	12/03/2025		OPEN CASE
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Offenses	UCR	Offense Description
2	06	291302A1 - Theft - without consent
	02	291121A1 - Criminal trespass - land/premises of another

Total Incidents Reported for Date: 1

December 04, 2025

2025-00549	295 UPPER LEWISBURG SALEM BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	12/04/2025	12/04/2025	ARREST
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Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
December 04, 2025					
Offenses UCR Offense Description 2 N/A 451012 - DRIVING WITHOUT VALID LICENSE N/A 451016 - FRA SUSPENSION					
2025-00550	2 BLUE PRIDE DRIVE BROOKVILLE PD	SIGNAL 26O - AGGRAVATED MENACING	12/04/2025	12/04/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 04 290321 - Aggravated menacing					
2025-00551	194 CHURCH BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	12/04/2025	12/04/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
Total Incidents Reported for Date: 3					
December 06, 2025					
2025-00552	398 MALCOM GROSS WAY BROOKVILLE PD	SIGNAL 35 - WARRANT ARREST	12/06/2025	12/06/2025	ARREST
Offenses UCR Offense Description 1 N/A 35 - WARRANT ARREST					
2025-00553	523 VINE ST. BROOKVILLE, OHIO 45309 BROOKVILLE PD	SIGNAL 24 - DISORDERLY CONDUCT	12/06/2025	12/06/2025	ARREST
Offenses UCR Offense Description 2 02 291711A1 - Disorderly conduct - fighting or threatening 04 290313A - Assault - knowingly harm victim					
Total Incidents Reported for Date: 2					
December 08, 2025					
2025-00560	109 CORONADO BROOKVILLE PD	SIGNAL 26I - INFORMATION REPORT	12/08/2025		OPEN CASE
Offenses UCR Offense Description 1 02 26I - INFORMATION REPORT					
Total Incidents Reported for Date: 1					

Brookville Police Department

Incident Log by Date Reported

Incident ID	Location, Area	Description	Date Occurred	Cleared Date	Status
December 09, 2025					
2025-00554	310 MAPLE BROOKVILLE PD	SIGNAL 53H&R - HIT AND RUN CRASH	12/08/2025		OPEN CASE
Offenses UCR Offense Description 1 N/A 53H&R - HIT & RUN CRASH					
2025-00555	14 COLUMBIA BROOKVILLE PD	SIGNAL 26I - OHIO HB4 LE NOTIFICATION LETTER	12/04/2025	12/09/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 02 26I - OHIO HB4 LE NOTIFICATION LETTER					
2025-00556	HUNTERS RUN & QUAIL HOLLOW BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	12/09/2025	12/09/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 N/A 33510(a) - EXPIRED LICENSE PLATE					
2025-00557	ARLINGTON @ NUTRITION BROOKVILLE PD	SIGNAL 55 - TRAFFIC STOP	12/09/2025	12/09/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 2 N/A 451002B6 - NON COMPLIANCE SUSPENSION N/A 33510(a) - EXPIRED LICENSE PLATE					
Total Incidents Reported for Date: 4					
December 10, 2025					
2025-00558	EXIT 21 & ARLINGTON BROOKVILLE PD	SIGNAL 26O - OTHER CRIMINAL OFFENSES	12/10/2025	12/10/2025	ARREST
Offenses UCR Offense Description 2 N/A 30308A9 - SUSPENDED OR REVOKED LICENSE OR NO LICENSE N/A 451112 - OBEYING TRAFFIC CONTROL DEVICES					
2025-00559	MAIN @ SALEM BROOKVILLE PD	SIGNAL 55 - TRAFFIC VIOLATION	12/10/2025	12/10/2025	EXCEPTIONALLY CLEARED
Offenses UCR Offense Description 1 N/A 33509A - DISPLAY OF LICENSE PLATES					
Total Incidents Reported for Date: 2					
Total Selected = 21					

RESOLUTION NO. 25-16

**A RESOLUTION ESTABLISHING A NEW WAGE SCALE
FOR FULL-TIME CITY EMPLOYEES.**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
BROOKVILLE, OHIO, THAT:**

