



CITY COUNCIL REGULAR MEETING AGENDA

Monday, September 25, 2023 at 7:00 PM

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

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF THE MINUTES**
 - [A.](#) Approval of the September 11, 2023 Regular City Council Meeting minutes
- 5. MAYOR'S ANNOUNCEMENTS AND SPECIAL GUEST**
 - A. Girl Scout Troop 33263 Butterfly Garden Project Presentation
Lauren Becker
Maddy Hileman
Rebecca Cyphers
- 6. CITIZEN COMMENTS**
- 7. CITIZENS REGISTERED TO SPEAK ON AGENDA ITEMS**
- 8. PUBLIC HEARING OF PROPOSED ORDINANCES**
- 9. INTRODUCTIONS OF ORDINANCES**
 - [A.](#) Ordinance 2023-O-5 AMENDING ORDINANCE 2022-O-10 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY
Motion to adopt at introduction
- 10. ADOPTION OF RESOLUTIONS**
- 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
- 15. CITY OFFICIAL COMMENTS**
- 16. EXECUTIVE SESSION**
 - A. Motion to enter Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee, or the investigation of charges or complaints against a public employee.
- 17. ADJOURNMENT**

File Attachments for Item:

A. Approval of the September 11, 2023 Regular City Council Meeting minutes

RECORD OF PROCEEDINGS

Bellbrook City Council
September 11, 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 August 28, 2023, meeting. Hearing none, the minutes were declared to be approved.

MAYOR'S ANNOUNCEMENTS / SPECIAL PRESENTATIONS:

Mayor Schweller presented a Mayoral Proclamation for September 11 to be Patriot Day and a Day of Remembrance.

Announcement of the Beautification Award for Bellbrook Residents:

-Tom & Dona Erickson
-Stephanie Frank & Dennis James
-Rich Schoultz
-Missy & James Jordan
-Jennifer & Michael James

RECORD OF PROCEEDINGS

Bellbrook City Council
September 11, 2023

Item A. Section 4, Item

-Scott & Suzette Hopkins
-Janice Meredith
-Rick Roberts
-John & Barbara Riley
-Josh Haag & Jennifer Moore
-Bellbrook Historical Museum

Mr. Schommer thanked Alix Holmes for all the great work being done at the Bellbrook Museum.

CITIZEN COMMENTS:

Mr. Buccalo spoke on issues with erosion at Little Sugarcreek Road in Bellbrook, suggesting the planting of certain trees to help prevent long term erosion. He also mentioned concerns about changes at the Bellbrook-Sugarcreek Community Center and suggested the City be aware of what is happening.

PUBLIC HEARING OF PROPOSED ORDINANCES:

None

INTRODUCTION OF ORDINANCES:

Ordinance 2023-R-4: Amending Ordinance 2022-O-10 by making supplemental appropriations for expenses of the City of Bellbrook for the period beginning January 1, 2023, and ending December 31, 2023, and declaring an emergency (Cyphers)

Mrs. Cyphers read the Ordinance.

Mr. Schommer explained the two estimates for the cost of unanticipated repairs to the fuel system exceeds the budgeted funds for ongoing maintenance. He noted the City covers 30% and the schools cover 70% of the costs.

Mayor Schweller asked if there were any discussion or comments from the Council.

Mr. Havens asked if there is any way to relocate to the school's property. Mr. Schommer replied it is possible but likely a very large expense considering the tanks are underground and relocation and re-installation is significant.

Mr. Greenwood mentioned in the past it was looked at to get fuel from a retail gas stations and asked if that was still possible. Mr. Schommer replied the issue is the accessibility of diesel fuel and the cost to purchase in bulk. In addition, 70% of the cost and operation of the system is for school buses.

Mr. Hoke asked if the Township received any fuel from this site. Mr. Schommer replied, no.

Mayor Schweller asked if there was any more discussion from the Council.

RECORD OF PROCEEDINGS

Bellbrook City Council
September 11, 2023

Item A. Section 4, Item

Mayor Schweller asked for a Motion regarding Ordinance 2023-R-4.

Motion to adopt Ordinance 2023-O-4 at introduction

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.

Motion Carries

RESOLUTIONS:

Resolution 2023-R-25: Creating the shop local Bellbrook Incentive Program and authorizing the City Manager to apply a credit to City of Bellbrook residential water customers for participation (Schweller)

Mayor Schweller read the Resolution.

Mr. Schommer stated the program is to encourage Bellbrook residents to go downtown as much as possible to shop to help the businesses during construction.

Mr. Havens asked if Sugarcreek Township residents purchase city water, is this through the city that they pay us. Mr. Schommer replied, yes, it is for any Bellbrook water customer.

Mrs. Middlestetter asked if a resident lives in an apartment or condo, and the water bill is paid by a landlord. How will this work. Mr. Schommer replied it is applied to residents with a water account in their name.

Mayor Schweller asked if there was any other questions or comments.

Mr. Greenwood stated as far as billings are set up with one meter for four families, the landlord pays.

Mayor Schweller stated it will roll out on September 16, 2023 through September 30.

Mayor Schweller moved for the adoption of Resolution 2023-R-25.

Motion Made by Mayor Schweller, Seconded by Mrs. Cyphers.

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

Motion Carries

OLD BUSINESS:

Mr. Harding mentioned the Charter Advisory Committee and the nomination of a replacement candidate for the Committee.

Mr. Harding moved to appoint Nick Kuntz to fill the vacancy on the Charter Advisory Committee.

