



BELLBROOK CITY COUNCIL AGENDA
November 23, 2020

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

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

www.cityofbellbrook.org

REMOTE TELECONFERENCE MEETING**

Due to COVID-19, this meeting will be held via Zoom webinar teleconferencing. Live streaming of the meeting is available on the City's government channel (via Spectrum/Ch 5) and YouTube channel (Bellbrook City Hall).

Should any member of the public wish to speak they do so by logging in as an attendee following links at the end of this agenda. You may also submit comments by emailing the Clerk of Council at p.timmons@cityofbellbrook.org by 3 p.m. on 11/23/2020.

6:00 pm – Work Session – CIC and Fire Station Follow Up

7:00 pm-Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the minutes of November 9, 2020
5. Mayor's Announcements and Special Guest
 - Dona Pierce, Oasis House
6. Public Hearing of Ordinances
 - 2020-11 An Ordinance Repealing Old Part Two, Title Eight "Boards, Commissions and Committees" Of the Bellbrook Municipal Code And Enacting A New Part Two, Title Eight "Boards, Commissions And Committees" Of The Bellbrook Municipal Code (**Hoke**)
 - 2020-12 An Ordinance To Approve The Rezoning Of 2006 Bonnedale Drive From O-1, Office Building District To R-1a One Family Residential District And To Amend The Official Zoning Map Of The City Of Bellbrook, Ohio, For The Property Located At 2006 Bonnedale Drive (**Van Veldhuizen**)
7. Introduction of Ordinances
 - 2020-13 An Ordinance Approving the Appropriations of the City of Bellbrook for the Fiscal Year Ending December 31, 2021 (**Edwards**)
 - 2020-14 An Ordinance Amending Ordinance 2020-10 to Adjust the City of Bellbrook Appropriations (**Havens**)
8. Resolutions
9. City Manager Report
10. Old Business
11. New Business

12. Committee Reports
 - A. Service
 - B. Safety
 - C. Finance/Audit
 - D. Community Affairs
13. Clerk's Update
14. Open Discussion
15. Public Comment
16. **Executive Session** – For the purpose of reviewing negotiations with public employees (IAFF) concerning their compensation and other terms and conditions of their employment
17. **Adjournment**

Zoom Meeting Information:

Link:

<https://us02web.zoom.us/j/88608613212?pwd=TDdoSnNKLzVLYXp5WDRN3OTJUNXlqQT09>

Website: www.zoom.us

Webinar ID: 886 0861 3212

Passcode: 043364

Telephone: (312) 626-6799

Future Agenda Items

- Work Sessions
 - Jan 18, 2021: 2021 Goal Setting Work Session
- Legislative Items:
 - December 14 - Public Hearing of Budget Ordinance and Supplemental Appropriations Ordinance
 - Legislation to be considered from Planning Board
 - Vacancy Registration Requirements
 - 18.20(B) – Sign Code
 - Article 14
- Other items:
 - December 14: Clerk of Council Review

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

Due to the COVID-19 pandemic the November 9, 2020 City Council Meeting was conducted using Zoom's remote webinar platform.

PRESENT: T.J. Hoke
Ernie Havens
David Van Veldhuizen
Forrest Greenwood
Elaine Middlestetter
Nick Edwards
Mayor Mike Schweller

ALSO PRESENT: City Manager Melissa Dodd, Chief Jim Neidhard, Chief Doug Doherty, Ryan Pasley

WORK SESSION

Mayor Schweller called the work session to order at 6:00 pm. He started the session off by explaining Bellbrook's budgeting process. Council passes a budget, and the City Manager is empowered to handle the finances. She has authority to make purchases up to \$50,000 and handles all of the day to day operations.

City Manager Dodd presented the proposed budgets of the Fire Department, Police Department, and Capital Funds. She began by showing the updated 2020 budget that is higher than originally planned. The differences are mainly due to the CARES Funds and the N. Belleview Drive culvert replacement.

The 2021 overall budget is very similar to the one previously presented with one adjustment of about \$7,000 to the Fire Department budget. The Police and Fire are supported by property taxes and have their own levies. They are both supplemented by the General Fund.

Police Department Fund – The City Manager explained that she is projecting a deficit in 2021 however, there had also been a projected deficit in 2020 but we are ending the year with approximately \$95,000 in reserve. This will be an item to watch in 2021. The line items that are projected to increase equal to about \$21,000 over 2020. This increase includes additional training opportunities for the officers. Another item to watch is our contract with Xenia for dispatch services that has not been set for 2021. Negotiations were delayed due to COVID-19. Police Chief Doherty added that the Department removed its LEADS terminal and they are using a work-around that is saving the Department approximately

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

\$7,000. He also explained that the increase in the training planned for 2021 is partly due to the fact that some training did not occur this year due to COVID-19.

Fire Department Fund – Mrs. Dodd reported on the budgets for 2020 and 2021 and it looks like there will be a deficit. The deficits in the Police and Fire Funds will need to be discussed in the future. One difference to consider is that the Fire Department does receive EMS transport fees.

Capital Improvement Plan – Three different funds will make capital purchases. They are the Streets, Capital Improvement, and Water Funds. The Streets Fund will pay for a \$50,000 portion of a \$200,000 paving budget. Other service projects from the Capital Improvement Fund include money for annual culvert relining and downtown improvements. The Fire Department will need radios but not much else in 2021. The Police Department is due to order two, fully equipped cruisers plus some other minor items. The Water Fund is set to repaint the water tower on Bledsoe, make minor well improvements and upgrade meter reading software.

Mrs. Dodd suggested that in the future Council look at Capital Improvements outside of the budget work sessions. Mr. Edwards agreed stating that there are several important issues that require more discussion. The other members agreed. It was decided that the operational budget will be brought to Council at their next meeting for approval but, the Capital Improvement budget will be pushed into 2021 for further study.

REGULAR MEETING

Mayor Schweller called the regular meeting to order at 7:00 pm.

ROLL CALL

Mr. Hoke, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes.

APPROVAL OF MINUTES

After polling the members of City Council about the regular meeting minutes of October 26, 2020 Mayor Schweller declared the minutes approved.

