



## **BELLBROOK CITY COUNCIL AGENDA**

**January 11, 2016**

**6:00 pm-Executive Session** -Personnel Matter-  
Compensation of a Public Official (Annual Performance  
Evaluation of the City Manager)

**City of Bellbrook**

15 E. Franklin Street  
Bellbrook, Ohio 45305

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### **7:00 pm—Regular Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of the City Council Meeting Minutes **of December 14, 2015**
5. Appointment of Deputy Mayor
6. 2016 Committee Assignments
7. Mayor's Announcements/Special Guest
  - Police Officer Jayme Johnson, Oath of Office
8. Ordinances
9. Resolutions

**Resolution 2016-A** A resolution authorizing the City Manager/Finance Director to file with the County Auditor requests for advances of taxes collected. **(Edwards)**

**Resolution 2016-B** A resolution designating a Public Depositor (KeyBank National Association) of Active and Interim Deposits of the City of Bellbrook. **(Martin)**

**Resolution 2016-C** A resolution designating a Public Depositor (Huntington National Bank) of Active and Interim Deposits of the City of Bellbrook. **(Seger-Lawson)**

10. City Manager's Report
11. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
  - D. Community Affairs-Reappointment of Board Members

**Historical Museum Board of Trustees**

- Donna Gibson-January 1, 2016 –December 31,2019
- Janis Stratis-January 1, 2016-December 31, 2019

**Board of Zoning Appeals**

- Sharon Schroder-February 1,2016-January 31, 2021

**Planning Board**

- David Van Veldhuizen-January 1, 2016-December 31, 2020

**Village Review Board**

- Scott Carlson-February 1,2016-January 31,2019

12. Old Business

13. New Business

14. Open Discussion

15. Adjourn

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
December 14, 2015

**PRESENT:** Mr. Nick Edwards  
Mr. Forrest Greenwood  
Mr. Jon Martin  
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, December 14, 2015. 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 and regular meeting minutes of November 23, 2015**, Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS**

Mayor Baird swore in three Council members that were re-elected in November; Mr. Martin, Mrs. Middlestetter and Mrs. Seger-Lawson. The Mayor also swore in David Van Veldhuizen for another term on the Planning Board.

Gregg Sparks gave Council an update of the Bicentennial. The celebration will kick off at the Sugar Maple Festival and end at the Lions Club Festival in August. The Bellbrook Sugarcreek Park District is planning a community wide picnic, Saturday June 18<sup>th</sup> and an old fashion baseball game. Other activities include an ice cream social and community play. The Historical Museum will be offering discussions the third Tuesday of the month which will focus on the history of Bellbrook. The activities will conclude with a fireworks display after the Lions Club Festival.

**PUBLIC HEARING OF ORDINANCES**

Mrs. Seger-Lawson read **Ordinance No. 2015-15**. An ordinance amending appropriation ordinances 2014-10 and 2015-10 to adjust the City of Bellbrook appropriations to reflect additional cost in some line items and reduced cost in other line items. These amendments are necessary to ensure budgetary compliance.

Mayor Baird opened the public hearing for **Ordinance No. 2015-15**.

Being no comments from Council or the public, Mayor Baird closed the public hearing and asked for a motion.

**Mrs. Seger-Lawson made a motion to adopt Ordinance No. 2015-15.** Mr. Schweller seconded the motion. The Clerk called the roll: Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Martin, yes; Mrs. Middlestetter, yes; Mayor Baird, yes. The motion was carried 7-0.

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

December 14, 2015

Mr. Schweller read **Ordinance No. 2015-16**. An ordinance making appropriations for current expenses and other expenditures of the City of Bellbrook for the fiscal year ending December 31, 2016. Mr. Schlagheck presented a power point presentation of the 2016 Annual Budget which is included with these minutes. The budget document is available on the City of Bellbrook website. Mr. Schweller said he knows the City will be able to manage within the parameters of this budget. He noted that the City has had no new full time equivalents, the rate charge for waste collection will remain the same and the water rates have seen no increase since 2011. Mr. Schweller said that this is a good budget.

Mayor Baird opened the public hearing for **Ordinance No. 2015-16**.

Being no comments from Council or the public, Mayor Baird closed the public hearing and asked for a motion.

**Mr. Schweller made a motion to adopt Ordinance No. 2015-16**. Mr. Martin seconded the motion. The Clerk called the roll: Mr. Schweller, yes; Mr. Martin, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion was carried 7-0.

## RESOLUTIONS

Mr. Edwards read **Resolution No. 2015-HH**. A resolution authorizing the transfer of funds for 2016. This resolution authorizes the interfund transfers that are included in the 2016 budget. This separate resolution is an audit requirement.

**Mr. Edwards made a motion to adopt Resolution 2015-HH**. Mrs. Middlestetter seconded the motion. The Clerk called the roll: Mr. Edwards, yes; Mrs. Middlestetter, yes; Mr. Greenwood, yes; Mr. Martin, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion was carried 7-0.

Mrs. Seger-Lawson recused herself from voting and any discussion on **Resolution No. 2015-II**.

