



## **BELLBROOK CITY COUNCIL AGENDA**

**December 14, 2020**

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

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[www.cityofbellbrook.org](http://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](mailto:p.timmons@cityofbellbrook.org) by 3 p.m. on 12/14/2020.

**6:00 pm – Executive Session** – For the purpose of considering the employment and compensation of a public employee

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

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the minutes of November 23, 2020
5. Mayor's Announcements and Special Guest
  - Chief Jim Neidhard Retirement Recognition
  - Robert Middlestetter Service Recognition
6. Public Hearing 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**)
  - 2020-15 An Ordinance Amending Ordinance 2020-14 to Adjust the City of Bellbrook Appropriations and Declaring an Emergency (**VanVeldhuizen**)
7. Introduction of Ordinances
8. Resolutions
  - Resolution 2020-CC A Resolution Adopting the 2020 Greene County Hazard Mitigation Plan for the City of Bellbrook (**Middlestetter**)
  - Resolution 2020-DD A Resolution Authorizing the Transfer of Funds for 2021 (**Greenwood**)
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 Clerk
17. **Adjournment**

**Zoom Meeting Information:**

**Link:** <https://us02web.zoom.us/j/89544009783?pwd=VnZxUEw2WG12TGY5RHZHQmRiMjUrUT09>

**Website:** [www.zoom.us](http://www.zoom.us)

**Webinar ID:** 895 4400 9783

**Passcode:** 635212

**Telephone:** (312) 626-6799

Future Agenda Items

- January 11<sup>th</sup> :
  - City Council Goals Setting Work Session
  - Swearing in of Fire Chief Anthony Bizzarro
  - Resolution to Execute a Three Year Agreement between the City of Bellbrook and the International Association of Fire Fighters
  - Ordinance Amending Zoning Code Section 20.08 "Proceedings of the Board of Zoning Appeals" of the Bellbrook Zoning Code
- January 25<sup>th</sup>:
  - City Manager Performance Review
- Future Work Sessions
  - CIC Follow up
- Legislative Items:
  - Legislation to be considered from Planning Board
    - Vacancy Registration Requirements
    - 18.20(B) – Sign Code
    - Article 14

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Regular Meeting  
November 23, 2020

Due to the COVID-19 pandemic the November 23, 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, Deputy Chief Anthony Bizzarro

**WORK SESSION**

Mayor Schweller called the work session to discuss the fire station consolidation and CICs to order at 6:00 pm.

City Manager Dodd began by explaining that the fire house discussion would focus on the need, funding options, and other considerations. The current proposal is to expand station 22 instead of building an entirely new fire house. Years ago, the city looked at purchasing a larger lot on Franklin Street, but it was very expensive. The architect estimates that the city would save 30% to 40% by adding on to the current fire house.

Mrs. Middlestetter asked how long the proposed fire house would be used. Chief Neidhard answered that the proposed fire house would last a very long time unless the city were to grow.

Mr. Havens asked what Station 21 in downtown is used for. Chief Neidhard explained that it is where the offices are. There is one fire engine and one medic unit. This building is only used on weekdays during office hours. After that and through the night the fire fighters and medics work from Station 22. If the two stations were consolidated the extra fire engine and one of the three medic units would not be needed. He added it is his opinion that consolidation is the best plan. The architect explained that a ladder truck would not fit in the current spaces we have. The expanded fire house could fit a ladder truck or another engine if that is the choice that is made in the future.

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November 23, 2020

Mayor Schweller noted that a business case would need to be explained to the public including a cost-benefit analysis. They would need to justify a levy to bring in the estimated \$3 million.

Chief Neidhard explained that Bellbrook would still be well served by one fire station since the city is only about three square miles. In comparison, Washington Township has five stations each covering about six square miles. Another important consideration is that Bellbrook utilizes mutual aid with Sugarcreek Township that has a fire house in our downtown.

Deputy Chief Bizzarro explained that fire station 21 was never meant to be lived in. There are no showers, only a partial kitchen and the ramp from the bay ends at the property line. The owners of the adjacent property have been agreeable to allowing the fire department the room necessary to be able to move equipment in and out of the bay. That station also needs updates that have been postponed including new bay heaters.

Mrs. Middlestetter asked if there was a possibility to sell the property that currently houses station 21. Mrs. Dodd answered that it could be possible, but it could be difficult because the demand for commercial properties is low.

Mayor Schweller asked if the Chief or Deputy Chief see any benefit to having the two locations. They replied that they did not and that a combined station makes much more sense.

Mr. Hoke asked about financing options. The City Manager explained that the Fire Fund has a deficit. An initiative through bonds would need to be voted on.

Dr. Van Veldhuizen stated that selling the downtown city-owned properties is a goal included in the Comprehensive Plan to allow for more business to grow. He added that he sees that it is more of a timing and issue of when to consolidate the fire stations.

The Mayor explained that the Administration building was renovated without needing a vote. The city took out bonds.

Mr. Havens asked if it would be simpler to move the offices into the Administration building. The Deputy Chief explained that they do need to be where the firefighters and medics are stationed. He added that not only is there no room for offices in the current Station 22, but there is also no room for the files and other storage currently located in Station 21.

**RECORD OF PROCEEDINGS**  
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November 23, 2020

Mayor Schweller reminded Council that the city did look at becoming part of a Fire District with the Township. Mrs. Dodd said she would gather the information from that discussion that took place in 2015.

Mr. Edwards stated that the city and the citizens will have to make up the financial deficit at some time but that 2021 would not be a good year to try to pass a new levy. Council discussed the most recent levy attempts.

Mr. Greenwood added that there are savings that happen by using mutual aid.

The City Manager will provide the information about the fire district and previous levies/bonds.

Mayor Schweller directed the Clerk to reschedule a work session to discuss CICs since there was not enough time to discuss it tonight.

