

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Meeting
October 23, 2017

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

ABSENT: Mrs. Dona Seger-Lawson

This is a summary of the City Council meeting held on Monday, October 23, 2017. Mayor Baird called the meeting to order at 5:45 pm and the Clerk called the roll.

Mr. McGill made a motion to go into executive session at 5:45 pm to discuss Personnel Matters-To consider the employment or discipline of a public employee. Mrs. Middlestetter seconded the motion. The Clerk called the roll: Mr. McGill, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

Mr. McGill made a motion to exit out of executive session at 6:13 pm. Mr. Greenwood seconded the motion. The Clerk called the roll: Mr. McGill, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

Following the executive session, a work session was held to review the 2018 Service Budget. Service Director, Dale Wilson was also present.

Being no further business the work session ended at 6:55 pm.

Mayor Baird called the regular council meeting to order at 7:00 pm and the Clerk called the roll.

Mrs. Seger-Lawson was absent. **Mrs. Middlestetter moved to excuse Mrs. Seger-Lawson.** Mr. Edwards seconded the motion. The Clerk called the roll: Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

After polling members of City Council, as there were no corrections or additions to the regular meeting minutes of October 9, 2017, Mayor Baird declared the minutes approved as written.

MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST

PUBLIC HEARING OF ORDINANCES

INTRODUCTION OF ORDINANCES

Mrs. Middlestetter read **Ordinance 2017-9** An Ordinance Amending Chapter 1224 "Subdivision Regulations" of the Bellbrook Municipal Code. Mr. Schlagheck said this ordinance will increase the amount of the cash bond required for plan review and inspection fees for new developments from 4%

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Meeting
October 23, 2017

to 6%. He said the 4% amount has not been sufficient to cover the review and inspection costs for several projects. Developers are invoiced for any amounts due beyond the initial cash bond requirement. This ordinance will be set for a public hearing to be held at the November 13, 2017 meeting.

Mrs. Middlestetter made a motion to **introduce Ordinance 2017-9**. Mr. Schweller seconded the motion. The Clerk called the roll. Mrs. Middlestetter, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill yes; Mayor Baird, yes. The motion carried 6-0.

Mr. Edwards **read Ordinance 2017-10** An Ordinance Amending Article 19 "Enforcement and Penalties" of the Bellbrook Zoning Code. Mr. Schlagheck said this ordinance amends the Zoning Code to allow for civil penalties to be issued for zoning violations. This amendment is similar to the one previously approved for the property maintenance violations. He also said that this provides another option other than criminal prosecution. The Planning Board held a public meeting on October 18th and recommended this amendment to Council. This ordinance is also set for a public hearing to be held at the November 13, 2017 meeting.

Mr. Edwards made a motion to **introduce Ordinance 2017-10**. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. McGill, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

RESOLUTIONS

Mr. Greenwood **read Resolution 2017-DD** A Resolution Approving the Re-plat of Lot #1B into Lots #1D and #1E, Highview Terrace Subdivision Section I. Mr. Schlagheck said this re-plat separates a portion of Lot #1B that may be needed for future road improvements. This re-plat was approved by the Planning Board on October 18th.

Mr. Greenwood made a motion to **adopt Resolution 2017-DD**. Mrs. Middlestetter seconded the motion. The Clerk called the roll: Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. McGill, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion was carried 6-0.

CITY MANAGER REPORT

Mr. Schlagheck said Halloween is next Tuesday, October 31st from 6:00 to 8:00 pm. Sugarcreek Township will observe Halloween that evening too.

Mr. Schlagheck said Mayor Baird received a call from a representative of the Treasurer of State's Office regarding the Open Check Book. The software would allow the City to post check payments on-line. Mr. Schlagheck said we don't get many inquiries about payments but he would be more than happy to share that information with anyone. Mr. Schweller asked if the software was compatible with our new finance software. Mr. Schlagheck said a file could be exported. He said the software that is offered by the Treasurer of State is just a check book; it does not offer any additional details or context about the expenditure. Mr. Schlagheck said additional software that could provide more detail is offered but the City would have to pay for it. Mr. Schweller said he has looked at this Open Check Book for other cities

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

October 23, 2017

and it can be confusing. He said he does not think there is any value in it and he recommended that we defer the Open Check Book. Other members of Council agreed.

Mr. Schlagheck said at the last meeting, Mrs. Seger-Lawson asked about the Emergency Operations Plan. Mr. Schlagheck said the City does have an Emergency Operations Plan to help in preparation for any number of significant events (weather, civil disturbance etc.). He has asked the department heads to review the current plan and note any needed updates. In addition, Greene County Emergency Management Authority has a similar plan on a county wide basis.

