

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
October 12, 2020

Due to the COVID-19 pandemic the October 12, 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 and Architect Tim Bement

WORK SESSION

Mayor Schweller called the work session to order at 6:30 pm.

Tim Bement from App Architecture presented introductory information on a proposal to combine our two fire stations into one building. The fire station on West Franklin would need to be enlarged. Mr. Bement presented a proposed set of plans for what the new station would look like. There was also a cost breakdown of what the project could cost. He showed how the current building could be used as a starting place so as to save some costs. The Council will have another work session November 23 to discuss this proposal.

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

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After polling the members of City Council about the regular meeting minutes of September 28, 2020 Mayor Schweller declared the minutes approved.

MAYOR'S ANNOUNCEMENTS

- Employee Service Recognition

Mayor Schweller explained that due to the pandemic this year's recognitions could not happen in person. He and the rest of Council express their gratitude to the following employees achieving service milestones:

Anthony Bizzarro, Fire Department – 25 years

Beverly Daugherty, Service Department – 20 years

Jon Dalton, Service Department – 5 years

Matt Sanderman, Service Department – 5 years

PUBLIC HEARING OF ORDINANCES – none

INTRODUCTION OF ORDINANCES

Mrs. Middlestetter read **Ordinance 2020-7 An Ordinance Adopting New Section 260 “Guidelines for Members of Boards, Commissions and Committees” to the Bellbrook Municipal Code.**

The City Manager explained that it was discovered that although the Charter called for guidelines by ordinance, no ordinance was ever passed. This ordinance establishes the guidelines including authority by Council overseen by the Community Affairs Committee, expectations, appointment, and procedure for removal of members.

Mrs. Middlestetter made a motion to introduce **Ordinance 2020-7 An Ordinance Adopting New Section 260 “Guidelines for Members of Boards, Commissions and Committees” to the Bellbrook Municipal Code.** Mr. Havens seconded the motion. The Clerk called the roll. Mrs. Middlestetter, yes; Mr. Havens, yes; Mr. Hoke, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

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Dr. Van Veldhuizen read **Ordinance 2020-8 An Ordinance Amending Section 18.20(a) “Permitted Signs (General)” of the Bellbrook Zoning Code.**

The City Manager explained that this ordinance removes the part of the code that placed a time limit for political signs. This limit was found to be unconstitutional.

Dr. Van Veldhuizen made a motion to introduce **Ordinance 2020-8 An Ordinance Amending Section 18.20(a) “Permitted Signs (General)” of the Bellbrook Zoning Code.** Mr. Hoke seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Hoke, yes; Mr. Havens, yes; Mrs. Middlestetter, yes; Mr. Greenwood, yes; Mr. Edwards, yes; Mr. Mayor Schweller, yes. The motion passed 7-0.

Mr. Greenwood read **Ordinance 2020-9 An Ordinance Adopting the Revised City of Bellbrook Personnel Manual.**

The City Manager explained that the majority of the changes were due to combining the Personnel Manual and the Administrative Policies. The other notable changes were aligning parental leave with the policies approved by the bargaining units. Mrs. Dodd explained that one change was particularly critical due to the COVID-19 pandemic. No award of personal days is given as a reward for not using sick days. We do not want to encourage employees to come to work when they are possibly ill.

Mr. Hoke added that his work on similar policies leads him to suggest a few wording changes. He will collaborate with Mrs. Dodd to incorporate them.

Mr. Greenwood made a motion to introduce **Ordinance 2020-9 An Ordinance Adopting the Revised City of Bellbrook Personnel Manual as amended.** Mr. Edwards seconded the motion. The Clerk called the roll. Mr. Greenwood, yes; Mr. Edwards, 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 2020-10 An Ordinance Amending Ordinance 2020-5 to Adjust the City of Bellbrook Appropriations for 2020 and Declaring an Emergency.**

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The City Manager explained that this amendment is due to additional CARES Act money that the City is receiving. This is the third such distribution and the date for encumbering the funds has been extended to November 20.

Mr. Havens made a motion to introduce **Ordinance 2020-10 An Ordinance Amending Ordinance 2020-5 to Adjust the City of Bellbrook Appropriations for 2020 and Declaring an Emergency.** Dr. Van Veldhuizen seconded the motion. The Clerk called the roll. Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Hoke, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

RESOLUTIONS

Mr. Edwards read Resolution **2020-Z A Resolution Ensuring Equity, Diversity and Inclusion in all City of Bellbrook Staff, Council and Board Actions.** He explained that following incidents occurring over the summer he felt it was important for the City Council reiterate our stand for equity, diversity, and inclusion.

