

Community Events

December 9 **Christmas in the Park**
Bellbrook Park
Bellbrook Sugarcreek Park District Event

December 15 **Holiday Movie Night**
Park District Headquarters
Bellbrook Sugarcreek Park District Event

December 28 **Holiday Luminary Hike**
Ron Kehl Park
Bellbrook Sugarcreek Park District Event

January 27 **Chilly Weather, Chili Cook Off**
Park District Headquarters
Bellbrook Sugarcreek Park District Event

February 4 **Animals Alive with Boonshoft**
Park District Headquarters
Bellbrook Sugarcreek Park District Event

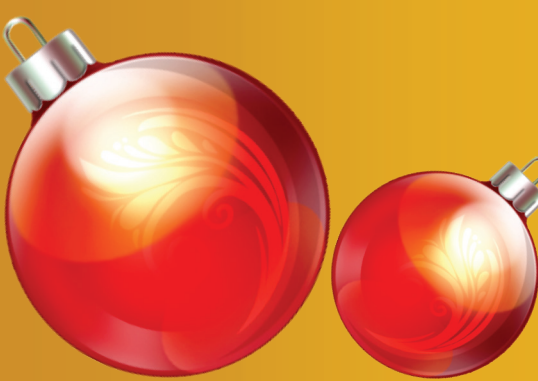
February 21 **Stargazing**
Park District Headquarters
Bellbrook Sugarcreek Park District Event

March 11 **Morris Reserve Exploration Hike**
Morris Reserve
Bellbrook Sugarcreek Park District Event

March 24 **Night Easter Egg Hunt**
Park District Headquarters
Bellbrook Sugarcreek Park District Event

April 20-22 **Sugar Maple Festival**
Downtown Bellbrook
Community Festival

August 16-18 **Bellbrook Lions Club Festival**
Downtown Bellbrook
Community Festival



Bellbrook Designated a Purple Heart City

On Monday, September 11, the Bellbrook City Council issued a proclamation designating the City of Bellbrook as a Purple Heart City. The designation allows the city to be a part of the Purple Heart Trail which commemorates military men and women who have been injured in combat. The Purple Heart Trail starts in Mount Vernon, Virginia, and includes all 50 states, Puerto Rico, and Guam.

The effort to designate Bellbrook as a Purple Heart City has been led by City Council Members and the Military Order of the Purple Heart. The Military Order of the Purple heart is a veteran service organization comprised of combat veterans who were wounded on the battlefield while serving our country in uniform. These veterans have been awarded the Purple Heart Medal for their sacrifice.

“On behalf of the City of Bellbrook, our Mayor, and City Council, we are pleased to accept the designation of Purple Heart City and to be a part of the Purple Heart Trail,” stated City Council Member Nick Edwards. “Bellbrook is home to many active military service members, veterans, and several purple heart recipients. We are proud and honored to be able to show our support to all of the purple heart recipients in the Miami Valley and thank them and their families for the sacrifices they have made to keep our country and citizens safe and secure.”



The Purple Heart Medal was established by General George Washington in 1782 and as of April 2015, there were over 1.75 million recipients. The Military Order of the Purple Heart has 45,000 members in 478 chapters across the United States, Puerto Rico, and Guam. The Military Order of the Purple Heart promotes patriotism, fraternalism, community service, and education, including educational scholarships and supporting ROTC organizations.

For more information on the Military Order of the Purple Heart, go to www.purpleheart.org.

Christmas in the Park: December 9

The Bellbrook Sugarcreek Park District invites you to participate in their annual Christmas in the Park December 9th from 5-7pm in downtown Bellbrook’s, Bellbrook Park. They will kick off the festival with a park lighting ceremony to welcome Santa to the park in true Bellbrook hospitality! Local music groups will fill the park with seasonal carols while kids meet with Santa. Free activities for children and families will include: crafts, nature displays and gingerbread contest tents, as well as a hot drink station.

Featured during Christmas in the Park will be the 9th annual Gingerbread House Contest and donation drives. Entries for the contest need to be dropped off at Bellbrook Park from 4-5pm on December 9th (before the event begins). The winners will be announced during the festival. Bring a canned good, new or gently used winter wear to the Gingerbread House Contest tent and the Bellbrook Sugarcreek Family Resource Center will distribute items to local families in need. For each item you donate you will receive a raffle ticket to enter prize drawings donated by local businesses.

