



CITY COUNCIL
Tuesday, January 6, 2026, 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. Oath of Office - New Council Members Mike Hughes and Darren McNew
- d. Roll Call

II. Adoption of Agenda

III. Approval of Minutes

- a. Approval of December 16, 2025 Regular Meeting Minutes

IV. Reports of Municipal Officers

- a. City Manager
- b. Finance Director
- c. Fire Chief
- d. Police Chief
- e. Law Director
- f. Mayor Chuck Letner

V. Old Business

- a. Second reading of proposed Resolution No. 25-15 entitled "A RESOLUTION AUTHORIZING THE REQUEST FOR AN ADVANCE OF TAXES COLLECTED IN 2026 FOR TAX YEAR 2025."
- b. Third reading of proposed Resolution No. 25-16 entitled "A RESOLUTION ESTABLISHING A NEW WAGE SCALE FOR FULL-TIME CITY EMPLOYEES."
- c. Third 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."

Mayor Chuck Letner • Vice Mayor Dennis Piper
Council Members: Stephen Crane • JD Fowler • Mike Hughes • Jared Ledford • Darren McNew



- d. Third 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. First reading of Ordinance No. 2026-01 entitled "AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES, AND DECLARING IT AN EMERGENCY."

VII. Public Comments (5 minutes per speaker)

VIII. 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
Regular Meeting
December 16, 2025

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on December 16, 2025. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Ledford, Piper, Schreier, Wilder; Manager Kuntz, Finance Director Brandt, Law Director Stephan, Fire Chief Fletcher, Police Chief Jerome and Clerk Duncan were present.

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 Ledford to accept the December 2, 2025 Budget Work Session Minutes as presented. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the December 2, 2025 Regular Meeting Minutes as presented. All yeas, motion carried.

Manager Kuntz requested authorization to enter into a new three-year agreement with Perry Township for fire and EMS services for the same boundaries under the previous agreement. The terms of this agreement are similar to 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 Township 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 Township and Brookville will enter into good faith negotiations for a new agreement at that time. Manager Kuntz advised staff believes this agreement is in the best interests of both the city of Brookville and Perry Township.

Motion by Piper, second by Wilder to authorize the city manager to enter into a new three-year agreement with Perry Township for Fire and EMS services as presented. All yeas, motion carried.

Manager Kuntz requested City Council approve the proposed Cyber Security Policy as presented and authorize the city manager to adjust the language in the future as new best practices are recommended by the city's IT provider.

Motion by Schreier, second by Fowler to approve the Cyber Security Policy as presented and authorize the city manager to adjust the language in the future as new best practices are recommended by the city's IT provider. All yeas, motion carried.

Manager Kuntz inquired whether City Council would like to hold interviews for potential Planning Commission, Park Board and Board of Zoning Appeals members or simply select candidates based on the review of those letters of interest.

The consensus of Council is to hold a Special Council Meeting on January 6, 2025 at 6:00 p.m. to interview the interested candidates.

Manager Kuntz reported the last day of leaf pick-up in the city will be December 19.

Manager Kuntz provided a quick update on a couple of infrastructure grant projects that 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.

Manager Kuntz congratulated Finance/HR Director Brandt and the finance team, which includes Clerk Duncan and Clerk Weiss, for the Auditor of State Award, which recognizes excellence in financial reporting. This is the fifth time Finance/HR Director Brandt and her team have received this award during her tenure with the city.

Manager Kuntz announced the city offices will be closed on December 24 and 25 for the Christmas holiday as well as December 31 and January 1, 2026 for the New Year holiday. Trash and recycling services will be delayed by one day for both Christmas Day and New Year's Day. Manager Kuntz wished everyone a safe and joyous holiday season!

Manager Kuntz expressed his appreciation to Member Wilder and Member Schreier for all the time and effort spent on Council for the past 8 years, stating their dedication to the City of Brookville is not only commendable, but inspiring. Manager Kuntz thanked both members for the support they have provided to staff over these years and to him personally over his first two years in Brookville. Manager Kuntz wished them both the best of luck in future endeavors and stated he looks forward to continuing to see them at city events in the future.

Finance Director Brandt presented the November 30, 2025 Fund Balance for Council review and approval.

Motion by Fowler, second by Piper to accept the November 30, 2025 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt requested Council approval to transfer \$100,000 transfer from the General Fund to the Park Fund and a \$100,000 transfer from the General Fund to the Street Fund. Both are partial transfers for the total amount budgeted in 2025.

Motion by Schreier, second by Fowler to approve the transfer of \$100,000 from the General Fund to the Park Fund and \$100,000 from the General Fund to the Street Fund as requested by Finance Director Brandt. All yeas, motion carried.