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

MAYOR'S ANNOUNCEMENTS

Mayor Schweller thanked Mr. Edwards for facilitating the previous Council meeting. He reminded residents that Veteran's Day is on Wednesday November 11. He also thanked the County for administrating the CARES Funds for businesses affected by COVID-19. From Bellbrook, 11 businesses received almost \$80,000.

PUBLIC HEARING OF ORDINANCES - none

INTRODUCTION OF ORDINANCES -

Mr. Hoke read **Ordinance 2020-11 An Ordinance Repealing Old Part Two, Title Eight "Boards, Commissions and Committees" Of the Bellbrook Municipal Code And Enacting A New Part Two, Title Eight "Boards, Commissions And Committees" Of The Bellbrook Municipal Code.**

The City Manager explained that this ordinance abolishes three unused boards: Parks and Recreation Board, Youth Advisory/Action Board, and the Bellbrook Tree Preservation Committee. These have been inactive for an extended period of time.

Mr. Hoke made a motion to introduce **Ordinance 2020-11 An Ordinance Repealing Old Part Two, Title Eight "Boards, Commissions and Committees" Of the Bellbrook Municipal Code And Enacting A New Part Two, Title Eight "Boards, Commissions And Committees" Of The Bellbrook Municipal Code.** This was seconded by Dr. Van Veldhuizen. The Clerk called the roll. Mr. Hoke, yes; Dr. Van Veldhuizen, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

Dr. Van Veldhuizen read **Ordinance 2020-12 An Ordinance To Approve The Rezoning Of 2006 Bonniedale Drive From O-1, Office Building District To R-1a One Family Residential District And To Amend The Official Zoning Map Of The City Of Bellbrook, Ohio, For The Property Located At 2006 Bonniedale Drive.**

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

The City Manager explained that this property formerly housed Tony Cali's Allstate insurance business which relocated to West Franklin Street. The property was never converted to a commercial space structurally and still maintains the appearance of a residence. The rezoning was approved by Planning Board at their October 22nd meeting.

Dr. Van Veldhuizen made a motion to introduce **Ordinance 2020-12 An Ordinance To Approve The Rezoning Of 2006 Bonniedale Drive From O-1, Office Building District To R-1a One Family Residential District And To Amend The Official Zoning Map Of The City Of Bellbrook, Ohio, For The Property Located At 2006 Bonniedale Drive.** Mr. Greenwood seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mr. Hoke, yes; Mr. Havens, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

RESOLUTIONS

Due to the length of the resolution Mr. Edwards read in by title only **Resolution 2020-BB A Resolution to Find that Expenditures of the City of Bellbrook, Related to COVID-19, are Considered Eligible According to the Mandates Outlined in House Bills 481 and 614.**

Mrs. Dodd explained that this resolution was created to ensure that expenditures related to COVID-19 are considered eligible according to mandates. This is simply a statement outlining that the money we will expend by November 20th has followed all guidelines.

Mr. Edwards made a motion to adopt **Resolution 2020-BB A Resolution to Find that Expenditures of the City of Bellbrook, Related to COVID-19, are Considered Eligible According to the Mandates Outlined in House Bills 481 and 614.** The motion was seconded by Mrs. Middlestetter. The Clerk called the roll. Mr. Edwards, yes; Mrs. Middlestetter, yes; Mr. Hoke, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mayor Schweller, yes. The motion passed 7-0.

CITY MANAGER REPORT

The City Manager reported on the following items:

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

Fire Chief Search - The first round of interviews will be happening the week of November 16th. Council will interview the top two candidates on December 1 from 6-8pm via Zoom.

Greene County CARES Small Business Grants – The City had the ability to elect to administer their own small business grants or allow the County to use their funds to do so. We elected the County to use their funds and resources. Mrs. Dodd received an update that Bellbrook businesses received \$78,118.43 in grants. She thanked the Department of Development for helping our local businesses in a big way!

Newsletter – The third and final newsletter of the year will go to print this week. It has been reduced in size due to the lack of events and activity that are normally covered.

End of year – As we are now in November, end of year financial reviews are occurring. The next meeting will have our final supplemental appropriation, if determined necessary, as it is the last chance of the year to appropriate funds prior to the year’s close.

Catch Basin Cleaning – The Service Department worked to clean out catch basins last week. This is an important piece to keeping storm water flowing. We ask that people appropriately manage their leaves so they do not end up in the street gutters and clogging the catch basins.

OLD BUSINESS - none

NEW BUSINESS - none

COMMITTEE REPORTS

Service – Mr. Greenwood reported that the Service Department will be installing a table and benches to be placed on the pavers at the library and the city building. CARES funding was used for the purchases.

Safety – Mr. Hoke expressed his concern over the rising COVID-19 cases.

Finance – Mr. Edwards reported that Council had their second budget work session. The budget ordinance will be coming to council for a public hearing and approval.

Community Affairs – none

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
November 9, 2020

CLERK’S REPORT

Mrs. Timmons announced that future items include. Legislation coming soon from the Planning Board includes an update to the Sign Regulations, Vacant Property Registration and Article 14. The Clerk’s annual review will be due in December.

COMMENTS

Mr. Greenwood commented that Spring Valley Shooting Range has opened for business. He reminded everyone that tomorrow is the Marine Corps’ birthday.

Mr. Havens said the school sports teams had a great year including Girls Tennis Doubles, Boys Cross Country, High School Football, Volleyball, Boys and Girls Soccer. He reminded everyone that Wednesday is Veteran’s Day.

Mr. Hoke congratulated the 6th Grade Football team who made it to their superbowl.

Mrs. Middlestetter expressed concern over an incident that took place over the weekend. A resident was using fireworks to scare away buzzards. Fireworks are illegal and they sounded like gunfire.

Mayor Schweller explained that anyone who does not already participate in the Avenue of Flags organized by the Optimist Club can sign up at the BellHOP Café.