Bellbrook Sugarcreek Park District serves the residents of Bellbrook and Sugarcreek Township. They have been “preserving beauty and enriching life” for over 45 years by preserving open space and offering programs throughout the community. For more information contact them at (937) 848-3535 or go to www.bellbrookssugarcreekparks.org.

Open Arms Health Clinic

The Bellbrook Open Arms Clinic serves the uninsured and under-insured persons in our local community. The Clinic has treated over 240 patients since it opened in 2013. The clinic has helped these patients in treating a wide variety of conditions. Remember the clinic when you hear someone can't afford to go to the doctor, or they no longer have access to medical care. The clinic is accepting volunteers. For more information about the clinic, go to www.bellbrookopenarmsclinic.org or call (937) 848-2939. The Bellbrook Open Arms Clinic is open Tuesdays from 6-9 pm for general health appointments and two Friday mornings of each month for a Women's Health Clinic. The clinic is located at 4403 State Route 725 Suite E just east of Sky Line Chili.



Bellbrook Sugarcreek Chamber of Commerce

The Chamber has moved! Their new location is on the second floor of the old Sugarcreek Elementary Building located at 51 South East Street. Call (937) 848-4930 to be sure someone is in the office since the doors are locked. The Chamber will have a new Community Guide/Directory in early 2018 which lists all the area businesses, as well as information about the City of Bellbrook and Sugarcreek Township. The Chamber has local maps and Greene County information.

Be sure to visit their website at www.bellbrooksugarcreekchamber.com for Chamber information, events, and the community calendar. The public is always welcome to attend their meetings and events. We offer many discounts to members including health insurance, dental coverage, Workers' Compensation, vision care, prescriptions, hearing aids, electric supply, credit card processing, and more.

Bellbrook Senior Center

On February 9, the Bellbrook Senior Center will mark its 9th Anniversary. From day one, the mission of the center has been to provide individuals (50 years and better) with a place for fellowship, fun, learning, and exploring opportunities to improve our lives. Over time, they have experienced growth in the variety of activities offered and the number of individuals who share in one or more of these activities every week. Improvements and updates have been made to the center during this time.

Recently, new flooring was added to the craft and activity area along with double wooden entry doors. Most importantly, new and lasting friendships have been made at the center during these nine years. The center is a component of the Greene County Council on Aging. With the partnership between the Council, Bellbrook-Sugarcreek Schools, local organizations and businesses, and wonderful volunteers, the center has become a valued member of the community. For more information, or to receive the Bellbrook Senior Center newsletter and calendar of events, contact Tim Brickey at (937) 376-5486 or tim.brickey@gcco.org.



Winters-Bellbrook Library

Let the Library make your holidays more enjoyable! Check out good books for cozy evenings, holiday movies and music, craft books and cookbooks, and many programs for fun times. Upcoming events include Star Wars Day for all ages, American Girl Doll Tea Party, after-hours game programs for teens and adults, a "how to" program for digital cameras, and a variety of book clubs for kids, teens, and adults. Please check out the library website for more information at www.greenelibrary.info.



Bellbrook Garden Club

The Stephen Bell Elementary School courtyard project was dedicated on August 30 by Principal Ginger Keaton. Bellbrook Garden Club members, who designed and developed the courtyard, attended the event with school staff, students, and representatives from Tom's Mulch and Parrot Promo Essentials who donated additional services.

The club gave funds to the Bellbrook Educational Fund to pay for middle school children to attend Camp Kern and also for a scholarship to aid a graduating senior interested in a career relating to the environment.

To commemorate its 75th anniversary, the club purchased a white oak tree to be planted in the Sugarcreek Park District's new Morris Reserve. It also donated other funds to the park district.

Club members replaced the spring/summer plants in the urns downtown at the end of October with dried wildflowers and grasses. At the end of November, those were replaced with decorations for the winter season. Pots at the library and museum also were decorated.

For more information, visit www.bellbrookgardenclub.org and the club's Facebook page.



Pictured above: Snow in downtown Bellbrook - date unknown

Bellbrook Historical Museum

The Bellbrook Historical Museum invites you to view their new picture display of historical buildings in Bellbrook. Included with the display is a 1926 aerial map of downtown. Also on display are ceramic models of early Bellbrook buildings created by Carol Firchow. The Museum will also display 14 ceramic and porcelain ornaments created by Carol.

