

BELLBROOK CITY COUNCIL AGENDA

March 8, 2021



City of Bellbrook
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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 YouTube channel (Bellbrook City Hall).

Should any member of the public wish to speak they may do so by logging in to Zoom 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 3/8/2021.

7:00 pm-Regular Meeting

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the minutes of the February 22 work session and regular meeting
5. Mayor's Announcements and Special Guest
 - Fire Department Annual Report (**Bizzarro**)
6. Public Hearing of Ordinances
 - **Ordinance 2021-3** An Ordinance Amending Ordinance 2020-13 to Adjust the City of Bellbrook Appropriations for 2021 (**Havens**)
7. Introduction of Ordinances
8. Resolutions
 - **Resolution 2021-H** A Resolution Authorizing the City Manager to Enter into an Agreement with the Ohio Department of Transportation for the Installation of a Traffic Signal (**Greenwood**)
9. Old Business
 - 2021 City Goals Update (**Dodd**)
 - Community Improvement Corporation Follow Up (**Dodd**)
10. New Business
 - Motion to proceed with Electric Vehicle Charging Grant through the Ohio EPA (**Dodd**)
 - General Fund Levy Renewal – Ballot Date Selection (**Edwards**)
11. City Manager Report
12. Committee Reports
 - A. Service

- B. Safety
 - Recommendation of expenditure for sidewalk/crosswalk engineering and Little Sugarcreek borings
- C. Finance/Audit
- D. Community Affairs
 - Recommendation of Board reappointments of Mitchell Thompson, Tim Tuttle, and Mary Graves
 - Village Review Board opening
- 13. Clerk's Update
- 14. Open Discussion
- 15. Public Comment
- 16. **Adjournment**

Zoom Meeting Information:

Webinar ID: 876 1268 4595

Password: 996594

Future Agenda Items

- March 22nd
 - 5:30 pm – 6:30pm Joint Meeting with Township, Parks District and School District
 - Planning and Zoning Annual Report

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Regular Meeting
February 22, 2021

Due to the COVID-19 pandemic the February 22, 2021 City Council Meeting was conducted using Zoom's remote webinar platform.

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

ALSO PRESENT: City Manager Melissa Dodd, Police Chief Doug Doherty

WORK SESSION – Community Improvement Corporation (CIC)

Mayor Schweller called the work session to order at 6:00 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.

The City Manager began by pointing out that the agenda packet included a condensed version of the Municipal Attorney's CIC presentation as a reference.

Mayor Schweller asked if there was information about the costs to set up a CIC through our legal service. He added that he believed it was relatively inexpensive to set up a corporation and apply for a tax exempted 501C3. Mrs. Dodd answered that she did not know the specific legal cost involved.

Mrs. Dodd explained the research she had collected on CICs in the area including Yellow Springs, Xenia, Greene County, and Fairborn. There is information available on the auditor's website. An item of note is that the Yellow Springs CIC is a collaboration with Miami Township and their school district. They also have representation from other key players in the community like Antioch College, the Chamber of Commerce, and the Yellow Springs Community Foundation. Since the CICs of Yellow Springs and Xenia

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are new there is less information available. She provided information on the founding of the CICs, their make-up, and notable projects. Links to local news articles about the different CICs was included. There are several articles about the Yellow Springs fire station project which is what sparked the creation of their CIC. The township owned a fire station and then passed a levy to pay for a new station. Once the old station was vacated the CIC was formed to facilitate the sale. The Fairborn and Greene County CICs have been around for a long time. Mrs. Dodd explained how she acquired the information that she thought would be useful for this discussion. She also obtained the legislation from Xenia and Yellow Springs that illustrates how to form the CIC. The City would designate the CIC as the economic development arm by way of a resolution. Then a second resolution contains the articles of incorporation. Through the research the City Manager has made contact with the key people in these other municipalities and can obtain any additional information Council would like to see.

The Fairborn CIC is very active, and the city allots approximately \$250,000 to it each year. Some of that money comes from some of their cell tower revenue. The Xenia CIC's purpose is related to the Xenia Town Square Development that has been tied up in a years-long legal battle. This entity ended up taking out \$3.3 million worth of bonds to buy it.

An issue to be aware of is that due to the county having a CIC, it will be a political maneuver to be navigated if we want to move forward. Xenia was very careful in addressing that issue when they formed their CIC stating in the resolution that it is set apart in the purpose and handling of the transactions. Greene County sees their CIC as something that serves the entire county, and they want to provide that vehicle. Mrs. Dodd did review their articles of incorporation which states that if they take on any project within your municipality you must have representation on that board. Bellbrook does not currently have representation on their board, but we would get representation if we gave them a project in the city.

Mr. Havens informed everyone a couple of weeks ago he asked a County Commissioner if there was some level of concern at the County level with Bellbrook creating a CIC. His answer boiled down to his desire that it should not be called a "CIC". He recommended calling it the Bellbrook Improvement Corporation or Bellbrook Economic Development Corporation which would satisfy the County's concern. He asked if Mrs. Dodd was told the same thing. Mrs. Dodd answered that the name is something they are sensitive about, that is not the only issue. Looking at Xenia's resolution you can see they made a

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concerted effort to differentiate what they are doing from what the County does. Mr. Havens added that the Commissioner indicated that Bellbrook should follow Yellow Springs' lead.

Mayor Schweller added that there is valuable information on CICs in chapter 80 of the Ohio County Commissioner Handbook. It explains industrial revenue bonds as something CICs can do. This is what Xenia is doing. They state there is no taxpayer money being used but the Mayor thinks that the City of Xenia is probably the guarantor of those bonds.

Mr. Havens stated that what he understands from the attorney's presentation and other reading is that a CIC is its own entity. It can take loans out and purchase land. His assumption is that if they did a bond, the City would not have to guarantee it. Mr. Edwards wondered who would invest in a bond like that, adding that maybe there is a market for it. Mayor Schweller said he believed someone was behind it otherwise the bond rating will be so incredibly poor that the interest rate would be more like a junk bond. The City Manager responded that she assumes Xenia took out bonds to purchase land to transfer to the CIC, but this was just started in January.

Mr. Havens said he believes one of the biggest benefits will be allow companies to pitch their ideas for different businesses in our downtown under a non-disclosure agreement with the CIC which they can not do with the City presently because that would be public information. He gave the example of the fire department building in Yellow Springs that was opened up for bidding. Several businesses put together business plans without having to let their private business ideas become public.

Mr. Edwards said he needs to study this issue since Bellbrook does not have any properties that fit that description. Council has talked speculatively that there could be property for sale in the future. He would like to know about the plan for a CIC before discussing how it would be funded. Mr. Havens said the properties that come to his mind are the downtown fire station, sign shop, service building, and salt barn. He added that those are prime business properties. Mr. Edwards countered that all of the properties are currently occupied, and he would be reluctant to have the departments in those buildings under someone else's control. Mr. Havens stated that we would have control. Mr. Edwards answered that from looking at the makeup of some of the other city's boards, they are not made up of city employees. There are residents on these boards. For example, if the board was made up of five people only two would be from the City or Council. Mr. Havens said Council can detail how the CIC has to

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operate. He added that of the four properties he outlined there would be \$2, \$3, or maybe \$4 million in value that would generate plenty of funds to rebuild the Service Department building elsewhere.

Mr. Hoke explained that the CICs have not been established as charities since the 1960s. They are created with a financial return in mind that we should scrutinize. He asked if the reservation about establishing the CIC is because it could possibly consume taxpayer dollars. He pointed out that there would be a return on the investment and increased revenue for the City.

Mr. Edwards opined that long term he could see a return but believes there is no way those properties would bring in \$4 million. There would be a cost to the City and the taxpayers. Until there is a better plan including taxpayer approval for the Service and Fire Department buildings, we could do the paperwork but why?

Mr. Havens said we could design the CIC to do the economic development that the City can not do. Centerville has a Marketing Department and staff that Bellbrook does not have. We can set the parameters. Council can say a business can have the property in the event that they build the new spaces. CICs have the ability to lease property and enter into real estate agreements. An example would be to set a lease for three or four businesses to occupy the existing buildings. This would generate enough revenue to make the payment on another building that they could then execute for us. We could get some smart people in here that know economic development, business finance, major real estate deals, marketing, public relations, and other skills. We do not have to do it ourselves. The CIC would be another arm similar to the Planning Board and the Village Review Board. We do not have to settle for businesses that could potentially purchase those properties by being the highest bidder. Sooner or later the City will be moving the departments out of their existing spaces. He pointed out that the salt would be easy to move and put under a tent-like structure.

Mr. Greenwood said it could be beneficial to set up the legislation to be ready. He pointed out that the proposal Council heard about the consolidated fire station explained the thinking behind eliminating the downtown station. He agrees that if you put the building the downtown fire station is currently in on the market, we would not make much money. He also worries that if you list that building with a real estate agent anyone could purchase it and store junk in it. He told of how Mr. Chappelle bought the Yellow Springs fire station providing a better profit than a normal listing.