**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 November 9, 2020 Mayor Schweller declared the minutes approved.

**MAYOR'S ANNOUNCEMENTS**

Mayor Schweller announced that Saturday was Small Business Saturday and he encouraged residents to consider purchasing gifts from Bellbrook businesses.

**RECORD OF PROCEEDINGS**  
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Dona Pierce, Oasis House of Dayton spoke about the amazing work this charitable organization does. Oasis House provides a safe haven for survivors of human trafficking for up to two years. They provide mentoring, education, and spiritual guidance. The volunteers reach out to possible victims through the internet and on our streets. Human trafficking includes sex and labor trafficking. It is estimated that 95% of trafficking starts on the internet. Ms. Pierce added that they also provide a jail ministry and run trainings to raise public awareness. She explained that they would appreciate any donations, offers to volunteer or follows on social media. Their website is [www.oasisforwomen.org](http://www.oasisforwomen.org).

**PUBLIC HEARING 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 adopt **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.**

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

**RECORD OF PROCEEDINGS**  
Minutes of Bellbrook City Council Regular Meeting  
November 23, 2020

structurally and still maintains the appearance of a residence. The rezoning was approved by Planning Board at their October 22<sup>nd</sup> meeting.

Dr. Van Veldhuizen made a motion to adopt **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. Hoke seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Mr. Hoke, yes; Mr. Havens, no; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 6-1.

**INTRODUCTION OF ORDINANCES**

Mr. Edwards read **Ordinance 2020-13 An Ordinance Approving the Appropriations of the City of Bellbrook for the Fiscal Year Ending December 31, 2021.**

The City Manager explained that 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.

Mr. Edwards made a motion to introduce **Ordinance 2020-13 An Ordinance Approving the Appropriations of the City of Bellbrook for the Fiscal Year Ending December 31, 2021.** Mr. Greenwood seconded the motion. The Clerk called the roll. Mr. Edwards, yes; Mr. Greenwood, yes; Mr. Hoke, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

Mr. Havens read **Ordinance 2020-14 An Ordinance Amending Ordinance 2020-10 to Adjust the City of Bellbrook Appropriations.**

Mrs. Dodd stated that this is the final supplemental appropriation of the year to ensure all funds and major expense categories are appropriated adequately to close the year. She explained that there were two last minute items: a diesel purchase by the school, and a capital improvement item that had not rolled over from 2019 by the time the books had closed.

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Mr. Havens moved to introduce **Ordinance 2020-14 An Ordinance Amending Ordinance 2020-10 to Adjust the City of Bellbrook Appropriations**. Mrs. Middlestetter seconded the motion. The Clerk called the roll. Mr. Havens, yes; Mrs. Middlestetter, yes; Mr. Hoke, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

**RESOLUTIONS** - none

**CITY MANAGER REPORT**

The City Manager reported that the first round of interviews for Fire Chief were held the week of November 16th. Council will interview the top two candidates on December 1st from 6-8pm via Zoom.

The North West Street Sidewalk Project to add sidewalks to connect Franklin Street with the Plaza was completed. This was funded partially by a Community Development Block grant awarded by Greene County last year.

Mrs. Dodd shared that 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.

All Coronavirus Relief Funds had to be encumbered by November 20, 2020 based on the funding guidelines. Mrs. Dodd explained that 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. She thanked Council for their support of this. All funds have now been encumbered and an updated breakdown of expenditures was attached.

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. The city will be accepting applications until December 6. All information is on our website.

**OLD BUSINESS** - none



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**NEW BUSINESS** - none

**COMMITTEE REPORTS**

**Service** – Mr. Greenwood reported that the Service Department has prepared the trucks are prepped and ready for snow.

**Safety** – Mr. Hoke thanked Ms. Pierce for taking time to speak to Council. He added that some of the questions you can ask a person to try to determine if they are a victim of trafficking include: “are you living with your employer?”, “Can you leave your job if you want to?”, and “Do you have identification?”.

**Finance** – none

**Community Affairs** – none

**CLERK’S REPORT**

Mrs. Timmons announced that future items include legislation coming soon from the Planning Board. The date for the Council’s 2021 Goal Setting work session has been set for January 18, 2021. An executive session is planned for December 14 to discuss the Clerk of Council.

**COMMENTS**

All of Council wished the citizens a happy, safe, and healthy Thanksgiving. They also promoted Small Business Saturday.

Mr. Hoke also relayed that a large tree had partially fallen over in their neighborhood which is covered by their HOA, but that the Service Department should take extra care after weather events.

**PUBLIC COMMENT** - none

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**EXECUTIVE SESSION** for the purpose of reviewing negotiations with public employees (IAFF) concerning their compensation and other terms and conditions of their employment.

Mr. Edwards made a motion to enter into executive session. The motion was seconded by Mr. Havens. All were in favor.

**ADJOURNMENT**

Mayor Schweller announced that there was no further business to come before the Bellbrook City Council and declared the regular meeting adjourned at 7:50 PM.

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Michael W. Schweller, Mayor

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Pamela Timmons, Clerk of Council

# 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:

<b>Fund</b>	<b>Personal Services</b>	<b>Other Expenses</b>	<b>Transfers</b>	<b>2021 Appropriations</b>
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



## **2021 Budget Presentation**



# 2021 Budget Summary

## All Funds

<b>Estimated Beginning Balance</b>	<b>\$6,821,869</b>
<b>Budgeted Income</b>	<b>\$7,088,817</b>
<b>Budgeted Expenses</b>	<b>\$6,840,084</b>
<b>Net Difference</b>	<b><u>\$248,733</u></b>
<b>Estimated Ending Balance</b>	<b>\$7,070,601</b>