Visit the Bellbrook Historical Museum located at 42 North Main Street in downtown Bellbrook. Admission is free. The museum is open Wednesdays from 10 am to 2 pm and Saturdays from 12 pm to 4 pm. You can donate to the Museum to help restore artifacts and the museum building.

Bellbrook Sugarcreek Family Resource Center

The Family Resource Center would like to thank the community for their continued support. Due to the compassion and care shown to us and your neighbors we were able to accomplish many things over the past year including:

- Food distributed 294 times
- Week long Leadership Camp for middle and high school students
- 157 individuals served in our Thanksgiving program
- 71 families (248 family members) assisted during Christmas
- 75 students received backpacks/school supplies
- Clothing was distributed to a number of youth and adults
- Preschool readiness kits were distributed to empower early learning
- 709 volunteer hours were logged
- 2 high school students completed summer internships
- Empowering participants through newly designed EARN & GAIN programs

We appreciate your support, and are happy to provide receipts for donations. You can send tax deductible donations to the Family Resource Center, 51 South East Street, Bellbrook.

Bellbrook Sugarcreek Park District

The Bellbrook Sugarcreek Park District offers programs designed for all ages at nine of our 13 parks. We offer online registration for programs and shelter rentals. Our Winter newsletter (January-April) has been mailed with more information about all our Winter offerings. Be sure to head downtown to Bellbrook Park for the 7th Annual Christmas in the Park, December 9 from 5-7pm. We will be collecting items for the Family Resource Center in exchange for raffle tickets to win gift baskets donated by local businesses. More details can be found at www.bellbrooksugarcreekparks.org or call (937) 848-3535.

City Employees and Volunteers Recognized

At the November 13 City Council meeting, ten employees and volunteers were recognized for reaching milestone years of service with the City. The City is grateful for all of our employees and volunteers who work to provide excellent services to our residents and businesses. The City provides police, fire, street, water, and other services.

10 Years

- Mark Burns – Police Officer

15 Years

- Brian Meade – Police Sergeant
- Cyndy Porter – Police Admin. Asst.
- Tony Ruble – Police Officer
- Louie Schatzberg – Camera Operator

20 Years

- Tony Vetter – Police Detective

25 Years

- Steve Carmin – Police Lieutenant
- Kathy Emrick – Utility Clerk
- Athena Haus – Fire Captain
- Gregg Nartker – Fire Lieutenant

Pictured from left to right: Tony Ruble, Louie Schatzberg, Steve Carmin, Mark Burns, Gregg Nartker, Tony Vetter, Brian Meade, Cyndy Porter, Athena Haus



City Council Updates

Joint Meeting City Council hosted a meeting of city, township, and school district officials in September.

Property Review Commission The Commission hears property maintenance cases where the property owner has not resolved the violations as outlined by city staff. The Commission can decide the future enforcement of the Municipal Code for these cases. The Commission heard two cases in August.

Planning Board The Board has been working on the city's Comprehensive Plan. The plan has not been updated since 1974. The city uses the Comprehensive Plan when making decisions on development and land use.

Board of Zoning Appeals The Board has decided to set one meeting per month for 2018. The schedule is available on the city's website.

Boards and Commissions The City of Bellbrook has five boards and commissions. To learn more, go the Boards and Commissions page on our website. Vacancies do occur periodically, and we encourage residents to apply.

Waste & Recycling Contract In October, City Council approved a five year waste and recycling contract with Rumpke. The new contract will not increase the current monthly rate of \$13 for 2018. This is one of the lowest disposal rates of any municipality in the Dayton area.

Replatting of Residential Lots In August and October, City Council approved the replatting of several lots in the Highview Terrace subdivision. These replats were recommended for approval by the Planning Board.

Budget Process City Council has held a series of budget workshops with the City Manager and Department Directors. The workshops have covered the 2018 department operating and capital budgets. Council will vote on the 2018 budget in December. Annual budgets, quarterly financial updates, the most recent audited financial statement, and other financial information can be found on the Finance page of our website at www.cityofbellbrook.org.

City Council

Levy Request Fails On November 7, voters of the City turned down a levy request for public safety services by a margin of 903 against to 868 in favor. The 1,771 votes cast represent 33% of the registered voters in the City. The immediate impacts of the defeat are threefold: a new police officer will not be hired to serve as a school resource officer, a new fire fighter will not be hired to improve staffing for fire and EMS responses and funding will not be available for improvements to downtown Bellbrook. In addition, the City still has a structural deficit resulting from the cuts made by the State of Ohio over the past five years. Council is in the process of reviewing the 2018 budget and the five year capital improvement program and forecast. Once the budget process is complete, Council will identify strategies to maintain the long-term financial well-being of the City.