SECTION I: The following constitutes the wage scale for full-time hourly employees of the City of Brookville, Ohio and shall take effect the pay period including January 1, 2026.
(Annual yearly based on 52 work weeks)

		Regular Pay Table											
		A		B		C		D		E		F	
1	HOURL Y	\$	15.00	\$	15.30	\$	15.61	\$	15.92	\$	16.24	\$	16.56
2	HOURL Y	\$	15.75	\$	16.07	\$	16.39	\$	16.71	\$	17.05	\$	17.39
3	HOURL Y	\$	16.54	\$	16.87	\$	17.21	\$	17.55	\$	17.90	\$	18.26
4	HOURL Y	\$	17.36	\$	17.71	\$	18.07	\$	18.43	\$	18.80	\$	19.17
5	HOURL Y	\$	18.23	\$	18.60	\$	18.97	\$	19.35	\$	19.74	\$	20.13
6	HOURL Y	\$	19.14	\$	19.53	\$	19.92	\$	20.32	\$	20.72	\$	21.14
7	HOURL Y	\$	20.10	\$	20.50	\$	20.91	\$	21.33	\$	21.76	\$	22.19
8	HOURL Y	\$	21.11	\$	21.53	\$	21.96	\$	22.40	\$	22.85	\$	23.30
9	HOURL Y	\$	22.16	\$	22.61	\$	23.06	\$	23.52	\$	23.99	\$	24.47
10	HOURL Y	\$	23.27	\$	23.74	\$	24.21	\$	24.69	\$	25.19	\$	25.69
11	HOURL Y	\$	24.43	\$	24.92	\$	25.42	\$	25.93	\$	26.45	\$	26.98
12	HOURL Y	\$	25.66	\$	26.17	\$	26.69	\$	27.23	\$	27.77	\$	28.33
13	HOURL Y	\$	26.94	\$	27.48	\$	28.03	\$	28.59	\$	29.16	\$	29.74
14	HOURL Y	\$	28.28	\$	28.85	\$	29.43	\$	30.02	\$	30.62	\$	31.23
15	HOURL Y	\$	29.70	\$	30.29	\$	30.90	\$	31.52	\$	32.15	\$	32.79
16	HOURL Y	\$	31.18	\$	31.81	\$	32.44	\$	33.09	\$	33.75	\$	34.43

17	HOURLY	\$ 32.74	\$ 33.40	\$ 34.07	\$ 34.75	\$ 35.44	\$ 36.15
18	HOURLY	\$ 34.38	\$ 35.07	\$ 35.77	\$ 36.48	\$ 37.21	\$ 37.96
19	HOURLY	\$ 36.10	\$ 36.82	\$ 37.56	\$ 38.31	\$ 39.08	\$ 39.86
20	HOURLY	\$ 37.90	\$ 38.66	\$ 39.44	\$ 40.22	\$ 41.03	\$ 41.85
21	HOURLY	\$ 39.80	\$ 40.60	\$ 41.41	\$ 42.24	\$ 43.08	\$ 43.94
22	HOURLY	\$ 41.79	\$ 42.63	\$ 43.48	\$ 44.35	\$ 45.23	\$ 46.14
23	HOURLY	\$ 43.88	\$ 44.76	\$ 45.65	\$ 46.56	\$ 47.50	\$ 48.45
24	HOURLY	\$ 46.07	\$ 46.99	\$ 47.93	\$ 48.89	\$ 49.87	\$ 50.87
Executive Pay Table							
25	HOURLY	\$ 47.06	\$ 48.47	\$ 49.93	\$ 51.42	\$ 52.97	\$ 54.56

