



## BELLBROOK CITY COUNCIL AGENDA

October 8, 2018

### **6:30 pm-Executive Session – For the Purpose of Discussing the Employment of a Public Official**

### **7:00 pm- Regular Meeting**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Formal Approval of Minutes
  - Regular Meeting Minutes of September 24, 2018.
5. Mayor’s Announcements/Special Guest
  - Karen Puterbaugh, Greene County Council on Aging
  - Beth Rubin, Greene County Department of Job and Family Services
  - Proclamation-October Domestic Violence Awareness Month
6. Public Hearing of Ordinances
7. Introduction of Ordinances
8. Resolutions
  - Resolution 2018-FF** A Resolution Honoring Retiring Police Officer Robert Loudermilk. **(Baird)**
  - Resolution 2018-GG** A Resolution Presenting Officer Loudermilk with his Service Weapon and Providing or a Release of Claims Relating to Said Weapon. **(Greenwood)**
9. City Manager’s Report
10. Committee Reports
  - A. Service
  - B. Safety
  - C. Finance/Audit
  - D. Community Affairs
11. Old Business
12. New Business
  - Motion to appoint Interim Clerk of Council
  - Draft resolution for grant submission to MVRPC for bridge project
13. Open Discussion

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

T (937) 848-4666  
F (937) 848-5190

[www.cityofbellbrook.org](http://www.cityofbellbrook.org)

14. Adjourn

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
September 24, 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, Mrs. Elaine Middlestetter, Mrs. Dona Seger-Lawson, Deputy Mayor Mike Schweller, Mayor Bob Baird. Also present was City Manager Ms. Melissa Dodd.

Mr. McGill was absent. Mrs. Middlestetter made a motion to excuse Mr. McGill. Mr. Edwards seconded the motion. The Clerk called the roll. Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mrs. Seger-Lawson, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

**FORMAL APPROVAL OF MINUTES**

After polling members of City Council, as there were no corrections or additions to the regular meeting minutes of September 10, 2018, Mayor Baird declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

Jessica Rodgers from Necco of Dayton came and provided the Mayor and Council with information on foster parenting.

**PUBLIC HEARING OF ORDINANCES**

There were no public hearings this evening.

**INTRODUCTION OF ORDINANCES**

There were no ordinances introduced this evening.

**RESOLUTIONS**

Mr. Greenwood **read Resolution 2018-DD** A Resolution Authorizing the City Manager to Enter Into an Amended Service Agreement with IBI Group For Engineering Services on the Upper Hillside Water Main Improvement Project. Ms. Dodd said this is a second amendment to the IBI Engineering agreement for services provided on the Upper Hillside project. In August there was a meeting to increase the cost of the project from \$43,000 to \$60,000. This request is for an additional \$7,000. Ms. Dodd asked Mr. Mike Murray, Engineer to come and discuss this change. Mr. Murray said the paving, restorations and final cleanup were scheduled to be completed at the same time. This would have allowed the tasks to be observed and inspected at the same time. Mr. Murray said due to delays with the subcontractor, the final paving did not occur until later in September. Mr. Murray said this stretched the timeline for the inspection and observation work. He said the project is complete. The only item left is for DP&L to install a meter that will provide power to the PRV pit.

Mr. Edwards asked how much this increase was for and what it was for. Mr. Murray said this is for final inspections and paperwork to close the project out. He also said restorations took longer and the paving was delayed. This stretched out the timeline for IBI to observe the project.

# RECORD OF PROCEEDINGS

Minutes of Bellbrook City Council Meeting

September 24, 2018

Mr. Greenwood asked Mr. Murray what he did when there was a delay. Mr. Murray said instead of the restorations and paving occurring concurrently, the tasks were completed separately so that stretched out the timeline for them to observe the project.

Mr. Schweller said this states not to exceed \$67,000, he asked if that is what the cost will come in at. Mr. Murray replied yes.

Mr. Greenwood asked Mr. Murray if there was a charge for the fiber optic cable to be installed on the pole. Mr. Murray said DP&L did a pole analysis. There is a cost and it would have been part of Brackney's contract.

Mr. Greenwood made a motion to **adopt Resolution 2018-DD**. Mr. Schweller seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mr. Schweller, yes; Mr. Edwards, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Mayor Baird, yes. The motion carried 6-0.