PUBLIC COMMENT

Mayor Schweller announced that there was no further business to come before the Bellbrook City Council and declared the regular meeting adjourned at 7:40 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

CITY OF BELLBROOK, OHIO

ORDINANCE NO. 2020-11

AN ORDINANCE REPEALING OLD PART TWO, TITLE EIGHT “BOARDS, COMMISSIONS AND COMMITTEES” OF THE BELLBROOK MUNICIPAL CODE AND ENACTING A NEW PART TWO, TITLE EIGHT “BOARDS, COMMISSIONS AND COMMITTEES” OF THE BELLBROOK MUNICIPAL CODE.

WHEREAS, Section 8.01 of the Charter for the City of Bellbrook authorizes City Council to create, change and abolish Boards and Commissions not specifically established by Charter; and

WHEREAS, by prior legislation and in accordance with the Charter, City Council established the Park and Recreation Board, Youth Advisory/Action Board, the Bellbrook Tree Preservation Committee and the Records Commission; and

WHEREAS, the Park and Recreation Board, Youth Advisory/Action Board and the Bellbrook Tree Preservation Committee have all been inactive and unused for an extended period of time; and

WHEREAS, the Records Commission Board is still an active Board and maintains its utility to the City of Bellbrook; and

WHEREAS, the Bellbrook City Council wishes to abolish the Park and Recreation Board, Youth Advisory/Action Board and the Bellbrook Tree Preservation Committee due to their sustained inactive status and lack of use; and

WHEREAS, the City of Bellbrook will continue to have a Records Commission Board due to its active status and usefulness.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY ORDAINS:

Section 1. The old Part Two “Administration Code”, Title Eight “Boards, Commissions and Committees” of the Bellbrook Municipal Code be and hereby is repealed.

Section 2. A new Part Two “Administration Code”, Title Eight “Boards, Commissions and Committees” of the Bellbrook Municipal Code be and hereby is enacted to be read as set forth in Exhibit A, which is attached hereto and incorporated herein by reference, with deletions shown by ~~strikethrough~~ and additions shown by *italics* and underlined.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public,

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____ day of _____, 2020.

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

APPROVED AS TO FORM:

Stephen M. McHugh, Municipal Attorney

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

EXHIBIT A

TITLE EIGHT - BOARDS, COMMISSIONS AND COMMITTEES

CHAPTER 260. – GUIDELINES FOR MEMBERS OF BOARDS, COMMISSIONS AND COMMITTEES

Section 260.01. – Authority.

Article VIII “Board and Commissions” of the Bellbrook City Charter gives City Council the authority to establish all terms, number of members, procedures for appointment and replacement of members, duties, and powers of Boards and Commissions which support and serve The City of Bellbrook.

Section 260.02. – Oversight

The Community Affairs Committee of Council will be designated as the recommending body to Council in establishing guidelines to be followed related to the appointment, expectations and removal, if necessary, of a member of a Board or Commission. The Community Affairs Committee of Council shall be the body which also recommends the appointment or removal of a member of a Board or Commission to Council based on the established guidelines. A motion shall be made by Council to approve the appointment or removal of any Board, Commission or Committee member.

Section 260.03. – Expectations of Board and Commission Members

Board, Commission and Committee members are appointed by and serve at the pleasure of City Council. During each member’s term, it is expected that members fulfill the duties bestowed on them by City Council. Members shall also comply with the laws of the nation, the State of Ohio, City Charter and the Ordinances of the City of Bellbrook.

Members shall make every effort to attend each meeting. Absences of more than three (3) unexcused absences in a calendar year will result in removal.

Members shall prepare themselves for public issues presented; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall refrain from interrupting other speakers; making personal comments not germane to the business of the body; or otherwise interfering with the orderly conduct of meetings.

In order to assure their independence and impartiality on behalf of the common good, members shall not use their official positions to influence government decisions in which they have a material financial interest or where they have an organizational responsibility or personal relationship, which may give the appearance of a conflict of interest. In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts, and they shall abstain from participating in deliberations and decision-making where conflicts may exist.

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office, that are not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgement or action or give the appearance of being compromised.

Each member will conduct themselves in a professional manner while carrying out their prescribed duties. The use of offensive speech, personal attacks or insults by Board, Commission or Committee members is expressly prohibited.

Members shall represent the official policies or positions of the Board, Commission or Committee they represent to the best of their ability when designated as delegates for this purpose. When presenting an individual opinion and position, members shall explicitly state they do not represent their body or the City of Bellbrook, nor shall they allow the inference that they do.

Members shall assure fair and equal treatment of all persons, claims and transactions coming before them.

Section 260.04. – Reappointment

Reappointment to membership on a City Board, Commission or Committee will be considered by the Community Affairs Committee at the request of a City Board, Commission or Committee member near the expiration of the current term of office; there is no obligation to automatically make a reappointment. Vacancy notices will be posted on the City's website and announced during a City Council meeting near the expiration of a Board, Commission or Committee member's term of office to consider other applicants for an upcoming vacancy.

Section 260.05. – Removal of Board, Commission and Committee Members

Article VIII, Section 8.02 of the Bellbrook City Charter affords City Council the ability to remove any Board, Commission or Committee member. City Council shall bestow the oversight of this responsibility to the Community Affairs Committee to investigate any infraction related to section 260.03. The Community Affairs Committee shall ensure that all the rules and expectations of Board, Commission and Committee members set forth in Section 260.03 are enforced in a content and viewpoint neutral manner. Should removal of a Board, Commission or Committee member be deemed appropriate due to conduct or actions found to be in violation of section 260.03, the recommendation will be made to City Council who shall then determine the merit of the recommendation. The recommendation of the Community Affairs Committee shall be either approved or denied by way of motion.