Department	Max Step	Title
<u>Administration</u>	Per Contract	City Manager (Salaried Position)
	25	Director of Finance/HR (Salaried Position)
	17	Clerk of Council
	16	Deputy Clerk
	25	Law Director (Salaried Position)
<u>Police</u>	25	Director of Police (Salaried Position)
	24	Police Major
	22	Police Captain
	Per Union Contract	Patrol Officer/Detective
	13	Police Secretary/Age Friendly Director
<u>Fire</u>	25	Director of Fire (Salaried Position)
	19	Fire Captain (100 Hour Employee)
	14	Fire Lieutenant (24/48 Hour Employee (112 Hours))
	12	Firefighter/Paramedic (24/48 Hour Employee (112 Hours))
<u>Service</u>	24	Director of Public Works
	19	Foreman
	18	Maintenance Service
	20	Mechanic
	20	Chief Plant Operator
	18	Plant Operator

SECTION II: All employees will be hired on at least a one-year probationary period. Normal progression is starting at Step A, and at completion of the probationary period move to Step B. Progression through the remaining steps shall be on an annual basis from date of last step increase based upon satisfactory performance evaluation. The City Manager may, if necessary, start more qualified and experienced personnel at a higher step in order to fill a position that would then follow the normal progression through the remaining steps.

SECTION III: A full-time employee who possess an Associate's degree from a two (2) year program at an accredited college, a Bachelor of Arts or Bachelor of Sciences degree, from a four (4) year program at an accredited college or university, or a Master's degree shall receive the following additional pay supplement:

<u>Degree</u>	<u>Amount</u>
Job Related Associate's Degree	\$0.24/hour
Job Related Bachelor's Degree	\$0.36/hour
Job Related Master's Degree	\$0.48/hour

SECTION IV: If any sentence, clause, or section or part of this Resolution is found to be unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall affect only such clause, sentence, section, or part of this Resolution, and shall not affect or impair any of the remaining provisions, sentences, clauses, sections or other parts of this Resolution. It is hereby declared to be the intention of the Council of the City of Brookville that this Resolution would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION V: This Resolution shall revoke and rescind any Ordinance or Resolution or any part thereof that are in conflict herewith.

Passed this _____ day of _____ 2026.

ATTEST:

Kimberly Duncan, Clerk

Charles Letner, Mayor

CERTIFICATE

The undersigned, Clerk of the City of Brookville, Ohio does hereby certify that the foregoing is a true and correct copy of Resolution No. 25-16 passed by the Council of said City on the _____ day of _____ 2026.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of Council of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-16 was posted at the City Building, U.S. Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio, on the _____ day of _____ 2026, to the _____ day of _____ 2026, both days inclusive.

Kimberly Duncan, Clerk

RESOLUTION NO. 25-17

A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR SEASONAL AND/OR TEMPORARY, AND PERMANENT PART-TIME HOURLY CITY EMPLOYEES.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BROOKVILLE, OHIO, THAT:

SECTION I: The following constitutes the wage scale for seasonal and/or temporary, and permanent part-time hourly employees of the City of Brookville, Ohio and shall take effect the pay period that includes January 1, 2026:

STEPS

Regular Pay Table

		A	B	C	D	E	F
1	HOURLY	\$ 15.00	\$ 15.30	\$ 15.61	\$ 15.92	\$ 16.24	\$ 16.56
2	HOURLY	\$ 15.75	\$ 16.07	\$ 16.39	\$ 16.71	\$ 17.05	\$ 17.39
3	HOURLY	\$ 16.54	\$ 16.87	\$ 17.21	\$ 17.55	\$ 17.90	\$ 18.26
4	HOURLY	\$ 17.36	\$ 17.71	\$ 18.07	\$ 18.43	\$ 18.80	\$ 19.17
5	HOURLY	\$ 18.23	\$ 18.60	\$ 18.97	\$ 19.35	\$ 19.74	\$ 20.13
6	HOURLY	\$ 19.14	\$ 19.53	\$ 19.92	\$ 20.32	\$ 20.72	\$ 21.14
7	HOURLY	\$ 20.10	\$ 20.50	\$ 20.91	\$ 21.33	\$ 21.76	\$ 22.19
8	HOURLY	\$ 21.11	\$ 21.53	\$ 21.96	\$ 22.40	\$ 22.85	\$ 23.30
9	HOURLY	\$ 22.16	\$ 22.61	\$ 23.06	\$ 23.52	\$ 23.99	\$ 24.47
10	HOURLY	\$ 23.27	\$ 23.74	\$ 24.21	\$ 24.69	\$ 25.19	\$ 25.69
11	HOURLY	\$ 24.43	\$ 24.92	\$ 25.42	\$ 25.93	\$ 26.45	\$ 26.98

