

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting

March 14, 2022

## **OATH OF OFFICE:**

Mayor Schweller administered the Oath of Office to swear in Mr. T.J. Hoke

## **CALL THE MEETING TO ORDER:**

Mayor Schweller called the Regular Meeting of the Bellbrook City Council to order at 7:00pm

## **PLEDGE OF ALLEGIANCE:**

Mayor Schweller led the Council in the Pledge of Allegiance.

## **ROLL CALL:**

### **PRESENT**

Mrs. Katherine Cyphers

Mr. Forrest Greenwood

Mr. Brady Harding

Mr. Ernie Havens

Mr. T.J. Hoke

Mrs. Elaine Middlestetter

Mayor Mike Schweller

### **ALSO PRESENT:**

Rob Schommer, City Manager

## **APPROVAL OF MINUTES:**

Mayor Schweller asked if anyone had comments or corrections to the minutes of the February 28, 2022 meeting. Hearing none, the minutes were declared to be approved.

## **MAYOR'S ANNOUNCEMENTS / SPECIAL PRESENTATIONS:**

Swearing In of Police Chief Steve Carmin:

Mayor Schweller administered the Oath of Office to swear in Steve Carmin as Chief of Police

Recognition of the Retirement of Sgt. Jim Burns:

Mayor Schweller read a Mayoral Proclamation honoring Sgt. Burns for his career and retirement.

Chief Carmin and Sgt. Burns made comments regarding the recognition.

Recognition of Eagle Scouts:

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Mayor Schweller read a Mayoral Proclamation to recognize four Eagle Scouts for achieving their rank.

## INTRODUCTION OF ORDINANCES:

Mrs. Cyphers read the Ordinance.

Ordinance 2022-O-4 AMENDING ORDINANCE 2022-O-3 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022 AND DECLARING AN EMERGENCY (Cyphers)

Mr. Schommer explained the Ordinance adds an appropriation for the expense of fuel for the school district into the City fuel tanks. He explained the school uses and shares the City fuel tank and pump system. The City purchases the fuel, and the school then purchases their portion from the City. Although the purchase is accounted for on the books, the expense of the portion of the school's fuel was not included in the amount appropriated in the budget. Mr. Schommer stated he was not aware that was the previous practice, and has corrected in moving forward having the school district pay the fuel vendor directly for their purchase rather than having the City buy it and reimbursing. This will have correct accounting of expenses for the City on our books and the schools on theirs.

Mrs. Cyphers asked if this was something the auditors found. Mr. Schommer noted he recognized it when the bill came in and knew the funds for that amount were not appropriated. Mrs. Cyphers then asked how we would determine the amount the school would owe or pay for. Mr. Schommer stated the fuel system tracks users and vehicles and separated accounts by use for the City and schools. He added the school shares 70% of the cost of maintenance or repairs for the system.

Mr. Schommer reiterated the City has not covered the cost of fuel for the schools, they have always paid for their own fuel, its just the expense and purchase of the schools portion when the fuel is purchased was not appropriated.

The Mayor noted the system has allowed a cost savings for fuel for both entities.

Mr. Harding asked what the difference in amounts were, noting the current invoice amount was \$29,000 and the appropriation was for \$35,000. Mr. Schommer stated the fuel purchase is done in arrears to replace used fuel, and the extra amount was to cover any additional due to rising costs by the time the current order is costed and paid. He noted from now on, there will not be a need to have the schools portion of the expense appropriated, the schools are now set up directly through the fuel vendor.

A motion to approve at introduction Ordinance 2022-O-4.

Motion made by Mrs. Cyphers, Seconded by Mr. Greenwood.

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. Hoke, Mrs. Middlestetter, Mayor Schweller

The motion passed

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## **CITY MANAGER REPORT:**

Mr. Schommer provided updates on a variety of technology projects. He stated the City has reintroduced itself on social media, with a link on the website showing current feeds. He also noted a new email and SMS/text messaging system is in place to begin allowing residents to sign up for email notifications if that is their preferred method of contact and engagement. The new payroll system is still in process with a goal of April 1<sup>st</sup> depending on the software company. He added the final training for the outward portal for the online permitting system is scheduled and should also be launched by April 1.

