



CITY COUNCIL REGULAR MEETING AGENDA
Monday, March 09, 2026 at 7:00 PM

15 East Franklin Street Bellbrook, Ohio 45305
T (937) 848-4666 | <http://www.bellbrook.gov/>

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **APPROVAL OF THE MINUTES**
 - A. [Approval of the February 23, 2026 Regular Meeting minutes.](#)
5. **MAYOR'S ANNOUNCEMENTS / SPECIAL GUEST AND PRESENTATIONS**
 - A. Chief Bizzarro and Chief Carmin present commendations for life saving efforts
6. **CITIZEN COMMENTS**
7. **CITY MANAGER'S REPORT**
8. **PUBLIC HEARING OF PROPOSED LEGISLATION**
9. **OLD BUSINESS**
10. **NEW BUSINESS**
 - Community Affairs / Administration**
 - A. [March 4th meeting Committee Report](#)
 - B. [Resolution No. 2026-R-09 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE BELLBROOK-SUGAR MAPLE FESTIVAL COMMITTEE, INC FOR THE 2026 SUGAR MAPLE FESTIVAL](#)
 - Finance**
 - Public Safety**
 - A. [February 27 meeting Committee Report](#)
 - Public Service**
 - A. [March 4 meeting Committee Report](#)
 - B. [Resolution No. 2026-R-10 AUTHORIZING THE CITY MANAGER TO SOLICIT, ADVERTISE, AND RECEIVE PROPOSALS FROM QUALIFIED FIRMS TO PROVIDE SERVICES RELATED TO THE STUDY, DESIGN, AND INSTALLATION OF A FILTRATION SYSTEM FOR THE CITY OF BELLBROOK WATER PRODUCTION FACILITY](#)
11. **CITY OFFICIAL COMMENTS**
12. **EXECUTIVE SESSION**
13. **ADJOURNMENT**

File Attachments for Item:

A. Approval of the February 23, 2026 Regular Meeting minutes.

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
February 23, 2026

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:

Scout Troop 75 led the Council in the Pledge of Allegiance.

3. ROLL CALL

PRESENT

Mr. Ashley

Mrs. Cyphers

Mr. Greenwood

Mr. Havens

Ms. Wright

Deputy Mayor Hoke

Mayor Schweller

4. APPROVAL OF THE MINUTES

- A. Approval of the February 9, 2026, Regular Meeting minutes.
Minutes were approved as submitted

5. MAYOR'S ANNOUNCEMENTS / SPECIAL GUEST AND PRESENTATIONS

- A. Mayoral Proclamation for Global Day of Unplugging, March 7th, 2026

6. CITIZEN COMMENTS

7. CITY MANAGER'S REPORT

- A. Reinternment of John Huston and seven other's remains for preservation at Pioneer Cemetery
Greene County Probate Court approved the reinternment and Mr. Schommer will give updates as they are available.
- B. Progress of redevelopment efforts at 51 S. East Street (old Sugarcreek School)
Plans were submitted for a lot split which will be on the next Planning meeting agenda.

8. PUBLIC HEARING OF PROPOSED LEGISLATION

9. OLD BUSINESS

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
February 23, 2026

Item A. Section 4, Item

10. NEW BUSINESS

11. Community Affairs / Administration

- A. Resolution No. 2026-R-08 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE BOARD OF COMMISSIONERS OF GREENE COUNTY FOR ANIMAL CONTROL SERVICES.

Mr. Havens read the Resolution.

Mr. Schommer provided a synopsis of the resolution explaining it is to renew the selective services for stray cats and other animals provided by the Greene County Animal Control Services Department. The primary change is an increase to \$75.

Motion to adopt

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

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Havens, Deputy Mayor Hoke, Ms. Wright, Mayor Schweller

12. Finance

13. Public Safety

- A. Resolution No. 2026-R-06 ADOPTING THE GREENE COUNTY NATURAL HAZARD MITIGATION PLAN

Mr. Ashley read the Resolution.

Mr. Schommer explained that the mitigation plan is not a response plan but identifies potential risks and allows potential access to federal funds if needed.

Motion to adopt

Motion made by Mr. Ashley, Seconded by Deputy Mayor Hoke.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Havens, Deputy Mayor Hoke, Ms. Wright, Mayor Schweller

14. Public Service

- A. Resolution No. 2026-R-07 DECLARING CERTAIN CITY OWNED PROPERTY NO LONGER REQUIRED FOR MUNICIPAL PURPOSES AS SURPLUS AND AUTHORIZING DISPOSAL OF SAID PROPERTY

Mr. Schommer provided a synopsis of the resolution explaining that it is authorizing the City to surplus the old street sweeper that is no longer needed. It will be transferred to Sugarcreek Township if Council approves.

