

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

November 14, 2016

PRESENT: Mr. Nick Edwards
Mr. Forrest Greenwood
Mr. Darryl McGill
Mrs. Elaine Middlestetter
Mrs. Seger-Lawson
Deputy Mayor Mike Schweller
Mayor Baird

This is a summary of the City Council meeting held on Monday, November 14, 2016. Mayor Baird called the meeting to order at 7:00 pm and the Clerk called the roll.

After polling members of City Council, as there were no corrections or additions to the **work session minutes and regular meeting minutes of October 24, 2016** Mayor Baird declared the minutes approved as written.

MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST

- Employee Service Recognition awards were given to employees.

10 Years-

Don Buczek-Administration
Brett Woeste-Service Department
Jason Harris-Fire Department
John Russell-Fire Department

15 Years-

Kevin Glueckert-Fire Department

20 Years

Ryan Pasley-Service Department
Keith Salyers-Police Department

30 Years

Jerry Burgan-Service Department

The Mayor and Council thanked the employees for their many years of service to the City.

PUBLIC HEARING OF ORDINANCES

Mr. McGill **read Ordinance 2016-12.** An Ordinance Adopting the Revised City of Bellbrook Personnel Manual. Don Buczek, Assistant to the City Manager, came before Council to give a brief presentation of the proposed changes. Proposed changes include modifications in the reimbursement policy and the vacation leave policy. The changes to the reimbursement policy include lowering the daily meal reimbursement from \$75 to \$60. This amount is adequate and it also is more in line with the Federal Government meal reimbursement amounts. Another change is to clarify what meal times are included when traveling. Also, if an employee is traveling for more than 24 hours, an established meal reimbursement amount makes it easier for the employee and the staff. The proposed changes to the

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vacation leave policy modify when the vacation leave is accrued. Currently, employees accrue vacation leave on January 1st of each calendar year. With the change, effective January 1, 2017, new employees will start accruing vacation leave on their anniversary date. Current employees will continue to accrue vacation on January 1st. The vacation leave accrual amounts will not change. In addition, language is being added to allow the City to pay employees from their last accrual date to their termination date. Mr. Buczek also said employees that are covered under collective bargaining agreements will not be affected by these changes.

Mr. Greenwood asked if the vacation carry over amount of 80 hours should be more. Mr. Schlagheck said he is a proponent of using your vacation time. He said there is a benefit to the employee and employer when vacation time is used.

Mr. McGill asked if these changes could be subject for bargaining later for the employees that fall under the collective bargaining agreements. Mr. Schlagheck said yes and mentioned that the two collective bargaining agreements will expire in 2017. Similar changes may be proposed during the next collective bargaining process.

Mrs. Seger-Lawson said she likes going to a per diem amount, it makes it easier.

Being a public hearing, Mayor Baird opened up for public comments. Seeing no comments from the public the Mayor closed the public hearing and asked for a motion.

Mr. McGill made a motion to adopt Ordinance 2016-12. Mrs. Middlestetter seconded the motion. The Clerk called the roll: Mr. McGill, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

INTRODUCTION OF ORDINANCES

CITY MANAGER REPORT

Mr. Schlagheck gave Council a brief overview of the audited financial statements for 2015. The entire financial statement document and budget information is available on the City's website. If residents have any questions on these documents, they may contact the City Manager. Mr. Schlagheck also said that the City received a clean audit opinion.

Mr. Schlagheck next updated Council on the Planation Trail project. Since the last meeting when there was a trucking mishap that damaged a box culvert, they were able to fabricate the replacement culvert quickly and the project is back on schedule. The area is scheduled to be paved next Monday.

Mr. Schlagheck said the budget process is continuing. There will be one more work session on November 28th to go over the five year forecast. He also said at the next meeting there will be an introduction of ordinances with the appropriations for 2017 and the amended 2016 budget amounts.

Lastly, Mr. Schlagheck said he appreciates all the hard work that the employees put in. He thanked them for their service to the City.

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COMMITTEE REPORTS

Service: Mrs. Seger-Lawson reminded residents not to rake any leaves into the street. She said you can bag them and put them out with the trash, mulch or compost them. Mrs. Seger-Lawson thanked the service department employees that received awards tonight.

Safety: No Report.

Finance/Audit: Mr. Schweller followed up with what Mr. Schlagheck said about the City having a clean audit opinion. He congratulated the City staff for this accomplishment. Mr. Schweller also mentioned that the City received the Auditor of State award.

Community Affairs: **Mrs. Middlestetter made a motion** to appoint Philip Ograd to serve on the Board of Zoning Appeals, term expiring 12-31-18. Mr. Edwards seconded the motion. The Clerk called the roll: Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

Mrs. Middlestetter also mentioned there is a Community Thanksgiving service at the Bellbrook Middle school this Sunday, November 20th at 6:30. She also thanked everyone that supported the Family Resource Center lasagna fund raiser.

OLD BUSINESS-

NEW BUSINESS-

A motion was made Mrs. Middlestetter to accept the resignation of Scott Carlson from the Village Review Board. Mr. McGill seconded the motion. The Clerk called the roll: Mrs. Middlestetter, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

OPEN DISCUSSION-

Mrs. Seger-Lawson wanted to congratulate the 4th grade Wee Eagles who won the Super Bowl. She also wanted to congratulate the 7th and 8th grade Middle School football teams who were undefeated this year.

Mayor Baird said he talked with Dr. St. Pierre regarding Eagle Land. It is being torn down because it is unsafe. He also wanted residents to know that Eagle Land was not City property. Mayor Baird said the school district is working on a plan to build another playground.

Nina Herzog 255 Upper Hillside Dr.-She wanted to know what could be done about the leaves in the street. She said that she and the neighbors try to keep the street clear of leaves in their area of Upper Hillside.

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She also asked if there could be a feasibility study to see if the area of Upper Hillside Dr., Big Tree Rd. and Main St. could benefit from a three way stop. Mayor Baird said the area would need to be studied. There is going to be so much activity in the area due to the new housing developments. Mayor Baird said he is not sure stop signs would be very plausible in the area.

Aaron Greider is an Eagle Scout from Troop 530. He attended the Council meeting to earn his citizenship in the community merit badge. Mayor Baird presented Aaron with a City of Bellbrook pin.

ADJOURN

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:41 pm.

Robert L. Baird, Mayor

Jami L. Kinion, Clerk of Council