Department	Max Step	Title
Administration	11	Code Enforcement
Police	9	Administrative Assistant
	9	PT Patrol Officer
Fire	9	Administrative Assistant
	9	PT Firefighter
Service	2	Seasonal/Grounds keeper
	9	PT Service Department Worker

SECTION II: All seasonal and/or temporary, and permanent part-time will be placed according to their training, qualifications and experience into one of the step “levels” based on the Department Head’s decision and approved by the City Manager. Any progression from any step to another step, will be based upon satisfactory performance evaluation, and the need for such step level as determined by the Department Head and approval by the City Manager.

SECTION III: City of Brookville Fire Department variable hour employees participating in voluntary activities, such as details, meetings, community activities and supervisory positions (Officer Pay), shall be eligible to receive a quarterly stipend for their volunteer service.

The quarterly stipend for all activities, not including Officer Pay, shall not exceed \$270 per quarter, per employee.

The Supervisory stipend, Officer Pay, shall not exceed \$175.00 quarterly for any Captain, or \$135.00 quarterly for any Lieutenant.

SECTION IV: If any sentence, clause, section or part of this Resolution is found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall affect only such clause, sentence, section or part of this Resolution and shall not affect or impair any of the remaining provisions, sentences, clauses, sections or other parts of this Resolution. It is hereby declared to be the intention of the Council of the City of Brookville that this Resolution would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, section or part thereof not been included herein.

SECTION V: This Resolution shall revoke and rescind any Resolution that is in conflict herewith.

PASSED this _____ day of _____ 2026.

ATTEST:

Kimberly Duncan, Clerk

Charles Letner, Mayor

CERTIFICATE

The undersigned, Clerk of the City of Brookville, Ohio, does hereby certify that the foregoing is a true and correct copy of Resolution No. 25-17 passed by the Council of the City of Brookville, Ohio, on the _____ day of _____ 2026.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-17 was posted at the City Building, U.S. Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio, on the _____ day of _____ 2026 to the _____ day _____ 2026 both days inclusive.

Kimberly Duncan, Clerk

RESOLUTION 25-18

A RESOLUTION DECLARING THE NECESSITY OF CONSTRUCTING STREET LIGHTING IMPROVEMENTS IN AND ASSESSING ANNUAL STREET LIGHTING CHARGES UPON LOTS LOCATED WITHIN MEADOWLARK SUBDIVISION-PHASE ONE IN THE CITY OF BROOKVILLE, OHIO.

WHEREAS, the City of Brookville City Council (the "Council") has heretofore studied the need to construct street lighting improvements (the "Improvements") to service presently unserved areas in the City of Brookville that are in the process of current or planned development; and

WHEREAS, the proposed Meadowlark Subdivision-Phase One project will be designed to serve the residences to be constructed and located throughout the project area; and

WHEREAS, this Council with and upon recommendation of staff has reviewed and hereby approves the general plans and the detailed plans and specifications required to proceed with the Improvements; and

WHEREAS, this Council has received a duly subscribed and regularly presented request/petition pursuant to Ohio Revised Code Section 727.06 requesting said improvements and including in said request/petition that the annual lighting charge cost of the street lighting improvement be assessed in an equal amount against each benefited lot, the amount to be determined by dividing the total cost per semiannual installment by the number of benefited lots in the district; and

WHEREAS, Council is electing to assess the entire annual lighting charge cost of the street lighting improvement in an equal amount against each benefited lot, the amount to be determined by dividing the total cost per semiannual installment by the number of benefited lots in the district; and

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROOKVILLE, OHIO THAT:

SECTION I: This Council hereby declares it necessary for the preservation and promotion of public health and welfare, for the reasons set forth in the preambles hereof, to enter into an agreement with AES/Miami Valley Lighting LLC for full-service lighting and to assess the accumulated annual charge estimated to be \$816.12 against the lots of Meadowlark Subdivision-Phase One.

