



## CITY COUNCIL REGULAR MEETING AGENDA Monday, July 28, 2025 at 7:00 PM

15 East Franklin Street Bellbrook, Ohio 45305  
T (937) 848-4666 | [www.cityofbellbrook.org](http://www.cityofbellbrook.org)

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1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF THE MINUTES**
  - A. Approval of the July 14, 2025 Meeting Minutes.
5. **MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**
6. **CITIZEN COMMENTS**
7. **CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**
8. **PUBLIC HEARING OF PROPOSED ORDINANCES**
  - A. Ordinance 2025-O-11 AN ORDINANCE AMENDING PART EIGHT "BUSINESS REGULATION AND TAXATION CODE," TITLE TWO "BUSINESS REGULATION" OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 "SALE OF DRUG PARAPHERNALIA" IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 "RECREATIONAL MARIJUANA" PURSUANT TO OHIO REVISED CODE SECTION 3780.25 (Hoke)
  - B. Ordinance No. 2025-O-12 AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING CODE (Ashley)
9. **INTRODUCTIONS OF ORDINANCES**
  - A. Ordinance 2025-O-13 AMENDING ORDINANCE 2024-O-14 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY (Cyphers)
10. **ADOPTION OF RESOLUTIONS**
  - A. Resolution No. 2025-R-15 AUTHORIZING AND RATIFYING AN ADJUSTMENT TO THE CITY'S CAPITAL ASSET THRESHOLD FROM \$5,000 TO \$10,000 (Havens)
  - B. Resolution 2025-R-16 AUTHORIZING AND RATIFYING TRANSFERS AND ADVANCES WITHIN VARIOUS FUNDS OF THE CITY OF BELLBROOK (Greenwood)
11. **OLD BUSINESS**
12. **NEW BUSINESS**
13. **CITY MANAGER'S REPORT**
14. **COMMITTEE REPORTS**
  - A. Safety Committee
  - B. Service Committee
  - C. Finance/Audit Committee
  - D. Community Affairs Committee
  - E. Community Affairs Committee report for Historical Museum Board of Trustees applicant.
15. **CITY OFFICIAL COMMENTS**
16. **EXECUTIVE SESSION**
  - A. A motion to enter executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.
17. **ADJOURNMENT**

**File Attachments for Item:**

A. Approval of the July 14, 2025 Meeting Minutes.

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
July 14, 2025

Item A. Section 4, Item

## **1. CALL TO ORDER:**

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

## **2. PLEDGE OF ALLEGIANCE:**

Mayor Schweller led the Council in the Pledge of Allegiance.

## **3. ROLL CALL**

Motion to excuse the absence of Deputy Mayor Havens and Mr. Hoke.

**PRESENT**

Mr. Logan Ashley

Mrs. Katherine Cyphers

Mr. Forrest Greenwood

Mr. Brady Harding

Mayor Mike Schweller

**ABSENT**

Deputy Mayor Ernie Havens

Mr. T.J. Hoke

## **4. APPROVAL OF THE MINUTES**

A. Approval of the June 23, 2025, Regular Meeting Minutes

Mayor Schweller asked if anyone had comments or corrections to the minutes of the June 23, 2025, meeting. Hearing none, the minutes were declared to be approved.

## **5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**

## **6. CITIZEN COMMENTS**

## **7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**

## **8. PUBLIC HEARING OF PROPOSED ORDINANCES**

## **9. INTRODUCTIONS OF ORDINANCES**

A. Ordinance 2025-O-11 AN ORDINANCE AMENDING PART EIGHT "BUSINESS REGULATION AND TAXATION CODE," TITLE TWO "BUSINESS REGULATION" OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 "SALE OF DRUG PARAPHERNALIA" IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 "RECREATIONAL MARIJUANA" PURSUANT TO OHIO REVISED CODE SECTION 3780.25 (Harding)

Mr. Harding read the Ordinance.

Mr. Schommer explained the Ordinance is introduced to provide for a permanent ban on the sale of recreational adult cannabis. he noted Council has previously held a moratorium for retail facilities and the Ordinance places the ban in the code permanently.

Motion to introduce Ordinance 2025-O-11.