Civil Penalties The city has enforced the Zoning Code and Property Maintenance Code for many years without the express authority to assess fines to violators of the codes. After reviewing the enforcement process and legal grounds for assessing fines on a property, City Council decided to implement civil penalties or fines as a tool for code enforcement. The city tries to work with property owners in solving code violations. If the violator is not cooperative, the city can move the case to the Property Review Commission then court, or civil penalties depending on the violation.

Council Meetings The Bellbrook City Council invites you to attend its regular meetings on the 2nd and 4th Mondays of each month. Meetings begin at 7 pm. For more information about City Council, past meetings and current issues, call the Clerk of Council at (937) 848-4666 or visit our website at www.cityofbellbrook.org.

Bob Baird, Mayor

Mike Schweller, Deputy Mayor

Nick Edwards

Forrest Greenwood

Dona Seger-Lawson

Darryl McGill

Elaine Middlestetter

Bellbrook Beautification Awards 2017

The Bellbrook Beautification Committee has selected its 2017 Beautification Award winners. Award winners were recognized during the City Council meeting on September 25.

The Committee begins their process in late June and takes several weeks to make their final decisions. Awards are given to top homes in various sections of the city, along with several businesses. Properties are voted on by committee members and then presented with an engraved stone. The stone is engraved with the title, "Bellbrook Beautification Winner." In addition, a sign is placed in the front yard during the late summer and early fall.

Area A

2256 Tampico Trail – Dale & Joyce Conley
2139 S. Lakeman Dr. – Josh & Danielle Gross

Area B

2094 Rosecrest Dr. – Jim & Melissa Jordan
2345 Portage Path – Bill & Ruth Peffly

Area C

4240 Whites Dr. – Ken & Anna Knisley
4227 Woodacre Dr. – Scott & Suzette Hopkins
4068 Glenberry Ct. – Randy & Debbie Derr



Area D

117 Belair Circle – Phil & Tammy Harris

Area E

3930 Northfield Dr. – Jim & Cindy Sharp
4001 Sable Ridge Dr. – Everette & Lynn Odgers

Business Winner

2480 Periwinkle Dr. – Brookview Swim & Tennis Club
22 S. Main St. – Thad Camp State Farm Agency & Floral V Design

What You Can Recycle

The city encourages residents to think about what you are putting into your recycling bin before you throw it in. Certain products are not recyclable. See the chart below for help:



Cans



Aluminum and Steel Cans
empty and rinse

Cartons



Food and Beverage Cartons
empty and replace cap

Glass



Bottles and Jars
empty and rinse

Paper



Mixed Paper, Newspaper, Magazines, and Flattened Cardboard

Plastic



Kitchen, Laundry, Bath: Bottles and Containers
empty and replace cap

NO!



Do Not Bag
Recyclables
No Garbage



No Plastic Bags
(return to retail)



No Food
or Liquid
(empty all
containers)



No Clothing
or Linens
(use donation
programs)



No Tangles
(no hoses, wires,
chains, or electronics)

Waste, Recycling & Yard Waste Disposal



Waste Collection Holidays Waste and recycling collection will be delayed one day due to the Christmas and New Year's holidays. Waste and recycling collection will take place on Saturday, December 30 and Saturday, January 6.

Christmas Tree Disposal Rumpke will pick up trees during the month of January. Trees over 6 feet in length must be cut and bundled.

City Recycling Program The City has a weekly recycling program. Special items are recycled by Greene County Environmental Services who can be contacted at (937) 562-5925. For more information on the

recycling program, call the Utility Billing office at (937) 848-4638.

Bulk Pick-up Large items may be picked up by Rumpke on Fridays. However, you must call ahead and schedule with Rumpke at (800) 223-3960.

Yard Waste The City does not have leaf or yard waste collection service. However, residents may dispose of yard waste with regular trash collection. Rumpke will collect brush in bags or tied in bundles, no larger than four feet long and two feet wide. Brown paper yard waste bags are not required by Rumpke.

Special Collection One Saturday each month, Greene County Environmental Services holds a special collection for recyclables that are not picked up by Rumpke. Accepted items include household hazardous waste, large household appliances, and scrap metal. Please note this is not an exhaustive list. If you have any questions, please contact Environmental Services at (937) 562-5925.

