



## **CITY COUNCIL REGULAR MEETING AGENDA** **Monday, October 23, 2023 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 October 9, 2023 Regular Meeting Minutes
- 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**
- 6. CITIZEN COMMENTS**
  - A. Recognition of the Citizens Academy of Bellbrook attendees
- 7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**
- 8. EXECUTIVE SESSION**
  - A. Motion to enter executive session to discuss the subject of pending or imminent court action.
- 9. INTRODUCTIONS OF ORDINANCES**
- 10. PUBLIC HEARING OF PROPOSED ORDINANCES**
- 11. ADOPTION OF RESOLUTIONS**
  - [A.](#) Resolution 2023-R-27 DECLARING CERTAIN CITY OWNED PROPERTY NO LONGER REQUIRED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING DISPOSAL OF SAID PROPERTY (Hoke)
  - [B.](#) 2023-R-28 AUTHORIZING TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF BELLBROOK (Cyphers)
- 12. OLD BUSINESS**
- 13. NEW BUSINESS**
  - A. Discussion about concerns of heavy truck traffic using downtown as a through route.
- 14. CITY MANAGER'S REPORT**
- 15. COMMITTEE REPORTS**
  - A. Safety Committee
  - B. Service Committee
  - C. Finance/Audit Committee
  - D. Community Affairs Committee
- 16. CITY OFFICIAL COMMENTS**
- 17. ADJOURNMENT**

**File Attachments for Item:**

A. Approval of the October 9, 2023 Regular Meeting Minutes

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
October 9, 2023

Item A. Section 4, Item

## **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 September 25, 2023, meeting. Hearing none, the minutes were declared to be approved.

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

Mayor Schweller announced a Mayoral Proclamation for 2023 Fire Prevention Week, October 8, 2023, through October 14, 2023, in Bellbrook.

Mayor Schweller announced a Mayoral Proclamation for Metastatic Breast Cancer Awareness Day, October 13, 2023, in Bellbrook.

## **CITIZEN COMMENTS:**

Beth Ruben of 202 Tully St. Yellow Springs, Ohio. Beth represented The Greene County Citizens for Children Services and shared information on Issue 20 that is on the ballot for November 2023.

Delana Zapata of 3792 Green Meadow Ranch Court, Bellbrook Ohio. spoke on Greene County Board of

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
October 9, 2023

Item A. Section 4, Item

Developmental Disabilities having Issue 19 on the November ballot.

Mr. T.J. Hoke of 3833 Chablis Court, Bellbrook Ohio spoke on the first annual Spellbrook Event in Bellbrook Park.

## **PUBLIC HEARING OF PROPOSED ORDINANCES:**

None

## **INTRODUCTION OF ORDINANCES:**

None

## **RESOLUTIONS:**

**Resolution 2023-R-26:** Awarding a bid and authorizing the City Manager to enter into an agreement for construction of various improvements to Franklin and Main Streets (Greenwood)

Mayor Schweller mentioned this is the latest project in the Streetscape Plan and asked Mr. Schommer to speak about the highlights of the bid.

Mr. Schommer noted the project includes installation of controlled crosswalks on Franklin Street and Main at Walnut. It also includes resurfacing all Main Street within the corporate limits and the remainder of downtown Franklin. He noted there were two bids received and the recommendation was to award to Outdoor Enterprise as they were the lowest bid and the best for this work. A supplement of funds will be needed, looking at the ARPA fund, state, and local highway funds.

Mayor Schweller asked what the estimated start date is on the project on Main and Franklin Street.

Mr. Schommer replied, the project is due to start March 2024 and be completed by June 2024.

Mayor Schweller asked if there were any comments or questions for the city manager.

Mrs. Middlestetter asked about traffic disruption.

Mr. Schommer replied there is no anticipation of lane or roadway closures.

Mr. Harding asked what material had the eighty-four-week lead time.

Mr. Schommer replied the decorative pavers listed in the original bid sheet.

Mrs. Middlestetter asked if this will address any of the water issues on Walnut Street.

Mr. Schommer replied, that is a separate project. Work has begun on the water issue.

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting

October 9, 2023

Item A. Section 4, Item

Mr. Hoke asked if we would look at the crosswalks at Franklin and Main.

Mr. Schommer replied there is not enough room to improve the slope of the crosswalk approaches; however repaving and marking will be included on the crosswalks.

Mrs. Cyphers asked about the start date March 2024. Concerned with the Sugar Maple Festival that starts in April.

Mr. Schommer replied part of the bid is going by their construction schedule. Roadways will not be torn up until paving can start.

Mayor Schweller asked if there was any more discussion.

Mayor Schweller asked for a Motion regarding 2023-R-26.

Motion Made by Mr. Greenwood, Seconded by Mrs. Middlestetter.

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

Motion Carries

## **OLD BUSINESS:**

None

## **NEW BUSINESS:**

None

## **CITY MANAGER REPORT:**

Mr. Schommer mentioned the fire department open house as part of fire prevention week on October 10, 2023, from 6:00pm until 8:00pm.

Mr. Schommer provided updates on the Franklin Street Bridge Project, noting weekly meetings are verifying timeline and construction progress.

Mr. Schommer mentioned the current work on formulating our budget in the next session. Suggested scheduling a Finance Committee Meeting so we can bring this before council.

## **COMMITTEE REPORTS:**

### **SAFETY:**

None

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
October 9, 2023

Item A. Section 4, Item

## SERVICE:

Mr. Greenwood mentioned the fire hydrant flushing is complete.