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

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

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
July 14, 2025

Item A. Section 4, Item

B. Ordinance No. 2025-O-12 AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING CODE (Ashley)

Mr. Ashley read the ordinance.

Mr. Schommer explained this Ordinance is the work product of Council's efforts to revamp certain provisions of the zoning code to create a definition and regulation of small livestock. He noted the Planning Board held a meeting to review the proposed Zoning Code change and unanimously recommended the amendment to Article 18 of the Bellbrook Zoning Code. Mr. Schommer added this Ordinance does not amend the General Offenses Code Section 618 where the definitions of specific animals exist, noting those changes will come upon review of that proposed Ordinance at a later time.

Motion to introduce Ordinance 2025-O-12.

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

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

## 10. ADOPTION OF RESOLUTIONS

A. Resolution 2025-R-14 AUTHORIZING THE SALARY SCHEDULE AND MERIT PERFORMANCE PAY OF EMPLOYEE POSITIONS NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT (Cyphers)

Mrs. Cyphers read the Resolution.

Mr. Schommer explained the Resolution sets the annual salary levels for non-bargaining unit employees within the City. He noted Council has a past practice of parity in the agreed to annual cost of living adjustments and recommends following that practice for 2025. He also noted there are two title changes, including Central Services Manager and Executive Assistant which better matches an appropriate job description and functional duties and responsibilities of those positions. He added there is no change in the number of authorized employees, merely title changes. He recommended the Resolution be considered for adoption to allow for processing of the annual adjustments by August 1.

Motion to adopt Resolution 2025-R-14.

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

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

## 11. OLD BUSINESS

## 12. NEW BUSINESS

## 13. CITY MANAGER'S REPORT

A. 2026 Tax Budget

Mr. Schommer provided an update on a variety of items to include:

**Sugarcreek School property negotiation with Bellbrook Sugarcreek Schools:** The school has asked the City to pause efforts until the ESC has reviewed and decides if they want to negotiate for acquisition of the property. The City will have follow up in August.

**Traffic Update:** Truck signs are posted. Additional speed measurements were conducted on Little Sugarcreek with the same result in the 85<sup>th</sup> percentile.

**Tax Budget:** Same format is being used as in the past. No formal action is required at this time.

Mr. Ashley asked about lodging tax/short term rental ordinance update. Staff is currently reviewing the short term rental code and will have some information for next Council meeting.

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
July 14, 2025

Item A. Section 4, Item

## 14. COMMITTEE REPORTS

- A. Safety Committee – No update; Mr. Hoke was absent.
- B. Service Committee – No update.
- C. Finance/Audit Committee – No update.
- D. Community Affairs Committee – Next meeting will be 7/28 prior to the Council meeting to consider an application for the Museum Board.

## 15. CITY OFFICIAL COMMENTS –

Ashley – Glad to be back and thanked residents for cards.

Cyphers – Nothing

Greenwood – Read the obituary of Timothy Lee who died on 6/26/2025.

Harding – Talked briefly about the Museum anniversary celebration.

## 16. EXECUTIVE SESSION

## 17. ADJOURNMENT

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 7:43pm.

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Michael Schweller, Mayor

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Robert Schommer, Clerk of Council

**File Attachments for Item:**

A. Ordinance 2025-O-11 AN ORDINANCE AMENDING PART EIGHT “BUSINESS REGULATION AND TAXATION CODE,” TITLE TWO “BUSINESS REGULATION” OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 “SALE OF DRUG PARAPHERNALIA” IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 “RECREATIONAL MARIJUANA” PURSUANT TO OHIO REVISED CODE SECTION 3780.25 (Hoke)

# NOTICE OF PUBLIC HEARING



## City Council Public Hearing

**Monday July 28, 2025 7:00 pm**  
*City Council Chambers 15 E. Franklin Street*

**There will be an open Public Hearing by the Bellbrook  
City Council regarding Ordinance No.2025-O-11**

A Public Hearing will be held by Bellbrook City Council, regarding Ordinance No2025-O-11

**Ordinance 2025-O-11 AN ORDINANCE AMENDING PART EIGHT "BUSINESS REGULATION AND TAXATION CODE," TITLE TWO "BUSINESS REGULATION" OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 "SALE OF DRUG PARAPHERNALIA" IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 "RECREATIONAL MARIJUANA" PURSUANT TO OHIO REVISED CODE SECTION 3780.25.**

Monday July 28, 2025 7:00 pm in the Council Chambers 15 E. Franklin Street.  
The public is welcome to attend or send comments to the Clerk of Council at [clerk@bellbrook.gov](mailto:clerk@bellbrook.gov). A copy of the Ordinance is attached.