# 2021 Budget Summary

## Property Tax Supported Funds

### General, Police, Fire & Capital Improvement

<b>Estimated Beginning Balance</b>	<b>\$3,051,787</b>
<b>Budgeted Income</b>	<b>\$4,519,817</b>
<b>Budgeted Expenses</b>	<b>\$4,490,802</b>
<b>Net Difference</b>	<b><u>\$29,015</u></b>
<b>Estimated Ending Balance</b>	<b>\$3,080,802</b>



# **Bellbrook**

## **2021 Budget Summary**

### **Transportation Related Funds**

<b>Estimated Beginning Balance</b>	<b>\$498,513</b>
<b>Budgeted Income</b>	<b>\$510,550</b>
<b>Budgeted Expenses</b>	<b>\$448,164</b>
<b>Net Difference</b>	<b><u>\$62,386</u></b>
<b>Estimated Ending Balance</b>	<b>\$560,898</b>





# **Bellbrook**

## **2021 Budget Summary**

### **Waste Collection Fund**

<b>Estimated Beginning Balance</b>	<b>\$152,807</b>
<b>Budgeted Income</b>	<b>\$493,000</b>
<b>Budgeted Expenses</b>	<b>\$483,500</b>
<b>Net Difference</b>	<b><u>\$9,500</u></b>
<b>Estimated Ending Balance</b>	<b>\$162,307</b>



# **CITY OF Bellbrook**

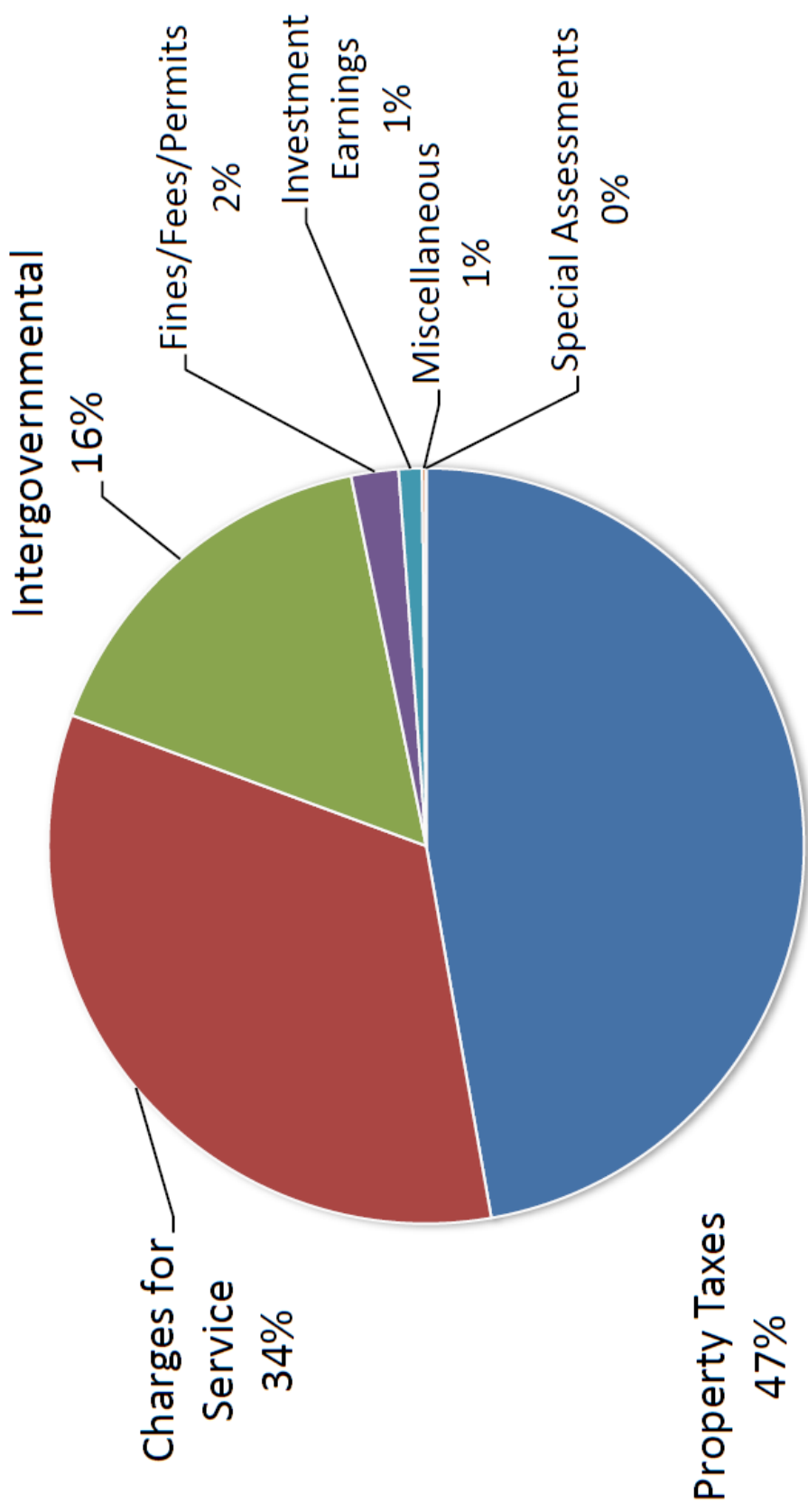
## **2021 Budget Summary**

### **Water Fund**

<b>Estimated Beginning Balance</b>	<b>\$3,093,960</b>
<b>Budgeted Income</b>	<b>\$1,548,200</b>
<b>Budgeted Expenses</b>	<b>\$1,401,418</b>
<b>Net Difference</b>	<b><u>\$146,782</u></b>
<b>Estimated Ending Balance</b>	<b>\$3,240,742</b>

# 2021 Total Revenue by Source

\$6,538,817 (excluding transfers)