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Mayor Schweller added that the Township is provided a guarantee of \$320,000 from a sale. If that works out it is good.

Mayor Schweller asked how Council felt the initial funding could be gathered. He asked if it would be through fundraising. If so, it would be a benefit to start up a 501C3 where individuals could donate and deduct the charitable donation. Mrs. Middlestetter remembers Mr. McHugh answering the funding question that it would come from the City, which means the taxpayers. She asked if someone could explain other options because she would not be in favor of using property tax dollars to support a CIC.

Mr. Hoke stated that a conservative approach could be taken. The intent is that it is not spending taxpayer money, it is investing it. He added that Council could look at the case studies to determine their return on investment. He said he would not dismiss it just because we need to put dollars into it because that is short-sighted. Mr. Edwards asked what the return is. Mr. Hoke advised him not to be dismissive automatically. He pointed to the returns Xenia, Beavercreek, and Yellow Springs are getting.

Mr. Edwards said he understands why those cities are doing it and it is not because they do not like the look of their downtown or want to make it prettier. They are doing it because, like Beavercreek who also does not have an income tax, there is a lot of undeveloped land for potential housing developments. What would Bellbrook get out of it except possibly some nice, new businesses that do not provide anything to the City monetarily but do provide aesthetics and something for our citizens to frequent.

Mr. Hoke stated that every resident he talks to asks what City Council can do to revitalize downtown as the number one issue. This could be our response to what those residents are asking for. Mrs.

Middlestetter asked him to explain what he means by “revitalize downtown”. Mr. Hoke said we need something that would cause people to come downtown. How can we ask for a levy if there is a crisis? He believes if we had a decent downtown that people identified as their community it might be easier to get them to buy in. He added that if the downtown is allowed to stay as it is the decay will continue.

Mrs. Middlestetter asked what kind of business they want to attract besides a brewery or restaurant. In her opinion the types of businesses that could afford what we are talking about are engineering and technical companies but those are not the kinds of businesses that draw people downtown. We also need the entertainment businesses, but she wonders when people say they want to see our downtown revitalized what he envisions. Mr. Hoke pointed to other nearby cities that are revitalizing like Loveland, Milford, Spring Valley, or Xenia. Mr. Edwards agrees that it is a good idea, but the execution is very

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important. Of course, people will say they would like to have more businesses downtown, but if we ask if they would be willing to pay \$1,000 more a year in property taxes to build a new firehouse, he believes they would say no. Mr. Havens said that is not what is being discussed because we are not asking for any money, we are asking to establish a CIC. Mr. Edwards commented that they are skewing the issue by saying that the land is worth \$4 million when it is not. Mr. Havens recommended having those buildings appraised and look at where we could build those buildings outside of downtown. He added that Bellbrook has great demographics and as for what is in it for the City as far as revenue, a brewery uses an enormous amount of water from which the City receives revenues. He pointed to Yellow Springs that started their CIC with \$12,000 and he offered go find the money if that is the stipulation. He recounted a conversation with a County Commissioner who said they were sitting on millions of dollars that they are looking to spend. Mr. Havens believes they are likely to throw money at us to get it started. Mr. Havens also spoke to other business options such as non-traditional bowling centers called candlestick and duck pin bowling. There are six of these in Cincinnati.

Mrs. Middlestetter asked if we are under the Greene County CIC why we couldn't we become a part of their CIC and not have to set up our own? Mr. Havens responded that the Commissioner asked him that question. His answer was that Council represents our residents and he believes it would not be wise of us to bring in people from the County to make decisions for our City. That is why he recommended calling it the Bellbrook Development Corporation. Mayor Schweller added that in Xenia's case they have representation on the Board of Commissioners plus six at-large members, so it is not just the County Commissioners.

The Mayor relayed his experience as a downtown business owner from 1986 through the 1991 and he struggled due to the fact that Bellbrook is not a through-town it is more of a destination. Several years ago, there were a couple of business looking develop or locate in Bellbrook and he asked the City Manager to try to find that information. Mr. Hoke stated that it is different now as people no longer want to go to a mall. Mayor Schweller added that we need to ensure we treat our existing businesses fairly.

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Mr. Havens stated that conditions have changed in the last decade. The average home income in Bellbrook/Sugarcreek Township at \$119,000 now exceeds that of Oakwood at \$103,000 making Bellbrook very attractive.

The Mayor pointed to the time and asked Council if they would like to pick up the conversation at another time or if they thought a vote should be taken. Mrs. Middlestetter stated she wants to know more before voting either way. The City Manager interjected that the Finance Committee has been tasked with reviewing this topic and they have not had a chance to meet yet. The Finance Committee is Mr. Edwards, Mr. Havens, and Dr. Van Veldhuizen. Mayor Schweller wants Council to come to a unanimous decision one way or the other.

Mr. Edwards made a motion to adjourn the work session and Mrs. Middlestetter seconded. All were in favor and the motion passed.

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

The Mayor asked if anyone had any changes to the minutes of the January 18 work. The Clerk reported a change which was an addition to the Mayor's introduction "The Mayor responded to questions about the purpose of the work session by clarifying that the goals being set were for Council concerning the City." Seeing no other corrections, the Mayor declared the minutes approved.

The Mayor asked if anyone had any changes to the minutes of the January 25. The Clerk reported a clarification identified by Mrs. Middlestetter. The wording was changed to clarify that the Garden Club

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did not donate the downtown pots and evergreens. Seeing no other corrections, the Mayor declared the minutes approved.

Mayor Schweller asked if anyone had any comments or corrections to the minutes of February 8. Hearing none he declared the minutes approved.

MAYOR'S ANNOUNCEMENTS

- Police Department Annual Report

Police Chief Doug Doherty presented the report. He started by saying how 2020 was year like no other but he was really proud of how the Department and the City responded. The first item is Administrative Objectives. They have continued their work with the Office of Criminal Justice Service which sets standards through the Attorney General's office and continued to meet the new requirements every year. Due to COVID-19 patrol tactics were modified to minimize contact with the citizens while still maintain a police presence that would provide safety and security to everyone. There were two members who contracted COVID-19 and two that had to take time off as caregivers. The normal community events were all cancelled so they interacted more with social media.

Patrol Objectives had to be modified and included new safety protocols involving taking temperatures and new cleaning procedures. The Department plans to add an additional bike patrol officer in 2021. There is no state mandated continuing education standard for 2021. However, BPD will strive to match the previous year's training hours. A gunshot training will be taking place soon. Also, the Department uses Lexipol which is online training including a daily bulletin that all officers complete.

The effects of the pandemic are clearly seen in the Traffic Enforcement numbers which are dramatically down from years past. Crime Statistics show an increase in felony filings from three in 2019 to seven in 2020. Other areas were down such as vandalism and domestic crime. Criminal damaging was up due in large part to the volatile election year.

The Department firmly believes in the benefits of the Ohio Collaborative Community Police Advisory Board (OCLEAC). The BPD meets or exceed the following OCLEAC standards:

- Safe Policing for Safe Communities
- Use of Force

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- Recruitment and Hiring
- Community Engagement
- Body Worn Camera Systems
- Bias-Free Policing
- Investigation of Employee Misconduct

In 2021 policies will be submitted for Vehicular Pursuit Procedures and Crowd/Riot Control and Response to demonstrations. The Department follow the county-wide pursuit policy. Beginning mid-year 2020, BPD began tracking race statistics to meet the standard for Bias-Based Policing and Traffic Stop Data.

Bellbrook officers used force two times last year. The use of a taser and a firearm were for the same incident involving a charging dog. The incident was found to be justified.

Two new employees have been hired including Part-Time Officer Kevin Long and Administrative Assistant Christine Florea.

Mayor Schweller thanked the Chief for his report and asked for some more information on Lexapol. Chief Doherty explained that it is a policy and training software program that provides updates on policies and training bulletins. Officers are responsible for logging in to the program every day at the start of their shift to read the daily "Bulletin".

Mr. Greenwood asked if there is something BPD is doing that has attributed to the good racial interaction data. Chief Doherty explained this last summer was cause for attention to be paid to police practices around the country and how they can prevent racial issues from becoming dangerous. He believes that you should always treat people the way you want to be treated. That can be seen in his hiring practices that reflect the value system and character he tries to personify.

Mr. Havens commended the Chief on the department's social media especially the snowblower training they posted. The Chief said there were 2,500 views of that post.

Mr. Hoke thanked the Chief and asked how the drug related crimes that peaked in 2017 with 68 and goes down to 9 in 2020. Chief replied that it wasn't anything the department has done. They work with the Xenia task force.

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The City Manager added that the full annual report is on the Police Department's website with much more detail.