**Agenda and additional meeting information available at [www.bellbrook.gov](http://www.bellbrook.gov)**

Posted 7/15/2025

# RECORD OF ORDINANCES

Item A. Section 8, Item

Ordinance No. 2025-O-11

July 28, 2025

## City of Bellbrook State of Ohio

### Ordinance No. 2025-O-11

**AN ORDINANCE AMENDING PART EIGHT “BUSINESS REGULATION AND TAXATION CODE,” TITLE TWO “BUSINESS REGULATION” OF THE BELLBROOK CODE OF ORDINANCES BY REPEALING CHAPTER 872 “SALE OF DRUG PARAPHERNALIA” IN ITS ENTIRETY AND ENACTING A NEW CHAPTER 872 “RECREATIONAL MARIJUANA” PURSUANT TO OHIO REVISED CODE SECTION 3780.25.**

WHEREAS, Article XVIII, Section 3 of the Constitution of the State of Ohio grants municipalities the authority to exercise all powers of local self-government and to enact and enforce local police, sanitary, and other similar regulations that are not in conflict with the general laws; and

WHEREAS, Ohio Revised Code Section 3780.25(A) gives City Council the authority to prohibit adult use cannabis operators within the City of Bellbrook; and

WHEREAS, the City of Bellbrook previously adopted ordinances relating to the sale of drug paraphernalia which are outdated and not in the best interest of the citizens of Bellbrook; and

WHEREAS, the City Manager recommends that City Council prohibit adult use cannabis operators pursuant to Ohio Revised Code Section 3780.25(A).

### **NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY ORDAINS:**

**Section 1.** Part Eight “Business Regulation and Taxation Code,” Title Two “Business Regulation” is hereby repealed and amended as set forth herein.

**Section 2.** Chapter 872 “Sale of Drug Paraphernalia” is hereby repealed in its entirety and a new Chapter 872 “Recreational Marijuana” is hereby enacted as set forth in Exhibit A, which is attached hereto and incorporated herein by reference, with deletions shown by ~~strike through~~ and additions shown by **bold** and underscored.

**Section 3.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

PASSED BY City Council this \_\_\_\_ day of \_\_\_\_ 2025.

\_\_\_\_ Yeas; \_\_\_\_ Nays.



# RECORD OF ORDINANCES

Item A. Section 8, Item

Ordinance No. 2025-O-11

July 28, 2025

## AUTHENTICATION:

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Michael W. Schweller, Mayor

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Robert Schommer, Clerk of Council

## APPROVED AS TO FORM:

Stephen McHugh, Municipal Attorney

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***CHAPTER 872. RECREATIONAL MARIJUANA ~~SALE OF DRUG~~  
~~PARAPHERNALIA~~***

**Sec. 872.01. Definitions.**

**For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.**

**ADULT USE CANNABIS or CANNABIS or MARIJUANA or MARIHUANA. These terms are defined as the term “marihuana” is defined in Ohio Revised Code Section 3719.01.**

**ADULT USE CANNABIS OPERATOR. A level I adult use cultivator, a level II adult use cultivator, a level III adult use cultivator, an adult use processor, and an adult use dispensary, as defined by Ohio Revised Code Section 3780.01.**

**ADULT USE CULTIVATOR. A level 1 adult use cultivator or a level II adult use cultivator.**

**ADULT USE DISPENSARY. A person licensed pursuant to Ohio Revised Code Section 3780.15, other provisions of Chapter 3780 of the Ohio Revised Code, and any rules promulgated thereunder to sell adult use cannabis authorized.**