Finance Director Brandt requested Council authorization to receipt 85% of the revenue 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, which pushes 5% more into these funds than in 2025.

Motion by Piper, second by Wilder to authorize Finance Director Brandt to receipt 85% of the revenue 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. All yeas, motion carried.

Finance Director Brandt requested 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.

Motion by Fowler, second by Wilder to authorize Finance Director Brandt 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. All yeas, motion carried.

Finance Director Brandt requested 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 rate as in 2025.

Motion by Ledford, second by Schreier to set the labor rate for the Service Department Mechanic at \$50 per hour for 2026, for work performed on the city fleet. All yeas, motion carried.

Finance Director Brandt requested Council approval to redistribute the fund ratio at which service department employees are paid from to the following: Street Fund: 42%, Park Fund: 12%, Water Fund: 20%, Sewer Fund: 20%, Stormwater Fund: 4%, Refuse Fund: 2%.

Motion by Schreier, second by Ledford to approve the revised ratio at which service department employees are paid out as follows: Street Fund: 42%, Park Fund: 12%, Water Fund: 20%, Sewer Fund: 20%, Stormwater Fund: 4%, Refuse Fund: 2%. All yeas, motion carried.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution No. 25-19, which sets the 2026 Appropriations as provided for in 4.07(A)(1) of the Charter of the City.

Motion by Piper, second by Schreier to read proposed Resolution No. 25-19. All yeas, motion carried.

Motion by Fowler, second by Schreier to accept the first reading, dispense with the second and third reading and adopt 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. All yeas, motion carried.

Finance Director Brandt requested Council accept the first reading and dispense with the second and third reading to adopt proposed Resolution No. 25-20, which 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.

Motion by Schreier, second by Wilder to read proposed Resolution No. 25-20. 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. 25-20 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. All yeas, motion carried.

Finance Director Brandt reported the Attorney General's office has collected delinquent Brookville city income taxes in the amount of \$57,000 year to date.

Member Wilder congratulated Finance Director Brandt on her Auditor of State Award.

Fire Chief Fletcher reported the November Operations Report reflects another busy month, hitting a new high mark average of seven calls per day.

Police Chief Jerome reported the Police Department participated in the gingerbread house building event at Brookville Schools, Chamber of Commerce Christmas Tree Lighting and the Christmas in the Park event. Police Chief Jerome thanked Thrush and sons for donating pretzels to the tree lighting event. The Police Department will participate in the annual Operation Santa Sleigh event on December 23, 2025.

Law Director Stephan thanked Members Schreier and Wilder for their years of service, stating they both have done an excellent job for the city.

Mayor Letner reported he and Vice Mayor Piper recently participated in the Wreaths Across America event and thanked Troop 47 for assisting the Daughters of the American Revolution, Daniel Cooper Chapter, with laying over 900 wreaths. Mayor Letner reported the new Goodwill store opened today. The building interior has been completely remodeled and the staff seems excited to be here in Brookville.

Mayor Letner recognized outgoing Members Schreier and Wilder for their eight years of Council service and for their dedication to the citizens of Brookville. Mayor Letner thanked each member and their families for the sacrifices they made in service to the city.

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

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

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

Motion by Wilder, second by Schreier to accept the second reading of proposed Resolution No. 25-17. All yeas, motion carried.

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

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

Member Fowler requested that a representative of the flock camera company come to a future meeting to address Council.

Police Chief Jerome stated he would be happy to bring in a representative to help the police department educate the public on the flock camera system.

Ayden Chandler, 517 Sterling Meadows, requested that Council consider creating a Brookville Young Professional and Youth Advisory Council for residents age 18-25. This would give this age group a stronger voice in local decisions on housing, recreation and business development.

Mayor Letner commented a bill was recently introduced at the state level for this exact thing.

Elizabeth O'Neal of 353 Baker Street, Lucas Corder of 8923 National Road and Adrian Angel of 8 Larry Court raised concerns related to Flock safety cameras. Comments included warrantless surveillance violates constitutional protections and erodes community trust; AI systems can misidentify vehicles, leading to dangerous encounters and costly settlements; surveillance data can be accessed by various agencies without local authority knowledge or consent; cybersecurity vulnerabilities in the system pose risks to sensitive location data of residents and public safety relies on trust; invasive surveillance undermines liberties and privacy.

Member Schreier thanked fellow Council members, staff and citizens for their support while on Council, stating he is proud of everything accomplished during his tenure. Member Schreier extended his best wishes to the incoming Council members.

Member Piper wished everyone Happy Holidays and stated it has been an honor to serve with Members Schreier and Wilder.