Utility Billing

The city provides water service and contracts waste collection. For questions regarding your services, please contact the Utility Billing office at (937) 848-4638.

The Utility Billing office is located on the first floor of the Administration building at 15 East Franklin Street. A payment drop box is located at the front entrance to the building. Office hours are Monday through Friday from 8:30 am to 4:30 pm.

We accept online payments where you can use a credit card, debit card, or checking account. Go to our website to learn how to register or make a onetime payment. Automatic payments are available.

Auditor of State Award

The City of Bellbrook received a clean audit report from the Auditor of State for its 2016 Financial Statement. For this clean audit, the city received the *Auditor of State Award*. A representative from the Auditor of State's office presented City Council with the award at the City Council meeting on November 27. Auditors review all aspects of the city's financial activities to ensure proper handling and reporting of city resources.

Holidays

The City's non-emergency services will be closed for the following holidays:

- December 25 – Christmas Day
- December 26 – Christmas Eve (Observed)
- January 1 – New Year's Day
- January 15 – Martin Luther King Day
- February 19 – President's Day
- March 30 – Good Friday

Yard Waste Collection

Residents do have options to dispose of yard waste. First, Rumpke does collect yard waste. Second, residents may dispose of yard waste at Greene County Environmental Services located at 2145 Greene Way Blvd, Xenia

Please call ahead for hours of operation. For additional information, please contact Greene County Environmental Services at (937) 562-5925 or visit their website at www.co.greene.oh.us.



Pictured above: replacement of a ramp at South East Street and Brookwood Drive

The Works

Downtown Handicap Ramp Replacement The City was awarded over \$31,000 in Community Development Block Grant money to install 13 handicap accessible sidewalk ramps in the downtown area. The project was completed in November. The ramps are located on South East Street, North East Street and Ryder Court. The city actively seeks ways to find alternative funding to help offset project costs.

Upper Hillside Water Main Improvement Project The city has been awarded grant funding and a zero interest loan for the replacement of the water main in the Upper Hillside, Viewpoint, and Pinegrove Drive subdivision also known as Bellbrook Farms. The city will receive a \$600,000 grant from the state and a zero interest loan for \$290,000. This project is part of the city's goal to keep our water system safe and reliable. The project will be out to bid soon and construction will begin in 2018.

Snow Removal Winter weather is hard to predict and challenging in regard to snow and ice removal. The Bellbrook Service Department works hard to keep the roads open for safe travel while also conserving salt when possible. Each snow and ice event will be evaluated independently and the appropriate treatment will be applied. In some cases, this will be primarily plowing with limited salt usage. In other cases, more salt usage will be required. Here are some suggestions that will assist the Service Department during snow and ice events:

- Remain off the road during snow and ice storms unless travel is necessary.
- Remove all parked cars from the street.
- Reduce your speed and drive cautiously.
- Do not allow children to make snow forts near the edge of the road.
- Do not plow, blow, or throw snow back into the roadway.

Please contact the city if you have any questions, comments, or suggestions about our snow removal practices. If a situation needs immediate attention, please contact non-emergency Dispatch at (937) 848-8484.



Emergency Notifications: Hyper-Reach

The City of Bellbrook has joined other Greene County communities in offering Hyper-Reach as an emergency notification service to residents. This system allows public safety officials to telephone targeted geographical areas with important alerts.

Each landline is automatically registered to receive community alerts. These community alerts are for emergencies such as water boil advisories and missing child reports.

Residents also have the option to register cell phones and email addresses to receive weather alerts in addition to community alerts.



Storm Drain Dumping & Stream Pollution

To report an illegal discharge, call the Bellbrook Service Department at (937) 848-8415 Monday through Friday 8:30 am to 4:00 pm. After hours, call (937) 848-8484. Storm drains are designed to handle stormwater runoff **only** and do not provide treatment to water or other substances that enter the system. The Bellbrook Service Department manages the storm drain system in the city. Public education and participation in reporting sightings or evidence of suspicious substances being dumped down storm drains or directly into our local creeks is an important part in preventing water pollution. Odors, unnatural colors or dead fish are signs that something harmful has entered the water.



As part of our Illicit Discharge Detection and Elimination (IDDE) program, we ask citizens who suspect that they have witnessed illegal dumping into a storm drain or water pollution to contact the Bellbrook Service Department at the numbers above. If you are not sure whether an illegal discharge has occurred, please report it and we will determine whether action is required to protect the water supply and/or the environment.