**ADULT USE PROCESSOR. A person licensed pursuant to Ohio Revised Code Section 3780.14, other provisions of Chapter 3780 of the Ohio Revised Code, and any rules promulgated thereunder to manufacture adult cannabis as authorized.**

**LEVEL I ADULT USE CULTIVATOR, LEVEL II ADULT USE CULTIVATOR, AND LEVEL III ADULT USE CULTIVATOR. These terms are defined as they are defined in Ohio Revised Code Section 3719.01.**

As used in this chapter:

*Drug paraphernalia* means all equipment, products and materials of any kind which are used or intended for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance in violation of law. "Drug paraphernalia" includes, but is not limited to:

Kits used, intended for use or designed for use in planting, propagating, cultivating, growing or harvesting any species of plant which is a controlled substance or from which a controlled substance can be derived;

Kits used, intended for use or designed for use in manufacturing, compounding, converting, producing, processing or preparing controlled substances;

Isomerization devices used, intended for use or designed for use in increasing the potency of any species of plant which is a controlled substance;

Testing equipment used, intended for use or designed for use in identifying or in analyzing the strength, effectiveness or purity of controlled substances;

Scales and balances used, intended for use or designed for use in weighing or measuring controlled substances;

Diluents and adulterants, such as quinine hydrochloride, mannitol, mannite, dextrose and lactose, used, intended for use or designed for use in cutting controlled substances;

Separation gins and sifters used, intended for use or designed for use in removing twigs and seeds from, or in otherwise cleaning or refining, marihuana;

Blenders, bowls, containers, spoons and mixing devices used, intended for use or designed for use in compounding controlled substances;

Capsules, balloons, envelopes and other containers used, intended for use or designed for use in packaging small quantities of controlled substances;

Containers and other objects used, intended for use or designed for use in storing or concealing controlled substances;

Hypodermic syringes, needles and other objects used, intended for use or designed for use in parenterally injecting controlled substances into the human body; and

Objects used, intended for use or designed for use in ingesting, inhaling or otherwise introducing marihuana, cocaine, hashish or hashish oil into the human body, such as:

Metal, wooden, acrylic, glass, stone, plastic or ceramic pipes, with or without screens, permanent screens, hashish heads or punctured metal bowls;

Water pipes;

Carburetion tubes and devices;

Smoking and carburetion masks;

Roach clips, meaning objects used to hold burning material, such as a marihuana cigarette, that has become too small or too short to be held in the hand;

Miniature cocaine spoons and cocaine vials;

Chamber, carburetor, electric and air driven pipes;

Chillums and bongs; and

Ice pipes or chillers.

## **Sec. 872.02. Adult Use Cannabis Operators Prohibited ~~License required.~~**

**Pursuant to Ohio Revised Code Section 3780.25, adult use cannabis operators are strictly prohibited in the City of Bellbrook.**

No person, as a principal, clerk, agent or servant, shall sell any item, effect, paraphernalia, accessory or thing which is designed or marketed for use with illegal cannabis or drugs, as defined in the Ohio Revised Code, without first obtaining a license therefor as provided in this chapter. Such license shall be in addition to any and all other licenses held by the applicant.

## **Sec. 872.03. Penalty ~~Application for licenses.~~**

**Whoever violates any provision of this chapter shall be deemed guilty of a misdemeanor of the first degree.**

An application for a license required by Section 872.02 shall be filed with the Chief of Police. Such application shall be in addition to any requirements for other licenses as provided in these Codified Ordinances. The

application shall include the names of all persons financially interested in such business, the name, residence and age of the person who will manage or operate such business and the location of such business. The application shall also state whether the manager or any person financially interested in such business has had a license to operate such a place of business revoked or refused, or has, within five years prior to such application, been convicted of a violation of any law relating to the regulation of, or the manner of conducting, the business for which the license is requested. The application shall be accompanied by affidavits signed by the applicant and by each and every employee authorized to sell such items, that such persons have never been convicted of a drug related offense. Such application shall be signed by the owner in the case of an individual or partnership, or by the president or manager in the case of a corporation or association.

