



CITY OF BELLBROOK

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BELLBROOK CITY COUNCIL AGENDA

March 9, 2015

7:00 pm—Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of the Executive Session and Regular City Council Meeting Minutes of **February 23, 2015**
5. Mayor's Announcements / Special Guests
 - **Keith Salyers**, Promotion to Sergeant, Oath of Office
 - **Police Chief Doug Doherty**, Police Department Annual Report
6. Public Hearing of Ordinance

Ordinance No. 2015-2 Amending Chapter 1042 of the Bellbrook Municipal Code, Relating to Increase the Fees Charged for Tap-ins. (**Edwards**)
7. Resolutions

Resolution No. 2015-F Authorizing the City Manager to participate in a contract with the Ohio Department of Transportation Cooperative Purchasing Program for the purchase of a single axis chassis for the City of Bellbrook. (**Seger-Lawson**)

Resolution No. 2015-G Authorizing the City Manager to enter into a contract with the KE Rose Company for the purchase of truck equipment and waiving competitive bidding. (**Greenwood**)

Resolution No. 2015-H Authorizing the City Manager to amend the City of Bellbrook's deferred compensation plan administered by the ICMA Retirement Corporation to allow designated Roth Accounts. (**Schweller**)
8. City Manager's Report
9. Committee Reports
 - A. Service
 - B. Safety
 - C. Finance/Audit
 - D. Community Affairs
10. Old Business
11. New Business
12. Open Discussion
13. Adjourn

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

Executive Session

February 23, 2015

PRESENT: Mr. Nick Edwards
Mr. Forrest Greenwood
Mr. Jon Martin
Mrs. Elaine Middlestetter
Mrs. Dona Seger-Lawson
Mr. Mike Schweller
Mayor Bob Baird

This is a summary of the City Council executive session held on February 23, 2015 at 6:30 pm to discuss personnel matters, regarding the employment of a public employee.

Mrs. Seger-Lawson made a motion to excuse Mr. Martin and Mrs. Middlestetter. Mr. Greenwood seconded the motion. The Clerk called the roll: Mrs. Seger-Lawson, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion was carried 5-0.

Mr. Edwards made a motion to go into executive session at 6:32 pm to discuss the employment of a public employee. Mr. Schweller seconded the motion. The Clerk called the roll: Mr. Edwards, yes; Mr. Schweller, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion was carried 5-0.

Mr. Martin and Mrs. Middlestetter arrived at 6:34 pm.

Mrs. Seger-Lawson made a motion to exit out of executive session at 6:59 pm. Mr. Martin seconded the motion. The Clerk called the roll: Mrs. Seger-Lawson, yes; Mr. Martin, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion was carried 7-0.

Being no further business the executive session ended at 6:59 pm.

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council

RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

February 23, 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, February 23, 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 prior minutes of the **regular meeting minutes of February 9, 2015**, Mayor Baird declared the minutes approved as written.

SPECIAL GUESTS

Mitchell Thompson, was administered the Oath of Office, as a returning member on the Planning Board. Mr. Thompson's term expires December 31, 2019.

Fire Chief Jim Neidhard presented the Fire Department 2014 Annual Report. Chief Neidhard shared the statistical data of Fire and EMS runs for 2014, and the Department Awards that were given last year. Mrs. Seger-Lawson asked what he thinks are concerns going forward. Chief Neidhard said that staffing is a concern as volunteer numbers are down, not just in Bellbrook but everywhere. Mrs. Middlestetter commended the job Chief Neidhard has done in his first year in Bellbrook. The Annual report will be available on the City website.

PUBLIC HEARING OF ORDINANCE

Mayor Baird opened the public hearing for **Ordinance No. 2015-1**. Mr. Martin read Ordinance No. 2015-1 amending Chapter 1610 of the Bellbrook Municipal Code, Establishing the Fire Code Enforced by the Bellbrook Fire Department.

This change will update the text in the Bellbrook Fire Department Unified Fire Code to the most current language from the State of Ohio. The previous language is from 1994. Being no public comments, the Mayor closed the public hearing and asked for a motion.

Mr. Martin made a motion to introduce Ordinance No. 2015-1. Mrs. Middlestetter seconded the motion. The Clerk called the roll: Mr. Martin, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion was carried 7-0.

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Minutes of Bellbrook City Council Meeting

February 23, 2015

INTRODUCTION OF ORDINANCE

Mrs. Seger-Lawson introduced **Ordinance No. 2015-2** amending Chapter 1042 of the Bellbrook Municipal Code, relating to increase the fees for tap-ins.

This is a slight increase to the tap-in fees which have not been increased since 2010. The public hearing will be held at the next regular meeting on March 9th.

Mrs. Seger-Lawson made a motion to introduce Ordinance No. 2015-2. 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.