Mrs. Seger-Lawson **read Resolution 2018-EE** A Resolution Authorizing the City Manager to Enter Into a Lease Agreement With the Greene County Public Library for the Property Located at 57 West Franklin Street. Ms. Dodd said this is a formal lease with the Greene County Library for Winters Library. The lease is in effect until the end of 2023. Ms. Dodd said the lease agreement was reviewed by MVRMA, our insurance pool and the City's attorney.

Mrs. Seger-Lawson asked if the City would be responsible for replacing the parking lot. The Mayor said since it is the City's asset, it is probably the City's responsibility.

Mr. Schweller requested signage to be put up at the library that states the building is owned and maintained by the City of Bellbrook.

Mr. Seger-Lawson made a motion to **adopt Resolution 2018-EE**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Mrs. Seger-Lawson, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Schweller, yes; Mayor Baird, yes. The motion carried 6-0.

## **CITY MANAGER REPORT**

Ms. Dodd said there were 12 applicants for the Service Director position. The job was offered to Ryan Pasley, current Water Foreman. Ms. Dodd said she has full faith in Ryan and he has full support of his department.

Ms. Dodd said the Comprehensive Plan is in the final stages. Planning Board meetings have been set and the schedule is for the final version to come before Council at the first meeting in December.

Ms. Dodd said the budget process has begun. Presentations to Council will begin in October. Ms. Dodd said is she attending a Heritage Ohio Conference in October so she will not be here for the Council meeting on October 22<sup>nd</sup>. Council decided to meet on October 29<sup>th</sup> instead. This will keep the budget process on track.

# RECORD OF PROCEEDINGS

## Minutes of Bellbrook City Council Meeting

September 24, 2018

Ms. Dodd said the Pilot Farmer's Market was a huge success. She said she received so much positive feedback that there will be another one on Saturday, October 6<sup>th</sup> from 9am-1pm.

Ms. Dodd said the music will be changing on the cable channel. Currently, there are two songs that continually play; she said they have contracted with Mood music that will play a variety of music on the cable channel.

Mrs. Seger-Lawson asked Ms. Dodd when trick or treat will be held. Ms. Dodd said it will be on October 31<sup>st</sup>. Local City Managers decided to have it on the 31<sup>st</sup> to keep everyone in their own communities.

Mr. Schweller asked if there were any other internal applicants for the Service Director position. Ms. Dodd said Ryan was the only internal applicant. She said there was one applicant from northern Ohio and the others applicants were from all over.

Mr. Schweller congratulated Ms. Dodd on the Farmer's Market. He said he came down and it looked like there was a good size crowd.

Mr. Greenwood asked Ms. Dodd how she will be filling the Service Foreman position. She said she is hoping to have a plan together in the next few weeks.

### **COMMITTEE REPORTS**

**Service:** No Report.

**Safety:** No Report.

**Finance/Audit:** No Report.

**Community Affairs:** No Report.

### **OLD BUSINESS**

### **NEW BUSINESS**

Mayor Baird said we need to talk about Information Technology Upgrades. Ms. Dodd presented a handout of IT Audit Remediation Proposal Costs to Council. Mayor Baird said upgrades need to be done to make sure our system is secure and a decision needs to be made on the timeline. The two options are traditional or cloud based. Ms. Dodd said the network infrastructure piece is the big thing. She said the City's new IT service providers did a full assessment of our system and made some good recommendations to move the City forward. Ms. Dodd said the cloud based option is cheaper on the onset but there are some continual costs. Ms. Dodd said she prefers the cloud based option which will make us more reliant on our internet. This might require us to get a backup internet system. She said she is also in the process of choosing a new internet service provider. Ms. Dodd said we are currently paying triple for our internet service.

Mrs. Seger-Lawson asked if the proposed cost of \$67,860 for 2018 was included in the budget. Ms. Dodd said no, it was not part of the budget.

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
September 24, 2018

Mr. Schweller asked if there was anything in the budget for computer equipment. Ms. Dodd said there was \$5,000 in each area. She said those funds could be used for a couple of workstations for each area.

Mayor Baird and Council agreed that cloud based was the way to proceed.

**OPEN DISCUSSION**

Mrs. Seger-Lawson wanted to congratulate the Varsity High School Football Team, they beat Franklin. She said it was a big deal because they have not beaten Franklin in several years. The football team is currently 5-0 for the season.

**ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:45 pm.

---

Robert L. Baird, Mayor

---

Melissa Dodd, Interim Clerk of Council

# RECORD OF RESOLUTIONS

Resolution No. 2018-FF

October 8, 2018

## City of Bellbrook

### Resolution No. 2018-FF

#### **A Resolution Honoring Retiring Police Officer Robert “Bob” Loudermilk**

WHEREAS, Officer Loudermilk has served with the City of Bellbrook as a Police Officer since November 2, 1985 and worked for the department proudly for nearly 33 years; and

WHEREAS, Officer Loudermilk has worked in various roles and functions within the Bellbrook Police Department such as DARE Officer, First Line Supervisor, Defensive Tactics Instructor which includes ASP, handcuffing and pepper spray, Evidence Technician, Interview and Interrogation specialist, Traffic Crash Investigator, Patrol Stops Instructor, B.A.C. Operator, Bike Patrol officer, Police Chaplain liason and providing various other patrol functions and trainings; and

WHEREAS, Officer Loudermilk was dutiful and conscientious in the performance of his duties and was dedicated and diligent in helping others in times of need and was awarded special recognition of such by winning the Hometown Hero Award in 2016.

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

Section 1. That the Mayor and City Council wish to formally acknowledge Officer Loudermilk’s dedication to the performance of his duties and responsibilities in all of his endeavors and recognize his many contributions to the local community during his tenure.

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

---

Robert L. Baird, Mayor

---

Melissa Dodd, Interim Clerk of Council





# RECORD OF RESOLUTIONS

Resolution No. 2018-GG

October 8, 2018

## City of Bellbrook

### Resolution No. 2018-GG

#### **A Resolution Presenting Officer Robert Loudermilk with his Service Weapon and Providing for a Release of Claims Relating to Said Weapon**

WHEREAS, Officer Loudermilk will retire from his position on October 11, 2018; and

WHEREAS, the Mayor and City Council desire to honor him for his service by carrying on the tradition of awarding a retiring officer with his or her service weapon and badge.

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

Section 1. That the ownership of a Sig Sauer Model P226 .40 caliber handgun, Serial Number U836155, be transferred from the City of Bellbrook to Robert Loudermilk, upon the occasion of his full service retirement and upon the receipt of a release of claims (Exhibit A) relating to the transfer, possession or use of this former service weapon..

Section 2. That Robert Loudermilk shall further be honored for his service with the presentation of his police officer's badge, and it is with great appreciation for his service to the citizens of the City of Bellbrook that we present his badge and service weapon to him.

Section 3. That this resolution shall take effect and be in force forthwith.

---

Robert L. Baird, Mayor

---

Melissa Dodd, Interim Clerk of Council

**City of Bellbrook**  
**Exhibit A**

RELEASE AND HOLD HARMLESS AGREEMENT RELATED TO THE POSSESSION OF  
A FORMER SERVICE WEAPON BY A RETIRED CITY POLICE OFFICER

Know all men by these presents: That the undersigned, being of lawful age, for the sole consideration of keeping his former City of Bellbrook police service weapon a Sig Sauer Model 226, serial number **U836155**, does hereby and for his heirs, executors administrators, successors and assigns release, acquit and forever discharge the City of Bellbrook and their agents, servants, successors, heirs, executors, administrators and all other persons, firms, corporations, associations or partnerships of and from any and all property damage, personal injury or other claims, actions, causes of actions, demands, right damages, costs, loss of service(s), expenses and compensation whatsoever, which may hereafter accrue on the account of or in any way growing out of any and all known and unknown, foreseen and unforeseen property damage, personal injury or other claims for damage, and the consequences thereof, resulting from the possession and /or use of the aforementioned service weapon.

The undersigned has read the foregoing release and full understands it.

Sign, sealed and delivered this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ .

**Robert Loudermilk** / \_\_\_\_\_  
(Officer's name) Printed / Signature      Retired City of Bellbrook Police Officer

Witness Signature \_\_\_\_\_

Witness Signature \_\_\_\_\_

State of Ohio, County of Greene

On this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ . Before me personally appeared **Robert Loudermilk**, to me known to be the person described herein, and who executed the foregoing instrument and he/she acknowledged that he/she voluntarily executed the same.

My term expires \_\_\_\_\_, 20 \_\_\_\_ .

\_\_\_\_\_  
Notary Public

Seal