SECTION II: The lots or parcels of land to be assessed for the Meadowlark Subdivision Phase One Subdivision, Street Lighting Improvement Project are Lots 2880-2909, Meadowlark Subdivision, Phase One, as recorded in Plat Book 246, Page 37, located in City of Brookville, Montgomery County, Ohio, and further described in the Lighting Assessment Petition attached hereto.

SECTION III: The Meadowlark Phase One Subdivision Street Lighting Improvement Project is estimated to consist of installation and trenching of Four (4) light poles and fixtures at a developer's cost of \$43865.00 and total annual lighting charges for said Four (4) light poles and fixtures of \$816.12 to be assessed as delineated herein with no portion of the improvement to be paid by the City.

SECTION IV: The boundaries of the area to be assessed include all properties within the Meadowlark Subdivision Phase One.

SECTION V: The Improvements are more particularly described and set out in the plans, specifications, estimates of cost, rates, charges and tentative assessments which are on file in the City of Brookville offices, 301 Sycamore St., Brookville, Ohio 45309 where they be examined and which plans, specifications, estimates of costs, rates, charges and tentative assessments are hereby approved.

SECTION VI: The total annual lighting charge is estimated to be \$816.12 and shall be funded as follows:

(a) The portion to be specially assessed to property owners on an annual basis totals \$816.12, being \$28.12 per lot, as adjusted to reflect increases in future years, in an equal amount against each benefited lot, the amount to be determined by dividing the total cost per semiannual installment by the number of benefited lots in the district.

SECTION VII: The City does not intend to issue securities in anticipation of the levy of the assessments. The City does not intend to issue securities in anticipation of collection of the assessments.

SECTION VIII: The estimate of the assessments against each parcel of property subject to assessment shall be prepared and filed in the office of the Clerk of Council and shall be open for inspection during regular business hours.

SECTION IX: Notice of the passage of this Resolution of Necessity and the filing of the estimated assessment pursuant to Ohio Revised Code Section 727.12 shall, after the estimated assessment has been made and filed as provided therein be served by the Clerk of Council, or a person designated by the Clerk of Council, upon the owners of the lots or parcels of lands to be

assessed for the Improvements, by certified mail addressed to such owner at his last known address or to the address to which tax bills are sent.

SECTION X: That the owner of any lot or parcel of land who objects to the amount or apportionment of, or the assessment against such lot or parcel as set forth in the estimated assessment filed under Ohio Revised Code Section 727.12, shall file such objection, in writing, with the Clerk of Council within two weeks from the date of completion of the notice required herein Such objection shall include the address for mailing of the notice of the creation by the City of an Assessment Equalization Board pursuant to the Ohio Revised Code Section 727.16.

SECTION XI: An owner who fails to file an objection shall be deemed to have waived any objection.

SECTION XII: A copy of this Resolution shall be filed with the Montgomery County Auditor.

SECTION XIII: This Council hereby finds and determines that all formal actions relative to adoption of this resolution were taken in an open meeting of this Council, and that all deliberations of this Council, which result in formal action, were taken in meetings open to the public, in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION XIV: This Resolution shall take effect upon passage as provided in Section 4.07(A)(2) of the Charter of the City of Brookville.

PASSED this _____ day of _____, 2026.

ATTEST:

KIMBERLY DUNCAN, CLERK

CHARLES LETNER, Mayor

CERTIFICATE

The undersigned, Clerk of the City of Brookville, does hereby certify that the foregoing is a true and correct copy of Resolution No. 25-18, passed by the Council of the City of Brookville, Ohio, on the _____ day of _____, 2026.

KIMBERLY DUNCAN, CLERK

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-18 was posted at the City Building, US Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio, on the _____ day of _____, 2025, to the _____ day of _____, 2026, both days inclusive.

KIMBERLY DUNCAN, CLERK

Resolution No. 25-19

ANNUAL APPROPRIATION RESOLUTION.

A Resolution to make appropriations for the Current Expenses and other Expenditures of the City of Brookville, State of Ohio, during the fiscal year ending December 31, 2026.