~~• CHAPTER 264. – PARK AND RECREATION BOARD~~

~~• Sec. 264.01. – Establishment.~~

~~A Park and Recreation Board is hereby established.~~

~~{Ord. 72-8, passed 6-26-72}~~

~~• Sec. 264.02. – Composition; appointment; duties.~~

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

~~(a)The Park and Recreation Board shall consist of five members, all of whom shall be residents of the City.~~

~~(b)These five members shall be appointed by Council for overlapping terms of five years, except that the members first selected shall be appointed for such terms that the term of one member expires annually thereafter.~~

~~(c)The Board shall draw its own rules, keep its own journal and make periodic reports to Council.~~

~~(Ord. 72-8, passed 6-26-72)~~

~~• **Sec. 264.03. – Authority.**~~

~~(a)The Park and Recreation Board shall have the authority to recommend to Council suggested actions in obtaining new park areas, improving park equipment and facilities and establishing and maintaining a recreational program in and for the City.~~

~~(b)The Board shall have the right and duty to work jointly with civic and social organizations and other governmental jurisdictions and agencies in order to best meet its objectives.~~

~~(Ord. 72-8, passed 6-26-72)~~

~~• **Sec. 264.04. – Interim authority.**~~

~~(a)In the event of three or more vacancies on the Park and Recreation Board, Council may, by resolution, designate other duly authorized public authorities to manage the Municipal parks, submit budgets for approval of Council and exercise the authority conferred upon the Board by [Section 264.03](#). Such authority shall continue only until such time as there are fewer than three vacancies on the Board.~~

~~(b)The City Manager shall be responsible for all park maintenance during any such interim period, unless such responsibility is reassigned by resolution of Council to some other duly authorized public authority.~~

~~(Ord. 84-1, passed 2-27-84)~~

~~• **CHAPTER 268. – YOUTH ADVISORY/ACTION BOARD**~~

~~• **Sec. 268.01. – Establishment.**~~

~~A Youth Advisory/Action Board is hereby established for the City.~~

~~(Ord. 73-19, passed 4-9-73)~~

~~• **Sec. 268.02. – Membership; elections; selection; term of office.**~~

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

~~(a)The Youth Advisory/Action Board shall consist of nine members, two elected from each of the eighth, ninth, tenth and eleventh scholastic grades at Bellbrook High School and one member selected at large.~~

~~(b)The High School representatives shall be chosen in a school class election to be sanctioned, and the results authenticated, by the Bellbrook High School principal. The election shall be held in May of each year at the same time as the regular election for school class officers. The in-office Board shall be responsible for accepting names of candidates for the election and for checking the qualifications of each in accordance with subsection (d) hereof. The in-office Board shall also be responsible for promoting and running the election and working with the principal's office in the tabulation of the ballots.~~

~~(c)The at large member shall be selected by Council from volunteers for the position or by special recommendation of the principal.~~

~~(d)Persons elected or selected to the Board must be residents of the City, not more than nineteen years of age, and must have at least a "C" average in their school work. Any member who does not maintain such standards for qualification shall be excused from the Board and the vacancy filled by Council selection.~~

~~(e)Members of the Board shall be chosen for one year terms, but an individual may be a member for more than one year if properly elected or selected in subsequent years. The Board shall be sworn in and officially seated by Council at the first regular Council meeting after Labor Day each year and shall serve until the next succeeding Board is seated.~~

~~(Ord. 73-19, passed 4-9-73)~~

~~• **Sec. 268.03. – Obligations; planning; reports.**~~

~~The Youth Advisory/Action Board shall act as liaison between the youth and the officials of the City. The Board shall adopt its own rules of conduct, hold regular meetings and keep its own journal. The Board may arrange a schedule of functions, activities and programs in the pursuit of its goals, at all times subject to final approval of Council. It shall make periodic reports to Council as to the feelings of the young people in the City and shall make suggestions to Council for action that would be desired by the youth of the City.~~

~~(Ord. 73-19, passed 4-9-73)~~

~~• **CHAPTER 276. – BELLBROOK TREE PRESERVATION COMMITTEE**~~

~~• **Sec. 276.01. – Establishment; composition; terms.**~~

~~There is hereby established in and for the City a committee to be known as the Bellbrook Tree Preservation Committee, which shall consist of three members to be appointed by Council, such members to serve for four year terms, provided, however, that two terms shall expire effective July 1, 1995, and one term shall expire effective July 1, 1997, as indicated by the action of Council in~~

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

~~making the original appointments, and provided, further, that the Mayor and the City Manager shall be ex-officio members without voting power and that the term of any City official or employee appointed to the Committee shall continue only so long as such person remains an official or employee of the City.~~

~~(Ord. 95-7, passed 5-8-95)~~

~~• **Sec. 276.02. - Compensation.**~~

~~The members of the Bellbrook Tree Preservation Committee shall be honorary and such members shall serve without compensation, other than their regular City salary or wages, should any City official or employee be appointed to the Committee.~~

~~(Ord. 93-4, passed 3-22-93)~~

~~• **Sec. 276.03. - Chairperson; rules of procedure; meetings.**~~

~~The Bellbrook Tree Preservation Committee shall organize by annually electing a Chairperson from its membership, shall adopt its rules of procedure and shall hold such meetings, either regular or special, as it may deem necessary to carry out its work. However, the first Chairperson to serve under the terms of this appointment shall be appointed by Council. Thereafter, his or her appointment shall be in accordance with the provisions of this section.~~

~~(Ord. 93-4, passed 3-22-93)~~

~~• **Sec. 276.04. - Duties.**~~

~~It shall be the duty of the Bellbrook Tree Preservation Committee to promote and educate an environmental awareness; to instill a civic pride in the City; to collect, study and evaluate information on community beautification and make recommendations thereon; and to otherwise promote the public interest in the general improvement of the appearance of the City.~~

~~(Ord. 93-4, passed 3-22-93)~~

• CHAPTER 278. - RECORDS COMMISSION

• Sec. 278.01. - Members; meetings; duties.

(a)The City Records Commission, established by ORC 149.39, will be made up of the following officials: the chief executive or his or her appointed representative, as Chairperson, the chief fiscal officer, the chief legal officer and a citizen appointed by the chief executive. The term of the appointed citizen shall be for two years.

(b)The Commission shall appoint a Secretary, who may or may not be a member of the Commission and who shall serve at the pleasure of the Commission.

(c)The Commission may employ an archivist to serve under its direction.

RECORD OF ORDINANCES

Ordinance No. 2020-11

November 23, 2020

(d)The Commission shall meet at least once every six months.