Member Wilder thanked God, fellow Council Members, staff, citizens and family for supporting her in her role on City Council. Member Wilder noted many accomplishments during her tenure, and encouraged community members, especially women, to consider running for Council or participating in local government.

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: 12/30/25

I'd like to congratulate and welcome Brookville's newest City Council members Mike Hughes and Darren McNew who were sworn in tonight along with Jared Ledford. Being willing to represent all the citizens of Brookville is a great service and I believe I speak for all the employees in the city that we look forward to working with you and the entire City Council this coming year as we continue to move Brookville forward in a smart and strategic fashion.

The Brookville Area Chamber of Commerce's annual Prayer Breakfast is scheduled for January 8 at 7:30 am at the Brookville Local School District's Administration building.

Brookville's first 2026 Age Friendly Lunch for seniors and retirees is scheduled for Wednesday, January 21 at noon at the Leiber Center. This free lunch is sponsored by Brookhaven Retirement Community and this month's guest speaker is Montgomery County Treasure John McManus speaking on a variety of topics. Please RSVP no later than January 16 by calling 937-833-2001 x4 or emailing Rdittrick@brookvilleohio.com.

Below is a list of things the Service Department has been working on over the past several weeks:

- Finished leaf pickup,
- Repaired watermain leak on Mound St.,
- Hauled gravel for stock,
- Plowed and salted for snow,
- Pothole patched with cold mix,
- Power washed leaf machine for storage,
- Cleaned service dept shops,
- Picked up VLR shaft for the wastewater treatment facility,
- Repaired Heckathorn lift station panel,
- Steve has been making new street signs,
- Chipped tree branches, and
- Picked up trash in parks and uptown

RESOLUTION NO. 25-15

A RESOLUTION AUTHORIZING THE REQUEST FOR AN ADVANCE OF TAXES COLLECTED IN 2026 FOR TAX YEAR 2025.

WHEREAS: It is in the best interest of citizens of the City of Brookville, Ohio that a request be made for advance taxes collected in 2026 for year 2025.

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

SECTION I: Authorization is granted to the Director of Finance of the City of Brookville, Ohio to make a request for an advance of taxes collected by the Treasurer of Montgomery County, Ohio, not to exceed the amount allotted by the Ohio Revised Code for the year 2025.

SECTION II: This Resolution shall therefore take effect and be enforced from and after its passage by the members of Council pursuant to 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. 25-15 passed by the Council of said City on the _____ day of _____ 2025.

Kimberly Duncan, Clerk

CERTIFICATE OF POSTING

The undersigned, Clerk of Council of the City of Brookville, Ohio, hereby certifies that the foregoing Resolution No. 25-15 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 _____ 2025, both days inclusive.

Kimberly Duncan, Clerk

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

<u>Department</u>	<u>Max Step</u>	<u>Title</u>
<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
<u>Fire</u>	13	Police Secretary/Age Friendly Director
	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	HOUR LY	\$ 15.00	\$ 15.30	\$ 15.61	\$ 15.92	\$ 16.24	\$ 16.56
2	HOUR LY	\$ 15.75	\$ 16.07	\$ 16.39	\$ 16.71	\$ 17.05	\$ 17.39
3	HOUR LY	\$ 16.54	\$ 16.87	\$ 17.21	\$ 17.55	\$ 17.90	\$ 18.26
4	HOUR LY	\$ 17.36	\$ 17.71	\$ 18.07	\$ 18.43	\$ 18.80	\$ 19.17
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11	HOUR LY	\$ 24.43	\$ 24.92	\$ 25.42	\$ 25.93	\$ 26.45	\$ 26.98

<u>Department</u>	<u>Max Step</u>	<u>Title</u>
<u>Administration</u>	11	Code Enforcement
<u>Police</u>	9	Administrative Assistant
	9	PT Patrol Officer
<u>Fire</u>	9	Administrative Assistant
	9	PT Firefighter
<u>Service</u>	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

ORDINANCE NO. 2026-01

AN ORDINANCE TO APPROVE AND ADOPT CURRENT REPLACEMENT PAGES TO THE CODIFIED ORDINANCES, AND DECLARING IT AN EMERGENCY.

WHEREAS, certain provisions within the Codified Ordinances should be amended to conform with current State law as required by the Ohio Constitution; and

WHEREAS, various ordinances of a general and permanent nature have been passed by Council which should be included in the Codified Ordinances; and

WHEREAS, Council has heretofore entered into a contract with the Walter H. Drane Company to prepare and publish such revision which is before Council in the form of replacement pages to the Codified Ordinances;

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

SECTION I: The ordinances of the City of Brookville, Ohio, of a general and permanent nature, as revised, recodified, rearranged and consolidated into component codes, titles, chapters and sections within the December 2025 Replacement Pages to the Codified Ordinances are hereby approved and adopted.

