



BELLBROOK CITY COUNCIL AGENDA

November 13, 2018

5:30 pm – Executive Session for the purpose of discussing current litigation

5:45 pm - Work Session - 2019 Budget Review – Police, Fire and Capital

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 October 29, 2018.
5. Mayor’s Announcements/Special Guest
 - Swearing in of full time Firefighter Jay Leach
 - Employee Service Recognition
6. Public Hearing of Ordinances
7. Introduction of Ordinances
8. Resolutions
9. City Manager’s Report
10. Committee Reports
 - A. Service
 - B. Safety
 - C. Finance/Audit
 - D. Community Affairs
11. Old Business
 - Clerk of Council hiring update
12. New Business
13. Open Discussion
14. Adjourn

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RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Meeting
October 29, 2018

CALL TO ORDER

Mayor Baird called the meeting to order at 6:01 pm.

ROLL CALL

Present were Mr. Nick Edwards, Mr. Forrest Greenwood, Mr. Darryl McGill, Mrs. Elaine Middlestetter, Mrs. Dona Seger-Lawson, Deputy Mayor Schweller and Mayor Bob Baird. Also present was City Manager Ms. Melissa Dodd.

Mr. McGill made a motion to break into the Work Session at 6:03 pm to discuss the 2019 Budget. Mrs. Middlestetter seconded the motion. The Clerk called the roll. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Deputy Mayor Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

During the Work Session City Manager Melissa Dodd presented the proposed 2019 Administrative and Service Budgets to Council.

Being no further business, the Work Session ended at 6:50 pm.

Mayor Baird called the regular meeting to order at 7:00 pm and the clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Deputy Mayor Schweller, yes; Mayor Baird, yes.

FORMAL APPROVAL OF MINUTES

After polling members of City Council, as there were no corrections or additions to the regular meeting minutes of October 8, 2018, Mayor Baird declared the minutes approved as written.

MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST

Jeff Brock of the Greene Memorial Hospital provided the Mayor and Council with information on Soin and Greene Memorial Hospitals and the upcoming levy renewal on the November ballot.

Mayor Baird swore in Jon Nickerson into the position of Lieutenant in the Fire Department. The Mayor thanked Jon and all of the men and women of the Fire Department for their service.

PUBLIC HEARING OF ORDINANCES

There were no public hearings this evening.

INTRODUCTION OF ORDINANCES

There were no ordinances introduced this evening.

RESOLUTIONS

Mayor Baird **read Resolution 2018-HH A** Resolution Authorizing the Submittal of Application for Federal Fast Act Funds through the Miami Valley Regional Planning Commission

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Mrs. Dodd explained that this resolution came before Council in draft form at the previous Council meeting. This project connects the east and west sidewalks over the bridge on Franklin Street that crosses the Little Sugar Creek. This would include a curb buffer and raised sidewalk. This project is an alternative to the previously proposed standalone bridge which was estimated at \$1.5 million in present day costs. The cost of this new proposed project is \$547,853 and the federal maximum amount is \$350,000 and we are requesting \$342,965 with a local match of \$204,880. If awarded the funds would be awarded in 2024.

Mayor Baird noted that the bridge is unsafe with people using it to cross. Deputy Mayor Schweller indicated that the project is a good project and he hopes to get the money. Mrs. Dodd noted that there is a possibility of applying for a grant through Ohio Public Works Commission to cover the local match.

Mrs. Seger-Lawson made a motion to **adopt Resolution 2018-HH**. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Deputy Mayor Schweller, yes; Mayor Baird, yes. The motion carried 7-0.

CITY MANAGER REPORT

The budget process started with a work session today.

The Comprehensive Plan update is still continuing. There will be a community input meeting held on November 5th at 7pm at the Community Center within the Bellbrook Sugarcreek Parks District office. The meeting will be an open house style hosted by Greene County Regional Planning. The meeting will gather input from the community to be incorporated into the Comprehensive Plan. If you can't make the meeting you can email comments and input to the City Manager.

The draft Asset Management plan for our water system has been completed. This plan is a requirement of the Ohio Environmental Protection Agency. The draft was completed by the deadline and the requirement has been met.

Melissa Jones started as the new Administrative Assistant in Finance last week and is doing an excellent job.

COMMITTEE REPORTS

Service: Mrs. Seger-Lawson asked residents not to rake their leaves in the street as the City does not have a leaf pickup service. Leaves in the streets can cause storm water drain backups.

Safety: Mr. Greenwood noted that the time change will be coming up soon and to check your smoke detectors and CO2 detectors.

Finance/Audit: Deputy Mayor Schweller outlined the 3rd quarter Financial Update with Council. A motion was made by Deputy Mayor Schweller to accept the 3rd Quarter Financial Update. Mr. McGill seconded the motion. The clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mrs. Seger-Lawson, yes; Deputy Mayor Schweller, yes; Mayor Baird, yes. The motion carried 7-0. Deputy Mayor Schweller also noted that we have received a draft audit report.

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Mrs. Dodd asked if a post audit meeting is requested. Deputy Mayor Schweller indicated that they would like to hold the meeting and asked the City Manager to get potential dates.

Community Affairs: - none

OLD BUSINESS - none

NEW BUSINESS

Mayor Baird noted that we are still looking for replacement of the Clerk of Council. He asked that all applications be emailed to Council for review. Mrs. Dodd indicated that there were 9 applicants.

OPEN DISCUSSION

Lauren Bowen of the State Treasurers Office - Ms. Bowen outlined the Ohio Checkbook program and the hope that all local governments participate. Mayor Baird noted that this has been talked about before. The biggest issue is the manpower and potential costs to the City. Deputy Mayor Schweller also noted that the staff time required would be a concern with our small staff. Ms. Bowen offered to investigate the logistics with our accounting system. She also listed the number of area municipalities that are using Ohio Checkbook.

Mrs. Seger-Lawson congratulated all of the Bellbrook sports teams that have had great seasons this fall. She also encouraged folks to get out and vote next Tuesday.

Mayor Baird encouraged people to do their research and go out and vote. Deputy Mayor Schweller echoed the same sentiment.

Mayor Baird noted that the next City Council meeting will be Tuesday, November 13 at 7pm due to Veteran's Day.

ADJOURN

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Baird declared the meeting adjourned at 7:39 pm.

Robert L. Baird, Mayor

Melissa J. Dodd, Interim Clerk of Council