(e)The functions of the Commission shall be to provide rules for the retention and disposal of records of the City and to review applications for one-time records disposal and schedules of records retention and disposition submitted by Municipal offices. Records may be disposed of by the Commission pursuant to the procedure outlined in ORC 149.39.

(Ord. 97-9, passed 6-23-97)

RECORD OF ORDINANCES

Ordinance No. 2020-12

November 23, 2020

CITY OF BELLBROOK, OHIO

ORDINANCE NO. 2020-12

AN ORDINANCE TO APPROVE THE REZONING OF 2006 BONNIEDALE DRIVE FROM O-1, OFFICE BUILDING DISTRICT TO R-1A ONE FAMILY RESIDENTIAL DISTRICT AND TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF BELLBROOK, OHIO, FOR THE PROPERTY LOCATED AT 2006 BONNIEDALE DRIVE.

WHEREAS, the Planning Board conducted a public hearing on October 22, 2020 concerning the request to rezone 2006 Bonniedale Drive from O-1, Office Building District to R-1A One Family Residential District; and

WHEREAS, the rezoning from O-1, Office Building District to R-1A One Family Residential District will make the zoning of 2006 Bonniedale Drive consistent with other area properties; and

WHEREAS, the Planning Board was presented, reviewed and voted to approve the request to rezone 2006 Bonniedale Drive from O-1, Office Building District to R-1A One Family Residential District and to recommend approval of the rezoning request to City Council; and

WHEREAS, City Council adopts the recommendation of the Planning Board and approves the rezoning of 2006 Bonniedale Drive from O-1, Office Building District to R-1A One Family Residential District.

NOW, THEREFORE, THE CITY OF BELLBROOK HEREBY ORDAINS:

Section 1. The Bellbrook City Council accepts the Planning Board's recommendation and hereby amends the Official City of Bellbrook Zoning Map from O-1, Office Building District to R-1A One Family Residential District for the property located at 2006 Bonniedale Drive.

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____ day of _____, 2020.

RECORD OF ORDINANCES

Ordinance No. 2020-12

November 23, 2020

Michael W. Schweller, Mayor

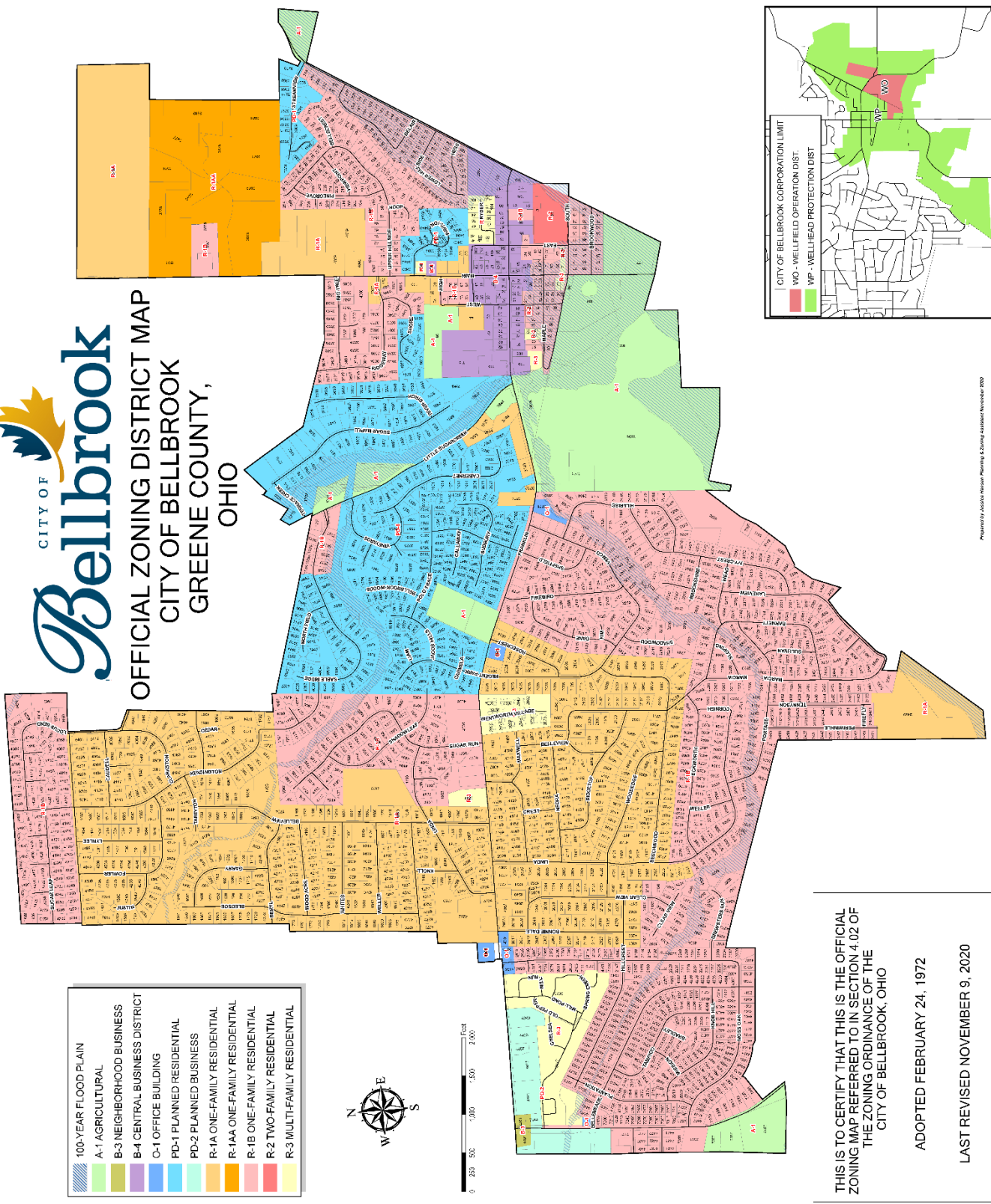
ATTEST:

Pamela Timmons, Clerk of Council

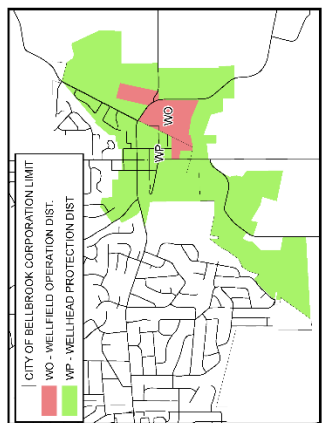
APPROVED AS TO FORM:
Stephen McHugh, Municipal Attorney



**OFFICIAL ZONING DISTRICT MAP
CITY OF BELLBROOK
GREENE COUNTY,
OHIO**



	100-YEAR FLOOD PLAIN
	A-1 AGRICULTURAL
	B-3 NEIGHBORHOOD BUSINESS
	B-4 CENTRAL BUSINESS DISTRICT
	C-1 OFFICE BUILDING
	PD-1 PLANNED RESIDENTIAL
	PD-2 PLANNED BUSINESS
	R-1A ONE-FAMILY RESIDENTIAL
	R-1AA ONE-FAMILY RESIDENTIAL
	R-1B ONE-FAMILY RESIDENTIAL
	R-2 TWO-FAMILY RESIDENTIAL
	R-3 MULTI-FAMILY RESIDENTIAL



THIS IS TO CERTIFY THAT THIS IS THE OFFICIAL ZONING MAP REFERRED TO IN SECTION 4.02 OF THE ZONING ORDINANCE OF THE CITY OF BELLBROOK, OHIO

ADOPTED FEBRUARY 24, 1972

LAST REVISED NOVEMBER 9, 2020

To: Planning Board
From: Jessica Hansen, Planning & Zoning Assistant
Date: November 5, 2020
Subject: Staff Report Rezoning- 2006 Bonniedale Rezoning O-1 to R-1A

Summary

The request is to rezone 2006 Bonniedale Drive from O-1 Office District to R-1A Single Family Residential.

Applicant Information:

- **Applicant Name:** Jack Boyer
- **Owner:** JMBJR Insurance LLC.

Location: Located at the intersection of Bonniedale Dr and W Franklin St.



Figure 1 Location Map

Zoning:

Office Building District: (Current District) *The purpose of this district is to provide for the maintenance and alteration of existing buildings and for new construction of business office and professional buildings.*

8.02 PERMITTED PRINCIPAL USES:

- (1) Offices of surgeons, physicians, dentists and other similar professional persons concerned with the community health and medical treatment of persons.*
- (2) Facilities for human care such as hospitals medical clinics, sanitariums, rest and convalescent homes.*
- (3) Offices of architects, engineers, artists and others employed in the graphic arts.*
- (4) Offices in which the personnel will be employed for work in executive, administrative, legal, writing, clerical, stenographic, accounting, insurance or similar enterprises.*
- (5) Public and Semi-Public Buildings, not including storage yards for materials or equipment.*
- (6) Dental Laboratories.*
- (7) Art or Antique Shops, Photographic Studios, Interior Decorating Studios.*

8.03 ACCESSORY USES:

Those uses and buildings customarily incidental to the Principal uses permitted in this district.

R-1A One Family Residential (Proposed District)

5.01

INTENT

These districts are the most restrictive of the residential districts. The purpose and intent is to provide for an environment of predominantly low density single unit dwellings plus certain other facilities which serve the residents living in the district and to regulate transient occupancy within the city to protect and preserve the permanency of residential neighborhoods, protect property values, and ensure the comfort and safety of the residents.

5.02

PERMITTED PRINCIPAL USES

- (1) One family dwellings, not including trailers or tent dwellings.*
- (2) Churches and similar places of worship: Provided such use is adjacent to a school or commercial area and/or access is by means of roads designated on primary or secondary thoroughfares by the Major Thoroughfare Plan.*
- (3) Parks and playgrounds.*
- (4) Public and private elementary, junior and senior high schools.*
- (5) Parish houses and convents in conjunction with churches or schools.*
- (6) Nursery schools operated and housed in a church building or other established house of worship.*

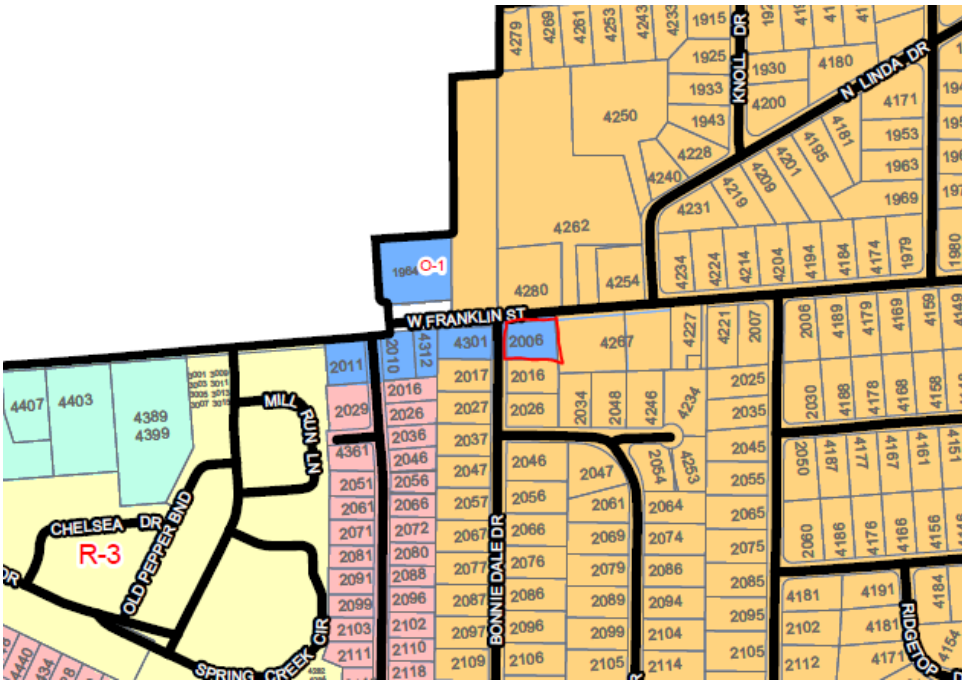


Figure 2 Current Zoning

Request Information/Discussion: In the early 2000's when this was originally going before the Board for rezoning into an Office District, many of the board members were not comfortable with it becoming an office. Returning this building back to its original intent of residential would fit better with the surrounding zoning and neighborhood. Staff sees no issues in moving forward with approval.