SECTION 1. BE IT RESOLVED by the Council of the City of Brookville, State of Ohio, that, to provide for the current expenses and other expenditures of the said City of Brookville, during the fiscal year ending December 31, 2026, the following sums be and they are hereby set aside and appropriated as follows, viz.

SECTION 2. That there be appropriated from the GENERAL FUND:

POLICE DEPARTMENT:

211	Salaries/Wages	<u>\$1,451,000</u>	
212	Employee Benefits	<u>\$ 615,000</u>	
230	Contractual Services	<u>\$ 331,700</u>	
240	Supplies and Materials	<u>\$ 92,000</u>	
250	Capital Outlay	<u>\$ 83,000</u>	
	Other (Uniforms & Travel)	<u>\$ 23,000</u>	
	TOTAL POLICE DEPARTMENT:		<u>\$ 2,595,700</u>

FIRE DEPARTMENT:

211	Salaries/Wages	<u>\$1,616,000</u>	
212	Employee Benefits	<u>\$ 386,000</u>	
230	Contractual Services	<u>\$ 456,250</u>	
240	Supplies and Materials	<u>\$ 123,425</u>	
	Other (Uniforms & Travel)	<u>\$ 23,375</u>	
	TOTAL FIRE DEPARTMENT:		<u>\$ 2,605,050</u>

GOVERNMENT & ADMINISTRATIVE DEPARTMENT:

211	Salaries/Wages	\$ <u>673,000</u>
212	Employee Benefits	\$ <u>193,500</u>
230	Contractual Services	\$ <u>898,900</u>
240	Supplies and Materials	\$ <u>38,500</u>
250	Capital Outlay	\$ <u>70,000</u>
270	Transfers/Advances	\$ <u>2,127,800</u>
	Other (Uniforms & Travel)	\$ <u>3,000</u>

TOTAL GOVERNMENT & ADMINISTRATIVE DEPARTMENT: \$ 4,004,700

SECTION 3. That there be appropriated from the GENERAL FUND for contingencies for purposes not otherwise provided for, to be expended in accordance with the provisions of Section 5705.40 R.C., the sum of

\$ 5,000

GRAND TOTAL GENERAL FUND APPROPRIATION: \$ 9,210,450

SECTION 4.**STREET MAINTENANCE & REPAIR FUND:**

211	Salaries/Wages	\$ <u>501,950</u>
212	Employee Benefits	\$ <u>203,800</u>
230	Contractual Services	\$ <u>235,550</u>
240	Supplies and Materials	\$ <u>189,900</u>
250	Capital Outlay	\$ <u>339,000</u>
	Other (Uniforms & Travel)	\$ <u>4,700</u>
260	Debt Service	\$ <u>137,750</u>

TOTAL STREET MAINTENANCE & REPAIR FUND: \$ 1,612,650

SECTION 5.**PARK & RECREATION FUND:**

211	Salaries/Wages	\$ <u>121,000</u>	
212	Employee Benefits	\$ <u>40,000</u>	
230	Contractual Services	\$ <u>108,200</u>	
240	Supplies and Materials	\$ <u>45,100</u>	
250	Capital Outlay	\$ <u>201,500</u>	
	Other (Uniforms & Travel)	\$ <u>1,900</u>	
TOTAL PARK & RECREATION FUND:			\$ <u>517,700</u>

SECTION 6.**LAND REUTILIZATION FUND:**

230	Contractual Services	\$ <u>0</u>	
240	Supplies and Materials	\$ <u>0</u>	
260	Debt Service	\$ <u>0</u>	
TOTAL LAND REUTILIZATION FUND:			\$ <u>0</u>

SECTION 7.**TAX INCREMENT EQUIVALENT FUND:**

240	Contractual Services	\$ <u>127,500</u>	
TOTAL TAX INCREMENT EQUIVALENT FUND:			\$ <u>127,500</u>

SECTION 8.**OHIOONE OPIOID FUND:**

230	Contractual Services	\$ <u>0</u>	
240	Supplies and Materials	\$ <u>5,000</u>	
TOTAL OHIOONE OPIOID FUND:			\$ <u>5,000</u>

SECTION 9.**LOCAL FISCAL RECOVERY FUND:**

250	Capital Outlay	\$ <u>0</u>	
TOTAL LOCAL FISCAL RECOVERY FUND:			\$ <u>0</u>

SECTION 10.