SECTION II: The following sections and chapters are hereby added, amended or repealed as respectively indicated in order to comply with current State law.

Traffic Code

- 301.02 Agricultural tractor and traction engine. (Added)
- 301.03 Alley. (Added)
- 301.04 Arterial street or highway. (Added)
- 301.05 Autocycle. (Added)
- 301.06 Beacon. (Added)
- 301.07 Bicycle. (Added)
- 301.08 Bicycle box. (Added)
- 301.09 Bicycle lane. (Added)
- 301.10 Bicycle signal face. (Added)
- 301.11 Bicycle signal sign. (Added)
- 301.12 Bikeway. (Added)
- 301.13 Bus. (Added)
- 301.14 Business district. (Added)
- 301.15 Busway. (Added)
- 301.16 Cab-enclosed motorcycle. (Added)
- 301.17 Chauffeured limousine. (Added)
- 301.18 Child care center. (Added)
- 301.19 Commercial tractor. (Added)
- 301.20 Controlled-access highway. (Added)
- 301.21 Crosswalk. (Added)

Traffic Code (Cont.)

- 301.22 Driver or operator. (Added)
- 301.23 Driveway. (Added)
- 301.24 Electric bicycle. (Added)
- 301.25 Electronic. (Added)
- 301.26 Emergency vehicle. (Added)
- 301.27 Explosives. (Added)
- 301.28 Expressway. (Added)
- 301.29 Farm machinery. (Added)
- 301.30 Flammable liquid. (Added)
- 301.31 Freeway. (Added)
- 301.32 Funeral escort vehicle. (Added)
- 301.33 Gross weight. (Added)
- 301.34 Highway maintenance vehicle. (Added)
- 301.35 Highway traffic signal. (Added)
- 301.36 Hybrid beacon. (Added)
- 301.37 In-road warning light. (Added)
- 301.38 Intersection. (Added)
- 301.39 Lane-use control signal. (Added)
- 301.40 Laned highway. (Added)
- 301.41 Limited driving privileges. (Added)
- 301.42 Local authorities. (Added)
- 301.43 Low-speed micromobility device. (Added)
- 301.44 Median. (Added)
- 301.45 Motor-driven cycle or motor scooter. (Added)
- 301.46 Motor vehicle. (Added)
- 301.47 Motorcycle. (Added)
- 301.48 Motorized bicycle or moped. (Added)
- 301.49 Motorized wheelchair. (Added)
- 301.50 Multi-wheel agricultural tractor. (Added)
- 301.51 Natural resources officer. (Added)
- 301.52 Operate. (Added)
- 301.53 Parked or parking. (Added)
- 301.54 Pedestrian. (Added)
- 301.55 Person. (Added)
- 301.56 Pole trailer. (Added)
- 301.57 Police officer. (Added)
- 301.58 Predicate motor vehicle or traffic offense. (Added)
- 301.59 Private road. (Added)
- 301.60 Public safety vehicle. (Added)
- 301.61 Railroad. (Added)
- 301.62 Railroad sign or signal. (Added)
- 301.63 Residence district. (Added)
- 301.64 Ridesharing arrangement. (Added)
- 301.65 Right-of-way. (Added)
- 301.66 Road service vehicle. (Added)
- 301.67 Roadway. (Added)
- 301.68 Roundabout. (Added)
- 301.69 Rural mail delivery vehicle. (Added)
- 301.70 Safety zone. (Added)
- 301.71 School bus. (Added)

Traffic Code (Cont.)