#### **Sec. 872.04. Investigations; issuance and effective period of licenses.**

The Chief of Police shall cause an investigation to be made to determine the truthfulness of the statements made in the application and may deny the issuance of a license if it is found that the applicant or his or her manager has, within five years thereof, had such a license revoked, has been convicted of an offense relating to the regulation of, or the manner of conducting, such business, or has been convicted of a drug related offense at any time. Otherwise, the Chief shall, upon payment of the fee provided for in Section 872.05, issue a license authorizing the person to maintain and operate the business stated in the application, at the location stated, for a period expiring on December 31 next ensuing. However, when an application is filed between December 1 and 31, it shall not expire until December 31 of the following year. Such license is conditioned upon the licensee complying in all respects with the statutes of the State and the ordinances of the City relating to the business carried on under such license.

#### **Sec. 872.05. Fee.**

The fee for the license required by Section 872.02 shall be two hundred fifty dollars (\$250.00) per year, which fee shall be paid to the City.

#### **Sec. 872.06. Sales to minors.**

No person shall sell or give any item described in Section 872.01, in any form, to any male or female person under nineteen years of age.

#### **Sec. 872.07. Record of sales.**

Every licensee shall keep a record of every item, effect, paraphernalia, accessory or thing, which is designed or marketed for use with illegal cannabis or drugs, which is sold. Such record shall be open to the inspection of any police officer at any time during the hours of business. Such record shall contain the name and address of the purchaser, the name and quantity of the product sold, the date and time of the sale and the licensee's or his or her agent's signature. Such record shall be retained for not less than two years.

#### **Sec. 872.08. Periodic inspections.**

Periodic inspections shall be made at the discretion of the Division of Police to determine if records are kept in accordance with this chapter.

#### **Sec. 872.09. Compliance required.**

The applicant shall comply with all applicable regulations of these Codified Ordinances.

#### **Sec. 872.99. Penalty.**

Whoever violates or fails to comply with any of the provisions of this chapter is guilty of a misdemeanor of the third degree and shall be fined not more than five hundred dollars (\$500.00) or imprisoned not more than sixty

~~days, or both, for each offense. A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues.~~

**File Attachments for Item:**

B. Ordinance No. 2025-O-12 AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING CODE (Ashley)

# NOTICE OF PUBLIC HEARING



## City Council Public Hearing

**Monday July 28, 2025 7:00 pm**  
*City Council Chambers 15 E. Franklin Street*

**There will be an open Public Hearing by the Bellbrook  
City Council regarding Ordinance No.2025-O-12**

A Public Hearing will be held by Bellbrook City Council, regarding Ordinance No2025-O-12

**Ordinance 2025-O-12 AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING  
CODE**

Monday July 28, 2025 7:00 pm in the Council Chambers 15 E. Franklin Street.  
The public is welcome to attend or send comments to the Clerk of Council at  
clerk@bellbrook.gov. A copy of the Ordinance is attached.

**Agenda and additional meeting information available at [www.bellbrook.gov](http://www.bellbrook.gov)**

Posted 7/15/2025

# RECORD OF ORDINANCES

Item B. Section 8, Item

Ordinance No. 2025-O-12

July 28, 2025

## City of Bellbrook State of Ohio

### Ordinance No. 2025-O-12

#### **AMENDING ARTICLE 18 – GENERAL PROVISIONS OF THE BELLBROOK ZONING CODE**

WHEREAS, The City of Bellbrook has adopted Article 18 – General Provisions of the Bellbrook Zoning Code into the Bellbrook Code of Ordinances; and

WHEREAS the Bellbrook Planning Board has reviewed and through official Decision Record recommended certain changes to Article 18 of the Bellbrook Zoning Code; and

WHEREAS, City Council wishes to amend Article 18 – General Provisions to include a new section for Small Livestock.

#### **NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY ORDAINS:**

Section 1. That the following amendments to Article 18 – General Provisions of the Bellbrook Zoning Code be approved with the addition of Section 18.41 Small Livestock added in its entirety as follows:

#### **18.41 Small Livestock**

This Section outlines the requirements for keeping small livestock, as defined by the Bellbrook Municipal Code Chapter 618 Section 618.01.