LAW ENFORCEMENT FUND:

Other (Law Enforcement Misc., D.U.I. & R.I.F.) \$ 1,600

TOTAL LAW ENFORCEMENT FUND: \$ 1,600

SECTION 11.

FEMA FUND:

240 Contractual Services \$ 0

270	Transfer/Advance Out	\$ <u>0</u>
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TOTAL FEMA FUND: \$ 0

SECTION 12.

BOND RETIREMENT FUND:

260	Debt Service	\$ 377,800
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TOTAL BOND RETIREMENT FUND: \$ 377,800

SECTION 13.

NOTE RETIREMENT-NORTHBROOK FUND:

260 Debt Service \$ 0

TOTAL NOTE RETIREMENT-NORTHBROOK FUND: \$ 0

SECTION 14.

CAPITAL IMPROVEMENT FUND:

250	Capital Outlay	\$ <u>620,000</u>
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TOTAL CAPITAL IMPROVEMENT FUND: \$ 620,000

SECTION 15.

FIRE CAPITAL IMPROVEMENT FUND:

250	Capital Outlay	\$ 334,000
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TOTAL FIRE CAPITAL IMPROVEMENT FUND: \$ 334,000

SECTION 16.**WATER FUND:**

211	Salaries/Wages	\$ <u>197,800</u>	
212	Employee Benefits	\$ <u>80,000</u>	
230	Contractual Services	\$ <u>1,235,750</u>	
240	Supplies and Materials	\$ <u>17,600</u>	
250	Capital Outlay	\$ <u>24,500</u>	
	Other (Uniforms & Travel)	\$ <u>1,800</u>	
260	Debt Service	\$ <u>134,300</u>	
	TOTAL WATER FUND:		\$ <u>1,691,750</u>

SECTION 17.**SANITARY SEWER FUND:**

211	Salaries/Wages	\$ <u>228,150</u>	
212	Employee Benefits	\$ <u>91,100</u>	
230	Contractual Services	\$ <u>3,772,700</u>	
240	Supplies and Materials	\$ <u>32,500</u>	
250	Capital Outlay	\$ <u>1,696,000</u>	
	Other (Uniforms & Travel)	\$ <u>1,800</u>	
260	Debt Service	\$ <u>177,600</u>	
	TOTAL SANITARY SEWER FUND:		\$ <u>5,999,850</u>

SECTION 18.**STORMWATER FUND:**

211	Salaries/Wages	\$ <u>44,000</u>	
212	Employee Benefits	\$ <u>15,880</u>	
230	Contractual Services	\$ <u>95,000</u>	
240	Supplies and Materials	\$ <u>4,500</u>	
250	Capital Outlay	\$ <u>6,500</u>	
	Other (Uniforms & Travel)	\$ <u>500</u>	
260	Debt Service	\$ <u>7,800</u>	
	TOTAL STORMWATER FUND:		\$ <u>174,180</u>

SECTION 19.

REFUSE FUND:

211	Salaries/Wages	\$ <u>49,500</u>	
212	Employee Benefits	\$ <u>20,500</u>	
230	Contractual Services	\$ <u>618,725</u>	
240	Supplies and Materials	\$ <u>7,500</u>	
	Other (Uniforms & Travel)	\$ <u>500</u>	
TOTAL REFUSE FUND:			\$ <u>696,725</u>

GRAND TOTAL ALL APPROPRIATIONS: \$21,364,205

SECTION 20.

This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City of Brookville, Ohio.

And the Director of Finance is hereby authorized to draw warrants on the City Treasury for payments from any of the foregoing appropriations upon receiving proper certificates and vouchers therefore, approved by the board or officers authorized by law to approve the same, or an ordinance or resolution of council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or Ordinance. Provided further that the appropriations for contingencies can only be expended upon appeal or two-thirds vote of Council for items of expense constituting a legal obligation against the city, and for purposes other than those covered by other specific appropriations herein made.