## **COMMITTEE REPORTS:**

### **SAFETY:**

Mr. Greenwood reported he spoke to Fire personnel regarding the stair chair purchased last year has been very beneficial. He noted he would like to see a demonstration of it at a future meeting. He was appreciative the device can help save lifting and strain on the personnel. He added the new medic just ordered has already gone up 18% so the City was able to act quick and avoid the increase.

### **FINANCE/GOVERNMENT AFFAIRS:**

Mrs. Cyphers reported she will be calling a meeting of the committee soon to discuss use of ARPA funds.

### **SERVICE:**

Mr. Greenwood noted the gas line replacement is an inconvenience, but the company is doing a good job of restoring property, and everyone should rest assured. The overall project is expected to be complete October 1 and the section in Bellbrook should be done soon. Mr. Greenwood added the company is doing a good job taking care of restoring property and communicating.

### **COMMUNITY AFFAIRS:**

Mrs. Middlestetter reported the committee was unable to meet prior to this meeting and will meet prior to next Council meeting to discuss a recommendation for the Planning Board.

## **OLD BUSINESS:**

### **Deputy Mayor Selection:**

Mayor Schweller opened the floor for nominations for Deputy Mayor after explaining the Deputy Mayor serves in the Mayor's absence.

Mr. Hoke nominated Mr. Havens, Seconded by Mrs. Cyphers. Mrs. Middlestetter nominated Mr. Greenwood, Seconded by Mr. Harding



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Calling the vote alphabetically.

A motion to elect Forrest Greenwood as Deputy Mayor.

Motion made by Mrs. Middlestetter, Seconded by Mr. Harding (per nomination)

Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr Harding, Mrs. Middlestetter, Mayor Schweller

Voting Nay: Mr. Havens, Mr. Hoke

The motion passed.

Rules of Council Amendment:

Mayor Schweller reviewed the submitted draft of changes for the Rules of Council, with main changes being to the agenda items.

Mr. Hoke asked if it was possible to have a council member attend remotely. Mr. Schommer noted the current law indicates a member must be present and in person to cast a vote. Some communities have maintained an emergency under home rule allowing remote meetings.

Mr. Schommer noted one change is moving citizen comments to the beginning of the meeting, allowing for general comment and/or on specific agenda items. Mr. Havens asked about someone who wanted to speak on something not on the agenda. Mr. Schommer noted the draft document did not include that specifically, but it was intended to include open comment, and comments on agenda items as 2 subjects. It was discussed and agreed a draft for a public comment and decorum policy will be included in a draft for discussion at the next meeting.

## COMMENTS:

Deputy Mayor Greenwood thanked everyone for support in being selected Deputy Mayor. Ha also thanked Sgt. Burns for his 28 years service. He asked if council would like to have some recognition for Ukraine noting the County has the courthouse lit up in Ukraine colors. It was discussed to have a flag hung at City Hall.

Mr. Harding thanked Sgt. Burns for his service and congratulated both Chief Carmin and the four Eagle Scouts.

Mr. Havens congratulated Mr. Greenwood as Deputy Mayor. He added he ran into a business owner who spoke about and complemented City Staff, specifically Jason Foster who the business owner stated "is a class act". Mr. Havens added it is nice to hear positive comments from business owners and thanked Mr. Foster for joining the team. He also stated he is eager to work with Chief Carmin.

Mr. Hoke also congratulated Chief Carmin, Sgt. Burns and the Eagle Scouts. He also thanked everyone for his re-appointment, as he has been eagerly sitting on the sideline noting it is an honor and privilege to serve this community. He asked about the community leaders meeting and the status of the meetings. Mr. Schommer noted over the past 2 months attempts have been made to coordinate schedules, but the date keeps getting pushed back. He noted he made a suggestion that each entity would just attend the other's regular scheduled meeting and hadn't heard back from the other entities.

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Mrs. Middlestetter congratulated Chief Carmin, Sgt. Burns and the Eagle Scouts.

Mayor Schweller commented his congratulations to Chief Carmin, Sgt. Burns and the Eagle Scouts. He added that he likes that we have promoted from within and it speaks highly of the department leadership. He also noted there will be a Town Hall forum with Dayton VA director Mark Murdock hosted by he and Rick Perales.

## **PUBLIC COMMENT:**

Jo Beth Bryant commented about a letter she sent requesting financial assistance with her business regarding hardships she has faced in the past two years.

## **ADJOURNMENT:**

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:22pm



Michael Schweller, Mayor



Robert Schommer, Clerk of Council