# Property Tax Dollar

Bellbrook - Sugarcreek School District  
53.3%

City of Bellbrook  
21.7%

Greene Co. JVS  
4.4%



Based on 2019 Residential Effective Tax Rates

Greene Co. &  
Health District  
17.8%

Park  
District  
2.7%



**Property Tax Distribution**  
**2019-2020**  
**Based on \$100,000 home**

	<b>2019</b>	<b>2020</b>
School District	\$1,300	\$1,301
<b>City of Bellbrook</b>	<b>\$591</b>	<b>\$530</b>
Greene County	\$410	\$409
Joint Vocational School	\$110	\$108
Park District	\$67	\$67
Health District	\$24	\$24
<b>Total</b>	<b>\$2,502</b>	<b>\$2,439</b>
	<b>Difference</b>	<b>(\$63)</b>

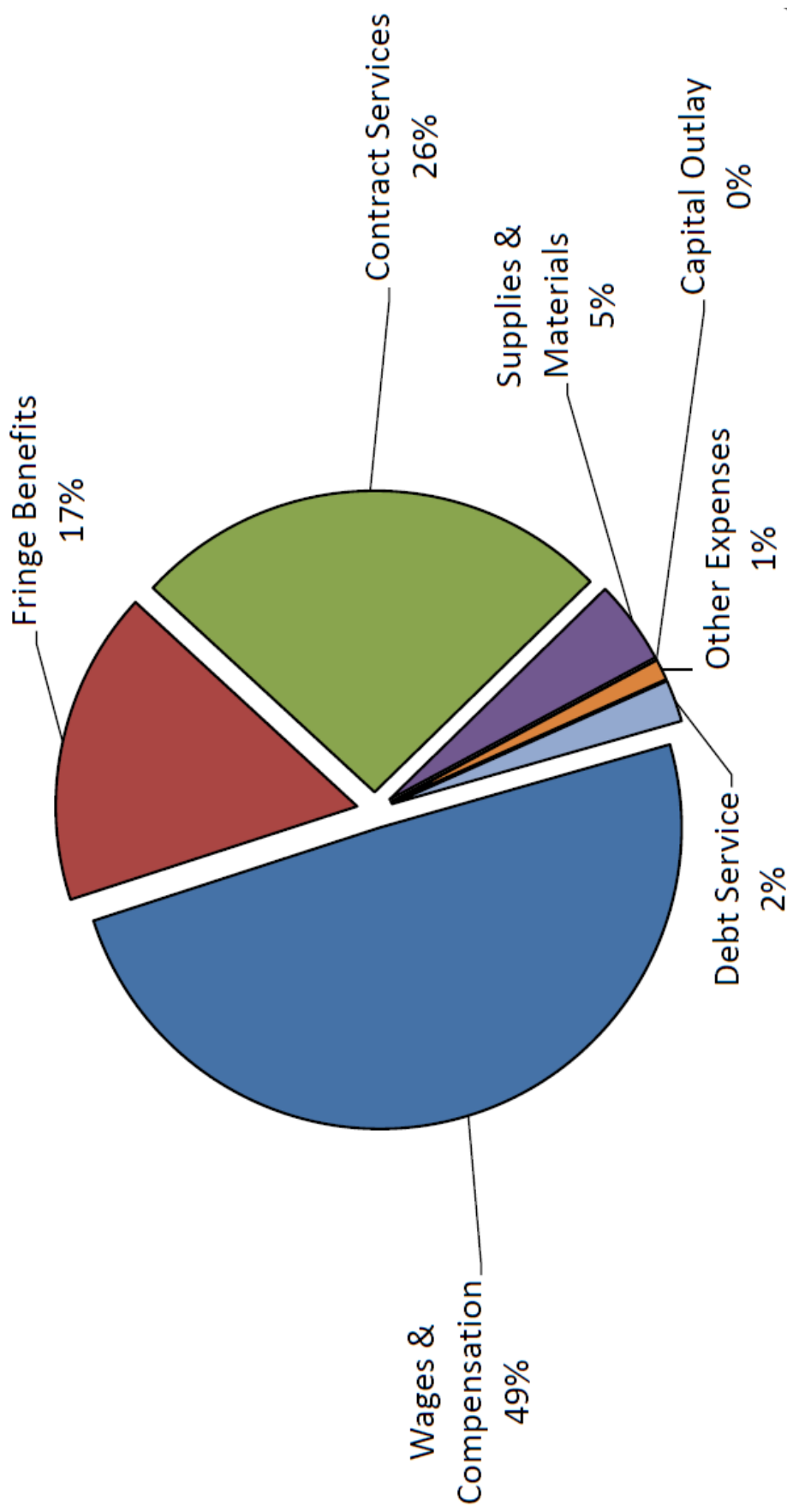


# City Directed Revenue

	2012 Costs	2021 Costs
Property Taxes	\$834	\$875
Water Fees	\$271	\$271
Waste Fees	\$192	\$186
<b>Total</b>	<b>\$1,297</b>	<b>\$1,332</b>
<b>Change from 2012</b>		<b>\$35</b>
<b>Based on a \$150,000 home value with average quarterly water usage</b>		