The keeping of small livestock is permitted, provided the following criteria are met:

- (A) A zoning permit is required by the City of Bellbrook. No person shall keep any small livestock without first having obtained a permit from the Community Development Administrator.
- (B) The principal use of the lot is a single-family residential dwelling.
- (C) Allowed densities for keeping any combination of small livestock animals shall be as follows:
  - (1) Lots smaller than 0.5 acres: no more than three (3) small livestock animals
  - (2) Lots 0.5 acre to less than 1.0 acre: no more than six (6) small livestock animals
  - (3) Lots 1.0 acres to less than 2.5 acres: no more than twelve (12) small livestock animals
  - (4) Lots 2.5 acres to less than 5.0 acres: no more than fifteen (15) small livestock animals
- (D) It shall be unlawful to keep more animals than the lot size allows.
- (E) All small livestock shall be provided with an outdoor, covered, predator-proof sheltering structure, which shall be kept in sound and usable condition. The sheltering structure shall be thoroughly ventilated, designed to be easily accessed and cleaned, and of sufficient size to permit free movement of the animals.
- (F) The sheltering structure must be of a size to allow for 4 square feet per individual small livestock animal.
- (G) Any outdoor sheltering structure shall be placed in the rear yard of the property, and in no case shall the outdoor sheltering structure be closer than 50 feet to a residential property other than the single-family residential dwelling where the small livestock animal(s) are kept. In no case shall the outdoor sheltering structure be closer than 25 feet to an abutting property line.
- (H) Structures or appurtenances for keeping small livestock animals may not be in a front or side yard.



# RECORD OF ORDINANCES

Item B. Section 8, Item

Ordinance No. 2025-O-12

July 28, 2025

- (I) There shall be no more than one (1) sheltering structure on the property. Sheltering structures shall be considered accessory structures.
- (J) All feed must be stored in a rodent-proof container, and animals must not be fed in a manner likely to attract rodents, such as dispersing the feed on the ground.
- (K) Unless attended by a keeper, all small livestock animals shall be kept in an outdoor sheltering structure at all times, and the sheltering structure must be within a fully enclosed fenced yard. No small livestock shall be allowed to roam "at large" in the city. See Sec. 618.14. - Impounding and redemption.
- (L) Keeping small livestock pursuant to this Section shall be strictly for personal or household use rather than for any commercial use. The sale of animal products in residentially zoned districts, including but not limited to meat, eggs, and fur, shall be prohibited.
- (M) Small livestock animals may be slaughtered and butchered on-site of the property, where they are kept only inside the primary structure and otherwise out of public view. All waste must be bagged and disposed of with household trash to prevent nuisance and health hazards.
- (N) Manure from small livestock must be disposed of in one of the following manners:
  - (1) Household trash collection: Manure must be bagged, placed in a waterproof container, and disposed of with household trash.
  - (2) Composted and applied on-site: Manure must be kept in a rodent-proof container designed to limit odors. The containers must be located in the property's defined rear yard at least 8 feet from any property line. Finished compost may be applied on-site.
  - (3) Directly applied on-site: Manure applied directly on-site must be done in a way that prevents nuisance and polluted stormwater runoff.
- (O) Notwithstanding compliance with the requirements of this Section, small livestock shall not be kept in such a manner or of such disposition as to cause any unhealthy condition, interfere with the normal use and enjoyment of human or animal life of others or interfere with the normal use and enjoyment of any public property or property of others. Small livestock shall be kept only in conditions that limit odors and noise and the attraction of insects and rodents so as not to cause a nuisance to occupants of nearby buildings or properties and not to cause health hazards. See Sec. 618.13. - Nuisance conditions prohibited.
- (P) The person keeping small livestock is responsible for being aware of and abiding by all applicable local, state, or federal requirements, including but not limited to the Ohio Department of Agriculture's Ohio Livestock Care Standards and private deed or covenant restrictions.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

# RECORD OF ORDINANCES

Item B. Section 8, Item

Ordinance No. 2025-O-12

July 28, 2025

PASSED BY City Council this 28<sup>th</sup> day of July, 2025.

\_\_\_\_ Yeas; \_\_\_\_ Nays.