Lastly, Mr. Schlagheck said this is the last meeting before Election Day on November 7th. The levy on the ballot is a general fund, 3.0 mill, 5-year property tax levy. He said there was some attendance at the last informational meeting. One component to the levy is to add a full time police officer. The school has requested a full time resource officer. There are four schools within the city limits. The resource officer would rotate between these schools. This resource officer would provide law enforcement presence and possibly deter a criminal situation at a school. Another component of the levy is to hire a full time fire fighter. Currently, we do not have any volunteer firefighters. A new position would provide two full time fire fighters on each shift. The last component to the levy is to make improvements to the downtown area. There was a great interest in improving the downtown area after the Walkability Work Shop. Some potential improvements to the area include: making improvements to sidewalks, new lighting and new street scape improvements.

Mr. Schweller asked Mr. Schlagheck if he received any calls or emails from residents regarding the levy. Mr. Schlagheck said he has not heard from anyone. He did say there was an informational postcard that was mailed to residents and information is also available on the website. The Dayton Daily News has written several articles and the Xenia Gazette will be running an article. Mr. Schweller thanked Mr. Schlagheck and the city staff for making residents aware of this levy. Mr. Schweller said with the cuts at the State level, this levy is needed to move forward at the level that residents are accustomed to.

COMMITTEE REPORTS

Service: No Report

Safety: Mr. Greenwood said the general fund levy is an investment in the future. He also said the levy will help Bellbrook stay a desirable place to live. He encouraged everyone to get out and vote.

Finance/Audit: Mr. Schweller reported that the State Auditor has issued the financial statements for calendar year 2016. The financial statements were audited and reviewed by State Auditors and found to have no material exceptions. Mr. Schweller said it is a great accomplishment for City Staff. He also said the City saves money because our current City Manager, Mark Schlagheck, is both City Manager and Finance Director. Many other cities would have two people to fill those positions.

Community Affairs: No Report

OLD BUSINESS-

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

October 23, 2017

NEW BUSINESS

Mr. Schweller made a motion to authorize the competitive bid for the Upper Hillside Water Main Improvement Project. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Schweller, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Baird, yes. The motion carried 6-0.

OPEN DISCUSSION:

Mr. Edwards encouraged the residents to come out and support the levy on November 7th. He said people live in Bellbrook for a reason because they feel safe and secure. The levy is one way to maintain that now and the future.

Mr. McGill said the levy is needed for our future. He encouraged everyone to exercise their right to vote.

Mrs. Middlestetter put the levy into household terms. She said the City has not had a raise in 8 years. The income was reduced but our property taxes have not increased in 8 years.

Mr. Schweller encouraged everyone to vote yes on the levy. If they have any questions, please contact a Council member or City Staff. He said the levy is essential for the operations of the City.

Mayor Baird wanted to remind residents that only 22% of our property taxes come to the City. Also, Bellbrook does not have a municipal income tax. The Mayor said the City is trying to make up for revenue reductions from the State.

Several Boy Scouts from Troop 275 were at Council tonight. They are each working on different badges. The Mayor presented each scout with a city pin. The Mayor and Council thanked the Boy Scouts for coming to the meeting tonight.

Doug Johnson-208 Pinegrove Dr.-Mr. Johnson asked if the Upper Hillside Dr. water main improvement project would include sidewalks and resurfacing of the streets. Mr. Schlagheck said the project does not include sidewalks but the streets will be resurfaced once the water main work has been completed. Mr. Johnson asked several questions about the location of the new water main. Mr. Johnson also asked who was responsible for repairing sidewalks. Mr. Schlagheck said the property owner or business owner is responsible. Mr. Johnson mentioned the handicap ramps at the intersection of Main and Franklin and that they were a hazard. Next, he asked about the handling of traffic tickets issued by the City. He inquired whether the City has considered a Mayor's Court. Mr. Johnson asked if anyone reviewed the Kettering Fire Academy that he mentioned at the last levy information meeting. Mr. Johnson asked what is considered downtown for the purpose of the levy and mentioned that several businesses in the downtown area need improvement. Finally, Mr. Johnson asked if bids had been received for the Upper Hillside Water Main Project yet. Mr. Schlagheck answered that Council just authorized the bid earlier this evening.

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Meeting
October 23, 2017

ADJOURN

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:48 pm.

Robert L. Baird, Mayor

Jami L. Kinion, Clerk of Council