

**BELLBROOK CITY COUNCIL AGENDA**  
**October 9, 2017**



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

T (937) 848-4666  
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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 Work Session Minutes and Regular Meeting Minutes of September 25, 2017.
5. Mayor's Announcements/Special Guest
  - Proclamation-October Domestic Violence Awareness Month
6. Public Hearing of Ordinances
7. Introduction of Ordinances
8. Resolutions

**Resolution 2017-CC A Resolution Establishing a Blanket Purchase Order Limit as Required by Ohio Revised Code 5705.41(D)(3). (Schweller)**
9. City Manager's Report
10. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
    - Accept the 3rd Quarter 2017 Unaudited Financial Report
    - Adopt Asset Management Policy
  - D. Community Affairs
11. Old Business
12. New Business
13. Open Discussion
14. Adjourn



# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

Work Session

September 25, 2017

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

**GUESTS:** Mr. Harold Ackerman, Bellbrook-Sugarcreek Park District  
Ms. Elizabeth Betz, Bellbrook-Sugarcreek School District  
Mrs. Caroline Destefani, Sugarcreek Township  
Mrs. Mary Frantz, Bellbrook-Sugarcreek School District  
Mr. Mike Pittman, Sugarcreek Township  
Mr. Jeff Stewart, Bellbrook-Sugarcreek Park District  
Mr. Barry Tiffany, Sugarcreek Township

This is a summary of the City Council joint work session held with Sugarcreek Township Officials, Bellbrook-Sugarcreek School District Officials and Bellbrook-Sugarcreek Park District Officials on September 25, 2017 at 5:45 pm.

City Manager, Mr. Schlagheck informed everyone that the city will have a new 3.0 mill, five year safety levy on the ballot in November. This is due to cuts in State shared revenue as well as a decline in investment income. The levy will provide funds for a full-time school resource officer. The school has requested a full-time resource officer for the schools within the City. Also, a new full-time firefighter position will be added. This will improve coverage by staffing 2 full-time firefighters for every shift. Funds would also be designated for downtown improvements. Mr. Schlagheck also said that the city is in the processing of updating its comprehensive plan. This will focus on the west corridor of 725 and the downtown area.

Mrs. Mary Frantz, President of the Bellbrook Sugarcreek Board of Education, said the district is in the process of hiring a new superintendent. Dr. St. Pierre has resigned effective the middle of January. She said currently, Dr. Jeff Lewis is acting superintendent. Mrs. Frantz said there will be a focus group on October 17<sup>th</sup> to aid in the search of a new superintendent. She also said they have completed their five year strategic plan. Mrs. Frantz said the districts overall grade card was a B which ranked the district at the top in Greene County and second in the region. Mrs. Frantz said she knows in the future, the district will have to address all of the growth.

Mr. Barry Tiffany, Sugarcreek Township Administrator talked about the 600 apartment units that are coming to the Township. He said there are another 240 units in process. Many of the units are upscale apartments that are not attractive to families. Mr. Tiffany also said there are about 800 single family homes that are under construction or in process. He said they will have a fire renewal levy on the ballot in the spring. Mr. Tiffany also spoke of new businesses that will be opening soon.

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The township recently passed a resolution to continue the safe routes to school project from the middle school down to East of Eden. Mr. Tiffany also said an additional lane will be added on Brown Road along with a new traffic signal at the intersection of Brown Road and Wilmington Pike. He also talked about potential improvements to the area in front of Target on Feedwire Road.

Mr. Jeff Stewart, Executive Director of the Bellbrook Sugarcreek Park District, said they have had a 300% increase in acreage over the last five years. They now maintain 700 acres. The recently acquired Morris property located at Lower Bellbrook Road and State Route 725 is about 178 acres. A new parking lot will be completed there in December along with new signage. The Park District is also updating signage at Sackett Wright Park.

Being no further business the work session ended at 6:42 pm.

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Robert L. Baird, Mayor

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Jami L. Kinion, Clerk of Council

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
September 25, 2017

**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, September 25, 2017. 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 September 11, 2017, Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

Fire Chief Neidhard was at Council tonight to recognize a lifesaving action that was administered by two nurses, Mary Caldwell and Christy Banford. On September 4<sup>th</sup> a Medic Unit was dispatched to a local restaurant on the report of a six week old infant that was not breathing. Upon arrival of the Medic Unit, Mary and Christy were administering bystander care to the infant. Chief Neidhard said Mary and Christy are nurses and they embody the spirit of nursing which is to help others. Chief Neidhard encouraged everyone to get trained in CPR.

The Mayor and Council thanked Mary and Christy for their lifesaving actions.

Next, Bronne Wilson was at Council to present the 2017 Beautification Awards. Ten homes and several businesses are chosen each year to receive the awards. A home or business may only win an award once every five years. The winners are below:

**Businesses**

Brookview Swim & Tennis Club	Sophia Briley 2480 Periwinkle Dr.
State Farm Agency	Thad Camp, Manager 22 South Main St.
Floral V Design	Owner Cady Vance 24 South Main St.