Mr. Martin read **Resolution No. 2015-II**. A resolution authorizing the City Manager to enter into a contract with Miami Valley Lighting(MVLt) for street lighting services for use on public grounds and streets in the City of Bellbrook for a period of ten (10) years commencing January 1, 2016 and expiring on December 31, 2025. The City has 90 street lights and they will be converted to LED which will provide a slight savings.

**Mr. Martin made a motion to adopt 2015-II**. Mr. Greenwood seconded the motion. The Clerk called the roll: Mr. Martin, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mrs. Middlestetter, yes; Mr. Schweller yes; Mayor Baird, yes. The motion carried 6-0.

## CITY MANAGER REPORT

Mr. Schlagheck said the December 28<sup>th</sup> meeting is cancelled due to the Holidays. The City offices will be closed on December 24<sup>th</sup>, 25<sup>th</sup> and January 1<sup>st</sup>. The next City Council meeting will be on January 11<sup>th</sup>.

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
December 14, 2015

**COMMITTEE REPORTS**

**Service:** Mrs. Seger-Lawson reminded everyone not to park on the streets during snow events

**Safety:** Mr. Greenwood said to be safe over the Holidays.

**Finance/Audit:** Mr. Schweller reminded the viewing audience that the budget is available on the City's website and copies are available in the City Administration Office.

**Community Affairs:** Mrs. Middlestetter said there was a wonderful turn at for "Christmas in the Park". She wished everyone a Merry Christmas and Happy New Year.

**OPEN DISCUSISON**

Mr. Edwards wished residents a very Merry Christmas and prosperous New Year.

Mr. Greenwood thanked Christ Church for hosting a banquet for Civic leaders.

Mrs. Seger-Lawson thanked Mr. Schlagheck along with the Police and Fire Chiefs and the Service Director in the preparation of the budget for 2016. Mrs. Seger-Lawson also wanted to thank the City for allowing Council and other Board members to attend the Planning and Zoning Workshop at Sinclair Community College.

Mr. Schweller wished the residents a Merry Christmas and Happy New Year. He also made a final comment on the budget that it was passed in a timely manner and not as an emergency ordinance. He thanked Mr. Schlagheck.

Mayor Baird also wished everyone Happy Holidays.

**ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 8:05 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council



# RECORD OF RESOLUTIONS

Resolution No. 2016-A

January 11, 2016

## City of Bellbrook

### Resolution No. 2016-A

#### **A Resolution Authorizing the City Manager/Finance Director to File with the County Auditor Requests for Advances of Taxes Collected.**

WHEREAS, the Greene County Treasurer is in the process of collecting property taxes for 2016; and

WHEREAS, tax settlements will return to the City those taxes collected for the Police, Fire, General, and Police Pension Funds; and

WHEREAS, these settlements will not be ready in final form until after a significant amount of the taxes are collected; and

WHEREAS, such advances of taxes provide the City with a percentage of taxes already collected which can then be expended by the city.

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

Section 1. That the City Manager/Finance Director is hereby authorized to request advances of taxes in amounts authorized by the Greene County Auditor at those times during 2015 when sufficient taxes have been collected.

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





# RECORD OF RESOLUTIONS

Resolution No. 2016-B

January 11, 2016

## City of Bellbrook

### Resolution No. 2016-B

#### **A Resolution Designating a Public Depositor (KeyBank National Association) of Active and Interim Deposits of the City of Bellbrook.**

WHEREAS, KeyBank National Association is eligible for designation as public depositor of active and interim inactive deposits of the City; and

WHEREAS, it is the determination of Council that the bank may be designated as depositor for the active and interim funds of the City, with such designation to be confirmed by the execution of a depository agreement with the City; and

WHEREAS, State law authorizes the granting of depository agreements for a period of up to five years.

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

Section 1. That KeyBank National Association is hereby designated as official depositor for the active and interim funds of the City of Bellbrook pursuant to Section 135.10 of the Ohio Revised Code and subject to the execution of a formal depository agreement.

Section 2. That the depository agreement will be in effect from February 1, 2016 until February 1, 2021.

Section 3. That upon the execution of depository agreement, the Director of Finance is hereby authorized to deposit active and interim funds of the City in said bank.

Section 4. 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. 2016-C

January 11, 2016

## City of Bellbrook

### Resolution No. 2016-C

#### **A Resolution Designating a Public Depositor (Huntington National Bank) of Active and Interim Deposits of the City of Bellbrook.**

WHEREAS, Huntington National Bank is eligible for designation as public depositor of active and interim inactive deposits of the City; and

WHEREAS, it is the determination of Council that the bank may be designated as depositor for the active and interim funds of the City, with such designation to be confirmed by the execution of a depository agreement with the City; and

WHEREAS, State law authorizes the granting of depository agreements for a period of up to five years.

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

Section 1. That Huntington National Bank is hereby designated as official depositor for the active and interim funds of the City of Bellbrook pursuant to Section 135.10 of the Ohio Revised Code and subject to the execution of a formal depository agreement.

Section 2. That the depository agreement will be in effect from February 1, 2016 until February 1, 2021.

Section 3. That upon the execution of depository agreement, the Director of Finance is hereby authorized to deposit active and interim funds of the City in said bank.

Section 4. 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

