

**BELLBROOK CITY COUNCIL AGENDA**  
**April 9, 2018**



City of Bellbrook  
15 E. Franklin Street  
Bellbrook, Ohio 45305

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[www.cityofbellbrook.org](http://www.cityofbellbrook.org)

**7:00 pm-Regular Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of the City Council Regular Meeting Minutes of March 12, 2018.
5. Mayor's Announcements/Special Guest
6. Public Hearing of Ordinances
7. Introduction of Ordinances
8. Resolutions

**Resolution 2018-P** A Resolution Declaring Specific Equipment No Longer Needed By the City of Bellbrook as Surplus Property and Authorizing the City Manager to Dispose of Said Surplus Property. (Greenwood)

**Resolution 2018-Q** A Resolution Authorizing the City Manager to Sign an Agreement with the Greene County Engineer's Office for the Collective Paving Program for 2018. (Seeger-Lawson)

9. City Manager's Report
10. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
  - D. Community Affairs
11. Old Business
12. New Business
13. Open Discussion
14. Adjourn



**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
March 12, 2018

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

This is a summary of the City Council meeting held on Monday, March 12, 2018. 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 regular meeting minutes of February 12, 2018 and the special meeting minutes of March 7, 2018 Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

**PUBLIC HEARING OF ORDINANCES**

**INTRODUCTION OF ORDINANCES**

**RESOLUTIONS**

Mrs. Seger-Lawson **read Resolution 2018-N** A Resolution Authorizing the City Manager to Accept Parcels of Park Land/Open Space from the Highview Terrace Development. This resolution authorizes the acceptance of park land/open space in Highview Terrace from Clemens Development. Mr. Schlagheck said this park land has been anticipated for transfer to the City for years and is finally close to completion.

Mrs. Seger-Lawson made a motion to **adopt Resolution 2018-N**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Mrs. Seger-Lawson, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

Mr. Schweller **read Resolution 2018-O** A Resolution Authorizing Robert L. Baird, Mayor of the City of Bellbrook, to Enter into an Employment Agreement with Melissa J. Dodd, City Manager/Finance Director. This resolution will authorize the employment agreement with Melissa Dodd. Mr. Schlagheck's last day is Friday, March 16. Melissa Dodd will start with the City on April 9, 2018.

Mr. Schweller made a motion to **adopt Resolution 2018-O**. 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; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion carried 7-0.

**CITY MANAGER REPORT**

# RECORD OF PROCEEDINGS

## Minutes of Bellbrook City Council Meeting

March 12, 2018

Mayor Baird said this will be Mr. Schlagheck's final City Manager Report to Council. Mayor Baird wanted to publicly thank Mr. Schlagheck for his 9 ½ years to the City of Bellbrook.

Mr. Schlagheck said Little Sugarcreek Road is still closed. The temporary repairs have been made to the pavement, now they are trying to stabilize the embankment along the road. The goal is to have the road reopened by the end of the day on Wednesday. Mr. Schlagheck said the City's Engineer has given the City a proposal for some geotechnical monitoring. This would monitor any movement of the road. Mr. Schlagheck also said that trucks will be prohibited from driving on Little Sugarcreek Road. There will be signage to notify drivers. He also said the Police will enforce this.

Mr. Schlagheck shared a draft of a community survey. This is a result of the updating of the Comprehensive Plan. This survey is a way to gauge resident's opinion about the community. There will be a link to the survey on the City's website when it is available.

Mr. Schlagheck said the next meeting on March 26<sup>th</sup> will be cancelled. The next meeting will be held on April 9, 2018.

Mr. Schlagheck thanked the Mayor and Council for the opportunity to serve the residents of Bellbrook. He said Bellbrook is a great community to live and work.

### **COMMITTEE REPORTS**

**Service:** No Report.

**Safety:** Mr. Greenwood reminded residents to change the batteries in their smoke detectors and carbon monoxide detectors.

**Finance/Audit:** Mr. Schweller asked Mr. Schlagheck for an update on the audit. Mr. Schlagheck said they have done a lot of the testing that is required. He also said he has given them the financial statement work papers for review. Mr. Schlagheck has asked the auditors for a proposal of the calculation of the net pension liability. That is the last piece of the financial statements. Mr. Schlagheck said he will work with Melissa to make sure the financial statements get submitted on time.

**Community Affairs:** Mrs. Middlestetter wanted to let residents know that the museum is closed due to some remodeling. Mr. Schlagheck said there is a contractor working there now to replace the floor in the main house.

### **OLD BUSINESS-**

### **NEW BUSINESS**

Mr. Schlagheck said in the interim between City Managers, Don will have access to the Schwab Investment account.

Mr. McGill made a motion to Appoint Don Buczek as Agent of Record on the Schwab Investment Account until the next City Manager/Finance Director is appointed. Mrs. Seger-Lawson seconded the

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March 12, 2018

motion. The Clerk called the roll. Mr. McGill, yes; Mrs. Seger-Lawson, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

Mr. Schlagheck said Schwab needs minutes to reflect the action of Council. So another motion was made to also add Melissa Dodd effective April 9, 2018.

Mr. Edwards made a motion to Appoint Melissa Dodd, effective April 9, 2018 as Agent of Record on the Schwab Investment Account. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. McGill, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

## **OPEN DISCUSSION:**

Mr. Edwards wished Mr. Schlagheck all the best in his new position. He also thanked him for his years of service to the City. He also welcomed Melissa Dodd to her new position.