RECORD OF ORDINANCES

Ordinance No. 2020-13

December 14, 2020

City of Bellbrook

Ordinance No. 2020-13

An Ordinance Approving the Appropriations of the City of Bellbrook for the Fiscal Year Ending December 31, 2021.

WHEREAS, the City Council has reviewed the proposed 2021 annual operating budget; and

WHEREAS, the City of Bellbrook desires to adopt the 2021 annual budget and authorize the related appropriations.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That to provide for the current expenses and other expenditures of the City of Bellbrook, during the fiscal year ending December 31, 2021, the following sums be and they are hereby set aside to be appropriated, as follows:

Fund	Personal Services	Other Expenses	Transfers	2020 Appropriations
General Fund:				
-Legislative	\$76,203	\$7,445	\$0	\$83,648
-Administrative	\$140,028	\$209,968	\$550,000	\$899,996
-Library	\$0	\$2,000	\$0	\$2,000
-Museum	\$11,553	\$8,175	\$0	\$19,728
-Community Environment	\$55,279	\$5,250	\$0	\$60,529
Total General Fund	\$ 283,063	\$ 232,838	\$550,000	\$ 1,065,901
Police Fund	1,516,270	341,920	\$0	\$1,858,190
Police Pension Fund	\$60,000	\$590	\$0	\$60,590
Fire Fund	\$1,221,603	\$284,518	\$0	\$1,506,121
Street Fund	\$307,119	\$107,445	\$0	\$414,564
State Highway Fund	\$0	\$19,750	\$0	\$19,750
Motor Vehicle Fund	\$0	\$13,850	\$0	\$13,850
Waste Fund	\$24,100	\$459,400	\$0	\$483,500
Water Fund	\$753,757	\$647,661	\$0	\$1,401,418
Capital Impr. Fund	\$0	\$0	\$0	\$0
Coronavirus Relief Fund	\$0	\$0	\$0	\$0
Fuel System Fund	\$0	\$1,200	\$0	\$1,200
Performance Bond Fund	\$0	\$15,000	\$0	\$15,000
Grand Total - All Funds	<u>\$4,165,912</u>	<u>\$2,124,172</u>	<u>\$550,000</u>	<u>\$ 6,840,084</u>

RECORD OF ORDINANCES

Ordinance No. 2020-13

December 14, 2020

Section 2. That the Finance Director is hereby authorized to make payments from any of the foregoing appropriations upon receiving proper documentation approved by the officers authorized by law to approve the same.

Section 3. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

Section 4. This Ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____ day of _____, 2020.

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

APPROVED AS TO FORM:
Stephen McHugh, Municipal Attorney

RECORD OF ORDINANCES

Ordinance No. 2020-14

December 14, 2020

City of Bellbrook

Ordinance No. 2020-14

An Ordinance Amending Ordinance 2020-10 to Adjust the City of Bellbrook Appropriations for 2020.

WHEREAS, the City of Bellbrook adopted the 2020 annual budget based on the best information available at the time; and

WHEREAS, additional costs have or will occur in some line items which requires the amendment of various appropriation levels.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That the 2020 appropriation levels in several of the funds listed below be amended as follows:

Fund	2020 Appropriations	Personnel Services Revisions	Other Expenses Revisions	Total Revisions	Amended 2020 Appropriations
General Fund:					
-Legislative	\$ 84,701	\$ -	\$ -	\$ -	\$ 84,701
-Administrative	\$ 1,130,619	\$ -	\$ 17,500	\$ 17,500	\$ 1,148,119
-Library	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
-Museum	\$ 18,821	\$ -	\$ -	\$ -	\$ 18,821
-Comm.Environment	\$ 60,937	\$ 6,000	\$ -	\$ 6,000	\$ 66,937
Total General Fund	\$ 1,297,078	\$ 6,000	\$ 17,500	\$ 23,500	\$ 1,320,578
Police Fund	\$ 1,766,637	\$ -	\$ 13,700	\$ 13,700	\$ 1,780,337
Police Pen. Fund	\$ 55,340	\$ -	\$ 200	\$ 200	\$ 55,540
Fire Fund	\$ 1,377,156	\$ -	\$ 23,200	\$ 23,200	\$ 1,400,356
Street Fund	\$ 440,530	\$ -	\$ -	\$ -	\$ 440,530
State Hwy Fund	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Motor Veh Fund	\$ 73,100	\$ -	\$ -	\$ -	\$ 73,100
Coronavirus Relief Fund	\$ 445,571	\$ -	\$ -	\$ -	\$ 445,571
Fuel System Fund	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200
Waste Fund	\$ 486,444	\$ -	\$ -	\$ -	\$ 486,444
Water Fund	\$ 1,466,808	\$ 23,000	\$ 43,000	\$ 66,000	\$ 1,532,808
Capital Imp Fund	\$ 895,930	\$ -	\$ 24,000	\$ 24,000	\$ 919,930
Perf Bond Fund	\$ 18,000	\$ -	\$ 14,500	\$ 14,500	\$ 32,500
Grand Total - All Funds	\$ 8,358,794	\$ 29,000	\$ 136,000	\$ 165,100	\$ 8,523,894

RECORD OF ORDINANCES

Ordinance No. 2020-14

December 14, 2020

Section 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council, and that any and all deliberations of this Council that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including, but not limited to Section 121.22 of the Ohio Revised Code.

Section 3. This ordinance shall take effect and be in force from and after the earliest period provided by law.

