

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
August 27, 2018

**CALL TO ORDER**

Mayor Baird called the meeting to order at 7:00 pm.

**ROLL CALL**

Present were Mr. Nick Edwards, Mr. Forrest Greenwood, Mr. Darryl McGill, Mrs. Elaine Middlestetter, Mrs. Dona Seger-Lawson, Deputy Mayor Mike Schweller, Mayor Bob Baird. Also present was City Manager Melissa Dodd and Fire Chief Jim Neidhard.

**FORMAL APPROVAL OF MINUTES**

After polling members of City Council, as there were no corrections or additions the following minutes were approved: safety committee June 11, regular meeting minutes, July 9, joint meeting minutes of July 16 and special meeting minutes of August 6, Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

Nikki Kosins, Assistant High School Cheer Coach, was at the meeting to get permission to put up streamers in the downtown area before the first home football game on September 7<sup>th</sup>. The Mayor and Council agreed and reminded Nikki to remove the streamers after the last football game of the season. Mrs. Middlestetter requested that no purple streamers be put on white painted poles to prevent staining.

Mayor Baird swore in Anthony Bizzarro into the new position of Deputy Chief of the Fire Department. The Deputy Chief's wife, Michelle, pinned on his new shield. The Mayor and Council congratulated the Deputy Chief and thanked him for his many years of service.

**PUBLIC HEARING OF ORDINANCES**

**INTRODUCTION OF ORDINANCES**

Mr. Edwards **read Ordinance 2018-5** An Ordinance Amending Ordinance 2017-14 to Adjust the City of Bellbrook Appropriations to 2018 to Reflect Additional Costs in some Line Items and Reduced Cost in other Line Items. Ms. Dodd said she changed the format slightly to include the original and final appropriation amounts. She noted some of the changes: \$78,000 allocated to the Upper Hillside water main project, leave payout, additional legal and IT expenses, \$10,000 to replace the museum floor, street striping, salt and additional Police part time wages. This is the first supplemental appropriation of the year and a standard ordinance to adjust various line items which have changed since the original passage of the budget.

Mr. Edwards made a motion to **introduce Ordinance 2018-5**. 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. The motion carried 7-0.

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## RESOLUTIONS

Mrs. Seger-Lawson **read Resolution 2018-BB** A Resolution Accepting Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor. This resolution authorizes the property tax rates for 2019. This resolution is required by the County Auditor before assessing the rates.

Mrs. Seger-Lawson made a motion to **adopt Resolution 2018-BB**. 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.

## CITY MANAGER REPORT

Ms. Dodd said the Fire Department is in the process of hiring a third Lieutenant. A third Lieutenant will adequately cover all shifts with a person in that rank. This will ensure that when responding on mutual aid calls that the City of Bellbrook has a clear line of leadership in the absence of the Chief or Deputy Chief.

Ms. Dodd said she has also begun the application process for a new Service Director. The posting will be in place from August 24<sup>th</sup> until September 10<sup>th</sup>. It will be posted internally and externally.

Ms. Dodd said we are in the home stretch of the Upper Hillside project. The fiber communication line has been installed on the poles and we are awaiting final inspection and approval from DP&L. Final paving will be on September 10<sup>th</sup>.

Ms. Dodd said the 2017 Audit will be finished in the next few weeks per the State in an email on August 22<sup>nd</sup>.

Also, Ms. Dodd said we have been selected to have our 2018 and next 4 years' audits contracted with an IPA firm. The state is compiling the RFP and Ms. Dodd will have input in the selection of the firm. She said we will also have the option to contract out for 5 years past the initial 5 year contract. Ms. Dodd said this will make the audits much more efficient as they tend to be completed much faster and all work done is remotely which creates less disruption in the workplace.

Ms. Dodd said she has contracted with a CPA firm Julian and Grube to complete our financial statements for the next 3 years at the cost of \$8,400 per year. She said that with the changes implemented with GASB 75 which requires very time consuming calculations of post-employment benefit obligations, contracting the entire financial statement process makes the most sense.

Ms. Dodd said the annual street striping occurred the evening of August 21<sup>st</sup>. Stop bars, crosswalks and other street markings that needed re-painted were completed.

Next, Ms. Dodd said there will be a community tailgate at the first Bellbrook High School Football game on Friday, September 7<sup>th</sup> from 5-7 pm behind Bell Creek Intermediate. She is collaborating with the new Athletic Director to hold this community event. There will be food trucks, games, a DJ and more to get everyone excited for the first home game against Tecumseh.

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Ms. Dodd told everyone to mark their calendars for the City of Bellbrook's Fall Farmer's Market Pilot on the morning of September 15<sup>th</sup> here in the municipal parking lot. She said she has a wide variety of vendors on tap for the event and look forward to bringing the community together. She said if this is well received, she would like to have a weekly market next year.

Ms. Dodd said that she and the Mayor attended the Fourth Friday Food Truck event. They did a Home Town Hero presentation. At the presentation, two of our Home Town Hero's, Police Lieutenant Steve Carmin and Firefighter Steven Lawrence were honored. Ms. Dodd congratulated them both.

Mr. Greenwood asked if there was a good place to find these events. Mayor Baird said we have a couple of community web pages and also Facebook. Ms. Dodd said she created a Facebook page for Bellbrook. She also said we have a calendar function on our website and she plans to utilize that more too.

Mrs. Seger-Lawson said she is a Football Club Mom and she has heard that the community is really excited about the community tail gate coming up.

Mr. Schweller congratulated Ms. Dodd for getting the internal audits outsourced.

**COMMITTEE REPORTS**

**Service:** No Report.

**Safety:** Mr. Greenwood mentioned that on August 21<sup>st</sup> an officer was dispatched to get a cat that was stuck in an engine compartment of a vehicle. They were not able to get the cat but they suggested taking the vehicle to a mechanic. The mechanic was able to retrieve the cat. A vet checked the cat and it was in good health. The residents were pleased with how the officer helped them out with this situation. Mr. Greenwood thanked the Police Department.

**Finance/Audit:** Mr. Schweller said it looks like the City is on track with both revenue and expenditures. He also said the capital projects are on track too. At the auditor's request, the quarterly financial report needs to be accepted by formal action of Council.

Mr. Schweller made a motion to accept the 06-30-18 quarterly finance update. 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.

**Community Affairs:** No Report.

**OLD BUSINESS**

**NEW BUSINESS**

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**OPEN DISCUSSION**

Mr. Edwards congratulated Deputy Chief Bizzarro on his promotion. He also wanted to congratulate Lieutenant Steve Carmin and Firefighter Steven Lawrence for their recognition of being a Home Town Hero.

Mr. McGill wanted to invite everyone to visit the Bellbrook Historical Museum. He recently visited with the Museum Curator, Judy Carr. The current exhibit is "Just in Time". Mr. Gill also mentioned about some complaints he has seen on social media about grass clippings in the street. He encouraged everyone to keep the grass clippings out of the streets. He referenced Section 1060.07 of the Municipal Code that prohibits putting grass clippings into the street.

Mrs. Seger-Lawson wanted to congratulate the high school varsity football team for winning their first football game against Tipp City. She also encouraged everyone to come to the community tail gate on September 7<sup>th</sup>.

Mayor Baird said the Chamber golf outing will be on September 20<sup>th</sup> at Sugar Valley Golf Club. The cost is \$90 per person. For more information or to sign up visit the Chamber website at [bellbrooksugarcreekchamber.com](http://bellbrooksugarcreekchamber.com).

**ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:32 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council