

RECORD OF PROCEEDINGS
Minutes of Bellbrook City Council Work Session
October 25, 2021

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

ABSENT: None

ALSO PRESENT: City Manager Rob Schommer, Police Chief Doug Doherty, Fire Chief Anthony Bizzarro.

WORK SESSION

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

ROLL CALL

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

APPROVAL OF MINUTES

Approval of the October 11, 2025 Work Session meeting minutes. Mayor Schweller asked if there are any corrections or comments to the presented minutes. Hearing none, he declared the minutes approved.

NEW BUSINESS

- 2022 Budget Discussion – Police and Fire Departments

Mayor Schweller welcomed Chief Doherty and Chief Bizzarro to the meeting and announced the discussion at this meeting will involve the police and fire department's budgets. He then turned the discussion over to Mr. Schommer.

Mr. Schommer introduced information and provided an update about the 2022 budget specifically the Police and Fires Departments. He presented a forecast of the Fire Fund and explained the details and figures within it. Mr. Schommer indicated the forecast included revenues and expenses and gave focus on the transfer in from the General Fund. He added the City does not currently have a fund balance

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policy, but indicated he will ask Council to review and adopt one for the future. He discussed a fund balance report noting that the prior year's CARES Act contribution allowed for less of a draw down from the funds. Mr. Schommer then discussed the 2022 proposed Fire Budget. He noted that the budget has previously included an Assistant Chief; however moving forward it will be requested to use those funds toward capital to focus on vacating Station 1 to make better use of that downtown location. He added the personnel part of the budget will be provided with detail by person; therefore the discussion tonight is a conservative estimate. The final budget will be more precise. He then introduced Chief Bizzarro to discuss some noted changes in the 2022 budget request.

Chief Bizzarro noted the significant differences in the 2022 budget request beginning with a large reduction in radio maintenance due to the fact he is reducing the number of radios. There are about 15 radios not needed for operational use; therefore no need for continued maintenance of them. He then described an upgrade to the dispatch and reporting system in the fire apparatus including new mobile computers which the apparatus does not currently have. This system would bring the Fire Department up to date with other regional departments. The system would enhance responses and include access to pre-plans for buildings in Bellbrook and other locations responded to.

Mrs. Middlestetter asked for a description of a pre-plan. Chief Bizzarro described they are maps of the buildings in Bellbrook showing water, access and hydrant locations. Mr. Havens asked is those plans would need to be created or if they already exist and need uploaded. Chief Bizzarro stated they exist and only need added to the system.

Mr. Hoke inquired about a contingency line item in the budget. Mr. Schommer noted that was the excess personnel funds for the vacated Assistant Chief to be included but re-directed for capital use. Mr. Hoke also inquired about the forecast into 2027, would it require more fund balance, possibly another levy, etc. Mr. Schommer explained many factors will go into that decision, specifically what the fund balance policy council decides on and how that places requirements on the funds. Effects of the economy and the subsequent year's budgets, and estimates of property tax collections are also elements.

Mr. Hoke then inquired about dispatching services and the status of the current agreement. Mr. Schommer explained he is still working out details of call volume studies, noting that it appears Sugarcreek Township takes more calls than Bellbrook; however, there is an even split for the cost. Mr.

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Schommer indicated if that is the case, it may not be fair to the taxpayers of Bellbrook. Mr. Hoke noted it may be worth, for comparison purposes only, to identify the cost of having our own dispatch center. Mr. Schommer agreed that is a good exercise to show the value of the current arrangement and validate the decision made to use Greene Central.

Mayor Schweller thanked Chief Bizzarro.

Mr. Schommer then introduced the police budget request reviewing a forecast similar to the one presented for fire. He noted that the forecast is not a plan or a budget, but rather a tool to identify developing a plan for future years. He added the subsidy between fire and police will need to continue to be balanced in order to accommodate other priorities such as storm water management. Mr. Schommer then started detailing the items in the 2022 police budget request. He noted that the personnel estimates are conservative at this time and will be drilled down further by employee for the actual budget presentation. There were some moderate changes noted and Mr. Schommer introduced Chief Doherty to detail the differences.

Chief Doherty explained Bellbrook is the only agency in Greene County not using the same system as others for police reporting. By upgrading to the County-wide system, it is more efficient in cost and operations for the department. Chief Doherty feels it is a good time to make the transition. That upgrade is one significant difference in the budget. Mr. Schommer then detailed additional points in the police budget including dispatching and personal protective equipment. An additional new expense for 2022 is vacation accrual and payout due to changes in the most recently adopted collective bargaining agreement.

Mr. Havens inquired where in the budget the RMS upgrade would be found. Mr. Schommer indicated it would be primarily through licensing and maintenance, as the police department already has the mobile computers and equipment unlike the fire department. Mr. Havens added this a great enhancement, but wanting to get his head around the overall cost. Mr. Schommer indicated some upfront costs would be

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higher; however, the ongoing annual costs will be lower than what is currently being paid for the current system.

Mr. Havens asked what extra things the upgrade would bring, what will it add to our capabilities. Chief Doherty explained they will be able to have access to all reports and information in police agencies in Greene County. He added much better information and access to not just Bellbrook reports, but others in the area. Mr. Schommer added the back-end administrative reporting will be enhanced and better as well.

Mayor Schweller noted that with this police and fire system upgrade and the recent finance software upgrade, all of Bellbrook's major systems are modern and up to date.

Mr. Hoke inquired how we will footnote our budgets to look back on in the future. Mr. Schommer indicated that is what he is building now, creating a master spreadsheet for historical documentation year-to-year. He noted that former City Manager Mr. Schlagheck built excellent spreadsheets that documents each year as well as forecasting, but due to some manual input and changes to them, many formulas have been broken and need repaired. He is working with Mr. Schlagheck to identify the missing formulas and bring that system back.

COMMENTS

Mr. Greenwood - none

Mr. Havens -none

Mr. Hoke -none

Dr. Van Veldhuizen - none

Mrs. Middlestetter - none

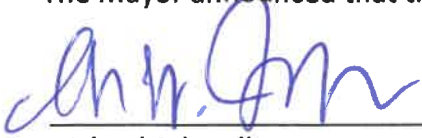
Mayor Schweller thanked Chief Doherty.

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PUBLIC COMMENT – None

ADJOURNMENT

The Mayor announced that there was no further business and adjourned the meeting at 6:58PM.



Michael Schweller, Mayor



Robert Schommer, Clerk of Council