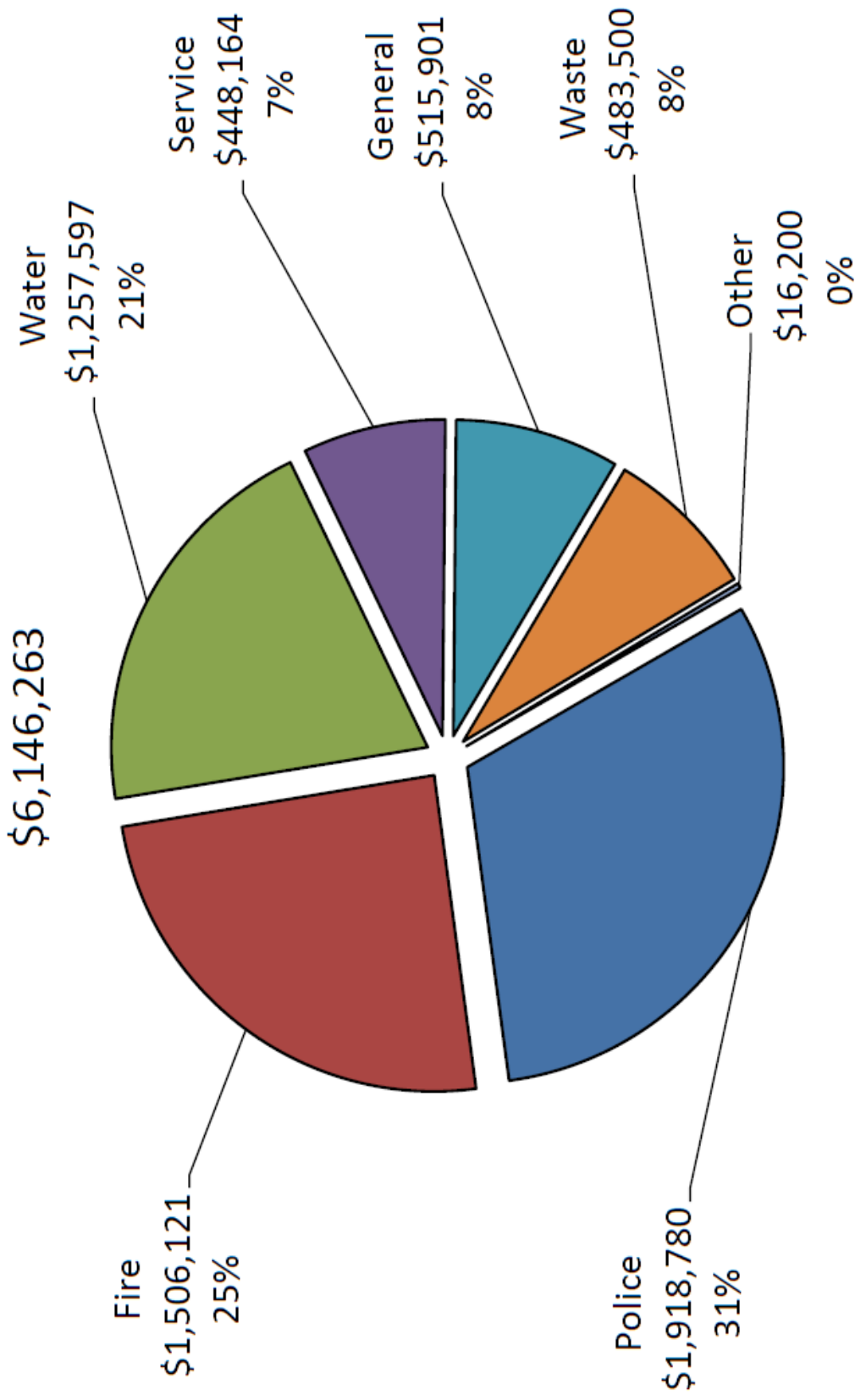
# 2021 Budget Breakdown

\$6,290,084 (excluding transfers)