PASSED this ____ day of _____, 2020

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council

APPROVED AS TO FORM:
Stephen M. McHugh, Municipal Attorney

SUPPLEMENTAL APPROPRIATION WORKSHEET

SUPPLEMENT TO ORDINANCE 2020-14

GENERAL FUND	AMOUNT	PROJECT
DEPARTMENT	AMOUNT	PROJECT
LEGISLATIVE	\$ 17,500	\$10K legal fees, \$4k prosecution services, \$2k IT, \$1500 Health District fees
COMMUNITY ENVIRONMENT	\$ 6,000	Insurance (previously reduced)
TOTAL GENERAL FUND	\$ 23,500	
SPECIAL REVENUE FUNDS		
POLICE	\$ 13,700	IT maintenance fees and telephone
FIRE	\$ 23,200	IT maintenance fees, telephone and prep for a last gas purchase
POLICE PENSION FUND	\$ 200	To cover addtl settlement fees
CAPITAL IMPROVEMENTS	\$ 24,000	2019 PO for server upgrade that budget did not roll over with
TOTAL SPECIAL REVENUE FUNDS	\$ 61,100	
ENTERPRISE FUNDS		
WATER	\$ 23,000	\$2k PT wages increase, \$21k in benefits previously reduced
WATER	\$ 43,000	2019 Dump Body PO that budget did not roll over with
TOTAL ENTERPRISE FUNDS	\$ 66,000	
AGENCY FUNDS		
PERFORMANCE BOND FUND	\$ 14,500	Increase in bonds to be reimbursed and engineering fees paid
TOTAL AGENCY FUNDS	\$ 14,500	
Total Supplemental Appropriations	\$ 165,100	

To: Mayor & City Council
From: Melissa Dodd, City Manager
Date: November 20, 2020
Subject: November 23rd City Council Meeting

- **6:00 pm – Work Session** – Fire Station Consolidation Presentation and Community Improvement Corporation Follow Up Discussion
- **Ordinances**
 - **Public Hearing of Ordinance 2020-11** Ordinance to repeal and replace Part Two, Title Eight “Boards, Commissions and Committees” – This abolishes three unused boards – Parks and Recreation Board, Youth Advisory/Action Board and the Bellbrook Tree Preservation Committee. These have been inactive for an extended period of time and is being cleaned up.
 - **Public Hearing of Ordinance 2020-12** Ordinance to rezone 2006 Bonniedale Drive from O-1 to R-1A – This formerly housed Tony Cali’s Allstate insurance business which relocated to West Franklin Street. The property was never converted to a commercial space structurally and still maintains the appearance of a residence. This was approved by Planning Board at their October 22nd meeting. **The property was converted to O-1 in 2005.** Council was provided with the meeting minutes from those discussions. **Transient Rentals (Air BnB)** were inquired about during the last meeting. Here is the current zoning code text (passed by Ordinance 2016-3 on March 28, 2016)

5.09 **TRANSIENT RENTAL REGULATIONS:**

No dwelling unit or dwelling, one family or a portion of any thereof in the R-1AA, R-1A, or R-1B districts shall be used as a transient rental.

- **Introduction of Ordinance 2020-13** Ordinance Approving the 2021 Appropriations – This is only for operating expenses. Capital expenses have been extracted and will be discussed more in depth after the first of the year for later inclusion in the budget.
- **Introduction of Ordinance 2020-14** Ordinance Amending 2020-10 to Adjust the 2020 Budget – this is the final supplemental appropriation of the year to ensure all funds and major expense categories are appropriated adequately to close the year.
- **Resolutions**
- **Old Business**
- **New Business**
- **Updates**

- **Fire Chief Search** – The first round of interviews were held the week of November 16th. Council will interview the top two candidates on **December 1st from 6-8pm via Zoom**
 - **North West Street Sidewalk Project** – The week of November 16th work was in full swing on the project to add sidewalks to connect Franklin Street with the Plaza. This was funded partially by a Community Development Block grant awarded by Greene County last year. Concrete is poured and work should be nearly complete by the reading of this update.
 - **Remote Meetings** – The Ohio Senate is amending House Bill 404 which will extend the virtual meeting provision to July 1, 2021. The original deadline was December 1, 2020.
 - **Coronavirus Relief Funds Update** – All funds had to be encumbered by November 20, 2020 based on the funding guidelines. We had a last minute request by the Bellbrook-Sugarcreek Community Support Center for an additional \$10,000 grant to help families which have increased in need with the recent surge in the virus. We had enough in unencumbered funds to be able to grant the request. I thank Council for your support of this.
All funds have now been encumbered and an updated breakdown of expenditures is attached.
 - **Maintenance Worker position opening** – The Service Department is currently seeking a full time Maintenance Worker. This position has been vacant since February and will be filled in order to bring the department up to full staff for the winter. We will be accepting applications until December 6. All information is on our website.
- **Executive Session** – For the purpose of reviewing negotiations with public employees (IAFF) concerning their compensation and other terms and conditions of their employment



Coronavirus Relief Funds Update

Project	Description	Project Estimates	
Community Grant	Grant to Family Resource Center	\$	30,000.00
Remote Work	6 iPads, 3 laptops, printer, internet and cell phone stipends for employees, 3 laptops remote capabilities for water plant	\$	27,820.76
Public Meetings/Chambers	Dividers, streaming capability, zoom subscription	\$	4,385.05
City Building Public WiFi	Tech upgrades and outdoor seating	\$	3,041.34
Touchless Fixtures, Doors & Fogger	2 foggers and upgraded restroom facilities and entry doors at library and city bldg	\$	29,053.53
Library Outdoor Seating	To provide outdoor socially distanced seating opportunities	\$	9,317.32
Police and Fire Safety Gear	Breathing apparatus/face shields	\$	72,209.51
Misc. PPE	Gloves and Supplies	\$	1,591.00
TOTAL PROJECT ESTIMATES		\$	177,418.51

Wages

Department	Description	Cost to date	
Police	Reimbursement	\$	131,178.00
Fire	Reimbursement	\$	131,674.65
Streets	Reimbursement	\$	1,307.94
Water	Reimbursement	\$	2,872.41
ACTUAL WAGES SPENT		\$	267,033.00
TOTAL SPENT + PENDING PROJECTS		\$	444,451.51
RELIEF FUNDS RECEIVED		\$	445,571.42
Miscellaneous Variance		\$	1,119.91