

Brookville City Council  
Regular Meeting  
March 17, 2026

The Regular Meeting of the Brookville City Council was called to order by Mayor Letner at 7:30 p.m. on March 17, 2026. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Hughes, Ledford, McNew, Piper; 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 Piper to accept the Agenda as presented. All yeas, motion carried.

Motion by McNew, second by Ledford to accept the Regular Meeting Minutes for March 3, 2026 as presented. All yeas, motion carried.

Manager Kuntz reported the 2025 City of Brookville Annual Report is completed and available on our website. Manager Kuntz thanked the department heads and staff for their diligence in putting together the report. Manager Kuntz advised over the next several meetings, Chief Jerome, Chief Fletcher and Joe Hamiel will give presentations to City Council on their respective department's activities and accomplishments that are covered in the 2025 report.

Manager Kuntz reported last year Montgomery County awarded the city a \$50,000 CDBG grant for ADA restroom upgrades at the Leiber Center in Golden Gate Park. A \$10,000 local match was included with the original grant application. Manager Kuntz requested Council authorization to enter into this administrative agreement with Montgomery County.

Manager Kuntz presented an application tonight for the Third Thursday event which is starting back up this year. The monthly event will run from April through October. Market Street Connection is organizing the event, and they have partnered with Brave Church to provide a free Kids Zone. The hope is to also include live music at the event.

Motion by Piper, second by Hughes to approve the Special Event application from Market Street Connection to hold the Third Thursday event at Gruenig Park from April through October as presented. All yeas, motion carried.

Manager Kuntz reminded everyone that the Brookville Optimist Club's Children's Easter Egg Hunt is scheduled for Saturday, April 4 at 9:00 a.m. in Golden Gate Park. The annual Park Clean Up event is scheduled for Saturday, April 11 from 10:00 a.m. until noon. Volunteers for the clean-up event should meet in the parking lot at Golden Gate Park no later than 9:50 a.m.

Manager Kuntz reported the Brookville Service Department has been busy with many tasks, including installing three sticks of 30" storm tile in front of service garage, installing school state championship signs, repairing several water services, patching potholes, installing new tarps on dump trucks and helping with the Market Street sanitary project.

Finance Director Brandt presented the February 28, 2026 Fund Balance.

Motion by McNew, second by Piper to accept the February 28, 2026 Fund Balance as presented. All yeas, motion carried.

Finance Director Brandt requested Council authorization to transfer \$200,000 from the General Fund to the Street Fund as appropriated.

Motion by Ledford, second by Fowler to authorize the transfer of \$200,000 from the General Fund to the Street Fund as appropriated. All yeas, motion carried.

Finance Director Brandt reminded residents that the City of Vandalia will have a representative here at the City building, 301 Sycamore Street, to help Brookville residents with their income tax filing on Friday, March 27, 2026 from 8:00 a.m. until 4:30 p.m. and Saturday, March 28 from 8:00 a.m. until noon.

Fire Chief Fletcher reported the month of March has been very busy, especially with the recent extreme windstorms, rain and other weather events. Tomorrow we will participate in a statewide tornado siren test at 9:50 a.m.

Police Chief Jerome presented the 2025 Brookville Police Department Annual Report and the School Resource Officer Annual Report, which showed decreased violent crime rates and increased community policing initiatives. Police Chief Jerome advised the full report is available on the City of Brookville website.

Law Director Stephan had no report.

Mayor Letner reminded everyone of the Special Council meeting on April 7 at 6:30 p.m. to review the recommendations made by the Charter Review Commission.

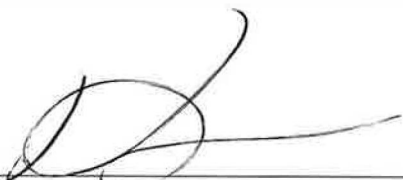
Motion by Fowler, second by Piper to read proposed Ordinance No. 2025-16. All yeas, motion carried.

Motion by Ledford, second by Piper to accept the third reading and adopt Ordinance No. 2025-16 entitled "AN ORDINANCE ADOPTING A NEW COMPREHENSIVE LAND USE PLAN FOR THE CITY OF BROOKVILLE, OHIO." All yeas, motion carried.

Kim Wilder, of 125 Marilyn Way, inquired about the damaged utility pole at Salem Street and Albert Road.

Fire Chief Fletcher replied all of the weight on this pole has been moved to another pole. We are waiting on the utility company to remove the damaged pole.

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



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Kimberly Duncan, Clerk



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Charles Letner, Mayor