# 2021 Operating Expenses

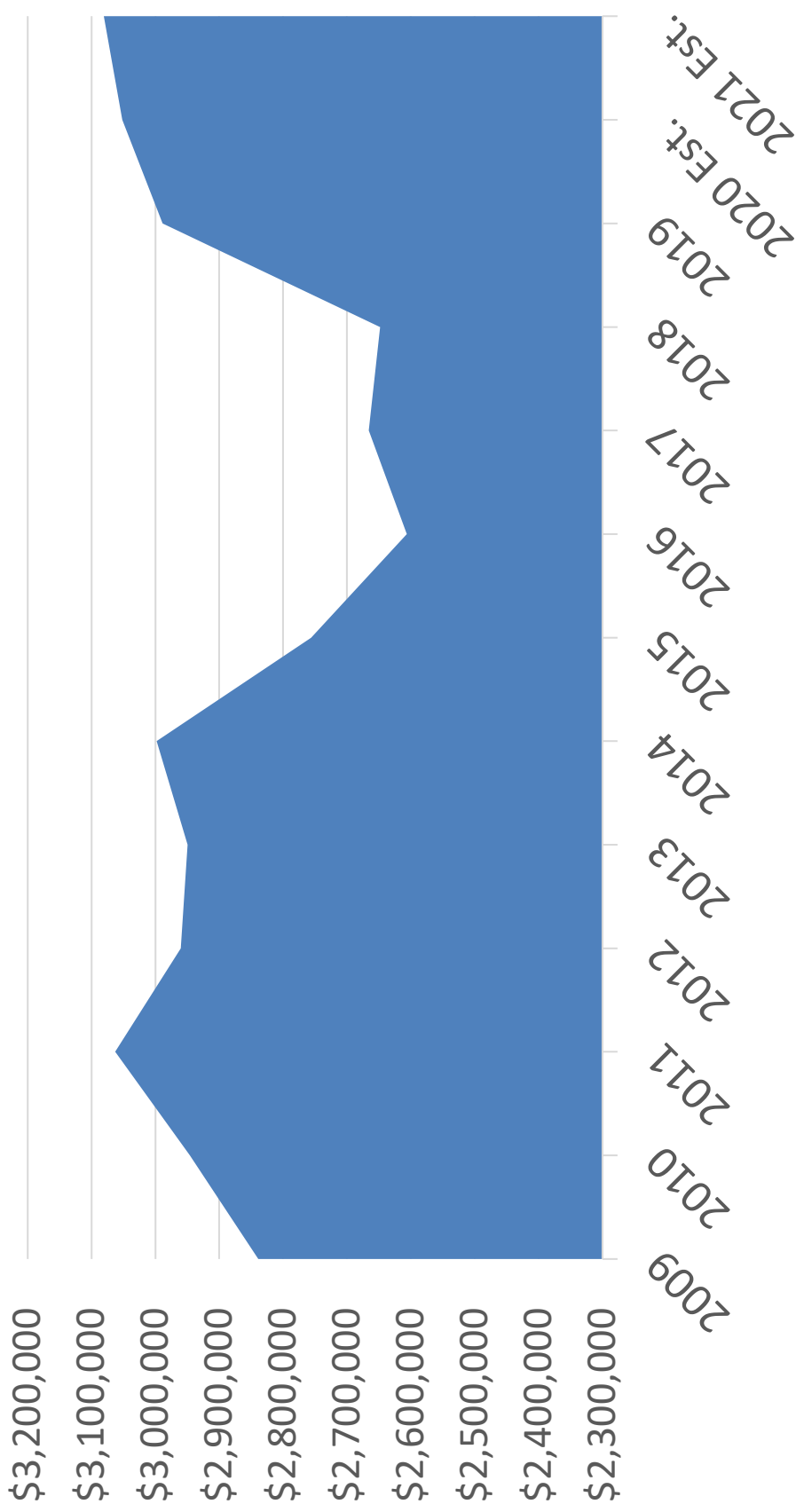
Operating Expenses by Department



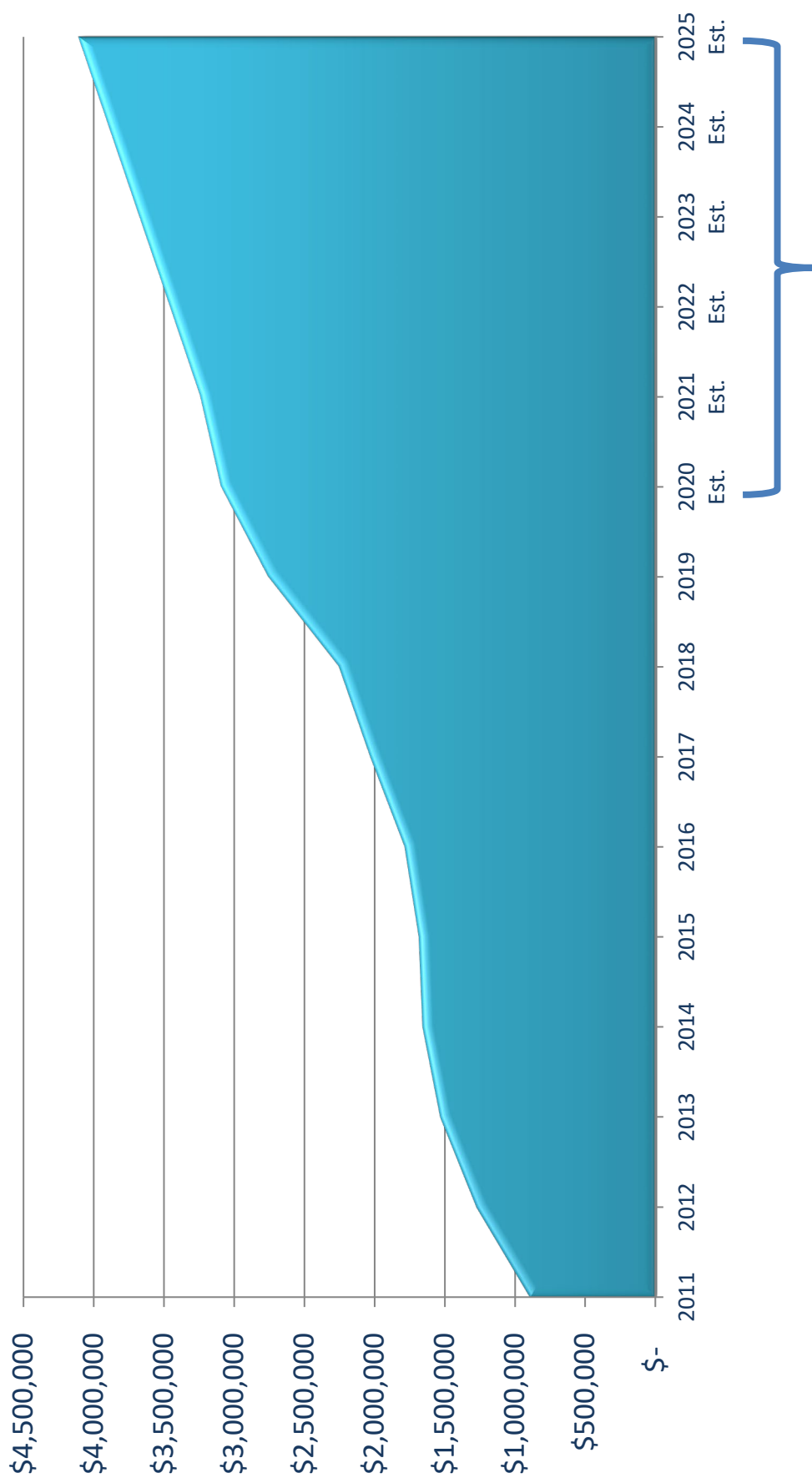


# Year End Fund Balance

(Property Tax Supported Funds)



# Year End Fund Balance (Water Fund)



Forecast



## 2021 Capital Improvement Program

Was not included in the 2021 budget at this point.  
Will be revisited at beginning of the year.



