



SPECIAL CITY COUNCIL MEETING
Tuesday, April 21, 2026, 6:30 PM
301 SYCAMORE STREET, BROOKVILLE, OHIO 45309
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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 April 7, 2026 Special Meeting Minutes
- IV. New Business**
 - a. Charter Review recommendation discussion
- V. Motion for Adjournment**

Brookville City Council
Special Meeting
April 7, 2026

The Special Meeting of the Brookville City Council was called to order by Mayor Letner at 6:30 p.m. on April 7, 2026. The meeting was held in the City Council Chambers. The Pledge of Allegiance was recited. Members Crane, Fowler, Hughes, Ledford, McNew and Piper; Manager Kuntz and Clerk Duncan were present.

Roll Call by Clerk Duncan.

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

Law Director Stephan announced purpose of this meeting is to start the review process for the recommendations made by the Charter Review Commission and determine which recommendations should be placed on the ballot in November. Law Director Stephan advised proposed changes to the Charter must go through our legislative process prior to being submitted to the Board of Elections. August 5 is the deadline to get proposed changes on the November ballot.

Motion by Fowler, second by Hughes to change the terminology on the charter from “municipality” to “city”. All yeas, motion carried.

Member Fowler suggested separating term limits for mayor and council members. Member Fowler stated he feels the Mayor should be able to serve two terms, regardless of whether they have served on Council. Discussion followed.

Motion by Hughes, second by Ledford to amend the charter to permit a council member to serve two terms as a council member, and then serve two terms as mayor with no waiting period between the two terms of council member and the two terms of mayor, but a two year waiting period shall be required for a mayor to serve as a council member or for a mayor to serve as mayor again after serving two terms as mayor. All yeas, motion carried.

Discussion centering on law enforcement supervision and the role of the city manager followed. Members expressed concerns about council members interfering with employee performance.

Discussion was held regarding meeting frequency. The consensus was to keep the current meeting schedule of twice a month, with the possibility of going to one meeting in the summer months.

Council discussed reducing the number of readings of proposed legislation from three readings to two readings in order to meet administrative time constraints and to reduce the need to pass legislation as an emergency in order to meet deadlines.

Motion by Hughes to keep the number of readings required to pass legislation at three times before passage. There was no second.

Motion by Fowler, second by Ledford to adopt the Charter Review recommendation to change the number of readings required to pass legislation to two readings. Piper yea, Fowler yea, Hughes nay, McNew nay, Ledford yea, Crane yea, Letner yea. Motion carried with five yeas and two nays.

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

Kimberly Duncan, Clerk

Charles Letner, Mayor