RESOLUTION

Mr. Edwards read **Resolution No. 2015-E** authorizing the City Manager to advance sick leave to an employee in its entirety.

Mr. Schlagheck explained the City has an employee who is currently off on medical leave and has exhausted their leave. This will allow the City to advance 160 hours of sick leave, which is earned on a prorated basis, in an effort to allow the employee to stay in paid status.

Mr. Edwards made a motion to adopt Resolution No. 2015-E. Mr. Greenwood 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.

CITY MANAGER REPORT

Mr. Schlagheck gave an update on the cell tower proposal he spoke about at the last meeting. One company, TowerPoint has extended their offer and also made another offer of a larger payment, which would be paid to the City over a certain amount of time. The second company Crowne Castle owns the tower and has the current lease agreement. Mr. Schlagheck is looking into the lease language and the interpretation to make sure if there are any new providers added onto the tower the City will get an increase. Mr. Schlagheck will report to Council once he has more information. Mrs. Middlestetter is glad we are taking a closer look at the cell tower lease.

Mr. Schlagheck has a verbal agreement with the County Administrator for the Water Service Area agreement. The City will pay the County \$1300 for each tap-in in the new water service area.

The streets the City has plans to resurface this year include Beryl Drive, Bledsoe Drive, Gary Drive, Washington Mill Road and a small section of West Franklin Street. The estimated cost is \$161,278

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Minutes of Bellbrook City Council Meeting

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with \$12,637 to be reimbursed by the County for their portion of Washington Mill Road. The bids will be received in March.

Mr. Schweller asked if there have been many complaints about the snow removal this year. Mr. Schlagheck said that there have not been many complaints.

COMMITTEE REPORTS

Service: Mrs. Seger-Lawson received an email that she read thanking the City for their work on cleaning the streets. She also reported that there have been 17 days of weather events with 26" of snow and ice and the City has used 285.74 tons of salt.

Safety: No report.

Finance/Audit: No report.

Community Affairs: No report.

NEW BUSINESS

Mr. Schlagheck asked for a motion to authorize him to solicit bids for the Water Main Extension and Downtown Replacement Project. This is the project of which \$342,000 will be funded by the Ohio Public Works Commission. The City's share will be approximately \$120,000. Mr. Schlagheck said bids will be opened on March 19th with a June 1st start date and a completion date of August 18. This project will allow for a complete loop of the high pressure water system.

Mr. Schweller made a motion to authorize the City Manager to solicit bids for the Water Main Extension and Downtown Replacement project. Mrs. Seger-Lawson seconded the motion. The Clerk called the roll: Mr. Schweller, yes; Mrs. Seger-Lawson, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Martin, yes; Mrs. Middlestetter, yes; Mayor Baird, yes. The motion was carried 7-0.

OPEN DISCUSSION

Mr. Edwards reminded residents that it makes it easier for the service department to clean the streets if you don't park cars on the street.

Mrs. Middlestetter said she noticed in some places snow from driveways was blown back out on the roads and asked residents to not put the snow back in the streets.

Mayor Baird announced the pancake breakfast and blood drive at Stephen Bell this Saturday.

Rhys Schantz, Boy Scout Troop 162, is here to get his Citizenship Merit badge. Mayor Baird presented him with a City of Bellbrook pin.

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Minutes of Bellbrook City Council Meeting

February 23, 2015

ADJOURN

Being no further business to come before this regular session of Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:56 pm.

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 2015-2

March 9, 2015

CITY OF BELLBROOK, OHIO

ORDINANCE NO. 2015-2

AN ORDINANCE AMENDING CHAPTER 1042 OF THE BELLBROOK MUNICIPAL CODE RELATING TO INCREASE THE FEES CHARGED FOR TAP-INS.

WHEREAS, the City of Bellbrook provides water service to customers in Bellbrook and certain areas of Sugarcreek Township; and

WHEREAS, the City of Bellbrook charges a tap-in fee when development occurs; and

WHEREAS, these tap-in fees are required for the long term maintenance and improvement of the Bellbrook Water System; and

WHEREAS, the amount of this tap-in fee has not been increased since 2010.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY ORDAINS:

Section 1. That the following amendment to Chapter 1042 of the Bellbrook Municipal Code be approved with deletions shown by brackets and strikethrough and additions shown by italics and underlined:

§ 1042.08 is hereby amended as follows:

(a) Tap-in fees are hereby established as follows:

Meter Size (in.)	Tap-in Charge	
3/4 or less	[\$2,800.00]	<u>\$3,000</u>
1	[\$6,300.00]	<u>\$6,700</u>
1 1/2	[\$7,800.00]	<u>\$8,200</u>
2	[\$9,000.00]	<u>\$9,500</u>
2 1/2	[\$10,300.00]	<u>\$10,900</u>
3	[\$11,900.00]	<u>\$12,500</u>
4	[\$14,500.00]	<u>\$15,300</u>
6	[\$28,400.00]	<u>\$29,900</u>
8	[\$42,100.00]	<u>\$44,300</u>
10	[\$56,200.00]	<u>\$59,100</u>
12	[\$69,700.00]	<u>\$73,200</u>

