

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Meeting  
June 24, 2019

**PRESENT:** Nick Edwards  
Forrest Greenwood  
Darryl McGill  
Elaine Middlestetter  
Mayor Mike Schweller

**ABSENT:** Dona Seger-Lawson

This is a summary of the City Council meeting held on Monday, June 24, 2019. Mayor Schweller called the meeting to order at 7:00 pm and the Clerk called the roll.

**ROLL CALL**

Mr. Edwards, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes.

Mr. McGill made a motion to excuse Mrs. Seger-Lawson from the Council meeting. Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. McGill, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 5-0.

**FORMAL APPROVAL OF MINUTES**

After polling members of City Council, as there were no corrections or additions to the regular meeting minutes of June 10, 2019 Mayor Schweller declared the minutes approved as written.

**MAYOR'S ANNOUNCEMENTS/SPECIAL GUEST**

Mayor Schweller announced that he is the new Mayor of Bellbrook through December 31, 2019. Bob Baird moved outside of the city limits and had to resign as Mayor under the rules of the Charter of the City of Bellbrook. He added that he is very happy to serve the City as Mayor.

**PUBLIC HEARTING OF ORDINANCES**

Mr. Greenwood read **Ordinance 2019-12 An Ordinance Modifying Section 1042.07 "Operation Fees" of the Bellbrook Municipal Code.**

City Manager Melissa Dodd explained that this ordinance updates the fees to be more in line with the actual costs incurred.

Mr. Greenwood asked if this ordinance answered what would happen if a fire hydrant was damaged in an accident as hydrants are expensive. Mrs. Dodd explained that if damage was due to an accident, the person cited would be responsible for the cost of repairs.

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Mr. Greenwood made a motion to adopt **Ordinance 2019-12 An Ordinance Modifying Section 1042.07 "Operation Fees" of the Bellbrook Municipal Code**. Mr. McGill seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mr. McGill, yes; Mr. Edwards, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 5-0.

## INTRODUCTION OF ORDINANCES

Mr. Edwards read **Ordinance 2019-13 An Ordinance Authorizing the City Manager/Finance Director to Submit the Tax Budget for Fiscal Year 2020 to the Greene County Auditor**.

City Manager Dodd explained that this is a first pass at the budget. These numbers reflect the amounts collected by property taxes and were supplied by the County. The rest of the numbers are estimations that demonstrate our need for the money collected through property taxes.

Mr. Edwards made a motion to introduce **Ordinance 2019-13 An Ordinance Authorizing the City Manager/Finance Director to Submit the Tax Budget for the Fiscal Year 2020 to the Greene County Auditor**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mrs. Middlestetter, yes; Mr. Greenwood, yes; Mr. McGill, yes; Mayor Schweller, yes. The motion passed 5-0.

## RESOLUTIONS

Mr. McGill read **Resolution 2019-P A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security**. He also read an overview of the attachment that details the needs of the schools for security.

Mrs. Dodd explained that this resolution is the same as previous year's. The total cost for the school year is \$16,500.00. These are within the normal working hours of the officers and not overtime hours. The officers enjoy this time with the students at the schools.

Mr. McGill made a motion to adopt **Resolution 2019-O A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for School Security**. Mr. Edwards seconded the motion. The Clerk called the roll. Mr. McGill, yes; Edwards, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 5-0.

Mrs. Middlestetter read **Resolution 2019-Q A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games**.

Mrs. Dodd explained that this agreement is also the same as last year's agreement. No changes were made to the cost. There are four home games this coming football season.

Mrs. Middlestetter made a motion to adopt **Resolution 2019-P A Resolution Authorizing the City Manager to Enter into an Agreement with the Bellbrook-Sugarcreek Local School District for Security at Home Football Games**. Mr. McGill seconded the motion. The Clerk called the role. Mrs. Middlestetter, yes; Mr. McGill, yes; Mr. Edwards, yes; Mr. Greenwood, yes; Mayor Schweller, yes. The motion passed 5-0.

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**CITY MANAGER REPORT**

City Manager Dodd reported that the 2018 Audit Report is complete. There were no citations. Once Council has had time to review them, the financial statements will be complete and will be posted on the City's website.