AUTHENTICATION:

\_\_\_\_\_  
Michael W. Schweller, Mayor

\_\_\_\_\_  
Robert Schommer, Clerk of Council

APPROVED AS TO FORM:

Stephen McHugh, Municipal Attorney

**File Attachments for Item:**

A. Ordinance 2025-O-13 AMENDING ORDINANCE 2024-O-14 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY (Cyphers)

# RECORD OF ORDINANCES

Item A. Section 9, Item

Ordinance No. 2025-O-13

July 28, 2025

## City of Bellbrook

### Ordinance No. 2025-O-13

#### **AMENDING ORDINANCE 2024-O-14 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.**

WHEREAS, the City of Bellbrook adopted the 2025 annual budget based on the best information available at the time; and

WHEREAS, additional costs and/or adjustments are required for various 2025 Personnel Services and Other Expenses which requires the amendment of various appropriation levels.

#### **Now, Therefore, the City of Bellbrook Hereby Ordains:**

Section 1. That to provide for the required expenses and other expenditures of the City of Bellbrook during the fiscal year ending December 31, 2025, the appropriation levels are amended as set forth in Exhibit A attached hereto and incorporated herein by reference and hereby set aside to be appropriated.

Section 2. This Ordinance is declared to be an emergency measure necessary to meet a public emergency affecting health, safety, morals or the public welfare, or a special emergency in the operation of a Municipal department, and for the further reason that there is a need to return the original advance of the OPWC grant amount from the Capital Fund to the General Fund; therefore, this Ordinance shall take full force and effect immediately upon its adoption by Council

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

PASSED BY City Council this 28<sup>th</sup> day of July, 2025.

\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

#### **AUTHENTICATION:**

\_\_\_\_\_  
Michael Schweller Mayor

\_\_\_\_\_  
Robert Schommer, Clerk of Council

#### **APPROVED AS TO FORM:**

Stephen M. McHugh, Municipal Attorney

# RECORD OF ORDINANCES

Item A. Section 9, Item

Ordinance No. 2025-O-13

July 28, 2025

## EXHIBIT A

Fund	2025 Current Appropriations	Personnel Revisions	Other Expenses Revisions	Total Revisions	Amended 2025 Appropriations
<b>100 General Fund</b>	\$1,145,871.85				\$1,145,871.85
<i>11 Legislative</i>	\$44,051.91				\$44,051.91
<i>12 Administrative</i>	\$949,720.14				\$949,720.14
<i>13 Library</i>	\$3,164.76				\$3,164.76
<i>14 Museum</i>	\$41,250.04				\$41,250.04
<i>15 Community Environment</i>	\$90,535.00				\$90,535.00
<i>30 Capital Outlay</i>	\$78,000.00				\$78,000.00
<b>202 OneOhio Opioid Settlement Fund</b>	\$24,107.61				\$24,107.61
<b>210 Street Fund</b>	\$478,036.77				\$478,036.77
<b>220 State Highway Fund</b>	\$53,000.00				\$53,000.00
<b>230 Police Fund</b>	\$2,310,127.16				\$2,310,127.16
<b>240 Fuel System Fund</b>	\$2,550.00				\$2,550.00
<b>250 Fire Fund</b>	\$1,681,404.49				\$1,681,404.49
<b>270 Police Pension Fund</b>	\$90,590.00				\$90,590.00
<b>280 Motor Vehicle License Fund</b>	\$205,100.00				\$205,100.00
<b>300 Capital Improvement Fund</b>	\$140,573.63		<b>\$440,000</b>		<b>\$580,573.63</b>
<b>610 Waste Collection Fund</b>	\$668,847.00				\$668,847.00
<b>620 Water Fund</b>	\$1,850,663.47				\$1,850,663.47
<b>800 Performance Bond Fund</b>	\$10,000.00				\$10,000.00
<b>810 Agency Fund</b>	\$1,500.00				\$1,500.00
<b>Total All Funds</b>	<b>\$8,722,773.98</b>				<b>\$9,162,773.98</b>