Motion to adopt

Motion made by Mr. Greenwood, Seconded by Mr. Ashley.

Voting Yea: Mr. Ashley, Mrs. Cyphers, Mr. Greenwood, Mr. Havens, Deputy Mayor Hoke, Ms. Wright, Mayor Schweller

15. CITY OFFICIAL COMMENTS

RECORD OF PROCEEDINGS

Bellbrook City Council Meeting
February 23, 2026

Item A. Section 4, Item

Mr. Ashley –Gave an update about a recent police incident.

Mrs. Cyphers – None

Mr. Greenwood – Went to the probate hearing for the reinterment of the remains.

Mr. Havens – Thanked the scouts for attending the meeting.

Ms. Wright – None

Deputy Mayor Hoke – Said it was a good decision to get the tornado sirens.

Mayor Schweller- Thanked the scouts and scoutmaster, attendees, viewing audience and the cameraman. Next meeting is March 9.

16. EXECUTIVE SESSION

17. ADJOURNMENT

7:25

Michael Schweller, Mayor

Robert Schommer, Clerk of Council

File Attachments for Item:

A. March 4th meeting Committee Report

COMMITTEE REPORT

To: Bellbrook City Council

From: Community Affairs/Administration Committee

Date: February 27, 2026

Subject: Key Actions and Decisions from Committee Meeting

Decisions / Direction Reached (Committee Consensus)

- Proceed with drafting legislation to replace the current Village Review Board (VRB) with an advocacy-focused Old Village District Advisory Commission (OVDAC) that is advisory (non-quasi-judicial).
- Tentative commission composition: five (5) members appointed by Council — (a) one district resident; (b) one business or property representative within the district; (c) three at-large city residents. Staff to revise language to read ‘business “or” property’ (not ‘and’) to avoid excluding tenant businesses.
- Initial term staggering to avoid simultaneous expirations: 2 members for 1 year, 2 members for 2 years, 1 member for 3 years (thereafter, 3-year terms).
- Include explicit expectations and guidelines emphasizing beautification, walkability, age-friendly orientation, civic/community events, small-town friendly focus, and alignment with the Comprehensive Plan; discourage uses out of character with downtown (e.g., storage buildings, pole-barn style construction, industrial uses, large multifamily, and non-service retail).
- Clarify the role to make recommendations to BZA and Planning Board and to coordinate with City Council, Planning Board, CIC, and other community organizations (e.g., Chamber of Commerce) to enhance reinvestment and events.
- Manager may (optionally) retain a registered architect to advise the commission when needed (not a requirement).

Key Implications for Council

- Legislative action will be required to disband the VRB and establish the OVDAC with the updated scope, composition, and expectations.
- The OVDAC will be advisory and advocacy-oriented; it will not have quasi-judicial authority. Design/style outcomes (e.g., prohibiting pole barns, setting facade/material standards) require separate amendments to Planning & Zoning Code if Council desires enforceable standards.
- Better coordination with event organizers and community partners (e.g., during large soccer tournaments) may improve visitor experience and downtown

business activity; OVDAC can assist, but operational changes for private businesses remain voluntary.

- Difficulty in recruiting applicants to the current VRB motivated this restructuring; a clearer advocacy mission may improve engagement and outcomes.
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Actions & Tracking

- Administration: Convert the working draft into legislative form reflecting committee edits ("or" for business/property member; corrected term staggering; expectations/guidelines; optional architect advisor; coordination with community organizations). Target: Present to committee in early April 2026, then to Council.
 - Committee: Invite public feedback (email/phone) and reconvene in early April 2026 to finalize a recommendation to Council to disband the VRB and create the OVD Advisory Commission.
 - Planning Board Vacancy: Three applicants; schedule interviews immediately prior to the next regular Council meeting on Monday, March 9, 2026 (or earliest feasible date). Aim to recommend appointment that night to ensure quorum for a case scheduled this month.
 - Administration: Place the routine, no-change Sugar Maple Festival operating agreement on an upcoming agenda for renewal.
 - Clerk/Administration: Track and publish the early-April committee meeting date/time and circulate the legislative draft to committee members in advance.
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Open Decisions / Policy Choices for Council

- Approve the structural change: Disband the Village Review Board and establish the Old Village District Advisory Commission (advocacy-focused).
- Confirm final commission size/composition and approve the "business or property" qualification language.
- Affirm whether the Manager should be expected (or merely permitted) to retain a registered architect advisor for complex matters.
- Direct staff whether to prepare separate Planning & Zoning Code amendments for enforceable downtown design standards (materials, massing, roof pitch, fenestration, pole-barn prohibition, etc.).