Mr. Greenwood said Mr. Schlagheck always looked forward and got things done before a crisis occurred. He also thanked Mr. Schlagheck for his process of preparing the budget. Mr. Greenwood liked how Council was included in the process of the budget and how well Mr. Schlagheck explained it. Mr. Greenwood also welcomed Melissa Dodd.

Mr. McGill said that he has learned a great deal from Mr. Schlagheck. He also said Mr. Schlagheck is a great leader. Mr. McGill wished him good luck in his new position. He welcomed Melissa Dodd.

Mrs. Middlestetter said she admires Mr. Schlagheck's work ethic and work patterns. She has enjoyed working with Mr. Schlagheck and she wished him all the best. Mrs. Middlestetter said she is looking forward to working with Melissa.

Mrs. Seger-Lawson said Mr. Schlagheck has done a great job. She wished him all the best. She also welcomed Melissa and said she was looking forward to working with her. Mrs. Seger-Lawson also wanted to mention that the Sugar Maple Festival is April 27<sup>th</sup> -29<sup>th</sup>. She wanted to congratulate Bellbrook High schooler, Ben Sherrill, who placed sixth at the State Wrestling tournament. Mrs. Seger-Lawson also wished Coach Tincher and the Bellbrook Girls basketball team good luck. They are playing in the state semifinals on Friday in Columbus.

Mr. Schweller said that Mr. Schlagheck exceeded the expectations that Council had. Mr. Schweller said he was an asset when the merger study was done and it was value added knowing that Mr. Schlagheck was behind the numbers. Mr. Schweller also mentioned that Mr. Schlagheck went through and cleaned up the ordinances and removed any duplicates with the State. He said he would like to see Melissa continue this process. Mr. Schweller said that Melissa has some big shoes to fill but she has a fantastic background and will be a good fit here.

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

March 12, 2018

Mayor Baird wished Mr. Schlagheck good luck in the future. The Mayor also mentioned the NCAA tournaments this week. Wright State University men's basketball team will play Tennessee on Thursday in Dallas. The Mayor wished them luck.

Louis Schatzberg-4082 Ridgetop Dr.-Louis wanted to thank Mr. Schlagheck for the good job he has done and he wished him luck in his new position.

## **ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:30 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

# RECORD OF RESOLUTIONS

Resolution No. 2018-P

April 9, 2018

## City of Bellbrook

### Resolution No. 2018-P

#### **A Resolution Declaring Specific Equipment No Longer Needed By the City of Bellbrook as Surplus Property and Authorizing the City Manager to Dispose of Said Surplus Property.**

WHEREAS, the City of Bellbrook desires to maintain adequate equipment to be used by its personnel; and

WHEREAS, equipment no longer needed for use by City personnel may be declared as surplus property per Chapter 230 of the Bellbrook Municipal Code.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That the following equipment is hereby declared as surplus property:

2013 Dodge Charger (VIN 2C3CDXAG6DH611565)

2013 Dodge Charger (VIN 2C3CDXAG4DH611564)

Section 2. That the City Manager is hereby authorized and directed to dispose of said property in accordance with Chapter 230 of the Bellbrook Municipal Code.

Section 3. That this resolution shall take effect and be in force forthwith.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council





# RECORD OF RESOLUTIONS

Resolution No. 2018-Q

April 9, 2018

## City of Bellbrook

### Resolution No. 2018-Q

#### **A Resolution Authorizing the City Manager to Sign an Agreement with the Greene County Engineer's Office for the Collective Paving Program for 2018.**

WHEREAS, the City of Bellbrook desires to participate with the Greene County Engineer in the competitive bid contract for the Collective Paving Program for 2018 as bid by the Greene County Engineer; and

WHEREAS, the Greene County Engineer has included the City of Bellbrook's annual street program in their 2018 Collective Paving bid; and

WHEREAS, the bid amount for the City of Bellbrook is \$134,407.96 for the following streets: Bradley Court, Hillrise Circle, Little Sugarcreek Road, Mission Lane, Rosecrest Drive, Sheffield Court, Sheffield Drive and Tampico Trail.

#### **Now, Therefore, the City of Bellbrook Hereby Resolves:**

Section 1. That the City Manager is hereby authorized to sign the attached agreement with the Greene County Engineer's office.

Section 2. That this resolution shall take effect and be in force forthwith.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

**AGREEMENT BETWEEN THE GREENE COUNTY ENGINEER  
AND  
THE CITY OF BELLBROOK**

The Greene County Engineer and the City of Bellbrook (hereinafter referred to as the Engineer and the City, respectively), agree to the following:

**WHEREAS**, the City desires to participate with the Engineer in the competitive bid contracts for the **Collective Paving 2018** as bid by the Greene County Engineer.

**WHEREAS**, all work within the City's jurisdiction, shall be inspected by and all questions decided which may arise as to quality and acceptability of materials furnished, work performed, the rate of progress; the interpretation of the specifications, by the City and the acceptable fulfillment of the contract on the part of the Contractor.

**WHEREAS**, the Contractor will invoice the City directly for the actual quantities of work performed, all line item extras, and/or negotiated extra work.

**WHEREAS**, the Engineer shall withhold all retainage for the total **Collective Paving for 2018** bidding contract from the County's share of the work and the Engineer will insure that the work has been performed in accordance with the City's instructions prior to releasing the retainage.

**THEREFORE**, the acceptance of this agreement is indicated by the signatures below.

Witnessed by:       *1/one 1/allow*      

**GREENE COUNTY ENGINEER:**

      *[Signature]*        
Robert N. Geyer, P.E., P.S.

**CITY OF BELLBROOK BY:**

By Resolution No: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved as to form by:

      *[Signature]*        
Prosecuting Attorney's Office  
Counsel for County Engineer