Passed _____

Approved:

Charles Letner, Mayor

Attest:

Kimberly Duncan,
Clerk of Council

CERTIFICATE

Section 5705.39, R.C. – “No appropriation measure shall become effective until the county auditor files with the appropriation authority.....a certificate that the total appropriations from each fund taken together with all other outstanding appropriations, do not exceed such official estimate or amended official estimate. When the appropriation does not exceed such official estimate, the county auditor shall give such certificate forthwith upon receiving from the appropriating authority a certified copy of the appropriation measure.....”

The State of Ohio Montgomery County, ss.

I, Michelle Brandt, Director of Finance of the City of Brookville in said County, and in whose custody the Files, Journals, and Records are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Annual Appropriation Resolution is taken and copied from the original Resolution now on file with said City, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

Witness my signature, this _____ day of _____ 2025.

—

Director of Finance of the City of
Brookville, Montgomery County,
Ohio

CERTIFICATE OF POSTING

The undersigned, Clerk of Council of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-19 was posted at the City Building, U.S. Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio on the _____ day of _____ 2025 to the _____ day of _____ 2026 both days inclusive.

—

Kimberly Duncan
Clerk of Council

RESOLUTION NO. 25-20

A RESOLUTION AMENDING THE 2025 APPROPRIATIONS, AS SET FORTH BELOW, PURSUANT TO SECTION 5705.40 OF THE OHIO REVISED CODE, AND SECTION 12.35 OF THE OHIO ADMINISTRATIVE CODE AND APPROVING THE AMENDMENT TO THE CERTIFICATE OF ESTIMATED RESOURCES, AS SET FORTH BELOW.

WHEREAS, the Council of the City of Brookville, Ohio approved the 2024 Original Certificate of Estimated Resources and the 2025 Appropriation Resolution; and

WHEREAS, the City of Brookville, Ohio needs to comply with the 2025 Budget; and

WHEREAS, the Finance Director has requested amendment of the Certificate of Estimated Resources and Appropriations for 2025.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BROOKVILLE, OHIO:

SECTION I: That the following amendments to the Certificate of Estimated Resources are approved as follows:

<u>FUND</u>	<u>ACTION</u>	<u>AMOUNT</u>
General Fund	Increase	\$750,000.00
Street Fund	Increase	\$ 15,000.00
Law Enforcement Fund	Increase	\$ 1,500.00
Water Fund	Increase	\$140,000.00
Sewer Fund	Increase	\$176,000.00
Stormwater Fund	Increase	\$ 3,000.00
Refuse Fund	Increase	\$ 32,000.00

SECTION II: That the following expense line items be increased by:

<u>AMOUNT</u>	<u>LINE ITEM</u>	<u>FUND</u>
\$ 30,000.00	B01-06B3-2110	Street Fund
\$ 15,000.00	B04-03B4-2530	Park Fund
\$ 1,000.00	B13-07-F3-2390	Law Enforcement Fund
\$ 90,000.00	E02-05C3-2346	Sewer Fund
\$ 5,000.00	E02-05C3-2620	Sewer Fund

SECTION III: This Resolution shall take effect immediately after passage of this Resolution as provided in 4.07(A)(1) of the Charter of the City of Brookville, Ohio.

PASSED this _____ day of _____ 2025.

ATTEST:

Kimberly Duncan, Clerk

Charles Letner, Mayor

CERTIFICATE

The undersigned, Clerk of the City of Brookville, Ohio, does hereby certify that the foregoing is a true and correct copy of Resolution No. 25-20 passed by the Council of the City of Brookville, Ohio, on the _____ day of _____ 2025.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-20 was posted at the City Building, U.S. Post Office and the Brookville Branch of the Montgomery County Public Library, Brookville, Ohio, on the _____ day of _____ 2025 to the _____ day of _____ 2026, both days inclusive.

Kimberly Duncan, Clerk