PUBLIC HEARING OF ORDINANCES - none

INTRODUCTION OF ORDINANCES

Mr. Havens read **Ordinance 2021-3 An Ordinance Amending Ordinance 2020-13 to Adjust the City of Bellbrook Appropriations for 2021.**

The City Manager explained that the changes were the result of the capital improvement budget discussed at the February 8, 2021 City Council work session. A spreadsheet detailing the changes was included in the packet.

Mr. Havens made a motion to introduce Ordinance 2021-3 An Ordinance Amending Ordinance 2020-13 to Adjust the City of Bellbrook Appropriations for 2021. Mr. Edwards seconded the motion. The Clerk called the roll. Mr. Havens, yes; Mr. Edwards, yes; Mr. Hoke, yes; Dr. Van Veldhuizen, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mayor Schweller, yes. The motion passed 7-0.

RESOLUTIONS

Dr. Van Veldhuizen read **Resolution 2021-E A Resolution Authorizing the City Manager to Enter into an Agreement with the Sable Ridge Owner's Association for Gate Maintenance.**

The City Manager explained that the resolution had been tabled at the previous meeting to allow for two questions to be answered. The City Attorney sent his replies. The first concern was the liability in terms of the gate slowing down a City employee needing to get through the gate. The attorney responded that although it is not impossible for someone to file a lawsuit, but the City should be immune from that type of lawsuit. There are some exceptions to sovereign immunity, but he does not believe those would apply. The other concern was about the liability insurance and it was determined that the amount required is sufficient.

Mr. Glenn Costie, representative from the Sable Ridge HOA, thanked Council and he appreciates the support in clarifying the maintenance question.

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Dr. Van Veldhuizen made a motion to adopt **Resolution 2021-E A Resolution Authorizing the City Manager to Enter into an Agreement with the Sable Ridge Owner's Association for Gate Maintenance.**

Mr. Hoke seconded the motion. The Clerk called the roll. Dr. Van Veldhuizen, yes; Mr. Hoke, yes; Mr. Havens, yes; Mr. Greenwood, yes; Mrs. Middlestetter, yes; Mr. Edwards, yes; Mayor Schweller, yes. The motion passed 7-0.

Mr. Edwards read **Resolution 2021-G A Resolution Authorizing Michael W. Schweller, Mayor of the City of Bellbrook, to Enter into an Amended Employment Agreement with Melissa J. Dodd, City Manager/Finance Director.** He explained that this resolution reflects the updates that Council directed following the City Manager's annual performance review.

Mr. Edwards made a motion to adopt **Resolution 2021-G A Resolution Authorizing Michael W. Schweller, Mayor of the City of Bellbrook, to Enter into an Amended Employment Agreement with Melissa J. Dodd, City Manager/Finance Director.** Mrs. Middlestetter seconded the motion. 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.

OLD BUSINESS – Composition of future minutes

The Clerk provided a definition, Ohio law, Sunshine law, and Ohio Municipal Clerks Association (OMCA) best practices concerning minutes. She explained that there had been discussion concerning the level of detail included in the meeting minutes. Staff uses the minutes on a regular basis to research issues and upcoming legislation. Her recommendation is to continue with the current procedure. Mrs. Dodd added that minutes are used often including researching the history of the Sable Ridge gate.

Mr. Edwards said he believes the minutes are fine but believes some clarification is needed since it has been brought up. He believes there was a question of corrections to the minutes concerning context and intent of the speaker. If I review the minutes and do not feel my intent was clearly portrayed, I can say so at the next meeting. That clarification becomes part of the record of the new meeting. There should not be revisions to the previous minutes unless it is clearly a mistake or grammatical error.

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Mrs. Middlestetter and Mr. Greenwood agree that they like the minutes as the Clerk has been preparing them.

Mr. Havens added that the particular meeting in question contained many personal opinions and sometimes paraphrasing does not catch the same meaning. Since the minutes are a permanent record he stated that accuracy is very important to him. The times are changing and people are keying in on every word that is said or agreed to. He asked the City Manager specifically about her research of the minutes pertaining to the Sable Ridge gate and if those meetings were recorded or videotaped. Mrs. Dodd answered that she probably could have tried to watch the cable recording or the audio recording but that would have been very difficult and time consuming. It is much more effective to search the agendas to determine which meetings were involved. Then search those meeting minutes and find the precise conversations needed. Mrs. Timmons added that only Council meetings are video recorded. Board meetings are only recorded on audio. This has changed temporarily due to the pandemic when the meetings started taking place via Zoom and livestreamed on YouTube. Mr. Havens pointed to that fact and the unlikely possibility of the recordings being lost as the reason for the importance of the accuracy of the minutes since that is the record that will last and be used in the future. Mrs. Timmons agreed as even though the audio and video recordings are kept forever, the technology has changed it would be difficult to go back to review the older formats.

The Clerk added that she relies on Council to carefully review the minutes and identify any mistakes. Mrs. Dodd also added that sometimes people give wrong information and that is still out there on the recordings forever. If there is an error and no one points it out it will remain whether the speaker knew the information was wrong or not.

NEW BUSINESS - none

CITY MANAGER REPORT

Mrs. Dodd thanked Police Chief Doherty for the great work they do every day.

- The Police Department annual report presentation was a part of the complete report that is available on the website.

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- So far in 2021 the Service Department has used 491 tons of salt. The schools who also get their salt from the City used 104 tons for a total of 595 tons. The City currently has 250 tons in stock with another 300 tons ordered on February 18 to be received in a few weeks.
- The Quarterly Community Leaders meeting has been scheduled for Monday, March 22 from 5:30 to 6:30 PM via Zoom. All three of the Township Trustees will be attending. Mrs. Dodd was not sure how many from the schools or the parks are planning to attend. In the past, three or fewer Council members participated so it was not considered a public meeting of Council. The Mayor asked if Council Members wished to attend. Several did reply affirmatively. As this will be an official meeting of Council, the Mayor asked if the Clerk could be in attendance to take minutes. The Clerk responded that she would attend.
- An RFP for streetscape design was posted last week. Responses are due by March 19. The document is on the City's homepage.
- The City Manager reported working to set up a meeting for each of the Council Committees in the next couple weeks to begin work on their respective 2021 Goals.

Mr. Havens asked the City Manager what was meant by the high-level goals update. Mrs. Dodd clarified that at the Goal Setting work session Council had requested to receive an update several times a year with the first one in March.

Mr. Havens asked if the schools used roughly 20% of the amount of salt the City did. The City Manager said those were the numbers provided by the Service Director. Mr. Greenwood added that we have had 27 inches of snow this winter.

COMMITTEE REPORTS

Service – Mr. Greenwood informed the residents should let the Service Department know about any potholes in the streets or ponding around the drain basins. They are starting to make repairs.

Safety – Mr. Hoke again warned residents to be on the lookout for fraudulent unemployment claims. He and his family send their thanks to the Fire Department who came out when his wife smelled gas. They found the leak and coordinated with Vectren to get it fixed.

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Finance – Mr. Edwards had one note that the Finance Committee would be meeting next week to review information on the CIC.

Community Affairs – Mrs. Middlestetter saw that Greene County Sherriff’s Department was reporting that there is a phone scam going on by people saying there is a warrant out for your appearance. They ask you to call in with personal information. The Sheriff’s office never makes calls like this.

CLERK’S REPORT

Mrs. Timmons announced that the March 8 meeting will include the Fire Department annual report.

COMMENTS

Mr. Greenwood mentioned the sign upon entering Bellbrook saying “Small Town Friendly” and this definitely applies to Chief Doherty and our Police Department. He relayed the story of a resident who had grown up here and recently moved back who said there is still a lot of nice people in Bellbrook. He was also referring to City staff.

Mr. Havens thanked Chief Doherty for his presentation and shows what they are doing and how it matters to the community. He appreciates all the department does and the extra effort. He added that the Lion’s Club has welcomed the Police Chief and Fire Chief to their next meeting where they can share with the members any donation needs those departments might have.

Mr. Hoke – none

Mrs. Middlestetter - none

Dr. Van Veldhuizen echoed the thanks to Chief Doherty. He also thanked the road crew as he lives at the top of Hillrise and appreciates their attention to trouble spots like his road.

Mr. Edwards agreed that the Mr. Pasley and the Service Department do an exemplary job keeping our roads clear. Of the four communities he had to travel through Bellbrook was definitely the best maintained.

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Mayor Schweller echoed the thanks to the Service Department. He also thanked the Police Chief and said he was pleased about the report regarding body worn cameras and how forwarded thinking our Department was. He lastly wished his son Ryan a happy birthday in College Station, Texas who had survived four days of rolling blackouts.

PUBLIC COMMENT – none

ADJOURNMENTS

The Mayor announced that there was no further business and adjourned the meeting at 8:23 PM.