## FINANCE/GOVERNMENT AFFAIRS:

None

## COMMUNITY AFFAIRS:

Mrs. Middlestetter stated still in need of applicant for the Museum Board. She also noted the Museum will be hosting mini Ghost Tours during the Spellbrook event.

## CITY OFFICIAL COMMENTS:

Mrs. Cyphers: None

Mr. Harding: None

Mr. Havens stated he is looking forward to the first Spellbrook.

Mr. Hoke asked about the flood updates on Walnut Street.

Mr. Schommer replied the storm drains have been video recorded and this is being reviewed. He provided full details of the work done thus far a final plan will come forward with what the project will entail.

Mrs. Middlestetter mentioned Beth Ruben, the guest speaker today and congratulated her on being selected for the 2023 Greene County Women's Hall of Fame.

Mr. Greenwood mentioned looking forward to Spellbrook.

## EXECUTIVE SESSION:

Mrs. Middlestetter asked for a Motion to enter Executive Session from the Community Affairs Committee to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public official, or the investigation of charges or complaints against a public official. Motion Made by Mrs. Middlestetter, Seconded by Mr. T.J. Hoke.

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

Motion Carries

Council entered executive session at 7:37 pm

# RECORD OF PROCEEDINGS

Bellbrook City Council Meeting  
October 9, 2023

Item A. Section 4, Item

Mayor Schweller asked for a Motion to Adjourn Executive Session.  
Motion Made by Mr. T.J. Hoke, Seconded by Mrs. Middlestetter.  
Voting Yea: Mrs. Cyphers, Mr. Greenwood, Mr. Harding, Mr. Havens, Mr. T.J. Hoke, Mrs. Middlestetter, Mayor Schweller.  
Motion Carries

Council exited executive session at 8:14pm

## **ADJOURNMENT:**

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:15pm

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Michael Schweller, Mayor

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Robert Schommer, Clerk of Council

**File Attachments for Item:**

A. Resolution 2023-R-27 DECLARING CERTAIN CITY OWNED PROPERTY NO LONGER REQUIRED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING DISPOSAL OF SAID PROPERTY (Hoke)



RECORD OF RESOLUTIONS

Item A. Section 11, Item

Resolution No. 2023-R-27

October 23, 2023

City of Bellbrook  
State of Ohio

Resolution No. 2023-R-27

**DECLARING CERTAIN CITY OWNED PROPERTY NO LONGER REQUIRED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING DISPOSAL OF SAID PROPERTY**

WHEREAS, the City of Bellbrook is in possession of certain property at an estimated value over \$2,500 that is no longer needed for municipal purposes; and

WHEREAS, the property is desired to be sold via an internet-based auction process or otherwise discarded or salvaged.

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

Section 1. Consistent with the provisions of the Ohio Revised Code Section 721.15 and Section 230.06 of the Bellbrook Code of Ordinances and purchasing procedures, the following equipment is declared surplus, no longer needed for municipal purposes, and authorization is hereby granted to dispose of the property consistent with the provisions of Bellbrook Ordinances by means of an internet-based auction or if having no value may be discarded or salvaged by the City Manager:

ITEM-----SERIAL NO.

2015 Ford Explorer Police 1FM5K8AR4FGA28746

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 23<sup>rd</sup> day of October, 2023.

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

**AUTHENTICATION:**

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

RECORD OF RESOLUTIONS

Item A. Section 11, Item

Resolution No. 2023-R-27

October 23, 2023

Robert Schommer, Clerk of Council

**File Attachments for Item:**

B. 2023-R-28 AUTHORIZING TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF BELLBROOK  
(Cyphers)

# RECORD OF RESOLUTIONS

Item B. Section 11, Item

Resolution No. 2023-R-28

October 23, 2023

## City of Bellbrook State of Ohio

### Resolution No. 2023-R-28

#### **AUTHORIZING TRANSFERS BETWEEN VARIOUS FUNDS OF THE CITY OF BELLBROOK**

WHEREAS, the City of Bellbrook has adopted Ordinance 2022-O-10 establishing appropriations for the 2023 budget; and

WHEREAS, the 2023 budget requires the transfer of monies among various funds to maintain operations of various departments within the City; and

WHEREAS, the Ohio Revised Code Section 5705.14 requires transfers of funds to be approved by City Council.

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

Section 1. That the City Manager is hereby authorized to transfer certain monies up to amounts not exceeding those shown and for the purposes cited in Exhibit A, and such authorization applies to any and all such transfers necessary and effected after January 1, 2023.

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 \_\_\_\_ day of \_\_\_\_, 2023.

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

#### **AUTHENTICATION:**

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

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Robert Schommer, Clerk of Council

**Resolution 2023-R-18****Exhibit A**

<b>Amount</b>	<b>From Fund</b>	<b>To Fund</b>	<b>Purpose</b>
\$7,500	100.14.5111 General-Museum	100.12.5111 General-Admin	Payroll
\$900	100.14.5111 General-Museum	100.15.5111 General-CE	Payroll
\$4,000	210 – Other Streets	210 – Personnel Streets	Payroll
\$62,600	230 – Other Police	230 – Personnel Police	Payroll
\$11,300	100.30.5520 General-Capital	230.23.5120 Police	Payroll
\$38,000	250 – Other Fire	250 – Personnel Fire	Payroll
\$62,000	100.30.5510 General Capital	250.25.5130 Fire	Payroll
\$1,500	620.21 – Personnel Streets	620.12 – Personnel Admin	Payroll