# 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
<b>Total General Fund</b>	<b>\$ 1,297,078</b>	<b>\$ 6,000</b>	<b>\$ 17,500</b>	<b>\$ 23,500</b>	<b>\$ 1,320,578</b>
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
<b>Grand Total - All Funds</b>	<b>\$ 8,358,794</b>	<b>\$ 29,000</b>	<b>\$ 136,000</b>	<b>\$ 165,100</b>	<b>\$ 8,523,894</b>

# 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

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Michael W. Schweller, Mayor

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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		
LEGISLATIVE	\$ 17,500	\$10K legal fees, \$4k prosecution services, \$2k IT, \$1500 Health District fees
COMMUNITY ENVIRONMENT	\$ 6,000	Insurance (previously reduced)
<b>TOTAL GENERAL FUND</b>	<b>\$ 23,500</b>	
<b>SPECIAL REVENUE FUNDS</b>		
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
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 61,100</b>	
<b>ENTERPRISE FUNDS</b>		
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
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 66,000</b>	
<b>AGENCY FUNDS</b>		
PERFORMANCE BOND FUND	\$ 14,500	Increase in bonds to be reimbursed and engineering fees paid
	<b>\$ 14,500</b>	
<b>Total Supplemental Appropriations</b>	<b>\$ 165,100</b>	





# RECORD OF ORDINANCES

Ordinance No. 2020-15

December 14, 2020

## City of Bellbrook

### Ordinance No. 2020-15

#### **An Ordinance Amending Ordinance 2020-14 to Adjust the City of Bellbrook Appropriations for 2020 and Declaring an Emergency.**

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

WHEREAS, additional costs will occur in some line items associated with the Coronavirus Relief Fund redistribution 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:

<b>Fund</b>	<b>2020 Appropriations</b>	<b>Personnel Services Revisions</b>	<b>Other Expenses Revisions</b>	<b>Total Revisions</b>	<b>Amended 2020 Appropriations</b>
General Fund:					
-Legislative	\$ 84,701	\$ -	\$ -	\$ -	\$ 84,701
-Administrative	\$ 1,148,119	\$ -	\$ -	\$ -	\$ 1,148,119
-Library	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
-Museum	\$ 18,821	\$ -	\$ -	\$ -	\$ 18,821
-Comm. Environment	\$ 66,937	\$ -	\$ -	\$ -	\$ 66,937
Total General Fund	\$ 1,320,578	\$ -	\$ -	\$ -	\$ 1,320,578
Police Fund	\$ 1,780,337	\$ -	\$ -	\$ -	\$ 1,780,337
Pol. Pension Fund	\$ 55,540	\$ -	\$ -	\$ -	\$ 55,540
Fire Fund	\$ 1,400,356	\$ -	\$ -	\$ -	\$ 1,400,356
Street Fund	\$ 440,530	\$ -	\$ -	\$ -	\$ 440,530
State Highway Fund	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,000
Motor Vehicle Fund	\$ 73,100	\$ -	\$ -	\$ -	\$ 73,100
Corona. Relief Fund	\$ 445,571	\$ 21,891	\$ 940	\$ 22,831	\$ 468,402
Fuel System Fund	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200
Waste Fund	\$ 486,444	\$ -	\$ -	\$ -	\$ 486,444
Water Fund	\$ 1,532,808	\$ -	\$ -	\$ -	\$ 1,532,808
Capital Imp.Fund	\$ 919,930	\$ -	\$ -	\$ -	\$ 919,930
Perf. Bond Fund	\$ 32,500	\$ -	\$ -	\$ -	\$ 32,500
Grand Total - All Funds	\$ 8,523,894	\$ 21,891	\$ 940	\$ 22,831	\$ 8,546,725

# RECORD OF ORDINANCES

Ordinance No. 2020-15

December 14, 2020

Section 2. This ordinance is presented as an emergency measure in order to ensure proper and timely appropriation of funds within Coronavirus Relief Fund guidelines outlined in House Bill 614 which must be expended prior to December 30, 2020.

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

\_\_\_\_\_  
Pamela Timmons, Clerk of Council

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

# RECORD OF RESOLUTIONS

Resolution No. 2020-CC

December 14, 2020

## City of Bellbrook

### Resolution No. 2020-CC

#### **A Resolution to Adopt the 2020 Greene County Hazard Mitigation Plan for the City of Bellbrook.**

WHEREAS, the City of Bellbrook, Greene County, Ohio is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

WHEREAS, the City of Bellbrook acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

WHEREAS, the 2020 Greene County Hazard Mitigation Plan has been developed by the Greene County Emergency Management Agency in cooperation with other county departments, and officials and citizens of the City of Bellbrook, and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the 2020 Greene County Hazard Mitigation Plan, and

WHEREAS, the 2020 Greene County Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments,

#### **Now, Therefore, The City Of Bellbrook Hereby Resolves That:**

Section 1. The 2020 Greene County Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of City of Bellbrook.

Section 2. The respective officials and agencies identified in the implementation strategy of the 2020 Greene County Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

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

Passed this 14<sup>th</sup> day of December, 2020.

# RECORD OF RESOLUTIONS

Resolution No. 2020-CC

December 14, 2020

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Michael W. Schweller, Mayor

ATTEST:

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Pamela Timmons, Clerk of Council

## **Executive Summary: The Greene County Natural Hazard Mitigation Plan**

As of November 1, 2003, the Stafford Act mandates that a local government must have a mitigation plan on file with the State in order to receive mitigation funding following any declared disaster. In addition, there is a requirement that the plan be reviewed and updated every five years. As such, Greene County Emergency Management Agency contracted with Michael Baker International to conduct the five-year review and update of the Countywide Comprehensive Natural Mitigation Plan.

Michael Baker and Greene County EMA, in coordination with stakeholder groups, conducted a comprehensive, year-long planning process to update and redevelop their hazard mitigation plan to account for new risk data and cater to updated community priorities. Through this process, the County established a group of jurisdictions interested in participating (i.e., Planning Committee), identified hazards of concern, profiled these hazards, estimated risk and potential losses associated with these hazards, developed mitigation goals and actions that address the hazards that impact the area, and developed a strategy for plan implementation, to be executed upon conditional approval of the plan from the Ohio Emergency Management and FEMA.

The plan is comprised of the following sections:

Section 1: Introduction introduces the reader to the Plan and provides context for the information included in the Plan.