Michael W. Schweller, Mayor

Pamela Timmons, Clerk of Council



Bellbrook Fire Department

2020 Annual Report

1

General Information

- **Department staffing**
 - 8 career
 - 12 part-time
 - 1 resource members

2

General Information

- **Department Certifications**
 - 13 Paramedics
 - 7 Emergency Medical Technicians
 - 1 Medical Director

3

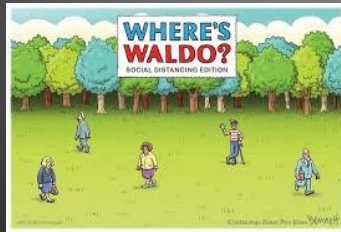
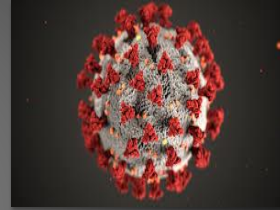
General Information

- **Vehicles**
 - 1 Ladder Truck
 - 2 Fire Engines
 - 3 Ambulances
 - 2 Chief Vehicles
 - 1 Support Vehicle

4

COVID-19

COVID-19 brought the department significant challenges. It substantially changed operations in emergency response and fire prevention. Despite the added safety measures, including decontaminating all equipment after each response, there was not a significant increase in time dedicated to each response.



5

COVID-19 / CARES Funding

- Individual Voice Amplifiers
- Individual SCBA Regulators
- Individual Eye Protection
- Commercial Grade Washer
- Disinfectant Sprayer



6

Accomplishments

New Paramedics

- FF. Damian Foster
- FF. Stephen Lawrence
- FF. Kyle Norman

New Members

- FF. Baldrige
- FF. Blanken

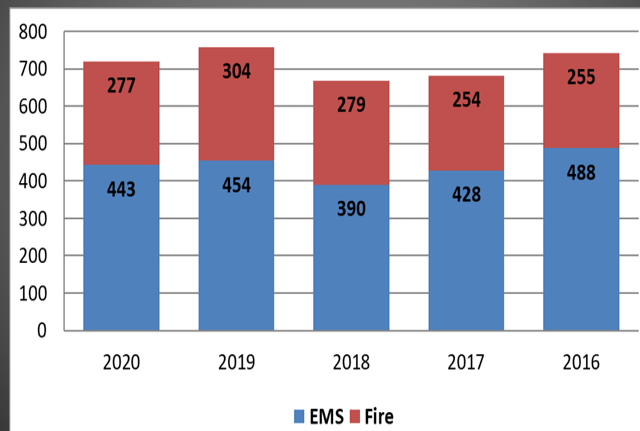
Service Awards

- Chief Bizarro -25 years

7

Statistical Data

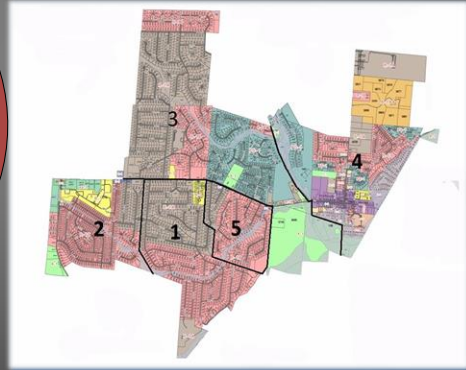
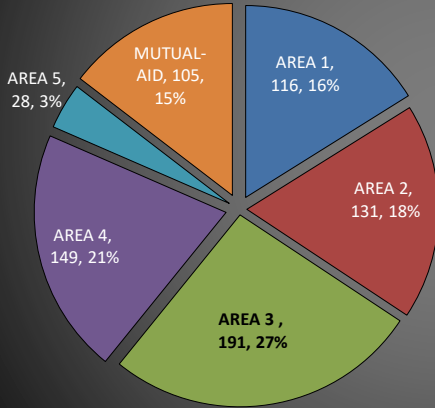
5 Year Run Comparison



8

Statistical Data

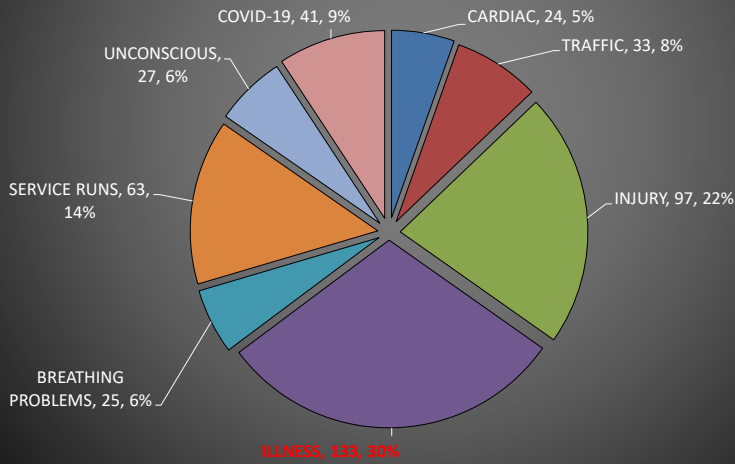
- Runs By Area = 720 total calls for service



9

Statistical Data

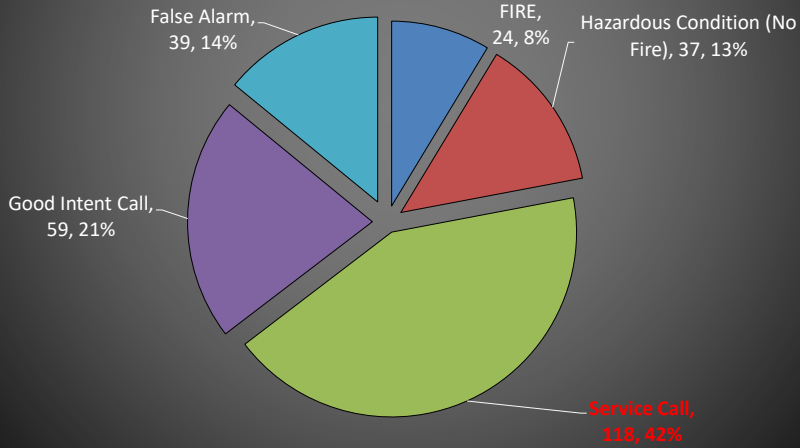
- EMS Incidents = 443 calls for service



10

Statistical Data

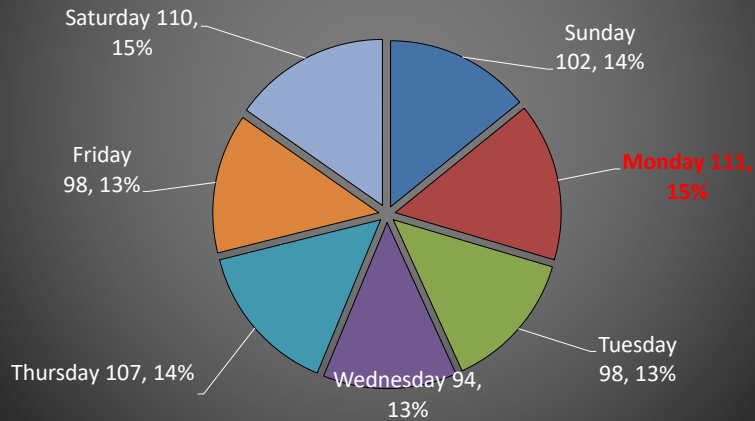
- Fire Incidents = **277 calls for service**



11

Statistical Data

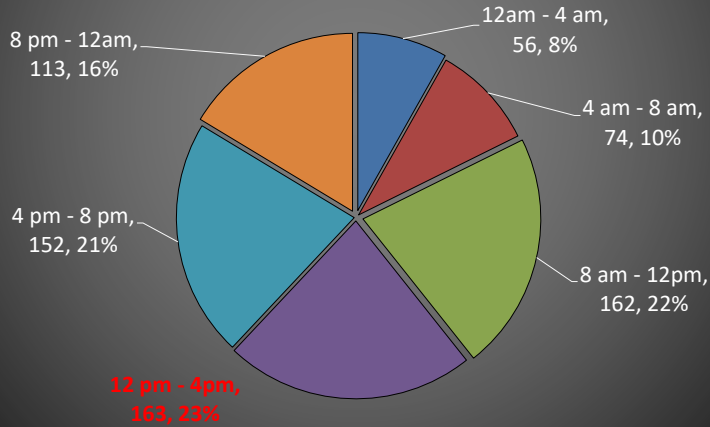
- Calls for Assistance by Day of the Week