**File Attachments for Item:**

A. Resolution No. 2025-R-15 AUTHORIZING AND RATIFYING AN ADJUSTMENT TO THE CITY'S CAPITAL ASSET THRESHOLD FROM \$5,000 TO \$10,000 (Havens)

# RECORD OF RESOLUTIONS

Item A. Section 10, Item

Resolution No. 2025-R-15

July 28, 2025

## City of Bellbrook State of Ohio

### Resolution No. 2025-R-15

#### **AUTHORIZING AND RATIFYING AN ADJUSTMENT TO THE CITY'S CAPITAL ASSET THRESHOLD FROM \$5,000 TO \$10,000**

WHEREAS, the Bellbrook City Council recognizes the need to update the capital asset threshold to better align with current financial practices and requirements; and

WHEREAS, the Ohio Administrative Code (OAC) 117-2-02(E) permits the adjustment of the capital asset threshold; and

WHEREAS, the current capital asset threshold is set at \$5,000; and

WHEREAS, it has been determined that increasing the capital asset threshold to \$10,000 will improve the efficiency and accuracy of financial reporting; and

WHEREAS, OAC 117-2-02(E) requires that each local public office establish a capitalization threshold so that, at a minimum, eighty percent of the non-infrastructure assets are identified, classified, and recorded on the entity's financial records.

#### **NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:**

Section 1. That the adjustment to the City's Capital Asset Threshold from \$5,000 to \$10,000 is hereby authorized and ratified retroactively from January 1, 2025, and such authorization applies to any and all such transactions and purchases necessary and effected after January 1, 2025.

Section 2. That it is found and determined that all formal actions of the City Council relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including §121.22 of the Revised Code of the State of Ohio.

Section 3. That this resolution shall take effect and be in force forthwith.

PASSED BY City Council this 28<sup>th</sup> day of July, 2025.

\_\_\_\_\_ Yeas; \_\_\_\_\_ Nays.

RECORD OF RESOLUTIONS

Item A. Section 10, Item

Resolution No. 2025-R-15

July 28, 2025

AUTHENTICATION:

\_\_\_\_\_  
Michael W. Schweller, Mayor

\_\_\_\_\_  
Robert Schommer, Clerk of Council



**File Attachments for Item:**

B. Resolution 2025-R-16 AUTHORIZING AND RATIFYING TRANSFERS AND ADVANCES WITHIN VARIOUS FUNDS OF THE CITY OF BELLBROOK (Greenwood)

RECORD OF RESOLUTIONS

Item B. Section 10, Item

Resolution No. 2025-R-16

July 28, 2025

City of Bellbrook  
State of Ohio

Resolution No. 2025-R-01

**AUTHORIZING AND RATIFYING TRANSFERS AND ADVANCES WITHIN VARIOUS FUNDS OF THE CITY OF BELLBROOK**

WHEREAS, the City of Bellbrook has adopted Ordinance 2024-O-14 establishing appropriations for the 2025 fiscal year; and

WHEREAS, the 2025 budget had adequate funds appropriated at the fund level to cover the cost of city operations; and

WHEREAS, intra-fund transfers and advances of previously appropriated funds were necessary for payroll and other appropriate operational expenses of the City in 2025.

**NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:**

Section 1. That the intra-fund transfers and/or advances necessary for the operations of the City of certain monies up to amounts not exceeding those shown for the purposes cited in Exhibit A are hereby authorized and ratified retroactively from January 1, 2025, and such authorization applies to any and all such transfers necessary and effected after January 1, 2025.

Section 2. That it is found and determined that all formal actions of the City Council relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including §121.22 of the Revised Code of the State of Ohio.

Section 3. That this resolution shall take effect and be in force forthwith.

PASSED BY City Council this 28<sup>th</sup> day of July, 2025.

\_\_\_ Yeas; \_\_\_ Nays.

**AUTHENTICATION:**

\_\_\_\_\_  
Michael Schweller, Mayor

\_\_\_\_\_  
Robert Schommer, Clerk of Council

**Resolution 2025-R-16****Exhibit A**

<b>Amount</b>	<b>From Fund</b>	<b>To Fund</b>	<b>Purpose</b>
\$440,000	300 – Capital Improvement	100 - General	Return Advance