- 301.72 Semitrailer. (Added)
- 301.73 Shared-use path. (Added)
- 301.74 Shoulder. (Added)
- 301.75 Sidewalk. (Added)
- 301.76 Site roadway open to public travel. (Added)
- 301.77 Standing. (Added)
- 301.78 State. (Added)
- 301.79 State highway. (Added)
- 301.80 State route. (Added)
- 301.81 Stop. (Added)
- 301.82 Stop intersection. (Added)
- 301.83 Stopping. (Added)
- 301.84 Street or highway. (Added)
- 301.85 Through highway. (Added)
- 301.86 Thruway. (Added)
- 301.87 Traffic. (Added)
- 301.88 Traffic control device. (Added)
- 301.89 Traffic control signal. (Added)
- 301.90 Trailer. (Added)
- 301.91 Train. (Added)
- 301.92 Truck. (Added)
- 301.93 Two-stage bicycle turn box. (Added)
- 301.94 Type A family child care home. (Added)
- 301.95 Urban district. (Added)
- 301.96 Vehicle. (Added)
- 301.97 Waste collection vehicle. (Added)
- 301.98 Wildlife officer. (Added)
- 313.02 Through Highways; Stop and Yield Right-of-Way Signs. (Amended)
- 313.03 Traffic Signal Indications. (Amended)
- 313.04 Lane-Use Control Signal Indications. (Amended)
- 313.09 Driver's Duties Upon Approaching Ambiguous or Non-Working Traffic Signal. (Amended)
- 313.10 Unlawful Purchase, Possession or Sale. (Amended)
- 313.11 Portable Signal Preemption Devices Prohibited. (Amended)
- 313.12 Bicycle Symbol Signal Indications. (Added)
- 331.33 Obstructing Intersection, Crosswalk or Grade Crossing. (Amended)
- 331.35 Occupying Travel Trailer, Fifth Wheel Vehicle, or Manufactured or Mobile Home While in Motion. (Amended)
- 331.381 Stopping for School Bus; Discharging Children. (Amended)
- 333.03 Maximum Speed Limits; Assured Clear Distance Ahead. (Amended)
- 333.07 Street Racing, Stunt Driving and Street Takeovers Prohibited. (Amended)
- 333.09 Electronic Wireless Communication Device Use Prohibited While Driving. (Amended)
- 335.04 Certain Acts Prohibited. (Amended)
- 335.072 Driving Under Financial Responsibility Law Suspension or Cancellation; Driving Under a Nonpayment of Judgment Suspension. (Amended)
- 335.074 Driving Under License Forfeiture or Child Support Suspension. (Amended)
- 335.09 Display of License Plates or Validation Stickers; Registration. (Amended)

Traffic Code (Cont.)

- 337.24 Motor Vehicle Stop Lights. (Amended)
- 337.26 Child Restraint System Usage. (Amended)
- 341.01 Commercial Drivers Definitions. (Amended)
- 351.03 Prohibited Standing or Parking Places. (Amended)
- 371.01 Right of Way in Crosswalk. (Amended)
- 371.03 Crossing Roadway Outside Crosswalk; Diagonal Crossings at Intersections.
(Amended)
- 371.11 Persons Operating Motorized Wheelchairs. (Deleted)
- 371.12 Electric Personal Assistive Mobility Devices. (Amended)

General Offenses Code

- 513.01 Drug Abuse Control Definitions. (Amended)
- 513.02 Gift of Marihuana. (Amended)
- 513.03 Drug Abuse; Controlled Substance Possession or Use. (Amended)
- 513.04 Possessing Drug Abuse Instruments. (Amended)
- 513.05 Permitting Drug Abuse. (Amended)
- 513.07 Possessing or Using Harmful Intoxicants. (Amended)
- 513.08 Illegally Dispensing Drug Samples. (Amended)
- 513.12 Drug Paraphernalia. (Amended)
- 513.17 Pseudoephedrine Sales. (Added)
- 525.05 Failure to Report a Crime, Injury or Knowledge of Death. (Amended)
- 533.01 Obscenity and Sex Offenses Definitions. (Amended)
- 533.04 Sexual Imposition. (Amended)
- 533.16 Grooming. (Added)
- 537.02 Vehicular Homicide and Manslaughter. (Amended)
- 537.14 Domestic Violence. (Amended)
- 537.16 Illegal Distribution of Cigarettes, Other Tobacco Products, or Alternative
Nicotine Products; Transaction Scans. (Amended)
- 537.20 Illegal Use of a Tracking Device or Application. (Added)
- 545.01 Theft and Fraud Definitions. (Amended)
- 545.05 Misdemeanor Theft. (Amended)
- 549.12 Concealed Handgun Licenses; Possession of Revoked or Suspended License;
Additional Restrictions; Posting Signs Prohibiting Possession.
(Amended)

SECTION III: The complete text of the sections listed above are set forth in full in the current replacement pages to the Codified Ordinances which are hereby attached to this ordinance as Exhibit A. Notice of adoption of each new section by reference to its title shall constitute sufficient publication of new matter contained therein.

SECTION IV: This Ordinance is passed as an emergency measure for the protection and preservation of the peace, health, safety and general welfare of the inhabitants of the City, the emergency being the immediate necessity to approve and distribute current Replacement Pages to the Codified Ordinances so as to facilitate administration, daily operation and avoid practical and legal entanglements; and it shall therefore take effect immediately upon passage by two-thirds of the members of Council of the City of Brookville, Ohio.

PASSED this _____ day of _____, _____.

Clerk

Mayor