12

Statistical Data

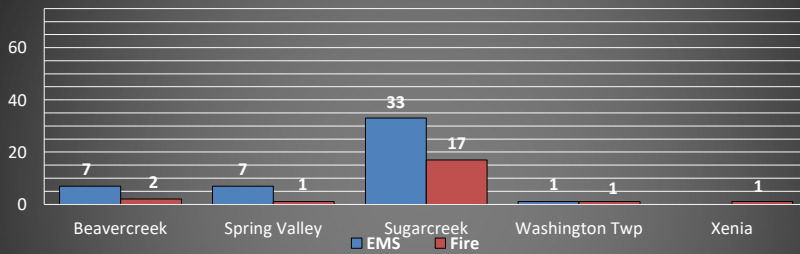
- Calls for Assistance by Time of Day



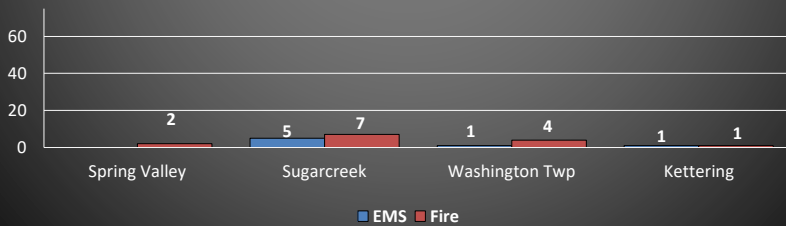
13

Statistical Data

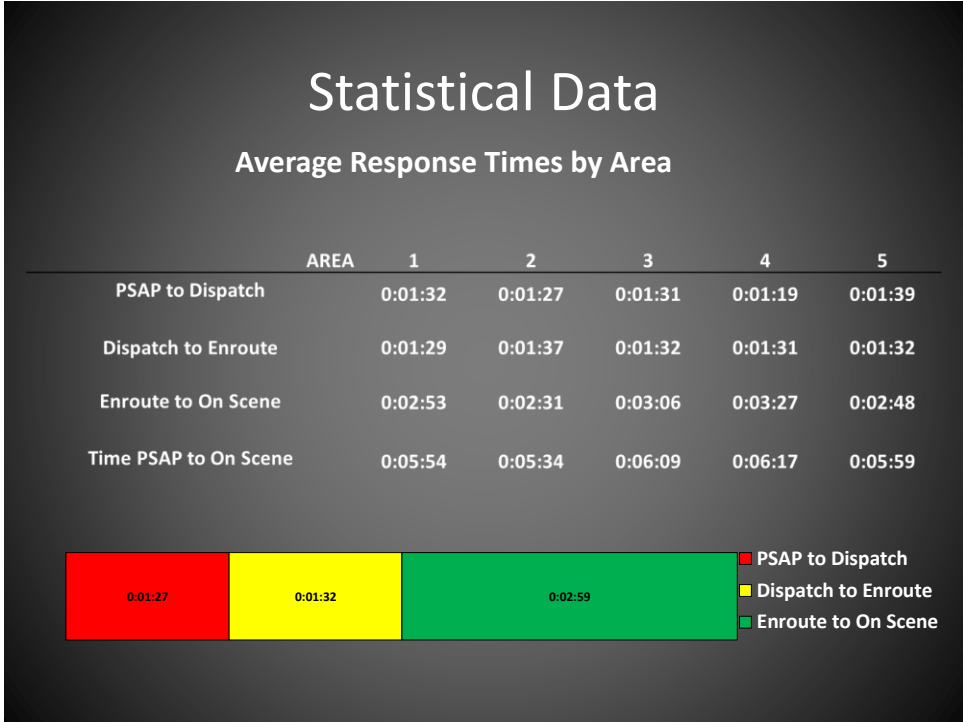
Mutual Aid Given 70 Times



Mutual Aid Received 21 Times



14



15



16

RECORD OF ORDINANCES

Ordinance No. 2021-3

March 8, 2021

City of Bellbrook

Ordinance No. 2021-3

An Ordinance Amending Ordinance 2020-13 to Adjust the City of Bellbrook Appropriations for 2021.

WHEREAS, the City of Bellbrook adopted the 2021 annual budget based on the best information available at the time; and

WHEREAS, additional costs will occur in some line items associated with the incorporation of the 2021 Capital Budget which requires the amendment of various appropriation levels.

Now, Therefore, the City of Bellbrook Hereby Ordains:

Section 1. That the 2021 appropriation levels in several of the funds listed below be amended as follows:

Fund	2021 Appropriations	Personnel Services Revisions	Other Expenses Revisions	Total Revisions	Amended 2021 Appropriations
General Fund:					
-Legislative	\$ 83,648	\$ -	\$ -	\$ -	\$ 83,648
-Administrative	\$ 899,996	\$ -	\$ -	\$ -	\$ 899,996
-Library	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
-Museum	\$ 19,728	\$ -	\$ -	\$ -	\$ 19,728
-Community Environment	\$ 60,529	\$ -	\$ -	\$ -	\$ 60,529
Total General Fund	\$ 1,065,901	\$ -	\$ -	\$ -	\$ 1,065,901
Police Fund	\$ 1,858,190	\$ -	\$ -	\$ -	\$ 1,858,190
Police Pension Fund	\$ 60,590	\$ -	\$ -	\$ -	\$ 60,590
Fire Fund	\$ 1,506,121	\$ -	\$ -	\$ -	\$ 1,506,121
Street Fund	\$ 414,564	\$ -	\$ 50,000	\$ 50,000	\$ 464,564
State Highway Fund	\$ 19,750	\$ -	\$ -	\$ -	\$ 19,750
Motor Vehicle Fund	\$ 13,850	\$ -	\$ -	\$ -	\$ 13,850
Waste Fund	\$ 483,500	\$ -	\$ -	\$ -	\$ 483,500
Water Fund	\$ 1,401,418	\$ -	\$ 189,500	\$ 189,500	\$ 1,590,918
Capital Imp Fund	\$ -	\$ -	\$ 335,500	\$ 335,500	\$ 335,500
Cornonavirus Relief	\$ -	\$ -	\$ -	\$ -	\$ -
Fuel System Fund	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,200
Performance Bond Fund	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Grand Total - All Funds	\$ 6,840,084	\$ -	\$ 575,000	\$ 575,000	\$ 7,415,084

RECORD OF ORDINANCES

Ordinance No. 2021-3

March 8, 2021

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 _____, 2021

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council

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

2021-2025 Capital Improvement Plan

Project Description	2021	2022	2023	2024	2025	TOTALS
STREET FUND						
I&F Portion of paving	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
V&E Street Sweeper (50% of total)			\$ 87,500			\$ 87,500
V&E Backhoe Replacement (35% of total)		\$ 45,500				\$ 45,500
V&E Utility Vehicle with plow (35% of total)			\$ 8,750			\$ 8,750
V&E One ton dump w/ snow removal equipment (35% of total)					\$ 29,750	\$ 29,750
TOTAL STREET FUND	\$ 50,000	\$ 95,500	\$ 146,250	\$ 50,000	\$ 79,750	\$ 421,500
CAPITAL IMPROVEMENT FUND						
12 Administration						
V&E Police, Fire & Admin Workstations	\$ 7,000	\$ 15,000	\$ 12,000	\$ 15,000	\$ 7,000	\$ 56,000
V&E Fuel System Upgrade		\$ 1,500				\$ 1,500
Total Administration	\$ 7,000	\$ 16,500	\$ 12,000	\$ 15,000	\$ 7,000	\$ 57,500
21 Service						
I&F Annual Street Repair	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000
I&F Annual culvert relining (Crescent Ct in 2020)	\$ 30,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 230,000
I&F Franklin Street Pedestrian Improvements		\$ 235,000				\$ 235,000
I&F Downtown street lighting project - 4 phases		\$ 65,000	\$ 65,000	\$ 65,000		\$ 195,000
I&F Crosswalk Installations (725, Main and Little Sugarcre)	\$ 25,000	\$ 25,000	\$ 25,000			\$ 75,000
V&E Street Sweeper (50% of total)			\$ 87,500			\$ 87,500
V&E Utility Vehicle with plow (35% of total)			\$ 8,750			\$ 8,750
Total Service	\$ 205,000	\$ 525,000	\$ 386,250	\$ 265,000	\$ 200,000	\$ 1,581,250