(b) A tap-in/connection fee of [~~two thousand eight hundred dollars (\$2,800.00)~~] three thousand dollars (\$3,000) per unit shall be charged for multifamily dwellings and for multi-unit businesses served by a common entrance regardless of the number and sizes of meters required to provide

RECORD OF ORDINANCES

Ordinance No. 2015-2

March 9, 2015

adequate service to the building. However, in the case of a multi-unit business building in which small offices share common restroom facilities and for which only one meter of one inch or more is required, the tap-in and connection fee shall be based upon the size of the one meter instead of the fee per unit shown above, upon request by the building owner and the approval of the City Manager. The number and sizes of the water meters required shall be commensurate with the usage and load of such establishment, as determined by the City Service ~~Superintendent~~ Director.

Section 2. That this ordinance shall take effect and be in force May 1, 2015.

PASSED this ____ day of _____, 2015.

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council

APPROVED AS TO FORM:
Patricia N. Campbell, Municipal Attorney

RECORD OF RESOLUTIONS

Resolution No. 2015-F

March 9, 2015

CITY OF BELLBROOK, OHIO

RESOLUTION NO. 2015-F

A RESOLUTION AUTHORIZING THE CITY MANAGER TO PARTICIPATE IN A CONTRACT WITH THE OHIO DEPARTMENT OF TRANSPORTATION COOPERATIVE PURCHASING PROGRAM FOR THE PURCHASE OF A SINGLE AXIS CHASSIS FOR THE CITY OF BELLBROOK.

WHEREAS, Section 240.03 of the Municipal Code allows the City to purchase goods and services through a cooperative arrangement with another governmental entity; and

WHEREAS, the Ohio Department of Transportation has entered into a contract with Rush Truck Centers (Cincinnati, Ohio), for the purchase of certain equipment, in accordance with Section 5513.01 (B) of the Ohio Revised Code.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. That the City Manager is hereby authorized to participate in a contract with Rush Truck Centers for the purchase of the following vehicle for the Bellbrook Service Department:

One (1) 2016 International 7400 SFA 4x2 Single Axis Cab & Chassis for a gross price of \$82,137

Section 2. That the City of Bellbrook directly pays the vendor for said equipment, under state contract.

Section 3. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council

RECORD OF RESOLUTIONS

Resolution No. 2015-G

March 9, 2015

CITY OF BELLBROOK, OHIO

RESOLUTION NO. 2015-G

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE KE ROSE COMPANY FOR THE PURCHASE OF TRUCK EQUIPEMNT AND WAIVING COMPETITIVE BIDDING.

WHEREAS, the City Council has determined that its normal competitive bidding procedure is not practical in this case due to the timing and availability of the truck equipment; and

WHEREAS, the KE Rose Company can furnish the required truck equipment and have it installed in the timeframe required by the City; and

WHEREAS, the KE Rose Company has provided a quotation detailing the truck equipment to be furnished and installed totaling \$63,475.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. That the normal competitive bidding procedure is hereby waived for the purchase of truck equipment including a dump body, central hydraulics, salt spreader, snowplow, lighting system and other accessories.

Section 2. That the City Manager is hereby authorized to enter into a contract in the amount of \$63,475 with the KE Rose Company for the purchase of truck equipment for the Bellbrook Service Department:

Section 3. That the City Manager is hereby authorized to do all things necessary to execute the contract with the KE Rose Company.

Section 4. That this resolution shall take effect and be in force from and after the earliest period allowed by law.

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council

RECORD OF RESOLUTIONS

Resolution No. 2015-H

March 9, 2015

CITY OF BELLBROOK, OHIO

RESOLUTION NO. 2015-H

A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE CITY OF BELLBROOK'S DEFERRED COMPENSATION PLAN ADMINISTERED BY THE ICMA RETIREMENT CORPORATION TO ALLOW DESIGNATED ROTH ACCOUNTS.

WHEREAS, the City of Bellbrook currently offers a Deferred Compensation Plan to its employees that is administered by the ICMA Retirement Corporation; and

WHEREAS, recent changes to the Internal Revenue Code allow for Roth Elective Deferrals and In-Plan Roth Conversions to be included in this Deferred Compensation Plan; and

WHEREAS, the City of Bellbrook desires to amend its Deferred Compensation Plan to allow for Designated Roth Accounts.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY RESOLVES:

Section 1. That the City Manager is hereby authorized to amend the City of Bellbrook's Deferred Compensation Plan administered by the ICMA Retirement Corporation to allow Designated Roth Accounts.

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

Robert L. Baird, Mayor

Carrie C. Smith, Clerk of Council