File Attachments for Item:

B. Resolution No. 2026-R-09 AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE BELLBROOK-SUGAR MAPLE FESTIVAL COMMITTEE, INC FOR THE 2026 SUGAR MAPLE FESTIVAL

RECORD OF RESOLUTIONS

Item B. Section , Item

Resolution No. 2026-R-09

March 10, 2026

City of Bellbrook State of Ohio

Resolution No. 2026-R-09

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE BELLBROOK-SUGAR MAPLE FESTIVAL COMMITTEE, INC FOR THE 2026 SUGAR MAPLE FESTIVAL

WHEREAS, the Bellbrook Sugar Maple Festival is a community event with a long-standing tradition; and

WHEREAS, planning, operation, and management of the Festival requires significant resources which are not available within the City structure; and

WHEREAS, The Bellbrook Sugar Maple Festival Committee, Inc is a community-centered charitable non-profit organization organized specifically to operate and manage the Festival with a significant history of success and give-back to the community; and

WHEREAS, operation of the Festival requires use of public streets, alleys and certain parcels and facilities owned by the City of Bellbrook; and

WHEREAS, City Council has determined it is in the best interest of the City of Bellbrook to hold the Bellbrook Sugar Maple Festival annually and to enter into an agreement for its operation and management.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. The City Manager is hereby authorized to execute an Agreement with the Bellbrook Sugar Maple Festival Committee, Inc. for the operation and management of the 2026 Bellbrook Sugar Maple Festival as substantially set forth in Exhibit A.

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 10th day of March, 2026.

_____ Yeas; _____ Nays.

RECORD OF RESOLUTIONS

Item B.Section , Item

Resolution No. 2026-R-09

March 10, 2026

AUTHENTICATION:

Michael W. Schweller, Mayor

Robert Schommer, Clerk of Council

Resolution 2026-R-09 Exhibit A

City of Bellbrook Sugar Maple Festival Operation and Management Agreement

This Agreement including any and all Exhibits and Attachments constitutes the agreement by and between the City of Bellbrook Ohio a municipal corporation (“City”) and The Bellbrook Sugar Maple Festival Committee, Inc (“Committee) regarding the operation and management of the Bellbrook Sugar Maple Festival (“Festival”)

Recitals:

WHEREAS, the Bellbrook Sugar Maple Festival is a community event with a long-standing tradition; and

WHEREAS, planning, operation, and management of the Festival requires significant resources which are not available within the City structure; and

WHEREAS, The Bellbrook Sugar Maple Festival Committee, Inc is a community-centered charitable non-profit organization organized specifically to operate and manage the Festival with a significant history of success and give-back to the community; and

WHEREAS, operation of the Festival requires use of public streets, alleys and certain parcels and facilities owned by the City of Bellbrook; and

WHEREAS, the City recognizes it is in the best interest of the City of Bellbrook to hold the Bellbrook Sugar Maple Festival annually to be operated and managed by the Committee.

Now, therefore, in consideration of the mutual covenants and conditions herein contained, the City and the Committee agree as follows:

1. Services to be Performed by the Committee: The Bellbrook Sugar Maple Festival Committee, Inc will assist in the planning for and provide the operation and management of the Festival as agreed to between the parties and within this Agreement to include, but not be limited to:
 - a. Create a security plan including alcohol sales/consumption and crowd control measures
 - b. Create an operation and management plan for the Festival including, but not limited to the following:
 - i. Event schedule and anticipated budget
 - ii. Marketing and Festival announcements and outreach
 - iii. Required permits, licenses, and agreements
 - iv. Anticipated vendors, supplies, services and performers
 - v. Final event layout
 - c. Make arrangements for and execute contracts and agreements for the agreed to services on behalf of the Festival including vendors, supplies, services, performers, etc.
 - d. Conduct pre and post event activities including event set-up and tear-down, of facility and Festival spaces.