2021-2025 Capital Improvement Plan

Project Description		2021	2022	2023	2024	2025	TOTALS
23	Police						
V&E	Cruisers	\$ 66,000		\$ 68,000			\$ 134,000
V&E	Equipment for Cruisers	\$ 33,000		\$ 35,000			\$ 68,000
V&E	Weapons (guns and tasers)	\$ 8,000	\$ 2,000	\$ 5,000	\$ 10,000	\$ 2,000	\$ 27,000
V&E	Portable & Mobile Radios	\$ 6,000	\$ 6,000		\$ 10,000		\$ 22,000
V&E	Speed Monitoring Equipment	\$ 2,500	\$ 2,500		\$ 2,500		\$ 7,500
V&E	Furniture & Fixes	\$ 2,500	\$ 1,000	\$ 1,000	\$ 1,000		\$ 5,500
V&E	AED's		\$ 4,000				\$ 4,000
V&E	New records management software		\$ 8,000				\$ 8,000
	Total Police	\$ 118,000	\$ 23,500	\$ 109,000	\$ 23,500	\$ 2,000	\$ 276,000
25	Fire						
V&E	Command/Staff Vehicle			\$ 50,000			\$ 50,000
V&E	Cardiac Monitors			\$ 70,000			\$ 70,000
V&E	AED's			\$ 15,000			\$ 15,000
V&E	Self-loading cots		\$ 60,000				\$ 60,000
V&E	Portable and Mobile Radios	\$ 3,000	\$ 25,000	\$ 25,000			\$ 53,000
V&E	Furniture & Fixes	\$ 2,500					\$ 2,500
V&E	Replace Medic 21		\$ 200,000				\$ 200,000
V&E	Replace Medic 22				\$ 200,000		\$ 200,000
V&E	4 MDT's					\$ 25,000	\$ 25,000
V&E	Ladder/Engine				\$ 850,000		\$ 850,000
	Total Fire	\$ 5,500	\$ 285,000	\$ 160,000	\$ 1,050,000	\$ 25,000	\$ 1,525,500
	TOTAL CAPITAL IMPROVEMENT FUND	\$ 335,500	\$ 850,000	\$ 667,250	\$ 1,353,500	\$ 234,000	\$ 3,440,250

2021-2025 Capital Improvement Plan

Project Description	2021	2022	2023	2024	2025	TOTALS
WATER FUND						
I&F Fire Hydrant Replacement Program		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 120,000
I&F Bledsoe Drive Water Tower Exterior Painting	\$ 165,000					\$ 165,000
I&F Well Related Projects	\$ 10,000					\$ 10,000
I&F Beacon meter reading software upgrade	\$ 14,500					\$ 14,500
V&E Backhoe Replacement (65% of total)		\$ 84,500				\$ 84,500
V&E Pickup Truck					\$ 40,000	\$ 40,000
V&E Utility Vehicle with plow (65% of total)			\$ 16,250			\$ 16,250
V&E One ton dump w/ snow removal equipment (65% of total)					\$ 55,250	\$ 55,250
Future projects to be estimated: Fiber line to well field and water main replacement projects						
TOTAL WATER FUND	\$ 189,500	\$ 114,500	\$ 46,250	\$ 30,000	\$ 125,250	\$ 505,500
TOTAL ALL FUNDS	\$ 575,000	\$1,060,000	\$ 859,750	\$1,433,500	\$439,000	\$ 4,367,250

RECORD OF RESOLUTIONS

Resolution No. 2021-H

March 8, 2021

City of Bellbrook

Resolution No. 2021-H

A Resolution Authorizing the City Manager to Enter into an Agreement with the Ohio Department of Transportation for the Installation of a Traffic Signal at State Route 725 and Lakeman Drive.

WHEREAS, the Ohio Department of Transportation is responsible for traffic signals located on State Routes; and

WHEREAS, the City of Bellbrook and the State of Ohio have determined the need for the installation of an LED replacement traffic signal located on State Route 725 and Lakeman Drive in State Fiscal Year 2021/2022; and

WHEREAS, the State of Ohio shall assume and bear 100% of all of the costs of the improvement with the City of Bellbrook paying 100% for the cost of any additional features determined to be unnecessary for the project by the State and Federal Highway Administration; and

WHEREAS, the City of Bellbrook and State of Ohio find it being in the public interest to enter into an agreement for the replacement of the traffic signal at State Route 725 and Lakeman Drive.

Now, Therefore, the City of Bellbrook Hereby Resolves:

Section 1. The City of Bellbrook hereby authorizes the City Manager to enter into and execute contracts with the Director of Transportation which are necessary to develop plans for and to complete the above-described project; and to execute contracts with ODOT pre-qualified consultants for the preliminary engineering phase of the Project.

Section 2. The City of Bellbrook also authorizes the City Manager, upon request of ODOT, to execute any appropriate documents to affect the assignment of all rights, title, and interests of the City of Bellbrook to ODOT arising from any agreement with its consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

Section 3. The City of Bellbrook agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The City of Bellbrook also understands that right-of-way costs include eligible utility costs. The City of Bellbrook agrees that all utility accommodation, relocation, and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

Section 4. Upon completion of the Project, and unless otherwise agreed, the City of Bellbrook shall: (1) provide adequate maintenance for the Project in accordance with all applicable State and

RECORD OF RESOLUTIONS

Resolution No. 2021-H

March 8, 2021

Federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial provisions, as necessary, for the maintenance of the Project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

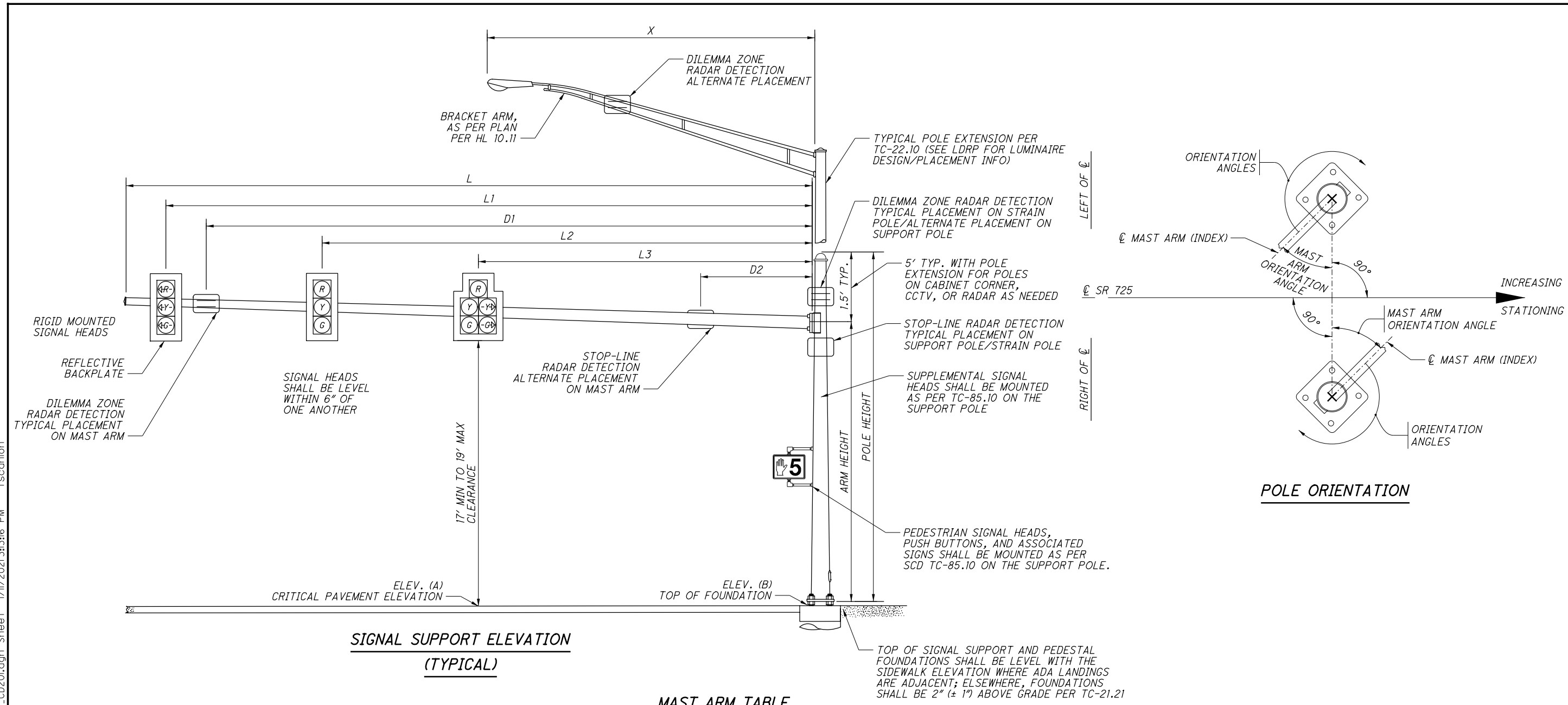
Section 5. That this resolution shall take effect and be in force forthwith.

Passed this 8th day of March 2021.