Section 2: County Profile analyzes updated the current and future demographics, geography, and climate in the County to inform the mitigation planning process.

Section 3: Planning Process describes the planning process and records participation of various stakeholders in the planning process

Section 4: Hazardous Identification and Risk Assessment analyzes the County and its jurisdictions' risk and vulnerabilities to natural hazards. The purpose of the risk assessment is to evaluate the risks of natural hazards that are anticipated to impact the people, economy, services, housing, infrastructure, and environment of Greene County.

This assessment evaluated severe thunderstorms, extreme temperatures, infestations, tornado, drought, flooding, dam failure, severe winter storms, wildfires, earthquakes, water quality, public health emergency, terrorism, and hazardous materials incident. The new risks added this year are infestation, dam failure, wildfire, water quality, and public health emergency. Key considerations in this analysis were the likelihood that a hazard would occur (probability of occurrence), the anticipated severity (extent) of the hazard, and anticipated impact of the hazard on the community.

Section 5: Mitigation Strategy and Capability Assessment collates the County's capabilities and assesses how these capabilities can support mitigation programs or be improved to support mitigation. Mitigation Strategy describes the County's mitigation strategy, including the Plan's goals for a mitigation program, Countywide mitigation actions, and a road map for how the County will implement the Plan throughout the five-year planning cycle.

Within this section, Mitigation Goals were developed for jurisdictions that included objective and actions.

Section 6: Plan Implementation and Maintenance

With the planning process completed and the plan revised, Greene County EMA requests the Greene County Natural Hazard Mitigation Plan be adopted by the Greene Commissioners, and all of the cities and villages within Greene County. Noting that the townships are not required to adopt the plan, but are included under the County's resolution. Adoption of the plan will ensure jurisdictions are eligible for mitigation funds following any declared disaster.

# RECORD OF RESOLUTIONS

Resolution No. 2020-DD

December 14, 2020

## City of Bellbrook

### Resolution No. 2020-DD

#### A Resolution Authorizing the Transfer of Funds for 2021.

WHEREAS, the City of Bellbrook has adopted its budget for 2021, and

WHEREAS, the 2021 budget will require the transfer of money among various funds, and

WHEREAS, the Ohio Revised Code Section 5705.14 requires transfers of funds to be approved by City Council

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

Section 1. That the transfer of funds be made by the City Manager as follows:

<u>From</u>	<u>To:</u>	<u>Amount</u>
General Fund	Capital Improvement Fund	\$350,000
General Fund	Police Fund	\$150,000
General Fund	Fire Fund	\$50,000
Total Transfers		<u>\$550,000</u>

Section 2. That the fund transfers shown as specific line items are hereby approved from and after the effective date of this resolution and may then be completed as determined by the City Manager.

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

Passed this 14<sup>th</sup> day of December 2020.

\_\_\_\_\_  
Michael W. Schweller, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Timmons, Clerk of Council





**To:** Mayor & City Council  
**From:** Melissa Dodd, City Manager  
**Date:** December 11, 2020  
**Subject:** December 14<sup>th</sup> City Council Meeting

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- **6:00 pm – Executive Session – For the purpose of considering the employment and compensation of a public employee (Clerk of Council)**
- **Mayor’s Announcements and Special Guests** – I wanted to take a moment to publicly put out my appreciation and congratulations for Chief Neidhard. He has been a joy to work with and I wish him well in his well deserved retirement. I am sad that due to the restriction on gatherings that we will not be able to formally celebrate his achievements but hope to do our best to make him feel appreciated.

With that being said, I would also like to extend congratulations to Anthony on his achievement of becoming our next Fire Chief!

- **Ordinances**
  - **Public Hearing 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.
  - **Public Hearing 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.
  - **Public Hearing of Ordinance 2020-15** Ordinance Amending Ordinance 2020-14 to Adjust the 2020 Budget and Declaring an Emergency – This is to account for the last-minute Coronavirus Relief Funds received which need to be spent by December 30 and therefore the emergency declaration as a result.
- **Resolutions**
  - **Resolution 2020-CC** Resolution Adopting the 2020 Greene County Hazard Mitigation Plan for the City of Bellbrook – This is a plan developed by the County which covers the entire county and they are asking each municipality to adopt the plan by way of resolution by the end of the year.
  - **Resolution 2020-DD** Resolution Authorizing the Transfer of Funds for 2021- This is an annual piece of legislation to coincide with the 2021 budget
- **Old Business**
- **New Business**
- **Updates**

- **Fire Chief Process** – Interviews were finalized on December 1<sup>st</sup> and our own Anthony Bizzarro was selected and accepted the position of Fire Chief! I am excited for Anthony to step into a role he has spent his entire career preparing for.
- **Police Department Group 3 Ohio Collaborative Standards Achieved** - The Ohio Collaborative Certification process was established in 2015 to get police agencies, throughout Ohio, standardized on a set of identified policies, practices and procedures. To date, The Bellbrook Police Department has met the criteria of the following standards:
  1. Response to Resistance and Recruitment/Hiring
  2. Community Engagement and Body Worn Cameras
  3. Bias Free Policing and Investigation of Employee Misconduct

The Bellbrook Police Department has started the process of the next standard which covers "Vehicle Pursuits".

The Bellbrook Police Department remains committed to serving our community and performing our mission at the highest level of professionalism and conduct. Meeting these standards, demonstrates our commitment to excellence.

- **Coronavirus Relief Funds Update** –The City received redistributed funds from the County the last week in November. We received an additional \$22k from municipalities in Greene County that did not expend the original funds by the deadline. We had one other network security project we used funds for and are also coordinating with the library to install a wifi hotspot on their building for outdoor use. The library will be responsible for the internet used from the hotspot. The rest will be used toward Police and Fire wages.
- **North West Street Sidewalk Project** – The project has been finalized and looks great! Thank you to Ryan and his staff for working with the contractor to get everything coordinated.