- e. Provide volunteer staffing adequate for the agreed to operation and management of the planned events during the Festival.
2. Responsibilities of the City: The City of Bellbrook holds the Festival as a benefit to the residents and community, and under the authority as a Charter City and as Resolved by City Council authorizes the use of city resources, public right of way and public facilities during the event in the best interests of Bellbrook residents. As such, responsibilities of the City to provide the ability of the Committee to operate and manage the Festival include but are not limited to:
 - a. Hold the authority to and authorize use of public right of way, public facilities and city resources for the operation of the Festival.
 - b. Authorize the agreed to operation and management plan prepared by the Committee for the Festival
 - c. Designate all members of the Committee as volunteers to the City for the Festival
 - d. Hold liability and insurance coverage for the Festival and volunteers
3. Liability Insurance: The City agrees to bear all costs and responsibilities for the actions related to the Festival including its personnel and volunteers. In addition, the City agrees to obtain and maintain comprehensive liability insurance coverage for the Festival.
4. Allocation of Funds/Proceeds and Management Fee: The City agrees that any and all proceeds earned from sales, donations, sponsorships, and any other Festival related proceeds shall be received by and maintained by the Committee in exchange for the cost of the Festival operations and management. Both parties understand proceeds may surpass direct expenses and it is in the benefit and best interest of the city for the Committee, as a charitable community-centered non-profit organization, to use and allocate those funds to further the charitable mission of the Committee. The city withholds the right to monitor or audit any financial transaction related to the Festival as it deems appropriate.
 - a. Should the City have any direct costs associated with the Festival not covered or paid by the Committee's fund such as licensing, permits, fees, etc. the City may recoup said costs from the Festival Proceeds. This does not include the cost of resources, personnel, or use of public right of way or facilities.
 - b. Should the Festival be cancelled, interrupted, or otherwise fail to generate proceeds to cover the costs expended or obligated, it shall not be the City's responsibility to cover those costs.
5. Compliance With Licenses, Permits, and Certifications: The Committee represents and warrants that all members and volunteers associated with the Festival shall comply with federal, state, and local laws requiring any required licenses, permits, certificates, or actions necessary to perform the services under this Agreement.
6. Assignment and Delegation: The Committee shall not assign rights or delegate any duties or performance of services under this Agreement to any other individual, organization or entity.
7. Severability: This Agreement shall remain in effect in the event a section or provision is unenforceable or invalid. All remaining sections and provisions shall be deemed legally binding unless a court rules that any such provision or section is invalid or unenforceable, thus, limiting the effect of another provision or section. In such case, the affected provision or section shall be enforced as so limited.
8. Governing Law: This Agreement shall be governed under the laws in the State of Ohio.
9. Option to Terminate: The City and Committee shall not have the right to terminate this Agreement unless there is reasonable cause to believe and written notice of:

- a. A material breach of the other party
 - b. Any act exposing the other party to liability to others for personal injury or property damage
 - c. Any criminal act conducted by a group or individual in the performance of duties related to this Agreement for the Festival
10. Termination for Cause: If a party commits a material breach of this Agreement, then the non-breaching party may terminate this Agreement for cause, so long as the non-breaching party first provides breaching party with a written notice of the breach and breaching party fails to cure the breach within ten (10) business days of receipt of the notice or, if the breach by its nature cannot reasonably be cured within ten business days, then non-breaching party may terminate if the breaching party fails to begin to cure the breach within ten business days of receipt of the notice and works diligently thereafter to cure the breach. Such termination will be without prejudice to any other rights and remedies that may be available to the non-breaching party. In addition, it shall be deemed as Cause for termination by either party if any act exposing the other party to liability to others for personal injury or property damage.
11. Force Majeure: Neither party will be responsible for any delay or failure in performance resulting from strike, lockout, failure of power, fire, acts of God, terrorism, riots, insurrection, war or other similar reason beyond the reasonable control of such party (“Force Majeure Event”). When either party has knowledge of any Force Majeure Event that will delay or affect its performance, such party will immediately notify the other party. The time for performing any obligation may be extended for a period equivalent to the period of such Force Majeure Event at the sole discretion of the City.
12. Entire Agreement: This Agreement, along with any attachments or addendums, represents the entire agreement between the parties. Therefore, this Agreement supersedes any prior agreements, promises, conditions, or understandings between the City and the Committee.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY OF BELLBROOK, OHIO

By:
Its:

THE BELLBROOK SUGAR MAPLE FESTIVAL COMMITTEE, INC

By:
Its:

File Attachments for Item:

A. February 27 meeting Committee Report

COMMITTEE REPORT

To: Bellbrook City Council

From: Public Safety Committee

Date: February 27, 2026

Subject: Key Actions and Decisions from Public Safety Committee Meeting

1. Low-Speed Micromobility Ordinance Recommendation

Committee Action:

- Unanimous motion passed to **recommend adoption of the proposed ordinance update** governing low-speed micromobility devices (e-bikes, scooters, mini-bikes).