KEEP CREEKS CLEAN AND STORM DRAINS CLEAR

The Fire Escape

Drive Thru Child Safety Seat Inspection The Bellbrook Fire Department hosted its 7th annual “Drive Thru Child Passenger Safety Seat Inspection” event on October 1. This event allows parents, grandparents, and caretakers to have their child’s safety seat inspected and installed by a certified Passenger Safety Seat Technician. It is estimated that close to three out of four parents do not properly use child restraints. For this reason, the event stresses the importance of having a child safety seat installed properly. If you were unable to attend this event and would still like assistance installing your child’s safety seat, you may contact the Fire Department at (937) 848-3272 to schedule an appointment.



Pictured above: Fire Department Open House on October 10



Pictured above: Students attending Fire Prevention Week

Open House On October 10, the Bellbrook Fire Department hosted its annual Open House. Each year, it is our privilege to open our doors to the public and allow them a closer look at the services we provide each and every day. We were pleased again with such a great turnout from the community with over 1,500 in attendance. With displays and demonstrations ranging from vehicle extrication to the LUCAS CPR machines, there is something for everyone to see. The Fire Prevention Week theme this year was, “Every Second Counts, Plan Two Ways Out!” in reference to planning emergency escape routes. If you have any questions regarding anything you saw during the Open House, please give us a call at (937) 848-3272 and we will be happy to help.

The Policeman’s Badge

Vacation House Checks The City of Bellbrook Police Department has a Vacation House Check program. The department provides a free residential security check for residents who go on vacation or are away from their home for an extended period. The Vacation House Check program is part of the Bellbrook Police Department’s greater goal of keeping the City of Bellbrook a safe community in which to live and work.

When you register your home, you will be asked about the dates of vacancy, security systems, other people who have access to your property, vehicle(s) that will be left on the property, and an emergency contact person. Whenever possible, please provide the requested information with advance notice before departure. Residents can register on our website or by calling (937) 848-3252.

As a resident who has registered your property while you are away, you can expect a Vacation House Check to be done one time per shift depending on officer availability. An officer will inspect the residence for unlocked or damaged windows and doors, evidence of forced entry or suspicious activity, verification of vehicles left on the property, verification of people found on the property, and any obvious mechanical malfunctions. Please be sure to have your house number displayed on your mailbox or otherwise visible from the street.

The Bellbrook Police Department wishes you safe travels!



Pictured above: City Administration and Police Department building downtown

National Night Out *National Night Out* is observed annually on the first Tuesday in August. It is a community-building campaign celebrated in thousands of communities across the nation. The campaign enhances the relationship between neighbors and law enforcement, while bringing back a true sense of community. *National Night Out* promotes police-community partnerships and neighborhood camaraderie to make our neighborhoods safer, more caring places to live.

The Bellbrook Police Department’s *National Night Out* event was a big success! We had about 150 people attend. Officers gave tours of the Police Department, grilled hot dogs, gave children pencils, stickers and wristbands. We had officers at the event to host our visitors, show off our cruisers, and display other tools of the trade. We received many compliments from those who attended and we look forward to providing this event for our community in the future!



City of Bellbrook

15 East Franklin Street
Bellbrook, Ohio 45305

Departments

- Administration (937) 848-4666
- Clerk of Council (937) 848-4666
- Planning & Zoning.. (937) 848-4666
- Police..... (937) 848-3252
- Fire (937) 848-3272
- Service..... (937) 848-8415
- Utility Billing (937) 848-4638

www.cityofbellbrook.org



Bellbrook Business Spotlight



WRAPZ FACTORY

Big Splash Graphics & Wrapz Factory

Big Splash Graphics and Wrapz Factory have been in business since 2011. Formerly named Fanz Stop, the business focuses on promotional products and services. They do graphic design, printing and mailing, custom apparel, signs and banners, vehicle wraps, and promotional products.

The owner, Bill Baglio, is very involved in the community and schools. His company also partners with the Bellbrook Sugarcreek Parent Teacher Organization by running their apparel website.

For more information, visit their websites below or stop in during business hours.

Websites

- www.bigsplashpromos.com
- www.wrapzfactory.com
- www.eaglefanzstop.com

Location

64 West Franklin Street
*In downtown Bellbrook
in front of Bellbrook Plaza*

(937) 310-1436

Hours

Open Tues. – Thurs. 9 am to 6 pm
Friday 9 am to 4 pm