Mr. Hoke thanked our Police Department for supporting the events in our city. He encourages residents to reach out to Council members with any questions or comments.

Mr. Greenwood added that Miami Valley Regional Planning Commission worked together to pass a similar legislation. He explained that he learned about the many ways systemic racism can be embedded as normal practice and these need to be identified and corrected.

Mr. Edwards made a motion to adopt **Resolution 2020-Z A Resolution Ensuring Equity, Diversity and Inclusion in all City of Bellbrook Staff, Council and Board Actions.** 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. Hoke read **Resolution 2020-AA A Resolution Recognizing October 18th-24th as Stormwater Awareness Week.**

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The City Manager explained that this resolution comes from a request from former Ohio first lady Hope Taft. As Bellbrook lies low along several creeks and rivers, this is a critical topic for our city.

Mr. Hoke made a motion to adopt **Resolution 2020-AA A Resolution Recognizing October 18th-24th as Stormwater Awareness Week**. Mr. Edwards seconded the motion. The Clerk called the roll. Mr. Hoke, yes; Mr. Edwards, yes; Mr. Havens, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

CITY MANAGER REPORT

The City Manager reported the N. Belleview Drive culvert project is almost complete. Paving is happening this week.

Mrs. Dodd said that the Dayton Daily News reported on the Electric Vehicle Charging Station Grant. She was surprised that so few municipalities were applying and hopes that means Bellbrook has a good chance to receive them.

Mrs. Dodd explained that the Fire Chief Search and Hiring Timeline has been determined. The opening was posted today, and resumes will be accepted through October 23. Council will be included in final interviews. In a third round of CARES Funds the city will be receiving \$264,647.00. The Mayor read what some other cities were using the money for and recommends that Bellbrook look into some of these ideas. Mrs. Dodd included a list of projects that have already been identified.

The City Manager informed Council that the 2021 budget discussions will be scheduled for two work sessions with ordinance presentations for planning purposes:

October 26 – 6pm Work Session with Council – Administration and Service Departments

November 9 – 6pm Work Session with Council – Police, Fire and Capital

November 23 – Introduction of Budget Ordinance

December 14 - Public Hearing of Budget Ordinance

OLD BUSINESS - none

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NEW BUSINESS - none

COMMITTEE REPORTS

Service – Mr. Greenwood reported that businesses that had to be closed due to the pandemic need to be aware of the danger of legionnaires disease that can grow in water that has been sitting in pipes. When reopening, all taps should be run thoroughly, and water should be run down traps.

Safety – none

Finance – Mr. Edwards is preparing for the budget work sessions to come on October 26 and November 9.

Community Affairs – none

CLERK'S REPORT

Mrs. Timmons announced that future items include two budget work sessions. Legislation coming soon from the Planning Board includes an update to the Sign regulations and Article 14.

COMMENTS

Mr. Greenwood thanked the employees who had reached service milestones.

Mr. Havens said he met with the Lion's Club about ideas that can be implemented due to the pandemic. He is also impressed by all of the new things going on at the new Community Support Center. Mr. Havens encourages residents to be aware of their effects on stormwater by not dumping motor oil and lawn chemicals onto the ground.

Mr. Hoke thanked Alaina Fitzner for finding a safe way to take his official pictures. He also congratulated the Bellbrook High School football team on a great season and wishes them well at the playoffs. He thanks all the volunteers who make all the sports possible.

Mrs. Middlestetter, Dr. Van Veldhuizen, and Mr. Edwards congratulated the longevity of our employees.

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Mayor Schweller shared that he toured the new Greene County Career Center and was very impressed. He asked if we could have a representative give Council a presentation.

PUBLIC COMMENT

Meredith Brinegar, 2221 Ivy Crest stated that she is active with the Sugarcreek Cares group and is concerned with racism in our society. They approve of the Resolution that Council passed this evening. She hopes that it prompts ongoing action.

Denise Moore, echoed the thanks and thoughts of Mrs. Brinegar. She also thanked the City Manager and Mr. Greenwood for attending a meeting with the Sugarcreek Cares group.

ADJOURN

Being no further business to come before the Bellbrook City Council, Mayor Schweller declared the regular meeting adjourned at 8:25 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council