Key Points for Council:

- Police data show **nine total incidents in 2025**, with most being minor property or traffic complaints.
- Existing Ohio Revised Code sufficiently covers e-bikes; **scooter regulations remain vague**, prompting the need for local clarification.
- Committee supports ordinance language allowing operation on **streets, sidewalks, and multi-use paths**, emphasizing **common-sense enforcement** rather than punitive measures.
- No anticipated operational or fiscal impacts beyond public education.

Next Steps:

- Council consideration and potential adoption of the ordinance.
- Staff will prepare a **one-page public education sheet** for distribution through schools and community channels.

2. State Capital Budget Application – Fire Station Project

Committee Discussion:

- The City intends to submit a **state capital budget request** for a new or significantly renovated fire station.
- Application deadline: **March 12, 2026**.

Key Points for Council:

- Prior architectural estimate (2020) placed renovation/addition costs at **just under \$3 million**.
- Updated cost projections, based on inflation and comparable construction data, estimate **\$4.0–\$4.5 million**, excluding potential site or fuel-station relocation costs.
- Matching funds are **not required**, but may strengthen competitiveness.
- The project aligns with demonstrated long-term facility needs and statewide precedent for fire-service capital funding.

Next Steps:

- Staff to finalize a **credible cost estimate** using available data without incurring new design expenses.
 - Council may need to authorize submission or provide supporting documentation depending on state requirements.
-

3. Fire District Feasibility Review – Bellbrook & Sugarcreek Township

Administrative Update:

- City and Township leadership jointly reviewed the recently completed fire district feasibility study.

Findings with Council Implications:

- **Forming a joint district is not feasible** due to:
 - Significant **cost increases** rather than savings.
 - **Geographic limitations** that would dilute Bellbrook’s current service levels.
 - Lack of surplus staffing or resources to support a transition.
 - No operational model that maintains or improves service delivery for both jurisdictions.
- Both departments currently provide **high-quality service** and maintain strong cooperative relationships; informal collaboration will continue where beneficial.

Next Steps:

- No further action recommended toward district formation.
 - Continued monitoring of facility, staffing, and equipment needs (e.g., fire station, ladder truck) within Bellbrook’s independent service model.
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4. Items with No Required Council Action

- No additional new business or public comments were presented.
- Meeting adjourned without further directives.

File Attachments for Item:

A. March 4 meeting Committee Report

COMMITTEE REPORT

To: Bellbrook City Council

From: Public Service Committee

Date: March 4, 2026

Subject: Summary of Public Service Committee Discussion – Water System Planning & PFAS Compliance

Purpose

This memo provides Council with a high-level briefing on the major topics discussed during the March 4 Public Service Committee meeting, with emphasis on items requiring future Council action or policy direction.

1. PFAS Remediation – Engineering RFP Preparation

The Committee reviewed the need to initiate a Request for Proposals (RFP) to select an engineering firm to design the City’s PFAS remediation system. Federal and state requirements mandate that a treatment process be operational before the end of 2029.

Key Points for Council Awareness

- Two treatment technologies will be evaluated: **membrane filtration** (likely preferred) and **ion exchange**.
- The project will significantly increase both capital and operating costs due to new chemical processes and hardness adjustments.
- Water chemistry changes will likely increase main breaks and valve failures in older infrastructure.
- This is expected to be the **largest capital project in the City’s history**.
- Staff intends to pursue financing through the Ohio EPA’s **DEFA** program.
- An RFP authorization resolution will be presented to Council.

2. Water Main Replacement Strategy – Engineering Evaluation

The Committee discussed issuing a separate RFP for engineering evaluation of water main replacement needs.

Priority Areas Identified

- **Portage Path:** multiple breaks annually; highest-priority replacement.
- **Winter Haven:** cast iron mains under concrete streets complicate leak detection and repair.

Operational Note

New leak-detection equipment is improving accuracy and reducing excavation time.