Motion Made by Mr. Harding, Seconded by Mr. Havens.

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

RECORD OF PROCEEDINGS

Bellbrook City Council
September 11, 2023

Item A. Section 4, Item

Motion Carries

NEW BUSINESS:

None

CITY MANAGER REPORT:

Mr. Schommer discussed the arrangements to have the storm water system videoed from Bellbrook Park across Walnut Street. He noted after that occurs the next steps of evaluating the problem and solution will be possible.

Mr. Schommer provided updates on the Franklin Street bridge work noting he was told the project is on schedule.

Mayor Schweller asked if there were any questions for the City Manager.

Mrs. Middlestetter asked about the crosswalk project, specifically what is the time frame on this project. Mr. Schommer replied when we get the bids opening occurs on September 29, and evaluation and recommendation for award will be brought back to Council.

COMMITTEE REPORTS:

SAFETY:

*Mr. Hoke spoke on the Fire Department and the Emergency Management Agency Grant received for a Respiratory Fit Test Machine to make sure our firefighters are properly fitted for Respiratory Protection. The Grant covered 100% of that purchase.

*The Bellbrook Police Department has helped over the last three weeks with the lights and traffic back up downtown.

*Police, Fire, and the Administrative Departments helped with clean up this last weekend.

SERVICE:

Mr. Greenwood spoke on the Service Department and the project of painting traffic lines will be starting..

FINANCE/GOVERNMENT AFFAIRS:

None

RECORD OF PROCEEDINGS

Bellbrook City Council
September 11, 2023

Item A. Section 4, Item

COMMUNITY AFFAIRS:

Mrs. Middlestetter mentioned the opening of the Museum Board.

CITY OFFICIAL COMMENTS:

Mrs. Cyphers congratulated the Bellbrook residents on the Beautification Awards. She also suggested bringing back the Tree Preservation Committee if trees are becoming an issue.

Mr. Harding congratulated the Bellbrook residents on the Beautification Awards and the entire committee.

Mr. Havens thanked the Bellbrook residents for keeping their grounds in great order. Agreed with Mr. Buccalo on the tree concerns on Little Sugarcreek.

Mr. Hoke congratulated the Bellbrook residents on the Beautification Awards. He also reminded everyone about the Spellbrook event in the park.

Mrs. Middlestetter congratulated the Bellbrook residents on the Beautification Awards.

Mr. Greenwood congratulated the Bellbrook residents on the Beautification Awards. Also, mentioned Jenn LeClaire and Mr. Schommer whom started Bellbrook's Citizens Academy.

Mayor Schweller mentioned the Citizens Academy and how this allows citizens to see behind the scenes. Also, congratulated the Bellbrook residents on the Beautification Awards received. He encouraged residents to check out our local businesses and the Shop Local Bellbrook Incentive Program.

EXECUTIVE SESSION:

ADJOURNMENT:

Hearing no further business coming before the Council, Mayor Schweller declared the meeting adjourned at 8:37 pm

Michael Schweller, Mayor

Robert Schommer, Clerk of Council

File Attachments for Item:

A. Ordinance 2023-O-5 AMENDING ORDINANCE 2022-O-10 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY

Motion to adopt at introduction

RECORD OF ORDINANCES

Item A. Section 9, Item

Ordinance No. 2023-O-5

September 25, 2023

City of Bellbrook

Ordinance No. 2023-O-5

AMENDING ORDINANCE 2022-O-10 BY MAKING SUPPLEMENTAL APPROPRIATIONS FOR EXPENSES OF THE CITY OF BELLBROOK FOR THE PERIOD BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY

WHEREAS, the City of Bellbrook adopted the 2023 annual budget based on the best information available at the time; and

WHEREAS, additional costs and/or adjustments are required for various 2023 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, 2023, 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 repairs to the museum building and data storage for police records is needed as soon as practical; 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 25th day of September, 2023.

_____ Yeas; _____ Nays.

AUTHENTICATION:

Michael W. 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. 2023-O-5

September 25, 2023

EXHIBIT A

Fund	2023 Current Appropriations	Personnel Revisions	Other Expenses Revisions	Total Revisions	Amended 2023 Appropriations
100 General Fund	\$1,974,491				\$1,974,491
<i>11 Legislative</i>	\$43,085				\$43,085
<i>12 Administrative</i>	\$570,862				\$570,862
<i>13 Library</i>	\$3,000				\$3,000
<i>14 Museum</i>	\$27,526		\$10,000	\$10,000	\$37,526
<i>15 Community Environment</i>	\$69,018				\$69,018
<i>30 Capital Outlay</i>	\$1,261,000				\$1,261,000
201 Local Fiscal Recovery Fund	\$521,200				\$521,200
202 OneOhio Opioid Settlement Fund	\$4,218				\$4,218
210 Street Fund	\$430,790				\$430,790
220 State Highway Fund	\$28,000				\$28,000
230 Police Fund	\$2,067,502		\$5,000	\$5,000	\$2,072,502
240 Fuel System Fund	\$6,550				\$6,550
250 Fire Fund	\$1,446,852				\$1,446,852
270 Police Pension Fund	\$80,590				\$80,590
280 Motor Vehicle License Fund	\$105,100				\$105,100
610 Waste Collection Fund	\$620,522				\$620,522
620 Water Fund	\$1,581,972				\$1,581,972
800 Performance Bond Fund	\$10,000				\$10,000
Total All Funds	\$8,877,787		\$15,000	\$15,000	\$8,892,787