Michael W. Schweller, Mayor

ATTEST:

Pamela Timmons, Clerk of Council



SUPPORT NO.	STATION	OFFSET	ELEVATION		SIGNAL SUPPORT DETAILS											ORIENTATION ANGLES FROM MAST ARM								
			A (Pavt. Elev.)	B (Top of Found.)	DESIGN TYPE	DESIGN NO.	POLE HEIGHT	ARM HEIGHT	L	L1	L2	S1	D1	D2	X	MAST ARM A ANGLE	DETECTOR 1	DETECTOR 2	PEDESTRIAN SIGNAL	PEDESTRIAN PUSHBUTTON	POWER SERVICE	BRACKET ARM	HANDHOLE	CABLE ENTRANCE 12" FROM TOP
			FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	FT	DEG	DEG	DEG	DEG	DEG	DEG	DEG	DEG	DEG
SP-1*	13+92.58	50.42', LT.	923.14	923.11	TC-81.22	12	35	20	47	37.5	26.2	43.9	-	-	20	0	65	240	-	-	-	0	180	180
SP-2	14+56.31	39.60', RT.	921.65	921.54	TC-81.22	12	35	20	42	38.6	25.1	-	-	10	270	-	-	-	-	-	0	180	180	
SP-3*	14+82.91	27.32', RT.	922.73	920.89	TC-81.22	4	23	21.5	36	26.8	14.9	32.5	-	-	-	0	260	-	-	75	-	180	-	
SP-4	14+64.44	51.84', LT.	922.84	922.78	TC-81.22	2	35	20	31	27.4	16.7	-	-	-	10	90	190	-	270	270	-	0	180	180
PS-1	14+00.91	49.85', LT.	-	922.79	TC-83.20	-	11	-	-	-	-	-	-	-	-	+0	-	-	0	0	-	-	-	-
PS-2	13+93.61	41.42', LT.	-	922.68	TC-83.20	-	11	-	-	-	-	-	-	-	-	+0	-	-	270	90	-	-	-	-
PS-3	13+97.93	30.81', RT.	-	921.96	TC-83.20	-	11	-	-	-	-	-	-	-	-	+0	-	-	270	270	-	-	-	-

Note:

- D1, D2, ETC. ARE USED FOR DISTANCE TO DETECTION UNIT
- S1 IS USED FOR DISTANCE TO SIGN
- X WOULD BE THE LENGTH OF A BRACKET ARM
- * POLE DESIGNED FOR FUTURE FLASHING YELLOW ARROW (FYA)
- + ASSUMED MAST ARM ANGLE OF 0 FOR PEDESTALS

I:\ProjectData\08-D08-TSG-FY21-22\Design\Signals\Sheets\01025_CD201.dgn Sheet 1/1/2021 3:16 PM tscanlon

2021 City of Bellbrook Goals Update



Priority	Goal	Status	Projected Completion Date
1	Monitor Pandemic	Ongoing	Unknown
2	Little Sugarcreek Road	Have quote for borings for further study	12/31/2021
3	Walkability – Crosswalks & Sidewalks	Have proposal for engineering and costs to be completed	9/1/2021
4	Updates to Property Maintenance Code	Has been rewritten and going through approval process	9/1/2021
5	Downtown Improvements	Streetscape Design RFP is out, Main & Franklin traffic light is part of goal 3 proposal, truck route yet to be determined	12/31/2021
6	Updates to Zoning Code	Identify and update necessary sections of code	Ongoing
7	Future levy projections	General fund renewal ballot date selected, other projections forthcoming	12/31/2021
8	Fire Department Needs and Future	Discussions and analysis ongoing	12/31/2021
9	Tornado Siren Reassessment	Currently getting updated cost proposals	9/1/2021
10	Community Improvement Corporation	Collecting necessary information for formal decision	12/31/2021
11	Code Enforcement Plan	Yet to be started	12/31/2021

Complete

Reinstitute quarterly community meetings – First meeting scheduled for 3/22/2021



To: City Council
From: Melissa Dodd, City Manager
Date: March 4, 2021
Subject: Staff Report on Forming a Community Improvement Corporation

Overview

Forming a Community Improvement Corporation has been the topic of much Council conversation in recent months. I have observed all of the discussions and heard the different sides of the conversation as well as the concerns and questions. In this report I will outline the current status of the conversation and provide my recommendation on moving forward.

Discussions

The discussion surrounding forming a Community Improvement Corporation has now occurred over the course of multiple work sessions, City Council and Finance Committee meetings. For reference, below are the dates of the discussions that have occurred:

- City Council Meeting – November 23, 2020
- City Council Work Session – January 18, 2021
- City Council Meeting – January 25, 2021
- City Council Meeting – February 22, 2021
- Finance Committee Meeting – March 1, 2021

Notable Issues Observed

In my observations of the discussions, there have been several questions related to the formation that need to be answered prior to moving forward. I still feel as if most of these issues have been unresolved. It is my goal to provide Council with the necessary information in order to make an informed decision moving forward.

The concerns that I have observed can be reduced down to the following:

- Establishing purpose and need
- Identifying financial need and funding sources
- Function of the entity

Next Steps

I feel that the current uncertainty related to the issues outlined will prevent us from moving forward. There is still information that needs to be researched and presented for consideration to make an informed decision. I would like to gather the following information:

- **Outline purpose.** Understanding exactly what the CIC will do is crucial. Forming a mission statement and objectives to guide the organization should be drafted. Setting realistic expectations of the function of the board.
- **Identify a project for the CIC to facilitate.** This needs to be in place prior to the formation so the direction of the board is clear. I recommend the garage located at 12 West Franklin be the property the City puts into the CIC. I will gather what the city paid for the building along with the necessary details including square footage and any amenities to understand what we may expect to receive from the sale
- **Establish firm figures for budgetary items the entity will need in the first year.** Particularly the costs associated with the legal filing of 501 (c)(3) status, compilation of the annual financial statements and subsequent audit from the State. This will help us to understand the financial need and identify a funding source.
- **Create a draft of the articles of incorporation.** I plan to use similar documents from area CIC's. The composition of the board will be a key component of this and must be a minimum of 5 persons with at least 2/5 of the board being elected or appointed officers of the City. My recommendation would be a 7-person board with the City occupying the majority of the seats on the board.

Recommended Timeline

I plan to have the above drafted for presentation to Council at the September 13 City Council meeting for a decision on how to move forward.



To: City Council
From: Melissa Dodd, City Manager
Date: March 5, 2021
Subject: Staff Report on Electric Vehicle Charging Grant

Overview

In August of 2020 Miami Valley Regional Planning solicited interest from member municipalities to submit a grant to the Ohio EPA for the purchase and installation of electric vehicle charging stations. Jessica Hansen worked with MVRPC to identify two sites, the city administration building and the library. Site visits were conducted at the beginning of September. Both of our proposed sites met the requirements for the grant. City Council authorized me to proceed by way of letter of commitment to MVRPC at the September 14, 2020 City Council meeting.

Estimates for Equipment and Installation

Estimates were not received until after the letter of commitment was authorized and submitted. Costs for equipment and installation are as follows (estimates are also attached):

City Administration Building - \$21,941

Library - \$20,531

Grant and Match

The grant we have been awarded was for the full request which was the maximum of \$15,000 per charging station for a total of \$30,000 in grant funding.

The local match will be the overages incurred for the project. Those estimated amounts are as follows:

City Administration Building – \$6,941

Library - \$5,531

This totals \$12,472 in local funding. Funding would come from the General Fund.

In addition, the Service Department would perform some work to run conduit electric from the building to the parking lot which is estimated \$2,468.80.

It should be noted that some of the work could be completed by Service Department staff such as stenciling which would save \$750.

Benefits

The benefits of installing electric vehicle chargers include:

- Collect revenue for the parking spots
- Boost the economy and drive traffic to local businesses
 - Chargers are networked and discoverable thorough mobile apps and in-dash navigation in the vehicles
- Attract new residents and guests
- Contribute to sustainability and green infrastructure

The most notable benefit is the ability to generate revenue from the charging station. We are able to establish fees based on kilowatt hours, hours of usage, time of use, etc.

Timeline

The installer, EV United, is committed to installing the stations withing 6-8 months of the formal award. The grant does allow for up to 24 months though if that better fits budget.

Action Needed

To move forward, we have 5 business days, which takes us to March 11 to notify MVRPC of our interest in proceeding. If we do not proceed, our funding will go toward partially funded or unfunded projects in our region. I would like for Council to make a motion tonight on how to proceed with the grant project.