3. Water Project Manager Position

Staff proposed creating a dedicated **Water Project Manager** position to support PFAS implementation and long-term water system management.

Position Overview

- Oversees construction, inspections, testing, and regulatory compliance.
- Must obtain a **Class II water license** to serve as backup operator.
- Intended as an internal promotion.
- Fully funded through the Water Fund.

A formal position creation request will be brought to Council after administrative review.

4. Sackett-Wright Park – Land Use and Wellfield Agreements

The Committee discussed the need to formalize agreements with the Bellbrook-Sugarcreek Park District regarding land use, maintenance responsibilities, and wellfield protection at Sackett-Wright Park.

Issues Identified

- Mixed ownership of land containing wells and test wells.
- No existing agreements defining responsibilities or protections.
- Park District confirmed **no fertilizers, pesticides, or herbicides** are used on athletic fields.
- Future EPA permitting for PFAS treatment may require documented land-use controls.

The Law Director is preparing a legal review and recommendations for Council consideration.

5. Strategic Direction

The Committee's discussions reflect a coordinated, long-term approach to:

- PFAS compliance
- Water infrastructure renewal
- Operational capacity and staffing
- Interagency coordination with the Park District

These items will drive major capital and operational decisions throughout 2026 and beyond.

File Attachments for Item:

B. Resolution No. 2026-R-10 AUTHORIZING THE CITY MANAGER TO SOLICIT, ADVERTISE, AND RECEIVE PROPOSALS FROM QUALIFIED FIRMS TO PROVIDE SERVICES RELATED TO THE STUDY, DESIGN, AND INSTALLATION OF A FILTRATION SYSTEM FOR THE CITY OF BELLBROOK WATER PRODUCTION FACILITY

RECORD OF RESOLUTIONS

Item B.Section , Item

Resolution No. 2026-R-10

March 9, 2026

City of Bellbrook State of Ohio

Resolution No. 2026-R-10

AUTHORIZING THE CITY MANAGER TO SOLICIT, ADVERTISE, AND RECEIVE PROPOSALS FROM QUALIFIED FIRMS TO PROVIDE SERVICES RELATED TO THE STUDY, DESIGN, AND INSTALLATION OF A FILTRATION SYSTEM FOR THE CITY OF BELLBROOK WATER PRODUCTION FACILITY

WHEREAS, City Council has taken many actions to stay proactive in protecting the City’s water supply and production facility; and

WHEREAS, City Council has made it a priority to protect the water supply from potential exposure to forever chemicals; and

WHEREAS, City Council has committed capital funding measures to enhance and upgrade the water production facility for the benefit of Bellbrook’s water customers that do not impact the tax funding of the City; and

WHEREAS, City Council has agreed to an RFP process to be facilitated by City Staff.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. The City Manager is hereby authorized to solicit, advertise and receive responses from qualified firms in accordance with Section 240.03 of the Bellbrook Code of Ordinances to provide materials and perform services related to the study, design, and installation of a filtration system for the City of Bellbrook water production facility.

Section 2. Notwithstanding anything to the contrary in Chapter 240 of the Codified Ordinances of Bellbrook, the City Manager is authorized to follow these procedures for selecting individuals or firms to provide the future services related to the project:

- a. Identify a written list of qualifications that are necessary and relevant to the particular service needed
- b. Identify an individual(s) or firm(s) that is/are able to satisfy the specific list of qualifications
- c. Conduct a review of the individual(s) or firm(s) including qualifications, references, best practices, capacity of performance, financial and time considerations, and understanding of the scope of work
- d. Select the lowest and best response; negotiate and enter into a contract with the individual or firm

RECORD OF RESOLUTIONS

Item B. Section , Item

Resolution No. 2026-R-10

March 9, 2026

Section 3. Consistent with the provisions of the City Charter and the Codified Ordinances of Bellbrook, the competitive bidding requirements are hereby waived for the procurement of services relating to the development of the RFP for this project in consideration of the established budgetary provisions as defined in the 2026 Appropriations.

Section 4. City Council hereby authorizes the RFP process for this project as detailed in the Bellbrook Request for Proposals and Instructions Book.

Section 5. 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 6. That this resolution shall take effect and be in force forthwith.

PASSED BY City Council this 9th day of March, 2026.

____ Yeas; ____ Nays.

AUTHENTICATION:

Michael W. Schweller, Mayor

Robert Schommer, Clerk of Council