

**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 22<sup>nd</sup> 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 20<sup>th</sup> 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 6<sup>th</sup> 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