**Area A**

Dale and Joyce Conley	2256 Tampico Trail
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# RECORD OF PROCEEDINGS

## Minutes of Bellbrook City Council Meeting

September 25, 2017

Josh and Danielle Gross

2139 South Lakeman Dr.

### Area B

Jim and Melissa Jordan

2094 Rosecrest Dr.

Bill and Ruth Peffly

2345 Portage Path

### Area C

Ken and Anna Knisley

4240 Whites Dr.

Scott and Suzette Hopkins

4227 Woodacre Dr.

Randy and Debbie Derr

4068 Glenberry Ct.

### Area D

Phil and Tammy Harris

117 Belair Circle

### Area E

Jim and Cindy Sharp

3930 Northfield Dr.

Everett and Lynn Odgers

4001 Sable Ridge Dr.

Mayor Baird and Council thanked the winners for making Bellbrook a better place to live.

### PUBLIC HEARING OF ORDINANCES

Mr. McGill **read Ordinance 2017-8** An Ordinance Amending Chapter 1450 "Property Maintenance Code" of the Bellbrook Municipal Code. Mr. Schlagheck said currently, the first step when a property maintenance violation is found is to attempt an informal resolution where the property owner may receive a letter informing them of the violation. If the property owner does not fix the issue, the current property maintenance code only allows for criminal prosecution. Mr. Schlagheck said this ordinance gives the City another alternative to enforce property maintenance violations. This ordinance will allow the City to enforce civil penalties, which, if unpaid, will allow the city to place a lien on their property to receive payment. Mr. Schlagheck said this is not intended to make money for the city, but it is intended to get the attention of the property owner and ultimately achieve compliance with the property maintenance code. Being a public hearing Mayor Baird opened up for public comment. Seeing no comments from the public, the Mayor closed the public hearing and asked for a motion.

Mr. McGill made a motion to **adopt Ordinance 2017-8**. Mr. Schweller seconded the motion. The Clerk called the roll: Mr. McGill, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion carried 7-0.

### INTRODUCTION OF ORDINANCES

**RECORD OF PROCEEDINGS**  
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September 25, 2017

**RESOLUTIONS**

**CITY MANAGER REPORT**

Mr. Schlagheck said the City will be hosting two levy informational meetings. The first one is Tuesday, October 3<sup>rd</sup> from 6:00-8:00 pm and the second one is Wednesday, October 11<sup>th</sup> from 3:00-5:00 pm. The meetings will be held in the Council Chambers. He also said letters were sent out to local business owners inviting them to attend a meeting. Levy information is also posted on the website.

Next, Mr. Schlagheck talked about signage options for the Purple Heart City designation. He shared several different options to Council. They all liked the idea of having a sign that would be attached to the new City of Bellbrook entrance signs.

**COMMITTEE REPORTS**

**Service:** Mrs. Seger-Lawson reminded residents to not rake leaves into the streets. It can potentially block up the storm sewer drains which can cause problems for the Service Department.

**Safety:** No Report

**Finance/Audit:** No Report

**Community Affairs:** Mrs. Middlestetter mentioned a new resident gathering at the Bellbrook United Methodist Church on Saturday, October 1<sup>st</sup>, from 8:30-10:00 am. Representatives from community organizations will be there too. Also, Halloween will be held on Wednesday, October 31<sup>st</sup>.

**OLD BUSINESS-**

**NEW BUSINESS**

**OPEN DISCUSSION-**

**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. 2017-CC

October 9, 2017

## City of Bellbrook

### Resolution No. 2017-CC

#### **A Resolution Establishing a Blanket Purchase Order Limit as Required by Ohio Revised Code 5705.41(D)(3).**

WHEREAS, Ohio Revised Code 5705.41(D)(3) allows political subdivisions to use blanket purchase orders for the payment of lawfully appropriated goods and services of the subdivision in place of regular purchase orders; and

WHEREAS, only one blanket purchase order may be outstanding per appropriation line item and the amount of the blanket purchase order may not exceed the amount that has been established by a majority of Council; and

WHEREAS, the City of Bellbrook currently has not established a maximum amount allowable for blanket purchase orders; and

WHEREAS, City staff recommend a blanket purchase order amount limit not to exceed \$25,000 unless a purchase for a higher amount has been approved by City Council.

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

Section 1. Council hereby establishes a blanket purchase order limit not to exceed \$25,000 unless a purchase for a higher amount has been approved by City Council in accordance with Ohio Revised Code 5705.41(D)(3).

Section 2. The City Manager/Finance Director is hereby authorized, empowered and directed to take all action necessary to affect such amendments and appropriations and evidence same on the books and financial records of the City.

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