Electric Vehicle Equipment

Quotation: City of Bellbrook - Municipal

Prepared by: Abby Roen

Level 2 Dual Port Electric Vehicle Charging Station

DAS Contract Pricing- 1 CT4000 Station Bundle/5 Year Service Plans

Description	Price	Qty	Subtotal
CT4021-GW1 <i>Dual Output, Gateway Option, Bollard Mount Unit - 208/240V @30A with Cord Management - Bundled</i>	\$7,703	1	\$7,703
CPCLD-COMMERCIAL-5 <i>5yr pre-paid cloud plan- secure network updates, on-going software updates, station inventory, 24x7 driver support, host support, session data and analytics, valet dashboard, power management, driver access control, scheduled charging, pricing and automatic funds collection, waitlist and videos. Priced per port.</i>	\$1,105	2	\$2,210
CT4000-ASSURE5 <i>5 years of Assure Coverage - Parts/Labor Onsite, includes station management, remote Priced per Station</i>	\$2,495	1	\$2,495
CPSUPPORT-ACTIVE <i>Initial station activation and configuration service includes activation of cloud services and configuration of radio groups, custom groups, access control, visibility control, pricing, reports and alerts. One time initial service per station.</i>	\$0	1	\$0

Description	Price	Qty	Subtotal
CPSUPPORT_SITEVALID <i>Site validation is used to confirm that customer installation has been performed per the ChargePoint published requirements including electrical capacity, transformers, panels, breakers, wiring, cellular coverage and local codes. A site is defined as a group of stations all connected to the same gateway station.</i>	\$0	1	\$0
EV-SHIP <i>Shipping and Handling</i>	\$0	1	\$0
EV-STENCIL <i>Electric Vehicle parking stencil and paint. (2 Spots)</i>	\$375	1	\$375
EV-SIGN <i>Electric Vehicle Signage (per 1 Spot)</i>	\$450	2	\$900
EV-INSTALL <i>EVC Installation Services, Project Management, Initial Station Installation & Configuration Services, Drawings & Permits (See Statement of Work)</i>	\$8,258	1	\$8,258
Total			\$21,941

***Ohio EPA DMTF Funding:** The Ohio EPA Diesel Mitigation Trust Fund (DMTF) program is subject to the terms and conditions of the program between your organization and the State of Ohio EPA. Applications for funding approval must be submitted by **no later than September 30th, 2020**. Please reference the program terms and conditions for further detail. <https://epa.ohio.gov/oeel/#1844010701-dmtf-2020-request-for-applications-forlevel-2-electric-vehicle-charging-stations>. **EVUnited is an approved supplier for the procurement of Electric Vehicle Charging Stations, reference State of Ohio (DAS) Contract# RS900320 - Electric Vehicle Chargers and Equipment, Index# GDC169.**

***Ohio EPA DMTF Funding:** The maximum eligible grant amount that can be requested for consideration for this project is \$15,000.

*Work performed by the site utility provider is not included in this quote.



Electric Vehicle Equipment

Quotation: City of Bellbrook - Library

Prepared by: Abby Roen

Level 2 Dual Port Electric Vehicle Charging Station

DAS Contract Pricing- 1 CT4000 Station Bundle/5 Year Service Plans

Description	Price	Qty	Subtotal
CT4021-GW1 <i>Dual Output, Gateway Option, Bollard Mount Unit - 208/240V @30A with Cord Management - Bundled</i>	\$7,703	1	\$7,703
CPCLD-COMMERCIAL-5 <i>5yr pre-paid cloud plan- secure network updates, on-going software updates, station inventory, 24x7 driver support, host support, session data and analytics, valet dashboard, power management, driver access control, scheduled charging, pricing and automatic funds collection, waitlist and videos. Priced per port.</i>	\$1,105	2	\$2,210
CT4000-ASSURE5 <i>5 years of Assure Coverage - Parts/Labor Onsite, includes station management, remote Priced per Station</i>	\$2,495	1	\$2,495
CPSUPPORT-ACTIVE <i>Initial station activation and configuration service includes activation of cloud services and configuration of radio groups, custom groups, access control, visibility control, pricing, reports and alerts. One time initial service per station.</i>	\$0	1	\$0

Description	Price	Qty	Subtotal
CPSUPPORT_SITEVALID <i>Site validation is used to confirm that customer installation has been performed per the ChargePoint published requirements including electrical capacity, transformers, panels, breakers, wiring, cellular coverage and local codes. A site is defined as a group of stations all connected to the same gateway station.</i>	\$0	1	\$0
EV-SHIP <i>Shipping and Handling</i>	\$0	1	\$0
EV-STENCIL <i>Electric Vehicle parking stencil and paint. (2 Spots)</i>	\$375	1	\$375
EV-SIGN <i>Electric Vehicle Signage (per 1 Spot)</i>	\$450	2	\$900
EV-INSTALL <i>EVC Installation Services, Project Management, Initial Station Installation & Configuration Services, Drawings & Permits (See Statement of Work)</i>	\$6,848	1	\$6,848
Total			\$20,531

***Ohio EPA DMTF Funding:** The Ohio EPA Diesel Mitigation Trust Fund (DMTF) program is subject to the terms and conditions of the program between your organization and the State of Ohio EPA. Applications for funding approval must be submitted by **no later than September 30th, 2020**. Please reference the program terms and conditions for further detail. <https://epa.ohio.gov/oeel/#1844010701-dmtf-2020-request-for-applications-forlevel-2-electric-vehicle-charging-stations>. **EVUnited is an approved supplier for the procurement of Electric Vehicle Charging Stations, reference State of Ohio (DAS) Contract# RS900320 - Electric Vehicle Chargers and Equipment, Index# GDC169.**

***Ohio EPA DMTF Funding:** The maximum eligible grant amount that can be requested for consideration for this project is \$15,000.

*Work performed by the site utility provider is not included in this quote.



MAKING A DIFFERENCE
FOR GREENE COUNTY

DAVID A. GRAHAM
Greene County Auditor
69 Greene Street
Xenia, Ohio 45385
(937) 562-5065
(937) 426-1779 ext.5065
Fax (937) 562-5079

Main Office	937-562-5065
Homestead Info	562-5039
Real Estate	562-5072/5073
Accounting/Payroll	562-5076
Manufactured Home	562-5074

February 4, 2021

Melissa Dodd, Fiscal Officer
Bellbrook City
15 East Franklin Street
Bellbrook, Ohio 45305

Dear Melissa,

This is a reminder that Bellbrook City's 1.30 mill Current Expense levy expires in Tax Year 2021. Calendar Year 2022 is the last year of collection for this levy.

The levy can be placed on the November 2021 ballot or any ballot in 2022 to continue collection in 2023. Please contact the Board of Elections to determine the date the levy must be certified to them. Please remember the following steps must be completed in order to place the levy on the ballot:

1. Pass the Resolution of Necessity
2. Auditor certifies the rates or amount
3. Pass the Resolution to Proceed
4. File the Resolution of Necessity, the Auditor's Certification and the Resolution to Proceed with the Board of Elections prior to the deadline.

You can find a fillable pdf of the Resolution of Necessity, as well as the Resolution to Proceed, on the County website under the Board of Elections – Election Info – Election Resources.

Should you have any questions, please contact our office.

Sincerely,

David A. Graham
Greene County Auditor

To: Mayor & City Council
From: Melissa Dodd, City Manager
Date: March 5, 2021
Subject: City Manager Update

- **Fire Annual Report**– Tonight Fire Chief Anthony Bizzarro will be delivering his department’s annual report. Council will have a copy of the presentation in the packet and the full report is on the FD’s website and can be viewed here – <http://www.cityofbellbrook.org/upload/page/0118/2020%20Fire%20Department%20Annual%20Report.pdf>
- **Council Committee Meetings/Goals Update** – All Council Committees have met to review their respective 2021 goals. This has allowed me to prioritize them all which is included in tonight’s City Goals update as an Old Business item
- **Electric Vehicle Charging Grant Awarded** – We were included in a grant that MVRPC submitted to the Ohio EPA for 2 electric vehicle chargers. One would be placed at the city building and one at the library. Both were awarded for \$15,000 each for the charger itself and installation costs! These are targeted to be installed in the next 6-8 months. As more details become available, I will share them.
- **Welcome to Christine Florea** – The Police Department has hired a new Administrative Assistant. Christine Florea officially started on March 1st in a part time capacity to help until she was able to begin full time on March 8th. She is a Bellbrook resident and will be a perfect fit for the department!
- **COVID Vaccinations for Homebound Residents** – Greene County Public Health is coordinating vaccinations for homebound individuals. If you are aware of any Greene County resident who is homebound and wishes to receive the vaccination, please contact our Fire Department by calling 937-848-3272 and they will collect the information to send to Greene County Public Health. This information is also on our website on the COVID Vaccine Information page.
- **2020 Financial Statements and Audit** – Staff has been working diligently to pull all of the information necessary for the preparation of the 2020 financial statements. This has been going on for the last several weeks and is always an all hands on deck task. The preliminary audit will begin March 8-10 with auditors on sight all three of those days.
- **Community Leaders Meeting** – Just a reminder that the joint meeting between City, Township, Parks District and School District has been set for **Monday, March 22, 2021 from 5:30pm to 6:30pm**. This will be held via Zoom and will be a full meeting of Council.



February Board Updates

- **Planning Board**
 - Met February 25
 - Topics Covered:
 - Commercial Vehicles
 - Approved 18.03 Definition and 18.22 Trailer, Commercial Semitrailer and Truck
 - Sent to the Municipal Attorney
 - Accessory Structures – first read-through
- **BZA/PRC**
 - Met February 16th
 - Cases
 - VA 21-21-01 Accessory Structure 4184 W Franklin St
 - PRC Violation at 129 W Franklin St
 - Topics Covered:
 - Review of Property Maintenance Code
- **VRB**
 - No February Meeting