Mrs. Dodd asked that everyone mark their calendars for Thursday, July 18 when Jeff Seigler will be back in town with his recommendations concerning the Downtown Assessment. The original date for this meeting had been July 11, but since that is the date of the next school board meeting, we moved our presentation. Mrs. Dodd is trying to schedule the presentations similar to how they were done in June. Any member of the public who is interested in serving on the Board that Mr. Seigler is suggesting will get a chance to meet with him to discuss the duties and obligations of the new Board. When the schedule is finalized it will be advertised on the website.

The Farmer's Market is expanding to two Saturdays a month according to Mrs. Dodd. The Market will be open from 9 AM until 1 PM on the second and fourth Saturdays. There is a fifth Saturday in October which might be added depending on the vendors. These take place in the parking lot of the Administrative building on E. Franklin Street.

The City Manager reported on the phone upgrades for the City's telephone system. \$14,000 had been allocated to moving our system to a cloud-based system but keeping the existing phones. It was discovered during the assessment that for \$18,000 we can move to a cloud-based telephone system, get new Polycon phones, and move our internet service. This only increases the monthly bill by \$100.00. Mrs. Dodd hopes that the difference in cost will come out of the savings in the Capital Improvement Fund.

Mr. Greenwood asked if the City's phones were tied into the computer systems. Mrs. Dodd explained that the City has a server system that will be replaced by the cloud-based system with more efficient updates. Mayor Schweller added that cloud-based systems are a better option even though they do have occasional outages. Mrs. Dodd also stated that the new Polycon phones are more flexible and can be moved to any phone system but the current Altigen phones can only be serviced by Altigen.

Mayor Schweller asked how we got such better pricing than originally thought. Mrs. Dodd explained that the original discussion was with TechAdvisors who use a different phone service company. So, the numbers they used were just high estimates.

Mrs. Middlestetter asked what happens to the phones when the internet goes down. Mrs. Dodd stated that they have talked about having a second internet service so that if one goes down there is a backup but at this time the cost is prohibitive. The upgrades that are being done should help. If power goes out in the City building, there is a backup generator. The City Manager said she would check on the back-up systems we have in place or if an UPS unit is needed.

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Next week is the beginning of open enrollment for health insurance for the City's employees. Cost rose 6% but due to employee changes the net increase to the City is less than 4% equaling about \$15,000. This year employees can elect to add employee-paid vision coverage that equals about \$12.00 per month for a family. The benefits year begins August 1. Mr. McGill asked if the City was still in the health insurance consortium to maximize savings and Mrs. Dodd answered that our health insurance comes through the Center for Local Government.

The City Manager and the Zoning Administrative Assistant have been looking at needed changes to the City's Zoning Codes. These will start coming to Council after the Planning Board reviews them. Mrs. Dodd recounted that last year Council did not hear their first ordinance until August, whereas this year we are already hearing the 13<sup>th</sup>.

**COMMITTEE REPORTS**

**Service:** none

**Safety:** Mr. Greenwood reported that after last meeting's discussion about emergency weather preparedness he did more research into the topic. He reported that the City should do a comprehensive study of the needs. He also reported that a better job is needed to educate the public on the Hyper-Reach system. Other good resources are weather radios and phone apps. Mr. Greenwood recommends reaching out to the Township to determine if there are ways to work together on this issue. He asked if there might be grant money available.

**Finance/Audit:** Mr. Schweller opined that he is pleased that the audit is completed and went well. He congratulated the City staff on a job well done.

**Community Affairs:** Mrs. Middlestetter announced to the public that resumes are being accepted for the vacant Council seat through Friday, June 28.

**OLD BUSINESS** - none

**NEW BUSINESS** - none

**OPEN DISCUSSION**

Mr. Greenwood asked if the Service Director could look at the noise created by traffic at the stop sign of the alley behind the Dart Building.

Mr. McGill reported attending the Bellbrook Area Radio Club field day. He opined that this is a great organization.

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Kyle Abel, DP&L Ambassador, introduced himself as the City's point of contact with DP&L.

Mayor Schweller thanked Louis Schatzber who runs the camera for the City Council meetings. He was missed when he was out of town.

**ADJOURN**

Being no further business to come before this regular session of the Bellbrook City Council, Mayor Schweller declared the meeting adjourned at 7:35 pm.

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Michael W. Schweller, Mayor

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Pamela Timmons, Clerk of Council